



**MINUTES OF FINANCE AND CORPORATE SERVICES COMMITTEE MEETING  
HELD IN LITTLE PARA CONFERENCE ROOMS, SALISBURY COMMUNITY HUB,**

**34 CHURCH STREET, SALISBURY ON**

**16 SEPTEMBER 2024**

**MEMBERS PRESENT**

Cr B Brug (Chairman)  
Mayor G Aldridge  
Cr L Brug (Deputy Chairman)  
Deputy Mayor, Cr C Buchanan  
Cr J Chewparsad  
Cr A Graham  
Cr K Grenfell  
Cr D Hood  
Cr P Jensen  
Cr M Mazzeo  
Cr S McKell  
Cr S Ouk  
Cr S Reardon

**STAFF**

Chief Executive Officer, Mr J Harry  
Deputy Chief Executive Officer, Mr C Mansueto  
A/General Manager City Infrastructure, Mr C Haskas  
A/General Manager Community Development, Ms V Haracic  
A/General Manager City Development, Ms S Klein  
Governance Support Officer, Ms M Prasad  
Assessment Manager, Mr C Zafiropoulos  
Manager Community Experience, Ms C Kroepsch  
Organisational Development Lead, Mr R Scholtz  
Team Leader Open Space Assets & Urban Streetscape, Mr C Johansen  
Manager Infrastructure Design & Delivery, Mr J Collins  
Manager People & Performance, Ms K Logan  
Club Leasing Officer, Ms S McEwen

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The meeting commenced at 6.34pm.

The Chairman welcomed the Elected Members, members of the public and staff to the meeting.

## **APOLOGIES**

Nil.

## **LEAVE OF ABSENCE**

Nil.

## **PRESENTATION OF MINUTES**

Moved Cr J Chewparsad  
Seconded Mayor G Aldridge

The Minutes of the Finance and Corporate Services Committee Meeting held on 19 August 2024, be taken as read and confirmed.

**CARRIED**

## **REPORTS**

*For Decision*

### **2.1.1 Budget Timetable 2025/26**

Moved Cr C Buchanan  
Seconded Cr L Brug

That Council:

1. Approves the draft timetable for the preparation and presentation of the 2025/26 Budget, as included in this report (Item no. 2.1.1, Finance and Corporate Services Committee, 16 September 2024).

**CARRIED**

### **2.1.2 2023-2024 Carried Forward Funds and Budget Adjustments**

Moved Cr C Buchanan  
Seconded Mayor G Aldridge

That Council:

1. Approves the 2024/25 budget be increased with \$37,369,704 funds carried forward to be applied as detailed in the Schedule of Funds Carried Forward from 2023/2024 to 2024/2025 in Attachment 1 to this report (Item No. 2.1.2, Finance and Corporate Services Committee, 16 September 2024).

2. Approves the 2023/2024 project expenditure budgets be reduced to reflect returned funds totalling \$9,617,728, and the total includes a return to the developer reserve of \$199,462 as per the Schedule of Funds Returned to Council 2023/24 in Attachment 2 to this report (Item No. 2.1.2, Finance and Corporate Services Committee, 16 September 2024).
3. Approves the 2023/24 project expenditure budgets be increased to reflect additional actual expenditure of \$967,874, as per the Schedule of Budget Adjustments 2023/24 in Attachment 3 to this report (Item No. 2.1.2, Finance and Corporate Services Committee, 16 September 2024).
4. Approves transfers of \$236,217 Capital to Operating and \$298,397 Operating to Capital to balance completed programs and projects, and \$91,000 Operating to Operating to consolidate operational budgets, and align to planned 2024/25 expenditure, as per the Schedule of Budget Transfers 2023/24 in Attachment 4 to this report (Item No. 2.1.2, Finance and Corporate Services Committee, 16 September 2024).
5. Approves the 2023/24 project budgets be adjusted for unsuccessful grant applications totalling \$594,813 income, and \$690,852 expenditure, as detailed in Attachment 5 to this report Schedule of Grant Funding Adjustments (Item No. 2.1.2, Finance and Corporate Services Committee, 16 September 2024).
6. Approves the 2023/24 Budget be adjusted for grants and other funding adjustments of \$162,627 Capital income, and \$161,252 Capital expenditure, with expenditure budgets carried forward, as detailed in Attachment 5 to this report Schedule of Grant Funding Adjustments (Item No. 2.1.2, Finance and Corporate Services Committee, 16 September 2024).
7. Approves budget allocation in 2023/24 of \$116,335 for PR27564 Montague Road Stormwater Failure to align with actual expenditure, and remove this project from non-discretionary funding at the 2024/25 First Quarter Budget Review (Council Resolution 0698/2024).
8. Approves operating funding included within the Schedule of Funds Carried Forward from 2023/2024 to 2024/2025 in Attachment 1 to this report (Item No. 2.1.2, Finance and Corporate Services Committee, 16 September 2024), PR26294 Managed Service – Telephone System 21/22 & PR26295 Expand Call Centre Functionality 21/22, totalling \$62,700 be repurposed to fund PR27895 Additional Confirm Licences within PR94997 Organisational Information Technology for the 2024/25 financial year, at a value of \$62,700.

9. Approves the program inclusion of building renewal and ergonomic upgrades at the Polaris Centre within PR18097 SAMP Building Service Continuity Program, with \$300,000 budget funding included within Schedule of Funds Carried Forward from 2023/2024 to 2024/2025 in Attachment 1 to this report (Item No. 2.1.2, Finance and Corporate Services Committee, 16 September 2024) and approves an additional budget allocation of \$200,000 in 2024/25 to provide the balance of the \$500,000 in total funding required for the Polaris Centre.
10. Approves the removal of 2024/25 operating expenditure budget for kerb and gutter replacement of \$870k, as this has also been included in PR12000 Road Reseal/Reconstruction Program.
11. Approves the 2023/24 project expenditure budgets be increased to reflect additional actual expenditure of \$82,014 for Minor Capital Works itemised in the table below, to reflect operating expenditure and associate budget transferred to capital (PR27784) as part of the end of financial year review of expenditure.

Work Detail	Total Cost
Supply and Install of Bollards to Watershed Wetlands	\$9,310
Campus Picnic Settings Park F - remove and install new	\$34,420
Para Hills Oval Coaches Boxes	\$14,500
Aerator Isla Circuit Mawson Lakes	\$16,880
CCTV Sysetm St Kilda Community Hall	\$6,904
<b>Total Cost to be Capitalised</b>	<b>\$82,014</b>

12. Approves the transfer of 2024/25 expenditure budgets relating to the Salisbury Aquatic Centre (SAC) maintenance to reflect service delivery responsibilities in City Infrastructure, per paragraph 3.20 (Item No. 2.1.2, Finance and Corporate Services Committee, 16 September 2024).
13. Approves the transfer of the following amounts to the Business Transformation Future Fund (BTFF) for the 2023/24 financial year, in accordance with the Business Transformation Future Fund Policy:

Expenditure / Income Category	Savings / Gains
Interest Expense	1,478,000
<b>Total</b>	<b>1,478,000</b>

14. Notes the transfer of \$100k from Business Transformation Future Fund to Project Connect operating budget for fourth quarter of 2023/24 in accordance with CEO delegation provided by resolution 0724/2024.

**CARRIED**  
UNANIMOUSLY

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**2.1.3 Loan Borrowings 2023/24 and 2024/25**

Moved Cr C Buchanan  
Seconded Cr P Jensen

That Council:

1. Approves the balance of the Property Disposal Reserve be retained to support working capital requirements.
2. Approves the establishment of 10 Year Cash Advance Debenture Facilities to a total of \$19.6 million to enable the delivery of the 2024/25 Budget.

**CARRIED**

*For Information*

**2.2.1 2022 State Government Grant Funding**

Moved Cr P Jensen  
Seconded Cr D Hood

That Council:

1. Notes in accordance with Resolution 1375/2022, the Council contribution associated with the new grant funding opportunities awarded in June 2022 were effectively distributed under the Chief Executive Officer delegation to support the associated projects within the 2021/22 Special Purpose Grants (Office for Recreation, Sport & Racing) and Community Infrastructure Grant Program (Department for Infrastructure & Transport), with these delegations closed out within the 2024/25 First Quarter Budget Review.

**CARRIED**

**QUESTIONS ON NOTICE**

There were no Questions on Notice.

**MOTIONS ON NOTICE**

There were no Motions on Notice.

**OTHER BUSINESS**

*(Questions Without Notice, Motions Without Notice, CEO Update)*

There were no Other Business Items.

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The meeting closed at 6.37pm.

CHAIRMAN.....

DATE.....