

# Corporate & Works Committee Minutes

Tuesday 7 October 2008

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# Corporate & Works Committee Minutes

**Minutes of the Meeting held on  
Tuesday 7 October 2008 at 6.05pm**

Present: His Worship The Mayor, Councillor Andrew Petrie ex-officio (Chair Item D1 to D3)  
Councillors Anthony Boskovitz  
Peter Cavanagh (Chair Item D4 to R3)  
Nicola Grieve  
Ian Plater  
Isabelle Shapiro

Staff: G Clarke (Director – Corporate Services)  
W Hatton (Director – Technical Services)  
G James (General Manager)  
D Johnston (Manager Finance)  
M Phair (Team Leader Financial Services)  
A Sheedy (Property Officer)  
K Walshe (Director – Community Services)

Also in Attendance: Nil

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## **Leave of Absence**

Leave of Absence previously granted by Council: Nil

Apologies:

Apologies were received and accepted from Councillor Greg Medcraft and Leave of Absence granted.

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## **Late Correspondence**

Late correspondence was submitted to the committee in relation to Items: D7

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## **Declarations of Interest**

Nil

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**Items Decided by this Committee using its Delegated Authority (Items D1 to D7)**

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**Item No:** D1 Delegated to Committee  
**Subject:** **Election of Deputy Chairperson**  
**Author:** Les Windle - Manager Governance  
**Reason for Report:** For the Committee to elect a Deputy Chairperson  
**(Boskovitz/Shapiro)**

**Resolved:**

That Councillor Peter Cavanagh be elected as Deputy Chairperson of the Corporate and Works Committee for the ensuing twelve months.

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**Item No:** D2 Delegated to Committee  
**Subject:** **Confirmation of Minutes of Meeting held on 1 September 2008**  
**Author:** Les Windle, Manager – Governance  
**File No:** See Council Minutes  
**Reason for Report:** The Minutes of the Meeting of Tuesday 1 September 2008 were previously circulated. In accordance with the guidelines for Committees' operations it is now necessary that those Minutes be formally taken as read and confirmed.

**(Petrie/Shapiro)**

**Resolved:**

That the Minutes of the Corporate and Works Committee Meeting of 1 September 2008 be taken as read and confirmed.

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**Item No:** D3 Delegated to Committee  
**Subject:** **Political Donation and Gift Disclosures and Requirements of General Managers to Report Matters to The Director General Department of Local Government**  
**Author:** Les Windle - Manager Governance  
Peter Kauter – Executive Planner  
**File No:** 1191.G  
**Reason for Report:** To advise Councillors of new legislative requirements in relation to political donations and gifts

**(Grieve/Cavanagh)**

**Resolved:**

- A. That the information be noted.
- B. That Council note that the following actions have been taken:
- a link has been provided on Council’s website to the Election Funding Authority website,
  - information is provided for applicants and people making submissions on appropriate parts of Council’s website and by notices in the Wentworth Courier,
  - a disclosure statement form, which incorporates explanatory information, is available for use by applicants and people making submissions,
  - Council’s DA Guide, neighbour notification letters and DA form/check list have been updated,
  - DA assessment report templates have been revised to include details of disclosures,
  - disclosure statements are available on Council’s website,
  - Council’s technical and administrative staff have been briefed on the legislative requirements.

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**Item No:** D4 Delegated to Committee  
**Subject:** **Matters to be Considered by Council During the Next 12 months**  
**Author:** Les Windle - Manager Governance  
**File No:** 38.G  
**Reason for Report:** To advise Councillors of matters that will be submitted to the Council in the next 12 months.

**(Boskovitz/Petrie)**

**Resolved:**

That the information be noted.

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**Item No:** D5 Delegated to Committee  
**Subject:** **Disclosure of Interest Returns by Councillors and Designated Persons**  
**Author:** Helen Tola – Team Leader Governance  
**File No:** 169.G  
**Reason for Report:** To table the returns disclosing Pecuniary Interest of Councillors and designated persons in accordance with legislative requirements.

**(Boskovitz/Shapiro)**

**Resolved:**

- A. That Council notes that the Disclosures of Interest Returns of Councillors and Designated Persons are tabled.
- B. That Council notes that the Disclosure of Interest Returns have been submitted in accordance with the requirements of the Local Government Act 1993.

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**Item No:** D6 Delegated to Committee  
**Subject:** **Monthly Financial Report – August 2008**  
**Author:** Toby Andreassen, Financial Accountant  
Michelle Phair, Team Leader Financial Services  
**File No:** 349G  
**Reason for Report:** To present the monthly financial report for August 2008

**(Petrie/Boskovitz)**

**Resolved:**

- A. THAT the monthly financial report for August 2008 be received and noted.

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**Item No:** D7 Delegated to Committee  
**Subject:** **Queens Ave, Vaucluse - Proposed Action to Regularise Encroachments on the Road Reserve**  
**Author:** Anthony Sheedy - Property Officer  
**File No:** 374. & 1220.G  
**Reason for Report:** To recommend actions for the management of encroachments in Queens Avenue, Vaucluse

**Note:** In accordance with Council's meeting procedures and policy this matter is referred to full Council by Councillor Shoebidge reasons it proposes to alienate a substantial portion of public land in a prime harbourside location that should be preserved for the public domain. **(See Item R3).**

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**Items with Recommendations from this Committee  
Submitted to the Council for Decision (Items R1 to R3)**

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**Item No:** R1 Recommendation to Council  
**Subject:** **3 Queens Ave, Vacluse - Proposed Road Closure and Sale**  
**Author:** Anthony Sheedy - Property Officer  
**File No:** 374.3 and 1220.G  
**Reason for Report:** To give consideration to the closure and subsequent sale of unmade roadway adjoining the property.

**(Boskovitz/Petrie)**

**Recommendation:**

- A. That the matter be deferred to the next meeting.
- B. That the resident in Queens Avenue, Little Queens Avenue and Vacluse Road be notified of the proposal.
- C. That the site be inspected at 5.00pm prior to the next Committee Meeting.

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**Item No:** R2 Recommendation to Council  
**Subject:** **Statutory Review of Policy - Payment of Expenses and Provision of Facilities to the Mayor, Deputy Mayor and Councillors Policy**  
**Author:** Les Windle - Manager Governance  
**File No:** 18.G  
**Reason for Report:** For Council to fulfil its statutory requirement to review and publicly exhibit a proposed policy for the Payment of Expenses and Provision of Facilities to the Mayor, Deputy Mayor and Councillors

**(Boskovitz/Shapiro)**

**Recommendation:**

- A. THAT Council's current Payment of Expenses and Provision of Facilities to the Mayor, Deputy Mayor and Councillors Policy as contained in Annexure 2 of the report to the Corporate and Works Committee meeting on 7 October 2008 be placed on public exhibition for a period of not less than 28 days as Council's proposed policy for the ensuing twelve months.
- B. THAT a further report be submitted to the Committee at the conclusion of the exhibition period.

**Item No:** R3 Delegated to Committee  
**Subject:** **Queens Ave, Vacluse - Proposed Action to Regularise Encroachments on the Road Reserve**  
**Author:** Anthony Sheedy - Property Officer  
**File No:** 374. & 1220.G  
**Reason for Report:** To recommend actions for the management of encroachments in Queens Avenue, Vacluse

**Note:** In accordance with Council's meeting procedures and policy this matter is referred to full Council by Councillor Shoebridge reasons it proposes to alienate a substantial portion of public land in a prime harbourside location that should be preserved for the public domain. **(See Item R3).**

**Note:** Late correspondence was tabled by Councillor Shoebridge.

**Note:** John Grant & Robyn Jarvis of 3 Queens Avenue addressed the Committee.

**(Boskovitz/Petrie)**

**Recommendation:**

- A. That Council require the owners of Nos. 2, 4, and 9 Queens Avenue to enter into a positive covenant in favour of Council for the encroachments adjoining their properties.
- B. That Council write to the owners of 3a Queens Avenue requiring the removal of part of the encroachment adjoining their property, and requiring them to enter into a positive covenant in favour of Council for the remaining encroachment adjoining their property.
- C. That Council require the owners of 5 & 7 Queens Avenue to apply for an Easement to Permit Encroaching Structures to Remain for the encroachment adjoining their land.
- D. That Council require the owners of 11 Queens Avenue to enter into a Lease, and apply for an Easement to Permit Encroaching Structures to Remain for the area of the encroachment adjoining their land.

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There being no further business the meeting concluded at 7.13pm.

*We certify that the pages numbered 3175 to 3182 inclusive are the Minutes of the Corporate & Works Committee Meeting held on 7 October 2008 and confirmed by the Corporate & Works Committee on 20 October 2008 as correct.*

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**Chairperson**

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**Secretary of Committee**