

Corporate & Works Committee Minutes

Monday 21 May 2007

TABLE OF CONTENTS

D1	Confirmation of Minutes of Meeting held on 7 May 2007.....	907
D2	Monthly Financial Report - April 2007	907
D3	Council's Workforce	907
D4	Organisation Support Principal Activity - 3rd Quarter Management Plan Review	908
D5	Customer Service and Communication Principal Activity - 3rd Quarter Management Plan Review	909
D6	Roads, Traffic and Transport Principal Activity - 3rd Quarter Management Plan Review	909
D7	Environmental and Infrastructure Works Program Principal Activity - 3rd Quarter Management Plan Review	910
R1	Adoption of Commercial Fitness Training Fee	910
R2	Goods and Services Tax Compliance Certification	911
R3	26-28 Royston Street, Paddington - Proposed Road Closure and Sale	911

Corporate & Works Committee Minutes

**Minutes of the Meeting held on
Monday 21 May 2007 at 6.07pm**

Present: Her Worship the Mayor, Councillor Keri Huxley, ex-officio
Councillors Julian Martin (Chair)
Wilhelmina Gardner
Isabelle Shapiro
David Shoebridge
Fiona Sinclair King (6.30pm during Item D2)
John Walker

Staff: N Carthew (Manager Human Resources)
W Hatton (Director – Technical Services)
D Johnston (Acting Director – Corporate Services)
G James (General Manager)
M Phair (Acting Manger Finance)
A Sheedy (Property Officer)

Also in Attendance: Nil

Note: **Item R 3** (26-28 Royston Street, Paddington – Proposed Road closure and sale) was considered after Item D1 (Confirmation of Minutes)

Leave of Absence

Leave of Absence previously granted by Council: Nil

Apologies:

Apologies were received and accepted from Councillor Marcus Ehrlich and Leave of Absence granted.

Late Correspondence

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

Declarations of Interest

Nil

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

Item No: D1 Delegated to Committee
Subject: **Confirmation of Minutes of Meeting held on 7 May 2007**
Author: Les Windle, Manager – Governance
File No: See Council Minutes
Reason for Report: The Minutes of the Meeting of Monday 7 May 2007 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.

(Shoebridge/Shapiro)

Resolved:

That the Minutes of the Corporate and Works Committee Meeting of 7 May 2007 be taken as read and confirmed.

Item No: D2 Delegated to Committee
Subject: **Monthly Financial Report - April 2007**
Author: Tracey Walker, Financial Accountant
Michelle Phair, Acting Finance Manager
File No: 987G
Reason for Report: To present the monthly financial report for April 2007

(Walker/Shapiro)

Resolved:

A. THAT the monthly financial report for April 2007 be received and noted.

Item No: D3 Delegated to Committee
Subject: **Council's Workforce**
Author: Nita Carthew, Manager Human Resources
File No: 103.G
Reason for Report: To provide information in regard to staff movements as requested

**Motion moved by Councillor Shoebridge
Seconded by Councillor Walker**

1. That the report be received and noted.
2. That the issue be reported again in 3 months in light of the matters canvassed at the meeting.

Amendment moved by Councillor Sinclair King

That the issue be reported again in 6 months in light of the matters canvassed at the meeting.

**The amendment lapsed for the want of a Seconder
The Motion was adopted**

(Shoebridge/Walker)

Resolved:

1. That the report be received and noted.
 2. That the issue be reported again in 3 months in light of the matters canvassed at the meeting.
-

Item No: D4 Delegated to Committee
Subject: **Organisation Support Principal Activity - 3rd Quarter Management Plan Review**
Author: Don Johnston - Acting Director Corporate Services
Warwick Hatton - Director Technical Services
File No:
Reason for Report: To review the status of works, services, and Notices of Motion for the Management Plan principal activity of Organisation Support for the 3 months ending 31 March 2007

(Sinclair King/Walker)

Resolved:

- A. That the status of projects for the Organisation Support principal activity be noted.
 - B. That the variations to projects be agreed subject to adoption of the relevant budget variations included in the separately reported end of year financial review.
-

Item No: D5 Delegated to Committee
Subject: **Customer Service and Communication Principal Activity - 3rd Quarter Management Plan Review**
Author: Mandy Quayle – Acting Communications Manager
Judy Port – Manager Customer Service
Geoff Clarke – Director Corporate Services/
File No: 827.G 04-07
Reason for Report: To review the status of works and services for the Management Plan principal activity of Customer Service and Communication for the 3 months ending 31 March 2007

(Sinclair King/Shapiro)

Resolved:

- A. That the status of projects for the Customer Service and Communication principal activity be noted.
-

Item No: D6 Delegated to Committee
Subject: **Roads, Traffic and Transport Principal Activity - 3rd Quarter Management Plan Review**
Author: Warwick Hatton - Director Technical Services
File No: 827.G 04-07
Reason for Report: To review the status of works, services, and Notices of Motion for the Management Plan principal activity of Roads, Traffic & Transport for the 3 months ending 31 March 2007

(Shapiro/Walker)

Resolved:

- A. That the status of projects for the Roads, Traffic & Transport principal activity be noted.
- B. That the variations to projects be agreed subject to adoption of the relevant budget variations included in the separately reported end of year financial review.
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Item No: D7 Delegated to Committee
Subject: **Environmental and Infrastructure Works Program Principal Activity - 3rd Quarter Management Plan Review**
Author: Warwick Hatton - Director Technical Services
File No: 827.G 04-07
Reason for Report: To review the status of works, services and projects for the Management Plan principal activity 8.0 Environmental and Infrastructure Works Program for the 3 months ending 31 March 2007 2006.

(Walker/Shapiro)

Resolved:

- A. That the status of projects for the principal activity 8.0 Environmental and Infrastructure Works Program be noted.
- B. That the variations to projects be agreed, subject to adoption of the relevant budget variations included in the separately reported end of year financial review.

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

Item No: R1 Recommendation to Council
Subject: **Adoption of Commercial Fitness Training Fee**
Author: David Sheils - Manager Public Open Space
File No: 172.G
Reason for Report: To adopt the Commercial Fitness Training Application fee

(Shapiro/Sinclair King)

Recommendation:

That an application fee of \$200 be adopted for the use of public open space for conducting commercial fitness training activities, in accordance with the Commercial Fitness Training Policy (2007).

Item No: R2 Recommendation to Council
Subject: **Goods and Services Tax Compliance Certification**
Author: Michelle Phair, Acting Finance Manager
File No: 329G
Reason for Report: To seek a recommendation to Council in regard to Goods and Services Tax compliance certification.

(Sinclair King/Shapiro)

Recommendation:

THAT Council, having noted this report and the statement by the Responsible Accounting Officer, make the following resolution in regard to goods and services tax:

To assist compliance with Section 114 of the Commonwealth Constitution, we certify that:

- Voluntary GST has been paid by Woollahra Municipal Council for the period 1 May 2006 to 30 April 2007.
- Adequate management arrangements and internal controls were in place to enable Council to adequately account for its GST liabilities and recoup all GST input tax credits eligible to be claimed.
- No GST non-compliance events by the Council were identified by or raised with the Australian Taxation Office.

Item No: R3 Recommendation to Council
Subject: **26-28 Royston Street, Paddington - Proposed Road Closure and Sale**
Author: Anthony Sheedy, Property Officer
File No: 395.26-28
Reason for Report: To give consideration to the closure and subsequent sale of unmade roadway in Sutherland Ave, adjoining the property of 26-28 Royston St, Paddington.

Note: Item R 3 was considered after Item D1 (Confirmation of Minutes)

(Walker/Shapiro)

Recommendation:

- A. That Council proceed with the road closure application, subject to receiving a 10% deposit of the Sale price before the application to close the road is made. This amount is to be non-refundable unless the Minister's approval to the closure is not given.
- B. That subject to the portion of road being closed, Council proceed with the sale of stratum unmade roadway adjoining 26-28 Royston St, Paddington, with the following conditions:

1. That the stratum land to be sold is to be limited in height to the first floor sill height, as defined in Council resolutions of 11 December 2006 and 5 February 2007, but unlimited in depth.
 2. A purchase price of \$850 per square metre (exclusive of GST) is to be paid to Council subject to final survey.
 3. The balance of the purchase price is to be paid in full upon completion of the Sale.
 4. The owner of 26-28 Royston St, Paddington is to pay all costs, including but not limited to GST, legal fees, survey etc associated with the closure and Sale.
- C. That the Seal of Council is to be affixed to all necessary documentation to effect the road closure and sale i.e. Contract for Sale of Land, Plan of Road Closure, Transfer documents etc.

There being no further business the meeting concluded at 7.30pm.

We certify that the pages numbered 904 to 912 inclusive are the Minutes of the Corporate & Works Committee Meeting held on 21 May 2007 and confirmed by the Corporate & Works Committee on 4 June 2007 as correct.

Chairperson

Secretary of Committee