

Corporate & Works Committee Minutes

Monday 21 October 2013

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Corporate & Works Committee Minutes

**Minutes of the Meeting held on
Monday 21 October 2013 at 6.00pm**

Present: Her Worship the Mayor, Councillor Toni Zeltzer ex-officio (Items D5 & R1)
Councillors Peter Cavanagh (Chair)
Anthony Boskovitz
Andrew Petrie
Deborah Thomas
Susan Wynne
Jeff Zulman

Staff: Stephen Dunshea (Director – Corporate Services)
Gary James (General Manager)
Don Johnston (Manager Finance)
Tom O’Hanlon (Director – Technical Services)
Nabil Saleh (Manager – Information Technology)
Mark Ramsay (Manager – Civil Operations)
Cheryle Burns (Manager – Business Assurance & Risk)

Also in Attendance: Mr John Gordon (Chair Audit & Assurance Committee)
Mr Gary Mottau (External Auditor) (Items D1-D3)

Leave of Absence

Leave of Absence previously granted by Council: Nil

Apologies:

Apologies were received and accepted from Councillor Elena Wise and Leave of Absence granted.

Late Correspondence

Late correspondence was submitted to the committee in relation to Items: D4

Declarations of Interest

Nil

Items Decided by this Committee using its Delegated Authority (Items D1 to D5)

Item No: D1 Delegated to Committee
Subject: **Confirmation of Minutes of Meeting held on 8 October 2013**
Author: Les Windle, Manager – Governance
File No: See Council Minutes
Reason for Report: The Minutes of the Meeting of Tuesday 8 October 2013 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.

(Wynne/Zulman)

Resolved:

That the Minutes of the Corporate and Works Committee Meeting of 8 October 2013 be taken as read and confirmed.

Item No: D2 Delegated to Committee
Subject: **Minutes of The Audit & Assurance Committee Meeting of 11 September 2013**
Author: Cheryle Burns - Manager Business Assurance & Risk
File No: 1225.G
Reason for Report: To submit the Minutes of the Audit & Assurance Committee meeting of 11 September 2013.

Note: Mr John Gordon, Independent Chair of Council's Audit & Assurance Committee, addressed the Committee in relation to this item.

(Wynne/Zulman)

Resolved:

That the Minutes of the Audit & Assurance Committee meeting of 11 September 2013 be received and noted.

Item No: D3 Delegated to Committee
Subject: **Presentation of the Financial Statements for the year ended 30 June 2013 to the Public**
Author: Don Johnston, Manager Finance
File No: 767G 2012/13
Reason for Report: To present the Financial Statements for the year ended 30 June 2013 to the public.

Note: Mr Gary Mottau, representing Council's external auditors, Hill Rogers Spencer Steer, provided the Committee with a presentation on the audit of Council's financial statements for the year ended 30 June 2013.

(Zulman/Wynne)

Resolved:

- A. That the General Purpose Financial Statements for the year ended 30 June 2013, as presented to the public, be received and noted.
- B. That the Auditors be thanked for their attendance and presentation.

Item No: D4 Delegated to Committee
Subject: **Monthly Financial Report - September 2013**
Author: Don Johnston, Manager Finance
File No: 349.G
Reason for Report: To present the monthly financial report for September 2013

Note: Late correspondence was tabled by Council's Manager Finance, Don Johnston.

(Thomas/Wynne)

Resolved:

That the Committee:

- i. Receive and note the Monthly Financial Report – September 2013.
- ii. Note that Council's 12 months weighted average return on its direct investment portfolio of 4.04% continues to exceed the September 2013 benchmark 90 day term deposit index of 3.32%.
- iii. Note that total interest earned to September 2013 of \$422k exceeds the year-to-date 2013/14 Budget of \$359k but includes a one off \$65k interest payment from the termination of the BlackRock Care & Maintenance Fund.
- iv. Note the advice in late correspondence from the Manager Finance regarding the amended funding agreement with IMF (Australia) to enable the continued pursuit of claims against Lehman Asis on Council's behalf in Hong Kong.

Item No: D5 Delegated to Committee
Subject: **Online Community Engagement**
Author: Nabil Saleh – Manager Information Systems
Justine Henderson – Manager Communications
File No: 884G
Reason for Report: Respond to Notice of Motion

Note: In accordance with Council’s meeting procedures and policy this matter has been called to full Council by Councillor Boskovitz, for the reason of overwhelming interest from the community and other Councillors. **(See Item R2)**

**Items with Recommendations from this Committee
Submitted to the Council for Decision (Items R1 – R2)**

Item No: R1 Recommendation to Council
Subject: **Depot Site – 52 O’Dea Avenue, Waterloo**
Author: Tom O’Hanlon, Director Technical Services
File No: 1255.G
Reason for Report: To recommend that Council commence the process to sell the existing depot site at 52 O’Dea Avenue, Waterloo and to purchase part of a new site at 67A Bourke Road, Alexandria, with Waverley Council.

(Thomas/Boskovitz)

Recommendation:

- A. That Council commence the process to undertake the sale of the depot site at 52 O’Dea Avenue, Waterloo by public tender.
 - B. That Council accept in principle the invitation from Waverley Council to become joint owners of the new depot site at 67A Bourke Road, Alexandria and that the General Manager be authorised to continue negotiations with Waverley Council in regard to the final capital contribution payable and the ongoing management of the shared facility. A further report will be provided on the outcome of those negotiations.
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Item No: R2 Delegated to Committee
Subject: **Online Community Engagement**
Author: Nabil Saleh – Manager Information Systems
Justine Henderson – Manager Communications
File No: 884G
Reason for Report: Respond to Notice of Motion

Note: In accordance with Council’s meeting procedures and policy this matter has been called to full Council by Councillor Boskovitz, for the reason of overwhelming interest from the community and other Councillors.

(Zulman/Thomas)

Recommendation:

That Council:

- A. Receive and note the report in relation to online community engagement.
- B. Note the broad range of online community engagement platforms currently used by Council in accordance with our Online Engagement Strategy.
- C. Note the range of mobile applications (Apps) freely available in the market for download and referenced in the report that enable selected service requests to be electronically lodged with Council.
- D. Not proceed with the development of specifically designed Woollahra Council branded mobile application (App) at this time on the basis that it is not considered to be a cost effective option.
- E. Continue to monitor the development of ‘Apps’ such as those discussed in the report with a view to reporting back to Council on any cost-effective options that we consider would enhance our use of online and mobile communication or community engagement technology.

There being no further business the meeting concluded at 7.03pm.

We certify that the pages numbered 3407 to 3413 inclusive are the Minutes of the Corporate & Works Committee Meeting held on 21 October 2013 and confirmed by the Corporate & Works Committee on 4 November 2013 as correct.

Chairperson

Secretary of Committee