

# Corporate & Works Committee Minutes

Monday 19 June 2006

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# Corporate & Works Committee Minutes

**Minutes of the Meeting held on  
Monday 19 June 2006 at 6.10pm**

Present:           Councillors   Keri Huxley (Chair)  
                                                  Claudia Cullen  
                                                  Tanya Excell  
                                                  Wilhelmina Gardner

Staff:                                   W Hatton           (Director – Technical Services)  
                                                  G James           (General Manager)  
                                                  D Johnston       (Manager Finance)  
                                                  D Sheils          (Manager Public Open Space)  
                                                  A Coker           (Director - Planning and Development)  
                                                  C Bluett          (Manager Strategic Planning)

Also in Attendance:           David Shoebridge       (Item D3 only)

## **Leave of Absence**

Leave of Absence previously granted by Council: Councillor Marcus Ehrlich

Apologies:

Apologies were received and accepted from the Mayor Councillor Andrew Petrie and Councillors John Walker and Fiona Sinclair King and Leave of Absence granted.

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## **Late Correspondence**

Late correspondence was submitted to the committee in relation to Item: R1

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## **Declarations of Interest**

Nil

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**Items Decided by this Committee using its Delegated Authority (Items D1 to D3)**

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**Item No:** D1 Delegated to Committee  
**Subject:** **Confirmation of Minutes of Meeting held on 5 June 2006**  
**Author:** Les Windle, Manager – Governance  
**File No:** See Council Minutes  
**Reason for Report:** The Minutes of the Meeting of Monday 5 June 2006 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.

(Gardner/Excell)

**Resolved:**

That the Minutes of the Corporate and Works Committee Meeting of 5 June 2006 be taken as read and confirmed.

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**Item No:** D2 Delegated to Committee  
**Subject:** **Monthly Financial Report - May 2006**  
**Author:** Don Johnston, Manager Finance  
**File No:** 987G  
**Reason for Report:** To present the monthly financial report for May 2006

(Gardner/Excell)

**Resolved:**

THAT the monthly financial report for May 2006 be received and noted.

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**Item No:** D3 Delegated to Committee  
**Subject:** **Contractual Conditions of Senior Staff**  
**Author:** Gary James, General Manager  
**File No:** Staff James G  
**Reason for Report:** To report to the Council on contractual conditions of senior staff in accordance with the requirements of Section 339 of the Local Government Act.

**Note:** In accordance with Council's Codes and Meeting Procedures, this matter has been called to the full Council for further consideration by Councillor Shoebridge in order to obtain reports in relation to "Standard Contracts of Employment". (**See Item R6**)

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**Items with Recommendations from this Committee  
Submitted to the Council for Decision (Items R1 to R4)**

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**Item No:** R1 Recommended to Council

**Subject:** **Hire of Lyne Park and Woollahra Ovals 2 & 3 for Australian Golf Open Parking**

**Author:** David Sheils - Manager Public Open Space

**File No:** 219.G, 195.G

**Reason for Report:** To determine a request from IMG to hire Lyne Park and Woollahra Ovals 2 & 3 for car parking during the Australian Golf Open to be held at the Royal Sydney Golf Club between 16 - 19 November 2006

**Note:** Late correspondence was tabled by Council's David Sheils, Manager Public Open Space.

**(Cullen/Gardner)**

**Recommendation:**

That IMG, the organisers of the 2006 Australian Open held at the Royal Sydney Golf Course, be permitted to use Lyne Park and Woollahra Ovals 2 and 3, between 16 and 19 November 2006, for parking, subject to the following conditions:

- a. Lyne Park and Woollahra Ovals 2 & 3 shall be fully restored following the event. Restoration works include vertidrain, sand topdressing, fertilising and returfing. The organisers IMG shall fund the full cost of these works;
- b. A hire fee of \$18,400 shall be paid to Council at least six weeks prior to the event. If, in the event of wet weather the parks are not available for use, then the hire fee will be charged at a pro rata rate;
- c. The organisers shall be responsible for providing staff to control entry to the carpark and security of vehicles in the carparks at their cost;
- d. A bond of \$20,000 shall be paid to Council, prior to the event, as security for the restoration of the park at the conclusion of the event. Council will assess each park and may use all or part of the bond to carry out rectification works if necessary;
- e. That details of resident parking arrangements shall be included in the Detailed Traffic Management Plan. The residents parking arrangements shall require the approval of Council;
- f. The organisers shall ensure cars are removed from Woollahra Ovals 2 & 3 by 9:00pm each night and from Lyne Park by 10:30pm each night;
- g. The organisers shall apply for approval from the Woollahra Local Traffic Committee and RTA of a Traffic Management Plan for the whole event. No parking shall be permitted on Lyne Park and Woollahra Oval 2 and 3 until this approval is obtained;

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- h. No marketing, sales or promotions of any kind shall be undertaken within the Park during the period of use;
  - i. The organisers shall be responsible for installation and removal of safety fencing around the carpark area and the provision of security at its cost. The area of fencing is to be determined by Council staff prior to the event;
  - j. Only vehicles under 3 tonnes and under 6 metres in length will be permitted to access and park in the park;
  - k. The organisers, prior to the event, shall provide Council with a copy of a \$10,000,000 public liability policy naming Woollahra Municipal Council and IMG as insured under the policy;
  - l. In the event of excessive rain, either before or during the period when the parks are to be used for carparking, the General Manager may direct that the park not be used for carparking, if, in his opinion, excessive damage will result;
  - m. The organisers shall advise all residents of O'Sullivan Road, Elanora Road, Iluka Street and Manion Avenue of the Australian Open's activities and parking arrangements by way of letter box drop a minimum of one week prior to the event.

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**Item No:** R2 Recommendation to Council  
**Subject:** Resources for Strategic Planning Section  
**Author:** Chris Bluett - Manager Strategic Planning  
**File No:**  
**Reason for Report:** To respond to a decision of the Council made on 15 May 2006 regarding the adequacy of resources in the Strategic Planning Section.

**(Cullen/Gardner)**

**Recommendation**

- A. That a further allocation of \$100,000 be made available to fund additional staff resources for the Strategic Planning Section.
- B. That the \$100,000 allocation to Strategic Planning be funded from the existing allocation of "employee costs" so as to not affect the operating result.

**Item No:** R3 Recommendation to Council  
**Subject:** **Management Plan - Review of submissions**  
**Author:** Don Johnston  
 Acting Director Corporate Services  
**File No:** 331.G  
**Reason for Report:** For the Committee to review the submissions received following public exhibition of the management plan.

(Cullen/Huxley)

**Recommendation:**

1. THAT, subject to the Minister approving Council's application for a special rate variation, Council adopt of the exhibition copy of the Draft Management Plan 2007 – 2009 as its Management Plan 2007 – 2009, incorporating the Rating Structure Scenario 1 (special variation application included) and the provision of an additional \$100,000 for Strategic Planning resources.
2. THAT, in the event Council's special variation application is not approved, or approved in part, a further report be presented quantifying the reduction in special levy income and proposing a means of addressing the reduction in income.
3. THAT the following draft fees and charges be adopted and, pending public exhibition for 28 days, be incorporated into the schedule of fees and charges in the Management Plan 2007 - 2009:

Asphalt footpath on 75mm thick road base	\$193.00 per sq m
Concrete footpath 75mm thick with washed surface finish	\$290.00 per sq m
Pram Ramp	\$1,200.00 each

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**Item No:** R4 Recommendation to Council  
**Subject:** **State Transit Authority owned Bus Shelters - Transfer of ownership to Council**  
**Author:** Greg Stewart - Manager Public Infrastructure  
**File No:** 263.G Part 10  
**Reason for Report:** Resolution of Council

(Cullen/Huxley)

**Recommendation:**

- A. That the offer of a one-off contribution of \$53,500 received from the State Transit Authority for Council to accept ownership of the seven bus shelters in this Municipality, currently owned by the State Transit Authority, be accepted by Council.
- B. That the funds received by Council be used to refurbish these bus shelters to a satisfactory condition.

- C. That the General Manager be authorised to sign all necessary documentation relating to the transfer of ownership of these bus shelters.

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**Item No:** R5 Recommendation to Council  
**Subject:** **Funding Agreement with NSW Department of Ageing, Disability & Home Care (DADHC)**  
**Author:** Lotta Jackson  
**File No:** 1152.G p4  
**Reason for Report:** To seek approval to affix Council's Seal to the NSW Department of Ageing, Disability & Home Care Funding Agreement 2006-2009 for funding for the meal service at EJ Ward Community Centre and partial funding towards the position of Aged & Disability Development Officer.

(Cullen/Excell)

**Recommendation:**

That Council's Seal be affixed to the Funding Agreement between Woollahra Municipal Council and the NSW Department of Ageing, Disability & Home Care for and behalf of the Minister for Ageing and the Minister for Disability Services Department.

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**Item No:** R6 Recommended to Council  
**Subject:** **Contractual Conditions of Senior Staff**  
**Author:** Gary James, General Manager  
**File No:** Staff James G  
**Reason for Report:** To report to the Council on contractual conditions of senior staff in accordance with the requirements of Section 339 of the Local Government Act.

**Note:** In accordance with Council's Codes and Meeting Procedures, this matter has been called to the full Council for further consideration by Councillor Shoebridge in order to obtain reports in relation to "Standard Contracts of Employment"

(Cullen/Gardner)

**Recommended:**

1. That the contract conditions of the General Manager and other senior staff be noted.
2. That a report be submitted to the Corporate and Works Committee providing a comparison between the existing Senior Staff contracts and the standard contract referred to in Section 338 of the Local Government Act.
3. That the report also provide details of the consultation process for the re-appointment of the current Directors.



There being no further business the meeting concluded at 6.50pm.

*We certify that the pages numbered 992 to 1000 inclusive are the Minutes of the Corporate & Works Committee Meeting held on 19 June 2006 and confirmed by the Corporate & Works Committee on 3 July 2006 as correct.*

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**Chairperson**

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**Secretary of Committee**