

# Corporate & Works Committee Minutes

**Monday 3 February 2014**

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# Corporate & Works Committee Minutes

**Minutes of the Meeting held on  
Monday 4 February 2014 at 6.00pm**

Present: 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)

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 Elena Wise.

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## **Late Correspondence**

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

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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 2 December 2013**  
**Author:** Les Windle, Manager – Governance  
**File No:** See Council Minutes  
**Reason for Report:** The Minutes of the Meeting of Monday 2 December 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.

(Thomas/Wynne)

**Resolved:**

That the Minutes of the Corporate and Works Committee Meeting of 2 December 2013 be taken as read and confirmed.

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**Item No:** D2 Delegated to Committee  
**Subject:** **Monthly Financial Report - November 2013**  
**Author:** Don Johnston, Manager Finance  
**File No:** 349.G  
**Reason for Report:** To present the monthly financial report for November 2013

(Thomas/Wynne)

**Resolved:**

That the Committee:

- i. Receive and note the Monthly Financial Report – November 2013.
  - ii. Note that Council's 12 months weighted average return on its direct investment portfolio of 3.88% continues to exceed the November 2013 benchmark 90 day term deposit index of 3.12%.
  - iii. Note that total interest earned to November 2013 of \$660k exceeds the year-to-date 2013/14 Budget estimate of \$599k.
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**Item No:** D3 Delegated to Committee  
**Subject:** **Monthly Financial Report - December 2013**  
**Author:** Don Johnston, Manager Finance  
**File No:** 349.G  
**Reason for Report:** To present the monthly financial report for December 2013

(Wynne/ Thomas)

**Resolved:**

That the Committee:

- i. Receive and note the Monthly Financial Report – December 2013.
- ii. Note that Council’s 12 months weighted average return on its direct investment portfolio of 3.87% continues to exceed the December 2013 benchmark 90 day term deposit index of 3.30%.
- iii. Note that total interest earned to December 2013 of \$778k exceeds the year-to-date 2013/14 Budget estimate of \$719k.

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**Item No:** D4 Delegated to Committee  
**Subject:** **Disclosure of Interest Returns submitted by designated employees during the period October to December 2013**  
**Author:** Les Windle – Manager Governance  
**File No:** 169.G  
**Reason for Report:** To table the disclosure of interest returns that have been received by Council during the period 1 October to 31 December 2013.

(Petrie/Wynne)

**Resolved:**

- A. That the Disclosure of Interest Return of the new designated person who was required to submit a Primary Return during the period October to December 2013 be tabled.
  - B. That Council notes that the Primary Disclosure of Interest Return has been submitted in accordance with the requirements of the Local Government Act 1993.
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**Items with Recommendations from this Committee  
Submitted to the Council for Decision (Items R1 to R2)**

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**Item No:** R1 Recommendation to Council  
**Subject:** 13/2013 SSROC Cleaning & Inspecting Gross Pollutant Traps  
**Author:** Dave Byatt – Purchasing Coordinator  
**File No:** 811.G  
**Reason for Report:** To recommend acceptance of an SSROC tender

**(Petrie/Thomas)**

**Recommendation:**

That Council enters into an agreement with R.A Bell Environmental and Company for the provision of Cleaning and Inspecting Gross Pollutant Traps (Stormwater Decontamination Systems) for a period of three years with an option to extend for a further two one year periods at the discretion of council.

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There being no further business the meeting concluded at 6.13pm.

*We certify that the pages numbered 1 to 6 inclusive are the Minutes of the Corporate & Works Committee Meeting held on 4 February 2014 and confirmed by the Corporate & Works Committee on 17 February 2014 as correct.*

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**Chairperson**

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**Secretary of Committee**