



Corporate & Works Committee Minutes

Minutes: *Corporate & Works Committee*

Date: *Monday 26 October 2015*

Time: *6.00pm*

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Monday 26 October 2015

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**Minutes of the Meeting held on
26 October 2015 at 6.00pm.**

Present: Her Worship the Mayor, Councillor Toni Zeltzer ex-officio
Councillors Peter Cavanagh (Chair)
Greg Levenston
Andrew Petrie
Susan Wynne
Jeff Zulman

Staff	Craig Bennett	(Manager – Governance & Council Support)
	Allan Coker	(Director – Planning & Development)
	Stephen Dunshea	(Director – Corporate Services)
	Gary James	(General Manager)
	Don Johnston	(Chief Financial Officer)
	Tom O’Hanlon	(Director – Technical Services)

Also in Attendance: Nil

Leave of Absence and Apologies

Note: Apologies from Councillor Deborah Thomas

Late Correspondence

Late correspondence was submitted to the committee in relation to items Nil

Declarations of Interest

Nil

Items to be Decided by this Committee using its Delegated Authority

Item No: D1 Delegated to Committee
Subject: **CONFIRMATION OF MINUTES OF MEETING HELD ON 6 OCTOBER 2015**
Author: Sue O'Connor, Secretarial Support - Governance
File No: 15/150123
Reason for Report: The Minutes of the Corporate & Works Committee of 6 October 2015 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 & Works Committee Meeting of 6 October 2015 be taken as read and confirmed.

Item No: D2 Delegated to Committee
Subject: **AUDIT & ASSURANCE COMMITTEE MEETING MINUTES**
Author: Cheryle Burns, Manager - Business Assurance & Risk
Approver: Stephen Dunshea, Director - Corporate Services
File No: 15/149709
Reason for Report: To submit the Minutes of the Audit & Assurance Committee meeting of 23 September 2015.

(Zulman/Wynne)

Resolved:

THAT the Minutes of the Audit & Assurance Committee meeting of 23 September 2015 be received and noted.

Item No: D3 Delegated to Committee
Subject: **MONTHLY FINANCIAL REPORT - SEPTEMBER 2015**
Author: Don Johnston, Chief Financial Officer
Approver: Stephen Dunshea, Director - Corporate Services
File No: 15/144526
Reason for Report: To present the monthly financial report for September 2015

(Zulman/Wynne)

Resolved:

- A. Receive and note the Monthly Financial Report – September 2015.
- B. Note that Council's 12 months weighted average return for September 2015 on its direct investment portfolio of 2.97% exceeds the September 2015 benchmark 90 day AusBond Bank Bill Index of 2.15%, Council's new performance benchmark introduced arising from its revised Investment Policy.
- C. Note that the total interest earned for year to date September 2015 of \$635k exceeds the 2015/16 Budget of \$564k.

Item No: D4 Delegated to Committee
Subject: **STATUTORY CODE OF CONDUCT COMPLAINTS REPORT**
Author: Ailsa Crammond, Governance Services Coordinator
Approvers: Craig Bennett, Manager Governance & Council Support
Stephen Dunshea, Director - Corporate Services
File No: 15/140283
Reason for Report: To comply with Code of Conduct requirements to report to Council on complaint statistics

(Levenston/Zulman)

Resolved:

THAT Council note that there were no Code of Conduct complaints made about Councillors or the General Manager during the period 1 September 2014 to 31 August 2015.

Item No: D5 Delegated to Committee
Subject: **DISCLOSURE OF INTEREST RETURNS BY COUNCILLORS AND DESIGNATED PERSONS**
Author: Ailsa Crammond, Governance Services Coordinator
Approvers: Craig Bennett, Manager Governance & Council Support
Stephen Dunshea, Director - Corporate Services
File No: 15/140327
Reason for Report: To table the returns disclosing Pecuniary Interest of Councillors and Designated Persons in accordance with legislative requirements.

(Zulman/Levenston)

Resolved:

THAT Council note:

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

Items to be Submitted to the Council for Decision with Recommendations from this Committee

Item No: R1 Recommendation to Council
Subject: **ANNUAL REVIEW OF THE PAYMENT OF EXPENSES & PROVISION OF FACILITIES TO THE MAYOR, DEPUTY MAYOR & COUNCILLORS POLICY (SC307)**
Author: Craig Bennett, Manager Governance & Council Support
Approver: Stephen Dunshea, Director - Corporate Services
File No: 15/104856
Reason for Report: To enable Council to fulfill its statutory requirement to annually review and publicly exhibit an updated Payment of Expenses & Provision of Facilities to the Mayor, Deputy Mayor & Councillors Policy.

(Zulman/Levenston)

Recommendation:

- A. THAT the Draft *Payment of Expenses and Provision of Facilities to the Mayor, Deputy Mayor and Councillors Policy* as contained in **Annexure I** be placed on public exhibition for a period of 28 days from Tuesday 27 October 2015 until Monday 23 November 2015.
- B. THAT a further report be submitted to the Corporate and Works Committee Meeting advising of any submissions received during the public exhibition period.

There being no further business the meeting concluded at 6.10pm.

We certify that the pages numbered 3535 to 3540 inclusive are the Minutes of the Corporate & Works Committee Meeting held on 26 October 2015 and confirmed by the Corporate & Works Committee on 9 November 2015 as correct.

Chairperson

Secretary of Committee