

Corporate & Works Committee Minutes

Monday 7 February 2011

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Corporate & Works Committee Minutes

**Minutes of the Meeting held on
Monday 7 February 2011 at 6.00pm**

Present: Councillors Andrew Petrie (Chair)
Anthony Boskovitz
Sean Carmichael
Susan Jarnason
Ian Plater
David Shoebridge

Staff: Stephen Dunshea (Director – Corporate Services)
Gary James (General Manager)
Don Johnston (Manager Finance)
Tom O’Hanlon (Director – Technical Services)
Vicki Munro (Acting Director – Community Services)

Also in Attendance: Nil

Leave of Absence

Leave of Absence previously granted by Council: Councillor Greg Medcraft

Apologies: Nil

Late Correspondence

Late correspondence was submitted to the committee in relation to Items: D2

Declarations of Interest

Nil

Items Decided by this Committee using its Delegated Authority (Items D1 to D2)

Item No: D1 Delegated to Committee
Subject: **Confirmation of Minutes of Meeting held on 24 January 2011**
Author: Les Windle, Manager – Governance
File No: See Council Minutes
Reason for Report: The Minutes of the Meeting of Monday 24 January 2011 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.

(Carmichael/Jarnason)

Resolved:

That the Minutes of the Corporate and Works Committee Meeting of 24 January 2011 be taken as read and confirmed.

Item No: D2 Delegated to Committee
Subject: **Draft 2011/2012 Fees & Charges**
Author: Don Johnston, Manager Finance
File No: 331G 2011/2012
Reason for Report: To present the proposed 2011/2012 Fees and Charges and recommend their inclusion in the public exhibition of the Delivery Program 2009 to 2013 and 2011/2012 Operational Plan.

Note: Late correspondence was tabled by Council's Manager of Finance Don Johnston (2 pieces).

(Boskovitz/Plater)

Resolved:

- A. THAT the Draft Fees & Charges Schedule for 2011/2012 be the subject of a further report to the next Corporate & Works Committee Meeting providing further information in respect of those items proposed as either nil increases for 2011/2012 or increases less than the CPI.
- B. The further report to also include advice in respect of stepped increases for Advertising & Neighbour Notification Fees.

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

Item No: R1 Recommendation to Council
Subject: **Draft Financial Hardship Policy and Review of Debt Recovery Policy**
Author: Don Johnston, Manager Finance
File No: 87.G
Reason for Report: To facilitate consideration of a new Financial Hardship Policy and a review of Council's Debt Recovery Policy

(Boskovitz/Plater)

Recommendation:

- A. That the Draft Financial Hardship Policy contained in Annexure 1 to this report be adopted as Council's Financial Hardship Policy.
 - B. That the reviewed Debt Recovery Policy contained in Annexure 2 to this report be adopted as Council's Debt Recovery Policy, subject to the inclusion of specific reference to the delegation to the Director Corporate Service to write off amounts due to Council up to \$20,000.
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Item No: R2 Recommendation to Council
Subject: **Lyne Park Car Park Improvements Project**
Author: Rod Ward – Project Manager Open Space & Trees
File No: Tender No 10/16
Reason for Report: To recommend to Council the acceptance of a Tender

(Carmichael/Boskovitz)

Recommendation:

- A. That Council enter into a Contract with Sydney Civil Pty Ltd for the Lyne Park Car Park Improvements project for the lump sum of \$490,474 (excluding GST), and any provisional items used subject to a satisfactory financial capability assessment.
 - B. That successful and unsuccessful tenderers be advised accordingly.
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There being no further business the meeting concluded at 6.55pm.

We certify that the pages numbered 72 to 76 inclusive are the Minutes of the Corporate & Works Committee Meeting held on 7 February 2011 and confirmed by the Corporate & Works Committee on 21 February 2011 as correct.

Chairperson

Secretary of Committee