

Corporate & Works Committee Minutes

Monday 1 September 2014

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Corporate & Works Committee Minutes

**Minutes of the Meeting held on
Monday 1 September 2014 at 6.00pm**

Present: Her Worship the Mayor, Councillor Toni Zeltzer ex-officio
Councillors Peter Cavanagh (Chair)
Deborah Thomas
Susan Wynne
Jeff Zulman

Staff: Stephen Dunshea (Director – Corporate Services)
Gary James (General Manager)
Tom O’Hanlon (Director – Technical Services)
Anthony Sheedy (Senior Property Officer)
Les Windle (Manager – Governance)

Also in Attendance: Nil

Leave of Absence

Leave of Absence previously granted by Council: Nil

Apologies:

Apologies were received and accepted from Councillors Anthony Boskovitz, Andrew Petrie & Elena Wise and Leave of Absence granted.

Late Correspondence

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

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 18 August 2014**
Author: Les Windle, Manager – Governance
File No: See Council Minutes
Reason for Report: The Minutes of the Meeting of Monday 18 August 2014 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/Thomas)

Resolved:

That the Minutes of the Corporate and Works Committee Meeting of 18 August 2014 be taken as read and confirmed.

Item No: D2 Delegated to Committee
Subject: **48 Cranbrook Road, Bellevue Hill - Proposed Road Closure and Sale**
Author: Minnie Cai, Property Officer
File No: 119.48
Reason for Report: To give consideration to the closure and subsequent sale of road reserve portion adjoining the property.

(Thomas/Wynne)

Resolved:

- A. That the proposal to sell a section of road reserve adjoining 48 Cranbrook Road, Bellevue Hill, be advertised and notified to adjoining properties.
- B. That a further report be submitted, following part A above.

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

Item No: R1 Recommendation to Council
Subject: **Statutory Review of Policy - Payment of Expenses and Provision of Facilities to The Mayor, Deputy Mayor and Councillors Policy**
Author: Les Windle - Manager Governance
File No: 18.G
Reason for Report: For Council to fulfil its statutory requirement to annually review and publicly exhibit a proposed policy for the Payment of Expenses and Provision of Facilities to the Mayor, Deputy Mayor and Councillors

(Wynne/Thomas)

Recommendation:

- A. THAT the Draft Payment of Expenses and Provision of Facilities to the Mayor, Deputy Mayor and Councillors Policy as contained in Annexure 1 of the report to the Corporate and Works Committee meeting on 1 September 2014 be placed on public exhibition for a period of not less than 28 days as Council's proposed policy for the ensuing twelve months.
- B. THAT a further report be submitted to the Committee at the conclusion of the exhibition period.

Item No: R2 Recommendation to Council
Subject: **Review of Code of Meeting Practice**
Author: Les Windle - Manager Governance
File No: 1191.G
Reason for Report: For Council to review and update the Code of Meeting Practice

(Wynne/Zulman)

Recommendation:

- A. THAT the Draft Code of Meeting Practice as contained in Annexure 1 of the report to the Corporate and Works Committee meeting on 1 September 2014 be placed on public exhibition for a period of not less than 28 days and a period of not less than 42 days be allowed for the public to make submissions on the proposed changes to the Code, subject to the following amendments:
- i. Section 2.16: The deadline for submission of notices of motion being 5.00pm on the Wednesday preceding the Council meeting
 - ii. Section 2.43: The deadline for submission of Public Forum registration forms being 5.00pm on the Wednesday preceding the Council meeting along with a provision that any requests received after 5.00pm on the Wednesday preceding the Council meeting will be carried forward to the next Council meeting.
- B. THAT a further report be submitted to the Committee at the conclusion of the exhibition period.

There being no further business the meeting concluded at 6.30pm.

We certify that the pages numbered 3229 to 3234 inclusive are the Minutes of the Corporate & Works Committee Meeting held on 1 September 2014 and confirmed by the Corporate & Works Committee on 15 September 2014 as correct.

Chairperson

Secretary of Committee