



Minutes: *Corporate & Works Committee*

Date: *Monday 7 December 2015*

Time: *6.00pm*

Corporate & Works Committee Minutes

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**Minutes of the Meeting held on
7 December 2015 at 6.00pm.**

Present:	Councillors	Peter Cavanagh Greg Levenston Deborah Thomas Susan Wynne	(Chair)
	Staff	Craig Bennett Stephen Dunshea Gary James Tom O'Hanlon Zubin Marolia Vicki Munro	(Manager - Governance & Council Support) (Director - Corporate Services) (General Manager) (Director - Technical Services) (Manager - Property & Projects) (Acting Director - Community Services)
Also in Attendance:		Nil	

Leave of Absence and Apologies

An apology was received and accepted from Councillor Jeff Zulman and leave of absence granted.

Late Correspondence

Late correspondence was submitted to the committee in relation to items R1

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 23 NOVEMBER 2015**
Author: Sue O'Connor, Secretarial Support - Governance
File No: 15/171826
Reason for Report: The Minutes of the Corporate & Works Committee of 23 November 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.

(Levenston/Thomas)

Resolved:

THAT the Minutes of the Corporate & Works Committee Meeting of 23 November 2015 be taken as read and confirmed.

Item No: D2 Delegated to Committee
Subject: **CONFIRMATION OF MINUTES OF PROPERTY ASSETS WORKING PARTY MEETINGS HELD ON 28 OCTOBER 2015 AND 10 NOVEMBER 2015**
Author: Zubin Marolia, Manager - Property & Projects
Approver: Tom O'Hanlon, Director - Technical Services
File No: 15/165638
Reason for Report: To report on the outcomes of the Property Assets Working Party meeting held on 28 October 2015 and 10 November 2015 to recommend further actions.

(Wynne /Levenston)

Resolved:

- A. That the minutes of the Property Assets Working Party meeting, held on 28 October and 10 November 2015, be noted
- B. That a detailed financial feasibility be provided for Wilberforce Avenue car park - Options 1, 3B and 4 to the Property Assets Working Party
- C. That Council proceed with Expressions of Interest for the proposed commercial uses on the ground floor of St Brigids
- D. That the proposed management model for a community art gallery proposed on level 1 of St Brigids be supported in principle
- E. That Council defer the final decision on the proposed art gallery on level 1 of St Brigids until the result of the Expressions of Interest for the ground level has been considered by Council.

Item No: D3 Delegated to Committee
Subject: **MONTHLY FINANCIAL REPORT - NOVEMBER 2015**
Author: Don Johnston, Chief Financial Officer
Approver: Stephen Dunshea, Director - Corporate Services
File No: 15/172551
Reason for Report: To present the monthly financial report for November 2015.

(Wynne /Levenston)

Resolved:

That the Committee:

- A. Receive and note the Monthly Financial Report – November 2015.
- B. Note that Council's 12 months weighted average return for November 2015 on its direct investment portfolio of 2.94% exceeds the November 2015 benchmark 90 day AusBond Bank Bill Index of 2.15%.
- C. Note that the total interest earned for year to date November 2015 of \$1,077k exceeds the revised 2015/16 Budget of \$1,036k.

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

Item No: R1 Recommendation to Council
Subject: **2016/17 BUDGET STRATEGY (SC2660)**
Author: Don Johnston, Chief Financial Officer
Approver: Stephen Dunshea, Director - Corporate Services
File No: 15/159500
Reason for Report: To seek adoption of the strategy to guide the preparation of the 2016/17 Budget

Note: Late correspondence was tabled by Councils Chief Financial Officer, Mr Don Johnston.

(Thomas/Wynne)

Recommendation:

That Council:

- A. Receive and note the report on the Budget Strategy for 2016/17.
- B. Note the principal strategy for the preparation of the draft 2016/17 Budget (which supports the Operational Plan and adopted four year Delivery Program), subject to the completion of management's comprehensive budget review process is to:

1. Provide sufficient funding for all continuing services;
 2. Provide funding for recommended service expansions;
 3. Continue Council's commitment to asset renewal;
 4. Continue a program of capital improvements at similar budget levels and ratios;
 5. Maintain an adequate working funds balance
- C. Endorse the following economic parameters around which the draft 2016/17 Budget will be prepared:
1. That Council adopt a balanced budget for 2016/17.
 2. That the Draft 2016/17 Budget be prepared on the basis of no new borrowings.
 3. That any transfers to and from Reserves be clearly shown in the Draft 2016/17 Budget.
 4. That fees and charges be increased by at least CPI (2.5%) where practical unless it would have an adverse impact on forecast revenue or users' capacity to pay.
 5. That the 2016/17 draft salaries and wages Budget be prepared on the basis of a 2.8% Award increase and 5% vacancy rate.
 6. That the 2016/17 budget be prepared on the basis of the continuation of higher employer contributions to the defined benefits superannuation scheme as notified by the scheme and a 9.5% contribution rate for the Superannuation Guarantee.
- D. Receive further progress reports in relation to the preparation of Council's 2016/17 Operational Plan and Budget, as well as the review of the Long Term Financial Plan, at future Corporate & Works Committee Meetings.
- E. Received further reports on any implications arising from the State Government's local government reform agenda.

There being no further business the meeting concluded at 6.03 pm.

We certify that the pages numbered 4555 to 4560 inclusive are the Minutes of the Corporate & Works Committee Meeting held on 7 December 2015 and confirmed by the Corporate & Works Committee on 1 February 2016 as correct.

Chairperson

Secretary of Committee