

Corporate & Works Committee Minutes

Monday 11 February 2013

Table of Contents

D1	Confirmation of Minutes of Meeting held on 29 January 2013	183
D2	Monthly Financial Report - January 2013	183
D3	Delivery Program 2009 to 2013 & Operational Plan 2012/13 (DPOP) Quarterly Progress Report December 2012 against Goal 6 - Getting Around, Goal 9 - Community Focussed Economic Development, Goal 10 - Working Together & Goal 11 - A Well Managed Council	184
D4	Capital Works Program - Quarterly Progress Report December 2012.....	184
D5	52 Mona Road, Darling Point - Proposed Road Closure and Sale	185
D6	152 Wolseley Road, Point Piper - Proposed Road Closure and Sale	185
R1	Gap Park CCTV Stage 3 Project Tender 12/21	186
R2	Victoria Road, Bellevue Hill – Dedication of Part of Roadway for Public Use.....	186
R3	New Model Code of Conduct and Procedures for the administration of The Model Code of Conduct for Local Councils in NSW	187
R4	2012/2013 Budget Review for the Quarter Ended 31 December 2012	188

Corporate & Works Committee Minutes

**Minutes of the Meeting held on
Monday 11 February 2013 at 6.00pm**

Present: Councillors Katherine O'Regan (Chair)
Peter Cavanagh
Deborah Thomas
Elena Wise
Susan Wynne
Jeff Zulman

Staff: Stephen Dunshea (Director – Corporate Services)
Gary James (General Manager)
Don Johnston (Manager - Finance)
Tom O'Hanlon (Director – Technical Services)
Kylie Walshe (Director – Community Services)
Les Windle (Manager - Governance)
Jake Matuzic (Manager - Capital Projects)
Cathy Edwards-Davis (Manager - Engineering Services)
Zubin Marolia (Manager – Property)
Bruce Rann (Manager – Open Space & Trees)
Helen Tola (Corporate Planning Coordinator)
Anthony Sheedy (Property Officer)

Also in Attendance: Nil

Leave of Absence

Leave of Absence previously granted by Council: Councillor Ted Bennett

Apologies: Nil.

Late Correspondence

Late correspondence was submitted to the committee in relation to Items: D6

Declarations of Interest

Nil

Note: The Committee dealt with Item D5 prior to Item D2.

Items Decided by this Committee using its Delegated Authority (Items D1 to D6)

Item No: D1 Delegated to Committee
Subject: **Confirmation of Minutes of Meeting held on 29 January 2013**
Author: Les Windle, Manager – Governance
File No: See Council Minutes
Reason for Report: The Minutes of the Meeting of Tuesday 29 January 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.

(Wynne/Thomas)

Resolved:

That the Minutes of the Corporate and Works Committee Meeting of 29 January 2013 be taken as read and confirmed.

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

(Wynne/Thomas)

Resolved:

That the Committee:

- i. Receive and note the Monthly Financial Report - January 2013.
- ii. Note that Council's 12 months weighted average return on its direct investment portfolio of 4.99% exceeds the January 2013 benchmark 90 day term deposit index of 4.00%.
- iii. Note that total interest earned to the end of January 2013 of \$1,040k is above the revised budget forecast of \$971k.

Item No: D3 Delegated to Committee
Subject: **Delivery Program 2009 to 2013 & Operational Plan 2012/13 (DPOP) Quarterly Progress Report December 2012 against Goal 6 - Getting Around, Goal 9 - Community Focussed Economic Development, Goal 10 - Working Together & Goal 11 - A Well Managed Council**
Author: Stephen Dunshea - Director Corporate Services
Tom O'Hanlon –Director Technical Services
File No: 1229.G
Reason for Report: To review the status of the Priorities and Actions in Council's Delivery Program 2009 to 2013 and Operational Plan 2012/13 for the three months ending 31 December 2012.

(Wynne/Wise)

Resolved:

THAT the December 2012 Quarterly Progress Report on Goal 6 (Getting Around), Goal 9 (Community focussed economic development), Goal 10 (Working together) and Goal 11 (A well-managed Council) of Council's Delivery Program 2009 to 2013 and Operational Plan 2012/13 be received and noted.

Item No: D4 Delegated to Committee
Subject: **Capital Works Program - Quarterly Progress Report December 2012**
Author: Tom O'Hanlon - Director Technical Services
Don Johnston - Manager Finance
File No: 1229.G
Reason for Report: To provide the Committee with an update on the status of projects in the 2012/13 Capital Works Program, for the quarter ended 31 December 2012

(Wise/Wynne)

Resolved:

THAT the Capital Works Program – Quarterly Progress Report for the quarter ended the 31 December 2012 be received and noted.

Item No: D5 Delegated to Committee
Subject: **52 Mona Road, Darling Point - Proposed Road Closure and Sale**
Author: Anthony Sheedy, Property Officer
File No: 315.52
Reason for Report: To give consideration to the closure and subsequent sale of road reserve portion adjoining the property.

(Wynne/Thomas)

Resolved:

- A. That the proposal to sell a section of road reserve adjoining 52 Mona Rd, Darling Point, be advertised and notified to adjoining properties.
- B. That a further report be submitted, following part A above.

Item No: D6 Delegated to Committee
Subject: **152 Wolseley Road, Point Piper - Proposed Road Closure and Sale**
Author: Anthony Sheedy, Property Officer
File No: 503.152
Reason for Report: To give consideration to the closure and subsequent sale of road reserve portion adjoining the property.

Note: Late correspondence was tabled by Councillor Elena Kirillova.

(Wynne/Thomas)

Resolved:

- A. That the proposal to sell a section of road reserve adjoining 152 Wolseley Rd, Point Piper, 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 R4)**

Item No: R1 Recommendation to Council
Subject: **Gap Park CCTV Stage 3 Project Tender 12/21**
Author: Jake Matuzic – Manager Capital Projects
File No: Tender No 12/21
Reason for Report: To recommend to Council the acceptance of a tender.

(Thomas/Zulman)

Recommendation:

- A. That Council enter into a Contract with ECS Services Pty Ltd for the lump sum of \$299,673.46, excluding GST, to undertake the Gap Park CCTV Project Stage 3.
- B. That the separable portion price of \$6137.50 excluding GST, from ECS Services Pty Ltd for the Raid 5 data storage system for new and existing media archiving be included in the Contract.
- C. That the separable portion for monitoring services and video recovery services not be included in the Contract and Council seek quotations for these services in a separate process.
- D. That successful and unsuccessful tenderers be advised of the outcome of the tender process.

Item No: R2 Recommendation to Council
Subject: **Victoria Road, Bellevue Hill – Dedication of Part of Roadway for Public Use**
Author: Anthony Sheedy, Property Officer
File No: 470 Part 9.
Reason for Report: To formalise the status of Victoria Road, Bellevue Hill between Rivers Street and Drumalbyn Road as a public road.

(Cavanagh/Wise)

Recommendation:

- A. That Council proceed with the dedication of Victoria Road, Bellevue Hill, between Rivers Street and Drumalbyn Road under Sections 16 and 17 of the Roads Act, 1993 as recommended by HWL Ebsworth Lawyers by undertaking the following actions:
 - i) Affixing a notice on Victoria Road, Bellevue Hill, between Rivers Street and Drumalbyn Road in a conspicuous place for 28 days.
 - ii) Placing an advertisement in a local newspaper advising of Councils intention to dedicate part of Victoria Road, Bellevue Hill, between Rivers Street and Drumalbyn Road as a public road in accordance with Section 17 of the Roads Act 1993.
 - iii) Providing a notice of the road dedication in the NSW Government Gazette, subject to Section 17 of the Roads Act, 1993.

- B. That Council instruct HWL Ebsworth Lawyers to execute the necessary actions to effectively have Victoria Road, Bellevue Hill, between Rivers Street and Drumalbyn Road dedicated as a public road.
- C. That Council authorise the Mayor and General Manager to execute and affix the Council Seal to the documents required for the dedication of Victoria Road, Bellevue Hill, between Rivers Street and Drumalbyn Road for the public use.
-

Item No: R3 Recommendation to Council

Subject: **New Model Code of Conduct and Procedures for the Administration of The Model Code of Conduct for Local Councils in NSW**

Author: Les Windle - Manager Governance

File No: 817.G

Reason for Report: To advise Council of the new Model Code of Conduct for Local Councils in NSW, Procedures for the Administration of the Model Code of Conduct for Local Councils in NSW and for Council to adopt the Code, Procedures and updated supporting policies.

(Wynne/Thomas)

Recommendation:

- A. That Council adopt:
1. The proposed Woollahra Council Code of Conduct (March 2013) being Annexure 1 to the report to the Corporate and Works Committee meeting of 11 February 2013.
 2. The Procedures for the Administration of the Model Code of Conduct for Local Councils in NSW being Annexure 2 to the report to the Corporate and Works Committee meeting of 11 February 2013.
 3. Proposed Conflict of Interests Policy March 2013 being Annexure 4 to the report to the Corporate and Works Committee meeting of 11 February 2013.
 4. Proposed Code of Conduct – A guide for Community Representatives March 2013 being Annexure 7 to the report to the Corporate and Works Committee meeting of 11 February 2013.
- B. That Council note and endorse:
1. The proposed Councillor Access to Information and Their Interaction with Staff Policy March 2013 being Annexure 3 to the report to the Corporate and Works Committee meeting of 11 February 2013.
-

Item No: R4 Recommendation to Council
Subject: **2012/2013 Budget Review for the Quarter Ended 31 December 2012**
Author: Trang Banfield – Systems and Management Accountant
Michelle Phair – Team Leader Financial Services
Don Johnston - Manager Finance
File No: 331.G 2011/2012
Reason for Report: To report on the review of the 2012/2013 Budget for the quarter ended 30 December 2012

(Wynne/Zulman)

Recommendation:

- A. THAT the report be received and noted.
 - B. THAT Council note the statement from Council's Manager Finance that Council's overall financial position remains satisfactory.
 - C. THAT the recommended variations to the 2012/13 budget outlined in the report be adopted.
-

There being no further business the meeting concluded at 6.46pm.

We certify that the pages numbered 180 to 188 inclusive are the Minutes of the Corporate & Works Committee Meeting held on 11 February 2013 and confirmed by the Corporate & Works Committee on 4 March 2013 as correct.

Chairperson

Secretary of Committee