

Corporate & Works Committee Minutes

Monday 19 May 2014

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Corporate & Works Committee Minutes

**Minutes of the Meeting held on
Monday 19 May 2014 at 6.00pm**

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

Note: Councillor Andrew Petrie was in attendance at the Development Control Committee meeting.

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)
Cathy Edwards – Davis	(Manager - Engineering Services)
Zubin Marolia	(Manager - Property & Projects)
Jake Matuzic	(Manager – Capital Projects)

Also in Attendance: Nil

Leave of Absence

Leave of Absence previously granted by Council: Nil

Apologies:

Apologies were received from Councillors Anthony Boskovitz, Elena Wise and Susan Wynne 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 D5)

Item No: D1 Delegated to Committee
Subject: **Confirmation of Minutes of Meeting held on 5 May 2014**
Author: Les Windle, Manager – Governance
File No: See Council Minutes
Reason for Report: The Minutes of the Meeting of Monday 5 May 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.

(Zulman/Cavanagh)

Resolved:

That the Minutes of the Corporate and Works Committee Meeting of 5 May 2014 be taken as read and confirmed.

Item No: D2 Delegated to Committee
Subject: **Delivery Program 2013 to 2017 & Operational Plan 2013/14 (DPOP) Quarterly Progress Report December 2013 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
Allan Coker – Director Planning & Development
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 2013 to 2017 and Operational Plan 2013/14 for the three months ending 31 March 2014.

(Zulman/Thomas)

Resolved:

THAT the March 2014 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 2013 to 2017 and Operational Plan 2013/14 be received and noted.

Item No: D3 Delegated to Committee
Subject: **Capital Works Program - Quarterly Progress Report December 2013**
Author: Tom O'Hanlon - Director Technical Services
Don Johnston - Chief Financial Officer
File No: 1229.G
Reason for Report: To provide the Committee with an update on the status of projects in the 2013/14 Capital Works Program, for the quarter ended 31 March 2014

(Thomas/Zulman)

Resolved:

THAT the Capital Works Program – Quarterly Progress Report for the quarter ended 31 March 2014 be received and noted.

Item No: D4 Delegated to Committee
Subject: **Minutes of the Audit & Assurance Committee Meeting of 2 April 2014**
Author: Cheryle Burns - Manager Business Assurance & Risk
File No: 1225.G
Reason for Report: To submit the Minutes of the Audit & Assurance Committee meeting of 2 April 2014.

(Thomas/Zulman)

Resolved:

That the Minutes of the Audit & Assurance Committee meeting of 2 April 2014 be received and noted.

Item No: D5 Delegated to Committee
Subject: **Monthly Financial Report - April 2014**
Author: Don Johnston, Chief Financial Officer
File No: 349.G
Reason for Report: To present the monthly financial report for April 2014

(Thomas/Zulman)

Resolved:

That the Committee:

- i. Receive and note the Monthly Financial Report – April 2014.
- ii. Note that Council's 12 months weighted average return on its direct investment portfolio of 3.75% continues to exceed the April 2014 benchmark 90 day term deposit index of 3.22%.

- iii. Note that total interest earned to April 2014 of \$1,225k is in line with the year-to-date 2013/14 Budget estimate of \$1,207k.

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

Item No: R1 Recommendation to Council
Subject: Annual Fee For Mayor and Councillors
Author: Les Windle - Manager Governance
File No: 18.G
Reason for Report: The Local Government Act requires that Council determine the annual fee payable to the Mayor and Councillors.

(Thomas/Zulman)

Recommendation:

- A. That, in accordance with Section 248 of the Local Government Act 1993, Council fix the annual fee for Councillors at an amount of \$17,930 per Councillor for the period 1 July 2014 to 30 June 2015.
- B. That, in accordance with Section 249 of the Local Government Act 1993, Council fix the annual fee for the Mayor at an amount of \$39,110 for the period 1 July 2014 to 30 June 2015.

Item No: R2 Recommendation to Council
Subject: 2013/2014 Budget Review for the Quarter Ended 31 March 2014
Author: Trang Banfield – Systems and Management Accountant
Don Johnston – Chief Financial Officer and Responsible Accounting Officer
File No: 331.G 2011/2012
Reason for Report: To report on the review of the 2013/2014 Budget for the quarter ended 31 March 2014

(Zulman/Thomas)

Recommendation:

- A. THAT the report be received and noted.
- B. THAT Council note the statement from Council's Responsible Accounting Officer that Council's projected financial position at 30 June 2014, based on the forecasts outlined in this reports, will remain satisfactory.
- C. THAT the recommended variations to the 2013/14 budget outlined in the report be adopted.
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There being no further business the meeting concluded at 6.16 pm.

We certify that the pages numbered 1701 to 1707 inclusive are the Minutes of the Corporate & Works Committee Meeting held on 19 May 2014 and confirmed by the Corporate & Works Committee on 2 June 2014 as correct.

Chairperson

Secretary of Committee