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## **Governance and Corporate Services Working Party Meeting Minutes**

**Commenced 6:00pm**

**MONDAY, 15 FEBRUARY 2016**

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**Present:** Cr Nathaniel Smith (Chairperson), Cr Nick Katris, Cr Kathryn Landsberry, Cr Lachlan McLean, Cr Michael Platt, Cr Sam Stratikopoulos, Evan Hutchings (Acting General Manager) and John Maunder (Chief Financial Officer).

**In Attendance:** Rod Logan (Director Planning and Environmental Services), Alison Murphy (Executive Manager Community Services) and Alison Hester (Manager Human Resources).

### **A. Apologies**

Apologies were received and accepted on behalf of Cr Annie Tang (Deputy Mayor), Cr Jacinta Petroni and Paul Woods (General Manager).

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### **B. Disclosures of Interest**

There were no Disclosures of Interest.

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### **C. Reports from Officers**

1. **Subject:** **Monthly Budget Review to 31 December 2015 and Quarterly Budget Review Statement to 31 December 2015**
- Author:** Evan Hutchings - Director Governance and Corporate Services (JM)
- Reason for Report:** To provide an update on the status of the monthly budget review conducted to 31 December 2015 and to provide a Quarterly Budget Review Statement to 31 December 2015.

**Recommendation:** (Katris/Platt)

- a) That the proposed budget variations described in this report be adopted with the variations decreasing unrestricted working funds by \$1,041 and increasing restricted working funds by \$27,463.
  - b) That the Quarterly Budget Review Statement be received and noted.
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2. **Subject:** **Monthly Budget Review for January 2016**  
**Author:** Evan Hutchings - Director Governance and Corporate Services (JM)  
**Reason for Report:** To provide an update on the status of the monthly budget review conducted for the month to 31 January 2016.
- Recommendation:** (Stratikopoulos/Platt)
- That the proposed budget variations, described in the report, be adopted with the variations having no net impact on Council's working funds.
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3. **Subject:** **Quarterly Investment Report to 31 December 2015**  
**Author:** Evan Hutchings - Director Governance and Corporate Services (JM)  
**Reason for Report:** To review the independent investment advisors quarterly report on Council's investment portfolio.
- Recommendation:** (Katris/Platt)
- That the quarterly investment report to 31 December 2015 from CPG Research and Advisory Pty Ltd be received and noted.
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4. **Subject:** **St George Men's Shed - Lease Agreement**  
**Author:** Andrew Sharp - Director Assets and Services  
**Reason for Report:** To seek endorsement for the establishment of a lease agreement between Kogarah City Council and St George Men's Shed for the use of the observation deck building at Carss Bush Park.
- Recommendation:** (Platt/Stratikopoulos)
- That a lease be granted to the St. George Men's Shed for a period of ten years for the use of the observation deck building at Carss Bush Park, subject to compliance with the requirements of the Local Government Act.
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5. **Subject:** **Review of Council's Policies**  
**Author:** Evan Hutchings - Director Governance and Corporate Services (CB)  
**Reason for Report:** To review and update Council's policies.

**Recommendation:** (Landsberry/Stratikopoulos)

That the Library Membership Policy annexed to the report be adopted.

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6. **Subject:** **Oatley Senior Citizens Centre - Request for Assignment of Licence**  
**Author:** Evan Hutchings - Director Governance and Corporate Services  
**Reason for Report:** To consider a request from the Oatley Senior Citizens Centre for assignment of the licence over the clubhouse building.

**Recommendation:** (Katris/McLean)

- a) That subject to the concurrence of RailCorp, the licence over the building located on the land leased by Council from Railcorp, and known as the Oatley Senior Citizens Centre (No. 161 Hurstville Road), be assigned to 3Bridges Community Limited subject to an annual payment of \$5200 (ex GST) which amount would also cover the annual rent in addition to the annual reimbursement of the building insurance premium.
  - b) That the Deed of Assignment incorporate the undertakings of 3Bridges Community Limited detailed in its letter to Oatley Seniors dated 5 February 2016.
  - c) That Council's legal costs in granting the assignment of the lease be met by 3Bridges Community Limited.
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#### **D. Closed Session**

1. **Subject:** Confidential Item - **Staff Movements**  
**Author:** Paul Woods - General Manager (AH)  
**Reason for Report:** To advise of staff movements from 11 November 2015 to 9 February 2016.

**Recommendation:** (Katris/Stratikopoulos)

That the report on the November 2015 – February 2016 staff movements be received and noted.

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The meeting closed at 6.48 pm.

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