
Governance and Corporate Services Working Party Meeting Minutes

Commenced 6:04pm

MONDAY, 18 APRIL 2016

Present: Cr Stephen Agius (Mayor), Cr Nathaniel Smith (Chairperson), Cr Nick Katris, Cr Kathryn Landsberry, Cr Lachlan McLean, Cr Michael Platt, Cr Sam Stratikopoulos, Paul Woods (General Manager), Evan Hutchings (Director Governance and Corporate Services) and John Maunder (Chief Financial Officer).

In Attendance: Rod Logan (Director Planning and Environmental Services), Cassandra Vanderplas (Manager Human Resources) and Marea Getsios (Coordinator Procurement).

A. Apologies

Apologies were received and accepted on behalf of Cr Annie Tang (Deputy Mayor) and Cr Jacinta Petroni.

B. Disclosures of Interest

There were no Disclosures of Interest.

C. Reports from Officers

1. **Subject:** **Southern Sydney Regional Organisation Of Councils (SSROC) Supply and Delivery of Print, Associated Products and Services**
Author: Evan Hutchings - Director Governance and Corporate Services (MG)
Reason for Report: To consider the recommendations of the SSROC tender evaluation panel for a contract for Supply and Delivery of Print, Associated Products and Services.
Recommendation: (Katris/Stratikopoulos)
 - a) That in accordance with the recommendations of the Southern Sydney Regional Organisation of Councils (SSROC) tender evaluation panel (Confidential report dated February 2016 annexed to the report) for Supply and Delivery of Print, Associated Products and Services, the tender submissions from the parties as listed in paragraph 10 of the report be accepted for a term of three years subject to satisfactory performance as determined by SSROC, with an option to extend the agreement for a further two years (1 + 1 years).
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- b) That the pre-approved panel referred to in (a) above be utilised to conduct a request for quote and execute commissioning agreements with the successful suppliers, and Council appoint its own panel under this agreement.
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2. **Subject:** **Tender: Lease of Parkside Drive Tennis Courts, No. 276 Princes Highway, Kogarah Bay**
Author: Evan Hutchings - Director Governance and Corporate Services (KA)
Reason for Report: To consider tenders received for the Lease of the Parkside Drive Tennis facility for a period of five years with a further five year option.

Recommendation: (Platt/Stratikopoulos)

That the tender submission received from Graeme Wardrop be accepted in the amount of \$33,800 (excluding GST) for Year 1 for the lease over the Parkside Drive Tennis facility for a period of five years with a further five year option.

3. **Subject:** **Monthly Budget Review for March 2016**
Author: Evan Hutchings - Director Governance and Corporate Services (FM)
Reason for Report: To provide an update on the status of the monthly budget review conducted for the month to 31 March 2016.

Recommendation: (Stratikopoulos/Katris)

That the proposed budget variations, described in the report, be adopted with the variations increasing Council's restricted working funds by \$18,209 and decreasing Council's unrestricted working funds by \$1,087.

4. **Subject:** **Draft Model Code of Conduct**
 Author: Evan Hutchings - Director Governance and Corporate Services (CB)
 Reason for Report: To consider the adoption of a draft Code of Conduct that incorporates the provisions of the Office of Local Government's revised Model Code of Conduct November 2015.

Recommendation: (Platt/Katris)

That the draft Code of Conduct annexed to the report be adopted as Kogarah City Council's Code of Conduct.

D. Closed Session

1. **Subject:** **Confidential Item - Staff Movements**
 Author: Paul Woods - General Manager (CV)
 Reason for Report: To advise of staff movements from 26 February - 31 March 2016.

Recommendation: (Agius/Landsberry)

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

The meeting closed at 6.36 pm.
