

# **Reports of the Corporate Governance Committee Meeting to be held at 5.30pm on Tuesday, 8 December 2015.**

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## **APOLOGIES**

## **ACKNOWLEDGEMENT OF LAND**

## **DECLARATIONS OF INTEREST**

### **Pecuniary Interests**

### **Non Pecuniary – Significant Interests**

### **Non Pecuniary – Less than Significant Interests**

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**Minutes of the Corporate Governance Committee held on 8 December 2015**

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**Present**

Councillor C Mead (Chairperson)  
Councillor F Borg  
Councillor A Chanthivong  
Councillor G Greiss  
Councillor R Kolkman  
Councillor P Lake  
Director Business Services - Mr M Sewell  
Director City Works - Mr W Rylands  
Acting Manager Assets and Supply Services - Mr W Miller  
Manager Emergency Management and Facility Services - Mr R Blair  
Manager Executive Services - Mr N Smolonogov  
Manager Financial Services - Mrs C Mears  
Manager Human Resources - Mr B Clarence  
Manager Information Management and Technology - Mrs S Peroumal  
Manager Property Services - Mr J Milicic  
Executive Assistant - Mrs K Peters

**Apology** (Borg/Kolkman)

That the apology from Councillor Dobson be received and accepted.

**CARRIED**

**Acknowledgement of Land**

An Acknowledgement of Land was presented by the Chairperson Councillor Mead.

**DECLARATIONS OF INTEREST**

Declarations of Interest were made in respect of the following items:

**Pecuniary Interests - nil**

**Non Pecuniary – Significant Interests - nil**

**Non Pecuniary – Less than Significant Interests - nil**

Councillor Chanthivong advised that he is a member of the NSW State Parliament and he will seek advice regarding his need to declare an interest on any issues that may potentially involve the NSW State Government. Councillor Chanthivong noted that if issues arise where he considers there may be a perceived conflict necessitating him to declare an interest, he will do so and if appropriate, leave the Room.

**Other Disclosures - nil**

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## **1. GOVERNANCE AND RISK**

### **1.1 Southern Phone Company Dividend**

#### **Reporting Officer**

Director Business Services

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#### **Attachments**

Correspondence from the Southern Phone Company (contained within this report)

#### **Purpose**

To advise Council of the dividend from the Southern Phone Company for 2014-2015.

#### **Report**

Council is a shareholder of the Southern Phone Company and has been for some time. The Southern Phone Company is an organisation that provides telephony services to regional Australia. The Southern Phone Company is the third largest provider of fixed line services (after Telstra and Optus) and the fourth largest mobile phone provider (after Telstra, Optus and Vodafone) in regional Australia.

The Southern Phone Company states that any profit that is made from regional Australia should be distributed back to regional communities to provide greater community amenity. This year the dividend to Campbelltown City Council is \$26,620.04.

As in previous years it is recommended that these funds be allocated toward Christmas decorations and festivities.

The appropriate adjustment will be made in the December quarterly financial review.

#### **Officer's Recommendation**

1. That that Council note the dividend of \$26,620.04 from the Southern Phone Company.
2. That these funds be allocated toward Christmas decorations and festivities with the appropriate adjustment being made in the December quarterly financial review.

#### **Committee's Recommendation: (Borg/Kolkman)**

That the Officer's Recommendation be adopted.

**CARRIED**

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**Council Meeting 15 December 2015 (Mead/Lake)**

That the Officer's Recommendation be adopted.


**Council Resolution Minute Number 235**

That the Officer's Recommendation be adopted.

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## ATTACHMENT 1

  
**southern phone**  
looking after regional Australia

29 October 2015

Mr Paul Tosi  
General Manager  
Campbelltown City Council  
PO Box 57  
CAMPBELLTOWN NSW 2560

**Your 2014-15 Southern Phone dividend: \$26,620.04**

Dear Mr Tosi

Despite increasingly difficult trading conditions 2014-15 was another successful year for your Southern Phone Company. Our revenues grew by more than 5% to \$89.6 million and our profit was \$5.5 million. As a consequence, we have been able to maintain this year's shareholder dividend at \$3,000,000. The dividend payable to your Council is \$26,620.04. The payment will be made next February.

Details on the amount paid to each shareholder are enclosed. The total dividend is determined by the proportion of revenues generated from each Council area. We will provide you with further information about how your dividend was calculated and how it can be increased in the near future.

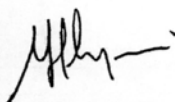
**Your Invitation to the Annual General Meeting**  
On behalf of the Board, I am also pleased to present the Annual Report for 2015 and invite you to the Annual General Meeting of Southern Phone Company Limited.

The meeting will commence at 10.30am (AEDT) on Monday 23 November and will be held at Moruya Golf Club, Evans Street, Moruya, NSW. A Notice of Meeting and Proxy Voting Form are enclosed with this invitation.

If you are unable to attend, you may appoint a proxy to vote for you at the meeting by completing the attached voting form. Please return the completed Proxy Voting Form in accordance with the directions on the form by **5.00pm on Friday, 20 November 2015**.

The Board strongly encourages shareholders unable to attend to return a Proxy Voting Form to ensure their participation in the Annual General Meeting.

Yours faithfully

  
**BILL HILZINGER**  
CHAIRMAN

NOV02'15 08:19:01 PM

Southern Phone Company Limited ABN 42 100 901 184 6 Page Street, Moruya NSW 2537 Phone 02 4474 7100 Fax 02 4474 4699 [www.southernphone.com.au](http://www.southernphone.com.au)



**Southern Phone 2015 Dividend Distribution**

Shareholder	Revenue From Shareholder Area	Dividend Attributable to Revenues	Dividend Attributable to Shareholding	Total Shareholder Dividend
Shoalhaven City	\$883,192.25	\$451,397.28	\$14,634.15	\$466,031.28
Eurobodalla	\$776,212.87	\$396,720.41	\$14,634.15	\$411,354.56
Wollongong City	\$516,549.38	\$264,007.07	\$14,634.15	\$278,641.22
Bega Valley	\$351,165.70	\$179,479.89	\$14,634.15	\$194,114.04
Wingecarribee	\$313,734.20	\$160,348.75	\$14,634.15	\$174,982.90
Shellharbour City	\$230,834.72	\$117,979.04	\$14,634.15	\$132,613.19
Coffs Harbour City	\$161,660.16	\$82,624.10	\$14,634.15	\$97,258.25
Goulburn Mulwaree	\$139,458.11	\$71,276.68	\$14,634.15	\$85,910.83
Orange City	\$106,984.26	\$54,679.38	\$14,634.15	\$69,313.53
Kiama	\$105,639.34	\$53,992.00	\$14,634.15	\$68,626.15
Hawkesbury City	\$94,673.25	\$48,387.26	\$14,634.15	\$63,021.41
Palerang	\$74,565.49	\$38,110.23	\$14,634.15	\$52,744.38
Bellingen	\$71,561.63	\$36,574.97	\$14,634.15	\$51,209.12
Cabonne	\$71,404.95	\$36,494.89	\$14,634.15	\$51,129.04
Queanbeyan City	\$58,262.10	\$29,777.61	\$14,634.15	\$44,411.76
Young	\$57,458.81	\$29,367.05	\$14,634.15	\$44,001.20
Cooma-Monaro	\$56,181.51	\$28,714.23	\$14,634.15	\$43,348.38
Cootamundra	\$53,003.33	\$27,089.87	\$14,634.15	\$41,724.02
Corowa	\$50,518.36	\$25,819.81	\$14,634.15	\$40,453.96
Yass Valley	\$45,524.33	\$23,267.37	\$14,634.15	\$37,901.52
Tumut	\$41,938.97	\$21,434.90	\$14,634.15	\$36,069.05
Snowy River	\$36,446.43	\$18,627.68	\$14,634.15	\$33,261.83
Warrumbungle	\$35,690.23	\$18,241.18	\$14,634.15	\$32,875.33
Camden	\$35,011.04	\$17,894.06	\$14,634.15	\$32,528.21
Dungog	\$34,992.19	\$17,884.42	\$14,634.15	\$32,518.57
Gunnedah	\$30,900.44	\$15,793.14	\$14,634.15	\$30,427.29
Weddin	\$30,529.59	\$15,603.60	\$14,634.15	\$30,237.75
Upper Lachlan	\$30,090.61	\$15,379.23	\$14,634.15	\$30,013.38
Murray	\$27,727.50	\$14,171.45	\$14,634.15	\$28,805.60
Bland	\$26,767.27	\$13,680.68	\$14,634.15	\$28,314.83
Campbelltown City	\$23,451.28	\$11,985.89	\$14,634.15	\$26,620.04
Narrandera	\$19,801.24	\$10,120.36	\$14,634.15	\$24,754.51
Gilgandra	\$19,395.84	\$9,913.17	\$14,634.15	\$24,547.32
Narromine	\$18,333.00	\$9,369.95	\$14,634.15	\$24,004.10
Harden	\$15,711.06	\$8,029.88	\$14,634.15	\$22,664.03
Tumbarumba	\$14,555.42	\$7,439.24	\$14,634.15	\$22,073.39
Bombala	\$13,542.03	\$6,921.30	\$14,634.15	\$21,555.45
Randwick City	\$6,733.68	\$3,441.56	\$14,634.15	\$18,075.71
Boorowa	\$6,168.72	\$3,152.82	\$14,634.15	\$17,786.97
The Hills	\$4,908.35	\$2,508.65	\$14,634.15	\$17,142.80
Carraathool	\$4,498.06	\$2,298.95	\$14,634.15	\$16,933.10
		<b>\$2,400,000.00</b>	<b>\$600,000.00</b>	<b>\$3,000,000.00</b>



## **1.2 Annual Code of Conduct Complaints report for the period 1 September 2014 to 31 August 2015**

### **Reporting Officer**

Manager Governance and Risk

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### **Attachments**

Code of Conduct Complaints Report for the Period 1 September 2014 to 31 August 2015 (contained within this report)

### **Purpose**

This report provides annual Code of Conduct complaints statistics for the period 1 September 2014 to 31 August 2015, in accordance with reporting requirements within the Model Code of Conduct for Local Councils in NSW.

### **Report**

In accordance with the Model Code of Conduct for Local Councils in NSW procedures, each Council's complaints coordinator must, within three months of the end of September each year, report complaints statistics to their Council and to the Office of Local Government.

The statistics that are to be reported are included in attachment 1.

### **Officer's Recommendation**

That the information be noted.

### **Committee's Recommendation: (Lake/Mead)**

That the Officer's Recommendation be adopted.

### **CARRIED**

### **Council Meeting 15 December 2015 (Mead/Lake)**

That the Officer's Recommendation be adopted.

### **Council Resolution Minute Number 235**

That the Officer's Recommendation be adopted.

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## ATTACHMENT 1

Model Code of Conduct Complaints Statistics Campbelltown City Council		
Number of Complaints		
1	a The total number of complaints <b>received</b> in the period about councillors and the general manager under the code of conduct	0
	b The total number of complaints <b>finalised</b> in the period about councillors and the general manager under the code of conduct	0
Overview of Complaints and Cost		
2	a The number of complaints <b>finalised at the outset</b> by alternative means by the general manager or Mayor	0
	b The number of complaints <b>referred to the Office of Local Government</b> under a special complaints management arrangement	0
	c The number of code of conduct complaints <b>referred to a conduct reviewer</b>	0
	d The number of code of conduct complaints <b>finalised at preliminary assessment</b> by conduct reviewer	0
	e The number of code of conduct complaints <b>referred back to GM or Mayor</b> for resolution after preliminary assessment by conduct reviewer	0
	f The number of finalised code of conduct complaints <b>investigated by a conduct reviewer</b>	0
	g The number of finalised code of conduct complaints <b>investigated by a conduct review committee</b>	0
	h Number of finalised complaints investigated where there was found to be <b>no breach</b>	0
	i Number of finalised complaints investigated where there was found to be <b>a breach</b>	0
	j Number of complaints referred by the GM or Mayor <b>to another agency</b> or body such as the ICAC, the NSW Ombudsman, the Office or the Police	0
	k Number of complaints being investigated that are <b>not yet finalised</b>	0
	l The <b>total cost</b> of dealing with code of conduct complaints within the period made about councillors and the general manager including staff costs	\$0



## 1.2 Annual Code Of Conduct Complaints Report For The Period 1 September 2014 To 31 August 2015

### Preliminary Assessment Statistics

3 The number of complaints determined by the conduct reviewer at the preliminary assessment stage by each of the following actions:

a	To take no action	0
b	To resolve the complaint by alternative and appropriate strategies	0
c	To refer the matter back to the general manager or the Mayor, for resolution by alternative and appropriate strategies	0
d	To refer the matter to another agency or body such as the ICAC, the NSW Ombudsman, the Office or the Police	0
e	To investigate the matter	0
f	To recommend that the complaints coordinator convene a conduct review committee to investigate the matter	0

### Investigation Statistics

4 The number of investigated complaints resulting in a determination that there was **no breach**, in which the following recommendations were made:

a	That the council revise its policies or procedures	0
b	That a person or persons undertake training or other education	0

5 The number of investigated complaints resulting in a determination that there **was a breach** in which the following recommendations were made:

a	That the council revise any of its policies or procedures	0
b	That the subject person undertake any training or other education relevant to the conduct giving rise to the breach	0
c	That the subject person be counselled for their conduct	0
d	That the subject person apologise to any person or organisation affected by the breach	0
e	That findings of inappropriate conduct be made public	0
f	In the case of a breach by the general manager, that action be taken under the general manager's contract for the breach	0
g	In the case of a breach by a councillor, that the councillor be formally censured for the breach under section 440G of the Local Government Act 1993	0
h	In the case of a breach by a councillor, that the matter be referred to the Office for further action	0

6 Matter referred or resolved after commencement of an investigation under clause 8.20 of the Procedures

0



## Categories of misconduct

7 The number of investigated complaints resulting in a determination that there was a breach with respect to each of the following categories of conduct:

a General conduct (Part 3)

0

b Conflict of interest (Part 4)

0

c Personal benefit (Part 5)

0

d Relationship between council officials (Part 6)

0

e Access to information and resources (Part 7)

0

## Outcome of determinations

8 The number of investigated complaints resulting in a determination that there was a breach in which the council failed to adopt the conduct reviewers recommendation

0

9 The number of investigated complaints resulting in a determination that there was a breach in which the council's decision was overturned following a review by the Office

0



## **2. PROPERTY SERVICES**

### **2.1 Multi Deck Carpark - Carberry Lane, Campbelltown**

#### **Reporting Officer**

Manager Property Services

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#### **Attachments**

Locality Plan (contained within this report)

#### **Purpose**

To seek Council approval to enter into a new three year Management Agreement with Cabra-Vale Ex-Active Servicemen's Club Limited (Cabra-Vale Diggers) for the management, maintenance and operation of the multi deck car park at Carberry Lane, Campbelltown.

#### **History**

Council at its meeting of 6 May 2014 agreed to enter into a new 18 month Management Agreement with Cabra-Vale Ex-Active Servicemen's Club Limited for the operation and maintenance of the multi deck carpark at Carberry Lane, Campbelltown.

The current Management Agreement is due to expire on 2 January 2016 however Cabra-Vale is seeking approval to enter into a new agreement for a further period of three years.

#### **Report**

The site of the multi deck carpark being part of Lot 3 DP 827691 is zoned 10(a) Regional Comprehensive Centre and is classified as 'operational' land. The carpark has provision for approximately 400 spaces.

Cabra-Vale Diggers have managed this facility successfully on Councils behalf for a number of years and has requested that a new management agreement be entered into for a period of three years.

In order that Cabra-Vale Diggers has certainty in meeting its obligations, it is recommended to Council that it enter into a new three year management agreement on the general terms and conditions as outlined below:

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- that Cabra-Vale Diggers at all times operate the carpark as a public carpark accessible to all members of the community on an equal basis having regard to the adopted carparking rates
- the term is to be for a period of three years. Cabra-Vale Diggers are to provide formal advice to Council after two years of the agreement to determine if an ongoing arrangement is required after the expiration of the three years
- Cabra-Vale Diggers will be responsible for all costs associated with marketing and operation of the public carpark (this will include annual service and maintenance/costs/charges, administration overheads and also CCTV security costs if required). The maintenance and operation costs will include cleaning, sweeper machine, all building maintenance (including emergency lighting) and repairs as well as outgoings
- Cabra-Vale Diggers will be required to provide current relevant insurance policies which include public liability insurance, building insurance and equipment insurance to amounts as specified by Council from time to time
- all day carparking is to be restricted to the upper levels of the carpark. This is achieved by installing a chain wire across the entrance areas of the ground floor car parking area in order to direct all vehicles entering the carpark prior to 9.00am in the morning to the top decks
- each party is to pay its own legal costs in relation to the preparation of the new management agreement
- the existing operational times and carparking fees are to remain the same unless otherwise approved by Council.

Following are the benefits that Council would obtain under the new Management Agreement:

- that Cabra-Vale Diggers manages, operates and maintains the carpark as a public carpark at no cost to Council
- that Cabra-Vale Diggers has staff and security in the immediate proximity of the multi deck carpark to provide assistance as required
- Cabra-Vale Diggers will be responsible for all other costs associated with the marketing, operation and maintenance of the public carpark during the term of the agreement.

Accordingly it is recommended that as Cabra-Vale Ex-Active Servicemen's Club Limited have successfully managed, operated and maintained the multi deck carpark for a period of approximately 10 years that Council enter into a new three year Management Agreement based on the above terms and conditions.

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### **Officer's Recommendation**

1. That Council agree to enter into a new three year Management Agreement with Cabra-Vale Ex-Active Servicemen's Club Limited for the operation and maintenance of the multi deck carpark at Carberry Lane, Campbelltown on the terms outlined in this report.
2. That the Cabra-Vale Ex-Active Servicemen's Club Limited be required to operate the multi deck carpark as a public carpark accessible to all members of the community.
3. That all documentation associated with the Management Agreement be executed under the Common Seal of Council.

### **Committee's Recommendation: (Borg/Lake)**

That the Officer's Recommendation be adopted.

### **CARRIED**

### **Council Meeting 15 December 2015 (Mead/Lake)**

That the Officer's Recommendation be adopted.

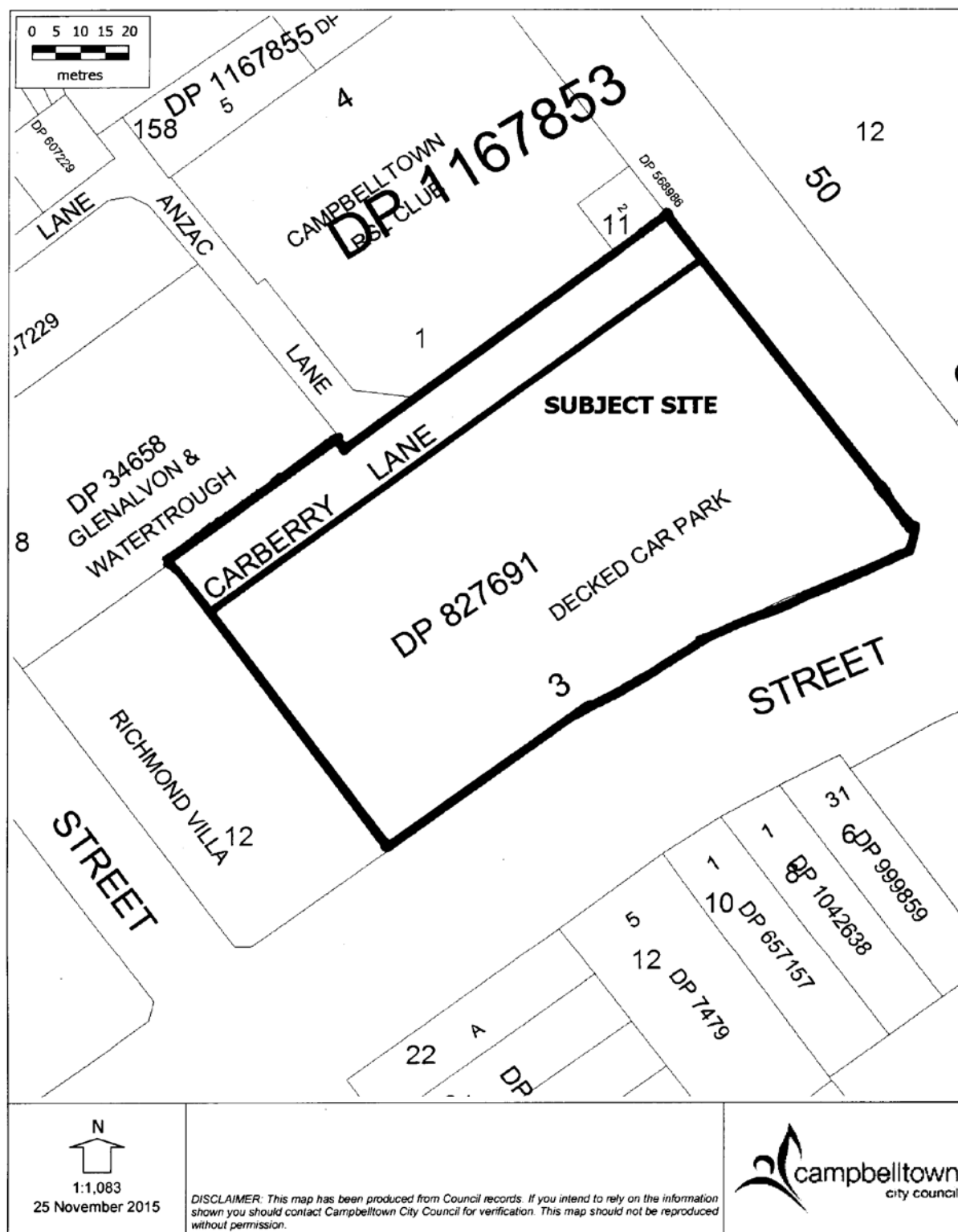
### **Council Resolution Minute Number 235**

That the Officer's Recommendation be adopted.

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## ATTACHMENT 1





### **3. FINANCIAL SERVICES**

#### **3.1 Investment report - October 2015**

##### **Reporting Officer**

Manager Financial Services

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##### **Attachments**

Investment portfolio performance for the month of October 2015 (contained within this report)

##### **Purpose**

To provide a report outlining Council's investment portfolio performance for October 2015

##### **Report**

Council holds a number of reserves in order to fund significant future liabilities or future objectives. These liabilities include insurance claims, employee leave entitlements and asset replacement. In addition, Council is also required to hold funds that under the *Local Government Act 1993*, are not permitted to be used for any other purposes than those originally collected for. These include developer contributions, specific purpose grants, domestic waste management, contributions and stormwater management funds.

Council invests funds through the financial instrument designated by the Ministerial Order from the Office of Local Government. The *Local Government Act 1993* and the *Local Government (General) Regulation 2005* require a monthly investment report be presented to Council.

Council's Investment Portfolio as at 31 October 2015 stood at approximately \$116m. Funds are currently being managed both by Council staff and Fund Managers and are in accordance with the *Local Government Act 1993*, *Local Government (General) Regulation 2005* and Council's Investment Policy.

##### **Portfolio Performance**

Directly managed investments have consistently outperformed the AusBond bank bill index benchmark.

Monthly annualised return	October
Council Managed Funds	3.09%
Benchmark: AusBond Bank Bill Index	2.34%

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Investment returns can fluctuate during any one reporting period based on market perceptions, or as in the case of funds under management, changes in asset classes. As such, any measurement of performance is better reflected over a rolling 12 month period to average out any fluctuations in monthly performance. Council's total investment portfolio has outperformed the benchmark on average over the last 12 months.

Rolling year to date return	October
Council Managed Funds	3.45%
Benchmark: AusBond Bank Bill Index	2.41%

Council's portfolio as at 31 October 2015 is diversified with 74 per cent in term deposits of varying lengths of maturity which are managed in accordance with market expectations and Council's investment strategy, 21 per cent in floating rate deposits which gives Council a set margin above either 30 or 90 day bank bills, 4 per cent in fixed rate bonds, 1 per cent in funds in a short term at call account.

Maturity profile	31 October
Short term at call	\$1,015,326
0 – 3 months	\$31,100,521
3 – 6 months	\$46,081,818
6 – 12 months	\$31,551,973
12 months +	\$6,000,000

All investments are placed with approved deposit taking institutions. No funds are placed with any unrated institutions.

Credit exposure	31 October
AAA to AA-	61%
A+ to A-	35%
BBB+ to BBB-	4%
Other approved deposit taking institutions	0%

### Economic outlook

The Board of the Reserve Bank of Australia (RBA) at its 3 November 2015 meeting left the cash rate unchanged for the sixth consecutive month at the present level of 2 per cent. Economists were split 50/50 on whether the official interest rate would fall further.

In the statement of monetary policy accompanying the decision, RBA Governor, Glenn Stevens said that despite recent changes to lending rates, overall conditions remained accommodative and prospects for improvement in the economy had strengthened in recent months. Despite this, the September quarter Consumer Price Index showed annual headline inflation was at 1.5 per cent, which was weaker than expected and below the RBA's forecasts, leaving room for a further rate cut if needed.



## **Summary**

Council's investment portfolio continues to outperform the benchmark of the AusBond bank bill index. The Local Government Investment Guideline leaves little scope for the enhancement of Council's investment portfolio with the various investment products being offered. However to enhance the portfolio, advantage is taken on the length of maturity of the investment given the rating of the institution, as well as reviewing any new investment products offered in consultation with Council's financial advisor, Spectra Financial Services.

Regular liaison with Council's external financial advisor assists in monitoring all of the risk factors to maximise Council's return on the investment portfolio while minimising the risk associated with this strategy.

## **Officer's Recommendation**

That the information be noted.

## **Committee's Recommendation: (Greiss/Lake)**

That the Officer's Recommendation be adopted.

## **CARRIED**

## **Council Meeting 15 December 2015 (Mead/Lake)**

That the Officer's Recommendation be adopted.

## **Council Resolution Minute Number 235**

That the Officer's Recommendation be adopted.

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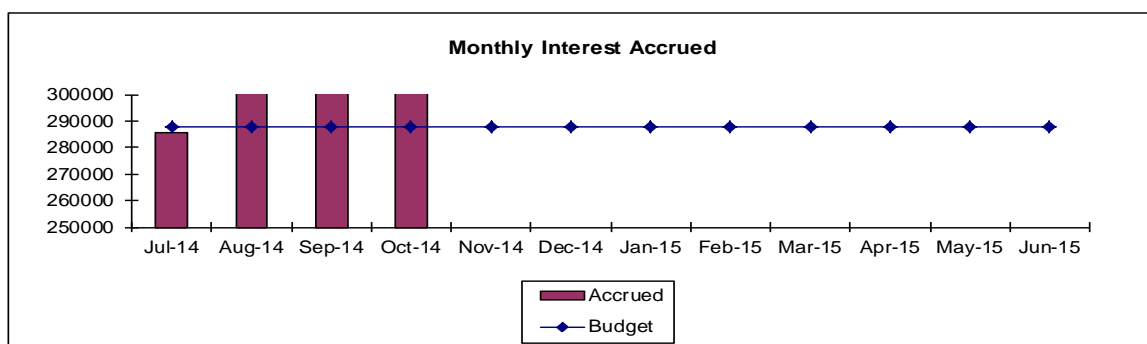
## ATTACHMENT 1

### CAMPBELLTOWN CITY COUNCIL INVESTMENT PORTFOLIO

Summary October 2015

Benchmark AusBond Bank Bill Index  
Portfolio Balance \$115,749,637.87

Monthly Performance	Return (mth)	Return (pa)
AusBond Bank Bill Index	0.20%	2.34%
Total Portfolio	0.26%	3.08%
<i>Performance to Benchmark</i>	+ 0.06%	+ 0.74%
Portfolio - Direct Investments	0.26%	3.09%
<i>Performance to Benchmark</i>	+ 0.06%	+ 0.75%
Short Term Call Account	0.20%	2.40%

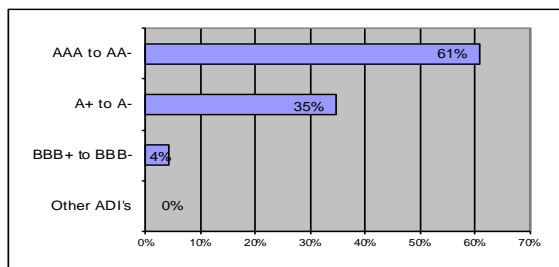


#### Year to Date Performance

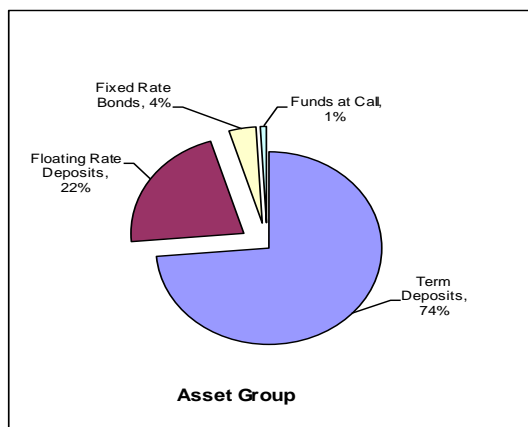
#### Credit Exposure (S&P Long Term Rating)

Rolling 12 Month Period  
3.45% Council Managed Funds  
2.41% Benchmark

Interest Budget to Actual \$1,151,233  
Average Budget to Period \$1,206,398  
Actual Accrued to Period



#### Portfolio Diversity



			%
NAB Funds at Call	\$ 1,015,326.24	AA-	1%
NSW Treasury	\$ 2,225,000.00	AA+	2%
National Australia Bank	\$ 38,940,527.84	AA-	34%
ANZ Bank	\$ 3,500,000.00	AA-	3%
Westpac Bank	\$ 5,328,451.17	AA-	5%
Commonwealth Bank	\$ 5,000,000.00	AA-	4%
Bank Western Australia	\$ 14,490,914.73	AA-	13%
AMP Bank	\$ 5,077,863.01	A+	4%
Suncorp Metway	\$ 17,116,411.04	A+	15%
Macquarie Bank	\$ 3,000,000.00	A	3%
Rural Bank	\$ 6,000,000.00	A-	5%
Bank of Queensland	\$ 9,046,010.96	A-	8%
Peoples Choice CU	\$ -	BBB+	0%
Credit Union Aust	\$ 3,000,000.00	BBB+	3%
ME Bank	\$ 2,009,132.88	BBB+	2%
	<b>\$115,749,637.87</b>		<b>100%</b>



## 3.2 Sundry Debtors Report - October 2015

### Reporting Officer

Manager Financial Services

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### Attachments

1. Debtors summary to 31 October 2015 (contained within this report)
2. Ageing of sundry debts to 31 October 2015 (contained within this report)

### Purpose

To provide a report detailing the amount outstanding by type and age for sundry and miscellaneous debts for the period ending 31 October 2015.

### Report

Debts outstanding to Council as at 31 October 2015 are \$1,501,854 reflecting a decrease of \$402,865 since September 2015. The ratio of outstanding debts to current invoices has decreased from 29.5 per cent in September to the current level of 29.3 per cent. This debtor management ratio is a measure of the effectiveness of recovery efforts, however is impacted by Council policies as well as economic and social conditions.

#### Invoices raised – October 2015

During the month, 591 invoices were raised totalling \$1,251,023. The majority of these are paid within a 30 day period. The most significant invoices raised during the month have been in the following areas:

Government and other Grant -\$401,274 – The main invoices relate to:

Office of Local Government - Road Infrastructure Backlog Renewal Program and Building Infrastructure Backlog Renewal Program	\$168,274
Department of Infrastructure and Regional Development - Lynwood Park Artificial Turf upgrade Project	\$200,000

Land and Building Rentals – \$139,543 – the main invoices relate to:

Aldi Foods Pty Ltd - monthly rental at Macquarie Fields	\$24,750
Nuvezo Pty Ltd - monthly rental Dumaresq Street Cinema	\$23,797
Glenquarie Hotel Pty Ltd - monthly rental Macquarie Fields	\$20,438
Caltex Oil Australia Pty Ltd - monthly rental Macquarie Fields	\$15,695
Mycorp Group Pty Ltd - monthly rental Macquarie Fields	\$13,878

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Corporate Administration – \$369,640 – the main invoices relate to:

Roads and Maritime Services - purchase of Gross Pollutant Trap associated with temporary detention basin Glenfield Road, Glenfield associated with RMS road widening works	\$51,839
Western Sydney University - contribution - Tutoring Agreement for Tutoring Programme 2015-2016	\$31,350
Commonwealth Bank of Australia - PC Equipment Finance - Tranche 3 of 2014-2015	\$236,150
Private residential - valuation of walkway land adjacent to 14 Diamond Place, Eagle Vale	\$6,150
Refundable bonds – standing plant (ie cranes, concrete pumping and scaffolding) times three	\$30,000

Footpath and Road Restoration – \$75,258 – the main invoices relate to:

Sydney Water – scoping fees and various restorations within Campbelltown LGA	\$6,329
Datateks – footpath restorations, Lindesay Street, Dan Street and Macquarie Street, Campbelltown	\$13,547
Wavelength Pty Ltd - restoration - Moore Street and Allman Street, Campbelltown - footpath concrete	\$13,600
Networx Constructions Pty Ltd – road restoration - Hurley Street and Patrick Street, Campbelltown - concrete footpath	\$8,942
Endeavour Energy – road restoration – Blaxland Road, Campbelltown and Rosewood Drive, Macquarie Fields	\$5,426
Private residential – driveway construction and road restoration various locations	\$7,014

Sportsground and Field Hire - \$45,293 – the main invoices relate to:

Stadium Hire - finals round Junior Football various clubs and schools for zone carnivals	\$11,892
--	----------

Receipts to the value of \$1,653,888 have been received during the period, the most notable in the following areas:

Corporate Admin	\$533,112
Road and Footpath Restoration	\$467,432
Land and Building Rentals	\$197,609
Waste Collection Services	\$186,348
Government and other Grants	\$68,000

### **Sundry debts outstanding – 31 October 2015**

Debts exceeding 90 days of age totalled \$389,167 as at 31 October 2015. The major invoices relating to this balance include:



<b>Description</b>	<b>Date Invoiced</b>	<b>Balance at 31 October 2015</b>
Debtor 68316.9 - retaining wall between Lot 1451 DP 703487, 2 and 4 Brownlow Place, Ambarvale. Debtor is maintaining arrangement to pay \$450 per month as approved by Council	09/06/10	\$6,100
Casper's Baseball Club - electricity charges. Club is experiencing financial difficulty, however have been making irregular payments to reduce the debt. Council continues to meet with club and Macarthur Baseball to resolve debt	17/12/12 to 17/06/15	\$6,878
Insight Mercantile Pty Ltd – abandoned motor vehicle, unable to locate owner of the vehicle. Vehicle held at auction house preparing for sale	18/07/14	\$2,799
GE Automotive – abandoned motor vehicle, unable to locate owner of the vehicle. Vehicle held at auction house preparing for sale	05/07/12	\$5,709
74366.6 - motor vehicle accident at the Animal Care Facility. Judgment has now been obtained to secure debt and recovery processes will continue	05/06/14	\$1,981
Master Woodturning - land value associated with walkway closure adjoining 37 Lancaster Street, Ingleburn. Payment is being held in trust by Council's solicitor and will be released to Council once plans have been registered with the Land Titles Office	20/11/14	\$54,129
Jemena Gas Networks - gas mains assessment for 2014-2015 (estimate) – contact made, payment is expected by end November 2015	30/06/15	\$61,000
Campbelltown Warriors Football Club - Community Building Partnership Program – power upgrade Worrell Oval. Payment delayed due to advice sought on GST applicability	24/06/15	\$143,000 (paid)

Debt recovery action is undertaken in accordance with Council's Sundry Debtor Recovery Procedures Policy and commences with the issue of a tax invoice. A person or entity may be issued any number of invoices during the calendar month for any business, services or activities provided by Council. At the conclusion of each calendar month, a statement of transactions is provided with details of all invoices due and how payments or credit notes have been apportioned. Once an invoice is paid, it no longer appears on any subsequent statement.

All debts that age by 90 days or more are charged a statement administration fee of \$5.50 per statement. Debtors are contacted by telephone, email or in writing to make suitable arrangements for payment of the overdue debt. Where a suitable arrangement is not achieved or not maintained as agreed, a seven day letter is issued referencing referral to Council's debt recovery agents.



Matters referred to Council's recovery agent are conducted in accordance with relevant legislation and the *Civil Procedures Act 2001*. Formal legal recovery commences with a letter of demand (or letter of intent) providing debtors with at least 14 days to respond. In the event that no response is received, instructions are given to proceed to Statement of Claim allowing a further 28 days to pay or defend the action. Failing this, the matter will automatically proceed to judgment and continue through the *Civil Procedures Act 2001* process.

All costs associated with formal legal recovery are payable by the debtor and staff continue to make every effort to assist debtors to resolve their outstanding debt before escalating it through the local court.

During the month 10 accounts were issued a letter of demand on Council's letterhead, advising that if the account was not settled or an appropriate arrangement was not made, the account will escalate to formal legal action through Council's agent.

Council's agents were instructed to proceed with Judgment on one account for reimbursement of costs for motor vehicle accident and recovery of legal costs associated with this matter.

Council officers continue to provide assistance to debtors experiencing difficulties in paying their accounts. Debtors are encouraged to clear their outstanding debts through regular payments where possible, to avoid any further recovery action.

### **Officer's Recommendation**

That the information be noted.

### **Committee's Recommendation: (Greiss/Mead)**

That the Officer's Recommendation be adopted.

### **CARRIED**

### **Council Meeting 15 December 2015 (Mead/Lake)**

That the Officer's Recommendation be adopted.

### **Council Resolution Minute Number 235**

That the Officer's Recommendation be adopted.

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## ATTACHMENT 1

### DEBTORS SUMMARY 1 October 2015 to 31 October 2015

DEBTOR TYPE/DESCRIPTION	ARREARS AT 30/09/2015	RAISED THIS PERIOD	RECEIVED THIS PERIOD	BALANCE AT 31/10/2015	% DEBT RATIO
Corporate Administration	561,789	369,640	533,112	398,317	29.49%
Abandoned Items	6,662	0	0	6,662	0.35%
Education and Care Services	18,710	0	0	18,710	0.98%
Community Bus	103	140	140	103	0.01%
Sportsground and Field Hire	103,916	45,293	66,571	82,638	5.46%
Government and other Grants	245,228	401,274	68,000	578,502	12.87%
Public Hall Hire	26,493	21,169	27,575	20,087	1.39%
Health Services	350	0	0	350	0.02%
Land and Building Rentals	107,142	139,543	197,609	49,076	5.63%
Healthy Lifestyles	2,838	2,955	2,346	3,447	0.15%
Library Fines and Costs	0	0	0	0	0.00%
Licence Fees	35,194	15,055	4,846	45,403	1.85%
Pool Hire	7,431	11,302	13,707	5,025	0.39%
Private Works	9,884	0	0	9,884	0.52%
Road and Footpath Restoration	536,612	75,258	467,432	144,438	28.17%
Shop and Office Rentals	41,341	29,242	41,832	28,751	2.17%
Various Sundry Items	122,222	71,287	44,369	149,139	6.42%
Waste Collection Services	117,482	68,865	186,348	0	6.17%
	<b>1,904,719</b>	<b>1,251,023</b>	<b>1,653,888</b>	<b>1,501,854</b>	<b>100%</b>



## ATTACHMENT 2

### AGEING OF SUNDRY DEBTOR ACCOUNTS - 31 October 2015

Description	Current Charges	Total 30 Days	Total 60 Days	Total 90+ Days	Balance Due
Corporate Administration	300,059	15,539	12,116	70,604	398,317
Abandoned Items	0	0	0	6,662	6,662
Education and Care Services	18,710	0	0	0	18,710
Community Bus	103	0	0	0	103
Sportsground and Field Hire	40,803	20,679	6,660	14,496	82,638
Government and other Grants	368,274	31,760	0	178,468	578,502
Public Hall Hire	9,112	1,352	5,404	4,219	20,087
Health Services	0	0	0	350	350
Land and Building Rentals	43,323	933	215	4,605	49,076
Healthy Lifestyles	1,937	998	234	278	3,447
Licence Fees	15,862	3,670	2,937	22,935	45,403
Pool Hire	3,810	332	244	640	5,025
Private Works	1,189	0	0	8,695	9,884
Road and Footpath Restoration	61,767	60,064	18,017	4,589	144,438
Shop and Office Rentals	20,901	6,641	743	467	28,751
Various Sundry Items	54,718	18,195	4,065	72,160	149,139
Waste Collection Services	0	0	0	0	0
	<b>901,889</b>	<b>160,163</b>	<b>50,635</b>	<b>389,167</b>	<b>1,501,854</b>
Previous Month 90+ days					159,258
					6,662
					0
					0
					14,496
					178,468
					4,219
					350
					4,605
					298
					22,820
					640
					8,695
					4,589
					467
					72,272
					0
					477,838



### **3.3 Monthly Rates Summary**

#### **Reporting Officer**

Manager Financial Services

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#### **Attachments**

1. Monthly rates summary (contained within this report)
2. Actual to budget result (contained within this report)
3. Rates statistics (contained within this report)

#### **Purpose**

To provide details of the 2015-2016 rates and charges levy and cash collections for the period ending 31 October 2015.

#### **Report**

Rates and Charges levied for the month ending 31 October 2015 totalled \$96,984,571, representing 99.8 per cent of the estimated budget for the year.

Rates and Charges collected to the end of October totalled \$35,641,753. In percentage terms this amount represents 36 per cent of all rates and charges due to be paid. In comparison, the amount collected in the same period last year was 36.8 per cent.

The November quarterly instalment notices were issued during the month to 49,130 ratepayers, an increase of 536 over the 48,594 last year. Information on the Festival of Fisher's Ghost was included on the instalment notices.

Debt recovery action during the month involved the issue of 220 Statements of Claim to ratepayers who had either failed to maintain arrangements or had not responded to previous correspondence. In addition, nine Writs were served on those previously served with a Statement of Claim that had not paid their account, made suitable payment arrangements or defended the matter.

Ratepayers who have purchased property since the annual notices were issued are sent a 'Notice to New Owner' letter. This letter advises ratepayers the annual amount levied and any balance unpaid since settlement occurred. During October, 21 of these notices were sent to ratepayers.

#### **Officer's Recommendation**

That the information be noted.

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**Committee's Recommendation: (Lake/Mead)**

That the Officer's Recommendation be adopted.

**CARRIED**

**Council Meeting 15 December 2015 (Mead/Lake)**

That the Officer's Recommendation be adopted.

**Council Resolution Minute Number 235**

That the Officer's Recommendation be adopted.

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## ATTACHMENT 1

### RATES SUMMARY

#### STATEMENT OF ALL OUTSTANDING RATES AND EXTRA CHARGES

RATE - CHARGE	NET ARREARS 1/7/2015	NET LEVY FOR YEAR	PENSION REBATES	EXTRA CHARGES	TOTAL RECEIVABLE	CASH COLLECTED	NET AMOUNT DUE	POSTPONED RATES & INTEREST	GROSS AMOUNT DUE
RESIDENTIAL	2,443,224.65	54,448,281.14	1,394,819.13	325,499.06	55,822,185.72	19,746,977.03	36,075,208.69	319,328.02	36,394,536.34
BUSINESS	436,057.49	17,730,403.36		31,069.31	18,197,530.16	6,863,417.88	11,334,112.28		11,334,112.28
BUSINESS - IND	100.30	0.00		0.00	100.30	0.00	100.30		100.30
FARMLAND	0.00	593,837.36	884.79	788.89	593,741.46	152,547.77	441,193.69	144,924.13	586,117.82
MINING	0.00	23,937.48		0.00	23,937.48	23,937.48	0.00		0.00
LOAN	75,640.51	2,659.96		1,206.69	79,507.16	7,303.52	72,203.64	27,414.59	99,618.23
INFRASTRUCTURE	206,769.81	5,682,173.98		3,767.32	5,892,711.11	2,089,247.46	3,803,463.65	17,340.90	3,820,804.55
F5 ACCESS RAMPS	379.22	0.00		0.00	379.22	0.00	379.22		379.22
TOTAL	\$3,142,670.23	\$78,481,293.28	\$1,395,703.92	\$362,331.27	\$80,610,092.61	\$28,883,431.14	\$51,726,661.47	\$509,007.64	\$52,235,668.74
GARBAGE	674,774.34	18,272,807.48	826,010.97	13,602.50	18,135,173.35	6,362,315.22	11,772,858.13		11,772,858.13
STORMWATER	49,776.92	1,040,751.02		219.35	1,090,747.29	396,006.20	694,741.09		694,741.09
GRAND TOTAL	\$3,867,221.49	\$97,794,851.78	\$2,221,714.89	\$376,153.12	\$99,836,013.25	\$35,641,752.56	\$64,194,260.69	\$509,007.64	\$64,703,267.96

Total from Rates Financial Transaction Summary	64,346,312.05
Overpayments	-356,955.91
Difference	0.00

#### ANALYSIS OF RECOVERY ACTION

Rate accounts greater than 6 months less than 12 months in arrears	644,435.44
Rate accounts greater than 12 months less than 18 months in arrears	66,742.65
Rate accounts greater than 18 months in arrears	13,847.20
TOTAL rates and charges under instruction with Council's agents	\$725,025.29



## ATTACHMENT 2

### COMPARISON OF BUDGET TO ACTUAL

DESCRIPTION	ORIGINAL BUDGET	REVISED BUDGET	ACTUAL	BALANCE STILL RECD.	% RAISED
RESIDENTIAL	53,878,600	54,278,600	54,448,281	(169,681)	100.31%
BUSINESS	17,935,000	17,585,000	17,730,403	(145,403)	100.83%
FARMLAND	459,900	609,900	613,339	(3,439)	100.56%
MINING	23,900	23,900	23,937	(37)	100.16%
INFRASTRUCTURE	5,631,700	5,631,700	5,682,174	(50,474)	100.90%
TOTALS	77,929,100	78,129,100	78,498,135	(369,035)	100.47%
INTEREST CHARGES	238,000	238,000	89,962	148,038	37.80%
LEGAL COSTS RECOVERED	840,000	840,000	286,191	553,809	34.07%
PENSIONERS - Sec 575	(1,837,700)	(1,837,700)	(1,851,708)	14,008	100.76%
PENSIONERS - Sec 582	(389,800)	(389,800)	(370,007)	(19,793)	0.00%
PENSIONERS SUBSIDY	1,010,735	1,010,735	1,018,439	(7,704)	100.76%
SUB TOTAL	77,790,335	77,990,335	77,671,012	319,323	99.59%
DOMESTIC WASTE CHARGES	17,621,100	17,621,100	17,750,132	(129,032)	100.73%
COMMERCIAL WASTE CHARGES	444,600	444,600	522,676	(78,076)	117.56%
STORMWATER MNGMNT	1,138,000	1,138,000	1,040,751	97,249	91.45%
GRAND TOTALS	96,994,035	97,194,035	96,984,571	209,464	99.78%
COLLECTIONS AS A % OF:					
RESIDENTIAL	35.37%	TOTAL RECEIVABLE	TOTAL LEVIED	TOTAL RECEIVABLE	TOTAL LEVIED
BUSINESS	37.72%			35.83%	36.80%
FARMLAND	25.69%			35.08%	34.82%
INFRASTRUCTURE	35.45%			36.31%	38.05%
ALL RATES	35.83%			TOTAL RATES & CHARGES	36.81%
				36.06%	36.81%



## RATES STATISTICS

[illegible]



## **4. HUMAN RESOURCES**

**No reports this round**

## **5. INFORMATION MANAGEMENT AND TECHNOLOGY**

### **5.1 Online Report - November 2015**

#### **Reporting Officer**

Manager Information Management and Technology

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#### **Attachments**

Online Report – January to September 2015 (contained within this report)

#### **Purpose**

To advise Council on a change to the format of the report on the visitation patterns for Council's website.

#### **Report**

The Manager of Communications and Marketing has previously supplied quarterly reports to Council on the visitation patterns for Council's, Fishers Ghost and Visit Macarthur websites as well as our eNewsletter statistics. This information was supplied in a text format and included a table.

The Online Strategy Working Group have recommended a change to the reporting format in order to bring the statistics to life, and to provide Council with a snapshot of Council's overall online presence.

An example of the new format is attached.

#### **Future report inclusions**

To provide Council with information on Council's overall online presence, the report will include:

- Council website
  - Fisher's Ghost website
  - Visit Macarthur website
  - Campbelltown Arts Centre website
-



- eServices
- eNewsletters
- Facebook and social media.

As well as providing regular information (site visits, popular pages etc) the report will share highlights on a particular focus (for example, eServices, which is the focus of the attached report).

#### **Future reporting periods**

Suggested future reporting periods are:

- February 2016 - Report for the period July - December 2015
- August 2016 - Report for the period January - June 2016
- February 2017 - Report for the period July - December 2016.

#### **Officer's Recommendation**

That the information be noted.

#### **Committee's Recommendation: (Lake/Greiss)**

That the Officer's Recommendation be adopted.

#### **CARRIED**

#### **Council Meeting 15 December 2015 (Mead/Lake)**

That the Officer's Recommendation be adopted.

#### **Council Resolution Minute Number 235**

That the Officer's Recommendation be adopted.

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## ATTACHMENT 1



### Online Reporting with eServices focus: Jan – Sep 2015

#### What eServices are available?

##### Pay it

- My rates notice
- My child care fees
- My tax invoice

##### Report it

- Bushfire hazards enquiry
- Graffiti
- Missing or damaged sign
- Potholes
- Missed bin collection
- Damaged / Stolen bin
- Illegally dumped rubbish
- Loose litter
- Anti-social driver behavior
- Damage to private property caused by a Council tree

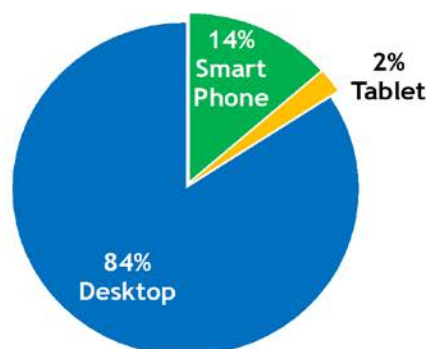
##### Book it

- Kerbside clean up
- Sports Ground bookings enquiries
- Facility hire booking enquiries
- Annual Event: Mayor's Charity Race Night

##### Apply for it

- Residential Vehicle Crossing
- Council tree pruning
- Council tree branch(es) collection
- Council tree infestation
- Council tree inspection/removal enquiry
- Council tree damage to private property
- Job Applications
- Register for eRates
- Change my contact details
- Conference: EACS Biennial Conference
- Annual Awards: Australian Day Award Nominations

#### eService lodged on a device



Desktop is still the preferred device to lodge requests but mobile device lodgments continue to grow

#### Top 4 eService lodgments by our Community & breakdown\*

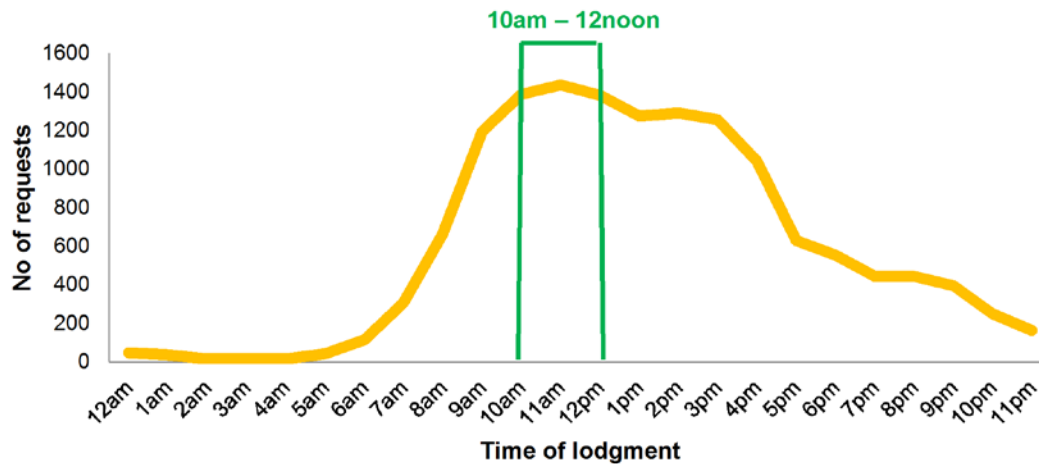
	Community lodgment	Internal lodgment
Kerbside cleanup	28,236	5,916
Illegally dumped rubbish	771	1,748
Damaged bins	325	2,409
Missed service(bins)	267	5,451
Vehicle crossing application	137	395

#### Recent Competition entry breakdown

	Online entries	Paper entries
Fishers Ghost Art Award	316	115
Macarthur Nature Photography Competition	142	158
Parliament of NSW Aboriginal Art prize	55	16

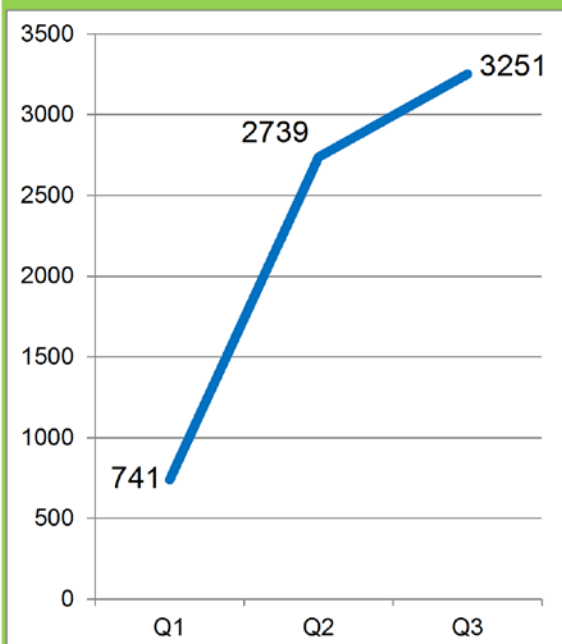


## Time of eService lodgment



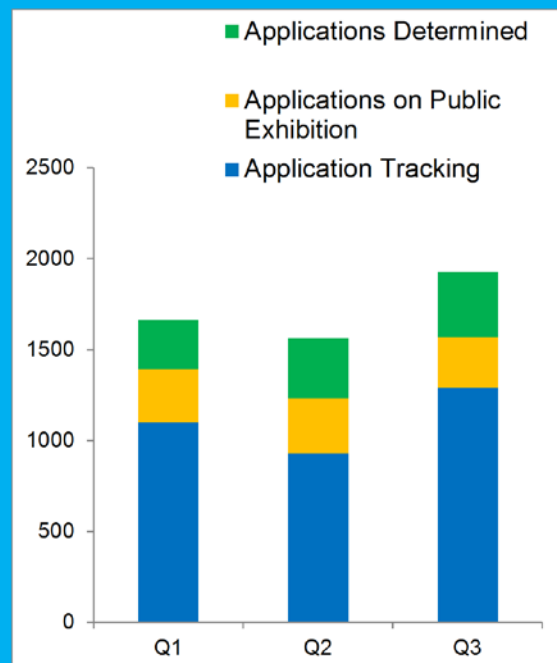
The peak time of eService lodgment by our community is between 10am and 12 noon

## Pay it online visits



The number of our community rate & invoice payers increased by 37% between Q1 and Q3

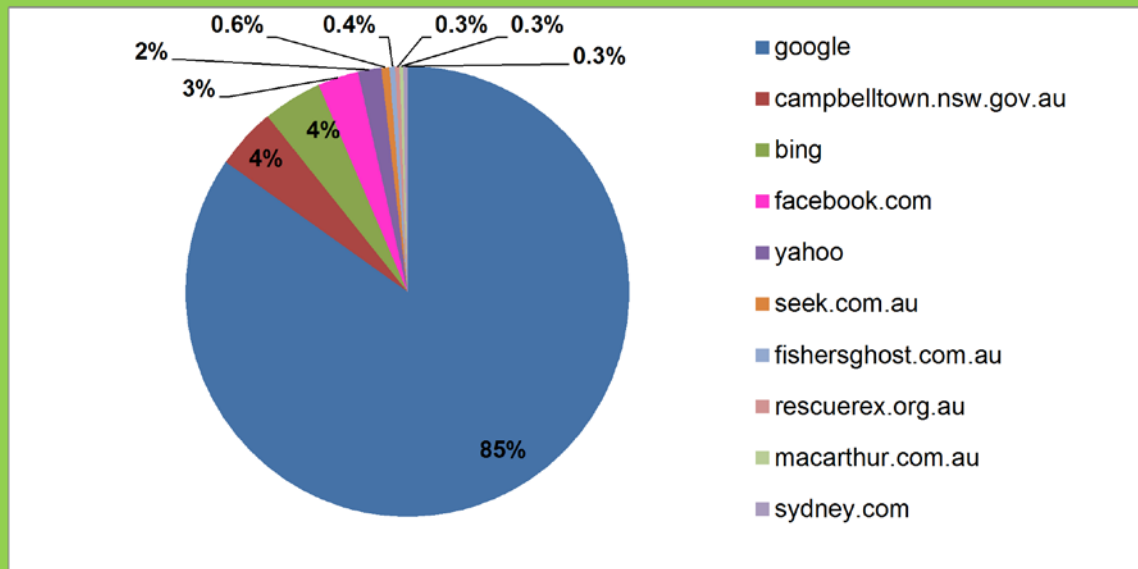
## Track it (DA) online visits





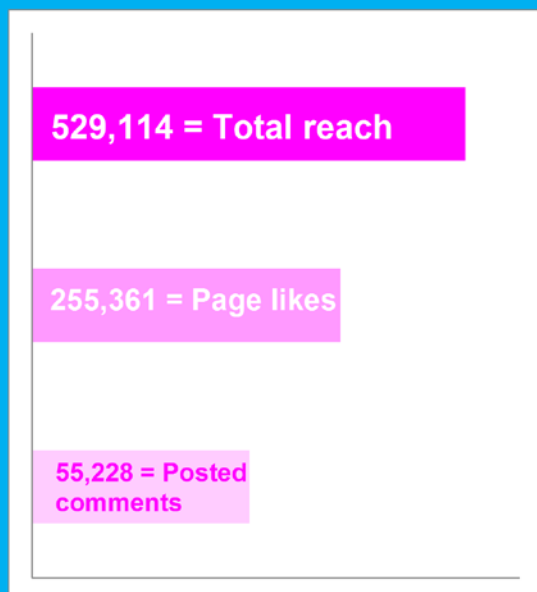
## Council Website and Social media traffic insights...

Where is our Council Website referral traffic\* coming from during Jul-Sep#?



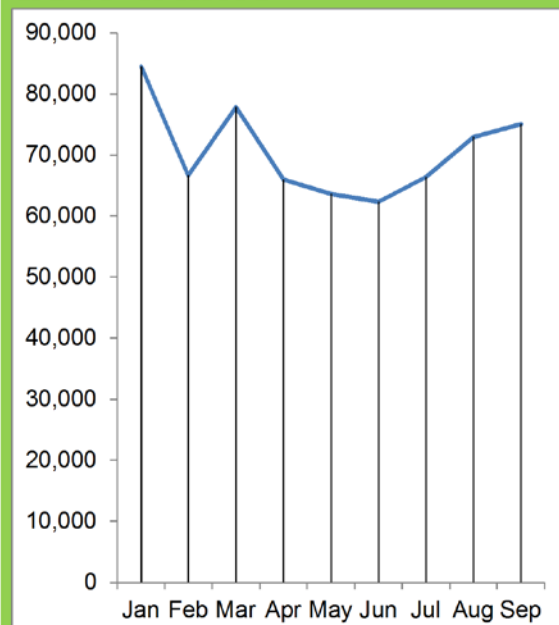
\* excludes unidentifiable referral traffic

### 11 Facebook pages\*: Reach & Engagement during Jul-Sep



\*excludes 'Visit Macarthur'

### Monthly Council Website user traffic#





### Top 10 document downloads during Jul-Sept<sup>#</sup>

1. Campbelltown Urban Area Local Environmental Plan 2002 Zoning Maps: 3,069
2. Campbelltown Sustainable City Development Control Plan 2014 :: Part 3 - Dwelling houses Narrow lots Multi Dwellings and Residential Subdivision: 1,017
3. Fishers Ghost Art Award :: FULL LIST OF 2015 FINALISTS: 980
4. Financial information :: Schedule of Fees and Charges: 789
5. When do my bins get emptied :: Zone Map: 779
6. Development Forms and Checklists :: 149 Certificate Application Form: 614
7. Campbelltown Sustainable City Development Control Plan 2014 \_ Part 2 - Requirements Applying to all Types of Development: 598
8. Improvement works - parks: 559
9. When do my bins get emptied \_ Zone A: 478
10. Bushfire Prone Lands Map: 473

### Top 10 viewed pages during Jul-Sept<sup>#</sup>

1. Home page: 65,507
2. Library: 32,497
3. Current positions vacant: 20,419
4. Dogs and cats for sale: 19,967
5. Positions vacant: 19,310
6. Search: 18,850
7. Small dogs and puppies for sale: 12,683
8. Need a kerbside clean up? 10,767
9. Medium dogs for sale: 10,639
10. Animal Care facility: 9792

### Top 10 keywords during Jul-Sept<sup>#</sup>

1. history: 107
2. forms: 79
3. 149: 78
4. Jobs: 75
5. Zoning: 62
6. Google: 51
7. Flood: 49
8. Rates: 49
9. Dcp: 48
10. Maps: 48

All Council Website stats exclude internal traffic.



## **6. INTERNAL AUDIT**

**No reports this round**

## **7. GENERAL BUSINESS**

### **7.1 Hurlstone Agricultural High School**

#### **Committee's Recommendation: (Chanthivong/Kolkman)**

That this Council:

- (i) Recognise the value of green open space at Hurlstone Agricultural High School (AHS) and its farm to the people of Campbelltown and South West Sydney.
  - (ii) Recognises and reaffirms the value and prestige of Hurlstone AHS at Glenfield as one of NSW's finest schools and its educational value to South West Sydney.
  - (iii) Remind the Baird Liberal Government and Minister Piccoli in particular of their previous opposition to any sale of Hurlstone AHS and its farm.
  - (iv) Remind the Baird Liberal Government and Minister Piccoli in particular of their previous opposition to any sale of Hurlstone AHS and its farm.
  - (v) Condemns the Baird Liberal Government and Minister Piccoli for their hypocrisy in the proposed total sell off of Hurlstone AHS and its farm to property developers.
  - (vi) Calls on the Baird Liberal Government to abandon the proposed sell off of Hurlstone AHS and its farm.
  - (vii) Re-endorse the Councils original motion as moved by Hawker/Rule in December 2008 calling for Hurlstone AHS and its farm to be heritage listed and Councils subsequent submission to the independent Peters inquiry.
  - (viii) Calls on the Baird Liberal Government to implement the recommendations in the 2009 Peters Inquiry and make further investment in education into Hurlstone AHS and its farm at Glenfield from the proceeds of its recent \$10.3b sale publicly owned electricity asset.
  - (ix) Reaffirm its support for Councils motion as moved by Oates/Rowell in December 2009 opposing the sale of Hurlstone AHS and its farm.
  - (x) Requests that the Mayor and General Manager seek an urgent meeting with the Premier and Minister for Education outlining Council's total opposition to the sale of Hurlstone AHS and its farm and the relocation of Hurlstone AHS to Hawkesbury.
-



- (xi) Organise a community rally and information forum in early 2016 to voice our community's opposition to the proposed sell off of Hurlstone AHS and its farm to developers.

**CARRIED**

### **Council Meeting 15 December 2015**

Item 7.1 - Hurlstone Agriculture High School was moved forward and dealt with in conjunction with Planning and Environment Committee Item 5.1 - Hurlstone Agriculture High School.

## **7.2 Parkside Drive - Park Central**

Councillor Borg referred to recent incidents in Parkside Drive, Park Central which have caused some concern for our local community.

Councillor Borg noted that at night the area is isolated and very dark and is a known area for drugs, vandalism and crime.

Councillor Borg asked the Director City Works for this matter to be listed on the 2016 Inspection listing for February and that feasibility be given to closing off the laneway between Park Central and the Ambarvale Sporting Fields.

### **Committee's Recommendation: (Borg/Kolkman)**

That the Parkside Drive, Park Central be listed for an inspection in February 2016.

**CARRIED**

### **Council Meeting 15 December 2015 (Mead/Lake)**

That the Committee's Recommendation be adopted.

### **Council Resolution Minute Number 235**

That the Committee's Recommendation be adopted.

### **Confidentiality Motion: (Greiss/Kolkman)**

That the Committee in accordance with Section 10A of the *Local Government Act 1993*, move to exclude the public from the meeting during discussions on the items in the Confidential Agenda, due to the confidential nature of the business and the Committee's opinion that the public proceedings of the Committee would be prejudicial to the public interest.

**CARRIED**

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## **23. CONFIDENTIAL ITEMS**

### **23.1 Multi Deck Car Park 24 Hour Feasibility Operation**

#### **Reason for Confidentiality**

This report is **CONFIDENTIAL** in accordance with Section 10A(2)(c) of the *Local Government Act 1993*, which permits the meeting to be closed to the public for business relating to the following: -

- (c) information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business.

#### **Motion: (Kolkman/Mead)**

That the Committee in accordance with Section 10 of the *Local Government Act 1993*, move to re-open the meeting to the public.

**CARRIED**

There being no further business the meeting closed at 6.10pm.

C Mead  
CHAIRPERSON

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