



City of Perth

**Finance and Administration
Committee
Minutes**

**7 March 2017
4.00pm**

**Committee Room 1
Level 9
Council House**

APPROVED FOR RELEASE

**ROBERT MIANICH
DIRECTOR CORPORATE SERVICES**



**Finance and Administration Committee
Minutes**

**7 March 2017
4.00pm**

**Committee Room 1
Level 9
Council House**

Minutes to be confirmed at the next **Finance and Administration** meeting.

**THESE MINUTES ARE HEREBY CERTIFIED AS
CONFIRMED**

PRESIDING MEMBER'S SIGNATURE

DATE:-----

Minutes of the **Finance and Administration** meeting of the City of Perth in Committee Room 1, Ninth Floor, Council House, 27 St Georges Terrace, Perth on Tuesday, 7 March 2017.

Members in Attendance:

Cr Davidson - Presiding Member
Cr Green - Deputy Member

Officers:

Mr Mianich - Director Corporate Services
Ms Moore - Director Community and Commercial Services
Mr Crosetta - Director Construction and Maintenance
Ms Battista - Acting Director Economic Development and Activation
Mr Brehaut - Manager Properties (entered the meeting at 4.04pm and departed the meeting at 4.24pm)
Mr Richards - Manager Finance
Mr White - Chief Accountant (departed the meeting at 4.16pm)
Ms Ferreira - Senior Management Accountant (departed the meeting at 4.16pm)
Ms Best - Governance and Risk Officer

Guests and Deputations:

One member of the public.

1. Declaration of Opening

4.00pm The Presiding Member declared the meeting open.

2. Apologies and Members on Leave of Absence

Cr Chen (LOA)
Cr Harley (Apology)

3. Question Time for the Public

Nil

4. Confirmation of Minutes – 7 February 2017

Moved by Cr Green, seconded by Cr Davidson

That the minutes of the meeting of the Finance and Administration Committee held on 7 February 2017 be confirmed as a true and correct record.

The motion was put and carried

The votes were recorded as follows:

For: Crs Davidson and Green

Against: Nil

5. Correspondence

Nil

6. Disclosures of Members' Interests

Nil

7. Matters for which the Meeting may be Closed

In accordance with Section 5.23(2) of the *Local Government Act 1995*, the meeting will be required to be closed to the public prior to discussion of the following:

| Item No. | Item Title | Reason |
|---|---|------------------|
| Confidential Item 8.8 and Attachment 8.8A | Outcome of the January 2017 Parking Promotion | s 5.23(2)(e)(ii) |

In accordance with Section 5.23(2) of the *Local Government Act 1995*, should an Elected Member wish to discuss the content of the confidential attachment/s listed below, it is recommended that Council resolve to close the meeting to the public prior to discussion of the following:

| Schedule No. | Item No. and Title | Reason |
|-------------------------------------|---|------------------|
| Confidential Attachment 8.6A, B & C | Item 8.6 - Tender 074-16/17 - Office Cleaning and Lock Up Services | s 5.23(2)(e)(ii) |
| Confidential Attachment 8.7A & B | Item 8.7 - Tender 095-16/17 Counting and Banking of Monies from Car Park Facilities | s 5.23(2)(e)(ii) |

8. Reports

Item 8.1 Investments and Investment Returns for Period ended 31 January 2017

Moved by Cr Green, seconded by Cr Davidson

That the Finance and Administration Committee receives the report detailing investments and investment returns for the period ended 31 January 2017 as detailed in Attachment 8.1A of this report.

The motion was put and carried

The votes were recorded as follows:

For: Crs Davidson and Green

Against: Nil

4.04pm The Manager Properties entered the meeting.

Item 8.2 Payments from Municipal and Trust Funds – January 2017

Moved by Cr Green, seconded by Cr Davidson

That in accordance with Regulation 13(1) of the Local Government (Financial Management) Regulations 1996, the list of payments made under delegated authority for the month ended 31 JANUARY 2017, be received and recorded in the Minutes of the Council, the summary of which is as follows:

| <i>FUND</i> | <i>PAID</i> |
|-----------------------|-------------------------|
| <i>Municipal Fund</i> | <i>\$ 14,510,159.59</i> |
| <i>Trust Fund</i> | <i>\$ 115,049.48</i> |
| <i>TOTAL:</i> | <i>\$ 14,625,209.07</i> |

The motion was put and carried

The votes were recorded as follows:

For: Crs Davidson and Green

Against: Nil

Item 8.3 Financial Statements and Financial Activity Statement for the Period Ended 31 January 2017

Moved by Cr Green, seconded by Cr Davidson

That Council approves the Financial Statements and the Financial Activity Statement for the period ended 31 January 2017 as detailed in Attachment 8.3A of this Report.

The motion was put and carried

The votes were recorded as follows:

For: Crs Davidson and Green

Against: Nil

Item 8.4 Budget Review 2016/17 – Forecast of the Operating and Capital Budget for the Year Ending 30 June 2017

Moved by Cr Green, seconded by Cr Davidson

That Council:

- 1. in accordance with Regulation 33A(3) of the Local Government (Financial Management) Regulations 1996 (as amended) approves BY AN ABSOLUTE MAJORITY:**
 - 1.1 the Budget Review 2016/17 as detailed in Attachment 8.4A, 8.4B, 8.4C, 8.4D and 8.4E noting the reduction in net result from operations of \$2,910,994;**
 - 1.2 net capital expenditure reduction of \$15,122,476 as listed in Attachment 8.4C;**
 - 1.3 the increase in transfers to reserves of \$200,000 related to an allocation to the Public Art Reserve; and**
 - 1.4 the decrease in transfers from reserves of \$6,806,386 related to reductions in the capital works program;**
- 2. notes that:**
 - 2.1 the net reduction of \$15,122,476 on capital projects; reduced funding required from reserves of \$6,806,386; capital grants of \$1,558,113; contributions of \$2,064,291 and Municipal funds of \$4,693,687 required; and**
 - 2.2 the closing funds position in accordance with the revised Budget has been reduced by (\$4,720,706) to \$2,777,559 and this will be carried in the Accumulated Surplus.**

The motion was put and carried

The votes were recorded as follows:

For: Crs Davidson and Green

Against: Nil

4.16pm The Chief Accountant and Senior Management Accountant departed the meeting and did not return.

Item 8.5 City of Perth Art Collection – Art Acquisitions

Moved by Cr Green, seconded by Cr Davidson

That the Finance and Administration Committee;

- 1. approve the purchase of the work of art 'YL15 (Eagle)' from The Yilgarn Lacunae series by Gregory Pryor;*
- 2. approve the purchase of the selected works on paper (1 – 11) by Laurel and Brett Nannup; and*
- 3. approve the purchase of the 'flora obscura' series of photographic prints by Eva Fernandez.*

The motion was put and carried

The votes were recorded as follows:

For: Crs Davidson and Green

Against: Nil

Item 8.6 Tender 074-16/17 - Office Cleaning and Lock Up Services

Moved by Cr Green, seconded by Cr Davidson

That Council accepts the most suitable tender, being that submitted by Iconic Property Services (Tender 074-16/17 Office Cleaning and Lock Up Services), to provide:

(Cont'd)

- 1. cleaning services at various properties owned by the City; and*

2. *cleaning and lock up services to public toilets at various city locations,*

for a period of three years, with the option to extend for a further two years in accordance with the Schedule of Rates in Confidential Attachment 8.6C and subject to annual CPI indexation.

The motion was put and carried

The votes were recorded as follows:

For: Crs Davidson and Green

Against: Nil

4.24pm The Manager Properties departed the meeting and did not return.

MOTION TO CLOSE THE MEETING TO THE PUBLIC

Moved by Cr Green, seconded by Cr Davidson

That the Finance and Administration Committee resolves to close the meeting to the public to consider Confidential Attachment 8.7A and Confidential Item 8.8 – Outcome of the January 2017 Parking Promotion.

The motion was put and carried

The votes were recorded as follows:

For: Crs Davidson and Green

Against: Nil

4.26pm The meeting was closed to the public.

Item 8.7 Tender 095-16/17 Counting and Banking of Monies from Car Park Facilities

Moved by Cr Green, seconded by Cr Davidson

That Council accepts the most suitable tender, being that submitted by Prosegur Australia Pty Ltd for Counting and Banking of Monies from Car Park Facilities (Tender 095-16/17), for a period of three years with an option to extend for a further period of two years, as per the schedule of rates detailed in Confidential Attachment 8.7B including CPI increases.

The motion was put and carried

The votes were recorded as follows:

For: Crs Davidson and Green

Against: Nil

Item 8.8 Outcome of the January 2017 Parking Promotion

Moved by Cr Green, seconded by Cr Davidson

That Council notes the outcome of the City of Perth Parking Promotion conducted in January 2017.

The motion was put and carried

The votes were recorded as follows:

For: Crs Davidson and Green

Against: Nil

MOTION TO RE-OPEN THE MEETING

Moved by Cr Green, seconded by Cr Davidson

That the Finance and Administration Committee resolves to re-open the meeting to the public.

The motion was put and carried

The votes were recorded as follows:

For: Crs Davidson and Green

Against: Nil

4.41pm The meeting was re-opened to the public and no members of the public returned.

Therefore, in accordance with clause 5.2(6)(b) of the *City of Perth Standing Orders Local Law 2009*, the motion was not read aloud but is recorded in the meeting minutes.

9. Motions of which previous notice has been given

Nil

10. General Business

8.1 Responses to General Business from a Previous Meeting

Nil

8.2 New General Business

Nil

11. Items for consideration at a future meeting

Outstanding Items:

The following items are currently being investigated and actioned by Officers. Information will be provided to Elected Members when available.

- Potential Financial Opportunities and Shared Services across local governments (raised at FA 04/10/16).

The Governance and Risk Officer advised that communication was distributed to Elected Members on 28/02/2017 (TRIM 43593/17). This action is now completed.

- Council Policy 1.9 – Public Relations Policy – Media Statements and Press Releases (raised at FA 04/10/16, updated FA 06/12/16).

The Director Corporate Service advised that information in relation to this item will be provided at a future Council Briefing.

- City of Perth Art collection (raised at FA 04/10/16, updated FA 06/12/16).

The Acting Director Economic Development and Activation advised that a Council Briefing was held on this item and is now completed.

Outstanding Reports:

- Council Dining Room (raised FA30/09/14, updated FA 21/04/15, 23/08/16 & 06/12/16).
- Audit of commercial buildings that are vacant / in disrepair (raised at Council 30/08/16).
- Air and land rights available to City of Perth for potential creation of affordable housing (raised at Council 30/08/16, updated FA 06/12/16).
- Council Policy 10.6 – Elected Member Expense Reimbursements (raised at FA 04/10/16, updated 06/12/17).

Cr Green requested an update on the above outstanding reports.

The Director Corporate Services advised that a memo would be circulated to the Finance and Administration Committee regarding the status updates on the above outstanding reports.

Cr Green requested it be noted that the Outstanding Report for Land Value Capture was removed without consultation to the Finance and Administration Committee and believes that the report is about financial structuring. Cr Green requested this report be placed back on the Finance and Administration Committee agenda. Cr Green requested a response from the Chief Executive Officer in relation to this item.

12. Closure

4.50pm The Presiding Member declared the meeting closed.