

Corporate & Works Committee Minutes

Monday 10 November 2008

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Corporate & Works Committee Minutes

**Minutes of the Meeting held on
Monday 10 November 2008 at 6.00pm**

Present: His Worship The Mayor, Councillor Andrew Petrie ex-officio (Item D3)
Councillors Greg Medcraft (Chair)
Anthony Boskovitz
Peter Cavanagh
Nicola Grieve
Ian Plater

Staff: W Hatton (Director – Technical Services)
G James (General Manager)
D Johnston (Acting Director - Corporate Services)
Z Marolia (Manager Property and Projects)
M Phair (Team Leader – Financial Services)

Also in Attendance: Nil

Leave of Absence

Leave of Absence previously granted by Council: Nil

Apologies: Apologies were received and accepted from Councillor Isabelle Shapiro and Leave of Absence granted.

Late Correspondence

Late correspondence was submitted to the committee in relation to Items: Nil

Declarations of Interest

Councillor Grieve declared a non-pecuniary interest in Item D8 (Bus shelter design), for the following reasons:

1. Councillor Grieve's Mother lives at Vaughan Village
 2. Councillor Grieve employed Dylan Gower Principal, of D Construct Architects, as an architect many years ago.
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Items Decided by this Committee using its Delegated Authority (Items D1 to D8)

Item No: D1 Delegated to Committee
Subject: **Confirmation of Minutes of Meeting held on 20 October 2008**
Author: Les Windle, Manager – Governance
File No: See Council Minutes
Reason for Report: The Minutes of the Meeting of Monday 20 October 2008 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.

(Boskovitz/Cavanagh)

Resolved:

That the Minutes of the Corporate and Works Committee Meeting of 20 October 2008 be taken as read and confirmed.

Item No: D2 Delegated to Committee
Subject: **Presentation of the 2007/2008 Financial Reports to the Public**
Author: Michelle Phair, Team Leader Financial Services
File No: 767G 2007/2008
Reason for Report: To present of the 2007/2008 Financial Reports to the public

(Grieve/Cavanagh)

Resolved:

- A. That the 2007/2008 Financial Reports as presented to the public be received and noted.
 - B. That the Auditors be thanked for their attendance and presentation.
 - C. That details of the \$9.7m fair value write down be circulated to Councillors.
 - D. That a further report be prepared regarding cash flow management.
-

Item No: D3 Delegated to Committee
Subject: **Capital Projects Status Update**
Author: Don Johnston, Manager Finance
File No: 331G
Reason for Report: To provide the Committee with an update on the status of capital projects in the 2008/2009 Budget

(Boskovitz/Cavanagh)

Resolved:

- A. That the report be received and noted.
 - B. That an update on Project 00377 – Virtualisation/Disaster Recovery and digitalising Council be provided to the Committee in the next month.
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Item No: D4 Delegated to Committee
Subject: **Customer Service and Communication Principal Activity - 1st Quarter Management Plan Review**
Author: Justine Henderson –Communications Manager
Debra Murphy-Bell – Manager Customer Service
File No: 827.G 08-11
Reason for Report: To review the status of services for the Management Plan principal activity of Customer Service and Communication for the three months ending 30 September 2008.

(Plater/Grieve)

Resolved:

- A. That the status of projects for the Customer Service and Communication principal activity be noted.
 - B. That the variations to projects be agreed subject to adoption of the relevant budget variations included in the separately reported quarterly financial review.
-

Item No: D5 Delegated to Committee
Subject: **Organisation Support Principal Activity - 1ST Quarter Management Plan Review**
Author: Geoff Clarke - Director Corporate Services
Warwick Hatton - Director Technical Services
File No: 827.G 08-11
Reason for Report: To review the status of services for the Management Plan principal activity of Organisation Support for the three months ending 30 September 2008.

(Boskovitz/Grieve)

Resolved:

- A. That the status of projects for the Organisational Support principal activity be noted.
 - B. That the variations to projects be agreed subject to adoption of the relevant budget variations included in the separately reported quarterly financial review.
-

Item No: D6 Delegated to Committee
Subject: **Roads, Traffic and Transport Principal Activity - 1st Quarter Management Plan Review**
Author: Warwick Hatton - Director Technical Services
File No: 827.G 04-07
Reason for Report: To review the status of services for the Management Plan principal activity of Roads Traffic and Transport for the three months ending 30 September 2008.

(Grieve/Boskovitz)

Resolved:

- A. That the status of projects for the Roads, Traffic & Transport principal activity be noted.
 - B. That the variations to projects be agreed subject to adoption of the relevant budget variations included in the separately reported quarterly financial review.
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Item No: D7 Delegated to Committee
Subject: **Environmental, Infrastructure and Stormwater Works Program - 1st Quarter Management Plan Review**
Author: Warwick Hatton - Director Technical Services
File No: 827.G 08-11
Reason for Report: To review the status of services for the Management Plan principal activity of Environmental, Infrastructure and Stormwater Works Program for the three months ending 30 September 2008.

(Cavanagh/Grieve)

Resolved:

- A. That the status of projects for the principal activity 8.0 Environmental, Infrastructure and Stormwater Works Program be noted.
- B. That the variations to projects be agreed, subject to adoption of the relevant budget variations included in the separately reported quarterly financial review.

Item No: D8 Delegated to Committee
Subject: **Bus Shelter Designs**
Author: Sam Badalati
File No: 900.G, 263.G Part 12
Reason for Report: To report on the progress of the design of the Lyne Park bus shelter in response to Council's resolution 18 August 2008.

Note: Councillor Grieve declared a non-pecuniary interest in Item D8 (Bus shelter design), for the following reasons:

1. Councillor Grieve's Mother lives at Vaughan Village
2. Councillor Grieve employed Dylan Gower Principal, of D Construct Architects, as an architect many years ago.

(Grieve/Cavanagh)

Resolved:

- A. That Council should proceed no further with the "Lyne Park" bus shelter design.
- B. That a decision to install Woollahra standard design bus shelter at Lyne Park be deferred for 2 weeks for a further report to be submitted on roof treatment options
- C. That a meeting be held with the Darling Point Society to review the proposal for a Woollahra standard shelter for Etham Avenue and that a further report be provided
- D. That a further report be provided on the Watsons Bay bus turning circle and bus shelter following negotiations with Sydney Buses.

- E. That we replace with Woollahra standard design bus shelters the steel frame shelters at 47 New South Head Road, Vaucluse and 278 Edgecliff Road, Edgecliff, which are considered to be due for replacement due to their condition.

**Items with Recommendations from this Committee
Submitted to the Council for Decision (Items R1 to R5)**

Item No: R1 Recommendation to Council
Subject: **9 Sutherland Avenue, Paddington - Road Reserve Encroachment**
Author: Anthony Sheedy, Property Officer
File No: 438.9
Reason for Report: To give consideration to the formalisation of an existing encroachment by granting of an easement to permit existing structure to remain on roadway adjoining the property.

(Cavanagh/Boskovitz)

Resolved:

- A. That the encroachment on the Sutherland Avenue road reserve at the front of 9 Sutherland Avenue, Paddington, be formalised by granting of an Easement to Permit Encroaching Structures to Remain, to continue for the life of the building, or the redevelopment of the site, or the redevelopment of the structure, whichever occurs first.
- B. That compensation of \$2000 (plus any applicable GST), and all Council's costs in this matter, be payable to Council by the owners of 9 Sutherland Avenue, Woollahra in return for granting the Easement.

Item No: R2 Recommendation to Council
Subject: **52-54 O'Dea Avenue Commercial Property**
Author: Zubin Marolia – Manager, Property & Projects
File No: 199.G (part 8)
Reason for Report: To seek delegation from Council to authorise the General Manager to complete negotiations to lease and license parts of the Council property located at 52-54 O'Dea Avenue for a term of 5 years with an option to lease/license for a further five (5) years.

(Bozkovitz/Cavanagh)

Resolved:

1. That the General Manager be authorised to complete any negotiations to lease and license parts of the Council property located at 52-54 O'Dea Avenue for an initial five (5) year term, with an option to lease/license for a further five (5) years.
2. That subject to certification from Councils lawyers that the legal documents protect Council's interests, the Seal of Council be affixed to all necessary documentation to effect the Lease.

Item No: R3 Recommendation to Council
Subject: **2008/2009 Budget Review for the Quarter Ended 30 September 2008**
Author: Michelle Phair – Team Leader Financial Services
File No: 331.G
Reason for Report: To report on the review of the 2008/2009 Budget for the quarter ended 30 September 2008

(Cavanagh/Bozkovitz)

Resolved:

- A. That the report be received and noted and the variations to the Budget be adopted.
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Item No: R4 Recommendation to Council
Subject: **Civil Infrastructure Reconstruction Project for Magney Lane, Icasia Lane & Tindale Lane**
Author: Kelley Ambrose, Purchasing Coordinator
File No: Tender No 08/17
Reason for Report: To recommend to Council the acceptance of a Tender

(Boskovitz/Plater)

Resolved:

- A. That Council enter into a Contract with Statewide Civil Pty Ltd for the Magney Lane, Icasia Lane and Tindale Lane Civil Infrastructure Project for the sum of \$312,744.00 (excluding GST)
- B. That successful and unsuccessful tenderers be advised accordingly.
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Item No: R5 Recommendation to Council
Subject: **Civil Infrastructure Project for Road Safety Barrier at Victoria Road**
Author: Kelley Ambrose, Purchasing Coordinator
File No: Tender No 08/16
Reason for Report: To recommend to Council the acceptance of a Tender

(Boskovitz/Cavanagh)

Resolved:

- A. That Council enter into a Contract with GC Civil Pty Design & Construction Pty Ltd for the road barrier works on Victoria Road in Bellevue Hill for the sum of \$171,250.00 (excluding GST).
- B. That successful and unsuccessful tenderers be advised accordingly.
-

There being no further business the meeting concluded at 7.32pm.

We certify that the pages numbered 3372 to 3381 inclusive are the Minutes of the Corporate & Works Committee Meeting held on 10 November 2008 and confirmed by the Corporate & Works Committee on 24 November 2008 as correct.

Chairperson

Secretary of Committee