

# Corporate & Works Committee Minutes

Monday 3 March 2008

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# Corporate & Works Committee Minutes

**Minutes of the Meeting held on  
Monday 3 March 2008 at 6.05pm**

Present: Councillors Andrew Petrie (Chair)  
Anthony Boskovitz  
John Comino  
Claudia Cullen (Items D2 to R2)  
Fiona Sinclair King

Staff: G Clarke (Director – Corporate Services)  
G James (General Manager)  
D Johnston (Manager Finance)  
K Walshe (Director – Community Services)  
Z Marolia (Manager – Property & Projects)  
M Phair (Team Leader – Financial Services)  
A Sheedy (Property Officer)  
V Munro (Manager – Library)

Also in Attendance: Nil

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## **Leave of Absence**

Leave of Absence previously granted by Council: Councillor John Walker

Apologies: Nil

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## **Late Correspondence**

Late correspondence was submitted to the committee in relation to Items: D4

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## **Declarations of Interest**

Nil

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**Items Decided by this Committee using its Delegated Authority (Items D1 to D4)**

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**Item No:** D1 Delegated to Committee  
**Subject:** **Confirmation of Minutes of Meeting held on 25 February 2008**  
**Author:** Les Windle, Manager – Governance  
**File No:** See Council Minutes  
**Reason for Report:** The Minutes of the Meeting of Monday 25 February 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/Comino)**

**Resolved:**

That the Minutes of the Corporate and Works Committee Meeting of 25 February 2008 be taken as read and confirmed.

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**Item No:** D2 Delegated to Committee  
**Subject:** **Progress Update - Preparation of the 2008/2009 Preliminary Draft Budget**  
**Author:** Don Johnston, Manager Finance  
**File No:** 331G 2008/2009  
**Reason for Report:** To provide the Committee with an update on the progress of the 2008/2009 Preliminary Draft Budget and to outline the constraints facing Council in its preparation.

**(Sinclair King/Comino)**

**Resolved:**

1. That the update on the preparation of the 2008/2009 preliminary draft budget be received and noted
2. That a further report be presented to the Corporate & Works Committee in April with detailed estimates of operating income and expenditure and a comprehensive capital budget.

**Item No:** D3 Delegated to Committee  
**Subject:** **Relocation of Watsons Bay Library from Dunbar House to the area adjacent to the Watsons Bay Tea Rooms**  
**Author:** Vicki Munro, Manager, Library and Information Services and Zubin Marolia, Manager, Property Services  
**File No:** 307.8  
**Reason for Report:** To seek Council approval for the relocation of Watsons Bay Library from Dunbar House to the area adjacent to the Watsons Bay Tea Rooms.

**Note:** In accordance with Council's Codes and Policies this matter is referred to full Council due to a substantive change from the Officer's Recommendation. **(See Item R2)**

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**Item No:** D4 Delegated to Committee  
**Subject:** **104 Hopetoun Avenue, Vacluse - Proposed Road Lease**  
**Author:** Anthony Sheedy, Property Officer  
**File No:** 240.104  
**Reason for Report:** To give consideration to the lease of unmade roadway adjoining the property.

**Note:** Late correspondence was table by Michael Rolfe of The Vacluse Progress Association.

**(Boskovitz/Comino)**

**Resolved:**

- A. That the site be inspected prior to the Corporate and Works Committee meeting of 17 March 2008 and a further report be submitted.
  - B. That, should the Corporate and Works Committee choose not to proceed with a lease, an Order be given by Council to the applicant for the removal of all unapproved structures on the Road Reserve adjoining 104 Hopetoun Avenue, Vacluse.
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**Items with Recommendations from this Committee  
Submitted to the Council for Decision (Item R1)**

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**Item No:** R1 Recommendation to Council  
**Subject:** Report from Legal Sub-Committee Meeting held on 26 February 2008  
**Author:** Allan Coker - Director Planning and Development  
**File No:** 795.G  
**Reason for Report:** To consider the recommendations from the Legal Sub-Committee meeting held on 26 February 2008.

**(Comino/Cullen)**

**Recommendation:**

1. That the Recommendations for Items R1 to R3 of the Legal Sub-Committee meeting held on 26 February 2008 be noted.
  2. That Council proceed to tender for the provision of legal services in a manner similar to the 2005 tender process.
  3. That the tender documents include:
    - (a) the basis on which the prospective tenderers will retain counsel
    - (b) the basis on which the prospective tenderers will select or agree to Court appointed experts and the basis on which they will make such decisions.
    - (c) a requirement for successful tenderers to advise of staff changes
    - (d) a requirement for regular reporting of case outcomes
  4. That the revised tender document be submitted to the Corporate and Works Committee for review prior to the calling of tenders.
  5. That the confidential Agenda and Reports for the meeting of the Legal Sub-Committee meeting held on 26 February 2008 remain confidential.
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- Item No:** R2 Recommendation to Council
- Subject:** **Relocation of Watsons Bay Library from Dunbar House to the area adjacent to the Watsons Bay Tea Rooms**
- Author:** Vicki Munro, Manager, Library and Information Services and Zubin Marolia, Manager, Property Services
- File No:** 307.8
- Reason for Report:** To seek Council approval for the relocation of Watsons Bay Library from Dunbar House to the area adjacent to the Watsons Bay Tea Rooms.
- Note:** In accordance with Council's Codes and Policies this matter is referred to full Council due to a substantive change from the Officer's Recommendation.
- Note:** Mr Steve Meads a local resident and Mrs Patricia Timperi lessee of the Tea Gardens addressed the Committee.

(Cullen/Boskovitz)

**Recommendation:**

- A. That Council advertise and invite submissions on the proposal for the relocation of Watsons Bay Library from Dunbar House to the area adjacent to the Watsons Bay Tea Rooms. The proposal includes:
- i) Upgrade one existing toilet/change room wing to provide male and female toilet and change room facilities including disabled facilities.
  - ii) Convert the other toilet/change room wing to the Watsons Bay Library.
- B. That, within 8 weeks, the Council call tenders for lease of the Watson Bay Tea Rooms Kiosk.

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There being no further business the meeting concluded at 6.56pm.

*We certify that the pages numbered 511 to 517 inclusive are the Minutes of the Corporate & Works Committee Meeting held on 3 March 2008 and confirmed by the Corporate & Works Committee on 17 March 2008 as correct.*

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**Chairperson**

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**Secretary of Committee**