



# Corporate & Works Committee

**Agenda:** *Corporate & Works Committee*

**Date:** *Monday 19 October 2009*

**Time:** *6.00pm*

### **Outline of Meeting Protocol & Procedure:**

- The Chairperson will call the Meeting to order and ask the Committee/Staff to present apologies or late correspondence.
- The Chairperson will commence the Order of Business as shown in the Index to the Agenda.
- At the beginning of each item the Chairperson will ask whether a member(s) of the public wish to address the Committee.
- If person(s) wish to address the Committee, they are allowed four (4) minutes in which to do so. Please direct comments to the issues at hand.
- If there are persons representing both sides of a matter (eg applicant/objector), the person(s) against the recommendation speak first.
- At the conclusion of the allotted four (4) minutes, the speaker resumes his/her seat and takes no further part in the debate unless specifically called to do so by the Chairperson.
- If there is more than one (1) person wishing to address the Committee from the same side of the debate, the Chairperson will request that where possible a spokesperson be nominated to represent the parties.
- The Chairperson has the discretion whether to continue to accept speakers from the floor.
- After considering any submissions the Committee will debate the matter (if necessary), and arrive at a recommendation (R items which proceed to Full Council) or a resolution (D items for which the Committee has delegated authority).

### **Recommendation only to the Full Council (“R” Items)**

- Such matters as are specified in Section 377 of the Local Government Act and within the ambit of the Committee considerations.
- The voting of money for expenditure on works, services and operations.
- Rates, Fees and Charges.
- Donations
- Matters which involve broad strategic or policy initiatives within responsibilities of the Committee.
- Matters not within the specified functions of the Committee.
- Asset Rationalisation.
- Corporate Operations:-
  - Statutory Reporting;
  - Adoption of Council's Community Strategic Plan, Delivery Program and Operational Plan;
  - Delegations; and
  - Policies.
- Tenders as per Regulation requirements.
- Leases.
- Matters reserved by individual Councillors in accordance with any Council policy on "safeguards" and substantive changes.

### **Delegated Authority (“D” Items)**

- General financial and corporate management of the Council, except those specifically excluded by statute, by Council direction or delegated specifically to another Committee.  
Note: This not to limit the discretions of nominated staff members exercising Delegated Authorities granted by the Council.
- Statutory reviews of Council's Delivery Program and Operational Plan;
- Finance Regulations, including:-
  - Authorisation of expenditures within budgetary provisions where not delegated;
  - Quarterly review of Budget Review Statements;
  - Quarterly and other reports on Works and Services provision; and
  - Writing off of rates, fees and charges because of non-rateability, bad debts, and impracticality of collection.
- Auditing.
- Property Management.
- Asset Management.
- Traffic Management - Works Implementation.
- Works and Services - Monitoring and Implementations.
- Legal Matters and Legal Register.
- Parks and Reserves Management.
- Infrastructure Management, Design and Investigation.
- To require such investigations, reports or actions as considered necessary in respect of matters contained within the Business Agenda (and as may be limited by specific Council resolution).
- Confirmation of the Minutes of its Meetings.
- Any other matter falling within the responsibility of the Corporate and Works Committee and not restricted by the Local Government Act or required to be a Recommendation to Full Council as listed above.

**Committee Membership:**

7 Councillors

**Quorum:**

The quorum for a Committee meeting is 4 Councillors.

# WOOLLAHRA MUNICIPAL COUNCIL

## Notice of Meeting

15 October 2009

To: His Worship The Mayor, Councillor Andrew Petrie ex-officio  
Councillors Greg Medcraft (Chair)  
Anthony Boskovitz  
Sean Carmichael  
Peter Cavanagh (Deputy)  
Susan Jarnason  
Ian Plater  
David Shoebridge

Dear Councillors

### **Corporate & Works Committee Meeting – 19 October 2009**

In accordance with the provisions of the Local Government Act 1993, I request your attendance at a Meeting of the Council's **Corporate and Works Committee** to be held in the **Council Chambers, 536 New South Head Road, Double Bay, on Monday 19 October 2009 at 6.00pm.**

Gary James  
General Manager

# **Additional Information Relating to Committee Matters**

**Site Inspection**

**Other Matters**

## Meeting Agenda

<b>Item</b>	<b>Subject</b>	<b>Pages</b>
1	Leave of Absence and Apologies	
2	Late Correspondence	
3	Declarations of Interest	

### **Items to be Decided by this Committee using its Delegated Authority**

D1	Confirmation of Minutes of Meeting held on 21 September 2009	1
D2	Monthly Financial Report – September 2009 – 349G	2
D3	Community Engagement Working Party – Minutes – 1230.G	12
D4	22 Cranbrook Road, Bellevue Hill – Proposed Road Closure and Sale – 119.22	17
D5	Disclosure of Interest Returns by Councillors and Designated Persons – 169.G	24

### **Items to be Submitted to the Council for Decision with Recommendations from this Committee**

R1	Unmade Road Reserve Salisbury Street, Watsons Bay – Easement in favour of Jemena Gas Networks (NSW) Limited – 406	27
R2	Vaucluse Road, Vaucluse – Nielsen Park to Wentworth Road Civil Infrastructure Works – Tender 09/17	33
R3	Sutherland Avenue, Paddington – Acquisition of roadway for public use – 438.9	37
R4	Farnworth Lane, Point Piper – Acquisition of laneway for public use – 506.5	47

**Item No:** D1 Delegated to Committee  
**Subject:** **Confirmation of Minutes of meeting held on 21 September 2009**  
**Author:** Les Windle, Manager – Governance  
**File No:** See Council Minutes  
**Reason for Report:** The Minutes of the Meeting of Monday 21 September 2009 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.

**Recommendation:**

That the Minutes of the Corporate and Works Committee Meeting of 21 September 2009 be taken as read and confirmed.

Les Windle  
Manager – Governance

**Item No:** D2 Delegated to Committee  
**Subject:** **Monthly Financial Report – September 2009**  
**Author:** Don Johnston, Manager Finance  
**File No:** 349G  
**Reason for Report:** To present the monthly financial report for September 2009

**Recommendation:**

THAT the monthly financial report for September 2009 be received and noted.

**Background:**

The monthly financial report for September 2009 is submitted to the Committee for consideration.

The monthly report includes the following:

- Summary of Receipts, Payments and Bank Balance
- Summary of Investments
- Details of Investment Portfolio
- Weighted Average Maturity and Weighted Average Returns Charts
- Maturity Profile Chart
- Movements in Book Value of Investments

This report also includes the quarterly summary of arrears of rents and fees and, for the first time, the quarterly mark-to-market valuation adjustment of Council’s floating rate note securities (FRNs). Details of the movement in the valuation of FRNs is attached in **ANNEXURE 1**.

**Investment Transactions for the Month**

Date	Transaction	Description	Amount (\$)
31 Aug		Book Value of Investments Held	41,129,313.22
1 Sept	Purchase	Heritage Building Society TD, 90 days @ 4.26%	1,000,000.00
	Purchase	Macquarie Bank TD, 90 days @ 4.35%	1,000,000.00
	Purchase	Police & Nurses Credit Society TD, 90 days @ 4.45%	1,000,000.00
	Purchase	Wide Bay Australia TD, 126 days @ 4.4%	1,000,000.00
17 Sept	Purchase	Defcredit TD, 90 days @ 4.41%	1,000,000.00
	Purchase	Queensland Teachers CU TD, 90 days @ 4.45%	1,000,000.00
29 Sept	Maturity	Credit Union Australia TD	(1,000,000.00)
	Purchase	Credit Union Australia TD, 90 days @ 4.47%	1,000,000.00
30 Sept	Adjustment	Mark-to-Market Valuation adjustment for FRNs	178,355.00
Various	Deposit	Net Movement in AMP Easy Cash Management Acct	(989,799.09)
Various	Deposit	Net Movement in Online Savings Cash Account	(4,093,526.52)
Various	Withdrawal	Net Movement in GPO ANZ Cash Account (Coupon payments + GPO interest – GPO Fees - Withdrawals)	110,425.00
		Net Change in Portfolio	1,205,454.39
30 Sept		Book Value of Investments Held	42,334,767.61

**Summary of Receipts, Payments and Bank Balance**

Cash Book Balance as at 31 August 2009 80,815.24

**Receipts**

Rates 4,669,829.96  
Other 10,523,651.41 15,193,481.37

**Total Receipts**

Description	Amount
S/Drs-Rates	-4,669,829.96
Sundry Debtors Control	-520,247.90
Parking Fines	-505,606.45
Deposits & Bonds Control Account	-261,895.20
Financial Assistance Grant	-250,927.75
GST Clearing Balance Account	-112,400.00
Disposal (Asset) Clearing A/C	-110,895.74
Trade Waste Debtors Control	-107,489.05
Other Developer Contributions	-106,978.14
Build/Construction LS Levy Clearing	-98,423.06

**Payments - Cheque**

Cheque Payments -1,378,329.46  
Cancelled Cheques 3,053.50  
Total Cheque Payments for period -1,375,275.96

Cheque No	Cheque Date	Payee	Description	Amount
205212	17/09/2009	Energy Australia	Street Lighting - Aug'09	-107,730.11
205294	24/09/2009	Suttons Subaru Rushcutters Bay	Fleet Purchases	-86,283.00
205262	24/09/2009	Withheld	Refund Security Deposit	-40,168.14
205049	03/09/2009	Energy Australia	Street Lighting - Jul'09	-38,918.13
205277	24/09/2009	Strata Associates Pty Ltd	Strata payments - Grafton Carpark	-37,325.22
205122	04/09/2009	Withheld	Refund Security Deposit	-29,978.39
205268	24/09/2009	City Ford, Mascot	Fleet Purchases	-29,260.34
205413	30/09/2009	Withheld	Refund Security Deposit	-28,850.00
205258	24/09/2009	Withheld	Refund Security Deposit	-28,709.75
205121	04/09/2009	Withheld	Refund Security Deposit	-28,185.29

**Payments - EFT**

EFT Payments -12,467,404.86  
Returned EFT Payments 111.71  
Total EFT Payments for period -12,467,293.15

Reference	EFT Date	Payee	Description	Amount
22663	24/09/2009	Emergency Management	NSW Fire Brigade Levy 2nd qtr	-531,156.06
22430	03/09/2009	Pan Civil	Emergency Works Bellevue Hill	-424,048.85
22587	17/09/2009	Power Serve Pty Ltd	General works - Double Bay/B'vue Hill	-339,277.27
22690	24/09/2009	WSN Environmental Solutions	Tipping charges - 13/7 - 26/7/09	-105,475.82
22634	24/09/2009	Downer EDI Works Pty Ltd	General works - various	-104,627.67
300909	30/09/2009	Australian Taxation Office	PAYG WK 14	-104,584.14
90909	09/09/2009	Australian Taxation Office	PAYG WK 11	-102,473.14
20909	02/09/2009	Australian Taxation Office	PAYG WK 10	-97,924.14
Week 12	17/09/2009	Australian Taxation Office	PAYG WK 12	-97,219.14
Week 13	24/09/2009	Australian Taxation Office	PAYG WK 13	-96,957.14

**Payments - Direct Debits From Bank A/c**

Payroll -1,708,852.80  
Bank Charges -32,741.38  
Credit Cards 0.00  
Councillors' fees -50.00  
Council Rates 0.00  
Total Direct Debits for period -1,741,644.18

**Total Payments**

-15,584,213.29

**Cash Book Balance as at 30 September 2009**

-309,916.68

Unpresented Cheques No. of Cheques: 211 586,104.63  
Outstanding Deposits & Miscellaneous Items -115,514.14

**Reconciled Cash Book Balance as at 30 September 2009**

160,673.81

**Bank A/c Balance as at 30 September 2009**

160,673.81

**Unpresented Cheques > \$30,000.00**

Cheque No.	Cheque Date	Payee	Amount
204417	06/07/2009	Datacom Holding Pty Ltd	102,789.74

- 0.00



INVESTMENTS AS AT 30 SEPTEMBER 2009

CATEGORY							FACE VALUE \$	BOOK VALUE \$		
<b>1. LEHMAN BROTHERS (formerly Grange Securities Ltd)</b>										
Funds previously under management							17,044,701	9,295,116		
<b>2. OAKVALE CAPITAL Limited</b>										
Funds previously under management							6,247,114	2,802,936		
RATING	CATEGORY	PURCHASE DATE	MATURITY DATE	TOTAL TERM (DAYS)	REMAINING DAYS TO MATURITY	%	FACE VALUE \$	BOOK VALUE \$	GOV'T GUARANTEE	
<b>3. WMC DIRECT INVESTMENTS</b>										
AAA*	<u>SAVINGS &amp; LOANS CREDIT UNION</u> TERM DEPOSIT	10/12/2008	10/12/2010	730	436	5.15	1,000,000	1,000,000	Guaranteed	
AAA*	<u>BANK OF QUEENSLAND</u> TERM DEPOSIT	04/03/2009	04/03/2010	365	155	4.25	1,000,000	1,000,000	Guaranteed	
BBB	<u>IMB LTD</u> TERM DEPOSIT	27/11/2008	27/11/2009	365	58	5.00	1,000,000	1,000,000	Guaranteed	
		02/12/2008	02/12/2009	365	63	5.00	1,000,000	1,000,000	Guaranteed	
AAA*	<u>AMP BANK</u> CASH MNGMT ACCT	11/06/2009				4.00	2,014,356	2,014,356		
AAA*	<u>ELDERS RURAL BANK</u> TERM DEPOSIT	24/11/2008	24/11/2009	365	55	6.55	1,000,000	1,000,000	Guaranteed	
AAA*	<u>BANK WEST</u> TERM DEPOSIT	27/11/2008	27/11/2009	365	58	5.00	1,000,000	1,000,000	Guaranteed	
AAA*	<u>INVESTEC BANK</u> TERM DEPOSIT	28/11/2008	26/11/2009	363	57	5.65	1,000,000	1,000,000	Guaranteed	
AAA*	<u>ARAB BANK</u> TERM DEPOSIT	10/12/2008	10/12/2010	730	436	5.65	1,000,000	1,000,000	Guaranteed	
AAA*	<u>CREDIT UNION AUSTRALIA</u> TERM DEPOSIT	29/09/2009	29/12/2009	91	90	4.20	1,000,000	1,000,000	Guaranteed	
AAA*	<u>BENDIGO BANK</u> TERM DEPOSIT	21/01/2009	16/10/2009	268	16	4.65	1,000,000	1,000,000	Guaranteed	
AAA*	<u>VICTORIA TEACHERS CREDIT UNION</u> TERM DEPOSIT	21/01/2009	21/12/2009	334	82	4.25	1,000,000	1,000,000	Guaranteed	
AAA*	<u>MAITLAND BUILDING SOCIETY</u> TERM DEPOSIT	13/08/2009	12/10/2009	60	12	4.12	1,000,000	1,000,000	Guaranteed	
AAA*	<u>AUSTRALIAN CENTRAL CREDIT UNION</u> TERM DEPOSIT	13/08/2009	12/10/2009	60	12	4.12	1,000,000	1,000,000	Guaranteed	
AAA*	<u>AUSTRALIAN DEFENCE CREDIT UNION</u> TERM DEPOSIT	13/08/2009	12/10/2009	60	12	4.26	1,000,000	1,000,000	Guaranteed	
AAA*	<u>MEMBERS EQUITY BANK</u> TERM DEPOSIT	13/08/2009	11/11/2009	90	42	4.50	1,000,000	1,000,000	Guaranteed	
AAA*	<u>MYSTATE FINANCIAL CREDIT UNION</u> TERM DEPOSIT	13/08/2009	11/11/2009	90	42	4.45	1,000,000	1,000,000	Guaranteed	
AAA*	<u>BANANA COAST COMMUNITY CREDIT UNION</u> TERM DEPOSIT	20/08/2009	18/12/2009	120	79	4.53	1,000,000	1,000,000	Guaranteed	
AAA*	<u>CITIBANK</u> TERM DEPOSIT	27/08/2009	27/01/2010	153	119	4.70	1,000,000	1,000,000	Guaranteed	
AAA*	<u>WESTPAC</u> TERM DEPOSIT	28/08/2009	25/01/2010	150	117	4.50	1,000,000	1,000,000	Guaranteed	
AAA*	<u>SUNCORP</u> TERM DEPOSIT	27/08/2009	25/01/2010	151	117	4.51	1,000,000	1,000,000	Guaranteed	
AAA*	<u>HERITAGE BUILDING SOCIETY</u> TERM DEPOSIT	01/09/2009	30/11/2009	90	61	4.26	1,000,000	1,000,000	Guaranteed	
AAA*	<u>MACQUARIE BANK</u> TERM DEPOSIT	01/09/2009	30/11/2009	90	61	4.35	1,000,000	1,000,000	Guaranteed	
AAA*	<u>POLICE &amp; NURSES CREDIT UNION</u> TERM DEPOSIT	01/09/2009	30/11/2009	90	61	4.45	1,000,000	1,000,000	Guaranteed	
AAA*	<u>WIDE BAY AUSTRALIA</u> TERM DEPOSIT	01/09/2009	05/01/2010	126	97	4.40	1,000,000	1,000,000	Guaranteed	
AAA*	<u>DEFCREDIT</u> TERM DEPOSIT	17/09/2009	16/12/2009	90	77	4.41	1,000,000	1,000,000	Guaranteed	
AAA*	<u>QUEENSLAND TEACHERS CREDIT UNION</u> TERM DEPOSIT	17/09/2009	16/12/2009	90	77	4.45	1,000,000	1,000,000	Guaranteed	
AA	<u>COMMONWEALTH BANK</u> TERM DEPOSIT	16/12/2008	16/12/2011	1095	807	6.03	1,000,000	1,000,000		
	ONLINE SAVER A/C					3.00	1,222,359	1,222,359		
Total WMC Direct Investments							30,236,715	30,236,715		
Weighted Average Days to Maturity of WMC Direct Investments					113.70					
Weighted Average Return of WMC Direct Investments (excluding CBA floating rate deposit)						4.67				
% Government Guarantee of WMC Direct Investments								86%		
<b>PORTFOLIO TOTALS</b>							<u>53,528,530</u>	<u>42,334,768</u>		

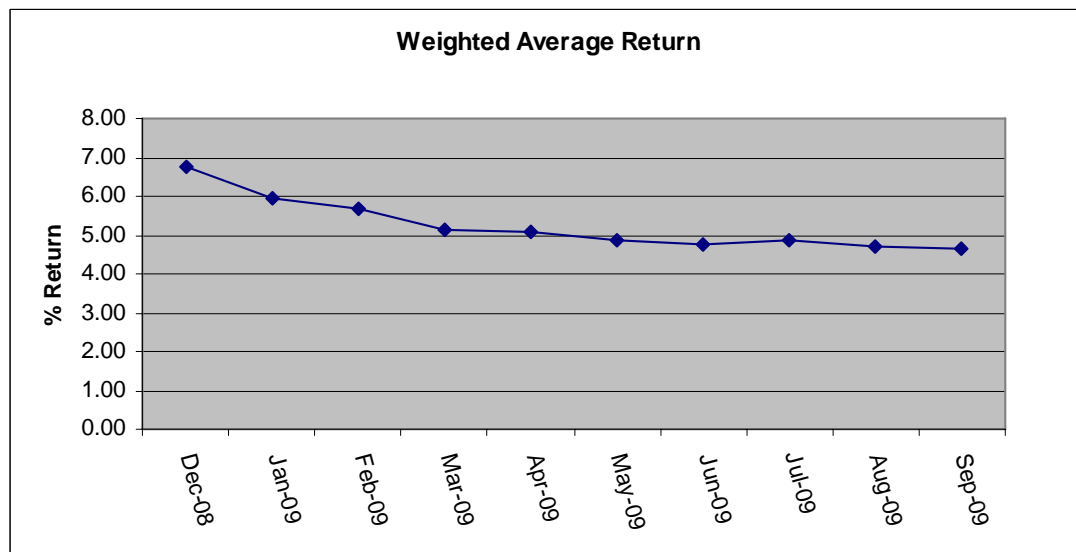
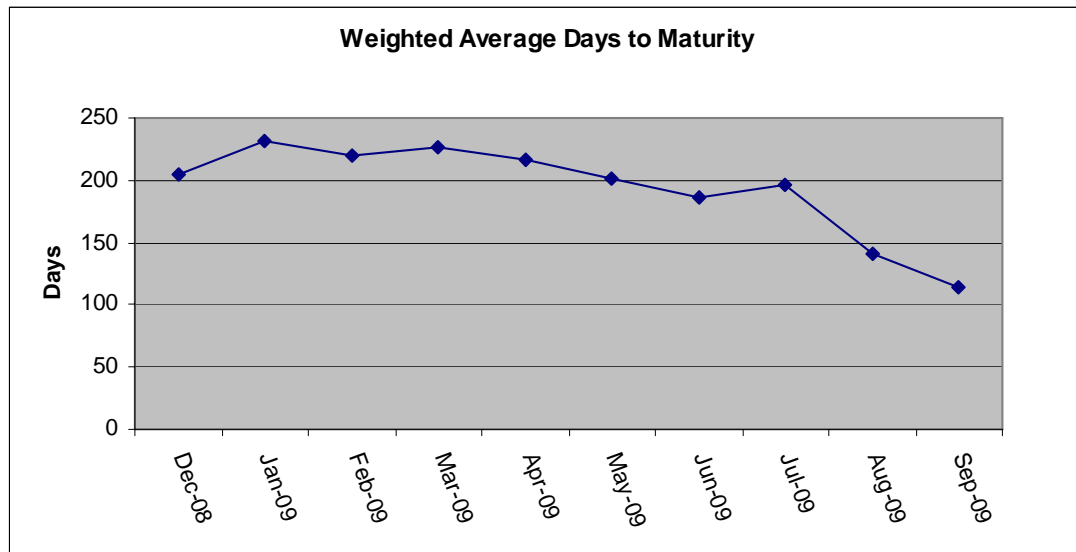
\* Government Guaranteed deposits have been rated AAA

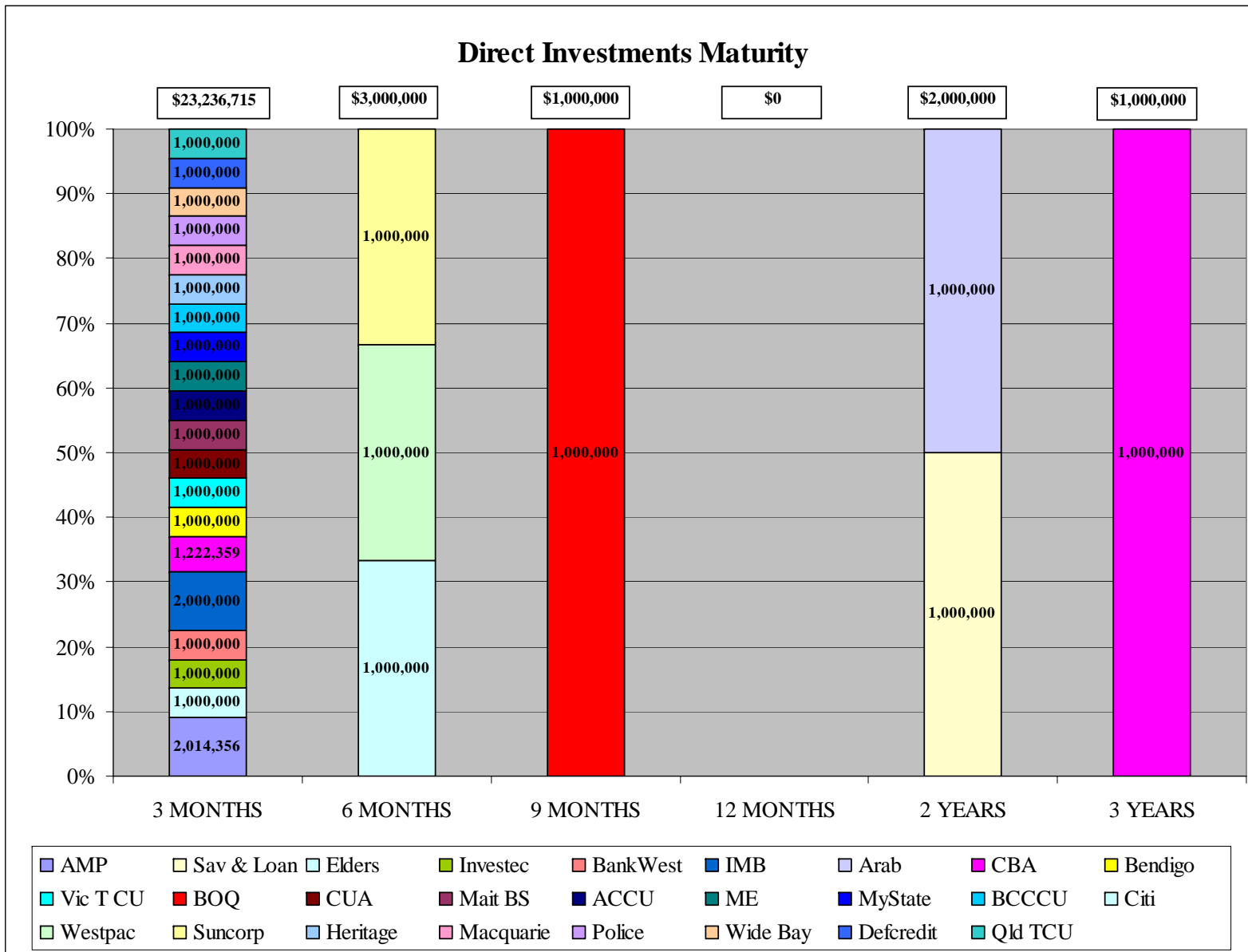
I hereby certify that the above investments have been made in accordance with Section 625 of the Local Government Act 1993, Clause 212 of the Local Government (General) Regulation 2005 and Council's investment policy.

D. Johnston  
MANAGER FINANCE

INVESTMENTS PORTFOLIO AS AT 30 SEPTEMBER 2009							
Security	Classification	Purchase Date	Final Maturity Date	Face Value (FV)	Total Purchase Price	Current Book Value	Notes
<b>1. LEHMAN BROTHERES (formerly GRANGE SECURITIES)</b>							
<b>Issued by non-ADIs</b>							
Lehman Global Property Note	Other	13/06/2007	15/06/2009	60,000	60,000	0	1
Herald Limited (Quartz AA)	CDO	04/07/2007	20/12/2010	400,000	403,644	0	1
BELO (Kalgoorlie AA+)	Other	27/02/2007	27/02/2012	500,000	500,000	410,000	1
Magnolia (Flinders AA)	CDO	08/06/2007	20/03/2012	500,000	513,670	0	1
Omega (Henley AAA)	CDO	20/12/2006	22/06/2012	450,000	450,000	0	1
Helium (Esperance AA+)	CDO	04/07/2007	20/03/2013	500,000	501,565	0	1
Zircon (Merimbula AA)	CDO	06/06/2007	20/06/2013	250,000	250,000	175,000	1
Corsair (Torquay AA)	CDO	04/07/2007	20/06/2013	500,000	501,860	0	1
Start (Blue Gum AA-)	CDO	08/01/2007	22/06/2013	400,000	402,768	0	1
Corsair (Kakadu AA)	CDO	22/01/2007	20/03/2014	500,000	503,300	0	1
Helium (Scarborough AA)	CDO	17/01/2007	23/06/2014	400,000	402,620	0	1
Helium (Scarborough AA)	CDO	04/07/2007	23/06/2014	500,000	502,270	0	1
Helium (Scarborough AA)	CDO	23/07/2007	23/06/2014	500,000	503,810	0	1
Zircon (Coolangatta AA)	CDO	20/03/2007	20/09/2014	500,000	500,000	350,000	1
Beryl (AAA Global Bank Note)	Other	03/04/2007	20/09/2014	100,000	100,000	70,000	1
Zircon (Coolangatta AA)	CDO	04/07/2007	20/09/2014	500,000	501,430	350,000	1
Beryl (AAA Global Bank Note)	Other	04/07/2007	20/09/2014	350,000	350,917	245,000	1
Aphex (Glenelg AA-)	CDO	10/01/2007	22/12/2014	500,000	501,960	0	1
Aphex (Glenelg AA-)	CDO	04/07/2007	22/12/2014	500,000	501,405	0	1
MAS6-7 (Parkes IIA 'AA-')	CDO	13/06/2007	20/06/2015	450,000	461,687	0	1
MAS6-7 (Parkes IIA 'AA-')	CDO	04/07/2007	20/06/2015	500,000	504,315	0	1
Zircon (Miami AA)	CDO	16/04/2007	20/03/2017	50,000	50,137	35,000	1
				8,910,000	8,967,358	1,635,000	
<b>Issued by ADIs</b>							
			<b>Call Date</b>				
Royal Bank of Scotland (AA)	FRN	04/07/2007	28/10/2009	500,000	508,290	487,005	2
Elders Rural Bank Sub Debt (BBB-)	FRN	04/07/2007	23/03/2010	500,000	504,780	466,435	2
NM Rothschild FRSD (unrated)	FRN	09/07/2007	10/08/2010	1,000,000	1,013,290	972,170	2
HSBC Sub Debt (AA-)	FRN	04/07/2007	20/05/2011	500,000	503,915	464,295	2
Suncorp Metway Sub Debt (A)	FRN	19/01/2007	22/06/2011	500,000	503,285	467,250	2
St George Bank Sub Debt (A+)	FRN	10/01/2007	26/07/2011	1,000,000	1,014,990	978,910	2
HSBC FRN (AA-)	FRN	07/02/2007	22/09/2011	500,000	505,470	477,300	2
CBA FRN (AA)	FRN	19/01/2007	28/09/2011	500,000	503,640	484,685	2
CBA FRN (AA)	FRN	31/01/2007	28/09/2011	500,000	504,785	484,685	2
CBA FRN (AA)	FRN	04/07/2007	28/09/2011	500,000	502,360	484,685	2
Westpac FR Sub Debt (AA)	FRN	07/02/2007	24/01/2012	500,000	501,590	484,745	2
Royal Bank of Scotland (AA)	FRN	31/01/2007	17/02/2012	1,000,000	1,014,560	798,650	2
Adelaide Bank FRN (BBB+)	FRN	04/07/2007	28/03/2012	500,000	501,445	474,600	2
				8,000,000	8,082,400	7,525,415	
Macquarie Cash Trust (AAA)	Cash			1,989	1,989	1,989	5
Grove Portfolio Online	Cash			132,712	132,712	132,712	5
				134,701	134,701	134,701	
<b>Total Lehman Brothers</b>				<b>17,044,701</b>	<b>17,184,458</b>	<b>9,295,116</b>	
<b>2. OAKVALE CAPITAL</b>							
Emeral Reverse Mortgage Series 2007-1 Class B	Mortgage Backed	06/07/2007	06/07/2011	1,000,000	1,000,000	851,350	1
Momentum (Calyon Nickel) Credit Linked Note	CDO	15/05/2007	30/06/2012	1,000,000	1,000,000	0	3
Aramis (Merrill Lynch) Clear 40 - ABS	CDO	02/04/2007	20/12/2012	1,000,000	1,000,000	0	3
Blackrock (Merrill Lynch) Diversified Credit Fund	Managed Fund	05/01/2007		3,247,114	3,247,114	1,951,586	4
<b>Total Oakvale Capital</b>				<b>6,247,114</b>	<b>6,247,114</b>	<b>2,802,936</b>	

Security	Classification	Purchase Date	Final Maturity Date	Face Value (FV)	Total Purchase Price	Current Book Value	Notes
<b>3. WMC INVESTMENTS</b>							
Maitland Building Society (4.12% 60 days)	TD	13/08/2009	12/10/2009	1,000,000	1,000,000	1,000,000	5
Australian Central Credit Union (4.12% 60 days)	TD	13/08/2009	12/10/2009	1,000,000	1,000,000	1,000,000	5
Australian Defence Credit Union (4.26% 60 days)	TD	13/08/2009	12/10/2009	1,000,000	1,000,000	1,000,000	5
Bendigo Bank (4.65% 268 days)	TD	21/01/2009	16/10/2009	1,000,000	1,000,000	1,000,000	5
Members Equity Bank (4.5% 90 days)	TD	13/08/2009	11/11/2009	1,000,000	1,000,000	1,000,000	5
MyState Financial Credit Union (4.45% 90 days)	TD	13/08/2009	11/11/2009	1,000,000	1,000,000	1,000,000	5
Elders Rural Term Deposit (6.55% 365days)	TD	24/11/2008	24/11/2009	1,000,000	1,000,000	1,000,000	5
Investec Aust Ltd (5.65% 363 days)	TD	28/11/2008	26/11/2009	1,000,000	1,000,000	1,000,000	5
Bank West Term Deposit (5.00% 365 days)	TD	27/11/2008	27/11/2009	1,000,000	1,000,000	1,000,000	5
IMB Term Deposit (5.00% 365 days)	TD	27/11/2008	27/11/2009	1,000,000	1,000,000	1,000,000	5
Heritage Building Society Ltd (4.26% 90 days)	TD	01/09/2009	30/11/2009	1,000,000	1,000,000	1,000,000	5
Macquarie Bank Limited (4.35% 90 days)	TD	01/09/2009	30/11/2009	1,000,000	1,000,000	1,000,000	5
Police & Nurses Credit Society (4.45% 90 days)	TD	01/09/2009	30/11/2009	1,000,000	1,000,000	1,000,000	5
IMB Term Deposit (5.00% 365 days)	TD	02/12/2008	02/12/2009	1,000,000	1,000,000	1,000,000	5
Defcredit (4.41% 90 days)	TD	17/09/2009	16/12/2009	1,000,000	1,000,000	1,000,000	5
Queensland Teachers CU (4.45% 90 days)	TD	17/09/2009	16/12/2009	1,000,000	1,000,000	1,000,000	5
Banana Coast Community CU (4.53% 120 days)	TD	20/08/2009	18/12/2009	1,000,000	1,000,000	1,000,000	5
Victoria Teachers CU (4.25% 334 days)	TD	21/01/2009	21/12/2009	1,000,000	1,000,000	1,000,000	5
Credit Union Australia (4.47% 90 days)	TD	29/09/2009	29/12/2009	1,000,000	1,000,000	1,000,000	5
Wide Bay Australia Ltd (4.40% 126 days)	TD	01/09/2009	05/01/2010	1,000,000	1,000,000	1,000,000	5
Westpac (4.5% 150 days)	TD	28/08/2009	25/01/2010	1,000,000	1,000,000	1,000,000	5
Suncorp (4.51% 151 days)	TD	27/08/2009	25/01/2010	1,000,000	1,000,000	1,000,000	5
Citibank (4.7% 153 days)	TD	27/08/2009	27/01/2010	1,000,000	1,000,000	1,000,000	5
Bank of Queensland (4.25% 365 days)	TD	04/03/2009	04/03/2010	1,000,000	1,000,000	1,000,000	5
Arab Bank Ltd (5.65% 730 days)	TD	10/12/2008	10/12/2010	1,000,000	1,000,000	1,000,000	5
Savings & Loans CU (5.15% 730 days)	TD	10/12/2008	10/12/2010	1,000,000	1,000,000	1,000,000	5
CBA TCD (90 day BBSW + 1.60% - 3 yrs)	TD	16/12/2008	16/12/2011	1,000,000	1,000,000	1,000,000	5
AMP Cash Management Account	Cash	16/06/2009		2,014,356	2,014,356	2,014,356	5
CBA Online Saver	Cash			1,222,359	1,222,359	1,222,359	5
<b>Total Direct Investments</b>				<b>30,236,715</b>	<b>30,236,715</b>	<b>30,236,715</b>	
<b>Total Portfolio</b>				<b>53,528,530</b>	<b>53,668,288</b>	<b>42,334,768</b>	
<b>PORTFOLIO SUMMARISED BY CLASSIFICATION</b>							
CDO				9,900,000	9,956,441	910,000	
FRN				8,000,000	8,082,400	7,525,415	
Mortgage Backed				1,000,000	1,000,000	851,350	
Managed Fund				3,247,114	3,247,114	1,951,586	
TD				27,000,000	27,000,000	27,000,000	
Cash				3,371,416	3,371,416	3,371,416	
Other				1,010,000	1,010,917	725,000	
				<b>53,528,530</b>	<b>53,668,288</b>	<b>42,334,768</b>	
1. Book Value (Fair Value) as at 30 June 2009							
2. Mark-to-Market Valuation September '09							
3. Defaulted							
4. Current Value - Fund Closed - Assets being sold and repaid							
5. Face value of deposit / bank bill							
CDO - Collateralised Debt Obligation	CDOs are constructed from a portfolio of assets. These assets are divided by the issuer into different tranches: senior tranches (rated AAA), mezzanine tranches (AA to BB), and equity tranches (unrated). Losses are applied in reverse order of seniority and so junior tranches offer higher coupons (interest rates) to compensate for the added default risk.						
FRN - Floating Rate Note	Floating rate notes (FRNs) are bonds that have a variable coupon, equal to a money market reference rate, plus a spread. The spread is a rate that remains constant. Almost all FRNs have quarterly coupons, i.e. they pay out interest every three months.						
Managed Fund	Managed Funds are a way of investing money with other people to participate in a wider range of investments than those feasible for most individual investors, and to share the costs of doing so.						
Mortgage Backed Security	A mortgage-backed security is an asset-backed security whose cash flows are backed by the principal and interest payments of a set of mortgage loans. Payments are typically made monthly over the lifetime of the underlying loans.						
Term Deposit	Term Deposit is a money deposit at an approved deposit taking (ADI) institution for a fixed term at a fixed interest rate. When the term is over it can be withdrawn or it can be held for another term.						





## Movements in Book Value of Investments

### Lehman Brothers

Date	Description	Securities	Cash (Macq Trust)	Grove Portfolio Online	Total Book Value
01/07/2009		10,560,626.00	1,988.94	312,060.16	10,874,675.10
	Blackrock Interest from May			51,747.03	10,926,422.13
01/07/2009	Blackrock Dividend			97,713.22	11,024,135.35
	Reinvestment of Blackrock Dividend			(97,713.22)	10,926,422.13
	Interest - GPO Cash Account			588.16	10,927,010.29
13/07/2009	Withdrawal			(312,648.31)	10,614,361.98
21/07/2009	Withdrawal			(49,000.00)	10,565,361.98
28/07/2009	Blackrock Dividend			233,170.93	10,798,532.91
Various	July Coupon Payments			26,889.08	10,825,421.99
	30 June 2009 Fair Value Adjustment	(618,066.00)			10,207,355.99
01/08/2009	Interest - GPO Cash Account			611.15	10,207,967.14
17/08/2009	Maturity - Home Building Society FRN	(1,000,000.00)		1,000,000.00	10,207,967.14
	FV Adjustment (BV @ maturity \$960,500)	39,500.00			10,247,467.14
20/08/2009	GPO Cash Management Redemption			(1,270,000.00)	8,977,467.14
26/08/2009	GPO Fee			(756.93)	8,976,710.21
Various	August Coupon Payments			29,625.62	9,006,335.83
01/09/2009	Interest - GPO Cash Account			685.82	9,007,021.65
21/09/2009	GPO Fee			(721.27)	9,006,300.38
30/09/2009	Mark-to-Market Valuation adjustment	178,355.00			9,184,655.38
Various	September Coupon Payments			110,460.45	<b>9,295,115.83</b>
		<b>9,160,415.00</b>	<b>1,988.94</b>	<b>132,711.89</b>	

### Oakvale Capital

	Securities	Blackrock Managed Fund	Total Book Value
01/07/2009	851,350.00	2,484,109.02	3,335,459.02
	Dividend Reinvestment	97,713.22	3,433,172.24
28/07/2009	Capital repayment	(233,170.93)	3,200,001.31
	30 June 2009 Fair Value Adjustment	(397,064.84)	<b>2,802,936.47</b>
		<b>851,350.00</b>	<b>1,951,586.47</b>

### Arrears of Rents and Fees

The table below summarises the arrears (greater than 30 days) of rents and fees as at 30 September 2009.

Type	Total Collectible (09/10 Revenue + Arrears)	ARREARS		
		> 30 days	> 60 days	> 90 days
General	3,820,290	309,821	183,126	309,332
% of Total Revenue		8.1%	4.8%	8.1%
Environmental Health	33,142	2,050	1,425	19,932
% of Total Revenue		6.2%	4.3%	60.1%
Preschool	240,732	87,135	0	15,121
% of Total Revenue		36.2%	0.0%	6.3%
Trade Waste	573,327	36,639	15,855	42,254
% of Total Revenue		6.4%	2.8%	7.4%
<b>Total</b>	<b>4,667,491</b>	<b>435,645</b>	<b>200,406</b>	<b>386,639</b>
% of Total Revenue		9.3%	4.3%	8.3%

Don Johnston  
Manager Finance

### ANNEXURES:

1. Mark-to-Market Valuation of Floating Rate Notes – September 09

**Item No:** D3 Delegated to Committee  
**Subject:** **Community Engagement Working Party - Minutes**  
**Author:** Kylie Walshe, Director Community Services  
**File No:** 1230.G  
**Reason for Report:** Report the minutes of the Community Engagement Working Party meeting held on 1 October 2009.

**Recommendation:**

That the Minutes of the Community Engagement Working Party of 1 October 2009 be noted.

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**Background:**

As it is a requirement of the new Integrated Planning and Reporting legislation for Council to engage the community in the development of a long term Community Strategic Plan for Woollahra, the Community Engagement Working Party was established in June 2009. The Community Engagement Working Party has contributed to this project through the development of the consultants brief, selection of consultants through a shortlist and interview process and providing advice on appropriate methods of engaging with the Woollahra community.

This report presents the Minutes of the third meeting of the Community Engagement Working Party, held on 1 October 2009.

**Proposal:**

At the most recent meeting of the Community Engagement Working Party the two consultants presented their proposed methodology to the Working Party, with all Councillors invited to attend.

**Consultation:**

The proposed timeline for the community engagement is shown below.

**Community Engagement Timeline**

<b>Activity</b>	<b>Timing</b>
Community Engagement Working Party meeting	1 July
Consultants brief drafted & distributed	July
Consultants appointed by Working Party	Early August
Workshop with all Councillors regarding specifics of community engagement.	1 October
Community Survey & Community Engagement occurs	October/ November
Report to Community Engagement Working Party	December
Report to Council & amendments to the Preliminary draft Community Strategic Plan	January / February 2010



**Conclusion:**

In line with the new legislation for Integrated Planning and Reporting, Council will be undertaking comprehensive community engagement from mid October to mid November 2009. The Minutes of the meeting held on 1 October 2009 are now presented to the Committee for notation.

Kylie Walshe  
Director Community Services

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**ANNEXURES:**

Annexure 1 - Community Engagement Working Party Minutes of the meeting on 1 October 2009.



## Community Engagement Working Party (CEWP)

### Minutes of the Meeting held on Thursday 1 October 2009 at 6.00pm Council Chambers

**Present:**

His Worship The Mayor, Councillor Andrew Petrie  
Councillors                      Sean Carmichael (Chair)  
   Susan Jarnason  
   Nicola Grieve  
   Toni Zeltzer

**Staff:**

Kylie Walshe                      Director Community Services  
Helen Tola                         Team Leader Governance

**Consultants:**

Warren Liackman                Micromex  
Penelope Coombes                The People Places and Spaces  
Tony O'Brien                        The People Places and Spaces  
James Henningham                The People Places and Spaces  
Beth Branch                         The People Places and Spaces  
Bronwyn                                The People Places and Spaces

**Apologies:**

Councillors                        Anthony Boskovitz, Peter Cavanagh, Greg Medcraft,  
   Chris Howe, Lucienne Edelman, Ian Plater, Isabelle Shapiro,  
   David Shoebridge, Susan Wynne and Malcolm Young.

## **Item 2**

Kylie Walshe, Director of Community Services, gave a presentation to the Working Party outlining the two parts of the Community Engagement Project being:

- **Part 1 – Community Engagement Process**

To assist Council in the development of the Woollahra Community Strategic Plan, in asking the community about what is important to them about their area, now and in the future.

The consultants chosen to undertake this Part are *The People for Places and Spaces*.

- **Part 2 – Community Survey**

Community survey to assess what is important in regards to Council services and satisfaction with Council's service delivery. This data will inform and direct Council in prioritising services and allocating resources.

The consultants chosen to undertake Part 2 are *Micromex Research*.

Kylie advised that the community engagement would commence in the coming weeks, with the community engagement and community survey findings provided to Council by mid-December and the findings reported to Committee on the 18 January 2010.

## **Item 3**

Representatives from The People Places and Spaces (PPS) and Micromex attended the Working Party to give a presentation on the aspects of the Community Engagement Project being undertaken by their firm, specifically in relation to the methodologies.

### **3.1 Community Engagement – The People for Places and Spaces (PPS)**

Tony O'Brien from PPS gave a presentation to the Working Party outlining the different methodologies which will be utilised by PPS during the engagement process including:

- 1500 Intercept Survey;
- Web Survey;
- Community Leader Workshops;
- Workshop for people with a disability (the first round of which would be via the Access Committee); and
- Photo Survey (primary and secondary schools)

Following the presentation Penelope Coombes of PPS distributed a draft 'Intercept Survey Schedule and Locations' for consideration by the Working Party. The Working Party endorsed the Intercept Survey Schedule subject to minor amendments.

#### **Resolved:**

- 1 That the 'Intercept Survey Schedule and Locations' as amended, be endorsed by the Working Party.
- 2 That a copy of the amended 'Intercept Survey Schedule and Locations' be forwarded to all Councillors, for perusal.
- 3 That Councillors review the 'Community Leaders listing' as previously forwarded and advise Kylie Walshe of any required amendments by COB Tuesday 6 October 2009.

### **3.2 Community Survey – Micromex Research**

Warren Liackman of Micromex gave a presentation to the Working Party on the methodology for the Community Survey outlining that 800 telephone interviews would be conducted on a representative and statistically accurate basis. Warren outlined the two sections of the survey, with the first being an importance/satisfaction analysis to identify what the community perceives Council's priorities to be and the second being the community's perception of Council's overall performance and communication.

#### **Item 4**

##### **Thanks to Micromex & PPS**

Councillor Sean Carmichael thanked representatives from Micromex and PPS for their presentations and attendance at the Community Engagement Working Party.

##### **Community Engagement Working Party Membership**

##### **Resolved:**

That Councillor Nicola Grieve be appointed a member of the Community Engagement Working Party.

#### **Item 5**

The next meeting of the Community Engagement Working Party will be held following the community engagement activities. It is anticipated that this will be in mid December and will be confirmed closer to the date.

#### **Close of Meeting**

There being no further business, the meeting concluded at 7.10pm.

**Item No:** D4 Delegated to Committee  
**Subject:** **22 Cranbrook Road, Bellevue Hill - Proposed Road Closure and Sale**  
**Author:** Anthony Sheedy, Property Officer  
**File No:** 119.22  
**Reason for Report:** To give consideration to the closure and subsequent sale of unmade roadway adjoining the property.

**Recommendation:**

That the site be inspected prior to the Corporate and Works Committee meeting of 9 November 2009.

---

**Background:**

Council has received a request from the owner of 22 Cranbrook Road, Bellevue Hill to purchase a rectangular shaped section of unmade road adjoining their property.

The subject land is shown in hatched detail on the attached plan drawing K9017-1-B (Annexure 1). This unmade road reserve area is an estimated 156 square metres in size. I understand that the owners wish to purchase the subject land to formalise the existing encroachments which consist of a small semi enclosed storage area under the suspended concrete driveway, steel fencing, stairs, low rise retaining walls, and garden landscaping (Annexure 2 & 3).

The neighbour property owners of 12A, 20, 30, & 44 Cranbrook Rd have (or almost) completed the purchase of unmade road reserve fronting their property; which would diminish the possibility of any future widening of Cranbrook Road (Annexure 2). No 44 Cranbrook Rd is the most recent purchase request to come before Council; to which the meeting of 13 November 2006 had resolved to sell. On that occasion a 132.2 m<sup>2</sup> portion of unmade road reserve was resolved to be sold for a rate of \$1230 per square metre (exclusive of GST) or \$162,606.

The Acting Manager of Civil Works and Infrastructure inspected the subject land on 6 October 2009. He had no objection to the proposal to purchase this portion of road. The previous disposal of the land at the front of No's 12A, 20, 30 and 44 effectively precludes any future road widening in Cranbrook Rd.

The owners of 22 Cranbrook Rd have agreed to pay all Councils costs in connection with purchase of the unmade road portion. I have attached site photos to this report (Annexure 3).

**Conclusion:**

In accordance with Council's Policy and Procedure for the Sale of Council Land, it is recommended that the Committee inspect the site in the first instance.

Anthony Sheedy  
Property Officer

Warwick Hatton  
Director, Technical Services

**ANNEXURE:**

1. Plan drawing K9017-1-B of proposed road closure and sale (shown hatched).
2. Cadastral Plan and Aerial view of Cranbrook Rd showing area of proposed road closure and neighbouring properties.
3. Site photos.

**Item No:** D5 Delegated to Committee  
**Subject:** **Disclosure of Interest Returns by Councillors and Designated Persons**  
**Author:** Les Windle – Manager Governance  
**File No:** 169.G  
**Reason for Report:** To table the returns disclosing Pecuniary Interest of Councillors and designated persons in accordance with legislative requirements.

- A. That Council notes that the Disclosures of Interest Returns of Councillors and Designated Persons are tabled.
- B. That Council notes that the Disclosure of Interest Returns have been submitted in accordance with the requirements of the Local Government Act 1993.

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**Background:**

Councillors and designated persons are required to lodge a disclosure of interest return within three (3) months of becoming a Councillor or designated person and for each July 1 to June 30 period, during which the person is a Councillor or designated person.

The purpose of this report is to table the Ordinary Returns of the Councillors and Designated Persons who have lodged Ordinary Returns for the period 1 July 2008 to 30 June 2009 and to table Primary (first) Returns of new staff members determined as Designated Persons who were required to submit a return during the period 1 July 2009 to 30 September 2009.

A designated person is described in Section 441 of the Local Government Act as:

*S441 Who are “designated persons”?*

*For the purposes of this Chapter, “designated persons” are:*

- *the general manager*
- *other senior staff of the council*
- *a person (other than a member of the senior staff of the council) who is a member of staff of the council or a delegate of the council and who holds a position identified by the council as the position of a designated person because it involves the exercise of functions under this or any other Act (such as regulatory functions or contractual functions) that, in their exercise, could give rise to a conflict between the person’s duty as a member of staff or delegate and the person’s private interest*
- *a person (other than a member of the senior staff of the council) who is a member of a committee of the council identified by the council as a committee whose members are designated persons because the functions of the committee involve the exercise of the council’s functions under this or any other Act (such as regulatory functions or contractual functions) that, in their exercise, could give rise to a conflict between the member’s duty as a member of the committee and the member’s private interest.*

The incumbents of the following Council positions have been determined to be designated persons for the purpose of Section 441 of the Local Government Act:

General Manager	Determined by Local Government Act
Directors	Senior staff of Council
Managers	Deemed to exercise designated persons functions
Executive Planner	Exercises designated persons functions
Team Leaders – Development Control	Exercises designated persons functions
Senior Assessment Officers	Exercises designated persons functions
Assessment Officers	Exercises designated persons functions
Team Leader – Compliance	Exercises designated persons functions
Blg/DA/Hoarding Compliance Officers	Exercises designated persons functions
Senior Building and Compliance Officers	Exercises designated persons functions
Building and Compliance Officers	Exercises designated persons functions
Team Leader – Urban Design	Exercises designated persons functions
Urban Design Planner	Exercises designated persons functions
Team Leader – Strategic Planning	Exercises designated persons functions
Development Engineers	Exercises designated persons functions
Environmental Health Officers	Exercises designated persons functions
Environmental Protection Co-ordinator	Exercises designated persons functions
Fire Safety Officers	Exercises designated persons functions
Strategic Heritage Officer	Exercises designated persons functions
Heritage Officers	Exercises designated persons functions
Coordinator Trees Maintenance	Exercises designated persons functions
Coordinator Parks Maintenance	Exercises designated persons functions
Team Leader – Development Assessment	Exercises designated persons functions
Team Leader – Tree Management	Exercises designated persons functions
Tree Officers	Exercises designated persons functions
Admin Assistant – Printing & Purchasing	Exercises designated persons functions
Resource Management Team Leader	Exercises designated persons functions
Customer and Outreach Library Team Leader	Exercises designated persons functions
Resource Management Team Leader	Exercises designated persons functions
Plant and Fleet Co-ordinator	Exercises designated persons functions
Purchasing Co-ordinator	Exercises designated persons functions
Trades Supervisor	Exercises designated persons functions
Co-ordinator Civil Works	Exercises designated persons functions
Project Manager – Open Space	Exercises designated persons functions
Business Centres & Street Cleaning Co-ordinator	Exercises designated persons functions
Consultant Planners	Exercises designated persons functions
Duty Planners	Exercises designated persons functions
Team Leader – Infrastructure Asset Management	Exercises designated persons functions
Landscape Development/Tree Officers	Exercises designated persons functions
Project Manager – Strategic Projects	Exercises designated persons functions
Property Services Co-ordinator	Exercises designated persons functions
Asset Maintenance Officers	Exercises designated persons functions
Property Officers	Exercises designated persons functions
Co-ordinator Regulatory Services	Exercises designated persons functions
Traffic and Development Assessment Engineer	Exercises designated persons functions

The Local Government Act requires, at Section 450A(1), the General Manager to keep a register of returns disclosing the interests of Councillors and designated persons.

Section 450A(2)(a) requires the returns lodged with the General Manager to be tabled at the first meeting held after the last day for lodgement. The due date for the Ordinary Returns (period 1 July 2008 to 30 June 2009) was 30 September 2009.

This report also tables the Primary Disclosure of Interest Returns of five new designated persons who were required to lodge a return during the period 1 July 2009 to 30 September 2009.

**Tabling of Returns:**

**Councillors:**

All Councillors submitted their returns in accordance with the legislative requirements.

**Designated Persons:**

All designated persons required to complete Ordinary Returns and the five new designated employees required to complete Primary Returns during the respective periods submitted their Returns in accordance with the legislative requirements.

**Conclusion:**

The Councillors and designated persons declarations of interest returns are tabled in accordance with the provisions of the Local Government Act 1993. It is recommended that the information be received and noted.

Les Windle  
Manager Governance

Stephen Dunshea  
Director Corporate Services

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**ANNEXURES:**

Nil



**Item No:** R1 Recommendation to Council  
**Subject:** **Unmade Road Reserve Salisbury Street, Watsons Bay – Easement in favour of Jemena Gas Networks (NSW) Limited.**  
**Author:** Anthony Sheedy, Property Officer  
**File No:** 406.  
**Reason for Report:** To seek Council’s endorsement for granting an easement to Jemena Gas Networks over unmade road reserve in Salisbury Street, Watsons Bay.

**Recommendation:**

- A. That Council grant an easement to Jemena Gas Networks (NSW) Limited in respect of unmade road reserve portion of Salisbury Rd, Watsons Bay.
- B. That the Common Seal of Council be affixed to the Section 88B Conveyancing Act, 1919 instrument, subject to certification from Council’s solicitors that the document protects the Council’s interests.
- C. That Council agree to pay all costs associated with the easement.

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**Background:**

At the western end of Salisbury Rd, Watsons Bay is a portion of unmade road reserve which Council has identified to be closed and formally dedicated as public open space (Annexure 1).

The subject unmade road portion adjoins Marine Parade, Watsons Bay and is covered by a number of shrubs and trees in a park land setting which gives the outward appearance of being a public open space. Pedestrian access through the land is provided by a concrete pathway and stairwell alongside the southern boundary. It has historically existed as an open space for general recreation in the Watsons Bay area.

Although this land is public road it has not been formally closed, but is zoned No 6 “Open Space” for general recreation in the Woollahra Local Environmental Plan (1995).

The proposed closure of the unmade portion of Salisbury Street and dedication as Community land for public recreation will not prevent vehicular access to the adjoining properties of 1 Marine Parade (Lot 1 in DP 6427) or 12 Salisbury Street (Lot 2 in DP DP 530894). Both properties have access from the made road portion of Salisbury Street.

Council resolved on 20 October 2003:

- A. *That Council advertise the proposal to close the road to ascertain community views.*
- B. *That subject to (1) Council apply to the minister to close the unmade road portion of Salisbury Street, Watsons Bay, for future dedication as public open space.*
- C. *That subject to (1), a subdivision plan be prepared, showing portion of road to be closed and dedicated as public open space.*
- D. *That Council execute all necessary documentation under seal to effect the closure.*

The proposal was publicly advertised in the Wentworth Courier of 19 November 2003, and personal notice sent to adjoining property owners. Council received a number of written submissions, and they all commended Council to dedicate the subject land as public open space for the general recreation of the community. Most respondents were surprised that this portion of land was unmade road reserve, and believed it to be community park land already.

Pursuant to points C & B of Council's resolution 20 October 2003, a subdivision plan has been drawn up (Annexure 2) and application for road closure made to the Department of Lands (Dept) in accordance with S34 of the Roads Act (1993), seeking the Minister's consent to closure of the unmade road portion. The Department has also given public notice of the proposal and called for submissions within 28 days of the advertisement. The major respondents were the Utility providers, Energy Australia, Sydney Water, and Agility (now known as Jemena Gas Networks).

The Dept advised that subsequent to their public advertisement process the Gas Utility provider Jemena Gas Networks (NSW) Limited had objected to the road closure proposal because they have significant gas pipe lines which run through the subject portion of road reserve.

Energy Australia objected to the proposed road closure as they have "overhead mains within this section of the land, located on the southern side of Salisbury rd." Through subsequent negotiation with Council, Energy Australia agreed to withdraw its objection.

Sydney Water objected to the proposed road closure as they have "a number of services within the proposed area...[including] a Sewer Pumping Station, Sewer Rising main and Water mains within the subject proposal." This objection was later removed by Sydney Water through Council obtaining a Division 9, S73 Certificate under the Sydney Water Act, 1994.

Council staff has been negotiating with Agility over a protracted period of time to remove their objection. The Agility objection is the last remaining hurdle to removing all objections to the road closure proposal. Agility stated that "in order for the Company to lift the objection the following options are available:

1. Creation of an easement over the gas main, with the condition that no dwellings or buildings are to be constructed over the easement and that access is available to the pipeline. A copy of the 88B instrument is available from this office.
2. Relocation of the gas main to outside the area affected by the closure."

"All costs associated with the closure will be borne by the purchaser/land owner."

I understand that the costs to relocate the gas main pipes are considerably greater than the surveying and legal fees (estimated to be < \$5,000) to enter into an easement agreement with Jemena Gas Networks Limited.

**Proposal:**

Council cannot obtain the Dept's approval to close the Salisbury St unmade road reserve portion without first removing all third party objections to its closure. Despite repeated representations by Council staff to Agility, they refuse to withdraw the objection unless Council either pays for relocation of the gas main pipes or agrees to enter into a S88B easement instrument on their terms and conditions.

I believe that Council's agreement to grant a 1 metre wide easement over the subject land (see plan in Annexure 2) would be the lower cost option to remove the objection, and therefore recommend this course of action. The covenants within the S88B instrument which restrict the placing of structures over such pipeline easement and ensure access by Jemena staff and plant, could still be incorporated within Council's intention to provided 'open space' park land for community recreation.

Jemena have stated that "all costs associated with the closure must be borne by the land owner" (Council). As Jemena will not withdraw its objection without this condition being met, I recommend that Council agrees to pay all preparation costs.

Once Council has entered into an easement agreement with Jemena, they will be requested to advise the Dept that they are withdrawing all objection to closure of the subject road reserve portion. This action will then provide Council with the opportunity to obtain the Minister's consent to close the road.

It is then anticipated that Council could (with the Minister's consent) further register the 88B instrument and Plan of Road Closure at the Land and Property Information Office. The Dept would be notified of the registration, and the road closure duly gazetted. Upon closure the land will be dedicated as Public Open Space and become Community land vested in Council as beneficial owner.

**Conclusion:**

There is public benefit to be had in closing the section of unmade road on the western end of Salisbury St, Watsons Bay, and dedicating it for use as public open space. The land has historically been used as parkland, and will be protected against the future possibility of sale enabling later generations to continue to enjoy it. It also constitutes a natural extension of the Gibson's Beach reserve as shown in Council's LEP 1995.

Having regard to the above, it is recommended that Council grant an easement over the subject road reserve, pay all costs, and execute the proposed S88B instrument of Jemena Gas Networks Limited; subject to certification from Council's solicitors that the document protects the Council's interests. This action will provide the opportunity for Council to further progress this matter and request the Ministers consent to close the subject portion of Salisbury Street reserve.

Anthony Sheedy  
Property Officer

Warwick Hatton  
Director Technical Services

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**Annexures:**

1. Aerial photo and Cadastral plan of subject unmade road reserve Salisbury St, Watsons Bay.
2. Plan of Road Closure showing the new easement 1metre wide across notional subdivision being Lot 14, subject unmade road reserve of Salisbury St, Watsons Bay.

**Item No:** R2 Recommendation to Council  
**Subject:** **Vaucluse Road, Vaucluse - Nielsen Park to Wentworth Road Civil Infrastructure Works**  
**Author:** David Byatt – Purchasing Coordinator  
**File No:** Tender No. 09/17  
**Reason for Report:** To recommend to Council the acceptance of a Tender

**Recommendation:**

- A. That Council enter into a Contract with Melhemcorp for Vaucluse Road, Vaucluse Nielsen Park to Wentworth Road Civil Infrastructure Project for the lump sum of \$187,422 (excluding GST), and provisional rates used.
- B. That successful and unsuccessful tenderers be advised accordingly.

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**Background**

Council adopted an Asset Management Strategy in 2005 which includes a detailed condition indicator analysis of all our infrastructure assets. This condition analysis identified that the road pavement, kerb and gutter, footpath and driveways, drainage pits and pipes in Vaucluse Road, Vaucluse require renewal. The area of works to be carried out under this contract is shown in the location aerial photograph below:



Detailed design plans and specifications were prepared for the following works:

- Removal and reconstruction of segments of footpath and driveways using concrete;
- Road pavement milling & correction, patching and re-sheeting in asphalt;
- Construction of new kerb access ramps;
- Adjust service covers to suit new surface levels and/or reconstruction of new service boxes and/or lids;
- Reconstruction of storm water drainage pits and lintels, storm water pipes including the reinstatement and reconnection of all household storm water connections;
- Reinstatement of traffic signs, parking signs and pavement line-marking;
- Protection of all existing services as required;
- Protection of all existing items of heritage significance, including the recycling of existing sandstone kerb and gutter materials (where feasible) and protection of street name inlays;
- Provision and establishment of associated landscaping, including tree plantings, garden beds and verges;

### **Invitation to Tender**

Tender 09/17 for the Vaucluse Road, Vaucluse, Civil Infrastructure Works advertised in the Tenders section of the Sydney Morning Herald commencing on Tuesday 25 August 2009, and in the Wentworth Courier on Wednesday 26 August 2009.

A pre-tender meeting was held on Wednesday 9 September 2009. All tenderers who had registered their interest in the tender were invited to attend. Questions raised by tenderers were answered and a record of the questions and answers was circulated to all tenderers who attended, or who were unable to attend but registered their wish to receive information. Tenders for this project closed at 2:30pm on Thursday 17 September 2009. Nine (9) tenders were received by the closing date and time. No late tenders were received.

### **Tender Assessment**

The tender assessment panel comprised Mr David Byatt as the convenor and independent member of the tender panel, Mr Michael Casteleyn as the Commissioning Officer, and Mr Sam Badalati as the Project Manager. Prior to the tender closing date, the tender panel agreed on the following weightings that would be used against the advertised selection criteria:

Cost and Pricing	45%
Demonstrated experience and capacity	25%
Program and methodology	15%
Management systems (OHS, quality and environment)	10%
Duration of works	5%

Council has resolved that a probity adviser should be included during the tender assessment stage for high risk, high value or sensitive projects. This project was deemed not to require a probity adviser.

The conforming tenders were first checked for conformance. All tenders were accepted by the evaluation panel as having met the requirements for further consideration.

The tender prices were then ranked excluding any provisional amount. Provisional amounts apply where the final cost cannot be determined.

All figures in the tables are net of GST:

<b>RANKING BY PRICE</b>	<b>TENDERER</b>	<b>Lump sum tender price</b>	<b>Time (Weeks)</b>
1	Melhemcorp Pty Ltd	\$187,422.00	5
2	KK Civil Engineering	\$196,593.00	8
3	Sydney Civil Pty Ltd	\$227,574.00	5
4	Celtic Civil Pty Ltd	\$229,114.00	8
5	Ozpave (Aust) Pty Ltd	\$234,196.73	13
6	Civil Edge Contracting Pty Ltd	\$270,401.00	8
7	Roadworx Civil Pty Ltd	\$284,301.00	5
8	Avoca Constructions (NSW) Pty Ltd	\$317,482.00	14
9	North Shore Paving Co. Pty Ltd	\$329,634.50	12

The tender documents were then assessed in detail, including the responses to the qualitative criteria. Lump sum prices were scored relative to the lowest price. The tenders were scored on each item of the qualitative criteria, lump sum prices and price components to achieve a total score out of 100. Tenderers were then ranked in accordance with their scores.

<b>TENDERER</b>	<b>CRITERIA</b>					
	<b>Cost and pricing (45%)</b>	<b>Demonstrated experience and capability (25%)</b>	<b>Program and methodology (15%)</b>	<b>Management Systems (OH &amp; S, Environmental and Quality) (10%)</b>	<b>Duration of works (5%)</b>	<b>TOTAL SCORE (100%)</b>
Melhemcorp Pty Ltd	<b>45</b>	<b>19.79</b>	<b>11.25</b>	<b>6.88</b>	<b>5.00</b>	<b>87.92</b>
KK Civil Engineering	42.9	18.75	11.25	9.38	3.13	85.40
Sydney Civil Pty Ltd	37.06	21.88	11.25	7.50	5.00	82.69
Celtic Civil Pty Ltd	36.81	22.92	15	8.75	3.13	86.60
Ozpave (Aust) Pty Ltd	36.01	22.92	11.25	8.13	1.92	80.23
Civil Edge Contracting Pty Ltd	31.19	18.75	11.25	7.50	3.13	71.82
Roadworx Civil Pty Ltd	29.67	22.92	11.25	10	5.00	78.83
Avoca Constructions (NSW) Pty Ltd	26.57	22.92	11.25	9.38	1.79	71.89
North Shore Paving Co. Pty Ltd	25.59	22.92	11.25	9.38	2.08	71.21

**Explanatory notes:**

- Cost and Pricing:** Tenderers provided information on estimated quantities and rates that make up the lump sum price, with a weighting of 45%. The lowest tender price received the highest score, with all other prices ranked accordingly using the formula (lowest price/each price)x 45).
- Experience and capacity:** Each tender was scored on scope and complexity of past civil experience.
- Program & Methodology:** Information was requested on each tenderer's approach to the project program and construction methodology to check the tenderer's ability to meet the stated works duration.
- Duration of Works:** The shortest duration of 5 weeks received the maximum score, with others ranked according using the formula (shortest duration in weeks/each duration in weeks) x 5.
- Management Systems:** Assessment of Quality, Environment controls and OH & S, scored according to comprehensiveness of documentation and evidence of it being applied to past projects. The highest scores were allocated for systems with independent accreditation.

## **Comment**

Melhemcorp is the highest scoring tenderer. The evaluation panel agreed that no additional information would be obtained by interviewing any of the tenderers. Melhemcorp had been interviewed for the Streatfield Road, Bellevue Hill Tender, which was recently before Council.

Mr Melhem was questioned closely on his work programming, traffic and pedestrian management planning, environmental management, experience of his staff and subcontractors, use of plant and material deliveries. Mr Melhem's responses were satisfactory and satisfied the panel that this tenderer could do the work for the price he provided. The referee's feedback was also very positive. The work required to be done for Vacluse Road is very similar as that for Streatfield Road.

It is normal practice to allow tenderers to submit provisional rates for tasks or activities that could possibly apply, or where it is not practical to determine the quantity required. For such items provisional rates are sought from the tenderer and these are used only if applicable. The only provisional item is for the disposal of Coal tar. Melhem's rate is the lowest of the tenderers.

## **Tender Assessment Panel Opinion**

Melhemcorp's tender price is \$9,171 lower than the next highest scoring tenderer, K K Civil Pty Ltd and has the shortest duration to complete the work and the lowest rate for removal and disposal of coal tar. Melhemcorp achieved the highest overall score.

The tender panel agreed that Melhemcorp provides the best value to Council and recommends they be appointed to carry out the work.

## **Identification of Income and Expenditure:**

All figures in this report exclude GST. The preferred tenderer's lump sum price for this project is \$187,422. In addition, a contingency amount of approximately \$10,000 should be allowed for potential provisional items and variation claims and \$5000 for project management. To date, funds of \$1674 have been expended on design and project management. The total funding required for this project is estimated to be \$202,422. A total budget of \$273,459 is available for this project.

## **Recommendation:**

That Council enter into a Contract with Melhemcorp for the Vacluse Road, Vacluse- Civil Infrastructure Project for the lump sum of \$187,422 excluding GST, plus any provisional rates used.

David Byatt  
Purchasing Coordinator

Warwick Hatton  
Director Technical Services

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Annexures: Nil

**Item No:** R3 Recommendation to Council  
**Subject:** **Sutherland Avenue, Paddington - Acquisition of Roadway for Public Use**  
**Author:** Zubin Marolia - Manager – Property and Projects  
**File No:** 438.9  
**Reason for Report:** To formalise the status of Sutherland Avenue, Paddington as a Public Road

**Recommendation:**

- A. That Council proceed with the dedication of Sutherland Avenue, Paddington under Section 16 of the Roads Act 1993 as recommended by HWL Ebsworth Lawyers by undertaking the following actions:
- a) Affixing a notice in a conspicuous place in Sutherland Avenue, stating Councils intention under Section 17 of the Roads Act 1993 that upon the expiry of 28 days after the date of the notice, Council intend to dedicate all the land described in the notice as a public road in accordance with Section 16 of the Roads Act.
  - b) Placing an advertisement in a local newspaper advising of Councils intention, upon the expiry of 28 days from the date of the advertisement, to dedicate all of Sutherland Avenue, Paddington as a public road in accordance with Section 16 of the Roads Act 1993.
- B. That Council execute and affix the Council seal on all necessary documentation to complete the acquisition of Sutherland Avenue, Paddington.

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**Background:**

The owners of 9 Sutherland Avenue, Paddington had decided to sell their property and had accordingly applied for a Building Certificate from Council. However, during inspection of the property and review of the current survey by Council's Building and Compliance staff it became apparent that there was an encroaching building structure upon the adjoining road reserve of Sutherland Avenue at the front of the property.

On the 10 November 2008 a recommendation was presented to Council to give consideration to the formalisation of an existing encroachment by granting of an easement to permit existing structure to remain on the roadway adjoining the property.

The encroachments consist of a balcony, archway portion and fence footing encroachment of some 0.55m over Sutherland Avenue.

At Council meeting on 17 November 2008 the following resolution was adopted:

- 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.*



Following the adoption of the resolution, Brian Olliver of HWL Ebsworth Lawyers was instructed to formalise all necessary documentation to have the easement registered.

The following actions were undertaken:

- 1 December 2008 – Deed of Agreement and S88B Conveyancing Act 1919, instrument for creation of Road Reserve Easement received from HWL Ebsworth Lawyers and presented to Council for signature.
- 18 December 2008 – HWL Ebsworth Lawyers present to Council counterpart of documents signed by the adjoining property owners and forwards Council signed documents to Matthews Solicitors, acting for the adjoining property owner.
- 13 January 2009 – LPI requests a full survey plan.
- 15 January 2009 – Matthews Solicitors request Building Certificate from Council.
- 16 January 2009 – Request made to Senior Building and Compliance Officer to issue Building Certificate.
- 16 January 2009 – Purchaser agrees to obtain registration of the easement following settlement of the sale. Written undertaking requested from purchaser.
- 21 January 2009 – Purchaser Amy Averett Mercieca signs undertaking.
- 21 January 2009 – Settlement effected at 3pm on this day.
- 6 March 2009 – LPI advise they are not satisfied with submission and return documents to purchasers solicitors (Dibbs and Barker).

HWL Ebsworth Lawyers advised Council on 7 April 2009 “that the land comprising the part of Sutherland Avenue adjoining the above property is the remainder of the land comprised in cancelled Certificate of Title Volume 225 Folio 84 which is not registered in the name of Council and has not been dedicated as a public road’.

Following further research it was determined that the Title to this portion of land in Sutherland Avenue adjoining number 9 is held in the names of:

- William George Pennington
- Robert John King
- Charles Wye Weekes, as joint tenants.

It is further understood that these persons are all long deceased.

### **Options:**

After looking into the available alternatives to successfully acquire ownership of Sutherland Avenue, the Council could adopt one of the following methods:

1. Application under Section 16 of the Roads Act 1993.
2. Possessory Title.
3. Compulsory Acquisition.

HWL Lawyers advised Council that acquisition by compulsory acquisition would expose Council to a claim for compensation in accordance with the Land Acquisition (Just Terms Compensation) Act 1991.

Possessory Title was also considered less effective than an application under Section 16 of the Roads Act 1993 because Section 45D(5) of the Real Property Act may require evidence, for example, searches on the deceased estate of the registered owner resulting in notices being served on these owners who are long deceased and further delaying acquisition by Council.

Dedication pursuant to Section 16 of the Roads Act 1993 was considered to be the most beneficial to Council. Section 16 applies to land that is set aside for the purposes of a road left in a subdivision of land effected before 1 January 1907, or in a plan of subdivision that was registered by the Registrar General before 1 January 1920.

Under Section 16, but subject to Section 17 of the Roads Act 1993:

- Council may, by notice published in the Gazette, dedicate the land as a public road.
- On such publication, the land is dedicated as a public road.
- No compensation is payable arising from the operation of Section 16; and
- Land may not be dedicated as a public road if the Land and Environment Court makes a declaration under Section 17.

Under Section 17:

- Before dedicating land as a public road under Section 16, the Council must cause at least 28 days notice of its intention to do so to be served on the owner of the land.
- During that period, the owner of the land may apply to the Land and Environment Court for a declaration that the land should not be dedicated as a public road; and
- The Court may make such decision as it sees fit with respect to the application.

As the present owner is deceased, to secure title Council can affix a notice on Sutherland Avenue, Paddington in a conspicuous place for 28 days and place an advertisement in a local newspaper advising of Council's intention to dedicate all of Sutherland Avenue, Paddington as a public road in accordance with Section 16 of the Roads Act 1993.

### **Conclusion:**

It is recommended that Council:

- Proceed with the placement of the notice in a conspicuous place in Sutherland Avenue, Paddington and lodgement of the advertisement in a local newspaper.
- Instruct HWL Ebsworth Lawyers to execute the necessary actions to effectively have Sutherland Avenue, Paddington dedicated as a public road.
- Subject to this, and the adjoining owner agreeing to the Deed of Agreement, implement the Council resolution made on 17 November 2008.

Zubin Marolia  
Manager – Property and Projects

Warwick Hatton  
Director – Technical Services

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### **ANNEXURES:**

1. Signed agreement from purchaser.
2. Survey from Hill and Blume.
3. Plan of Council Building approval dated 21 January 1992.
4. Photographs of property (front view).
5. Copy of search from Legalink dated 3 April 2009.
6. Plan identifying property location in Sutherland Avenue.

**Item No:** R4 Recommendation to Council  
**Subject:** **Farnworth Lane, Point Piper - Acquisition of Laneway for Public Use**  
**Author:** Zubin Marolia  
Manager – Property and Projects  
**File No:** 506.5  
**Reason for Report:** To formalise the status of Farnworth Lane, Point Piper as a public lane

**Recommendation:**

- A. That Council proceed with the dedication of Farnworth Lane, Point Piper under Section 16 of the Roads Act 1993 as recommended by HWL Ebsworth Lawyers by undertaking the following actions:
- a) Affixing a notice in a conspicuous place in Farnworth Lane, stating Councils intention under Section 17 of the Roads Act 1993 that upon the expiry of 28 days after the date of the notice, Council intend to dedicate all the land described in the notice as a public road in accordance with Section 16 of the Roads Act.
  - b) Placing an advertisement in a local newspaper advising of Councils intention, upon the expiry of 28 days from the date of the advertisement, to dedicate all of Farnworth Lane, Point Piper, as a public road in accordance with Section 16 of the Roads Act 1993.
- B. That Council execute and affix the Council seal on all necessary documentation to complete the acquisition of Farnworth Lane, Point Piper.
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**Background:**

On 12 February 2009 Council received a request from Patrick Hargraves and Co Solicitors, acting on behalf of Ms Louise Green and Mr Warwick Negus (owners) to purchase portion of Farnworth Lane. The owners property at 5 Wyuna Road, Point Piper adjoins Farnworth Lane.

On 11 May 2009 Council resolved not to sell the portion of Farnworth Lane adjoining 5 Wyuna Road but grant an easement in accordance with Council policy.

On 15 May 2009 Patrick Hargraves and Co Solicitors were advised of Councils resolution.

On 1 June 2009 Patrick Hargraves and Co Solicitors confirmed that their clients will proceed with formalisation of the agreement and noted his clients desire to ensure the continued good health of the trees on the nominated section of reserve adjoining their property.

On 8 July 2009 Service First Registrations Pty Ltd (Mr Mark Groll) responded to Council on the results of his ownership search of Farnworth Lane. Mr Groll reported that ownership is standing in the name of William Charles Cooper.

Further investigations revealed the following:

- Council has a brochure plan of “Woollahra Point Estate” dated 20 May 1899.
- On that brochure plan in the lower right hand corner is a notation dated 11 August 1902 with Council accepting the dedication of roads and laneways (copy attached).

- A plan of carriage and footway (Sheet 1) showing alignment gazetted 26 June 1907.
- The plan of carriage and footway (Sheet 2) showing Lane 2, laneway 20 feet wide is now identified as Farnworth Lane.
- Government Gazette No. 31 dated 6 March 1907 with notice of proposed alignment of streets, Municipality of Woollahra noting Lane 2 (Farnworth Lane)
- Government Gazette No. 75 dated 26 June 1907 with notice of alignment of streets, Municipality of Woollahra noting Lane 2 (Farnworth Lane).
- Farnworth Lane is identified with a Torrens title system through DP3556.
- The whereabouts of the registered owner William Charles Cooper is unknown.

### **Options:**

After looking into the available alternatives to successfully acquire ownership of Farnworth Lane, Point Piper, the Council could adopt one of the following methods:

1. Application under Section 16 of the Roads Act 1993.
2. Possessory Title.
3. Compulsory Acquisition.

HWL Lawyers advised Council that acquisition by compulsory acquisition would expose Council to a claim for compensation in accordance with the Land Acquisition (Just Terms Compensation) Act 1991.

Possessory Title was also considered less effective than an application under Section 16 of the Roads Act 1993 because Section 45D(5) of the Real Property Act may require evidence, for example, searches on the registered owner resulting in notices being served on these owners whose whereabouts are unknown, further delaying acquisition by Council.

Dedication pursuant to Section 16 of the Roads Act 1993 was considered to be the most beneficial to Council. Section 16 applies to land that is set aside for the purposes of a road left in a subdivision of land effected before 1 January 1907, or in a plan of subdivision that was registered by the Registrar General before 1 January 1920.

Under Section 16, but subject to Section 17 of the Roads Act 1993:

- Council may, by notice published in the Gazette, dedicate the land as a public road.
- On such publication, the land is dedicated as a public road.
- No compensation is payable arising from the operation of Section 16; and
- Land may not be dedicated as a public road if the Land and Environment Court makes a declaration under Section 17.

Under Section 17:

- Before dedicating land as a public road under Section 16, the Council must cause at least 28 days notice of its intention to do so to be served on the owner of the land.
- During that period, the owner of the land may apply to the Land and Environment Court for a declaration that the land should not be dedicated as a public road; and
- The Court may make such decision as it sees fit with respect to the application.

Notwithstanding Council's common law right to own the land, Council can affix a notice on Farnworth Lane, Point Piper in a conspicuous place for 28 days and place an advertisement in a local newspaper advising of Council's intention to dedicate all of Farnworth Lane, Point Piper as a public road in accordance with Section 16 of the Roads Act 1993.

**Conclusion:**

It is recommended that Council:

- Proceed with the placement of the notice in a conspicuous place in Farnworth Lane, Point Piper and lodgement of the advertisement in a local newspaper.
- Instruct HWL Ebsworth Lawyers to execute the necessary actions to effectively have Farnworth Lane, Point Piper dedicated as a public road.
- Subject to this, and the adjoining owner agreeing to the Deed of Agreement, implement the Council resolution made on 8 September 2008.

Zubin Marolia  
Manager – Property and Projects

Warwick Hatton  
Director – Technical Services

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**ANNEXURES:**

1. Survey of 5 Wyuna Road and Farnworth Lane, identifying area of road reserve.
2. Report from Service First Registration Pty Ltd.
3. Cadastral record of Farnworth Lane.
4. Brochure of Woollahra Point Estate.
5. Plan of carriage and footway – Sheet 1.
6. Plan of carriage and footway – Sheet 2.
7. DP3556(Part) showing Lane 20 feet wide.
8. Lane location to Wyuna Road and Wolseley Road.
9. Government Gazette No. 31 - 6 March 1907.
10. Government Gazette No. 75 – 26 June 1907.

**POLITICAL DONATIONS DECISION MAKING FLOWCHART  
FOR THE INFORMATION OF COUNCILLORS**

