



Corporate & Works Committee

Agenda: *Corporate & Works Committee*

Date: *Monday 26 September 2011*

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

22 September 2011

To: Her Worship The Mayor, Councillor Susan Wynne ex-officio
Councillors Peter Cavanagh (Chair)
David Shoebridge (Deputy Chair)
Anthony Boskovitz
Susan Jarnason
Greg Medcraft
Andrew Petrie
Toni Zeltzer

Dear Councillors

Corporate & Works Committee Meeting – 26 September 2011

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 26 September 2011 at 6.00pm.**

Gary James
General Manager

Additional Information Relating to Committee Matters

Site Inspection

Other Matters

Meeting Agenda

Item	Subject	Pages
1	Leave of Absence and Apologies	
2	Late Correspondence Note Council resolution of 27 June 2011 to read late correspondence in conjunction with the relevant Agenda Item	
3	Declarations of Interest	

Items to be Decided by this Committee using its Delegated Authority

D1	Confirmation of Minutes of Meeting held on 12 September 2011	1
D2	Delivery Program 2009 to 1013 & Operation Plan 2010/11 (DPOP) Quarterly Progress Report June 2011 – Goals (6) – Moving Around (9) – Community Focussed Economic Development (10) – Working Together & (11) A Well Managed Council – 1229.G	2

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

R1	Construction of Raingardens & associated Kerb & Gutter, Bunyula Road, & Boronia Road, Rose Bay – Tender No. 11/09	5
R2	Capital Works Program Status Report – June 2011 including 2010/11 Budget Revotes & Rollovers – 331.G	10

Item No: D1 Delegated to Committee
Subject: **Confirmation of minutes of meeting held on 12 September 2011**
Author: Les Windle, Manager – Governance
File No: See Council Minutes
Reason for Report: The Minutes of the Meeting of Monday 12 September 2011 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 12 September 2011 be taken as read and confirmed.

Les Windle
Manager – Governance

Item No: D2 Delegated to Committee

Subject: **Delivery Program 2009 to 2013 and Operational Plan 2010/11 (DPOP) Quarterly Progress Report June 2011 – Goals (6) - Moving Around, (9) - Community Focussed Economic Development, (10) - Working Together & (11) - A Well Managed Council**

Author: Stephen Dunshea - Director Corporate Services
Tom O'Hanlon - Director Technical Services

File No: 1229.G

Reason for Report: To review the status of the Priorities and Actions in Council Delivery Program 2009 to 2013 and Operational Plan 2010/11 for the three months ending 30 June 2011.

Recommendation:

THAT the June 2011 Quarterly Progress Report on Goal 6 (Getting Around), Goal 9 (Community focussed economic development), Goal 10 (Working together) and Goal 11 (A well managed Council) of Council's Delivery Program 2009 to 2013 and Operational Plan 2010/11 be received and noted and that revised target dates be adopted.

Background:

In June 2010 Council adopted the Delivery Program 2009 to 2013 and Operational Plan 2010/11 (DPOP) in line with the new Integrated Planning & Reporting Legislation for NSW Local Government.

As a consequence of the Integrated Planning & Reporting Legislation, the Local Government Act 1993 was amended to require Council to report on the progress of its Delivery Program at least every six (6) months. In response to the amendments and in order to ensure that Council's reporting to the community remains transparent, timely and manageable under the legislation, progress reports on the Delivery Program and Operational Plan will continue to be presented quarterly for the end of September, December, March and June each year.

The framework for quarterly progress reports is consistent with the structure of the Delivery Program and Operational Plan developed around the following interrelated Themes and supporting Goals:

Theme: Community well-being

- Goal 1: A connected and harmonious community.
- Goal 2: A supported community.
- Goal 3: A creative and vibrant community.

Theme: Quality places and spaces

- Goal 4: Well planned neighbourhoods.
- Goal 5: Liveable places.
- Goal 6: Getting around.

Theme: A healthy environment

Goal 7: Protecting our environment.

Goal 8: Sustainable use of resources.

Theme: Local prosperity

Goal 9: Community focused economic development.

Theme: Community leadership and participation

Goal 10: Working together.

Goal 11: A well managed Council.

Annexure 1 to this report is Council's Quarterly Progress Report for the period April to June 2011 for Goals 6, 9, 10 and 11, being most relevant to the Corporate and Works Committee.

Progress comments for all Delivery Program Priorities and Operational Plan Actions are provided in the tables of Annexure 1. Council staff update these comments on an ongoing basis for internal management purposes with the comments then collated at the end of the quarter for reporting to Council and the community. Generally, actions included in the Operational Plan relate to the current financial year, however there are a number of actions that extend beyond June 2011, as indicated in the Target Date column.

As this is the fourth quarterly report for 2010/11, a tick will appear in the final column in the tables headed "Updated Comments" to indicate that the comments relating to that Action have been updated since the previous quarterly report to Council. This will enable Councillors and other readers of the report to easily identify where an Action status has been updated.

Adopted Notices of Motion

To further improve the efficiency and transparency of Council's Integrated Planning & Reporting procedures, Notices of Motion which are strategic and/or project based are now included as additional Actions in the DPOP and reported on via the Quarterly Progress Report.

Adopted Notices of Motion which are non-strategic in nature, such as placement of an additional agenda item on a meeting or writing a letter to an organisation, will be monitored administratively.

During the June 2011 Quarter, four new Notices of Motion have been identified as strategic and/or project based in nature and included as new Actions.

Details of these new Actions are provided below:

ACTION ARISING FROM AN ADOPTED NOTICE OF MOTION	
Action number in 2010/2011 Quarterly Progress Report	Action description
6.1.2.1	Woollahra Local Traffic Committee to consider the idea of installing flashing lights and/or other options to slow traffic at the entrances to the Vacluse Shops on New South Head Road, Vacluse. [Refer NOM 11/04/2011 - Clrs Boskovitz & Wynne].
6.1.2.2	Woollahra Local Traffic Committee to investigate the introduction of a shared zone and the review of parking options and the resident parking in Walker Avenue, Edgecliff. [Refer NOM 16/05/2011].
6.2.1.7	Prepare a report on introducing time limited parking restrictions on New South Head Road, Rose Bay. [Refer NOM 30/05/2011 - Clrs Howe & Wynne].
10.1.1.28	Prepare a report on the feasibility of introducing a digital interactive screen to Five Ways, Paddington and Oxford Street to aid tourists in discovering items of interest in the suburb. [Refer NOM 11/04/2011 - Clrs Cavanagh & Medcraft].

The Corporate and Works Committee will receive a separate quarterly progress report on the status of all projects in Council's Capital Works Program, which will appear as an additional item on this evening's agenda.

Annual Reporting:

The Progress against all Delivery Program Priorities and Operational Plan Actions for 2010/11 reported to the Corporate & Works Committee will be reported in Council's Annual Report 2010/11 as part of the Integrated Planning and Reporting Legislation.

The progress reported in Annual Report, will report on the five themes and eleven goals within Delivery Program 2009 to 2013 and Operation Plan 2010/11 DPOP. This being a combination of the reporting of the three standing committees being the Community & Environment Committee, Corporate & Works Committee and Urban Planning Committee and hence satisfying legislative requirements under the *Local Government Act 1993*.

Conclusion:

It is recommended that the June 2011 Quarterly Progress Report on Goal 6 (Moving around), Goal 9 (Community focussed economic development), Goal 10 (Working together) and Goal 11 (A well managed Council) of Council's Delivery Program 2009 to 2013 and Operational Plan 2011/12 be received and noted and recommended amendments to target dates be endorsed.

Stephen Dunshea
Director Corporate Services

Tom O'Hanlon
Director Technical Services

Annexures:

- 1 DPOP Quarterly Progress Report June 2011 and Outstanding Notices of Motion for Goal 6 (Moving Around), Goal 9 (Community focussed economic development), Goal 10 (Working together) and Goal 11 (A well managed Council) – *distributed separately*.

Item No: R1 Recommendation to Council
Subject: Construction of Raingardens and associated Kerb and Gutter, Bunyula Road & Boronia Road , Rose Bay
Author: Chris Munro – Team Leader Environment & Sustainability
File No: Tender No 11/09
Reason for Report: To recommend to Council the acceptance of a Tender

Recommendation:

- A. That Council enters into a Contract with Hargraves Landscapes Pty Ltd for the lump sum of \$191,711.37 excluding GST for construction of Raingardens and associated Kerb and Gutter, Bunyula Road & Boronia Road , Rose Bay.
- B. That successful and unsuccessful tenderers be advised accordingly.

Background

Council has included the stormwater improvement works in Boronia Road and Bunyula Road, Rose Bay as part of its 2010/11 Capital Works Program. The area of works to be carried out under this contract is shown on the aerial photograph below:



The scope of works to be completed for the projects includes the following:

- Removal and reconstruction of segments of concrete footpath and driveways;
- Road pavement milling & correction, patching and re-sheeting in asphalt;
- Construction of new concrete kerb and gutter;
- Construction of new kerb access ramps;
- Removal and disposal of existing drainage lines;
- Construction of storm water drainage pits and lintels;
- Excavation and removal of spoil
- Construction of reinforced concrete raingarden structures
- Installation of new stormwater pipeline including all excavation, disposal of spoil, shoring, pipe laying and backfilling;
- Reinstatement and reconnection of all household storm water connections;
- Reinstatement and installation of traffic signs, parking signs and pavement line-marking;
- Protection of all existing services as required;
- Protection of all existing items of heritage significance and protection of street name inlays;
- The turfing of all disturbed verges;
- Construction of raingarden designed soil profile as per design plans
- Planting of the rain gardens as per schedule

Invitation to Tender

Tender 11/09 for the stormwater improvement works in Boronia Road and Bunyula Road, Rose Bay was first advertised in the Tenders section of the Sydney Morning Herald commencing on Tuesday 19 July 2011, and in the Wentworth Courier on Wednesday 20 July 2011.

A pre-tender meeting was held on Thursday 4 August 2011. 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 registered on Council's website. Tenders for this project closed at 2:30pm on Thursday 11 August 2011. Seven (7) 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 Chris Munro as the Commissioning Officer, and Mr Peter Cassilles 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 tenders were first checked for conformance. All the tenders were deemed to be conforming. The tender prices were then ranked excluding any provisional amount. Provisional amounts apply where the final cost cannot be determined.

The tender prices were then ranked excluding the provisional amounts.

All figures in the tables are net of GST:

TENDERER	LUMP SUM TENDER PRICE	TIME (Weeks)
Hargraves Landscapes Pty Ltd	\$191,711	6
Jeankon Pty Ltd	\$180,760	4
Kantershow Civil Contractors	\$216,000	8
KK Civil Engineering	\$245,615	9
Melhemcorp Pty Ltd	\$242,939	9
North Shore Paving Co Pty Ltd	\$350,672	4
Quality Management & Constructions Pty Ltd	\$322,357	10

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.

TENDERER	CRITERIA					
	Cost and pricing (45%)	Demonstrated experience and capability (25%)	Program and methodology (15%)	Management Systems (OH & S, Environmental and Quality) (10%)	Duration of works (5%)	TOTAL SCORE (100%)
Hargraves Landscapes Pty Ltd	42.43	18.75	9.38	9.38	3.33	83.26
Jeankon Pty Ltd	45.00	14.58	9.38	5.63	2.50	77.08
Kantershow Civil Contractors	37.66	9.38	7.50	5.00	2.86	62.39
KK Civil Engineering	33.12	17.71	9.38	7.50	3.33	71.03
Melhemcorp Pty Ltd	33.48	19.79	15.00	6.25	5.00	79.52
North Shore Paving Co Pty Ltd	23.20	17.71	3.75	8.75	1.67	55.07
Quality Management & Constructions Pty Ltd	25.23	12.50	3.75	8.75	3.33	53.57

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, particularly for this type of project where drainage and site access are significant issues.
- 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 4 weeks received the maximum score, with others ranked accordingly 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.
- Zero score is given when no information is provided.**

Comment

After reviewing the tender submissions, the tender panel agreed that Hargraves and Jeankon be invited to a post tender interview. The purpose of the post tender interview was to clarify certain aspects of both the Jeankon and Hargraves submission, and to better understand how they proposed to carry out the work. The tender panel undertook the interviews on Tuesday 13 September 2011 at Council Chambers.

Melhemcorp Pty Ltd ranked second in the tender scoring however the tender panel agreed that they would not be invited to an interview as their price is not as competitive in this instance.

Jeankon offered the lowest price however they scored 3rd overall. In comparison, Hargraves was the second lowest price and scored higher in the areas of Management systems (OHS, quality and environment), and Past Experience. Jeankon and Hargraves scores were similar for Program and Methodology, however it became clear at the post tender interview that Hargraves had considered the Program and Methodology in more detail and also presented ISO accreditation.

1. Hargraves Landscapes Pty Ltd.

Hargraves Landscapes Pty Ltd is the highest scoring tender. Their score for the Management systems criteria was high as Mr Ben Hargraves, the company's Director, advised at the interview that they had achieved ISO 9001 certification for Quality Management and AS 4801 for Safety systems and ISO 14001 for environmental management. A copy of the certification has been provided to Council.

Hargraves Landscapes is an independent Australian company. Their work primarily deals with landscaping and general civil construction work. They maintain a group of long serving employees who are experienced and proficient in the work they carry out. Hargraves are committed to safety, quality management and environmental management, having recently obtained ISO certification. Their customers include Local Government, State Government departments, educational institutions as well as corporations.

Hargraves Landscapes demonstrated full understanding of the works and have considered that the main difficulty with this project would be managing access, while minimising disruption to the residents. Mr Hargraves stated that his staff will be in continuous communications with the residents and the Council during the work.

The work will be carried out in stages with traffic management plans being provided for each stage. Hargraves Landscapes have successfully carried out a number of similar civil and landscaping construction projects in other Sydney suburbs such as Lane Cove, Rozelle, and Bankstown. These projects required a high level of communication with the residents and good traffic management of on street car parking demands and residential access.

2. Melhemcorp Pty Ltd

Melhemcorp Pty Ltd ranked second in the scoring. Melhemcorp Pty Ltd has demonstrated that they are a very capable contractor, completing projects they have been awarded on time, on budget and they have demonstrated good communication and interaction with the residents around the work sites. However on this occasion their price is not as competitive.

3. Jeankon Pty Ltd

Jeankon ranked third in the scoring. Jeankon demonstrated that they are an experienced and proficient contractor, however they did not score as high as Hargraves or Melhemcorp in the areas of Management systems (OHS, quality and environment), and relevant Past Experience.

Jeankon's price is competitive being \$11,000 lower than the second lowest price from Hargraves however, the tender panel agreed that on this occasion their submission was not as strong as Hargraves. At the post tender interview Hargraves provided more detail in their consideration of the program, scope of works, public communication and traffic planning and highlighted recent relevant experience in the construction of Raingardens and associated civil works.

The tender evaluation panel agreed that, on this occasion, Jeankon did not have the same level of relevant experience and capabilities as Hargraves. Therefore, they are not recommended as the preferred tenderer.

Identification of Income and Expenditure:

All figures in this report exclude GST. The preferred tenderer's lump sum price for this project is \$191,711 + GST. 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 \$30,800 have been expended on design and project management. The total funding required to complete this project is estimated to be \$206,711. A total remaining budget of \$154,789 is available from the Environmental Levy. An additional \$51,922 budget would be required to proceed with this project.

The reason for the increased costs are associated with the increased scope of works that were identified during the detailed design of the project, including the additional kerb and gutter, and road resurfacing directly adjacent to the stormwater and raingarden works.

The remaining \$51,922 budget required can be funded from the Infrastructure Levy Reserve as part of the September budget review.

Recommendation:

Hargraves Landscapes Pty Ltd achieved the highest overall score when the qualitative factors, interview and referee responses are taken into account, including community consultation, site and construction management. The tender panel agreed that Hargraves Landscapes Pty Ltd provides the best value to Council and recommends that Council enter into a Contract with Hargraves Landscapes Pty Ltd for the lump sum of \$191,711.37 excluding GST.

Chris Munro
Team Leader
Environment & Sustainability

Jake Matzuic
Manager
Capital Projects

Tom O'Hanlon
Director
Technical Services

Item No: R2 Recommendation to Council
Subject: **Capital Works Program Status Report - June 2011 including 2010/11 Budget Revotes & Rollovers**
Author: Don Johnston, Manager Finance
Tom O'Hanlon, Director Technical Services
File No: 331G
Reason for Report: To provide the Committee with an update on the status of projects in the 2010/11 Capital Works Program and to report on the 2010/11 Budget revotes and rollovers.

Recommendation:

THAT:

- A. The Quarterly Progress Report – Capital Works Program for June 2011 be received and noted.
 - B. The Items identified as “Recommended for Revote” in Annexures 1 and 2 be revoted into the 2011/12 Budget.
-

Background:

As part of Council’s quarterly reporting under the Integrated Planning and Reporting Framework this report is presented to the Corporate & Works Committee detailing the status of projects in the Capital Works Program.

Councillors will note that, consistent with the approach adopted for quarterly reporting on the Priorities and Actions contained in Council’s Delivery Program and Operational Plan, the Capital Works Program Status Report is also presented by Theme, Goal, Strategy and Priority. Specific projects supporting the Priority are then listed in the table under the heading of “Actions”.

Also consistent with the format of quarterly reporting on the Priorities and Actions, the report contains a column headed “Updated Comment”. As can be seen some actions have a tick which appears in this column to indicate that the comments relating to that particular project have been updated since the previous quarterly report. This will enable Councillors and other readers of the report to easily identify where a project’s status has been updated.

The Capital Works Program Status Report to the end of June 2011 report shows the current status of capital works projects, provides additional progress comments, identifies those projects either rolled over into 2011/12 or recommended for revote, and further provides a comparison of expenditure to date against the total project budget to the end of the June quarter.

By way of brief explanation of the rollovers and revotes process, Council adopts an annual budget for the provision of works and services and the delivery of projects each year. At the end of each year the votes of expenditure lapse, except as provided in Clause 211 of the Local Government (General) Regulation 2005, whereby:

(3) *All such approvals and votes lapse at the end of a council's financial year. However, this subclause does not apply to approvals and votes relating to:*

- (a) *work carried out or started, or contracted to be carried out, for the council, or*
- (b) *any service provided, or contracted to be provided, for the council, or*
- (c) *goods or materials provided, or contracted to be provided, for the council, or*
- (d) *facilities provided or started, or contracted to be provided, for the council,*

before the end of the year concerned, or to the payment of remuneration to members of the council's staff.

There are instances where projects are commenced toward the end of a financial year but not completed. Where this is the case the budget allocation remaining can be rolled into the new financial year for the completion of the project. As the Regulation does not require these amounts to be revoked, this has been done administratively. Where the project has not been commenced Council is required to formally revoke the budget allocation into the new financial year budget.

Expenditure relating to the 2010/11 financial year has been finalised. This report makes a recommendation to revoke budget allocations into the 2011/12 Budget for projects not commenced at 30 June 2011.

Discussion:

CAPITAL WORKS PROGRAM:

The Capital Works Program Status Report for the end of June 2011 is attached as **ANNEXURE 2**.

Summary of Capital Works Program Rollovers and Revotes

The table below summarises the rollovers and revotes from the Capital Works Program by Goal and Strategy.

	2010/11 Budget \$	2010/11 Actual \$	2010/11 Budget Remaining \$	2010/11 Roll- overs \$	Completed or In Progress At 30 June \$	%	Revotes Recom- mended \$
A liveable place							
5.1 Enhance local community, cultural and recreation facilities to become more attractive, integrated, safe and accessible	461,345	210,006	251,340	199,203	461,345	100%	0
5.3 Provide attractive, accessible, connected and safe parks, sportsgrounds, beaches and other public spaces	6,293,092	4,933,300	1,359,792	1,126,049	6,031,350	96%	261,742
5.6 Reduce impacts of local flooding and improve floodplain risk management	1,989,902	949,002	1,040,900	877,396	1,862,029	94%	127,872
5.7 Renew and upgrade infrastructure including roads, footpaths, stormwater drains and	5,949,494	3,758,752	2,190,742	1,691,755	5,450,507	92%	498,986

	2010/11 Budget \$	2010/11 Actual \$	2010/11 Budget Remaining \$	2010/11 Roll- overs \$	Completed or In Progress At 30 June \$	%	Revotes Recom- mended \$
seawalls							
Moving around							
6.1 Facilitate a network of accessible and safe transport options	351,410	248,536	102,874	68,949	326,410	93%	25,000
6.2 Improve the management of public parking on-street and off-street.	30,000	33,691	(3,691)	0	33,691	100%	0
6.3 Promote provision of better, more integrated public and community transport	102,111	92,584	9,527	0	92,584	100%	0
6.4 Reduce traffic congestion, noise and speeding.	667,911	461,179	206,732	200,217	661,396	99%	30,000
Sustainable use of resources							
8.1 Reduce greenhouse gas emissions and ecological footprint	150,000	50,295	99,705	95,336	150,000	100%	0
Community focused economic development							
9.3 Maintain a high quality public domain to support and promote local business	1,178,579	660,795	517,784	42,000	778,979	66%	399,600
A well managed Council							
11.4 Maintain Council's strong financial position	727,000	735,106	(8,106)	20,000	735,106	100%	0
11.5 Deliver high quality services that meet customer expectations	307,099	250,620	56,479	40,550	307,099	100%	0
	18,207,943	12,383,866	5,824,078	4,361,455	16,890,496	93%	1,343,200

In summary, 93% of capital projects were completed or in progress at 30 June 2011. This is in line with the 92% for last year. Funding for projects in progress at 30 June 2011 has been rolled forward into the 2011/12 Budget. Any Reserve funding for projects completed for less than budgeted has been returned to the respective Reserves at year end.

In relation to the 66% expended in Community focused economic development, the majority (\$369,600) relates to the Edgecliff Shopping Centre project. As noted at Action 9.3.2.6 in Annexure 2, design and construction of the project has been deferred to 2011/2012.

The Capital Works Program revotes and rollovers totalling \$5,694,655 are funded from the following sources:

Source	Amount \$
Grants	1,131,802
Section 94A	970,043
Environmental & Infrastructure Renewal Levy Reserve	1,876,829
Stormwater Management Charge Reserve	202,296
Unexpended Loans	160,522
Property Reserve	168,970
Other Reserves	399,230
Working Funds	784,963
	5,694,655

OPERATING AND OPERATING CAPITAL BUDGETS:

There were also a number of operating budget projects and operating capital replacements not completed as at 30 June 2011 which also require rolling over or revoting. Details of these items are provided in **ANNEXURE 1**.

The table below summarises the specific budget provisions for the rollovers and revotes from the Operating and Operating Capital Budgets.

	2010/11 Budget \$	2010/11 Actual \$	2010/11 Budget Remaining \$	2010/11 Roll-overs \$	Revotes Recom- mended \$
Community Services	877,102	566,048	311,054	245,204	65,850
Corporate Services	31,400	10,646	20,754	16,680	
Technical Services	536,688	81,247	455,441	46,687	403,464
Planning & Development	80,900	0	80,900		41,000
General Manager	15,000	10,000	5,000	5,000	
	1,541,090	667,941	873,149	313,571	510,314

The Operating and Operating Capital Budgets revotes and rollovers totalling \$823,885 are funded from the following sources:

Source	Amount \$
Grants	111,118
Plant & Vehicle Sales	68,000
Working Funds	644,767
	823,885

Conclusion:

The status of each of the projects in Council's 2010/11 Capital Works Program has been updated by the relevant Manager with details provided for the information of the Committee in **ANNEXURE 2**.

At the end of each financial year the budget provisions for projects that have not commenced, or are not contracted to commence, lapse. The budget provisions for these projects are required to be revoted into the new financial year budget, by resolution of Council. Budget provisions for projects in progress at 30 June 2011 do not lapse and, therefore, have been rolled into the new financial year administratively. Notations of the budget allocations rolled over and recommendations for revote into the 2011/12 Budget have also been highlighted in **ANNEXURE 2**.

Overall 93% of the Capital Works Program was completed or in progress at 30 June 2011. The report also details a number of projects recommended for revote in both the Operating and Operating Capital Budgets. Details of these rollovers plus the revote recommendations are provided in **ANNEXURE 1**.

It is recommended that the Items identified as “Recommended for Revote” in **ANNEXURE 1** and **ANNEXURE 2** be revoted into the 2011/12 Budget.

Don Johnston
Manager Finance

Tom O’Hanlon
Director Technical Services

Annexures:

1. 2010/11 Operating and Operating Capital Budgets Rollovers and Revotes
2. Capital Works Program Status Report –June 2011 – *distributed separately*.

2010/11 Operating and Operating Capital Budgets Rollovers & Revotes						
<i>Description</i>	<i>2010/11 Budget \$</i>	<i>2010/11 Actual \$</i>	<i>2010/11 Budget Remaining \$</i>	<i>2010/11 Rollovers \$</i>	<i>Recom- mended for Revote \$</i>	<i>Comments</i>
<u>Community Services</u>						
Director Community Services						
Community Feasibility Study	30,000	18,450	11,550	11,550		Project commenced, consultant contracted.
Community Website	25,000	0	25,000	25,000		Quotations accepted.
<u>Library & Information Services</u>						
Library Databases	78,590	63,892	14,698	14,698		Rolling budget over to align with subscriptions for 11/12 financial year.
Library Branding	14,550	0	14,550		14,550	Existing project to be launched in October with reopening of Double Bay Library.
Home Library Service	52,600	1,926	50,674	50,674		Grant funding project to be completed in 11/12 financial year.
RFID Fitout	8,970	0	8,970		8,970	Existing project to assist with renovations to junior library of Double Bay Library.
RFID Implementation	253,357	131,770	121,587	121,587		Project in progress.
Library Books & Audio Visual	403,905	347,584	56,321	18,991	37,330	Goods ordered awaiting delivery \$19k and grant funding project to be completed in 11/12 financial year \$37k.
<u>Community Development</u>						
Positive Aging Program	5,130	2,426	2,704	2,704		Acquittal of grant and finalisation of project in September 2011.
Transition to School Program	5,000	0	5,000		5,000	Transition to school program to be actioned in 11/12 financial year.
<u>Corporate Services</u>						
Finance						
Asset Revaluations	20,000	10,250	9,750	7,500		Revaluation work continued into July 2011.
<u>Information Systems</u>						
Training – SQL Server	11,400	396	11,004	9,180		Training to be done in 2011 for database conversion from Oracle to SQL.

2010/11 Operating and Operating Capital Budgets Rollovers & Revotes						
<i>Description</i>	<i>2010/11 Budget \$</i>	<i>2010/11 Actual \$</i>	<i>2010/11 Budget Remaining \$</i>	<i>2010/11 Rollovers \$</i>	<i>Recom- mended for Revote \$</i>	<i>Comments</i>
Technical Services						
Engineering Services						
Dorhauer Lane Mini Speedhump	1,500	0	1,500		1,500	Project to be completed in July 2011 by contractor.
Perry Lane Mini Speedhump	2,200	0	2,200		2,200	Project to be completed in July 2011 by contractor.
Civil Works & Infrastructure						
Critical Pit Maintenance	17,290	0	17,290		12,000	On going critical pits maintenance.
Property & Projects						
Library Fitout Furniture & Fittings	32,700	0	32,700		32,700	Project to be done in 11/12 financial year to coincide with Library shutdown.
Parks & Street Trees						
Plans of Management	122,934	79,766	43,168	43,168		Rollover remaining funds as work continuing for some 10/11 programmed PoMs including Yarranabbe and Redleaf.
State of the Environment Report	5,000	1,481	3,519	3,519		Rollover remaining funds as there is no recurrent funds for SOE in 11/12. Council will need to provide this information (format to be advised) to DLG this financial year.
Plant Replacement Program						
740 – Ford Courier	32,000	0	32,000		32,000	Vehicle ordered awaiting delivery.
731 – Hino Ranger	323,064	0	323,064		323,064	Truck ordered awaiting delivery.

2010/11 Operating and Operating Capital Budgets Rollovers & Revotes

<i>Description</i>	<i>2010/11 Budget \$</i>	<i>2010/11 Actual \$</i>	<i>2010/11 Budget Remaining \$</i>	<i>2010/11 Rollovers \$</i>	<i>Recom- mended for Revote \$</i>	<i>Comments</i>
<u>Planning & Development</u>						
<u>Strategic Planning</u>						
Principal LEP	52,000	0	52,000		26,000	The project has commenced. However, the figure has been reduced to reflect changes to the delivery of this project.
Comprehensive DCP	18,900	0	18,900		5,000	The project has commenced. However, the figure has been reduced to reflect changes to the delivery of this project.
Sea Level Rise	10,000	0	10,000		10,000	Work on mapping sea level rise has commenced. The figure is required to assist with contour mapping which will be used in the preparation of the stormwater DCP and the assessment of development applications using sea level rise guidelines.
<u>General Manager</u>						
<u>Communications</u>						
Website Maintenance & Development	15,000	10,000	5,000	5,000		Website development ongoing.
	1,541,090	667,941	873,149	313,571	510,314	

POLITICAL DONATIONS DECISION MAKING FLOWCHART FOR THE INFORMATION OF COUNCILLORS

