



# Corporate & Works Committee Minutes

**Minutes:** *Corporate & Works Committee*

**Date:** *Monday 21 September 2015*

**Time:** *6.00pm*



# Corporate & Works Committee Minutes

Monday 21 September 2015

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**Minutes of the Meeting held on  
21 September 2015 at 6.00pm.**

Present: Her Worship the Mayor, Councillor Toni Zeltzer ex-officio  
Councillors Peter Cavanagh  
Matthew Robertson  
Susan Wynne  
Jeff Zulman (Chair)

Staff Craig Bennett (Manager – Governance & Council Support)  
Stephen Dunshea (Director – Corporate Services)  
Gary James (General Manager)  
Don Johnston (Chief Financial Officer)  
Zubin Marolia (Manager – Property & Projects)  
Tom O’Hanlon (Director – Technical Services)  
Anthony Sheedy (Senior Property Officer)

Also in Attendance: Nil

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## **Leave of Absence and Apologies**

Apologies were received and accepted from Councillors Andrew Petrie and Deborah Thomas and leave of absence granted.

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## **Late Correspondence**

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

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## **Declarations of Interest**

Nil

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

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**Item No:** D1 Delegated to Committee  
**Subject:** **CONFIRMATION OF MINUTES OF MEETING HELD ON 31 AUGUST 2015**  
**Author:** Sue O'Connor, Secretarial Support - Governance  
**File No:** 15/128969  
**Reason for Report:** The Minutes of the Corporate & Works Committee of 31 August 2015 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.

**(Wynne /Robertson)**

**Resolved:**

THAT the Minutes of the Corporate & Works Committee Meeting of 31 August 2015 be taken as read and confirmed.

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**Item No:** D2 Delegated to Committee  
**Subject:** **MONTHLY FINANCIAL REPORT - AUGUST 2015**  
**Author:** Don Johnston, Chief Financial Officer  
**Approver:** Stephen Dunshea, Director - Corporate Services  
**File No:** 15/125371  
**Reason for Report:** To present the monthly financial report for August 2015

**(Wynne /Zeltzer)**

**Resolved:**

- A. Receive and note the Monthly Financial Report – August 2015.
- B. Note that Council's 12 months weighted average return on its direct investment portfolio of 2.98% continued to exceed the August 2015 benchmark 90 day term deposit index of 2.44%.
- C. Note that the total interest earned for year to date August 2015 of \$430k exceeds the 2015/16 Budget of \$410k.

**Item No:** D3 Delegated to Committee  
**Subject:** **152 WOLSELEY ROAD, POINT PIPER- PROPOSED ROAD CLOSURE AND SALE (SC2410)**  
**Author:** Anthony Sheedy, Senior Property Officer  
**Approvers:** Zubin Marolia, Manager - Property & Projects  
Tom O'Hanlon, Director - Technical Services  
**File No:** 15/113469  
**Reason for Report:** To formalise a Road Reserve encroachment

(Robertson/Wynne )

**Resolved:**

- A. THAT the road reserve encroachments on Wolseley Road Reserve including but not limited to removal of the front of building roof overhang, security gate and the car hardstand area, are formalised by the Owners of 152 Wolseley Road, Point Piper entering into a S88E Conveyancing Act, 1919 Positive Covenant with Woollahra Municipal Council.
- B. THAT the Positive Covenant is registered on the Certificate of Title of 152 Wolseley Road, Point Piper.
- C. THAT the Owners of 152 Wolseley Road, Point Piper pay all Council's costs in relation to this matter, including but not limited to legal fees and registration of the Positive Covenant.

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

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**Item No:** R1 Recommendation to Council  
**Subject:** **TENDER FOR LEGAL SERVICES (SC2779)**  
**Author:** Craig Bennett, Manager Governance & Council Support  
**Approvers:** Stephen Dunshea, Director - Corporate Services  
Allan Coker, Director - Planning & Development  
**File No:** 15/99569  
**Reason for Report:** To recommend the appointment of the Legal Services Panel for the three (3) years commencing 1 October 2015 with an option for Council to extend the period for a further two (2) years.

(Wynne /Robertson)

**Recommendation:**

- A. THAT the following legal firms be appointed to the Woollahra Municipal Council's Legal Services Panel for the three (3) years commencing 1 October 2015, with an option to extend for a further two (2) years:
- i) Lindsay Taylor Lawyers
  - ii) HWL Ebsworth Lawyers
  - iii) Peter R Rigg
  - iv) Wiltshire Webb Staunton Beattie Lawyers

- B. THAT Council note the following resolution of the Legal Services Review Panel from its meeting of 31 August 2015 in respect of the tender recommendations:

*THAT the attached draft Report on the Tender for Legal Services be submitted to the Corporate & Works Committee on Monday 21 September 2015 for consideration with reference to the Legal Services Review Panel's request that:*

- i. The letters of engagement to be provided to the successful tenderers include specific reference to the pricing structure and value-add services included in their tenders submissions.*
- ii. Regular reporting to the Development Control Committee (DCC) on matters pertaining to the provision of legal services be expanded to include a reconciliation analysis of legal advice given on chances of success against actual outcomes in Council matters before the courts.*

- C. THAT the successful and unsuccessful tenderers be advised accordingly.

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**Item No:** R2 Recommendation to Council  
**Subject:** **SUPPLY AND DELIVERY OF STATIONERY AND ASSOCIATED PRODUCTS (CY70-02)**  
**Author:** Dave Byatt, Purchasing Coordinator  
**Approvers:** Mark Ramsay, Manager - Civil Operations  
Tom O'Hanlon, Director - Technical Services  
**File No:** 15/113697  
**Reason for Report:** To recommend the acceptance of a Southern Sydney Regional Organisation of Councils (SSROC) tender for the supply and delivery of stationery and associated products.

(Cavanagh/Wynne )

**Recommendation:**

THAT Council enters into an agreement with Staples Australia Pty Ltd for the provision of stationery and associated products for a three (3) year period with two (2) twelve month options at the discretion of the SSROC Supply Management Group and subject to satisfactory performance from the supplier.



**Item No:** R3 Recommendation to Council  
**Subject:** **PROVISION OF FIRE SERVICES (CY70-02)**  
**Author:** Wayne Coggins, Property Services Coordinator  
**Approvers:** Zubin Marolia, Manager - Property & Projects  
Tom O'Hanlon, Director - Technical Services  
**File No:** 15/120761  
**Reason for Report:** To recommend acceptance of an SSROC Tender

**(Robertson/Cavanagh)**

**Recommendation:**

THAT Council enters into a panel agreement with Newsound Fire Services, Tyco Australia T/A Wormald, Alliance Alarms Fire Services, Universal Fire Protection, Hirotec Maintenance and Metro Fire Services for the provision of Fire Services for the period from 1 October 2015 for the remainder of the SSROC contracted period of three years for the Provision of Fire Services including the two 12 month extension periods pending satisfactory service.

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There being no further business the meeting concluded at 6:15pm.

**We certify that the pages numbered 3093 to 3099 inclusive are the Minutes of the Corporate & Works Committee Meeting held on 21 September 2015 and confirmed by the Corporate & Works Committee on 6 October 2015 as correct.**

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**Chairperson**

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**Secretary of Committee**