

# Corporate & Works Committee Minutes

Monday 29 August 2011

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# Corporate & Works Committee Minutes

**Minutes of the Meeting held on  
Monday 29 August 2011 at 6.03pm**

Present: Her Worship The Mayor, Councillor Isabelle Shapiro ex-officio  
Councillors Ian Plater (Chair)  
Anthony Boskovitz  
Sean Carmichael  
Susan Jarnason  
Greg Medcraft (Item R3 in part)  
Andrew Petrie (Item R3)  
David Shoebridge (Item R3)

Staff: Cheryle Burns (Manager Risk Control & Safety Services)  
Stephen Dunshea (Director – Corporate Services)  
Gary James (General Manager)  
Zubin Marolia (Manager Property)  
Jake Matuzic (Manager Capital Projects)  
Tom O’Hanlon (Director – Technical Services)  
Bruce Rann (Manager Open Space & Trees)  
Anthony Sheedy (Property Officer)  
Helen Tola (Governance & Corporate Planning Coordinator)  
Kylie Walshe (Director – Community Services)

Also in Attendance: Nil

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## **Leave of Absence**

Leave of Absence previously granted by Council: Nil

Apologies: Nil

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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 Decided by this Committee using its Delegated Authority (Items D1 to D2)**

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**Item No:** D1 Delegated to Committee  
**Subject:** **Confirmation of Minutes of Meeting held on 15 August 2011**  
**Author:** Les Windle, Manager – Governance  
**File No:** See Council Minutes  
**Reason for Report:** The Minutes of the Meeting of Monday 15 August 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.

**(Shapiro/Carmichael)**

**Resolved:**

That the Minutes of the Corporate and Works Committee Meeting of 15 August 2011 be taken as read and confirmed.

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**Item No:** D2 Delegated to Committee  
**Subject:** **25 Wentworth Road, Vaucluse - Proposed Road Closure and Sale**  
**Author:** Anthony Sheedy, Property Officer  
**File No:** 489.25  
**Reason for Report:** To give consideration to the closure and subsequent sale of road reserve portion adjoining the property.

**(Boskovitz/Jarnason)**

**Resolved:**

That the site be inspected prior to the Corporate and Works Committee meeting of 12 September 2011.

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**Items with Recommendations from this Committee  
Submitted to the Council for Decision (Items R1 to R4)**

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**Item No:** R1 Recommendation to Council  
**Subject:** **Gilliver Avenue Vaocluse – Acquisition of Roadway for Public Use**  
**Author:** Anthony Sheedy Property Officer  
**File No:** 178 Part 3.  
**Reason for Report:** To formalise the status of Gilliver Avenue, Vaocluse as a public road.

**(Boskovitz/Shapiro)**

**Recommendation:**

- A. That Council proceed with the dedication of Gilliver Avenue, Vaocluse under Sections 16 and 17 of the Roads Act, 1993 as recommended by HWL Ebsworth Lawyers by undertaking the following actions:
- i) Affixing a notice on Gilliver Avenue, Vaocluse in a conspicuous place for 28 days.
  - ii) Placing an advertisement in a local newspaper advising of Councils intention to dedicate all of Gilliver Avenue, Vaocluse as a public road in accordance with Section 17 of the Roads Act 1993.
  - iii) Providing a notice of the road dedication in the NSW Government Gazette, subject to Section 17 of the Roads Act, 1993.
- B. That Council instruct HWL Ebsworth Lawyers to execute the necessary actions to effectively have Gilliver Avenue, Vaocluse dedicated as a public road.
- C. That Council authorise the Mayor and General Manager to execute and affix the Council Seal to the documents required for the acquisition of Gilliver Avenue, Vaocluse for the public use.

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**Item No:** R2 Recommendation to Council  
**Subject:** **Village Lower Road, Vaocluse - Road and Stormwater Reconstruction**  
**Author:** Jake Matuzic, Manager Capital Projects  
**File No:** 474  
**Reason for Report:** To consider options for funding the reconstruction of Road and Stormwater Infrastructure in Village Lower Road, Vaocluse

**(Boskovitz/Carmichael)**

**Recommendation:**

- A. That Council proceed with tendering for construction of Road and Stormwater Infrastructure in Village Lower Road between Serpentine Avenue and Hopetoun Avenue.
- B. That the project is funded from savings held in the infrastructure reserve and by deferring the following three projects: Old South Head Road – Footpath Works; Vaocluse Road – Road Infrastructure Works; and Hopetoun Avenue & The Crescent – Stormwater Improvement Works, from the 2011/12 Capital Works Program to 2012/13.

**Item No:** R3 Recommendation to Council  
**Subject:** **Contract for Tree Pruning Services**  
**Author:** Paul Goyoaga – Technical Officer - Arboriculture  
**File No:** 811.G  
**Reason for Report:** To recommend to Council the acceptance of a Tender for the provision of contract tree pruning services.

(Petrie/Carmichael)

**Recommendation:**

- A. That Council enters into a panel agreement for the provision of tree pruning services for a three year period with the option to extend for a further two years with:
- Active Tree Services Pty Ltd
  - Advanced Arbor Service Pty Ltd
  - BJ's Tipper Hire Pty Ltd trading as BJ's Tree Services
  - Citywide Service Solutions Pty Ltd
  - Plateau Tree Service Pty Ltd
  - Sydney Arbor Trees Pty Ltd
  - Sydney Metro Tree Services Pty Ltd
- B. That a memorandum be prepared for consideration at the Council Meeting on the 4 September 2011 in relation to the process for disposal of woodchip following tree pruning.

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**Item No:** R4 Recommendation to Council  
**Subject:** **Audit & Assurance Committee Composition and Charter**  
**Author:** Cheryle Burns - Manager Risk Control & Safety Services  
**File No:** 1225.G (2)  
**Reason for Report:** To provide further information following consideration of an earlier report on the Council's Internal Audit Function & Audit Committee.

**Motion moved by Councillor Shoebridge**

**Seconded by Councillor Carmichael**

That the staff recommendation be adopted subject to parts B and D of the recommendation being amended as follows:

- B. *Determine the composition of the Audit and Assurance Committee, to be a three (3) member Committee comprising two (2) independent members to be appointed by Council (one of which is to be the Chairperson), and one (1) Councillor to be appointed by the Mayor.*
- D. *Receive a further report at the next Corporate & Works Committee meeting outlining the selection process for independent member, including advice of the outcome of negotiations with IAB Services for the appointment of IAB Services representatives as the independent members of Council's Audit and Assurance Committee.*

**Amendment moved by Councillor Petrie  
Seconded by Councillor Shapiro**

That the staff recommendation be adopted subject to part B of the recommendation being amended as follows:

- B. *Determine the composition of the Audit and Assurance Committee, to a three (3) member Committee comprising one (1) independent member to be appointed by Council and two (2) Councillors to be appointed by the Mayor.*

**Amendment was put and lost.  
Motion was put and carried.**

**(Shoebridge/Carmichael)**

**Recommendation:**

THAT Council:

- A. Note the further report submitted regarding the Audit and Assurance Committee Composition and Charter in response to Council's resolution from 25 July 2011.
- B. Determine the composition of the Audit and Assurance Committee, to be a three (3) member Committee comprising two (2) independent members to be appointed by Council (one of which is to be the Chairperson), and one (1) Councillor to be appointed by the Mayor.
- C. Adopt the revised Draft Audit & Assurance Committee Charter provided as Annexure 5 as the Audit and Assurance Committee's Charter, subject to any amendments required having regard to Council's decision in respect of Recommendation B above.
- D. Receive a further report at the next Corporate & Works Committee meeting outlining the selection process for independent members, including advice of the outcome of negotiations with IAB Services for the appointment of IAB Services representatives as the independent members of Council's Audit and Assurance Committee.

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There being no further business the meeting concluded at 6.42pm.

*We certify that the pages numbered 2200 to 2206 inclusive are the Minutes of the Corporate & Works Committee Meeting held on 29 August 2011 and confirmed by the Corporate & Works Committee on 12 September 2011 as correct.*

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**Chairperson**

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**Secretary of Committee**