



Corporate & Works Committee

Agenda: *Corporate & Works Committee*

Date: *Monday 21 August 2006*

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).

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.
- Quarterly review of Council's Management 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 Minutes of its Meeting.
- 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 below.

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

- Such matters as are specified in Section 377 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; - Delegations.
 - Adoption of Council's Management Plans; - Policies.
 - Quality Service/Communications; - Tenders.
 - Leases.
 - Matters reserved by individual Councillors in accordance with any Council policy on "safeguards" and substantive changes

Committee Membership:

7 Councillors

Quorum:

The quorum for a Committee meeting is 4 Councillors.

WOOLLAHRA MUNICIPAL COUNCIL

Notice of Meeting

17 August 2006

To: His Worship the Mayor, Councillor Petrie, ex-officio
Councillors John Walker (Chair)
 Keri Huxley (Deputy Chair)
 Claudia Cullen
 Marcus Ehrlich
 Tanya Excell
 Wilhelmina Gardner
 Fiona Sinclair King

Dear Councillors

Corporate & Works Committee Meeting – 21 August 2006

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 21 August 2006 at 6.00pm.**

Gary James
General Manager

Meeting Agenda

Item	Subject	Pages
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 7 August 2006	1
D2	Monthly Financial Report – July 2006 – 987.G	2
D3	Options for the Upgrading of Bayview Hill Lane, Rose Bay – 545. Part 3	5
D4	Proposed New Bus Shelters at Glenmore Road, Paddington – Etham Avenue, Darling Point – Lyne Park, Rose Bay & Military Road, Watsons Bay – Results of Public Exhibition – 263.G	12
D5	Rose Bay Promenade Cycleway – Additional details – 663.G	29

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

R1	Redleaf Pool Kiosk Lease Tender 06/04 – Tender 06/04	39
R2	2005/2006 Project Delivery Performance Report and revotes	66

Item No: D1 Delegated to Committee
Subject: **Confirmation of minutes of meeting held on 7 August 2006**
Author: Les Windle, Manager – Governance
File No: See Council Minutes
Reason for Report: The Minutes of the Meeting of Monday 7 August 2006 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 7 August 2006 be taken as read and confirmed.

Les Windle
Manager - Governance

Item No: D2 Delegated to Committee
Subject: **Monthly Financial Report - July 2006**
Author: Tracey Walker, Financial Accountant
File No: 987.G
Reason for Report: To present the monthly financial report for July 2006

Recommendation:

THAT the monthly financial report for July 2006 be received and noted.

Background:

The monthly financial report for July 2006 is submitted to the Committee for consideration.

The monthly report includes the following:-

- Summary of Investments.
- Summary of Receipts and Payments and statement of bank balance

Tracey Walker
Financial Accountant

Don Johnston
Manager Finance

Annexures:

Nil

INVESTMENTS AS AT 31/07/06

<u>CATEGORY</u>	<u>PURCHASED</u>	<u>MATURING</u>	<u>DAYS</u>	<u>%</u>	<u>B/B</u>	<u>MARGIN</u>	<u>AMOUNT</u> \$	<u>TOTALS</u> \$	<u>% of TOTAL</u>
BANKWEST (S&P) RATING, A1)									
11AM CALL				5.70			609,763.72		
TERM DEPOSIT	28-Jun-06	04-Oct-06	98	6.16	6.04	0.12	1,500,000.00		
TERM DEPOSIT	12-Jul-06	08-Nov-06	119	6.16	6.01	0.15	<u>750,000.00</u>	2,859,763.72	13.51%
LOCAL GOVT FINANCIAL SERVICE P/L (S&P RATING, A1)									
C.R.I.	23-May-06	21-Aug-06	90	6.01	5.89	0.12	<u>1,000,000.00</u>	1,000,000.00	4.73%
CREDIT UNION AUSTRALIA Limited									
TERM DEPOSIT	07-Jun-06	09-Aug-06	63	6.11	5.87	0.24	1,500,000.00		
TERM DEPOSIT	10-May-06	06-Sep-06	119	6.16	5.93	0.23	2,000,000.00		
TERM DEPOSIT	14-Jun-06	13-Sep-06	91	6.20	5.95	0.25	<u>1,500,000.00</u>	5,000,000.00	23.63%
CPS CREDIT UNION (SA) Limited									
TERM DEPOSIT	05-Jul-06	11-Oct-06	98	6.20	5.97	0.23	<u>1,500,000.00</u>	1,500,000.00	7.09%
GREATER BUILDING SOCIETY Limited									
TERM DEPOSIT	23-Jun-06	25-Oct-06	124	6.30	6.03	0.27	<u>2,000,000.00</u>	2,000,000.00	9.45%
HERITAGE BUILDING SOCIETY									
TERM DEPOSIT	22-Jun-06	20-Sep-06	90	6.16	5.99	0.17	1,000,000.00		
TERM DEPOSIT	30-May-06	30-Nov-06	184	6.21	6.02	0.19	<u>2,000,391.05</u>	3,000,391.05	14.18%
SAVINGS & LOANS CU (SA) Limited									
TERM DEPOSIT	30-May-06	02-Aug-06	64	6.06	5.86	0.20	1,000,000.00		
TERM DEPOSIT	24-May-06	23-Aug-06	91	6.08	5.89	0.19	800,000.00		
TERM DEPOSIT	24-May-06	20-Sep-06	119	6.11	5.92	0.19	1,000,000.00		
TERM DEPOSIT	31-May-06	27-Sep-06	119	6.13	5.94	0.19	1,000,000.00		
TERM DEPOSIT	28-Jun-06	18-Oct-06	112	6.29	6.07	0.22	<u>2,000,000.00</u>	5,800,000.00	27.41%
GRAND TOTAL							-	21,160,154.77	100.00%

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.

J.C. Blake
FINANCE OFFICER

D. Johnston
MANAGER FINANCE

Summary of Receipts, Payments and Bank Balance

Cash Book Balance as at 30 June 2006		(89,331.94)
Receipts		
Rates	310,830.65	
Other	4,891,252.47	
Total Receipts		5,202,083.12
Payments - Cheque		
Cheque Payments	(2,118,035.43)	
Cancelled Cheques	9,755.80	
Total Cheque Payments for period	(2,108,279.63)	
Payments - EFT		
EFT Payments	(1,694,285.65)	
Returned EFT Payments	219.52	
Total EFT Payments for period	(1,694,066.13)	
Payments - Direct Debits From Bank A/c		
Payroll	(1,549,078.78)	
Councillor Fees	(17,407.35)	
Bank Charges	(10,123.27)	
Credit Card Payments	(1,364.72)	
Total Direct Debits for period	(1,577,974.12)	
Total Payments		(5,380,319.88)
Cash Book Balance as at 31 July 2006		(267,568.70)
Unpresented Cheques	No. of Cheques: 198	576,653.46
Outstanding Deposits & Miscellaneous Items		(47,410.69)
Reconciled Cash Book Balance as at 31 July 2006		261,674.07
Bank A/c Balance as at 31 July 2006		261,674.07
Unpresented Cheques > \$30,000.00		

Cheque No.	Cheque Date	Amount
190833	20/07/2006	68,829.13
190839	20/07/2006	65,458.80
190847	20/07/2006	40,504.88
190896	20/07/2006	30,341.03
190938	28/07/2006	39,721.99
190948	28/07/2006	48,396.24

Item No: D3 Delegated to Committee
Subject: **Options for the upgrading of Bayview Hill Lane, Rose Bay**
Author: Greg Stewart - Manager Public Infrastructure
File No: 545. Part 3
Reason for Report: Council resolution requiring a further report

Recommendation:

- A. That Council ascertain whether the owner of No 19 Bayview Hill Lane is prepared to contribute towards the cost of Option 3, as the preferred long-term state for the Laneway.
- B. That if the owner of No 19 Bayview Hill Lane is prepared to contribute towards the cost of Option 3, a further report be provided to Council setting out the proposed funding arrangement and design concept for the proposed upgrading of the Laneway.
- C. That if the owner of No 19 Bayview Hill Lane is not prepared to contribute towards the cost of Option 3, Council implement Option 2 comprising the installation of kerb blister islands on both sides of Bayview Hill Lane at the intersection of Bayview Hill Road to narrow the entrance to the Laneway and permit the installation of signage in these blister islands to inform the public that the Laneway is a No Through Road and that there is no public parking past that point.

Background:

Bayview Hill Lane is a public Laneway that runs off Bayview Hill Road, Rose Bay, at its western or harbour end. The Laneway, which is approximately 60 metres long and 6.1 metres wide, contains a blind 90 degree bend and terminates in a dead end at the pedestrian entrance to the Hermitage Foreshore Reserve. The Laneway is the main pedestrian access to the southern end of the Hermitage Foreshore Reserve.

Bayview Hill Lane provides pedestrian access to the Hermitage Foreshore Reserve and vehicular access to two properties only, these being the property No 19 Bayview Hill Lane, which is currently being developed, and No 8 Bayview Hill Lane. There is no vehicular access into the Hermitage Foreshore Reserve off Bayview Hill Lane.

The present deficiencies of Bayview Hill Lane are as follows:

- Poor pedestrian access to the Hermitage Foreshore Reserve as there is no dedicated continuous footpath along the Laneway and pedestrians have to walk on the roadway.
- There is no clear visual clue to motorists from Bayview Hill Road that the Laneway leads to a dead end.
- Conflict between pedestrian traffic and vehicles reversing uphill along the length of the Laneway to exit the Laneway.
- Damage is being caused to the property No 8 Bayview Hill Lane by vehicles attempting to turn around at the bend in the Laneway.
- Illegal parking at the end of the Laneway obstructing pedestrian access to the Hermitage Foreshore Reserve and vehicular access to No 19 Bayview Hill Lane.

- The poor condition of the Laneway and appearance as an entrance to the Hermitage Foreshore Reserve.

At its meeting of 17 July 2006, the Corporate and Works Committee considered a report on a proposal, received from the owner of the property No 19 Bayview Hill Lane, for the upgrading and landscaping of the bend and last twenty metres of Bayview Hill Lane. Generally, the proposed upgrading and landscaping works, which were to be carried out at no cost to Council, comprised the following:

- The narrowing of the road pavement and the installation of three bollards, the centre bollard being retractable, just prior to the bend in the Laneway. The purpose of the bollards is to restrict vehicular access, to the dead end section of the Laneway, to the adjoining owners, authorised Council vehicles, the National Parks and Wildlife vehicles and emergency vehicles only. It will also prevent vehicles from illegally parking in the dead end of the Laneway and make it obvious to motorists turning into the Laneway from Bayview Hill Road that the Laneway is a dead end.
- The provision of a new footpath, kerb and gutter and drainage in the section of the Laneway between the bend and the dead end, where none currently exists.
- The provision of landscaping on both sides of the Laneway.
- The resurfacing of the Laneway between the proposed bollards and the entrance to the Hermitage Foreshore Reserve

The Corporate and Works Committee, when considering this report (plan of proposed attached as Annexure), recommended:

- a. That the application be refused*
- b. That a further report be prepared on options for Council to improve the situation.*
- c. That urgent action be taken to install signage which warns of the restricted access conditions."*

This recommendation was, subsequently, adopted by Council on 24 July 2006.

Council's main concerns, in relation to this proposal, were the perceived privatisation of public space and the possibility that the area past the retractable bollard would be used for private parking.

Action taken in response to Council's Resolution of 24 July 2006

The following action has been taken in response to the above Council resolution:

1. The applicant has been advised that the application for the upgrading and landscaping of a portion of Bayview Hill Lane has been refused by Council.
2. An additional large No Through Road sign has been erected in Bayview Hill Road on the northern entrance to Bayview Hill Lane to warn motorists of the restricted access conditions. Without the construction of a kerb blister island, there is no suitable location on the southern side of the street to erect a further No Through Road sign to reinforce the restrictions where it will not be continually damaged by passing vehicles.

Options available to Council to improve the situation

The main deficiencies of Bayview Hill Lane are listed previously in this report.

In addition to these deficiencies, it is also understood that the property No 8 Bayview Hill Lane has suffered several instances of water damage to the habitable rooms of this property from storm waters entering their property from Bayview Hill Lane. Although Council has no record of property flooding at this location, it can be seen how this could occur during heavy rainfall due the steepness of Bayview Hill Road uphill from this property and the velocity of the storm waters that would be flowing in the gutters of Bayview Hill Road. No analysis has been carried out to date on this drainage system and this will need to be investigated regardless of which of the following options is chosen by Council.

It is considered that there are three main options for the upgrading of Bayview Hill Lane to address the deficiencies listed earlier in this report. None of these options specifically address the flooding problem at No 8 Bayview Hill Lane and this issue would have to be addressed in whichever option is chosen by Council. The three main options identified are as follows:

Option 1 –do nothing further than to maintain the improved signage recently installed at the entrance to Bayview Hill Lane.

In accordance with Council's resolution, an additional large No Through Road sign has been recently erected in Bayview Hill Road to supplement the existing yellow No Through Road street sign on the northern entrance to Bayview Hill Lane to warn motorists of the restricted access conditions. Without the construction of a kerb blister island, there is no suitable location on the southern side of the street to erect a further No Through Road sign to reinforce the restrictions where it will not be continually damaged by passing vehicles.

The pros and cons of this option are as follows:

- no further cost apart from any drainage works required to address the flooding problem to No 8 Bayview Hill Lane
- existing traffic and parking problems will continue
- no improvement in appearance to the entrance to the Hermitage Foreshore Reserve
- no separate pedestrian pathway provided

Option 2 – installation of kerb blister islands on both sides of the Laneway at Bayview Hill Road to narrow the entrance to the Laneway to permit the installation of signage in these blister islands to inform the public that the Laneway is a No Through Road and that there is no public parking past that point.

The installation of these blister islands would enable improved signage to be installed on either side of Bayview Hill Lane at the intersection of Bayview Hill Road. This improved signage, which could be of a similar design to the signs currently being erected in parks and reserves throughout the Municipality, together with the narrowing of the entrance to the Laneway, would be far more noticeable and would reinforce the traffic and parking restrictions in the Laneway. It is envisaged that a sign stating No Through Road would be erected in one of the blister islands and a sign stating No Public Parking Past this Point would be erected in the other island.

The blister islands would need to be designed such that they would not obstruct stormwater flowing along the Laneway.

The pros and cons of this option are as follows:

- estimated cost of implementation is \$10,000 plus the cost of any drainage works required to address the flooding problem to No 8 Bayview Hill Lane

- possible reduction in traffic and parking problems
- no improvement in appearance to the entrance to the Hermitage Foreshore Reserve
- no separate pedestrian pathway provided

Option 3(a) – the reconstruction and paving of the Laneway to form a shared zone incorporating the installation of improved signage at the intersection with Bayview Hill Road informing the public that the Laneway is a No Through Road and that there is no public parking past that point.

The reconstruction and paving of the Laneway together with the installation of improved signage and the classification of the Laneway as a shared zone would reinforce the traffic and parking restrictions in the Laneway and would also reinforce that the area is used by pedestrians.

The pros and cons of this option are as follows:

- estimated cost of implementation is \$150,000 plus the cost of any drainage works required to address the flooding problem to No 8 Bayview Hill Lane
- reduced potential for illegal parking but restrictions may still be ignored by some
- would significantly upgrade the appearance of the entrance to the Hermitage Foreshore Reserve
- paving would reinforce that the area is used by pedestrians
- high cost to Council cannot be supported as priority works compared to other infrastructure renewal works

Option 3(b)- Same as Option 3(a) but with the owner of No 19 Bayview Hill Lane agreeing to contribute towards the cost of the reconstruction and paving works to enhance the appearance of the lane, in which case the works could be brought forward for early implementation.

Consideration of the Options identified

A condition of development consent for the property, No 19 Bayview Hill Lane, requires the developer to make good any damage caused to Council's infrastructure as a direct result of their development works.

Although it is considered that the signage proposed in Option 1 will reduce the number of vehicles entering Bayview Hill Lane, it is considered that the majority of motorists will either not see or read the signs or will ignore them as the signs will not be prominently displayed and the width of the roadway of Bayview Hill lane is sufficient for a vehicle to park and also permit another vehicle to pass. According, it is considered that this proposal would not, significantly, resolve the current deficiencies of this Laneway.

The additional signage proposed in Option 2, together with the road entrance narrowing, would reinforce the parking and traffic restrictions in Bayview Hill Lane. As these signs would be prominently displayed, it is considered that they would obtain a much higher degree of compliance from motorists than the signs proposed in Option 1.

The estimated cost of implementing Option 3(a), excluding any stormwater drainage works is \$150,000. Although it would be desirable to implement Option 3, it is considered that such expenditure by Council could not be supported as priority works compared to other infrastructure renewal works and therefore would need to be the subject of future funding consideration. However, if there were to be a significant cost contribution from the owner of the property No 19 Bayview Hill Lane, option 3(b) this would allow the works to be expedited.

Having regard to the above, the pros and cons of each option and their cost, it is recommended that Council approach the owner of No 19 Bayview Hill Lane to ascertain whether he would be prepared to contribute to the works, and if so, a further report be provided to Council setting out the proposed funding arrangement and design concept. If the owner is not prepared to contribute, then Option 2 is recommended. Option 2 will reduce the traffic and parking problems in the Laneway and therefore reduce the pedestrian conflict. It is also considered that the cost of implementing Option 2 could be justified.

It is therefore recommended:

- A. That Council ascertain whether the owner of No 19 Bayview Hill Lane is prepared to contribute towards the cost of Option 3.
- B. That if the owner of No 19 Bayview Hill Lane is prepared to contribute towards the cost of Option 3, a further report be provided to Council setting out the proposed funding arrangement and design concept for the proposed upgrading of the Laneway.
- C. That if the owner of No 19 Bayview Hill Lane is not prepared to contribute towards the cost of Option 3, Council implement Option 2 comprising the installation of kerb blister islands on both sides of Bayview Hill Lane at the intersection of Bayview Hill Road to narrow the entrance to the Laneway and permit the installation of signage in these blister islands to inform the public that the Laneway is a No Through Road and that there is no public parking past that point.

Identification of Income & Expenditure:

No funds have been provided in the current budget for works at this location.

Should Council decide to proceed with Option 2 as recommended, the cost of this work, which has been estimated to be \$10,000, could be funded from within the Infrastructure Renewal Programme.

Greg Stewart
Manager Public Infrastructure

Warwick Hatton
Director Technical Services

ANNEXURES:

Copy of plan submitted to the Corporate and Works Committee on 17 July 2006 on the proposal received from the owner of the property, No 19 Bayview Hill Lane, Rose Bay, for the upgrading and landscaping of the bend and last twenty metres of Bayview Hill Lane.

Item No: D4 Delegated to Committee

Subject: **Proposed new bus shelters at Glenmore Road, Paddington; Etham Avenue, Darling Point; Lyne Park, Rose Bay and Military Road, Watsons Bay - Results of Public Exhibition**

Author: Greg Stewart - Manager Public Infrastructure

File No: 263.G

Reason for Report: To report on the submissions received following the Public Exhibition of the proposed designs for these shelters.

Recommendation:

- A. That bus shelters of the “Towns Road” design be installed at:
- Glenmore Road, Paddington, outside the Royal Hospital for Women Park and
 - Military Road, Watsons Bay
- B. That a semi-transparent metal screen be incorporated to the rear of the shelter at Military Road, Watsons Bay, to reduce solar gain from the western sun.
- C. That bus shelters of the “Lyne Park” design be installed at:
- Lyne Park, Rose Bay, and
 - Etham Avenue, Darling Point, near the intersection of Darling Point Road.
- D. That, once the above bus shelters have been installed, the bus stops at Lyne Park, Rose Bay, and Military Road, Watsons Bay, be monitored to determine whether there is a demand for additional adjacent seating for bus patrons.

Background:

The Corporate and Works Committee, at its meeting of 4 April, 2005, when considering a report on the proposed installation of new bus shelters at Glenmore Road, Paddington; Etham Avenue, Darling Point; Lyne Park, Rose Bay; and Military Road, Watsons Bay, resolved as follows:

- “A. *That Council proceed with installations of bus shelters at:*
1. *Etham Avenue, Darling Point*
 2. *Military Road, Watson Bay*
 3. *Glenmore Road, Paddington, at Royal Hospital for Women Park.*
- B. *That the Lyne Park shelter be replaced with a shelter similar to the present shelter.*
- C. *That the prototype design be modified to provide rain protection and access for wheel chairs.*
- D. *That the proposed bus shelter design and installations be notified by advertising in the Wentworth Courier and by public display at Council Chambers and, in the case of Military Road, at the Dunbar House Library, for a period of 14 days.*

- E. *That relevant local community groups also be notified.*
- F. *That there be a further report at the close of the advertising period including information on modifications to the Towns Road shelter."*

The following information is provided in response to the above resolution:

1. Part B of the Resolution – "That the Lyne Park shelter be replaced with a shelter similar to the present shelter."

The bus shelter that had previously been located at Lyne Park was one of the imitation timber and sandstone "Heritage" style shelters that were installed throughout the Municipality in the 1970's to 2001.

The shortcomings of the design of this style of shelter are:

- the structural robustness of the shelter is poor in that it is vulnerable to impact by motor vehicles,
- large openings in the sides and ends of the shelter provide limited shelter from the wind and rain,
- their width, in many instances, impedes pedestrian movement past the shelter, and
- they are unsuitable for narrow footpaths due to their width.

To achieve Council's requirement for a shelter similar to the previous shelter and at the same time address the shortcomings of the design of the previous shelter, a review of the bus shelter design was undertaken. The aims of this review were to improve the design and functionality of the shelter; to minimise maintenance costs; and to minimise the potential need for repair and replacement.

The concept design that was produced is:

- a contemporary expression of the 1930's bus shelters, which are listed as Heritage items in the Woollahra LEP
- similar in style to the previous bus shelter at this location
- more robust, structurally, than the previous shelter and less prone to impact damage
- designed to provide for improved pedestrian circulation and passage past the shelter
- more suitable for narrow footpaths
- designed to provide access for wheelchairs
- of modular design and able to be easily modified to suit site constraints.

This concept design was shown to Councillors at the Councillors' briefing held on Monday 29 May 2006, prior to it being placed on public exhibition. A copy of the concept design will be available at the Corporate and Works Committee Meeting.

2. Part C of the Resolution – "That the prototype design be modified to provide rain protection and access for wheel chairs".

In accordance with part C of the above resolution, the prototype bus shelter that had been installed in New South Head Road at Towns Road, Rose Bay, was modified to provide increased rain protection, access for wheelchairs, simpler installation and greater ease of cleaning. The modifications that were carried out comprised the following:

- the side panels were made wider and lower to provide increased weather protection

- the seats were reduced in length to provide for wheelchair access
- the seats were suspended from the rear framing member rather than being supported on legs to enable them to be located further back in the shelter and, thereby, provide greater shelter to permit easier cleaning of the footpath underneath the seats.

3. Parts D and E of the Resolution –

“D. That the proposed bus shelter design and installations be notified by advertising in the Wentworth Courier and by public display at Council Chambers and, in the case of Military Road, at the Dunbar House Library, for a period of 14 days.

E. That relevant local community groups also be notified”

The concept designs prepared for the proposed new bus shelters at Glenmore Road, Paddington; Etham Avenue, Darling Point; Lyne Park, Rose Bay; and Military Road, Watsons Bay, were advertised in the Wentworth Courier on 28 June and 12 July 2006 and were placed on public exhibition at the Council Chambers and at the Dunbar House Library at Watsons Bay between 29 June and 19 July, 2006.

In addition, twenty-three local community groups were notified by letter of the public exhibition of the proposed bus shelters.

Copies of the concept design plans that were placed on public exhibition will be available at the Corporate and Works Committee Meeting.

4. Part F of Council’s Resolution – “That there be a further report at the close of the advertising period including information on modifications to the Towns Road shelter.”

Details of the modifications made to the Towns Road bus shelter have been provided previously in Part 2 of this report.

A total of six submissions were received by Council in response to the public exhibition of the proposed bus shelters and a copy of these submissions is attached as an Annexure.

In the submission received from the Rose Bay Residents’ Association, they have stated that they were of the opinion that the sandstone and shingle traditional style bus shelter had been chosen for use by Council throughout the Municipality in lieu of the prototype design installed at Towns Road. They have further stated that a new shelter was promised to replace the prototype shelter in New South Head Road at Towns Road. Unfortunately, neither of these statements is correct. Council’s decision in relation to both of these issues is detailed in the Council’s resolution of 4 April 2005, a copy of which is contained at the beginning of this report.

A summary of the submissions received for each of the proposed shelters, together with comments in relation to the contents of the submissions received, are as follows:

Bus Shelter – Glenmore Road, Paddington at the Royal Hospital for Women Park

Proposal:

The bus shelter proposed to be installed at this location was the prototype design that has been installed in New South Head at Towns Road, Rose Bay.

Summary of submissions received:

Two submissions were received in relation to this proposal, one from a resident of Vaucluse and the other from the Rose Bay Residents' Association.

The submission from the Vaucluse resident stated that the design looked suitable to the surrounding new developments and commuter needs.

The submission received from the Rose Bay Residents' Association was for the installation of sandstone and shingle traditional style bus shelter rather than the prototype design installed at Towns Road. They further advised that they consider the modern, indecorous bus shelter design, installed at Towns Road, would look quite incongruous in the exquisite heritage suburb of Paddington.

Comments and recommendation:

For reasons listed previously in this report, the traditional sandstone and shingle style bus shelter recommended by the Rose Bay Residents' Association has a number of deficiencies and cannot be recommended for installation at this location.

The modified design of the sandstone and shingle shelter, which has been proposed for Lyne Park, could be installed at this location, however, it is considered that the modern style of the shelter, originally proposed for this location, is more in keeping with the modern style of the park and the developments beyond and would be more transparent. Accordingly, it is recommended that Council proceed with the installation of the prototype design that has been installed at Towns Road.

Bus Shelter – Etham Avenue, near the intersection of Darling Point Road, Darling Point

Proposal:

The bus shelter proposed to be installed at this location was the prototype design that has been installed in New South Head at Towns Road, Rose Bay.

Summary of submissions received:

Three submissions were received in relation to this proposal. Submissions were received from the Darling Point Society, The Rose Bay Residents' Association and one from a resident of Etham Avenue.

The submission received from The Darling Point Society advised that, from a previous survey of a number of residents in the Etham Avenue area, it was the overwhelming opinion of these residents that the proposed design was most unsuitable for the historic nature of the area. They further advised that their Executive Committee considered that a shelter of the type proposed for Lyne Park should be constructed at Etham Avenue.

The Rose Bay Residents' Association submissions call for the installation of a sandstone and shingle traditional style bus shelter rather than the prototype design installed at Towns Road. They have further advised that they consider the modern, indecorous bus shelter design installed at Towns Road would look quite incongruous in the exquisite heritage suburb of Darling Point.

The submission received from a resident of Etham Avenue advised that he considered the new design to be very good and that it should be tested during winter. He further advised that that they thought that it would be wonderful if a history of each section could be etched into the bus shelter so that commuters can live and learn history whilst waiting for a bus.

Comments and recommendations:

As shown in the photomontage of the proposed bus shelter, the property boundary wall to the rear of the proposed shelter is a high white painted brick wall. As such, it was considered that the shelter proposed at this location would have no adverse impact on the character of the immediate area but would enhance it.

Having regard to the comments received from the Darling Point Society on behalf of the residents of the area and the Rose Bay Residents' Association, no objection would be raised to the installation of the style of shelter proposed for Lyne Park, Rose Bay.

In relation to the suggestion received from the resident of Etham Avenue that the history of each section be etched into the glass of the shelter, one of the primary objectives in the design of the bus shelters is that they be modular in design to permit the easy and speedy replacement of damaged parts. The etching of the glass with the history of the area would prevent this from occurring and, accordingly, is not recommended.

Having regard to the submissions received, it is recommended that the existing shelter be replaced with a shelter of the design recently developed and proposed for Lyne Park.

Bus Shelter – Lyne Park, Rose Bay

Proposal:

In accordance with Council's resolution, the bus shelter proposed to be installed at this location is a bus shelter of similar design to the previous shelter but one that has been redesigned to address the shortcomings of the design of the previous shelter, as detailed previously in this report.

Summary of submissions received:

Three separate submissions were received in relation to this proposal. Submissions were received from the Rose Bay Residents' Association, Mr Bruce Bland of the Rose Bay Neighbourhood Watch and Rose Bay Residents' Association and from a resident of Vacluse.

The Rose Bay Residents' Association's submission calls for the installation of a sandstone and shingle traditional style bus shelter rather than the modified design proposed. They have further advised that they are appalled at the design of the proposed bus shelter for Lyne Park and consider that it looks like a shed.

In the submission received from Mr Bruce Bland of the Rose Bay Neighbourhood Watch and the Rose Bay Residents' Association, Mr Bland has advised that he considers that the proposed bus shelter is excellent from an aesthetic, practical and safety point of view.

In the submission received from the resident of Vacluse, he has highlighted a need for more protection from adverse weather and an increase in the provision of seating. He has further advised that Council should recognise that this shelter is heavily used by ferry commuters and tourists who need to connect with buses to Watsons Bay and Dover Heights and that, in peak periods, there can be a large number of people waiting at this stop and that there is a definite need for more seating.

Comments and recommendations:

For reasons listed previously in this report, the installation of the traditional sandstone and shingle style shelter, as requested by the Rose Bay Residents' Association cannot be recommended. The shelter that is proposed to be erected at this location is a shelter of a similar style to that requested by the Rose Bay Residents' Association.

In relation to the comments received from the resident of Vacluse, the shelter proposed at this location will provide an improved level of weather protection to the shelter that was previously erected at this location.

Having regard to the above, it is recommended that Council proceed with the installation of the bus shelter proposed for this location and that the bus stop be monitored to determine whether there is a need for additional adjacent seating to meet demand.

Bus Shelter – Military Road, Watsons Bay

Proposal:

The bus shelter proposed to be installed at this location was the prototype design that was installed in New South Head Road at Towns Road, Rose Bay. This shelter, which is proposed to be erected on a widened section of footpath outside the Pizza shop at No 23 Military Road, was to face towards the shop and have an additional semi-transparent metal screen attached to the rear of the shelter to reduce solar gain from the western sun.

Summary of submissions received:

Three separate submissions were received in relation to this proposal. Submissions were received from The Vacluse Progress Association, The Rose Bay Residents' Association and from a resident of Vacluse.

The Vacluse Progress Association submission seems to concentrate more on the location of the proposed bus shelter rather the design itself. In their submission, they have suggested three other possible locations for the shelter to that proposed. The reason they have suggested these alternative locations is because they believe that the proposed shelter would intrude upon the diagonal view across Robertson Park for the Pizza Shop patrons sitting inside the shop, regardless of the materials used in the shelter, and would dominate the view of Pizza Shop patrons sitting at any outside tables.

Their submission details their assessment of the different locations that they have identified. Their submission also suggests that Council give consideration to the provision of more and more widely distributed public seating along the eastern side of the shopping centre, to provide a variety of places to protect people from the shifting sun at the relevant times of the day and from rain and winds of varying directions rather than install a bus shelter. They state that this proposal would provide a flexible and useful convenience for waiting passengers, who might shelter under various awnings as and when required.

The Rose Bay Residents' Association submissions calls for the installation of sandstone and shingle traditional style bus shelter rather than the prototype design installed at Towns Road. They have further advised that they consider the modern, indecorous bus shelter design installed at Towns Road would look quite incongruous in the exquisite heritage suburb of Watsons Bay.

In the submission received from the resident of Vacluse, he has stated that the shelter facing backwards to one of the best views in Sydney is extremely disappointing and that a bus shelter based on the original style sandstone shelter with seats on the ends and more standing room would be preferable. He has also suggested that the shelter should be located closer to its original site, which was in front of the Former Gap Tavern.

Comments and recommendations:

Councillors will be aware that, since the removal of the previous shelter at this location and the relocation of the bus stop some years ago to allow for development works, there has been protracted community consultation to achieve an agreed design for the Military Road upgrade and the location of this bus stop and bus shelter. Any proposed change to this design, including any relocation of the bus stop, could significantly delay its implementation.

Although the proposed bus shelter at this location is to be semi-transparent, it will intrude into the diagonal view across Robertson Park for the Pizza Shop patrons sitting at the tables just inside the front of the shop. As this shop is at an angle to the street boundary, the views of patrons sitting further back in the shop will be unaffected as their view line would be towards the shops on the other side of the road. This shop, also, does not have a current outdoor eating licence and, therefore, the shelter would not obstruct patrons sitting at outdoor tables.

Of the three alternative locations for the bus shelter identified by the Vacluse Progress Association, two of these locations are located at the foot of the bus zone some 19 metres or more from the head of the bus zone. This remoteness from the head of the bus zone is considered undesirable, especially for the elderly bus patrons from the nearby Vaughan Village and, accordingly, is not recommended. The third alternative location is outside the sandstone cottage at No 25 Military Road, which the Vacluse Progress Association themselves have assessed as being the most adverse option. It is, therefore, considered that Option 1, being the location of the proposed bus shelter as placed on public exhibition, is the best location for the shelter.

Since the bus shelter was removed from this area some years ago, Council has received numerous requests, especially from the residents of Vaughan Village, for a replacement bus shelter at this location. Because of the number of requests received, it is considered that the option of not providing a bus shelter and, instead, only providing additional seats, would not be supported by the users of this bus stop. The need for additional seating in this section of the shopping centre, to meet the demands of bus patrons, could be monitored and provided if required.

For reasons listed previously in this report, the installation of the traditional sandstone and shingle style shelter, as requested by the Rose Bay Residents' Association, cannot be recommended.

In response to the submission received from the resident of Vacluse, bus patrons will have the choice of either waiting underneath the awning of the Pizza Shop and face the harbour views or in the bus shelter facing the shops. Although the awning of the pizza shop is higher than the roof of the proposed bus shelter and, therefore, provides less protection from the weather, in most weather conditions bus patrons will have a choice of using either of these locations depending upon their individual preference.

Having regard to the comments above, it is recommended that Council proceed with the bus shelter proposed for this location and that the bus stop be monitored to determine whether there is a need for additional adjacent seating to meet demand.

Summary of the Recommendations

A summary of the recommendations contained in this report is as follows:

- A That bus shelters of the prototype design recently installed in New South Head Road at Towns Road, Rose Bay, be installed at:
 - Glenmore Road, Paddington, outside the Royal Hospital for Women Park and
 - Military Road, Watsons Bay

- B That a semi-transparent metal screen be attached to the rear of the shelter at Military Road, Watsons Bay, to reduce solar gain from the western sun.

- C That bus shelters, of the design recently developed for Lyne Park, be installed at:
 - Lyne Park, Rose Bay, and
 - Etham Avenue, Darling Point, near the intersection of Darling Point Road

- D. That, once the above bus shelters have been installed, the bus stops at Lyne Park, Rose Bay, and Military Road, Watsons Bay, be monitored to determine whether there is a demand for additional seating for bus patrons.

Identification of Income & Expenditure:

Funds are available in the current Budget for the installation of these bus shelters.

Greg Stewart
Manager Public Infrastructure

Warwick Hatton
Director Technical Services

ANNEXURES:

Copies of the six submissions received.

Item No: D5 Delegated to Committee
Subject: **Rose Bay Promenade Cycleway – Additional details**
Author: Lorna Oliver - Traffic & Transport Planner
File No: 663.G
Reason for Report: Resolution requesting further report on the cycleway

Recommendation:

- A. That the design for the Rose Bay Promenade project be amended to incorporate the retention of the existing parking bays and an amended cycleway, as detailed in the report.
- B. That further grant funding be sought for the cycleway component of the Promenade.

Introduction:

A report on the Rose Bay Promenade Cycleway was presented to Council's Corporate and Works Committee on 17 July 2006. The report considered options for the cycleway to reduce loss of existing parking and the Committee resolved as follows:

“That the matter be deferred to allow for a further report within 4 weeks on the safety of the proposal including the full extent of the route including connecting routes.”

This report will deal with the safety of the proposed bike lane along the Rose Bay Promenade and will show how this section of the cycleway fits with Council's adopted Bike Plan.

Background:

In August 1998 Council resolved to commission a concept plan for the upgrading of the Rose Bay Promenade, which has provided the opportunity to plan for this section of the Route 2 bicycle route adopted in Council's Bike Plan 2000.

Route 2 was identified as one of the priority routes (to be constructed in 1 – 3 years) when the Bike Plan was adopted. However, Route 2 has been the most difficult route to implement as the majority of Route 2 is located on New South Head Road, which is a very busy road controlled by the RTA. The Bicycle Working Party reviewed the implementation of the Bike Plan at its November 2005 meeting where it confirmed the importance of implementing Route 2 and prioritized the implementation of a section of Route 2 as the seventh highest priority, the highest priority available for new work. The prioritized implementation program was subsequently adopted by Council.

The section of Route 2 along the Rose Bay Promenade, when combined with extensions west to Wolseley Road and east to Vickery Avenue, will create an important link between the recently completed bicycle lanes in O'Sullivan and Victoria Roads, and to Lyne Park and the Rose Bay shopping precinct. Additionally, this section of the cycleway, when combined with the Victoria Road bicycle route, will enable safe bicycle access to four school campuses for local residents, the Lyne Park Ferry Wharf and the recreational facilities in Lyne Park.

Concept Plans of the proposed extensions west to Wolseley Road and east to Vickery Avenue are attached as Annexures 1 and 2. These concepts will be the subject of detailed design and consideration by the Traffic Committee.

Issues

The RTA has produced a workbook outlining the design of facilities for bicycle riders and pedestrians entitled *Designing for Bicycle Riders and Pedestrians*. This publication states that the design of a cycleway is dependent on five key principles. The resolution above is related to two of these (safety and coherence). The principles are outlined below with each principle followed by comments on the compliance of the design of the cycleway to that principle.

Safety

RTA guidelines:

Well designed cycleways improve the road safety of riders, pedestrians and motorists. Intersections should be designed to explicitly include bicycles as well as other categories of road users. The design of cycle routes past bus stops should be designed for safe accommodation of riders, bus passengers, other pedestrians and vehicles.

Comment:

This section of the route will provide excellent separation between pedestrians and motorists. This is achieved by a landscaped buffer zone approximately four metres wide between pedestrian and bike riders and an elevated cycleway separated from vehicular traffic. The cycleway is positioned behind the bus stop waiting areas with an appropriate buffer and clear signage for safe accommodation of pedestrians, bike riders and bus passengers. Equally, where the cycleway traverses the car parking bays, the area across the cycleway is highlighted and car parking spaces within the bay are line marked to allow as much buffering space as possible from the edge of the cycleway.

Part of the DA assessment considered safety in regards to the cycleway and the DA report stated:

“The immediate proximity of the dedicated cycleway to the eastbound lane of New South Head Road brings with it the possibility of safety risks for cyclists, pedestrians and motorists. However, careful examination of the available design documents and RTA bicycle design guidelines, together with field observation and consultation with BIKEast, indicates that the proposal is soundly based and capable of implementation as a generally risk-free facility.”

In addition a condition was proposed to require further detailed advice from an expert in cycleway design as to the most appropriate means of ensuring compliance with performance standards such as those relating to signage, pavement width and detailing.

This has subsequently been done in consultation with BIKEast and the consultants engaged for this project and has resulted in agreement on this option.

BIKEast states that this proposal will satisfy cyclists’ expectations as well as the NSW Bicycle Guidelines. It provides a safe facility, which is expected to attract new cyclists in the area, as it links the new facilities currently being installed in O’Sullivan Road and the existing facilities in Birriga Road. Additionally, the Rose Bay Promenade Cycleway will be able to be accessed from the bicycle route in Victoria Road via Rose Bay Avenue. (Appendix 3 provides a copy of a letter of support from BIKEast)

Coherence

RTA guidelines:

Bicycle and pedestrian network infrastructure should form a coherent unit by linking popular destinations with local residential streets via regional routes and local routes.

Comment:

This section of cycleway forms part of Regional Route 2, which runs along New South Head Road via Bay & William Streets in Double Bay. It commences at Rushcutters Bay and runs to Watsons Bay with linking routes at O'Sullivan Road, Victoria Road, Bellevue Road, Edgecliff Road and Glenmore Road.

The links between the proposed cycleway and nearby bicycle routes are outlined on the map attached as Annexure 4.

It should be noted that it is in the nature of Capital Works programs and funding that such a network can only be constructed in stages.

Directness

RTA guidelines:

Network infrastructure should be as direct as safely possible with the aim being that riders and walkers are able to maintain safe, comfortable and consistent travel throughout the route.

Comment:

This aim is achieved with the proposed section of the route along the Rose Bay Promenade.

Attractiveness

RTA guidelines:

Community support exists for cycling provided it is an enjoyable activity. Enjoyable cycling requires attractively designed and located facilities. Cycle routes should be designed to feel like socially "safe" places to be. The community prefers well lit pathways and open-to-view routes rather than dark alleyways.

Comment:

This section of the cycleway traverses one of the most picturesque areas in Sydney with flat grades and opportunities to linger and enjoy the views. The lighting along this section will be improved in conjunction with the upgrade to the seawall, providing ideal conditions for cycling.

Comfort

RTA guidelines:

The bicycle network should be easy to use for all types of riders. A smooth well maintained riding surface is essential for both comfort and operating safety.

Comment:

The bike route along this section will provide an even and smooth surface with generally flat grades and the lighting will be improved. There will be places to rest and take in the views under the shade of the existing trees.

Funding options

The cycleway is not included in the current budget allocation for the Rose Bay Promenade. This will be reviewed in future years' budgets.

Funding options for the upgrade of the Rose Bay Promenade and the cycleway include making applications for dollar for dollar funding from the:

- RTA - under the Bicycle Grants Program (Closing date for 2007/8 financial year is September 2006)
- NSW Department of Planning's Sharing Sydney Harbour Access Program (Funding of \$65,000 has been allocated to date. A further application can be made for the round closing in April 2007).
- NSW Department of Planning's Metropolitan Greenspace Program (Funding applications can be made for the next round which closes in April 2007).

The Sharing Sydney Harbour Access Program is, potentially, the best source of further funding for this project as it identifies recreational opportunities for Sydney residents along the harbour, as a priority.

This program, specifically, prioritises funding for bicycle routes within 2.5km of the harbour foreshore as is proposed by this project.

Development Application

Development Application No. 122/2004, which was deferred by Council, requires amendment to delete proposed amendments to the balustrade, which is now to be retained and restored, and to amend the proposed lighting, landscaping and marine deck.

Although road related works including the cycleway, kerb and gutter works and parking bays do not require Development Consent (WMC LEP 1995 Ch 16 (3)) it is proposed that the drawing lodged with the amended DA include the amended cycleway and retained parking bays as detailed in this report to enable a comprehensive understanding of the project.

Identification of Income & Expenditure:

The cost of this design is expected to be comparable to the estimated cost of the DA proposal. Detailed costings have not been carried out for either proposal to date.

Conclusion:

The cycleway along the promenade meets the RTA's five key design principles and complies with the NSW bicycle guidelines.

The upgrade of the Rose Bay seawall is a great opportunity to provide a pedestrian promenade and the associated cycleway. This will provide new and improved recreational opportunities for Woollahra residents as well as visitors and tourists to the area. Studies overseas have shown that scenic bicycle routes attract tourists and visitors and increase the income of relevant businesses in the area. A combined pedestrian and cycleway along the Rose Bay foreshore will be an asset to the Municipality now and for future generations. The amended design allows for the cycleway to be incorporated, whilst retaining the historic parking bays, and allows for the project to be constructed in stages, as funding becomes available.

Lorna Oliver
Traffic and Transport Planner

Warwick Hatton
Director Technical Services

ANNEXURES:

1. Future Bike Lanes Rose Bay East
2. Future Bike Lanes Rose Bay West
3. Copy of letter of support from BIKEast
4. Map showing links between the proposed cycleway and nearby bicycle routes

Item No: R1 Recommendation to Council
Subject: **Redleaf Pool Kiosk lease tender 06/04**
Author: Anthony Sheedy – Property Officer
File No: Tender 06/04
Reason for Report: To recommend to Council the acceptance of a Tender

Recommendation:

- A. That Council enter into a lease agreement with Café Industries Pty Ltd for a five year initial term plus five year renewal option, at a commencement rent of \$31,200 plus GST, with rent review to market at the completion of Year Three, upon exercise of the renewal option, Year Three of the option term and to CPI in the intervening years.
- B. That successful and unsuccessful tenderers be advised accordingly.

Background

The Council, at its meeting on 14 August 2006, resolved:

That the matter be deferred to the next meeting of the Committee to allow for the preparation of additional information for the Committee’s consideration on the tender analysis.

Café Industries Proposal

Following Council’s resolution, staff met with Swavek Danysz, of Café Industries and requested clarification regarding their business vision for the kiosk, capital investment, fitout, furniture, food menu, and environmental impact.

Café Industries Pty Ltd (CI) has responded and state in their letter of 9 August 2006 to Council (Annexure 2) “that they propose to setup and operate a café at the existing kiosk site at the Redleaf Pool Kiosk. CI aims to convert the premises from the existing ‘pie and chips’ style kiosk to an elegant, clean, high quality kiosk/café where locals and tourists can come to relax, enjoy great food and coffee, coupled with excellent customer service and a friendly atmosphere.” (See Annexure 3 for sketch drawing of the ambience which Café Industries intend to create.)

“This can be seen through Seasalt’s conversion from a beachside kiosk to an award winning café/restaurant. Even though Seasalt is a much larger operation in all aspects, the style and atmosphere of the café is what CI expects to derive from its operation at Redleaf Pool.” Staff will wear a site specific uniform to enhance the professional presentation.

Magda Danysz is a principal of Café Industries, and has directly relevant hospitality experience in the ownership of Café and management of beachside kiosk. Magda Danysz owned and operated a 120 seat café in Bondi Junction between 1997 to 2001. She has also managed and operated a Kiosk /Cafe at the Sydney Royal Botanical Gardens 2000 to 2004, and is currently supervising the Seasalt Kiosk/Cafe at Clovelly Beach 2004 to present. Magda brings this highly qualified experience to Redleaf Pool Kiosk.

Café Industries has a commendable management plan for the kiosk. The operational structure includes Magda Danysz as on site manager, and Swavek Danysz as staff member and business partner. Paul Lockery, Café owner and entrepreneur of prime Café establishments such as “Inside Café” will consult and advise Café Industries. Professional Counsel listed in the tender are John Lloyd of John Lloyd and Co Solicitors and Attorneys, and Todd Stanford, Chartered accountant of BW Capital, Sydney.

As detailed in their tender, Café Industries has set aside a capital cash sum of \$75,000 to invest in their Redleaf Pool Kiosk project. This capital amount comprises (approximately) \$33,280 for the Kiosk fitout including all refrigeration units, a further \$8,580 for the lease bank guarantee, and 12 months rent payment. This investment is considered adequate to bring the Kiosk to a good standard of operation.

Café Industries have provided a comprehensive business plan in the tender which addresses their ability and experience in kiosk management, financial capacity, fitout /setup, table of estimated annual cashflow, food menu, seasonal staffing ratios, insurance, occupational health and safety statement, food safety plan, and marketing.

In their letter Café Industries state that “The setup and renovation of the Redleaf Pool kiosk will include an initial industrial clean, paint and services check. This includes a high pressure clean of the surrounding concrete area where tables and chairs will be placed. Follow[ing the cleaning] will be the fitout of all the necessary commercial equipment as stated in the original tender (see Annexure 5). The equipment includes attractive display fridges, where an assortment of menu items will be on display for patrons to select.”

“The tables and chairs chosen are [to be] of high grade and strength, with an ergonomical design, which will not only be attractive to the surrounding area, but also comfortable for patrons. By using café - style umbrellas (which will be without logos, as requested by Council) and by covering the centre section of the pergola, patrons will be able to enjoy the café’s delights even in inclement weather.”

Café Industries proposes a new table and chair placement plan for the under cover pergola area, and also adjacent to the main access stairway. The plan also includes a new kiosk roof awning (See Annexures 7 & 8 for seating plan and proposed outdoor furniture).

“The menu will be diverse as it is tasty (See attached copy of menu Annexure 6). One of the biggest attractions of a beachside café is the breakfast trade, and CI anticipates the introduction of breakfasts such as eggs Benedict with salmon or ham, spinach and hollandaise sauce as a star menu item as seen in Seasalt and other successful café operations. In winter, when trade is usually expected to drop significantly, CI still expects considerable trade with the provision of standing gas heaters and the introduction of various winter menu items such as hearty home made soups with crusty fresh rolls.”

“Coffee will be our forte. Magda, being a superior barista, will oversee all coffee making and CI expects the café to be renowned for their coffee, as has been successfully done at Seasalt. It is not unusual for regular customers to ask for their coffee’s to be made by Magda at Seasalt.”

The Café Industries Tender stated that the Coffee machine, and all coffee related products will be provided by “Grinders Coffee”. They believe that Grinders Coffee have a long standing reputation in Australia as one of the finest grade coffee suppliers, and Café Industries Principals experience with Grinders has borne this out.

Marketing of the Redleaf Pool Kiosk is an important element of the Café Industries business plan, and “CI intends to market the café considerably, especially amongst local residents, where CI expects the largest proportion of customers. The local magazines and newspapers, including leaflets and brochures will be highly utilised.”

CI indicate that they have an established environmental policy (Annexure 9) and state that “CI is committed to a waste prevention policy. CI believes that taking a leadership role in environmental programs is generally regarded more favourably by customers, employees and the surrounding community. That is why CI, whenever possible, chooses to use either recycled products such as paper bags and cartons, and / or products which can be recycled. One major program which will be implemented is the provision of categorised waste bins near the café for patrons to dispose of their rubbish accordingly. Not to mention all industrial and commercial product waste by the café will be disposed of accordingly with environmental guidelines.”

Café Industries will publicly display at the kiosk an ‘Environment Support Certificate’ (see Annexure 9) which details the business’s commitment to environmental issues, and encourages customers to do the same.

“Most importantly, CI does not inten[d] to just take over the existing premises and mirror other bland and unattractive kiosk operations in the eastern suburbs, but to setup and operate a café which in time will be recognised as a leader in the industry.”

“The budget set out in the original tender will be strictly adhered to, and allows for a 12 month rent safety net. Also, CI would like to introduce sporadic performance analysis by the council. CI realises that by allowing council to advise on any changes to CI operation will benefit both parties and CI looks forward to implementing such a program.”

As Café Industries have tendered for option 1, they will be wholly responsible for Lease of Kiosk including cleaning of the Dressing Sheds/Toilet Area and the Beach Area.

Lease Key Performance Indicators

An innovative feature of the tendered Redleaf Pool Kiosk lease is the incorporation of Key Performance indicators (KPI) into the legal documents. These are tied into the essential terms of the lease, and as such become triggers for Council to monitor performance and terminate the lease as necessary if lessee performance is continually less than satisfactory.

The lease states that the KPI’s are:

1. Number and type of customer service complaints.
2. Promptness of payment to the Lessor in accordance with the lease.
3. Compliance with all applicable food legislation and food safety standards.
4. Compliance with all applicable occupational, health and safety legislation and requirements.
5. Responsiveness to customer complaints and the Lessor’s directions in relation to operation of the kiosk from time to time.
6. Management of the Lessee’s garbage and trade waste in accordance with the lease.
7. Cleaning of the Dressing sheds/Toilet Areas.
8. Cleaning of the Beach Area.

The use of lease KPI will ensure a higher and more consistent standard of service for all Redleaf Pool Kiosk stakeholders.

ABR business report

A credit risk report was made of Café Industries by Australian Business Research Pty Ltd (ABR). The report noted that the business name Café Industries ABN 17448264205 was registered in August 2005, and they have not traded to date August 2006. On Friday August 4th 2006 Café Industries partnership registered as a Propriety Limited company, being ACN 1211204465. This is a \$2 two (2) share company with one share held by Swavek Danysz and one share held by Magda Danysz as principals.

Over the last 12 months business operations have consisted of preparatory measures to tender for kiosk/café business management rights. Currently there are no employees, as they are not yet trading. Projected cash flow statements have been tendered to Council, and are summarised as follows:

Projected revenue for the first 12 months of trading ended 31 August 2007 is estimated at \$291,000.

Projected net profit for the first 12 months of trading ended 31 August 2007 is estimated at \$41,810.

Net profit margin is forecast to be approximately 14%.

Cash at bank is \$75,000, it is understood that this money has not been borrowed. It was advised that due to the kiosk location income will be seasonal. The projected cash flow statement (tendered) acknowledges this.

Character referees were supplied to Council in the tender application. Referees were contacted, and details are summarised below.

Shauna Gallager, advised that Magda Danysz has gained experience as a supervisor at the Sea Salt Kiosk, Clovelly Beach. She is active and dedicated, it was advised that she trains new staff, understands seasonal staffing requirements and is a coffee Barista.

Mark Lucas , owns the Sea Salt Kiosk. He advised that Magda is reliable, trustworthy and a good worker.

Paul Lockery, business owner of Palace Gate Kiosk, Sydney Royal Botanic Gardens advised that the positive reference given for Magda Danysz as Manager is still current. No problems noted.

Magda Danysz is active in operations. She is said to have approximately 10 years industry experience. She is currently a manager at the Sea Salt Kiosk, Clovelly Beach.

A search of the litigation database on 4 August revealed no listing against Café Industries Pty Ltd principals. The ABR report concluded that the company risk category would be average.

Tenderer Natasha Sullivan's Correspondence

Subsequent to the Corporate and Works meeting of 7 August 2006, the 2nd ranked tenderer, Natasha (& Anthony) Sullivan, in an email correspondence requested that their letter be presented to the Committee (Annexure 10). On 11 August, Manager of Property & Projects discussed the contents of the letter with Anthony Sullivan. A File Note record of that discussion is attached in Annexure 11 for the Committee's information, along with the brief response comments of the tender panel to the Sullivan's letter.

Conclusion:

The additional information that the Corporate and Works Committee required has been provided by the tenderer and is detailed above. After close review, the tender panel is still firmly of the opinion that Café Industries Pty Ltd be offered the lease for the Redleaf Pool Kiosk, Double Bay.

The Option 1 lease rental offer of Café Industries Pty Ltd results in an increase of 12.5% or \$3,464 per annum in additional income to Council. Their operational estimates and solid business plan impressed the tender evaluation panel over and above any other complying tender received. When compared to the other tenders, the tender panel also perceived a lower financial risk associated with Café Industries proposed management and operation of the Redleaf Pool kiosk.

Both the Tender received and the later interview clearly demonstrated that Café Industries have superior relevant experience and the ability to deliver an outstanding kiosk service for Council.

Anthony Sheedy
Property Officer

Warwick Hatton
Director Technical Services

Annexures:

1. Corporate and Works Committee Meeting Report of 7 August 2006.
2. Café Industries letter dated 9 August 2006.
3. Artist impression of Café Industries Kiosk proposal.
4. Schedule of Proposed Kiosk fitout items.
5. Proposed Kiosk internal fitout furniture.
6. Café Industries Tendered Kiosk Food Menu.
7. Proposed Café Industries Seating plan.
8. Proposed outdoor dining area furniture.
9. Environmental Policy and Certificate of Support.
10. Natasha & Anthony Sullivan's email letter dated 9 August 2006.
11. File Note record of Anthony Sullivan's telephone conversation with Manager Property & Projects, and Tender Panel response.

Item No: R2 Recommendation to Council
Subject: 2005/2006 Project Delivery Performance Report & Revotes
Author: Don Johnston, Manager Finance
File No: 331G 2005/2006
Reason for Report: To report on project delivery performance for 2005/2006 and recommend the revote of budget allocations for projects not commenced before 30 June 2006

Recommendation:

1. THAT the report on project delivery performance be received and noted; and
2. THAT the revote of budget allocations for the projects detailed in ANNEXURE 1 to this report be adopted

Background:

Expenditure relating to the 2005/2006 financial year has been finalised. This report provides information to Council on the delivery of projects envisaged in the 2005/2006 Budget and also seeks a recommendation to revote budget allocations for some projects.

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 remains and can be rolled into the new financial year for the completion of the project. As the Regulation does not require these amounts to be revoted, this has been done administratively. An overview is provided later in the report. Where the project has not been commenced Council is required to formally revote the budget allocation into the new financial year budget.

Project Delivery Performance

Project delivery performance has been detailed below in each program area. A snapshot of the program area as at 30 June is provided, followed by a brief commentary. The snapshot includes a figure for 'Adjustments & Project Savings'. This figure includes budget savings for projects that have been completed for less than their budget provision or where they did not proceed (positive numbers) and budget adjustments for minor over-expenditure on completed projects (negative numbers).

Revote recommendations have been noted in each program area and summarised in ANNEXURE 1.

General Capital Projects

Description	Budget	Complete or in Progress	Adjustments & Project Savings	Not Commenced (Revote)	% Delivered or In Progress
920 - Roads and Kerb & Gutter Infrastructure	272,429	233,031	5,848	33,550	86

Only one project in this area was not completed or in progress by 30 June. The impact barrier in Victoria Road is currently in the process of being designed. The estimated cost of this impact barrier will be in excess of the funds available which will be addressed in a future report. The revote of the unexpended funds is recommended to allow the installation of an impact barrier at the end Harkness Street, Woollahra for safety reasons. Impact barriers are required at both locations however as the design for the impact barrier at Harkness Street has been completed, it is proposed to install this barrier first.

Description	Budget	Complete or in Progress	Adjustments & Project Savings	Not Commenced (Revote)	% Delivered or In Progress
930 - Drainage Infrastructure	297,619	297,619	0	0	100

The only project here is Camp Street Drainage, which is co-funded from the Environmental Works Program, and which was in progress at 30 June. Works were delayed pending investigation of possible archaeological relics in the road, which have now been granted an exception by the Department of Planning. It is anticipated to be completed in December.

Description	Budget	Complete or in Progress	Adjustments & Project Savings	Not Commenced (Revote)	% Delivered or In Progress
933 - Traffic Infrastructure	703,376	627,882	1,777	73,717	89

The biggest project in this area was the installation of traffic lights at New South Head Road and Tivoli Street, which was completed at a cost of \$151,806. Another major expenditure area relates to the Bike Plan. Works were underway at 30 June and will continue over the course of the current financial year. The introduction of the 40km/h zones was in progress at 30 June and will be substantially complete by 3 October, 2006 which is the proposed commencement date of the 40km/hr restrictions in Paddington.

The revotes relate to Hopetoun Avenue traffic calming (\$26,417) which is proposed to go on public exhibition in August, and to disabled access to bus and ferry facilities (\$47,300). The access works were to be carried out at Lyne Park Wharf, but, with the proposed transfer of passenger ferry wharves to the State Government, these works have been suspended. New locations will be identified for public transport access works.

Description	Budget	Complete or in Progress	Adjustments & Project Savings	Not Commenced (Revote)	% Delivered or In Progress
939 - Parks & Reserves	1,220,872	1,018,995	-607	202,484	83

Projects completed during 2005/2006 include pathways works in Trumper and Cooper Parks, landscape treatments and park furniture, lighting and signage improvements. Projects in progress at 30 June were Gap Park bush regeneration, Coastal Walk fence replacement, Cooper Park upper pond and Rushcutters Bay Park upgrade works. The Coastal Walk fence has been delayed as a result of a dispute with the contractor, now resolved, and will be completed by October 2006. The Rushcutters Bay Park bridge replacement, scheduled for completion in October, has been subject to delays associated with consultation with the adjoining City of Sydney, and the supplier. The Gap Park bushland regeneration project has been extended to be completed in February 2007 to ensure weed control during the summer growth period. The Cooper Park upper pond project has been expanded and improved with the inclusion of water quality improvements funded from the Environmental Works Program. This work will be completed by June 2007.

Revotes are recommended for:

- Water recycling (\$5,422) – seed funding required for further water savings grant projects
- Gap Park fencing and furniture upgrade (\$94,743) – public consultation completed and report being prepared for Council
- Vegetation Management Strategy (\$102,319) – GIS data collection is underway. A draft Street Tree Management Strategy to be provided to VMS Committee in September, which will be recommended for public exhibition, will include new tree planting and AB cabling projects.

Description	Budget	Complete or in Progress	Adjustments & Project Savings	Not Commenced (Revote)	% Delivered or In Progress
941 - Playgrounds	96,543	96,542	1	0	100

All projects were completed or in progress as at 30 June. Playgrounds were completed in Lyne Park, Soudan Street and Union Street. The installation in Yarranabbe Reserve was underway having experienced delays with further public consultation being undertaken. It is scheduled for completion in August.

Description	Budget	Complete or in Progress	Adjustments & Project Savings	Not Commenced (Revote)	% Delivered or In Progress
942 – Sportsfields	333,399	220,960	4,234	108,205	66

Various works were completed during 05/06 including refurbishment of the playing surface as Rushcutters Bay Park No. 1. Floodlighting at Lyne Park was also completed although funds have been rolled over to allow switchboard adjustments to be made in September. The bore investigation / installation at Lyne Park was well underway at 30 June and completed in July.

A revote has been recommended for Christison Park lighting \$108,025. This project was deferred to 06/07 pending completion of the draft recreational needs study. A Development Application for this project will be lodged in October 2006. Works will commence once development approval has been obtained.

Description	Budget	Complete or in Progress	Adjustments & Project Savings	Not Commenced (Revote)	% Delivered or In Progress
944 - Marine Structures	571,353	101,890	469,463	0	18

Works completed during the year were Watsons Bay Baths rectification works and Lyne Park boat ramp improvements. The major budget allocation here was to Lyne Park Wharf (\$452,000) which did not proceed as a result of the transfer of passenger ferry wharfs to the State.

Description	Budget	Complete or in Progress	Adjustments & Project Savings	Not Commenced (Revote)	% Delivered or In Progress
945 - Streetscapes	4,599,514	4,601,550	-2,036	0	100

This is a significant area of expenditure within the capital budget and consists primarily of three major projects:

- Rose Bay Seawall Promenade – project commenced, design for footway and associated works under way, amended DA in preparation
- Five Ways Paddington – project commenced, extended community consultation to be reported to Council August, design under way
- Watsons Bay Commercial Centre – design completed, tender documentation of project has been delayed awaiting Energy Australia quotation, now received; a report is scheduled for presentation to Council in September.

Budget allocations have been rolled forward for the three projects. The unexpended allocation for Double Bay Shopping Centre works has been rolled over to fund repair/replacement of decorative street lighting. A report will come to Council in September. Funds have also been rolled forward for proposed bus shelter upgrades which have recently been exhibited and will be the subject of a report to Council in August.

Description	Budget	Complete or in Progress	Adjustments & Project Savings	Not Commenced (Revote)	% Delivered or In Progress
949 - Infrastructure Renewal Program	2,881,003	2,770,366	0	110,637	96

This program was largely completed. Minor revotes are recommended for:

- Duxford Street (\$30,000) – funds for design costs. Concept designs for road and footpath renewal, and the retention/replacement of street trees, are being developed for public consultation, before detailed design can be done. Works are listed in 2006/2007 program
- Retaining walls condition assessment (\$18,925) – methodology being examined. EOI to engage consultant to undertake the works to be completed
- Retaining walls works (\$33,649) – general allocation for works to be identified
- Ocean Street (\$28,063) – further pavement investigation and design required prior to undertaking works. Works are listed in the 2006/2007 program.

Description	Budget	Complete or in Progress	Adjustments & Project Savings	Not Commenced (Revote)	% Delivered or In Progress
981 - Computers & Office Equipment	698,167	583,987	2,430	111,750	84

Major projects in this area completed or under way at 30 June were the HR/payroll system upgrade, handheld infringement issuing devices and website upgrade. The electronic document management system (\$111,750) did not proceed and is recommended for revote.

Description	Budget	Complete or in Progress	Adjustments & Project Savings	Not Commenced (Revote)	% Delivered or In Progress
982 - Commercial/Leased Properties	100,700	13,043	12,047	75,610	13

The major project in this area was the Watsons Bay Tearooms upgrade. It did not proceed in 2005/2006 awaiting the outcome of the Asset Study and has been recommended for revote (\$75,610). Dunbar House improvements were completed for less than the budget provision resulting in savings of around \$10,847.

Description	Budget	Complete or in Progress	Adjustments & Project Savings	Not Commenced (Revote)	% Delivered or In Progress
983 - Sportsfield Buildings	252,462	255,827	-3,365	0	101

Major projects here included works at Grimley Pavilion, under way at 30 June and scheduled for completion in October/November, and the Sir David Martin Reserve site investigation and remediation, completed at a cost of \$84,013. Other projects underway at 30 June include rainwater tank installations at Parsley Bay, Lough Park and Lyne Park. Works were also underway at Trumper Park Tennis Courts and RANSA.

Description	Budget	Complete or in Progress	Adjustments & Project Savings	Not Commenced (Revote)	% Delivered or In Progress
985 – Depots	156,084	151,083	5,001	0	97

The main project completed here in 2005/2006 was staff office and amenities improvements at Fletcher Street Depot at a cost of \$54,925. Improvements and rainwater tank installation were underway at O'Dea Avenue at 30 June. A further rainwater tank installation at Quarry Street Depot was also underway at 30 June.

Description	Budget	Complete or in Progress	Adjustments & Project Savings	Not Commenced (Revote)	% Delivered or In Progress
986 - Council Offices	140,371	114,356	26,015	0	81

The major budget allocation here is street furniture renewal including bus shelters (\$101,871). Unexpended funds have been rolled forward accordingly for continuing furniture upgrades across the local government area.

Provision for disabled access (\$25,000) remained unexpended at 30 June, due to planned works being included in the Holdsworth Street Centre upgrade. An allocation has been made in the 2006/2007 budget to continue this program.

Description	Budget	Complete or in Progress	Adjustments & Project Savings	Not Commenced (Revote)	% Delivered or In Progress
987 - Community Facilities	400,682	379,891	-1,009	21,800	95

Numerous small projects were completed across a range of facilities during 2005/2006. The largest single project, underway at 30 June, was the property feasibility study with a budget provision of \$160,000. Quotations are currently being evaluated for this study to be undertaken.

The item recommended for revote is for the design of the St Brigids Library lift. The scope of this project is yet to be finalised with a current budget provision for access improvements to be undertaken.

Description	Budget	Complete or in Progress	Adjustments & Project Savings	Not Commenced (Revote)	% Delivered or In Progress
988 - Library Buildings	19,770	19,770	0	0	100

Replacement of the balustrade and installation of rainwater tanks at St Brigids were underway at 30 June. Works are scheduled for completion in November.

Description	Budget	Complete or in Progress	Adjustments & Project Savings	Not Commenced (Revote)	% Delivered or In Progress
989 - Car Parks	85,000	0	85,000	0	0

Budget provision was made for contributing to the cost of car park equipment, funded from section 94. At this stage this contribution is not required and has not been recommended for revote. Funds will return to section 94 (Double Bay Car Parking).

Description	Budget	Complete or in Progress	Adjustments & Project Savings	Not Commenced (Revote)	% Delivered or In Progress
990 - Plant Replacement Program	4,110,871	4,107,333	3,538	0	100

The 2005/2006 plant replacement program was effectively completed. Three garbage compactors on order at 30 June had not been received and funds have been rolled over accordingly. These vehicles are due to arrive in mid-November.

Special Levy Funded Capital Projects

Description	Budget	Complete or in Progress	Adjustments & Project Savings	Not Commenced (Revote)	% Delivered or In Progress
959 – Environmental Works Program	2,418,152	1,362,172	0	1,055,980	56

Major projects completed were the Double Bay seawall (Beach Road to Wiston Gardens) (\$298,784) and Darling Point Road seawall (\$59,625), and an upgrade of stormwater drainage in Hampden and Cecil Streets, Paddington (\$134,989). Drainage works at Boronia Road and Camp Street were underway at 30 June and funds have been rolled forward for their completion. Camp St Drainage requires the allocation of an additional \$15,000 from the Environmental Levy reserve to fully fund its completion.

Revotes are recommended for:

- Stormwater Pollution Devices, Upstream (\$240,000) - combined tender document developed to include all GPT sites: Queens Avenue, Rakes Gully, Parsley Bay catchment (see below) and Harbourview Park (see below). The tender is to proceed early in 2006/2007.
- Harbourview Park gross pollutant trap (\$98,500) – included in the combined tender document developed for all GPT sites (see above).
- Lyne Park oil/grit separators (\$30,000) – The original project (budget 150,000) has been investigated and assessed as providing only limited benefit. It is therefore proposed to allocate some of the funds (\$30,000) to an alternative water quality treatment project to treat run-off from New South Head Road at Lyne Park. A report will come to Council in the near future.
- The Crescent, Vaucluse drainage (\$473,593). This project has been the subject of extensive investigation of drainage and water quality treatment options for the Parsley Bay catchment, which will be reported to Council in September 2006/2007. It is recommended that a further provision of \$191,407 be made from the Environmental Levy reserve to provide total funding of \$660,000, to provide for the revised project to proceed, if adopted by Council.

A summary of the delivery of capital projects appears in the table below:

Description	Budget	Complete or in Progress	Adjustments & Project Savings	Not Commenced (Revote)	% Delivered or In Progress
General Capital Projects					
920 - Roads and Kerb & Gutter Infrastructure	272,429	233,031	5,848	33,550	88
930 - Drainage Infrastructure	297,619	297,619	0	0	100
933 - Traffic Infrastructure	703,376	627,882	1,777	73,717	90
939 - Parks & Reserves	1,220,872	1,018,995	-607	202,484	83
941 - Playgrounds	96,543	96,542	1	0	100
942 - Sportsfields	333,399	220,960	4,234	108,205	68
944 - Marine Structures	571,353	101,890	469,463	0	100
945 - Streetscapes	4,599,514	4,601,550	-2,036	0	100
949 - Infrastructure Renewal Program	2,881,003	2,770,366	0	110,637	96
981 - Computers & Office Equipment	698,167	583,987	2,430	111,750	84
982 - Commercial/Leased Properties	100,700	13,043	12,047	75,610	25
983 - Sportsfield Buildings	252,462	255,827	-3,365	0	100
985 - Depots	156,084	151,083	5,001	0	100
986 - Council Offices	140,371	114,356	26,015	0	100
987 - Community Facilities	400,682	379,891	-1,009	21,800	95
988 - Library Buildings	19,770	19,770	0	0	100
989 - Car Parks	85,000	0	85,000	0	100
990 - Plant Replacement Program	4,110,871	4,107,333	3,538	0	100
	16,940,215	15,594,127	608,335	737,753	96

96% of projects were completed or in progress at 30 June. Funding for projects in progress at 30 June has been rolled forward into the 2006/2007 Budget. Substantial funding was rolled forward in the streetscapes area attaching to the Rose Bay Seawall Promenade, Five Ways, Paddington and Watsons Bay Commercial Centre. Project delivery in the Environmental Works Program was not at the same level as a result of three major projects not commencing (combined GPTs, Parsley Bay catchment and the Lyne Park grit separator) which will be the subject of reports to Council in September. A summary of this program appears in the table below.

Description	Budget	Complete or in Progress	Adjustments & Project Savings	Not Commenced (Revote)	% Delivered or In Progress
Special Levy funded Projects					
959 - Environmental Works Program	2,418,152	1,362,172	0	1,055,980	56

Operating Budget Projects

Numerous projects were completed within the operating budget over the course of the year. A summary appears in the table below:

Description	Budget	Complete or in Progress	Adjustments & Project Savings	Not Commenced (Revote)	% Delivered or In Progress
111 – Environmental Planning	15,900	352	548	15,000	2
121 - Heritage Planning	14,170	1,265	12,905	0	9
131 - Urban Design	74,695	14,422	15,273	45,000	19
211 – Environmental Protection	59,323	59,141	182	0	100
248 - Waste Services Supervision	45,000	31,652	13,348	0	70
321 - Traffic Investigation & Reports	100,359	98,195	2,164	0	98
502 - Community Services Management	50,526	49,545	981	0	98
503 - Cultural Development	49,391	49,382	9	0	100
512 - Library Information Services	40,700	34,109	591	6,000	84
515 - Library Admin. Collection Support	77,155	56,034	3,121	18,000	73
521 - Family & Community Development	19,200	18,595	605	0	97
611 - Customer Service	20,000	20,000	0	0	100
612 - Communications	90,500	63,919	26,581	0	71
731 - Risk Management	85,076	83,388	1,688	0	98
785 - Infrastructure Asset Management	193,351	140,575	32,776	20,000	73
	935,346	720,571	110,775	104,000	77

Savings have arisen in a number of areas of the operating budget in regard to projects. In the Strategic Planning area, budget provisions for reproduction of Watsons Bay, Woollahra HCA and Paddington DCP's has not been recommended for revote because of reduced demand for these documents as a result of publishing them on council's website. Smaller provisions for their reproduction have been made in the 2006/2007 Budget. The Rose Bay Car Parks EOI Assessment will not be proceeding at this stage. Further, the Neighbourhood Centres Strategy is anticipated to cost less than provided in the 2005/2006 budget.

In Waste Services budget provisions have been made on the 2006/2007 budget for the continuation of programs in this area obviating the need to roll forward or revote the 2005/2006 budget provisions.

The Communications area includes budget provisions for a number of recurring projects such as People and Pets Day and Woollahra News. Unspent budget allocations for these projects do not require rolling forward or revoting.

In the Infrastructure Asset Management area provisions for drainage/roads investigation reports (\$20,000) and DRAINS pilot study (\$10,000) have not been recommended for revote. The drainage/roads investigation reports required this year have been able to be completed by Council staff and the funds allocated for the DRAINS pilot study have not been required.

Project budgets recommended for revote are:

- Housing Strategy (\$15,000) - The NSW Government's Metropolitan Strategy requires all councils to undertake a housing market demand and supply analysis using base data provided by the Department of Planning to guide preparation of new comprehensive LEPs. We are likely to require specialist input from a residential analyst to supplement the work that can be carried out inhouse using our DA statistics and mapping system. The Council has directed us to commence the new comprehensive LEP as a matter of priority.

- Edgecliff DCP (\$40,000) – commencement delayed due to competing priorities
- Gateway Project (\$5,000) - commencement delayed due to competing priorities
- Library Web Page (\$6,000) – funded by special grant, this project requires further work to be completed during 2006/2007
- Childrens Library Opening Hours (\$18,000) – grant funding for this project was received in 2005/2006. The trial extension of hours, to align with the Adult Library, will commence in September.
- Stormwater DCP development (\$20,000) – project delayed due to need to revise LEP

A full list of projects budgets recommended for revote appears in **ANNEXURE 1**.

Conclusion:

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. This needs to be done by resolution of Council. Budget provisions for projects in progress at 30 June do not lapse and, therefore, have been rolled into the new financial year administratively.

This report primarily deals with 2005/2006 project delivery performance. Overall 96% of general capital projects were completed or in progress at 30 June. Performance in the special levy funded Environmental Works Program was not at the same level due to a number of major projects not commencing. The report also details a number of projects recommended for revote in both the operating and capital budgets. The revote recommendations are summarised in ANNEXURE 1.

Don Johnston
Manager Finance

Gary James
General Manager

Annexures:

1. Summary of Revote Recommendations

Revotes Summary Table							
<i>Description</i>	<i>Project Status</i>	<i>Budget</i>	<i>Actual</i>	<i>Remaining</i>	<i>evote</i>	<i>Additional Funding Requirement</i>	<i>Comments</i>
920 - Roads and Kerb & Gutter Infrastructure							
3102 - Impact Barrier - Victoria Rd at NSH Rd	Detailed Design	40,000	6,450	33,550	33,550		Propose to reallocate funds to Harkness St impact barrier required for safety reasons; design prepared.
933 - Traffic Infrastructure							
3020 - Hopetoun Avenue Traffic Calming	Community Consultation	29,930	3,513	26,417	26,417		Proposed to be placed on exhibition in August.
3771 - Disabled Access -Bus & Ferry Fac Capital	Deferred	47,300	0	47,300	47,300		Lyne Park Wharf site to be transferred to State Govt. New locations to be identified for 2006-07.
939 - Parks & Reserves							
3088 - Water Recycling	Works in Progress	10,000	4,578	5,422	5,422		Seed funding required for further water saving grant projects
3125 - Gap Park Fencing & Furniture Upgrade	Community Consultation	96,044	1,301	94,743	94,743		Public consultation completed and report being prepared for Council
3786 - Vegetation Management Strategy	Works in Progress	119,080	16,761	102,319	102,319		GIS data collection underway. Draft Street Tree Strategy to be provided to VMS Committee in Sept
942 - Sportsfields							
3130 - Christison Park Floodlighting	Deferred	130,119	21,914	108,205	108,205		Project deferred to 06-07 following the recent completion of draft recreational needs study.
949 - Infrastructure Renewal Program							
2046 - Duxford St (2 Sides) Stafford to Gurn-KG	Preliminary Investigation	30,000	0	30,000	30,000		Bring forward design costs. Concept Design being developed for public consultation before developing detailed design. Works are listed in the 2006/07 program.

Revotes Summary Table							
<i>Description</i>	<i>Project Status</i>	<i>Budget</i>	<i>Actual</i>	<i>Remaining</i>	<i>evote</i>	<i>Additional Funding Requirement</i>	<i>Comments</i>
2077 - Retaining Wall Condition Assessment	Preliminary Investigation	20,000	1,075	18,925	18,925		Methodology being examined. EOI to engage consultant to undertake the works to be completed.
2078 - Retaining Walls - Works to be Identified	Completed	80,000	46,351	33,649	33,649		Bring forward remaining budget for future retaining wall works identified.
2095 - Ocean St, Bus Depot to NSH Rd - Pavement	Deferred	28,063	0	28,063	28,063		Further Pavement investigation and design required prior to undertaking works. Works are listed in the 2006/07 program.
959 - Environmental Works Program							
3081 - Harbourview Park - Gross Pollutant Trap	Design / Scope of Works	98,500	0	98,500	98,500		Combined tender document developed to include all GPT sites, including this. Tender to proceed early 2006-07.
3082 - Lyne Park - Oil / Grit Separators	Preliminary Investigation	150,000	2,770	147,230	30,000		Lyne Park carpark project assessed not viable. Propose to allocate some funds to alternative stormwater treatment project adjacent to Lyne Park. Report to Council in near future. Transfer balance to EWP reserve.
3083 - Stormwater Pollution Devices - Upstream	Design / Scope of Works	240,000	0	240,000	240,000		Combined tender document developed to include all GPT sites, including this. Tender to proceed early 2006-07.
3165 - The Crescent, Vacluse Drainage	Preliminary Investigation	491,899	18,306	473,593	473,593	191,407	Report to Council early 2006-07 outlining revised project and revised cost estimate.
981 - Computers & Office Equipment							
3675 - Electronic Document Management System		111,750	0	111,750	111,750		
982 - Commercial/Leased Properties							
3334 - Watsons Bay Tea Rooms Improvements	Deferred	80,000	4,390	75,610	75,610		Project deferred awaiting Asset Study advice

Revotes Summary Table							
<i>Description</i>	<i>Project Status</i>	<i>Budget</i>	<i>Actual</i>	<i>Remaining</i>	<i>evote</i>	<i>Additional Funding Requirement</i>	<i>Comments</i>
987 - Community Facilities							
3139 - St Brigids Library Lift	Design / Scope of Works	21,800	0	21,800	21,800		Scope to be finalised with current budget vote for installation
Total Capital Project Revotes		1,824,485	127,409	1,697,076	1,579,846	191,407	
Operating Budget Revotes							
111 - Environmental Planning							
4256 - Housing Strategy		15,000	0	15,000	15,000	0	The NSW Government's Metropolitan Strategy requires all councils to undertake a housing market demand and supply analysis using base data provided by the Department of Planning to guide preparation of new comprehensive LEPs. We are likely to require specialist input from a residential analyst to supplement the work that can be carried out inhouse using our DA statistics and mapping system. The Council has directed us to commence the new comprehensive LEP as a matter of priority.
131 - Urban Design							
4238 - Edgecliff DCP		40,000	0	40,000	40,000	0	Commencement delayed due to competing priorities eg White City
4272 - Gateway Project		5,000	0	5,000	5,000	0	Commencement delayed due to competing priorities eg White City
512 - Library Information Services							
4227 - Library Web Page		6,000	0	6,000	6,000		
515 - Library Admin. Collection Support							
4321 - Children Library - Open 2 extra hours		18,000	0	18,000	18,000	0	

Revotes Summary Table							
<i>Description</i>	<i>Project Status</i>	<i>Budget</i>	<i>Actual</i>	<i>Remaining</i>	<i>evote</i>	<i>Additional Funding Requirement</i>	<i>Comments</i>
785 - Infrastructure Asset Management							
4288 - Storm Water - DCP Development		20,000	0	20,000	20,000	0	Roll over into 2006/2007. Project delayed due to need to revise LEP
Total Operating Budget Revotes		104,000	0	104,000	104,000	0	