



Corporate & Works Committee

Agenda: *Corporate & Works Committee*

Date: *Monday 20 July 2009*

Time: *6.00pm*

Outline of Meeting Protocol & Procedure:

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

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 as per Regulation requirements.
 - Leases.
 - Matters reserved by individual Councillors in accordance with any Council policy on "safeguards" and substantive changes

Committee Membership:

6 Councillors

Quorum:

The quorum for a Committee meeting is 4 Councillors.

WOOLLAHRA MUNICIPAL COUNCIL

Notice of Meeting

16 July 2009

To: His Worship The Mayor, Councillor Andrew Petrie ex-officio
Councillors Greg Medcraft (Chair)
Anthony Boskovitz
Peter Cavanagh (Deputy)
Nicola Grieve
Ian Plater
Isabelle Shapiro

Dear Councillors

Corporate & Works Committee Meeting – 20 July 2009

In accordance with the provisions of the Local Government Act 1993, I request your attendance at a Meeting of the Council's **Corporate and Works Committee** to be held in the **Council Chambers, 536 New South Head Road, Double Bay, on Monday 20 July 2009 at 6.00pm.**

Gary James
General Manager

Additional Information Relating to Committee Matters

Site Inspection

Other Matters

Meeting Agenda

Item	Subject	Pages
1	Leave of Absence and Apologies	
2	Late Correspondence	
3	Declarations of Interest	

Items to be Decided by this Committee using its Delegated Authority

D1	Confirmation of Minutes of Meeting held on 6 July 2009	1
D2	1 Wentworth Street, Point Piper – Proposed Road Closure & Sale – 490.1	2
D3	Community Engagement Working Party Minutes – 1230.G	8
D4	Monthly Financial Report – June 2009 – 349.G	15

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

R1	2009/2010 Rating Structure – 331.G 2009/2010 & 87.G 2010	24
R2	Double Bay Streetscape Improvement Works – New South Head Road – Tender No. 09/03	30

Item No: D1 Delegated to Committee
Subject: **Confirmation of minutes of meeting held on 6 July 2009**
Author: Les Windle, Manager – Governance
File No: See Council Minutes
Reason for Report: The Minutes of the Meeting of Monday 6 July 2009 were previously circulated. In accordance with the guidelines for Committees' operations it is now necessary that those Minutes be formally taken as read and confirmed.

Recommendation:

That the Minutes of the Corporate and Works Committee Meeting of 6 July 2009 be taken as read and confirmed.

Les Windle
Manager – Governance

Item No: D2 Delegated to Committee
Subject: **1 Wentworth Street, Point Piper - Proposed Road Closure and Sale**
Author: Anthony Sheedy, Property Officer
File No: 490.1
Reason for Report: To give consideration to the closure and subsequent sale of unmade roadway adjoining the property.

Recommendation:

- A. That Council proceed with the road closure, subject to a deposit of \$2,000 being received by Council before the application to close the road is made. This amount is to be non-refundable except where the Minister's approval to the closure is not given.
- B. That subject to the portion of Road being closed, Council proceed with the sale of unmade roadway adjoining 1 Wentworth Street, Point Piper with the following conditions:
- a) A purchase price of \$1600 per square metre plus GST; purchase price to be subject to final survey.
 - b) The balance of the purchase price is to be paid in full upon Gazettal of the road closure and completion of the sale.
 - c) The owner of 1Wentworth Street, Point Piper is to pay all costs, including but not limited to, GST, legal, survey etc associated with the closure and sale.
- C. That the Seal of Council be affixed to all necessary documentation to effect the Road closure and sale, i.e. Contract for Sale, Plan of Road Closure, Transfer documents etc.

Background:

The Corporate and Works Committee considered this proposal on 30 March 2009, where it was resolved:

- A. *That the subject portion of Wunulla Road reserve adjoining 1 Wentworth Street, Point Piper, be valued for its current market sale price.*
- B. *That a further report be submitted, following Point A above.*

The adjoining owner is seeking to purchase a road reserve portion so that they may formalise a proposed encroachment which will comprise a small amount of garden landscaping, stairs, and an access way to Wunulla Road, pursuant to DA 372/2007/1 consent conditions (Annexure 2).

The Committee report of 30 March 2009 further considered the owner of 1 Wentworth St proposal to purchase the unmade road portion, and the outcome of its public advertisement. I note that no objections to the proposal were received, and that the committee resolved to proceed with valuation of the subject road reserve.

In accordance with the 30 March 2009 resolution of Council a market sale price has been determined by a registered consultant Valuer. In determining a market sale price value for the unmade road portion, the Valuer assessed the difference the land may have to the overall property value of 1 Wentworth St, should the sale transaction proceed.

The principal valuation method used was the direct comparison approach with reference to comparable portions of unmade road that were recently sold in the Woollahra LGA. Considerations were made in regards of size, shape, topography, location, and position relevant to the adjacent property, and to the fact that the site area of approximately 12.4 square metres was incapable of being redeveloped in isolation, and has a restricted market with the only likely purchaser being the adjoining owner.

The Valuer also noted that the benefit of acquiring the subject land is limited to allowing the staircase to be constructed to the level of the existing Wunulla Rd footpath. Considering all the foregoing information the Valuer has determined that the current 'add on' market value of the subject land as at 7 May 2009 is \$1600 per square metre (exclusive of GST), which equates to say \$20,000 subject to final survey for the estimated land parcel size of 12.4 square metres. GST is payable on all sales of unmade road reserve, and accordingly the adjoining owner of 1 Wentworth St was advised of Council's sale price valuation and the requirement for GST payment.

On 2 July 2009, the owner of 1 Wentworth St, Point Piper wrote to Council and offered to purchase the said land portion for \$1600 per square metre, plus pay the applicable GST, subject to final survey.

The next step in the Road closure and sale procedure is for Council to resolve to sell the land. A deposit of \$2,000 (10%) will be required from the purchaser prior to lodging a road closure application with the Minister for the NSW Department of Lands.

Council will further apply to the Department of Lands and arrange for the closing and public Gazettal of the unmade road portion.

Conclusion:

Pursuant to the 30 March 2009 resolution, the subject portion of unmade Road has been valued at \$1600 per square metre (exclusive of GST), being \$20,000 for an estimated 12.4 square metres parcel size subject to final survey.

The adjoining owner of 1 Wentworth Road has agreed to purchase the portion for \$1600 per square metre (exclusive of GST) subject to final survey, to pay the applicable GST, pay all Council's costs, and has requested Council perform all necessary steps to progress the matter to settlement.

The adjoining owner is seeking to purchase this land so that they may formalise a proposed encroachment which will comprise garden landscaping, stairs, and an access way to Wunulla Road, pursuant to DA 372/2007/1 consent conditions.

It is beneficial for them to purchase the said portion, consolidating it with their existing land title and there is a community benefit to the Council in the proceeds from sale of a portion of road, which is not required for road purposes.

Anthony Sheedy
Property Officer

Warwick Hatton
Director, Technical Services

Annexure:

1. Architect's locality plan drawing SK173.
2. Architect's plan drawing SK174 showing detailed area of proposed road reserve sale (shown hatched).
3. Site photo.

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

Recommendation:

- A. That the Minutes of the Community Engagement Working Party of 1 July 2009 be noted.
- B. That the Terms of Reference for the Community Engagement Working Party be endorsed.

Background:

When considering the new corporate planning framework on 27 April 2009, Council resolved:

- A. *That the Preliminary draft Community Strategic Plan be referred to a Strategic and Corporate Committee on 5 May 2009 for endorsement.*
- B. *That the draft Delivery Program 2009-2013 and Operational Plan 2009/10 be considered by a Strategic and Corporate Committee on 5 May 2009, prior to the 28 day public exhibition period.*
- C. *That a Community Engagement Working Party be established, with 5 Councillors and senior staff.*

This report covers item C, and presents the Minutes of the first meeting of the Community Engagement Working Party, held on 1 July 2009.

As it is a requirement of the new Integrated Planning and Reporting legislation for Council to engage the community in the development of a long term Community Strategic Plan for Woollahra, the Community Engagement Working Party has been established, with five (5) Councillors representing each Ward and senior staff from each organisational Division. The Working Party consists of:

Councillors:

Cr Sean Carmichael (Chair)	Bellevue Hill
Cr Malcolm Young	Cooper
Cr Toni Zeltzer	Double Bay
Cr Susan Jarnason	Paddington
Cr Susan Wynne	Vaucluse

Staff:

Kylie Walshe	Director Community Services
Justine Henderson	Communications Manager
Susan Turner	Community Development Manager
Jacqueline Jeffrey	Teamleader - Strategic Planning
Cristina Fotakopoulos	Acting Manager Customer Service
Chris Munro	Teamleader - Environment & Sustainability

The Working Party will oversee a study that will assist Council in developing the Woollahra Community Strategic Plan, a long-term Plan for the Woollahra Local Government Area, representing the community's and Council's shared vision for our area and setting clear goals to meet this vision.

While undertaking this community engagement we will also re-survey the community on satisfaction levels and the importance of services and facilities provided by Council. This component of the study will assist Council to determine priorities and allocate resources over the next 3 years.

The Working Party will oversee the brief used to engage consultants to undertake this study and determine the type of engagement to be used.

Proposal:

The first meeting of the Community Engagement Working Party endorsed the Terms of Reference and considered the objectives of the community engagement to be undertaken. Discussion also covered the types of engagement that could be implemented in Woollahra, such as on-line surveying, BBQs in local parks and a random telephone survey of local residents. No decision was made on the method of engagement, as this will be determined once submissions have been received from consultants, in accordance with the brief under development by the Community Engagement Working Party.

Consultation:

The Community Engagement Working Party will follow the adopted Policy and Guidelines for Communicating and Consulting with the Community to develop the consultants brief. It is anticipated that extensive and far reaching consultation will be undertaken with the Woollahra community during the community engagement and surveying process.

The proposed timeline is shown below.

Community Engagement Timeline

Activity	Timing
Community Engagement Working Party meeting	1 July
Consultants brief drafted & distributed	July
Consultants appointed	Early August
Briefing with consultants by Community Engagement Working Party regarding specifics of community engagement	August
Community Survey & Community Engagement occurs	September/October
Report to Community Engagement Working Party	October
Report to Council & amendments to the Preliminary draft Community Strategic Plan	November

Conclusion:

The new legislation for Integrated Planning and Reporting will soon be released, and requires Council to engage the community in the development of a Community Strategic Plan for Woollahra. It has also been 5 years since the last community survey regarding importance and satisfaction levels with Council services and facilities. The Community Engagement Working Party will oversee the implementation of these two components through contribution to the development of the consultants brief, selecting the consultants and providing advice on appropriate methods of engaging with the Woollahra community. The Minutes of the meeting held on 1 July 2009 are now presented to the Committee for notation.

Kylie Walshe
Director Community Services

Annexures:

Annexure 1 - Community Engagement Working Party Minutes of the meeting on 1 July 2009.
Annexure 2 – Terms of Reference - Community Engagement Working Party.

Item No: D4 Delegated to Committee
Subject: **Monthly Financial Report – June 2009**
Author: Don Johnston, Manager Finance
File No: 349G
Reason for Report: To present the monthly financial report for June 2009

Recommendation:

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

Background:

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

The monthly report includes the following:

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

On a quarterly basis, the report will also include a summary of the arrears of rents and fees.

Investment Transactions for the Month

Date	Transaction	Description	Amount (\$)
31 May		Book Value of Investments Held	34,709,709.34
2 June	Maturity	Bank of Cypress TD, 90 days @ 4.30%	(1,000,000.00)
11 June	Maturity	Macquarie Bank TD, 98 days @ 4.20%	(1,000,000.00)
12 June	Maturity	Aust Defence CU TD, 91 days @ 4.22%	(1,000,000.00)
16 June	Deposit	AMP Cash Management Account – 4.00% at call	1,000,000.00
19 June	Maturity	St George Bank TD, 148 days @ 3.64%	(1,000,000.00)
22 June	Purchase	Maitland Building Society TD, 30 days @ 4.13%	1,000,000.00
22 June	Purchase	Members Equity Bank TD, 30 days @ 3.8%	1,000,000.00
June	Adjustment	Reversal of Blackrock dividend received 14 May	(51,747.02)
Various	Deposit	Net Movement in Online Savings Cash Account	348,844.84
Various	Deposit	Net Movement in GPO ANZ Cash Account (Coupon payments + GPO interest – GPO Fees)	104,180.56
		Net Change in Portfolio	(598,721.62)
30 June		Book Value of Investments Held	34,110,987.72

Summary of Receipts, Payments and Bank Balance

Cash Book Balance as at 31 May 2009 3,509,814.59

Receipts

Rates 2,645,162.81
Other 13,270,594.60 15,915,757.41

Total Receipts

Description	Amount
S/Dr's-Rates	-2,645,162.81
Sundry Debtors Control	-659,913.97
Parking Fines	-399,526.20
Deposits & Bonds Control Account	-367,573.66
Financial Assistance Grant	-339,937.00
GST Clearing Balance Account	-270,230.14
Other Developer Contributions	-210,676.53
Disposal (Asset) Clearing A/C	-157,153.88
Car Park Leases	-117,095.33
Trade Waste Debtors Control	-95,914.17

Payments - Cheque

Cheque Payments -1,956,221.48
Cancelled Cheques 24,780.03
Total Cheque Payments for period -1,931,441.45

Cheque No	Cheque Date	Payee	Description	Amount
204379	30/06/2009	Statewide Mutual	Insurance renewals 30/06/09-30/06/10	-732,456.64
204154	18/06/2009	Energy Australia	Street lighting - May09	-106,867.77
204082	11/06/2009	City Hino	Fleet purchases	-90,954.00
204150	18/06/2009	Civil Constructions	General works - Nelson St., Woollahra	-68,559.76
204133	15/06/2009	Withheld	Refund security deposit	-52,733.18
204271	25/06/2009	Larke Hoskins Group	Fleet purchases	-42,411.00
204406	30/06/2009	Wiltshire Webb Lawyers	Legal costs - various	-40,588.64
204297	25/06/2009	MacroPlan Australia	Woollahra child care study	-24,530.00
204307	25/06/2009	Wiltshire Webb Lawyers	Legal costs - various	-21,843.10
204127	15/06/2009	Withheld	Refund security deposit	-19,741.67

Payments - EFT

EFT Payments -16,583,201.80
Returned EFT Payments 4,627.75
Total EFT Payments for period -16,578,574.05

Reference	EFT Date	Payee	Description	Amount
21626	25/06/2009	Emergency Management NSW	NSW Fire Brigade contribution 1st qtr 09-10	-531,156.06
21565	19/06/2009	Roadworx Surfacing	General works - Streatfield Rd.,	-276,387.51
21589	25/06/2009	Collex Waste Management	Collection of recyclables - April/May09	-257,031.06
10609	01/06/2009	National Bank	Interest repayment due on NAB loan	-255,396.16
10609	01/06/2009	National Bank	Principal repayment due on NAB loan	-227,417.10
21751	30/06/2009	WSN Environmental Solutions	Tipping charges - 27/04 > 17/05/09	-154,847.07
21720	30/06/2009	Local Govt Super Scheme-Div.A	Employer/employee super contribs - Jun09	-144,488.24
21532	18/06/2009	Local Govt Super Scheme-Div.A	Employer/employee super contribs - May09	-138,465.19
21598	25/06/2009	Double Bay Partnership Inc	Funding contribution - 1st instalment	-137,500.00
300609	30/06/2009	Commonwealth Bank	Principal repayment due on CBA loan	-131,339.86

Payments - Direct Debits From Bank A/c

Payroll -1,374,641.48
Bank Charges -27,167.40
Credit Cards 0.00
Councillors' fees -38,408.40
Council Rates 0.00
Total Direct Debits for period -1,440,217.28

Total Payments

-19,950,232.78

Cash Book Balance as at 30 June 2009

-524,660.78

Unpresented Cheques No. of Cheques: 200 1,035,712.51
Outstanding Deposits & Miscellaneous Items -162,852.52

Reconciled Cash Book Balance as at 30 June 2009 348,199.21

Bank A/c Balance as at 30 June 2009 348,199.21

Unpresented Cheques > \$30,000.00

Cheque No.	Cheque Date	Payee	Amount
204379	30/06/2009	Statewide Mutual	732,456.64
204406	30/06/2009	Wiltshire Webb Staunton Beattie	40,588.64

0.00

INVESTMENTS AS AT 30 JUNE 2009

CATEGORY	FACE VALUE \$	BOOK VALUE \$
1. LEHMAN BROTHERS (formerly Grange Securities Ltd)		
Funds previously under management	18,224,049	10,874,675
2. OAKVALE CAPITAL Limited		
Funds previously under management	6,247,114	3,335,459

RATING	CATEGORY	PURCHASE DATE	MATURITY DATE	TOTAL TERM (DAYS)	REMAINING DAYS TO MATURITY	%	FACE VALUE \$	BOOK VALUE \$	GOVT GUARANTEE
3. WMC DIRECT INVESTMENTS									
AAA*	<u>MAITLAND MUTUAL BUILDING SOCIETY</u> TERM DEPOSIT	22/06/2009	22/07/2009	30	22	4.13	1,000,000	1,000,000	Guaranteed
AAA*	<u>SAVINGS & LOANS CREDIT UNION</u> TERM DEPOSIT	10/12/2008	10/12/2010	730	528	5.15	1,000,000	1,000,000	Guaranteed
AAA*	<u>MEMBERS EQUITY BANK</u> TERM DEPOSIT	22/06/2009	22/07/2009	30	22	3.80	1,000,000	1,000,000	Guaranteed
AAA*	<u>AUSTRALIAN CENTRAL CREDIT UNION</u> TERM DEPOSIT	04/03/2009	03/07/2009	121	3	4.01	1,000,000	1,000,000	Guaranteed
AAA*	<u>POLICE & NURSES CREDIT SOCIETY</u> TERM DEPOSIT	29/05/2009	28/07/2009	60	28	4.26	1,000,000	1,000,000	Guaranteed
AAA*	<u>THE ROCK BUILDING SOCIETY</u> TERM DEPOSIT	29/05/2009	28/07/2009	60	28	3.70	1,000,000	1,000,000	Guaranteed
AAA*	<u>BANK OF QUEENSLAND</u> TERM DEPOSIT	04/03/2009	04/03/2010	365	247	4.25	1,000,000	1,000,000	Guaranteed
BBB	<u>IMB LTD</u> TERM DEPOSIT	27/11/2008	27/11/2009	365	150	5.00	1,000,000	1,000,000	Guaranteed
	TERM DEPOSIT	02/12/2008	02/12/2009	365	155	5.00	1,000,000	1,000,000	Guaranteed
AAA*	<u>AMP BANK</u> CASH MNGMT ACCT	11/06/2009				4.00	1,000,000	1,000,000	Guaranteed
AAA*	<u>ELDERS RURAL BANK</u> TERM DEPOSIT	24/11/2008	24/11/2009	365	147	6.55	1,000,000	1,000,000	Guaranteed
AAA*	<u>BANK WEST</u> TERM DEPOSIT	27/11/2008	27/11/2009	365	150	5.00	1,000,000	1,000,000	Guaranteed
AAA*	<u>INVESTEC BANK</u> TERM DEPOSIT	28/11/2008	26/11/2009	363	149	5.65	1,000,000	1,000,000	Guaranteed
AAA*	<u>ARAB BANK</u> TERM DEPOSIT	10/12/2008	10/12/2010	730	528	5.65	1,000,000	1,000,000	Guaranteed
AAA*	<u>CREDIT UNION AUSTRALIA</u> TERM DEPOSIT	28/01/2009	28/07/2009	181	28	4.30	1,000,000	1,000,000	Guaranteed
AAA*	<u>BENDIGO BANK</u> TERM DEPOSIT	21/01/2009	16/10/2009	268	108	4.65	1,000,000	1,000,000	Guaranteed
AAA*	<u>VICTORIA TEACHERS CREDIT UNION</u> TERM DEPOSIT	21/01/2009	21/12/2009	334	174	4.25	1,000,000	1,000,000	Guaranteed
AA	<u>COMMONWEALTH BANK</u> TERM DEPOSIT	16/12/2008	16/12/2011	1095	899	6.03	1,000,000	1,000,000	
	ONLINE SAVER A/C					3.00	1,900,854	1,900,854	
	Total WMC Direct Investments						19,900,854	19,900,854	
	Weighted Average Days to Maturity of WMC Direct Investments				187.00				
	Weighted Average Return of WMC Direct Investments (excluding CBA floating rate deposit)					4.74			
	% Government Guarantee of WMC Direct Investments								85%
	PORTFOLIO TOTALS						44,372,017	34,110,988	

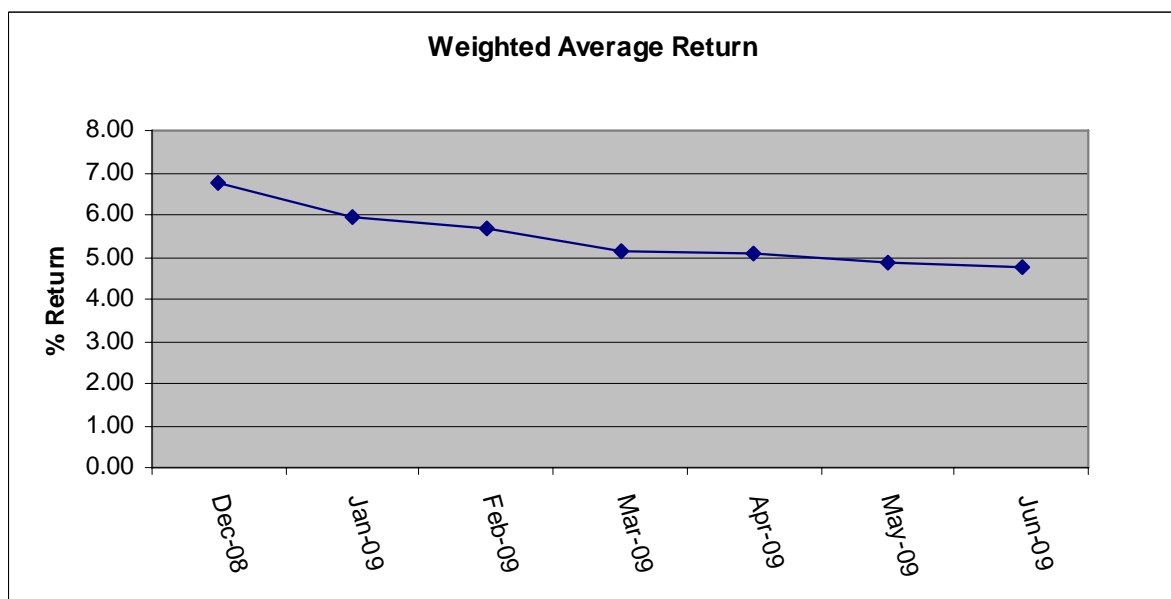
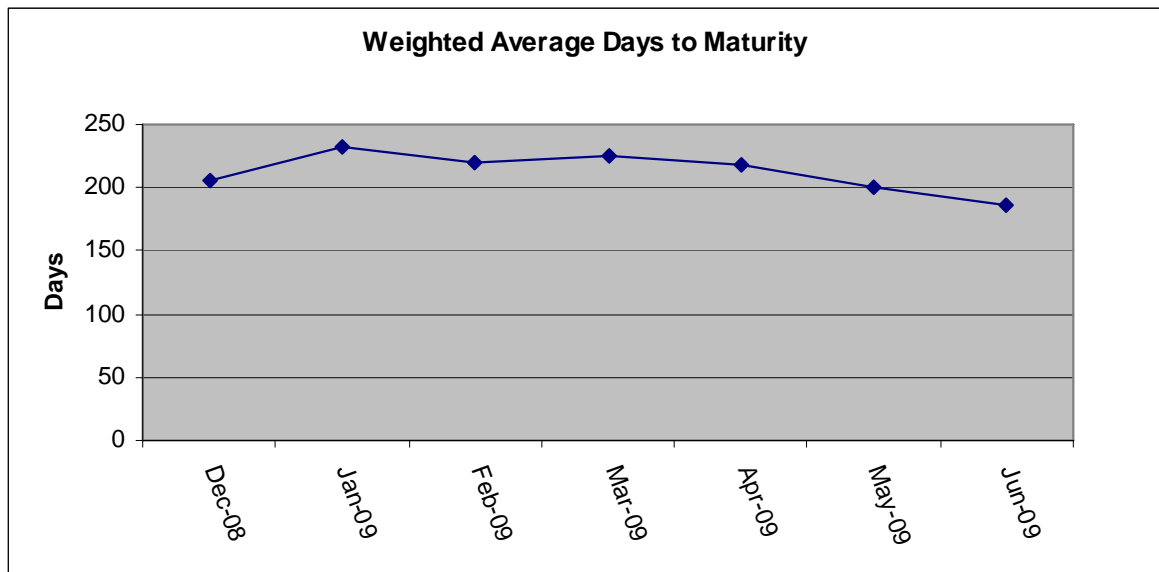
* Government Guaranteed deposits have been rated AAA

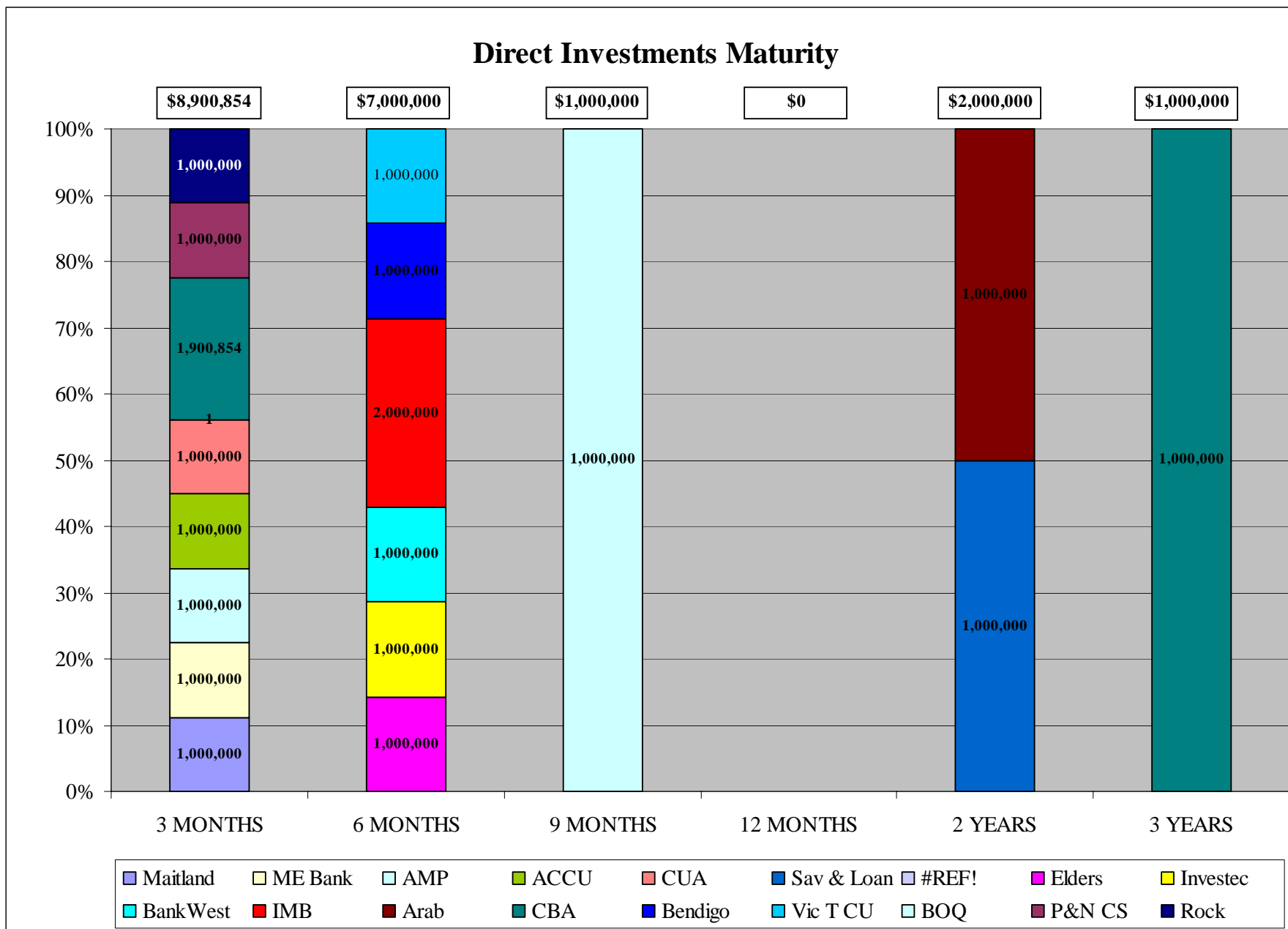
I hereby certify that the above investments have been made in accordance with Section 625 of the Local Government Act 1993, Clause 212 of the Local Government (General) Regulation 2005 and Council's investment policy.

Don Johnston
Manager Finance

INVESTMENTS PORTFOLIO AS AT 30 JUNE 2009							
Security	Classification	Purchase Date	Final Maturity Date	Face Value (FV)	Total Purchase Price	Current Book Value	Notes
1. LEHMAN BROTHERES (formerly GRANGE SECURITIES)							
Issued by non-ADIs							
Lehman Global Property Note	Other	13/06/2007	15/06/2009	60,000	60,000	5,000	1
Herald Limited (Quartz AA)	CDO	04/07/2007	20/12/2010	400,000	403,644	221,624	1
BELO (Kalgoorlie AA+)	Other	27/02/2007	27/02/2012	500,000	500,000	357,830	1
Magnolia (Flinders AA)	CDO	08/06/2007	20/03/2012	500,000	513,670	324,180	1
Omega (Henley AAA)	CDO	20/12/2006	22/06/2012	450,000	450,000	140,018	1
Helium (Esperance AA+)	CDO	04/07/2007	20/03/2013	500,000	501,565	110,825	1
Zircon (Merimbula AA)	CDO	06/06/2007	20/06/2013	250,000	250,000	37,105	1
Corsair (Torquay AA)	CDO	04/07/2007	20/06/2013	500,000	501,860	91,945	1
Start (Blue Gum AA-)	CDO	08/01/2007	22/06/2013	400,000	402,768	118,832	1
Corsair (Kakadu AA)	CDO	22/01/2007	20/03/2014	500,000	503,300	83,725	1
Helium (Scarborough AA)	CDO	17/01/2007	23/06/2014	400,000	402,620	80,456	1
Helium (Scarborough AA)	CDO	04/07/2007	23/06/2014	500,000	502,270	100,570	1
Helium (Scarborough AA)	CDO	23/07/2007	23/06/2014	500,000	503,810	100,570	1
Zircon (Coolangatta AA)	CDO	20/03/2007	20/09/2014	500,000	500,000	61,100	1
Beryl (AAA Global Bank Note)	Other	03/04/2007	20/09/2014	100,000	100,000	57,151	1
Zircon (Coolangatta AA)	CDO	04/07/2007	20/09/2014	500,000	501,430	61,100	1
Beryl (AAA Global Bank Note)	Other	04/07/2007	20/09/2014	350,000	350,917	200,029	1
Aphex (Glenelg AA-)	CDO	10/01/2007	22/12/2014	500,000	501,960	125,745	1
Aphex (Glenelg AA-)	CDO	04/07/2007	22/12/2014	500,000	501,405	125,745	1
MAS6-7 (Parkes IIA 'AA-')	CDO	13/06/2007	20/06/2015	450,000	461,687	32,117	1
MAS6-7 (Parkes IIA 'AA-')	CDO	04/07/2007	20/06/2015	500,000	504,315	35,685	1
Zircon (Miami AA)	CDO	16/04/2007	20/03/2017	50,000	50,137	7,546	1
				8,910,000	8,967,358	2,478,896	
Issued by ADIs							
Home Building Society FRN (BBB+)	FRN	10/01/2007	17/08/2009	500,000	511,820	453,835	1
Home Building Society FRN (BBB+)	FRN	11/01/2007	17/08/2009	500,000	511,920	453,835	1
Royal Bank of Scotland (AA)	FRN	04/07/2007	28/10/2009	500,000	508,290	466,345	1
Elders Rural Bank Sub Debt (BBB-)	FRN	04/07/2007	23/03/2010	500,000	504,780	428,445	1
NM Rothschild FRSD (unrated)	FRN	09/07/2007	10/08/2010	1,000,000	1,013,290	789,560	1
HSBC Sub Debt (AA-)	FRN	04/07/2007	20/05/2011	500,000	503,915	437,220	1
Suncorp Metway Sub Debt (A)	FRN	19/01/2007	22/06/2011	500,000	503,285	451,250	1
St George Bank Sub Debt (A+)	FRN	10/01/2007	26/07/2011	1,000,000	1,014,990	905,830	1
HSBC FRN (AA-)	FRN	07/02/2007	22/09/2011	500,000	505,470	456,615	1
CBA FRN (AA)	FRN	19/01/2007	28/09/2011	500,000	503,640	479,285	1
CBA FRN (AA)	FRN	31/01/2007	28/09/2011	500,000	504,785	479,285	1
CBA FRN (AA)	FRN	04/07/2007	28/09/2011	500,000	502,360	479,285	1
Westpac FR Sub Debt (AA)	FRN	07/02/2007	24/01/2012	500,000	501,590	455,330	1
Royal Bank of Scotland (AA)	FRN	31/01/2007	17/02/2012	1,000,000	1,014,560	865,130	1
Adelaide Bank FRN (BBB+)	FRN	04/07/2007	28/03/2012	500,000	501,445	480,480	1
				9,000,000	9,106,140	8,081,730	
Macquarie Cash Trust (AAA)	Cash			1,989	1,989	1,989	4
Grove Portfolio Online	Cash			312,060	312,060	312,060	4
				314,049	314,049	314,049	
Total Lehman Brothers				18,224,049	18,387,547	10,874,675	
2. OAKVALE CAPITAL							
Emeral Reverse Mortgage Series 2007-1 Class B	Mortgage Backed	06/07/2007	06/07/2011	1,000,000	1,000,000	851,350	1
Momentum (Calyon Nickel) Credit Linked Note	CDO	15/05/2007	30/06/2012	1,000,000	1,000,000	0	3
Aramis (Merrill Lynch) Clear 40 - ABS	CDO	02/04/2007	20/12/2012	1,000,000	1,000,000	0	3
Blackrock (Merrill Lynch) Diversified Credit Fund	Managed Fund	05/01/2007		3,247,114	3,247,114	2,484,109	2
Total Oakvale Capital				6,247,114	6,247,114	3,335,459	

Security	Classification	Purchase Date	Final Maturity Date	Face Value (FV)	Total Purchase Price	Current Book Value	Notes
3. WMC INVESTMENTS							
Australian Central Credit Union (4.01% 121 days)	TD	04/03/2009	03/07/2009	1,000,000	1,000,000	1,000,000	4
Maitland Mutual Building Society (4.13% 30 days)	TD	22/06/2009	22/07/2009	1,000,000	1,000,000	1,000,000	4
Members Equity Bank (3.80% 30 days)	TD	22/06/2009	22/07/2009	1,000,000	1,000,000	1,000,000	4
Credit Union Australia (4.3% 181 days)	TD	28/01/2009	28/07/2009	1,000,000	1,000,000	1,000,000	4
Police & Nurses Credit Society (4.26% 60 days)	TD	28/05/2009	28/07/2009	1,000,000	1,000,000	1,000,000	4
The Rock Building Society (3.7% 60 days)	TD	28/05/2009	28/07/2009	1,000,000	1,000,000	1,000,000	4
Bendigo Bank (4.65% 268 days)	TD	21/01/2009	16/10/2009	1,000,000	1,000,000	1,000,000	4
Elders Rural Term Deposit (6.55% 365days)	TD	24/11/2008	24/11/2009	1,000,000	1,000,000	1,000,000	4
Investec Aust Ltd (5.65% 363 days)	TD	28/11/2008	26/11/2009	1,000,000	1,000,000	1,000,000	4
Bank West Term Deposit (5.00% 365 days)	TD	27/11/2008	27/11/2009	1,000,000	1,000,000	1,000,000	4
IMB Term Deposit (5.00% 365 days)	TD	27/11/2008	27/11/2009	1,000,000	1,000,000	1,000,000	4
IMB Term Deposit (5.00% 365 days)	TD	02/12/2008	02/12/2009	1,000,000	1,000,000	1,000,000	4
Victoria Teachers CU (4.25% 334 days)	TD	21/01/2009	21/12/2009	1,000,000	1,000,000	1,000,000	4
Bank of Queensland (4.25% 365 days)	TD	04/03/2009	04/03/2010	1,000,000	1,000,000	1,000,000	4
Arab Bank Ltd (5.65% 730 days)	TD	10/12/2008	10/12/2010	1,000,000	1,000,000	1,000,000	4
Savings & Loans CU (5.15% 730 days)	TD	10/12/2008	10/12/2010	1,000,000	1,000,000	1,000,000	4
CBA TCD (90 day BBSW + 1.60% - 3 yrs)	TD	16/12/2008	16/12/2011	1,000,000	1,000,000	1,000,000	4
AMP Cash Management Account	Cash	16/06/2009		1,000,000	1,000,000	1,000,000	4
CBA Online Saver	Cash			1,900,854	1,900,854	1,900,854	4
Total Direct Investments				19,900,854	19,900,854	19,900,854	
Total Portfolio				44,372,017	44,535,514	34,110,988	
PORTFOLIO SUMMARISED BY CLASSIFICATION							
CDO				9,900,000	9,956,441	1,858,887	
FRN				9,000,000	9,106,140	8,081,730	
Mortgage Backed				1,000,000	1,000,000	851,350	
Managed Fund				3,247,114	3,247,114	2,484,109	
TD				17,000,000	17,000,000	17,000,000	
Cash				3,214,903	3,214,903	3,214,903	
Other				1,010,000	1,010,917	620,010	
				44,372,017	44,535,514	34,110,988	
1. Book Value (Fair Value) as at 30 June 2008							
2. Current Value. Fund Closed - Assets being sold and repaid							
3. Defaulted							
4. Face value of deposit / bank bill							
CDO - Collateralised Debt Obligation	CDOs are constructed from a portfolio of assets. These assets are divided by the issuer into different tranches: senior tranches (rated AAA), mezzanine tranches (AA to BB), and equity tranches (unrated). Losses are applied in reverse order of seniority and so junior tranches offer higher coupons (interest rates) to compensate for the added default risk.						
FRN - Floating Rate Note	Floating rate notes (FRNs) are bonds that have a variable coupon, equal to a money market reference rate, plus a spread. The spread is a rate that remains constant. Almost all FRNs have quarterly coupons, i.e. they pay out interest every three months.						
Managed Fund	Managed Funds are a way of investing money with other people to participate in a wider range of investments than those feasible for most individual investors, and to share the costs of doing so.						
Mortgage Backed Security	A mortgage-backed security is an asset-backed security whose cash flows are backed by the principal and interest payments of a set of mortgage loans. Payments are typically made monthly over the lifetime of the underlying loans.						
Term Deposit	Term Deposit is a money deposit at an approved deposit taking (ADI) institution for a fixed term at a fixed interest rate. When the term is over it can be withdrawn or it can be held for another term.						





Movements in Book Value of Investments

Lehman Brothers

	Securities	Cash (Macq Trust)	Grove Portfolio Online	Total Book Value
01/07/2008	11,573,626.00	42,058.90		11,615,684.90
July Coupons		65,596.67		11,681,281.57
August Coupons		85,717.40		11,766,998.97
September Coupons		52,010.31		11,819,009.28
Withdrawal		(193,372.97)		11,625,636.31
October Coupons		43,867.25		11,669,503.56
November Coupons		42,851.01		11,712,354.57
ANZ Yield Curve Note Maturity	(100,000.00)			11,525,636.31
BOQ FRN Maturity	(1,000,000.00)			10,525,636.31
Deposit - ANZ & BOQ Maturities		1,100,000.00		
ANZ Yield Curve Note Maturity (\$100k FV \$50k)	50,000.00			11,762,354.57
BOQ FRN Maturity (\$1,000k FV \$963k)	37,000.00			11,799,354.57
Withdrawal (incl ANZ & BOQ maturities)		(1,218,239.11)		10,581,115.46
Withdrawal		(20,489.46)		10,560,626.00
November Coupons			41,950.56	10,602,576.56
Macquarie Trust interest		1,988.94		10,604,565.50
December Coupons			212,334.91	10,816,900.41
GPO Fee			(763.51)	10,816,136.90
GPO Interest			239.47	10,816,376.37
January Coupons			31,192.79	10,847,569.16
GPO Fee			(1,049.54)	10,846,519.62
Withdrawal			(230,000.00)	10,616,519.62
GPO Fee			(1,049.71)	10,615,469.91
February Coupons			57,128.05	10,672,597.96
Blackrock Redemption			378,902.76	11,051,500.72
Withdrawal			(456,000.00)	10,595,500.72
GPO Fee			(939.52)	10,594,561.20
March Coupons			108,287.41	10,702,848.61
Withdrawal			(133,000.00)	10,569,848.61
GPO Fee			(971.61)	10,568,877.00
April Coupons			18,682.41	10,587,559.41
GPO Interest			20.37	10,587,579.78
May Coupon - NM Rothschild FRN			10,294.52	10,597,874.30
Blackrock Redemption			123,131.17	10,721,005.47
Blackrock Interest			51,747.02	10,772,752.49
GPO Fee			(934.17)	10,771,818.32
May Coupons - Home BS, RBS & HSBC FRNs			23,321.68	10,795,140.00
Late payment - March Coupons - Adelaide & CBA FRNs			21,660.00	10,816,800.00
May Coupon - BELO Kalgoorlie			5,441.56	10,822,241.56
Adjustment - Blacrock Interest			(51,747.02)	10,770,494.54
June Coupons			104,728.36	10,875,222.90
GPO Fee			(977.47)	10,874,245.43
GPO Interest			429.67	10,874,675.10
	10,560,626.00	1,988.94	312,060.16	

Oakvale Capital

	Securities	Blackrock Managed Fund	Total Book Value
01/07/2008	1,186,720.00	3,029,599.95	4,216,319.95
Interest		5,524.56	4,221,844.51
Aramis Default	(40,180.00)		4,181,664.51
Momentum Default	(295,190.00)		3,886,474.51
Redemption (454,374.3392 units @ \$0.8339)		(378,902.76)	3,507,571.75
FV adj. (454,374.3392 units @ \$0.1078)		(48,981.55)	3,458,590.19
Redemption (Units and unit price TBA)		(123,131.17)	3,335,459.02
FV adj. (TBA based on units and unit price)			
	851,350.00	2,484,109.02	

Arrears of Rents and Fees

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

Type	Total Revenue Raised YTD	ARREARS		
		> 30 days	> 60 days	> 90 days
General	9,285,970	59,347	17,597	93,354
% of Total Revenue		0.6%	0.2%	1.0%
Environmental Health	85,363	1,425	1,650	29,442
% of Total Revenue		1.7%	1.9%	34.5%
Preschool	614,909	73,119	2,284	21,576
% of Total Revenue		11.9%	0.4%	3.5%
Trade Waste	1,305,697	450	30,399	49,153
% of Total Revenue		0.0%	2.3%	3.8%
Total	11,291,940	134,340	51,930	193,525
% of Total Revenue		1.2%	0.5%	1.7%

Don Johnston
Manager Finance

Annexures:

Nil.

Item No: R1 Recommendation to Council
Subject: **2009/2010 Rating Structure**
Author: Don Johnston, Manager Finance
File No: 331G 2009/2010 & 87G 2010
Reason for Report: To replace Council's adopted Rating Structure for 2009/2010 following the rejection of Council's Special Rates Variation Application by the Minister for Local Government and to make and levy the Rates and Annual Charges for 2009/2010.

Recommendation:

- A. THAT the Rating Structure publicly exhibited in Council's Delivery Program 1 July 2009 to 30 June 2013 and Operational Plan 1 July 2009 to 30 June 2010 as *Scenario 2 – Special Variation Not Approved* be adopted as Council's Rating Structure for 2009/2010.
- B. THAT the Rates and Annual Charges detailed in Council's 2009/2010 Rating Structure be made and levied.
-

Background:

On 29 June 2009 Council resolved:

1. *THAT Council adopt the exhibition copy of the Draft Delivery Program 2009 to 2013 and Operational Plan 2009/10, with minor amendments, as its Delivery Program 2009 to 2013 and Operational Plan 2009/10.*
2. *THAT Council make and levy the Rates set out in the Rating Structure – Scenario 1: Special Variation Approved - incorporating the 3.5% permissible increase plus a 2.55% Special Variation, at total increase of 6.05%, subject to approval by the Minister for Local Government.*
3. *THAT a further report be presented to the Strategic and Corporate Committee on any required amendments to the Delivery Program 2009 to 2013, Operational Plan 2009/10 and 2009/2010 Budget if Council's Special Rate Variation Application is not approved.*

On 7 July 2009 Council received advice from the Department of Local Government (DLG) that its Special Rates Variation Application had been rejected. A copy of the advice was circulated to all Councillors on 8 July by the General Manager indicating that a meeting of the Strategic & Corporate Committee will be scheduled for August to consider amendments to the adopted 2009/2010 Budget to address the impacts of the \$754,000 loss of Rates revenue. The advice from the DLG is attached as **ANNEXURE 1**.

Discussion:

In adopting its Delivery Program 2009 to 2013 and Operational Plan 2009/10 Council resolved to make and levy the Rates incorporating the Special Rates Variation, subject to approval by the Minister for Local Government.

As a consequence of the refusal of Council's application, Council now needs to formally adopt the alternative Rating Structure and to resolve to make and levy those rates and annual charges for 2009/2010. This alternative structure was publicly exhibited in the Delivery Program 2009 to 2013 and Operational Plan 2009/10 as *Scenario 2 – Special Variation Not Approved* and is attached as **ANNEXURE 2**.

As mentioned earlier, a meeting of the Strategic & Corporate Committee will be scheduled for August to consider amendments to the adopted 2009/2010 Budget to address the impacts of the \$754,000 loss of Rates revenue in accordance with Council's resolution of 29 June.

Conclusion:

The refusal of Council's Special Rates Variation application by the Minister for Local Government requires Council to formally adopt the alternative Rating Structure, which was publicly exhibited in the Delivery Program 2009 to 2013 and Operational Plan 2009/10 as *Scenario 2 – Special Variation Not Approved*, and to resolve to make and levy those rates and annual charges for 2009/2010.

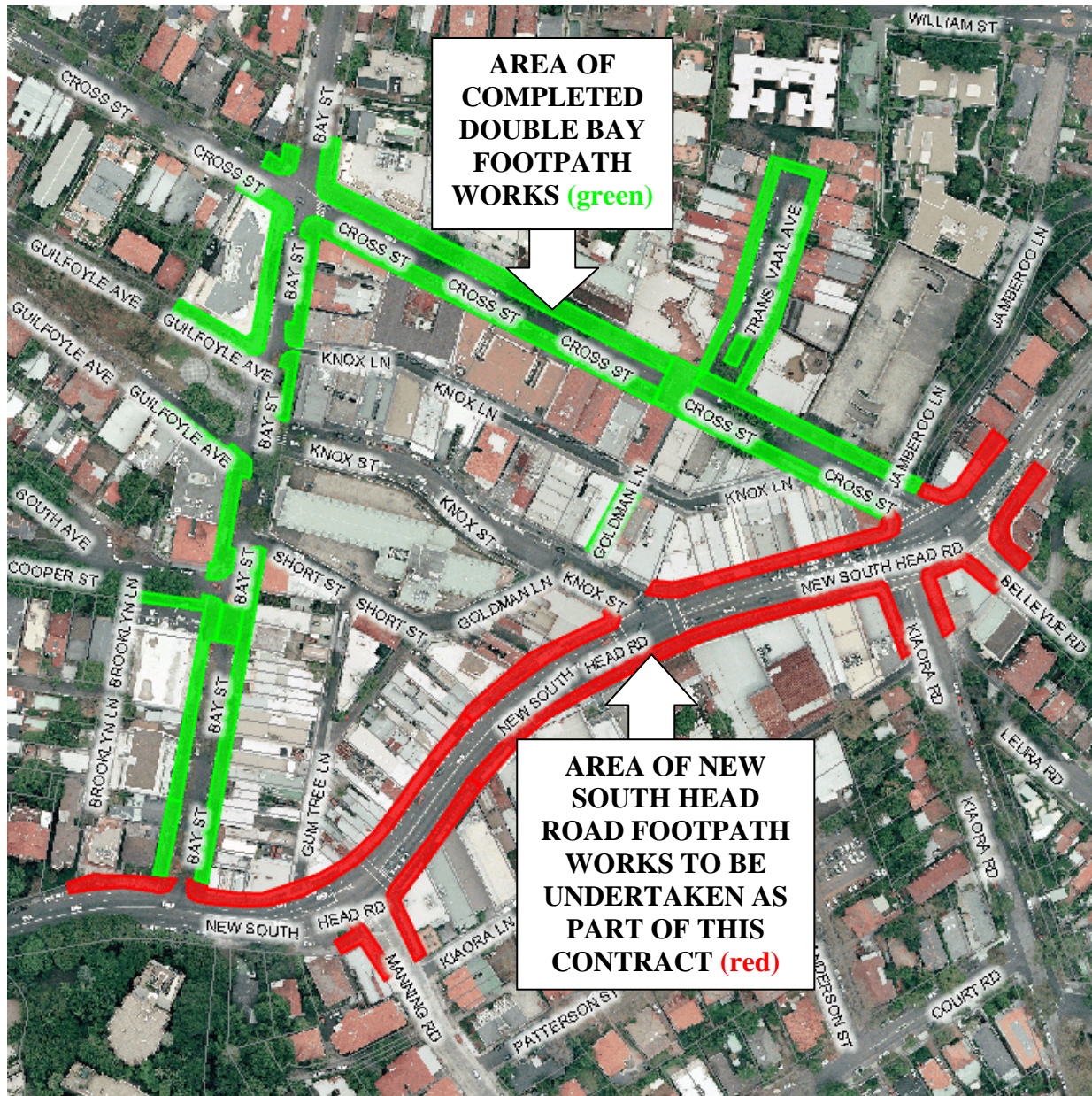
Don Johnston
Manager Finance

Stephen Dunshea
Director Corporate Services

Annexures:

1. Advice of the refusal of Council's Special Rate Variation application from the Department of Local Government
2. Alternative Rating Structure for 2009/2010 – Scenario 2: Special Variation Not Approved

Annexure 1 - Locality Plan of Extent of Works



Item No: R2 Recommendation to Council
Subject: **Double Bay Streetscape Improvement Works – New South Head Road**
Author: Mark Ramsay – Manager Depot & Waste Services
File No: Tender No 09/03
Reason for Report: To recommend to Council the acceptance of a Tender

Recommendation:

- A. It is recommended that the contract for Double Bay Streetscape Improvement Works – New South Head Road be awarded to AYZ Landscapes & Civil Construction Pty Ltd for a lump sum of \$595,303.00 (excluding GST).
- B. That successful and unsuccessful tenderers be advised accordingly.

Background:

At its meeting of June 25 2007, Council resolved to endorse the Public Domain Improvement Program of Works for the Double Bay Commercial Area. New South Head Road will be the third stage of paving works in Double Bay, extending from just west of the Bay Street intersection to just east of the Cross Street intersection. A plan of the extent of the proposed New South Head Road footpath works is attached as Annexure 1.

Improvement works include construction of new modular footpath, partial reconstruction of concrete kerb and gutter, reconstruction of kerb access ramps, reconstruction of threshold at entrance to Gum Tree Lane and widening of the northern footpath at eastern end of the site.

It is intended for these new footpath works to complement the new multi-function pole scheme that is currently being installed in the Double Bay business centre.

Tenders Received:

Tender 09/03 for the Double Bay Streetscape Improvement Works – New South Head Road was advertised in the tender section of the Sydney Morning Herald commencing on Tuesday 5 May 2009, and in the Wentworth Courier on Wednesday 6 May 2009.

Tenders for this work closed at 2:30pm, 4 June 2009. 12 tenders were received (11 conforming and one alternative) prior to the closing date and time.

All the lump sum tenders received by the closing time are listed in Table One below:

Table One

TENDERER	Lump sum tender price (excl. GST)	Program Duration
1. AYZ Landscapes & Civil Construction Pty Ltd	\$ 595,303.00	24 weeks
2. Kingston Civil Construction Pty Ltd	\$ 683,965.48	10 weeks
3. Statewide Civil Pty Ltd	\$ 723,830.00	14 weeks
4. GMW Urban Pty Ltd	\$ 765,837.29	19 weeks
5. Sam the Paving Man Pty Ltd	\$ 770,037.00	10 weeks
6. Sydney Civil Pty Ltd	\$ 899,170.00	20 weeks
7. Civil Construction Pty Ltd – Alternative Tender	\$ 939,366.00	20 weeks
8. Shamrock Development International Pty Ltd	\$ 953,102.00 ¹	6 weeks ²
9. Avoca Constructions (NSW) Pty Ltd	\$ 994,381.00	29 weeks
10. Sydney Harbour Paving Pty Ltd	\$1,029,380.00	5 weeks ²
11. Civil Construction Pty Ltd – Conforming Tender	\$1,205,535.00	40 weeks
12. QMC Group Pty Ltd	\$1,315,539.00	25 weeks

1. Prior to the close of tender Shamrock Development International Pty Ltd submitted an amendment to the Lump Sum Tender and Schedule Amounts to the amount of \$953,102.00.
2. Based on Council's previous experience with the Bay Street and Cross Street footpath reconstruction projects it is considered that construction programs of less than 10 weeks are not achievable. These two tenders were therefore assessed based on the minimum achievable construction program of 10 weeks.

Tender Assessment

The tender assessment panel comprised Mr Kelley Ambrose, Purchasing Coordinator as the convenor and independent member of the tender panel, Trent Scrivener, Project Engineer – Streetscapes as the Commissioning Officer and Mr Peter Cassilles as the Project Manager for the delivery of the Project. It should be noted that Mr Mark Ramsay, Manager Depot and Waste Services subsequently replaced Mr Ambrose due to his resignation from Council.

Council has resolved that a probity adviser should be included during the tender assessment stage for high risk, high value or sensitive projects. This contract was deemed to meet this definition and it was agreed that a probity adviser should be included in the tender process. Les Windle, Manager Governance, acted as the probity adviser.

Prior to the closing date the tender panel agreed on the weightings that would be used against the published selection criteria.

All tenders conformed to the mandatory requirements, and were assessed against the advertised selection criteria.

The tendered works program was stated as five weeks by Sydney Harbour Paving and 30 days (6 weeks) by Shamrock Development International Pty Ltd., however, no supporting information was provided to demonstrate how these programs would be achieved. They are considered to be unachievable based on Council's previous experience with the Bay Street and Cross Street footpath reconstruction projects. On this basis, the tender scores for this criterion have been calculated using the shortest achievable timeframe of 10 weeks.

Sydney Harbour Paving and Shamrock Development International Pty Ltd have not been disadvantaged for providing low program durations, but have been awarded full marks for this criterion.

The tender panel sought clarification and information from the four highest ranked tenderers at the Post-Tender Interviews. When assessing the information required to finalise the assessment of the tenders, the tender panel determined it was unnecessary to seek clarification on issues from the seven lowest scoring tenders, as their overall tender scores were much lower when compared with the top four tenderers.

Inspections were carried out on the top ranked tenderers' completed projects to assess the extent and quality of previous work.

Following the interviews, where necessary, the panel amended tenderers' scores and rankings. Final scores and rankings are shown in Table Two below.

Table Two

TENDERER	Tender & Business Requirements <i>Weighting: 0</i>	Demonstrated Experience <i>Weighting: 15</i>	Company Resources <i>Weighting: 7.5</i>	Program <i>Weighting: 15</i>	Quality Management <i>Weighting: 10</i>	OHS & Environmental Capabilities <i>Weighting: 7.5</i>	Price <i>Weighting: 40</i>	Price Qualifications <i>Weighting: 5</i>	Total Score <i>Weighting: 100</i>	Ranking
Sydney Harbour Paving	n/a	1.25	6.25	7.50	0.00	4.38	23.13	5.00	47.51	12
QMC Group	n/a	12.50	6.25	6.75	10.00	6.25	18.10	5.00	64.85	11
Shamrock Development	n/a	12.50	7.50	9.38	5.00	6.25	24.98	0.00	65.61	10
Avoca Constructions	n/a	11.25	7.50	4.46	10.00	6.88	23.95	2.50	66.53	9
Civil Construction – Conforming Tender	n/a	11.25	7.50	7.50	10.00	7.50	19.75	5.00	68.50	8
Civil Construction – Alternative Tender	n/a	11.25	7.50	9.38	10.00	7.50	25.35	5.00	75.97	7
GMW Urban	n/a	15.00	6.25	9.57	10.00	4.38	31.09	0.00	76.29	6
Sydney Civil	n/a	15.00	7.50	11.25	7.50	6.88	26.48	5.00	79.61	5
State Wide Civil	n/a	13.75	7.50	10.98	7.50	6.25	32.90	5.00	83.88	4
Sam The Paving Man	n/a	15.00	7.50	15.00	7.50	6.25	30.92	5.00	87.17	3
AYZ Landscapes & Civil Construction	n/a	13.25	6.25	8.75	7.50	6.25	40.00	5.00	87.50	2
Kingston Civil Construction	n/a	13.75	7.50	9.38	10.00	7.50	34.81	5.00	87.94	1

- Tender & Business Requirements:** Tenderers were asked to provide fundamental tender information in the form of Response to Tender, collusive tendering & conflict of interest declarations, GST particulars and insurance information.
- Demonstrated Experience:** Tenderers were asked to provide details of past works including description and size of contracts and visual examples in the form of photos.
- Company Resources:** Tenderers were asked to provide details of key personnel, proposed subcontractors and plant and equipment available to this project.
- Program:** Information was requested from the tenderer demonstrating their understanding of staging the works, work activities required to complete the project and timeframe over which those work activities and stages would be carried out. The scoring for this criteria is equally split between Methodology & Program Detail – 7.5% and Program Duration – 7.5%.
- Quality Management:** Information was requested from the tenderer demonstrating quality systems and any accreditations in this area.
- OHS & Environmental Capabilities:** Information was requested from the tenderer pertaining to OH&S and environmental systems and any accreditations in these areas. Statistics for lost time injuries were also assessed.

7. **Price Qualifications:** The panel assessed the risk of qualifications, all rates provided and the apparent risk of any claims. Any additional prices excluded from the tenderer's lump sum, but considered as probable variations to complete the contract works as described in the scope of works, were included in the price evaluation.
8. **Price:** The lowest evaluated tender price is allocated 100% for that weighting. Other tenderers' prices are then ranked by a percentage fraction of the lowest price.

Assessment Summaries:

Sydney Harbour Paving – Ranked No 12

Sydney Harbour Paving has completed limited projects of this type, size and complexity in the past. No visual examples were provided with their tender submission.

No CVs were provided with the Sydney Harbour Paving tender submission therefore their key personnel could not be evaluated.

Sydney Harbour Paving has a satisfactory range of plant to undertake the works. They have tendered a works program stating the duration of the works is five weeks, the shortest submitted, however they did not provide a detailed program of works to determine its accuracy. Although there was a lack of information supporting their program duration the tender evaluation panel have awarded full marks to them for program duration.

Sydney Harbour Paving are not ISO 9001 compliant, however they did provide evidence of a comprehensive OH&S system containing SWMS, hazard control plans, incident reporting and training register. However they did not provide evidence of OH&S nor Environmental Management systems or policies.

Sydney Harbour Paving has not suffered any Lost Time Injuries in the past three years. Sydney Harbour Paving's lump sum tender price was the third highest at \$1,029,380.00.

QMC Group – Ranked No 11

QMC Group has completed many projects of this type, size and complexity in the past, however no visual examples of paving works, similar to the elements required in the New South Head Road project, were provided with their tender submission.

QMC Group's key personnel have over 10 years experience in the civil engineering industry.

QMC Group has access to plant of a size and type which are satisfactory to undertake the works. They have tendered a works program stating the duration of the works is 25 weeks, the third longest submitted. Their program showed an average level of detail.

QMC Group are ISO 9001 and ISO 14001 compliant and provided evidence of a comprehensive OH&S system containing SWMS, hazard control plans, incident reporting and training register. Comprehensive QA and environmental policies and procedures were also submitted with their tender.

QMC Group provided evidence of Lost Time Injuries equal to four days in the past three years. QMC Group's lump sum tender price was the highest at \$1,315,539.00.

Shamrock Development – Ranked No 10

Shamrock Development has completed some projects of this type, size and complexity in the past. Excellent visual examples were provided with their tender submission showing paving works with all the elements that are relevant to the New South Head Road project.

Shamrock Development's key personnel have over 10 years experience in the civil engineering industry.

Shamrock Development has access to an excellent range of plant and equipment to undertake the works. They have tendered a works program stating the duration of the works is six weeks, the second shortest submitted, however they did not provide a detailed program of works to determine its accuracy. Although there was a lack of information supporting their program duration the tender evaluation panel have awarded full marks to them for program duration.

Shamrock Development are not ISO 9001 compliant, however they did provide evidence of a comprehensive OH&S system containing SWMS, hazard control plans, incident reporting and training register. Comprehensive environmental policies and procedures were submitted with their tender. The QA plan submitted with their tender was satisfactory.

Shamrock Development has not suffered any Lost Time Injuries in the past three years.

Shamrock Development's lump sum tender price was the fifth highest at \$953,102.00.

Avoca Constructions - Ranked No 9

Avoca Constructions has completed some projects of this type, size and complexity in the past. Good visual examples were provided with their tender submission showing paving works with some of the elements that are relevant to the New South Head Road project.

Avoca Constructions' key personnel have over 10 years experience in the civil engineering industry.

Avoca Constructions has access to an excellent range of plant and equipment to undertake the works. They have tendered a works program stating the duration of the works is 29 weeks, the second longest submitted. Their program showed average detail.

Avoca Constructions has ISO 9001 compliant OH & S and QA systems. Avoca Constructions provided evidence of a comprehensive Environmental Management system with policies and procedures.

Avoca Constructions has not suffered any Lost Time Injuries in the past three years.

Avoca Constructions' lump sum tender price was the fourth highest at \$994,381.00.

Civil Construction - Conforming Tender – Ranked No 8

Civil Construction has completed some projects of this type, size and complexity in the past. Good visual examples were provided with their tender submission showing paving works with some of the elements that are relevant to the New South Head Road project.

Civil Construction's key personnel have over 10 years experience in the civil engineering industry.

Civil Construction has access to an excellent range of plant and equipment to undertake the works. They have tendered a works program stating the duration of the works is 40weeks, the longest submitted. Their program showed good detail such as staging of repaving works.

Civil Construction has ISO 9001 compliant OH & S, Environmental Management and QA systems.

Civil Construction has not suffered any Lost Time Injuries in the past three years.

Civil Construction's lump sum tender price was the second highest at \$1,205,535.00.

Civil Construction - Alternative Tender – Ranked No 7

In accordance with the Conditions of Tendering, Civil Construction has submitted an Alternative Tender which has been assessed on the same basis as the conforming tenders.

Civil Construction has completed some projects of this type, size and complexity in the past. Good visual examples were provided with their tender submission showing paving works with some of the elements that are relevant to the New South Head Road project.

Civil Construction's key personnel have over 10 years experience in the civil engineering industry.

Civil Construction has access to an excellent range of plant and equipment to undertake the works. They have tendered a works program stating the duration of the works is 20 weeks, the equal seventh shortest submitted. Their program showed good detail such as staging of repaving works.

Civil Construction has ISO 9001 compliant OH & S, Environmental Management and QA systems.

Civil Construction has not suffered any Lost Time Injuries in the past three years.

Civil Construction's lump sum tender price was the sixth highest at \$939,366.00.

GMW Urban – Ranked No 6

GMW Urban has completed many projects of this type, size and complexity in the past. Excellent visual examples were provided with their tender submission showing paving works with all the elements that are relevant to the New South Head Road project.

GMW Urban key personnel have over 10 years experience in the civil engineering industry.

GMW Urban has access to a satisfactory range of plant and equipment to undertake the works. They have tendered a works program stating the duration of the works is 19 weeks, the sixth shortest submitted. Their program showed good detail such as staging of repaving works.

GMW Urban has ISO 9001 compliant OH & S and QA systems. GMW Urban provided evidence of a comprehensive Environmental Management system with policies and procedures.

GMW Urban provided evidence of Lost Time Injuries in excess of four days in the past three years.

GMW Urban lump sum tender price was the fourth lowest at \$765,837.29.

Sydney Civil Pty Ltd – Ranked No 5

Sydney Civil has completed many projects of this type, size and complexity in the past including Bay Street, Double Bay. Excellent visual examples were provided with their tender submission showing paving works with all the elements that are relevant to the New South Head Road project.

Sydney Civil key personnel have over 10 years experience in the civil engineering industry.

Sydney Civil own all of their plant, which will be adequate to complete the project. They have tendered a works program stating the duration of the works is 20 weeks, the equal seventh shortest submitted. Their program showed comprehensive detail such as staging of repaving works.

Sydney Civil has an ISO 9001 compliant OH & S system. Although not ISO 9001 compliant Sydney Civil did provide evidence of a comprehensive QA and Environmental Management systems with policies and procedures.

Sydney Civil has suffered no Lost Time Injuries in the past three years.
Sydney Civil's lump sum tender price was the sixth lowest at \$899,170.00.

Statewide Civil – Ranked No 4

Statewide Civil has completed similar projects of this size and complexity in the past. Excellent visual examples were provided with their tender submission showing paving works with all the elements that are relevant to the New South Head Road project.

Statewide Civil's key personnel have over 10 years experience in the civil engineering industry.

Statewide Civil have access to an excellent range of plant and equipment to undertake the works. They have tendered a works program stating the duration of the works is 14 weeks, the fifth shortest submitted. Their program showed good detail such as staging of repaving works.

Statewide Civil are not ISO 9001 compliant, however they did provide evidence of a comprehensive OH&S system containing SWMS, hazard control plans, incident reporting and training register. Comprehensive QA and environmental policies and procedures were also submitted with their tender.

Statewide Civil has not suffered any Lost Time Injuries in the past three years.
Statewide Civil's lump sum tender price was the third lowest at \$723,830.00.

Sam The Paving Man – Ranked No 3

Sam The Paving Man has completed many projects of this type, size and complexity in the past including Cross Street, Double Bay. Excellent visual examples were provided with their tender submission showing paving works with all the elements that are relevant to the New South Head Road project.

Sam The Paving Man's key personnel have over 10 years experience in the civil engineering industry.

Sam The Paving Man own all of their plant, which will be adequate to complete the project. They have tendered a works program stating the duration of the works is 10 weeks, the revised equal shortest submitted. Their program showed comprehensive detail such as staging of repaving works. Although Sam The Paving Man is not ISO 9001 compliant they did provide evidence of a comprehensive OH&S system containing SWMS, hazard control plans, incident reporting and training register. Comprehensive QA and environmental policies and procedures were also submitted with their tender.

Sam The Paving Man has not suffered any Lost Time Injuries in the past three years.

Sam The Paving Man's lump sum tender price was the fifth lowest at \$770,037.00.

AYZ Landscapes and Civil Construction – Ranked No 2

AYZ Landscapes have completed many projects of this type, size and complexity in the past, including Oxford St, Paddington. Good visual examples were provided with their tender submission showing paving works with all the elements that are relevant to the New South Head Road project.

AYZ Landscapes' key personnel have over 10 years experience in the civil engineering industry.

AYZ Landscapes has access to a satisfactory range of plant and equipment to undertake the works. They have tendered a works program stating the duration of the works is 24 weeks, the fourth longest submitted. Their program showed good detail such as staging of repaving works.

AYZ Landscapes are not ISO 9001 compliant, however they did provide evidence of a comprehensive OH&S system containing SWMS, hazard control plans, incident reporting and training register. Comprehensive QA and environmental policies and procedures were also submitted with their tender.

AYZ Landscapes has not suffered any Lost Time Injuries in the past three years.

AYZ Landscapes' lump sum price was the lowest at \$595,303.00.

The following information is based on the tenderer interview with AYZ Landscapes.

General

AYZ Landscapes has sufficient capacity to undertake the works. They had a good understanding of traffic and pedestrian management required for these works. AYZ Landscapes outlined a consultation process to incorporate the business owners and residents. Particular attention was paid to the potential impact on critical areas.

AYZ Landscapes agreed to commence the paving project prior to the completion of the Multi Function Pole Project in areas where conduits and poles have been erected.

AYZ Landscapes' program extends beyond Christmas 2009. AYZ Landscapes was advised that Council wishes works to stop over the Christmas period, from the beginning of December and starting up again in the first week of the new year. AYZ Landscapes identified a cost to close down the work site during December and recommence in early January as follows:

1. Removal of plant, materials and compound - \$2,200 Ex GST.
2. Retention of compound - \$900 Ex GST

These costs have not been included in the lump sum tender price.

Program

Methodology & Program Detail:

AYZ Landscapes identified a project sequence of:

1. Kerb & gutter excavation and reconstruction;
2. Excavation and construction of concrete base for footpath in halves to permit easier access to businesses by pedestrians; and
3. Construction of pavers.

AYZ Landscapes identified a sequential approach operating in one location in 30 metre construction length in order to minimise the disruption to the shopping centre. They anticipated the completion of each 30 metre length, with the exception of minor areas, would take 5 days.

They identified the half footpath construction method would enable safe movement of pedestrians and easy access to the businesses with the use of pedestrian ramps.

Kingston Civil – Ranked No 1

Kingston Civil has completed many projects of this type, size and complexity in the past for other municipal councils. Good visual examples were provided with their tender submission showing paving works with all the elements that are relevant to the New South Head Road project.

Kingston Civil's key personnel have over 10 years experience in the civil engineering industry.

Kingston Civil owns all of their plant, which will be adequate to complete the project. They have tendered a works program stating the duration of the works is 10 weeks, the revised equal shortest submitted. Their program showed average detail.

Kingston Civil has ISO 9001 compliant OH&S, Environmental Management and QA systems.

Kingston Civil has not suffered any Lost Time Injuries in the past three years.

Kingston Civil's lump sum price was the second lowest at \$683,965.48.

The following information is based on the tenderer interview with Kingston Civil.

General

Kingston Civil has sufficient capacity to undertake the works. They had a good understanding of traffic and pedestrian management required for these works.

Although Kingston Civil agreed to commence the paving project prior to the completion of the Multi Function Pole Project in areas where conduits and poles have been erected, they identified concerns related to the greater potential to disrupt the area.

Kingston Civil's program could be completed by December if commenced in September. However in the event delays due to weather or other circumstances Kingston Civil was advised that Council wishes works to stop over the Christmas period, from the beginning of December and starting up again in the first week of the new year. Kingston Civil identified a cost to close down the work site during December and recommence in early January, should this be required, was \$1,800 per week Ex GST (\$7,200 for a 4 week period). These costs have not been included in the lump sum tender price.

Program

Methodology & Program Detail:

Kingston Civil identified a project sequence of:

1. Kerb & gutter excavation and reconstruction;
2. Excavation and construction of concrete base for footpath full width; and
3. Construction of pavers.

Kingston Civil identified an approach of operating in two locations in 50 to 60 metre construction lengths. They anticipated the completion of each 50 to 60 metre lengths, with the exception of minor areas, would take 4 - 6 days.

They identified a full width footpath construction method using the parking/kerbside lane for pedestrian access protected by water filled barriers. The length of parking lane required for this methodology is 70 metres. The access of pedestrians to the businesses would be provided by the use of pedestrian ramps.

Program Duration:

Kingston Civil confirmed their program duration of 10 weeks and is based upon the use of two construction crew working on opposite sides of New South Head Rd.

Kingston Civil identified their program duration could be reduced to 8 weeks with the use of three construction crew and an additional cost of \$16,000 Ex GST. These costs have not been included in the lump sum tender price.

Conclusions:

The two highest ranking tenderers, AYZ Landscapes and Kingston Civil, with respective scores of 87.50 and 87.94, have the ability to undertake the work to a high quality. The major differences between the tenderers are the lump sum price and program methodology and duration.

The lump sum price of AYZ Landscapes (\$595,303.00) is \$88,662.48 less than Kingston Civil, (\$683,965.48) which represents a difference of 15%.

This cost is balanced against the program methodology and duration with AYZ Landscapes (24 weeks) being 14 weeks longer than Kingston Civil (10 weeks).

Kingston Civil's methodology will generate a greater disruption at any one time for the Double Bay shopping centre as a whole but for a much shorter period than AYZ Landscapes. However the disruption to each individual business will be similar for both tenderers, being 4 to 6 days.

The evaluation panel is of the opinion it cannot justify to Council the additional expenditure of \$88,662.48 for the decrease in construction period as outlined above and recommends the lowest lump sum tender of \$595,303.00 from AYZ Landscapes.

The tender panel therefore recommends that the contract for Double Bay Streetscape Improvement Works – New South Head Rd be awarded to AYZ Landscapes and Civil Construction Pty Ltd for a lump sum of \$595,303.00 (excluding GST).

Identification of Income and Expenditure:

Council has allocated \$818,231 in its capital expenditure budget for 2008/2009 for the Double Bay Streetscape Improvement Works in New South Head Road. There is also provision for paving in the Double Bay Gateway Treatment project.

In addition to the paving tender, Council has received a quotation from Telstra to install infill pit lids to all Telstra service pits within the work site at a cost of \$207,763 (excl. GST). This treatment of service pit lids has been used on the previous two stages, Bay Street and Cross Street. This is a high cost and Council staff are investigating an alternative treatment called "Street Bond" to be applied to the existing pit lids, in lieu of setting pavers into new pit lids. The estimated cost for this alternative treatment is \$54,000 (excl. GST).

Table Three sets out the estimated cost breakdown for the New South Head Road footpath reconstruction works, subject to Council's approval, in favour of the recommended tenderer, AYZ Landscapes

Table Three

Project Costs – New South Head Rd	Costs
Design Costs	\$ 71,119.47
Estimated Paver Supply Costs	\$ 207,195.00
Street Bond Pit Lid Treatment	\$ 54,000.00
Cross Street Construction Costs (AYZ Landscapes)	\$ 595,303.00
<i>Project Costs Total (Excl. GST)</i>	\$ 927,617.47
Project Budget – New South Head Rd	
New South Head Rd Streetscape Budget	\$ 818,231.00
Allocation for paving from Gateway Treatment Budget	\$ 77,270.00
<i>Project Budget Total (Excl. GST)</i>	\$ 895,501.00
<i>Balance of Project Costs vs. Project Budget</i>	- \$ 32,116.47

It is proposed to fund the shortfall of \$32,116.47 by savings from the Double Bay Cross Street project.

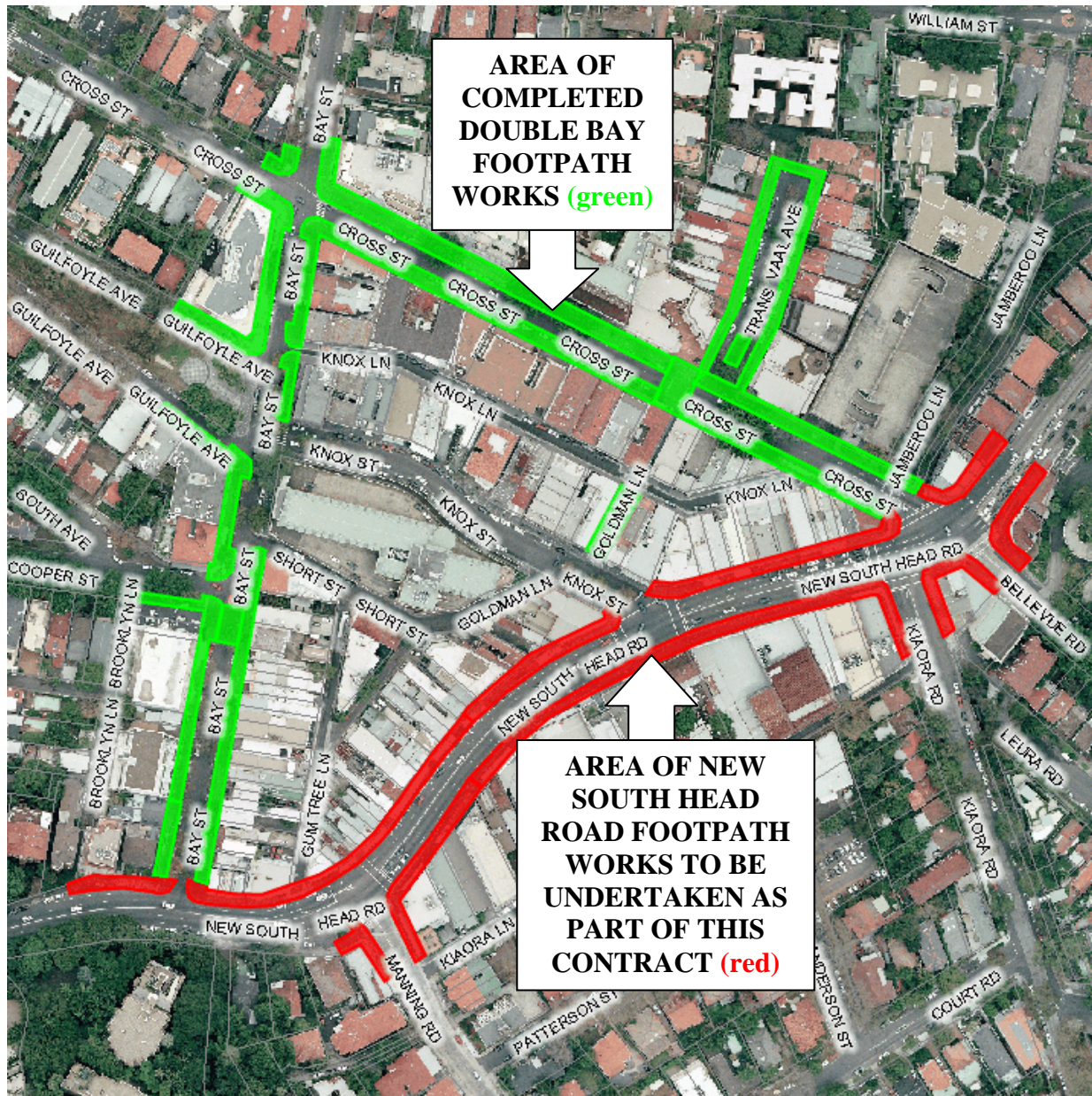
Mark Ramsay
Manager Depot & Waste Services

Warwick Hatton
Director Technical Services

Annexures:

Annexure 1 – Locality Plan of Extent of Works

Annexure 1 - Locality Plan of Extent of Works



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

