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TELEGRAPHIC ADDRESS:  
"ITBIS" SYDNEY

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## THE COUNCIL OF THE CITY OF SYDNEY

TOWN HALL, SYDNEY, N.S.W.

• Mr. George Clarke,  
Urban Systems Corporation Pty. Ltd.,  
2nd Floor,  
MLC Building,  
• Victoria Cross,  
NORTH SYDNEY. N.S.W. 2060

5th October, 1972.

REFERENCE: EB/IC

Dear Sir,

Referring to your letter of the 21st January, 1972 - reference: 7078/A1/B71 - with regard to the account in the sum of \$1,907.96 rendered to you in respect of work performed by the Council on your behalf in connection with the binding of the First Edition of the City of Sydney Strategic Master Plan Book, I have to inform you that this matter was overlooked prior to my departure overseas in February last and the Council's officers have only recently reported to me the circumstances surrounding the rendering of the account.

Firstly I must state that not at any time was there any inference on my part that the work in question would be undertaken at the cost of the Council, the details of such work being as follows :-

Binding, including the provision of covers and gold blocking of First Edition of City of Sydney Strategic Master Plan Books	\$1,889.36
Printing of 1,000 Errata Sheets for above Books	18.60
TOTAL	<u>\$1,907.96</u>

No on costs or surcharge were included in the above amount, which consists only of wages, materials and the cost of work performed by firms other than the Council.

The Council's records indicate that the Council's approval provided for the printing of up to 800 copies of the Plan Book at a cost not exceeding \$12,000 and this sum was paid to your Firm.

The quotation obtained by your Firm from Betteridge, Stannard & Rose Pty. Ltd. for the printing of the Plan Books provided, inter alia, that the Books were to be fully bound in cloth with hard covers and Gold Stamped on the front cover and spine with the title. This work, as you are aware, was performed by the Council and not your Firm's Contractor, which would mean a reduction in the price quoted to you by Betteridge, Stannard & Rose Pty. Ltd.

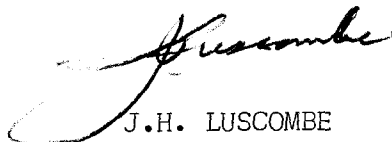
The Council is quite entitled to claim for the work performed on your behalf which was undertaken only to enable you to meet your commitments as previously agreed in the presentation of the Plan.

The investigations carried out also indicated that additional copies of the Plan Book had been printed at your direction over and above a total of 800 copies, which were retained by the Council. The additional copies totalled 110 and there does not appear to be any record of approval to the printing of such additional copies or the purpose for which they were required, as complimentary copies were made available from the Council's stock in accordance with a list furnished by you at the time.

The additional 110 copies referred to were removed by you from the Council's printing works and the account rendered by the Council also covered the binding of these copies to the extent that all that remained to be done was to affix the covers which was a minor item.

It will therefore be seen that the account was not rendered in error as claimed and that you are properly indebted to the Council for the amount claimed.

Yours faithfully,



J.H. LUSCOMBE  
Town Clerk.