



W A V E R L E Y
C O U N C I L

OPERATIONS AND COMMUNITY SERVICES COMMITTEE MEETING

A meeting of the OPERATIONS AND COMMUNITY SERVICES COMMITTEE will be held at Waverley Council Chambers, Cnr Paul Street and Bondi Road, Bondi Junction at:

7.00 PM, TUESDAY 5 NOVEMBER 2019

A handwritten signature in grey ink, appearing to read 'R. McLeod'.

Ross McLeod
General Manager

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Delegations of the Waverley Operations and Community Services Committee

On 10 October 2017, Waverley Council delegated to the Waverley Operations and Community Services Committee the authority to determine any matter **other than**:

1. Those activities designated under s 377(1) of the *Local Government Act* which are as follows:
 - (a) The appointment of a general manager.
 - (b) The making of a rate.
 - (c) A determination under section 549 as to the levying of a rate.
 - (d) The making of a charge.
 - (e) The fixing of a fee
 - (f) The borrowing of money.
 - (g) The voting of money for expenditure on its works, services or operations.
 - (h) The compulsory acquisition, purchase, sale, exchange or surrender of any land or other property (but not including the sale of items of plant or equipment).
 - (i) The acceptance of tenders to provide services currently provided by members of staff of the council.
 - (j) The adoption of an operational plan under section 405.
 - (k) The adoption of a financial statement included in an annual financial report.
 - (l) A decision to classify or reclassify public land under Division 1 of Part 2 of Chapter 6.
 - (m) The fixing of an amount or rate for the carrying out by the council of work on private land.
 - (n) The decision to carry out work on private land for an amount that is less than the amount or rate fixed by the council for the carrying out of any such work.
 - (o) The review of a determination made by the council, and not by a delegate of the council, of an application for approval or an application that may be reviewed under section 82A of the *Environmental Planning and Assessment Act 1979*.
 - (p) The power of the council to authorise the use of reasonable force for the purpose of gaining entry to premises under section 194.
 - (q) A decision under section 356 to contribute money or otherwise grant financial assistance to persons,
 - (r) A decision under section 234 to grant leave of absence to the holder of a civic office.
 - (s) The making of an application, or the giving of a notice, to the Governor or Minister.
 - (t) This power of delegation.
 - (u) Any function under this or any other Act that is expressly required to be exercised by resolution of the council.
2. The adoption of a Community Strategic Plan, Resourcing Strategy and Delivery Program as defined under sections 402, 403, and 404 of the *Local Government Act*.

Live Streaming of Meetings

This meeting is streamed live via the internet and an audio-visual recording of the meeting will be publicly available on Council's website.

By attending this meeting, you consent to your image and/or voice being live streamed and publicly available.

AGENDA

PRAYER AND ACKNOWLEDGEMENT OF INDIGENOUS HERITAGE

The Chair will read the following Opening Prayer and Acknowledgement of Indigenous Heritage:

God, we pray for wisdom to govern with justice and equity. That we may see clearly and speak the truth and that we work together in harmony and mutual respect. May our actions demonstrate courage and leadership so that in all our works thy will be done. Amen.

Waverley Council respectfully acknowledges our Indigenous heritage and recognises the ongoing Aboriginal traditional custodianship of the land which forms our Local Government Area.

1. Apologies/Leaves of Absence

2. Declarations of Pecuniary and Non-Pecuniary Interests

3. Addresses by Members of the Public

4. Confirmation of Minutes

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6. Urgent Business

7. Meeting Closure

CONFIRMATION OF MINUTES OC/4.1/19.11



Subject: Confirmation of Minutes - Operations and Community Services Committee Meeting - 3 September 2019

TRIM No: SF19/326

Author: Richard Coelho, Governance and Internal Ombudsman Officer

RECOMMENDATION:

That the minutes of the Operations and Community Services Committee Meeting held on 3 September 2019 be received and noted, and that such minutes be confirmed as a true record of the proceedings of that meeting.

Introduction/Background

The minutes of the Operations and Community Services Committee meeting must be submitted to Operations and Community Services Committee for confirmation, in accordance with clause 20.23 of the Waverley Code of Meeting Practice.

The Operations and Community Services Committee did not meet in October. Accordingly, the minutes of the September meeting are submitted to this meeting for confirmation.

Attachments

1. Operations and Community Services Committee Meeting Minutes - 3 September 2019



**MINUTES OF THE OPERATIONS AND COMMUNITY SERVICES COMMITTEE MEETING
HELD AT WAVERLEY COUNCIL CHAMBERS, CNR PAUL STREET AND BONDI ROAD, BONDI JUNCTION ON
TUESDAY, 3 SEPTEMBER 2019**

Present:

Councillor George Copeland (Chair)	Waverley Ward
Councillor John Wakefield (Mayor)	Bondi Ward
Councillor Dominic Wy Kanak (Deputy Mayor)	Bondi Ward
Councillor Sally Betts	Hunter Ward
Councillor Angela Burrill	Lawson Ward
Councillor Leon Goltsman	Bondi Ward
Councillor Tony Kay	Waverley Ward
Councillor Paula Masselos	Lawson Ward
Councillor Marjorie O'Neill	Waverley Ward

Staff in attendance:

Ross McLeod	General Manager
John Clark	Director, Customer Service and Organisation Improvement
Peter Monks	Director, Planning, Environment and Regulatory
Emily Scott	Director, Community, Assets and Operations
Karen Mobbs	General Counsel
Darren Smith	Chief Financial Officer
Jane Worthy	Internal Ombudsman

At the commencement of proceedings at 7.00 pm, those present were as listed above, with the exception of Cr Goltsman, who arrived at 7.12 pm.

PRAYER AND ACKNOWLEDGEMENT OF INDIGENOUS HERITAGE

The Chair read the following Opening Prayer and Acknowledgement of Indigenous Heritage:

God, we pray for wisdom to govern with justice and equity. That we may see clearly and speak the truth and that we work together in harmony and mutual respect. May our actions demonstrate courage and leadership so that in all our works thy will be done. Amen.

Waverley Council respectfully acknowledges our Indigenous heritage and recognises the ongoing Aboriginal traditional custodianship of the land which forms our Local Government Area.

1. Apologies/Leaves of Absence

Apologies were received and accepted from Crs Lewis and Nemesh.

Cr Keenan was previously granted leave of absence by Council for this meeting.

2. Declarations of Pecuniary and Non-Pecuniary Interests

The Chair called for declarations of interest and none were received.

3. Addresses by Members of the Public

There were no addresses by members of the public.

4. Confirmation of Minutes

OC/4.1/19.09 Confirmation of Minutes - Operations and Community Services Committee Meeting - 6 August 2019 (SF19/326)

MOTION / UNANIMOUS DECISION

Mover: Cr Copeland

Seconder: Cr Wakefield

That the minutes of the Operations and Community Services Committee Meeting held on 6 August 2019 be received and noted, and that such minutes be confirmed as a true record of the proceedings of that meeting.

5. Reports**OC/5.1/19.09 Stronger Communities Fund - Progress Report (A19/0224)****MOTION / UNANIMOUS DECISION**

Mover: Cr Wakefield

Seconder: Cr Wy Kanak

That Council:

1. Receives and notes the progress report on the Stronger Communities Fund.
2. Requests the Office of Local Government for an extension of time to expend the grant funding for the Bondi Park playground design and refurbishment project and the Varna Park improvements project.

OC/5.2/19.09 Barracluff Park and Playground Upgrade - Community Consultation and Design Concept (SF19/3446)**MOTION / UNANIMOUS DECISION**

Mover: Cr Wakefield

Seconder: Cr Wy Kanak

That Council:

1. Notes the community consultation undertaken for the draft concept design for the Barracluff Park and playground upgrade.
2. Notes the findings of the community consultation.
3. Endorses the design concept for the Barracluff Park and playground upgrade attached to this report and proceeds to detailed design.
4. Notes that the location of the playground in Barracluff Park presents a security risk in relation to its proximity to Old South Head Road and the Bondi Mizrahi Synagogue.
5. Undertakes a security risk assessment.
6. Pending the outcome of the security risk assessment, prepares a concept design and obtains costings for appropriately rated security measures that blend in with the park design and environment.
7. Notes that the final design will change based on recommendations and requirements identified by technical consultants, including, accredited access and inclusion specialist, accredited play safety auditor, registered engineers, accredited lighting engineers and accredited arborists, and that the final design be presented to Council for endorsement if significant changes are proposed, or emailed to councillors prior to tender endorsement if only minor changes are proposed, as per Council's new Standard Councillor Consultation Approach.
8. Circulates the consultation summary, appendices and design concept to local residents and engaged users of Barracluff Park who have opted in to receive updates.

OC/5.3/19.09 Tender Evaluation - Bronte Surf Club and Community Facilities Building Upgrade - Head Consultant Services (A19/0081)

MOTION / UNANIMOUS DECISION

Mover: Cr O'Neill

Seconder: Cr Masselos

That Council:

1. Treats the Tender Evaluation Matrix attached to this report as confidential in accordance with section 11(3) of the *Local Government Act 1993*, as the Matrix relates to a matter specified in section 10A(2)(d)(i) of the *Local Government Act 1993*. The Matrix contains commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person(s) who supplied it.
2. Under clause 178(1)(a) of the *Local Government (General) Regulation 2005*, accepts Choi Ropiha Fighera Pty Ltd as the preferred tenderer for the supply of Head Consultant Services – Bronte Surf Club and Community Facilities Building Upgrade for the sum of \$837,235 (excluding GST).
3. Authorises the General Manager, or delegated representative, to enter into contract on behalf of Council with Choi Ropiha Fighera Pty Ltd.
4. Notifies unsuccessful tenderers of the decision in accordance with clause 179 of the *Local Government (General) Regulation 2005*.

6 Urgent Business

There were no items of urgent business.

7. Closed Session

OC/7/19.09 Closed Session

Before the motion to close the meeting was put, the Chair provided an opportunity for members of the public to make representations as to whether this part of the meeting should be closed. None were received.

MOTION / DECISION

Mover: Cr Masselos

Seconder: Cr Wy Kanak

That:

1. Council moves into closed session to deal with the matters listed below, which are classified as confidential under section 10A(2) of the *Local Government Act 1993* for the reasons specified:

OC/7.1/19.09 CONFIDENTIAL REPORT - Shops 2 and 3, 276 Bronte Road, Waverley - Lease to Life on the Inside Pty Ltd

This matter is considered to be confidential in accordance with section 10A(2)(c) of the *Local Government Act*, and Council is satisfied that discussion of the matter in an open meeting would, on balance, be contrary to the public interest as it deals with information that would, if disclosed, confer a

commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

2. Pursuant to sections 10A(1), 10(2) and 10A(3) of the *Local Government Act 1993*, the media and public be excluded from the meeting on the basis that the business to be considered is classified as confidential under section 10A(2) of the *Local Government Act 1993*.
3. The correspondence and reports relevant to the subject business be withheld from the media and public as provided by section 11(2) of the *Local Government Act 1993*.

At 7.17 pm, Council moved into closed session.

OC/7.1/19.09 CONFIDENTIAL REPORT - Shops 2 and 3, 276 Bronte Road, Waverley - Lease to Life on the Inside Pty Ltd (A10/0424)

MOTION / DECISION

Mover: Cr Masselos
Seconder: Cr Wy Kanak

That Council:

1. Treats this report as confidential in accordance with section 11(3) of the *Local Government Act 1993*, as it relates to a matter specified in section 10A(2)(c) of the *Local Government Act 1993*. The report contains information that would, if disclosed, confer a commercial advantage on a person with whom Council is conducting (or proposes to conduct) business.
2. Enters into a lease with Life on the Inside Pty Ltd in respect to shops 2 and 3, 276 Bronte Road, Waverley, on the terms and conditions contained in Table 1 of this report.
3. Authorises the General Manager to complete negotiations and execute the lease.

8. Resuming in Open Session

OC/8/19.09 Resuming in Open Session

MOTION / DECISION

Mover: Cr Goltsman
Seconder: Cr Wy Kanak

That Council resumes in open session.

At 7.20 pm, Council resumed in open session.

Resolutions from closed session made public

In accordance with clause 14.21 of the Waverley Code of Meeting Practice, when the meeting resumed in open session the chair announced the resolutions made by Council while the meeting was closed to members of the public and the media.

9. Meeting Closure

THE MEETING CLOSED AT 7.21 PM.

.....
SIGNED AND CONFIRMED
CHAIR
5 NOVEMBER 2019

REPORT
OC/5.1/19.11

Subject: Sponsorship Policy

TRIM No: A18/0478

Author: Meredith Graham, Executive Manager, Engaging Waverley

Director: John Clark, Director, Customer Service and Organisation Improvement

RECOMMENDATION:

That Council:

1. Rescinds the existing Sponsorship, Grants and Donations Policy.
2. Adopts the Sponsorship Policy attached to this report.
3. Notes that a Community Grants Policy and a Donations Policy will be presented to a future meeting for adoption.

1. Executive Summary

Council has an existing Sponsorship, Grants and Donations Policy which was developed in 2008 and last reviewed in 2013. For some time, staff at Council have discussed the needs to create a separate Sponsorship Policy and to have greater clarity on sponsorship-related policy matters. A review has been conducted and a new Sponsorship Policy has been prepared for Council's consideration.

2. Introduction/Background

Council has had a Sponsorship Policy in place since 1997. A revision in 2006 saw the policy take account of the *Sponsorship in the Public Sector Guidelines* by ICAC. Further updates were made in 2008 and 2013.

A review of the Sponsorship policy was noted as a deliverable in the 2018–19 Operational Plan; however, this activity was delayed due to resource constraints and while clarity of policy ownership was determined in the recent organisational restructure.

For some time, staff at Council have discussed the need to create a separate Sponsorship Policy from the current Sponsorship, Grants and Donations Policy. The combined policy dealing with Sponsorships, Grants and Donations does not provide sufficient guidance for staff in seeking, assessing or receiving sponsorships. In the absence of a sufficient level of policy guidance, staff have been unsure and hesitant about exploring sponsorship opportunities and it has resulted in unmet potential for sponsorship generation and inconsistent approaches to sponsorship-seeking activities across Council.

The grants portion of the Sponsorship, Grants and Donations Policy will soon be governed by the Community Grants Policy, currently in draft and to be brought to Council in the near future. Council staff feel that the donations portion of the existing Policy would be better served by a brief, stand-alone Donations Policy that deals with both inbound and outbound donations. Council officers will look to draft this policy in the coming months, but don't anticipate it to be a complex task.

3. Relevant Council Resolutions

Meeting and date	Minute No.	Decision
Council 19 November 2013	1311.12.4	<p>That Council:</p> <ol style="list-style-type: none"> 1. Receive and note this report. 2. Adopt the revised Sponsorships, Grants and Donations Policy subject to the following: <ol style="list-style-type: none"> (a) The headings in the section entitled 'Definitions' be amended to read: <ol style="list-style-type: none"> i. "Sponsorship received by Council ii. Grant provided by Council iii. Donation received by Council (including unconditional gift, bequest or endowment.)" (b) The section entitled 'Where Council is being asked for a grant' be amended to read: <p>"Where Council is being asked for a grant, it will be to help a community organisation conduct:</p> <ul style="list-style-type: none"> • Events • Activities • Programs, or • Provide Facilities <p>that have direct benefits to the residents, owners and businesses within the Waverley Local Government Area."</p> (c) The first paragraph of the section entitled 'Where Council is seeking sponsorship' be amended to read: <p>"Where Council is seeking sponsorship, it may be possible to connect the sponsorship with Council's:</p> <ul style="list-style-type: none"> • Events • Activities • Programs • Assets • Services" (d) The third paragraph of the section entitled 'Where Council is seeking sponsorship' be amended to read: <p>"This contribution could be via a cash payment, providing 'in kind' resources, or a combination of the two. The activity or project may be carried out</p>

		<p>as a joint venture with Council or as a commitment to totally fund the works. The works could be simple and low cost (eg a mural), or moderately complex with low – medium cost (eg park, play area upgrade or public art).”</p> <p>(e) The first bullet point of the section entitled ‘Unsuitable Proposals’ be amended to read:</p> <p>“Conflict with the Community’s long term vision, direction and strategies as set out in the Community Strategic Plan (<i>Waverley Together</i>) or other Council policies and plans (eg Plans of Management, Arts Plus Plan).”</p> <p>(f) The tenth bullet point of the section entitled ‘Unsuitable Proposals’ be amended to read:</p> <p>“Requests that seek permission to install obtrusive signage or other undesirable visual clutter which is contrary to Council guidelines on memorials and signage, Plans of Management or other Council Policies.”</p> <p>(g) The section entitled ‘Retainment of discretion to reject sponsorship’ be amended to read:</p> <p>“RETAINMENT OF DISCRETION TO REJECT SPONSORSHIPS AND DONATIONS</p> <p>Waverley Council retains the discretion not to accept sponsorships or donations from any entity for any reason.”</p> <p>(h) The sole paragraph in the section entitled ‘Transparency of Information’ be amended to read:</p> <p>“Information about sponsorships, grants and donations will be available to the public on request. Council will maintain a register on sponsorships, grants and donations and will report on these in its Annual Report.”</p> <p>(i) The seventh bullet point of the section entitled ‘Other Policies and Legislation’, sub section ‘General’ be amended to read:</p> <p>“Plans of Management for parks, reserves and beaches.”</p>
<p>FESP 7 November 2006</p>	<p>F-0611.6</p>	<p>That Council adopts the draft Sponsorships, Grants and Donations Policy subject to the following amendment:</p> <ol style="list-style-type: none"> 1. Amend the 2nd paragraph on page 91 of the agenda (page

		<p>6 of the Policy) under the heading, “Reasons for Donations” so that it reads as follows:</p> <p>“Council makes donations in situations that may include a charity or community organisation for general purposes.”</p>
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4. Discussion

The development of a revised Sponsorship Policy, separated from the Sponsorships, Grants and Donations Policy (2013) has been discussed internally at Council for some time. Staff have felt that the existing Grants, Donations and Sponsorship Policy does not provide a sufficient level of guidance in seeking, assessing, receiving and managing sponsorship, and this has resulted in inconsistency of approach and hesitation to deal with sponsorship matters and opportunities.

Council runs a range of exciting programs and events that attract large numbers of patrons and substantial media attention. There is a significant potential to attract small and large sponsorship opportunities and to supplement budgets to enhance event and program delivery. This is in the context of significant rising costs, particularly for large scale events associated with security, traffic and risk management considerations.

Council could potentially institute a more active program of sponsorship attraction. The first step to this is to have a revised and contemporary Sponsorship Policy in place to guide staff in sponsorship matters.

For context, the sponsorships received as reported in the Annual Report 2018–2019 were as follows:

- Mark Moran Vacluse NIB Literary Award: \$30,000.
- RSL-Sub Branches NIB Literary Award: \$3,000.

In addition, Council receives various smaller contributions related to prizes for the Garden Awards.

Significant potential exists to drive a more comprehensive sponsorship program, to enhance and contribute to event and program delivery and to value-add to Council’s existing programs through sponsorship contributions.

In drafting the proposed Sponsorship Policy, a number of policies were reviewed from other Councils, including City of Sydney, Inner West Council, City of Parramatta, City of Canada Bay, City of Albany, Local Government NSW, and City of Canterbury Bankstown.

The main changes from the existing Sponsorships, Grants and Donations Policy are as follows:

- Transfer into the new policy template, which has necessitated rewriting of sections.
- Separation of sponsorship related elements into stand-alone document.
- Adjustments to take account of outbound sponsorships as well as inbound sponsorships.
- Adaptation of the principles section to be simpler and Waverley specific.
- Integration of the ICAC principals into the policy content rather than separating within the document.
- Adaptation of the former Risk Assessment section/approach into practical information on conflict of interest and assessment criteria.
- Adjustments and addition of detail to the section outlining Sponsorships not permitted under the Policy, more clearly outlining unsuitable sponsorship arrangements and unsuitable potential sponsor alignment.
- Addition of section related specifically to conflicts of interest, providing clear guidance for staff.

- Addition of section outlining the methods of attracting sponsors, providing clearer guidance for staff.
- Addition of section outlining benefits to Sponsors and potential sponsorship offerings – providing information to staff on what could be packaged and offered to sponsors.
- Addition of clear assessment criteria for application by staff.

The draft Sponsorship Policy is attached to this report.

To supplement the draft Sponsorship Policy a series of procedural and practical documents have been created that will assist staff in the process of attracting, assessing and managing sponsorship arrangements, including:

- Sponsorship assessment checklist.
- Draft sponsorship expression of interest.
- Conflict of interest declaration.
- Statement of Business Ethics declaration.
- Draft sponsorship agreement.

5. Financial impact statement/Time frame/Consultation

There is no financial impact related to the drafting and approval of this policy. It is anticipated that the implementation of the policy will provide opportunities for Council to realise revenue associated with sponsorships.

The draft policy has been consulted on internally with relevant staff and with the Executive Leadership Team.

6. Conclusion

The draft Sponsorship Policy has been developed for consideration by Council and is proposed to be a separated, standalone policy from the previously combined Sponsorship, Grants and Donations Policy.

7. Attachments

1. Sponsorship Policy [↓](#)



WAVERLEY
COUNCIL

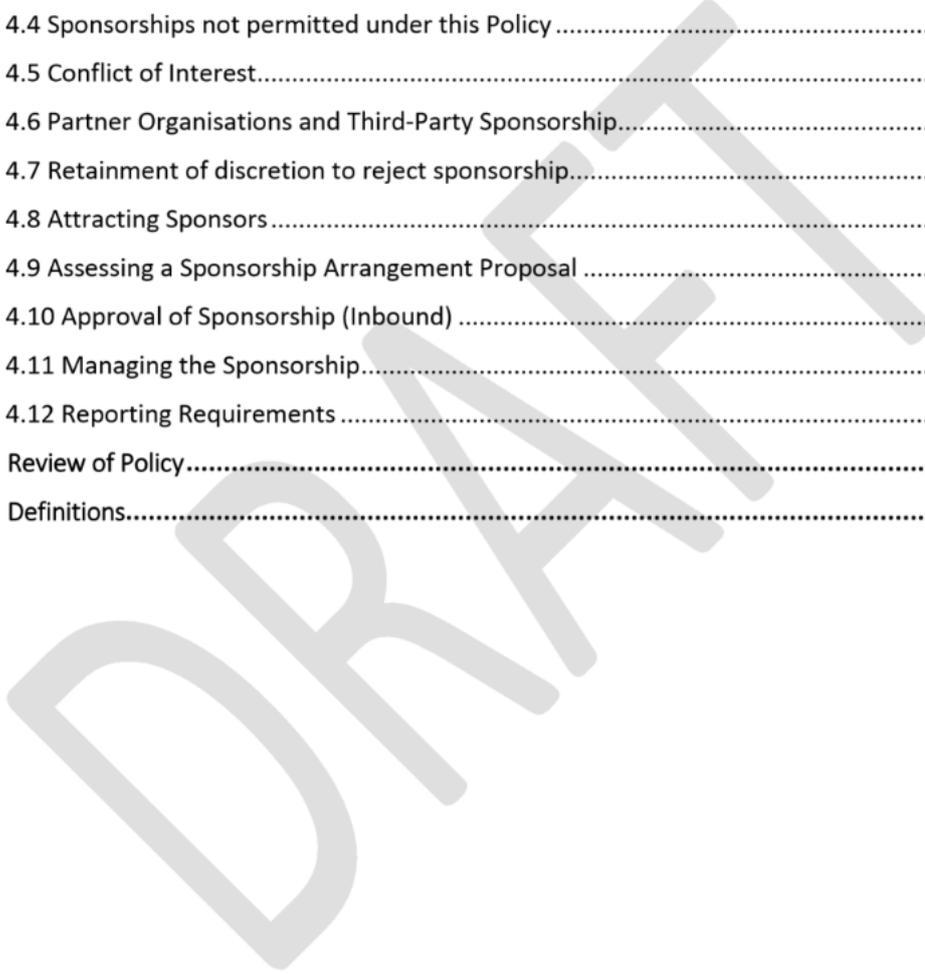
Sponsorship Policy

Sponsorship Policy

Policy owner	Executive Manager, Engaging Waverley
Approved by	
Date approved	
Commencement date	1 December 2019
TRIM Reference	
Next revision date	1 December 2022
Relevant legislation/codes	<i>Local Government Act 1993</i> Australian National Audit Office Management of Corporate Sponsorship (1997) Sponsorship in the Public Sector – Independent Commission Against Corruption (2006)
Related policies/procedures/guidelines	Waverley Community Strategic Plan 2018-2029
Related forms	Sponsorship assessment checklist Draft sponsorship expression of interest Conflict of interest declaration Statement of Business Ethics declaration Draft sponsorship agreement

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1. Background

Waverley Council delivers a range of activities, programs and events that contribute to the vibrant cultural life of the Waverley community. Through incoming financial and in-kind sponsorship, Council can enhance these activities, programs and events to provide a greater benefit to the community.

Waverley Council also provides outgoing sponsorship to community organisations, groups and individuals for the benefit of the community.

2. Purpose

The purpose of this policy is to outline the principles of sponsorship for Waverley Council and aims to establish a coordinated and transparent approach to the way in which Council seeks, secures, provides and manages all sponsorship.

The policy:

- Outlines a framework and general principles for managing Waverley Council's incoming and outgoing sponsorships, both monetary and non-monetary in nature;
- Outlines considerations in identifying, pursuing, securing, approving, receiving, distributing and managing *incoming* sponsorship;
- Outlines considerations in identifying, assessing, approving and managing *outgoing* sponsorship;
- Ensures that all sponsorship is dealt with in a fair, transparent and equitable manner;
- Outlines responsibilities of all parties involved in a sponsorship arrangement;
- Specifies criteria that guide what sponsorship opportunities could be sought or supported including considerations for ensuring probity, policy conformity, and avoiding conflicts of interest.

3. Scope

This Policy applies to all incoming and outgoing sponsorship arrangements entered into by Waverley Council. It does not apply to grants or donations. The Policy supersedes the Sponsorship related sections of the Grants, Donations and Sponsorship Policy (2013).

This Policy applies to all Waverley Council elected representatives and employees, including permanent, temporary and casual staff, contractors and consultants engaged by Waverley Council.

4. Policy Content

4.1 Sponsorship Principles

Any sponsorship arrangement that is offered or sought by Waverley Council must:

- Benefit Council, the residents, businesses and/or visitors of the area;
- Help deliver and align with Council's Community Strategic Plan and other Council Plans and Policies;

- Not create a conflict of interest;
- Pass a suitability assessment;
- Pass a Risk and Probity assessment;
- Not interfere with Council's ability to exercise its obligations under the Local Government Act 1993 or any other relevant legislation that Council relies on to perform its duties and deliver services.

4.2 Suitable Items for Sponsorship

Sponsorship may be incoming (received by Council), or outgoing (offered by Council) and can be funded and/or in-kind.

4.2.1 Suitable Activities for Incoming Sponsorship

The types of events/activities that Council may consider suitable for incoming sponsorship generally include:

Temporary or recurring activities or events such as:

- Public and ticketed events, festivals and event programs;
- Cultural activities and programs of a limited time period or ongoing e.g. Exhibitions, cultural programs;
- Public conferences, seminars and workshops e.g. business forums;
- Training and education or opportunities for scholarships;
- Community or industry awards;
- Environmental projects;
- Community awareness and education campaigns.

Council assets including:

- Buildings, facilities, parks, sporting facilities, bus shelters, fleet or other infrastructure;

Waverley Council considers prospective sponsorship to be a mechanism with which to value-add to existing activities, projects or programs, or to introduce new projects.

Council will continue to provide its services and commitments to the community regardless of the level of sponsorship support received or provided.

4.2.2 Suitable Activities for Outgoing Sponsorship

The types of events/activities that Council may consider suitable for outgoing sponsorship generally include:

- Cultural or community events
- Community education programs
- Community projects
- Sporting projects and programs
- Conferences
- Scholarships
- Awards
- Research and publications.

4.3 Benefits to Sponsors (Inbound Sponsorships)

For inbound sponsorships, Waverley Council can provide a suitable target audience or the opportunity to meet goals associated with social responsibility.

The specific benefits of an inbound sponsorship arrangement to the sponsor are determined in collaboration and agreement with Waverley Council and may be restricted by legislation and public policy. Benefits must be agreed upon in advance and included in the sponsorship agreement. The extent of benefits will depend on the level and nature of the sponsorship and may include:

- (a) Ability to use Council's branding, content and imagery in connection with the sponsored activity and the ability to develop co-branded material;
- (b) Branding exposure on print materials and collateral, media, social and direct marketing, and Council's public wifi platform;
- (c) Exposure at events through signage and integration into events programs where feasible and appropriate, acknowledgement by the emcee or speakers;
- (d) Opportunity to speak publicly at the sponsored event or activity;
- (e) In-kind event coordination support and event advisory/logistics support;
- (f) Event hospitality including invitation to events, invitation to VIP functions, temporary car parking space for the event and preferential seating;
- (g) Naming rights or category sponsorship for major events;
- (h) Award or trophy in the sponsor's name and publicly presented;
- (i) Designated spaces whether internal or external on a case by case basis;
- (j) Display of goods and other material merchandising of goods at selected points of sale
- (k) Sponsors name, logo or other relevant design displayed on Council assets eg, Garbage trucks or other fleet vehicles, or on a plaque or name plate in connection with the asset;
- (l) Council waiving fees or agreeing to meet costs associated with services it would otherwise charge for, as listed in the advertised Fees and Charges e.g. installation of street banners.

4.4 Sponsorships not permitted under this Policy

Sponsorships will not be offered or sought that:

- (a) Have the potential for an adverse impact on Waverley Council's reputation and brand;
- (b) Impede or potentially impede Council's ability to carry out its functions fully and impartially;
- (c) Restrict access to Waverley Council's events, services or assets;
- (d) Are not consistent with the objectives outlined in Waverley Council's Community Strategic Plan, or other plans, strategies and policies of Council including Plans of Management;
- (e) give rise to a conflict of interest;
- (f) Pose a conflict between the objectives and values of Council and those of the other party.

Waverley Council will not consider entering into sponsorship arrangements with other parties that Council deems:

- (a) Such arrangement could compromise, or be seen to compromise, Council's ability to exercise its regulatory and planning functions. Further, other parties must have a clear understanding that any arrangements have no bearing on Council's capability to exercise such functions;
- (b) Have not fulfilled the requirements of a previous sponsorship arrangement;
- (c) To be of a political nature (e.g. political parties);
- (d) Are connected with adult services or adult content production or distribution;

- (e) Promote or are associated with the sale of tobacco;
- (f) Promote or are associated with gambling products or services;
- (g) Promote or are associated with weapons manufacture and sale;
- (h) Discriminate by way of race, religion, gender, sexual orientation including in employment, marketing or advertising practices.

4.5 Conflict of Interest

Every sponsorship arrangement proposal will be assessed for the possibility of conflict of interest (either real or perceived). Council has the discretion to refuse or terminate such arrangement in any case where, during the life of the sponsorship, the other party (including related parties, parent companies and subsidiaries):

- Has a current development application or planning matter before Council, or Council is aware of a possible future application and planning matter;
- Is or is likely to be subject to regulation or inspection where Council may impose conditions;
- May limit Council's ability to carry out its functions fully and impartially or may be perceived to do so.

In addition, there should be no suggestion, either explicitly or implicitly, that any individual, organisation or company will be given any favourable or special treatment as a result of providing sponsorship support to Council.

No elected representative, employee or agent of Waverley Council is to receive, or solicit, a personal benefit from a sponsorship agreement with Council. This would constitute a breach of Council's Code of Conduct.

Prospective sponsors will be required to sign a Conflict of Interest Declaration as part of the acceptance and approval process.

4.6 Partner Organisations and Third-Party Sponsorship

From time to time, Waverley Council may partner with an organisation in order to deliver a program or event. Conditions associated with the Partnership arrangement will be outlined in an agreement.

Partners seeking sponsorship to events and programs run in conjunction with Council should adhere to the criteria outlined in this Policy for assessing the suitability of potential sponsorships. Council must be notified of potential sponsorship arrangements by partner organisations and retains the right to reject potential sponsorship arrangements that it deems to be inappropriate, or to impose conditions of the sponsorship offering and arrangement.

4.7 Retainment of discretion to reject sponsorship

When determining and evaluating a sponsorship proposal, Waverley Council retains the discretion not to accept a sponsorship proposal. Council will assess proposals according to the criteria it has created and published.

4.8 Attracting Sponsors

Sponsorship opportunities are potentially sought through different approaches. Waverley Council may offer or seek sponsorship opportunities through:

- (a) Expressions of Interest
Expressions of Interest will typically be invited through advertisement to ensure the business community and other relevant government and non-government organisations have the opportunity to participate in relevant sponsorship opportunities.
- (b) Pitching a sponsorship
Council may identify potential sponsor/s for a specific sponsorship opportunity and may initiate direct contact with the potential sponsor/s where there is a strategic alignment between the prospective sponsor/s and the activity or project for which sponsorship is being sought.
- (c) Unsolicited proposals
Unsolicited proposals for sponsorship should only be accepted where a significant strategic alignment exists between the sponsor and the target sponsorship offering. In these situations the reasons for accepting the offer and not conducting an open market process must be clearly documented.
- (d) A combination of the above.

4.9 Assessing a Sponsorship Arrangement Proposal

Sponsorship arrangement proposals must be assessed against the below criteria:

- The arrangement and other party is compatible with Council's vision, values, strategic objectives, policies, and image, and applicable legislation;
- The other party is not excluded on the basis of criteria outlined in 4.4 of this Policy;
- Agreement with the other party on the sponsorship benefits being offered or received;
- The other party must not be involved in a dispute with Council or it is assessed that there may be a reasonable risk of dispute with Council;
- The sponsorship arrangement is not considered to be a conflict of interest;
- The sponsorship agreement must not impose or imply conditions that could limit, or appear to limit, Council to carry out its functions fully, impartially and ethically;
- The sponsorship arrangement is anticipated to deliver positive reputational benefits to Council;
- Council must be satisfied that the other party has the capacity and intent to fulfil its obligations;
- The sponsorship arrangement must benefit both parties;
- The sponsorship arrangement and agreement must adhere to Council's sponsorship policy;
- The assessment of incoming sponsorship must consider the impact and potential reach of the sponsorship, community benefit, and cost of serving the sponsorship against the benefits and potential for long-term partnerships;
- Submissions for outgoing sponsorship will be assessed against criteria including any past or present business conducted within Council and the other parties' statement of principal activities (as well as parent or subsidiary company information). Consideration must also be given to budget available to undertake the sponsorship, the resources required to service

- the agreement and an assessment of these against the benefits provided to Council and the community;
- The value of Incoming sponsorship must be sufficiently greater than the cost to Council in time and resources of obtaining the sponsorship.

4.10 Approval of Sponsorship (Inbound)

Approval for sponsorship arrangements is as follows:

\$20,000 and below – approval by the General Manager in consultation with the Executive Leadership Team.

Above \$20,000 – approval by Council.

Assessments of sponsorship proposals will be undertaken against the criteria for appropriateness outlined in this policy and will assess and take account of any risk and probity considerations including potential conflict of interest situations.

Any sponsorship arrangement entered into must be formalised with a written agreement. This agreement should be the entire arrangement between the parties, and no privileges for either party shall exist outside the agreement, unless approved by both parties.

4.11 Managing the Sponsorship

A sponsorship agreement must be entered into for each sponsorship arrangement. The sponsorship agreement must not impose or imply conditions that would limit, or appear to limit, Council's ability to carry out its functions fully and impartially.

The agreement will set out:

- The nature of benefits, including economic and in-kind benefits, available to Council and the other party;
- The form or forms of sponsorship acknowledgement which will be available;
- The term of the sponsorship and any conditions regarding renewal;
- Financial accountability requirements;
- Provision for termination or suspension of the agreement.

4.12 Reporting Requirements

All sponsorship arrangements are to be documented through a sponsorship proposal, sponsorship agreement and reported to the community via Council's Annual Report for the respective financial year.

5. Review of Policy

This policy will be reviewed every three years or as required in the event of legislative changes or requirements. The policy may also be changed as a result of other amendments. Any amendments to a community facing policy must be by way of a Council resolution, and any amendments to an organisational facing policy must be approved by the General Manager.

Council staff and members of the public may provide feedback about this document by emailing info@waverley.nsw.gov.au

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6. Definitions

Term	Definition
Sponsorship	A sponsorship is a commercial arrangement in which a sponsor provides a financial or in kind contribution to support an activity in return for certain specified benefits. Sponsorship can be provided to or received from the corporate sector, private sector, private individuals as well as community groups and not for profit organisations.
Outgoing Sponsorship	A financial or in-kind contribution from Council made to an individual, organisation or business.
Incoming Sponsorship	A financial or in-kind contribution to Council made from an individual, organisation or business.
Conflict of Interest	A conflict of interest can arise if it is likely that a private interest could conflict, or be seen to conflict, with carrying out a person's public or professional duties.
Community Benefit	The return or benefit to the community that flows from Council's sponsorship programs.
Council	Council refers to Waverley Council
LGA	Refers to the Waverley Council local government area
Grant	A grant is cash or value-in-kind support provided to applicants for a specified project or purpose with terms and conditions defined, but not commensurate with a direct reciprocal benefit received by Council. Grants made by Council are expected to achieve community benefit.
Donation	A donation (including an unconditional gift, bequest or endowment) is a provision of cash or other items of value with no return benefits expected. The person or organisation providing these may request a modest acknowledgement or that the provision be used for a particular purpose. These are not sponsorships or grants. Council, an individual or an organisation may make a donation, except that only an individual can make a bequest.

REPORT
OC/5.2/19.11



Subject: Media Policy and Social Media Policy

TRIM No: A19/0005

Author: Julie Peters, Manager, Communications and Engagement

Director: John Clark, Director, Customer Service and Organisation Improvement

RECOMMENDATION:

That Council adopts:

1. The Media Policy attached to this report (Attachment 1).
2. The Social Media Policy attached to this report (Attachment 2).

1. Executive Summary

Council’s current Media and Social Media Policies need to be updated to reflect the changes in the organisation since they were first drafted in 2013, as well as the change in the media and social media landscapes. A clear and appropriate media and social media policies assists Council to protect its reputation.

2. Introduction/Background

The Communications and Engagement team developed Council’s first Media Policy and Social Media Policy in 2013. Both policies were adopted by Council, and staff were trained in the implementation of the policies. Both policies were comprehensive and included practical guidance to support officers and Councillors.

Since Council adopted these policies, the organisational structure has changed, which has made elements of the current policies redundant. Also, since 2013, the media and social media landscapes have evolved significantly. Updating the Media and Social Media Policies was a task identified in the Operational Plan 2019–20.

3. Relevant Council Resolutions

Meeting and date	Minute No.	Decision
Council 18 June 2013	1306.12.16	That Council adopt the Media Policy and Social Media Policy subject to the Media Policy – Appendix 3 – Media Release Handling Process – clause 6 being amended to read as follows: ‘6. The Media and Public Relations Officer distributes the media release as a PDF to an agreed media distribution list, copying in relevant staff as well as the Mayor, Councillors and the General Manager. All recipients are emailed as bcc.’

4. Discussion

In developing the Media and Social Media policies, officers undertook desktop research into industry examples and incorporated best practice.

The draft policies aim to be succinct and easy to follow to ensure accessibility for all staff and Councillors. The core messages for both policies have not changed.

Media Policy

Media plays an important role in Council's reputation, particularly as Waverley is a high-profile Council area, and the media has an understandable interest in Council's activities.

The update to the Media Policy aims to simplify and make clear to staff that only the Mayor, General Manager, Communications and Engagement Manager and Media and Public Relations Officer can speak to the media without prior approval. Only the Mayor and the General Manager are spokespeople for Council, unless others are delegated to perform the function.

The updated Policy is also very clear that, if a Councillor is speaking to the media outside of being delegated to do so on behalf of Council, that they are clear their views are their own personal views and not that of Council.

The main changes to the updated Media Policy include:

- Removal of appendices, which were more relevant to guidelines.
- Removal of reference to media events, promotions, media monitoring and social media.

Social Media Policy

Feedback was received that Council's current Social Media Policy (2013) was unnecessarily lengthy and difficult to follow. The updated draft Social Media Policy (2019) is more succinct and provides clear guidance on what is and is not acceptable on social media.

The key messages for staff to understand and comply with relate to appropriate behaviour when associating with or representing Council on social media platforms. The draft Policy also outlines what is not appropriate when posting on social media.

For Councillors, the Policy outlines their responsibility to ensure their use of social media is appropriate and lawful and complies with Council's Code of Conduct.

Overall, the key changes to the updated draft Social Media Policy include:

- No longer identifying a specific work area in the Policy, so the content applies to all staff.
- Removal of reference to Council's current social media platforms, as this dates the Policy.
- Removal of appendix on social media guidelines.

5. Financial impact statement/Time frame/Consultation

Nil.

6. Conclusion

The draft updated Media and Social Media policies have been drafted for the consideration of Council.

7. Attachments

1. Media Policy [↓](#)
2. Social Media Policy [↓](#)



WAVERLEY
COUNCIL

Media Policy



Policy Name

Policy owner	Communications and Engagement
Approved by	
Date approved	
Commencement date	
TRIM Reference	
Next revision date	
Relevant legislation/codes	
Related policies/procedures/guidelines	Waverley Council's Code of Conduct Media Policy
Related forms	

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1. Background

Waverley is a high-profile local government area, with many newsworthy projects and activities, Council strives to maintain a positive image in the community. Council's public image is influenced by the way we communicate, and all media relations should support Council in achieving its strategic objectives.

A mutually beneficial and trusting relationship between Council and the media is essential in maintaining and protecting Council's reputation. All media representatives should be treated in the same manner as any other customer of Council, with timeliness, transparency and respect.

2. Purpose

The media is one channel of communication Council uses to inform the public of its activities, policies and events. The Media Policy provides a framework for staff and Councillors to promote positive media coverage of Council affairs that is fair, accurate and reliable.

This Media Policy aims to:

- To promote open exchange of information between Council and the media
- To limit the publication of inaccurate information, miscommunication and reputation risk
- To promote positive media relationships
- To clearly indicate Council's authorised spokespersons
- To ensure appropriate authorisation and responsibility for information provided.
- To ensure consistency by staff and Councillors in dealing with the media.

3. Scope

This policy applies to Councillor and all Waverley Council staff (including temporary staff and contractors).

Any act that breaches this policy can result in action under Council's relevant Code of Conduct.

4. Policy Content

Statements to the media

The Mayor shall at all times be the primary official spokesperson for the Council. The General Manager, Communications and Engagement Manager and Media and PR Officer may also act as official spokespersons on matters of Council operations or policy detail, or where agreed by the Mayor and General Manager. This policy does not prevent the right of individual Councillors to express their own views to the media at any time, however Councillors should be clear when making comment that they do not represent the views of Council. Councillors have an obligation to present factual information to the media.

Other Council staff, including Directors, may comment or provide information on matters of fact and other matters not involving opinion, if approved to do so by the Mayor and General Manager. That

approval process is to be undertaken via the Media and PR Officer or the Communications and Engagement Manager. Interpretation of Council policy or speculating on future Council actions is to be made only with the prior approval of the Mayor and General Manager.

Council and the media

All media inquiries should be directed to the Media and Public Relations Officer via media@waverley.nsw.gov.au or the 24-hour on-call number 0416 075 532.

Council staff must not speak to the media about matters related to Council or provide information, footage, photos, etc unless authorised to do so by the General Manager or Communications and Engagement Manager.

Staff should advise the Communications and Engagement Manager or the Media and Public Relations Officer via media@waverley.nsw.gov.au or 0416 075 532 immediately if there is an incident or situation which could attract media or public interest.

Council employees, either with or without approval to speak to the media, may not provide any comment or information to the media with the intention of contesting or undermining Council policy or decisions, or casting Council, Councillors or Council staff in a negative light.

Council employees may speak to the media or write Letters to the Editor as private individuals with the following restrictions:

- (a) They do not comment on Council business or policy
- (b) They are not identified as Council employees
- (c) Their comments are not perceived as representing official Council position or policy.

From time to time it may be necessary for a Letter to the Editor to be written as an official Council communication to inform the community about a particular matter. Such letters must be issued through the Media and Public Relations Officer subject to the approval of the Mayor and/or General Manager.

When appropriate, a member of Council staff may become the sole spokesperson on a specific issue, event or initiative within their operational portfolio, to ensure consistency of message. Approval should be given in advance via the Mayor and General Manager, in liaison with the Media and Public Relations Officer.

Any acts which breach this Policy can result in action under Council's relevant Code of Conduct.

Councillors and the media

Every Councillor has a right to express a private opinion on any issue, whether or not that opinion reflects Council's official position, but Councillors must carefully identify the role in which they speak or write. Councillors must, at all times, provide factual information.

Whenever Councillors publicly express their own opinions, they must make it clear they are speaking for themselves, unless delegated by the Mayor, and not for Council, unless they are supporting a Council position.

When Councillors speak "on behalf of the Council" when delegated by the Mayor, they must express and support Council's entire position on the issue at hand.

To ensure information provided to the media is accurate and up to date, Councillors should seek information from the appropriate Council officer before making comment.

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WAVERLEY
COUNCIL

Social Media Policy

Policy Name

Policy owner	Communications and Engagement
Approved by	
Date approved	
Commencement date	
TRIM Reference	
Next revision date	September 2021
Relevant legislation/codes	Local Government Act
Related policies/procedures/guidelines	Waverley Council's Code of Conduct Social Media Policy Records Management Policy
Related forms	

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1. Background

Social media is a tool used in both business and personal contexts. It presents opportunities to provide information, engage residents and community members, listening to their views and understanding their sentiment. It is also a customer service communication tool.

Social media allows Council to directly connect with customers and community members, to present an open and direct platform for dialogue and to respond in real time.

Using social media also presents risks and challenges to Council and this policy aims to address some areas of concern such as inappropriate use and resourcing.

2. Purpose

The purpose of this Policy is to:

- provide Council staff (including temporary staff and contractors) and Councillors with guidance when using social media.
- ensure responses to issues raised through Council's social media channels are addressed in a consistent and timely manner and referred to the correct business area.

The aim of this Policy is to respect everyone's right to free speech; while also recognising that Council staff have obligations in their personal use of social media in order to avoid the potential to directly or indirectly cause damage to Council's reputation, create conflicts of interest or undermine the ability to carry out its role effectively.

3. Scope

This policy applies to all Council staff (including temporary staff and contractors) and outlines their responsibilities when using social media. There is also a specific section relevant to Councillors.

Any act that breaches this policy can result in action under the Council's relevant Code of Conduct.

It applies to all social media platforms.

4. Policy Content

Council's use of social media

Council has official social media accounts used to share information with the public and answer general queries. Only authorised staff can respond to the public on Council's behalf on social media.

Additional pages created for business units or projects of Council may be established with approval from Communications and Engagement. If approved, Communications and Engagement will remain an administrator of any pages created to ensure appropriate management.

Council's Code of Conduct applies in the management of social media. A writing style guide and social media training will be provided to all delegated Council employees to aid consistency of communications and adherence to Council's brand.

Whilst an effective tool, social media should not be used in isolation. It must be used within the framework of one or more of the following:

- a communications strategy.
- a media strategy.
- a community engagement / consultation strategy.
- a social media strategy or;
- at the discretion of communications partners.

Assistance in the development of a plan or strategy is available through communications partners.

Council staff using social media

Staff representing Council on social media are required to have the appropriate authority and delegations in accordance with Council's delegations register.

Should a staff member be given authorisation to comment on behalf of Council, the following guidelines must be adhered to:

- only publish content that is public information.
- content must not disclose confidential, private or personal information or any information that may infringe privacy or copyright.
- content should be unbiased.
- major announcements should be made in conjunction with or by Communications and Engagement.

- comments will be respectful of the community and portray Council in a positive way.
- all posts and links will be Council-related.
- all content is politically impartial and/or representative of a formal Council position.
- approval of content requests will be determined by the Communications and Engagement team.

Personal use of social media by staff

The right of staff to use social media in their private lives is respected. In doing so, staff must conduct themselves in a way that does not call into question their capacity to act politically impartially in their work.

It is also important that staff do not risk Council's reputation with posts or comments they make online. Staff can generally make public comment in a personal or private capacity if the comment is lawful and a reasonable person couldn't perceive it to be:

- made on behalf of Council.
- affecting their ability to fulfil their duties in an impartial manner.
- so harsh or extreme in its criticism or endorsement of Council, State or Federal Government, a Councillor from any political party, or their respective policies, that they are no longer able to work professionally or impartially.
- damaging to the integrity or reputation of Council.
- so strong in its criticism of Council's administration that it could seriously disrupt the workplace.
- a gratuitous personal attack that connects them to Council.
- compromising public confidence in Council.

When staff are using social media, it is not acceptable at any time to:

- promote a brand or business on social media when identified as a Council employee, such as wearing a uniform or mentioning Council in that post. This also includes with an identifiable Council building in view, even if not in uniform. Council cannot be seen to endorse or promote one brand or business over another.
- post comments or images that are obscene, offensive, threatening, harassing or discriminatory in relation to work, another staff member, a stakeholder or Council.

- create a social media page to protest policies that staff are responsible for implementing or promoting.
- comment on policy matters that Council is involved with.
- post inappropriate images that reference or involve Council in some way. This could be photos taken of employees engaging in misconduct that breaches the Code of Conduct, or otherwise damages Council's reputation. Staff concerns over matters of this nature should be pursued via appropriate internal channels.
- engage in comments that breach anti-discrimination legislation.
- release sensitive, personal or confidential information without proper authority.
- use an official work email address, or anything else that connects the post to Council, when making public comment.
- post any material that might otherwise cause damage to Council's reputation.

There is no such thing as a 'private' social media site. Posting information online is a public activity and no different from publishing information in a newspaper. For Councillors it is advisable not post anything to social media they would not want published and/or attributed to them in the media.

Posts – even deleted posts – are considered 'publication' and are subject to the same defamation laws as any other media.

Posting

Content on Council's social media platforms should, where appropriate:

- be available on Council's websites.
 - include links directing users back to Council's website for more detailed information, relevant documents, forms or online services necessary to conduct business with Council.
- Council may post to third party sources for information, promotion or service delivery activity or to provide factual clarification.

Responding

Not all posts on Council's social media platforms are a direct inquiry to Council or seeking a response. If a response is required it could potentially take many forms and does not necessarily need to be a direct answer to a question, or a resolution of a problem. Communications and Engagement can advise on what an appropriate response should be. Where a response is required, every reasonable effort will be made to acknowledge the post within one business day.

Use of social media by Councillors

In their role, Councillors may choose to engage with the Waverley community through various forums including social media. Councillors have the responsibility to ensure that their use of social media is appropriate.

The obligations of Councillors with respect to their presence on social media, whether made in a personal capacity or in their capacity as a Councillor, must be lawful, including avoiding infringement of copyright, privacy, defamation or harassment laws.

Monitoring Council's social media

The Communications and Engagement Unit will supervise content posted on all official social media platforms to ensure adherence to the Social Media Policy for appropriate use, message and consistency in branding. Council may delete comments that are:

- knowingly false, mischievous or vexatious complaints or statements about individuals, companies or Council.
- misleading, obscene, off-topic, sexist, racist or spam.
- promotional or commercial in nature.
- unlawful or incite others to break the law.
- defamatory or harassing of our employees, volunteers or the participants in our programs.
- information that may compromise the safety or security of the public.
- repetitive posts copied and pasted or duplicated by single or multiple users.
- any other inappropriate content or comments as determined by Council.

Recording of information

Council will collect and retain social media content in line with the State Records Act 1998 and Council's Records Management Policy.

Grievances

Any grievances in relation to this Policy or its application should be forwarded in writing to the General Manager.

Non-compliance with the Social Media Policy by will be managed through the relevant Code of Conduct and related processes.

5. Review of Policy

- 5.1. This policy will be reviewed every four years or as required in the event of legislative changes or requirements. The policy may also be changed as a result of other amendments. Any amendments to a community facing policy must be way of a Council resolution, and any amendments to an organisational facing policy must be approved by the General Manager.
- 5.2. Council staff and members of the public may provide feedback about this document by emailing communications@waverley.nsw.gov.au.

6. Definitions

Term	Definition
Council	Waverley Council
Post	Any item (image, written content, event) shared through a social media platform.
Platform	A social media channel such as Facebook is a platform.
Page	Council's owned asset eg Waverley Council Facebook's Page.
Social Media	The use of online tools for communication, promotion and conversation. Blogs, Microblogs (e.g. Twitter), Social Networks (e.g. Facebook, Instagram, Linked In), Podcasts and Video (e.g. YouTube) are all types of Social Media.

REPORT
OC/5.3/19.11

Subject: Bondi Rescue - Season 15

TRIM No: A19/0586

Author: Rachel Hensman, Executive Manager, Customer First

Director: John Clark, Director, Customer Service and Organisation Improvement

RECOMMENDATION:

That Council:

1. Agrees in principle to the request from Cordell Jigsaw Zapruder (CJZ) to film Season 15 of Bondi Rescue during the 2019–20 summer season.
2. Subject to finalisation of the agreement between CJZ and Council's lifeguards for an additional payment to Council's lifeguards for promotional services, authorises the General Manager to negotiate and enter into contract on behalf of Council with CJZ for the filming of Season 15 of Bondi Rescue on the following terms:
 - (a) CJZ will pay Council a minimum fee of \$115,000 plus 5% of net profits for the series.
 - (b) Filming will last for a total of 10 weeks.
3. Notes the request from CJZ includes further options for Seasons 16 and 17, which are not currently supported at this time.
4. Applies income from the contract arrangement to activities that broadly improve public safety, lifeguard services or risk management in relation to Waverley's beaches and coastal parks.

1. Executive Summary

In late 2005, Council agreed to the filming of the first series of Bondi Rescue in the 2005–06 summer season. In the years since, a total of 14 seasons of Bondi Rescue have been filmed.

The most recent agreement between Cordell Jigsaw Zapruder (CJZ) and Council was executed in December 2018 and included agreement to film during the 2018–19 summer season only.

CJZ has formally requested permission from Council to film Season 15 of Bondi Rescue over the 2019–20 summer period, with an option to film Seasons 16 and 17 over the 2020–2021 and 2021–2022 summer periods.

CJZ is proposing to pay Council a licence fee of \$115,000 plus 5% of net profits for the series to film for a period of 10 weeks for each season.

All Lifeguards were consulted following completion of Season 14 and the majority are in support of the show continuing.

This report recommends that the General Manager be authorised to finalise negotiations and enter into an agreement with CJZ for the filming of Bondi Rescue Season 15. However, the proposed upgrade to the Lifeguard Facilities planned for 2020 makes agreement to future options for Seasons 16 and 17 difficult at this stage, and it is therefore recommended that Council enter into an agreement for Season 15 only.

2. Introduction/Background

Bondi Rescue is filmed and produced by Cordell Jigsaw Zapruder (CJZ) and is a factual television programme that follows the daily routines of Council's professional lifeguards on patrol at Bondi Beach. In Australia, Bondi Rescue is shown on Channel Ten, and it has also been broadcast internationally in over 100 countries.

In late 2005, Council agreed to the filming of the first series of Bondi Rescue in the 2005–06 season. In the years since, a total of 14 seasons of Bondi Rescue have been filmed.

The most recent agreement between Cordell Jigsaw Zapruder (CJZ) and Council was executed in December 2018 and included agreement to film during the 2018–19 summer season only. Filming for Bondi Rescue (Season 14) took place from mid-December 2018 to mid-February 2019 and aired on Channel Ten from late February 2019.

On 2 August 2019, CJZ formally wrote to the General Manager, requesting permission from Council to film Season 15 of Bondi Rescue over the 2019–20 summer period, with an option to film Season 16 over the 2020–2021 summer period. On 16 October 2019, CJZ sent Council the draft agreement for review, which included a further option to film Season 17 over the 2021–2022 summer period.

CJZ is proposing to pay Council a licence fee of \$115,000 plus 5% of net profits for the series to film for a period of 10 weeks for each season.

3. Relevant Council Resolutions

Meeting and date	Minute No.	Decision
Council 20 November 2018	CM/7.15/18.11	<p>That Council:</p> <ol style="list-style-type: none"> 1. Agrees in principle to the request from Cordell Jigsaw Zapruder (CJZ) to film Season 14 of Bondi Rescue during the 2018–19 summer season. 2. Authorises the General Manager to negotiate and enter into contract on behalf of Council with CJZ for the filming of Season 14 of Bondi Rescue on the following terms: <ol style="list-style-type: none"> (a) CJZ will pay Council a fee of \$115,000 plus 5% of net profits for the series. (b) Filming will last for a total of 10 weeks. <p>And subject to finalisation of the agreement between CJZ and Council's lifeguards for an additional payment to Council's lifeguards for promotional services.</p> 3. Notes the request from CJZ is to film only one season of Bondi Rescue during the 2018–19 summer and that any further filming proposals must be approved by Council.

		4. Authorises the General Manager to apply income from the contract arrangement to activities that broadly improve public safety, lifeguard services or risk management in relation to Waverley's beaches and coastal parks.
Council 12 December 2017	CM/7.6/17.12	<p>That Council:</p> <ol style="list-style-type: none"> 1. Agrees in principle to the request from Cordell Jigsaw Zapruder (CJZ) to film Season 13 of Bondi Rescue during the 2017-18 summer. 2. Authorises the General Manager to enter into contract on behalf of Council with CJZ for the filming of Season 13 of Bondi Rescue on the following terms: <ol style="list-style-type: none"> (a) CJZ will pay Council a fee of \$115,000 plus 5% of net profits for the series. (b) Filming will last for a total of 9 weeks with an option to extend if required, with an additional fee payable to Council. <p>And subject to an agreement between CJZ and Council's Lifeguard's for an additional payment to Council's Lifeguards for promotional services.</p> 3. Notes the request from CJZ is to film only one season of Bondi Rescue during the 2017-18 summer and that any further filming proposals must be approved by Council.

4. Discussion

Outlined below are a list of factors for consideration relating to the proposed filming of Bondi Rescue – Season 15.

Operational impact

The Access and Filming Agreement includes a section on 'Obligations of Production Company' which clearly sets out a list of conditions which must be complied with to minimise the impact on Council Lifeguards and the operation of Lifeguard Services.

In 2018, prior to signing the agreement for the filming of Season 14, discussions were held between Council management, the Lifeguard Leadership Team and CJZ regarding impacts on lifeguard operations in previous seasons. As a result of those discussions, an additional schedule was added to the Access and Filming Agreement which provides further detail on the protocols to be adhered to by both Council and the production crew to ensure impact on operations is minimised.

This schedule is known as the 'Additional Production Protocols' and includes the following conditions:

- A formal induction process for all production crew (including returning crew members).
- A daily meeting between the Senior Producer and the duty Lifeguard Team Leader or Lifeguard Coordinator every morning before filming begins. This meeting will provide an opportunity to

review weather and surf conditions, staffing or equipment issues and advise of any special events or activities which may impact the day.

- During periods of limited rescue activity, the production company undertakes to engage the Lifeguard Leadership team in discussion about alternative story ideas and concepts, which may include greater emphasis on professional training and education, community training events, etc.

The production team at CJZ were supportive in implementing and adhering to these new protocols, and feedback from both the production crew and Council staff, particularly the Lifeguard Team Leaders, was positive.

In addition to the above additional protocols, all employees of CJZ must *'comply with all directions from Council Representatives, Council's Site Representative, Lifeguard Coordinator or Lifeguard Team Leader, including oral and written requests to cease filming, for any reason.'*

Furthermore, *'while the off-duty lifeguards are employed by CJZ [for additional filming or driving], they remain under the ultimate direction of the senior lifeguard on duty'* and in any situation where they are required to assist with a critical incident that takes priority over any filming role.

As with Season 13 and 14, the proposed filming period for Season 15 is reduced to 10 weeks which will further limit the impact on daily operations. In previous seasons filming has taken up to 16 weeks.

Feedback from Lifeguards

In addition to discussions between the Lifeguard Leadership Team and CJZ, consultation has taken place with all Council Lifeguards requesting feedback about the proposed filming of Bondi Rescue Season 15.

Key feedback points provided by the Lifeguards include:

- The series improves beach safety awareness and highlights the importance of the role of the Lifeguards.
- Staff are provided with an opportunity to review beach operations and opportunities for improvement through the footage recorded by the production crew.
- The series also helps to promote Bondi and its local businesses, providing a boost to the local economy.
- The series leads to people attempting to stop lifeguards for photo opportunities and overzealous fans, which can impact on service provision.
- The show provides Lifeguards the opportunity to represent Council and the local area on a global platform.
- The impact of filming on day-to-day operations improved significantly during the last season with the introduction of the agreed production protocols

Lifeguard suggestions for improvement:

- Look at ways to better manage fans including hiring Lifeguards as community liaison officers during school holidays or organising 'meet and greet' days several times a year

Lifeguard Services review

As part of the broader Council organisational development program, an initial Lifeguard Services review has taken place during the last few months, resulting in a restructure of the Lifeguard Services team. The restructure is now complete and sees the addition of a Manager, Lifeguard Services and Beach Safety as well as a second Lifeguard Coordinator to increase operational and strategic support at a more senior level. The key focus for the Lifeguard Leadership Team moving forward is to develop and implement a Lifeguard

Services Strategic Plan with an increased focus on risk management, operational procedures and professional development. The filming of a reality TV show will need to be considered in terms of any impact it may have on the achievement of these goals, although funding derived via the show is being applied to support enhanced service provision.

Lifeguard facilities upgrade

One key issue impacting the discussions around future seasons of Bondi Rescue is the proposed upgrade to the Lifeguard Facilities at Bondi. A development application has been lodged for a full upgrade of the Lifeguard Tower. If approved, the works are currently scheduled to commence in winter 2020 and will likely take at least 18 months. This will mean the relocation of the Lifeguards to a temporary tower. The storage area in tunnel three has been used by the film crew to store equipment and this is proposed to be converted to a first aid room which will result in this space no longer being available. In addition to the Lifeguard tower and first aid room, the Bondi Pavilion Restoration Project is also planned to commence in May 2020, and this will require the Lifeguard office and amenities being moved to temporary facilities, which will also create challenges for space and operational requirements. It is therefore difficult to see how Council would be able to commit at this stage to filming in the summer of 2020–21 when the operations of the Lifeguards will already be disrupted by this work, and the solutions to address the disruptions are as yet unknown.

Public awareness of beach safety

A research project was completed in 2016 by Nicola Warton and Associate Professor Rob Brander from the School of Biological, Earth and Environmental Sciences at the University of New South Wales. The study included video content analysis of Seasons 1–8 of Bondi Rescue and an online survey of 1,852 respondents in Australia and internationally. The report titled *'Improving tourist beach safety awareness: The benefits of watching Bondi Rescue'* has since been published in the journal Tourism Management.

Key findings from the research show that:

- 78% of respondents felt that watching the show improved their beach safety knowledge significantly.
- Bondi Rescue is particularly effective for improving beach safety awareness of international viewers who are infrequent beachgoers who might not otherwise receive any beach safety information
- 17% of respondents believed the show had taught them rescue skills and techniques that they have been able to apply in real life situations.
- While just under half the survey respondents did not know what a rip current was before watching the show, almost all of them understood what a rip current was after watching the show
- Watching the show has had a range of positive impacts on survey respondents' beach behaviour and safety awareness, including the importance of swimming near lifeguards.

In addition to the above academic research, Council has received a number of letters and emails over the years with real life examples of people who felt their beach safety awareness had increased or in some cases were able to provide first aid assistance based on knowledge they had gained from watching the show. It is particularly important to acknowledge the benefits relating to surf safety awareness and education and Council officers have already requested CJZ if there could be an even greater focus on this moving forward.

Content approval – Communications and engagement

Council appoints a representative from its Communications team to liaise with Producers *'to view and approve content of the rough cut, fine cut and final version of each program'* who will advise CJZ if they feel certain footage is inappropriate. The material is then removed or edited and resubmitted to Council for approval.

The Bondi Rescue approval process creates additional workload for the Communications and Engagement team in the review of episodes. However, the workload is manageable, and a number of processes have been developed over the years to ensure this runs smoothly.

The Communications and Engagement team is also responsible for handling any media and publicity requests that result from Bondi Rescue. Bondi Rescue positively promotes the lifeguard service and the media coverage generated by the show is usually highly positive. Requests for media articles or stories involving Lifeguards are usually approved where they relate to beach and water safety or Lifeguard fitness. Regardless of the 2019–20 season going ahead, it is felt that the publicity and media opportunities for the Lifeguards will continue for the foreseeable future.

5. Financial impact statement/Time frame/Consultation

Financial impact

CJZ is proposing to pay Council a licence fee of \$115,000 plus 5% of net profits for the series to film for a period of 10 weeks for each season.

This income was not originally included in the 2019–20 budget as the decision to proceed was not finalised at the time of the approval of the budget. However, it will be applied to fund the service improvement resources added as part of the lifeguard service review. This is in line with Council's resolutions on the use of the funds.

As with previous seasons of Bondi Rescue CJZ is proposing to make a further payment directly to the Lifeguards for Promotional Services. Promotional Services *'may include but are not limited to promotional appearances for Channel Ten or CJZ connected to the Series such as for charity fundraisers, contributions to the Series website, press interviews...'* For Season 15, this payment will be \$180,000 to be divided between Council's 40 Lifeguards.

This payment is divided based on the employment status of the Lifeguards and is paid to all Lifeguards regardless of whether or not they appear on Bondi Rescue. The Promotional Services agreement has yet to be finalised by CJZ and the Lifeguards and it is therefore recommended that Council's approval of Season 15 is subject to finalisation of the agreement between CJZ and Council's lifeguards.

Time frame

Should Council approve filming of the 2019–20 season, the licence would commence on 14 December 2019 and conclude on 17 April 2020.

The principal photography (filming) period would take place from 14 December 2019 to 16 February 2020 (a total of 10 weeks).

Consultation

Internal consultation has taken place with key stakeholders including the Lifeguard Leadership Team and Communications teams.

All lifeguards have been consulted on the proposed Season 15 and the majority are in support.

6. Conclusion

In August 2019, CJZ formally requested permission from Council to film over the 2019-20 summer period. CJZ is proposing to pay Council a Licence Fee of \$115,000 plus 5% of net profits for the series to film for a period of 10 weeks.

All lifeguards have been consulted on the proposed Season 15 and the majority are in support.

This report recommends that the General Manager be authorised to finalise negotiations with CJZ for the filming of Bondi Rescue Season 15, however the proposed upgrade to the Lifeguard tower and other facilities planned for 2020, makes agreement to future options for Seasons 16 and 17 difficult until there is greater certainty over arrangements.

7. Attachments

Nil.

REPORT
OC/5.4/19.11

Subject: Rodney Reserve - Coastal Fence

TRIM No: A17/0201

Author: Bianca Simpson, Service Manager, Open Space and Recreation

Director: Emily Scott, Director, Community, Assets and Operations

RECOMMENDATION:

That Council accepts the advice of the geotechnical report provided by JK Geotechnics Reserve attached to this report and maintains the coastal fence in its current location at Rodney Reserve.

1. Executive Summary

In February 2018, Council resolved in principle to construct a viewing platform in Rodney Reserve, to investigate the cost of constructing the platform and the feasibility of moving the location of the proposed coastal fence to provide unobstructed views from the reserve to the ocean.

This report addresses the feasibility of moving the location of the proposed new coastal fence. The other matters relating to the viewing platform will be addressed after completing a heritage interpretation/financial feasibility study, and will be the subject of a further report to Council.

In addressing the location of the proposed coastal fence, Council officers sought geotechnical advice on the viability of moving the fence location downslope towards the cliff. Recommendations from the Geotechnical Engineers suggest that this location is not suitable. On a geotechnical basis the preference is for the new fence to be located on the landward side of the embankment, set-back a distance of at least two metres from the crest of the slope. This location is consistent to the current fence alignment. It is therefore not recommended to move the new coastal fence.

2. Introduction/Background**New coastal fence**

Council is in the process of installing a coastal fence in our clifftop parks. This style of fencing will address current issues including:

- Safety issues due to people accessing the cliff edge, as the existing fence is frequently vandalised (by cutting chain mesh or wires). As a consequence, people are able to readily climb through or over the fence.
- High maintenance requirements of existing picket-style fencing (in Clarke, Raleigh and Weonga Reserves) and post and chain mesh fencing (in Hugh Bamford and Rodney Reserve).

The new coastal fence will be installed in clifftop parks as the existing fencing reaches the end of its useful life. The fence was designed in consultation with Council and the community. The fence is vandal proof and deemed non-climbable and requires minimal maintenance. The new fence will be installed at two heights; a higher version in locations adjoining sports fields to manage sports balls rolling or being kicked towards the cliff (such as Rodney Reserve), the lower fence will be installed in all other cliff top parks.

The Coastal Fence is being installed in Hugh Bamford Reserve this financial year. Rodney, Raleigh and Weonga, Clarke and Eastern Reserves, will see the installation of the coastal fence in the coming years.

The installation of new fencing presents an opportunity to review the location of the existing fence. Geotechnical studies are typically carried out as due process in finalising the fence locations to ensure stability of the ground material and that the appropriate footings are engineered.

Rodney Reserve is a large cliff top park with a sports field, the existing metal post and chain mesh fence is approximately 2 metres high. The fence prevents access to the cliff line and stops sports balls being lost down the cliff.

The fence provides a continuous barrier with one section 'stepping out' at the location of the CSIRO information plaque. The topography of the reserve consists of a level area of playing field and runoff zone. The fence secures the field from the steep embankment which meets a near vertical sandstone cliff line. The existing fence line in Rodney Reserve is located at the crest of the slope, some fencing sections being closer to the slope crest than others as the topography varies.

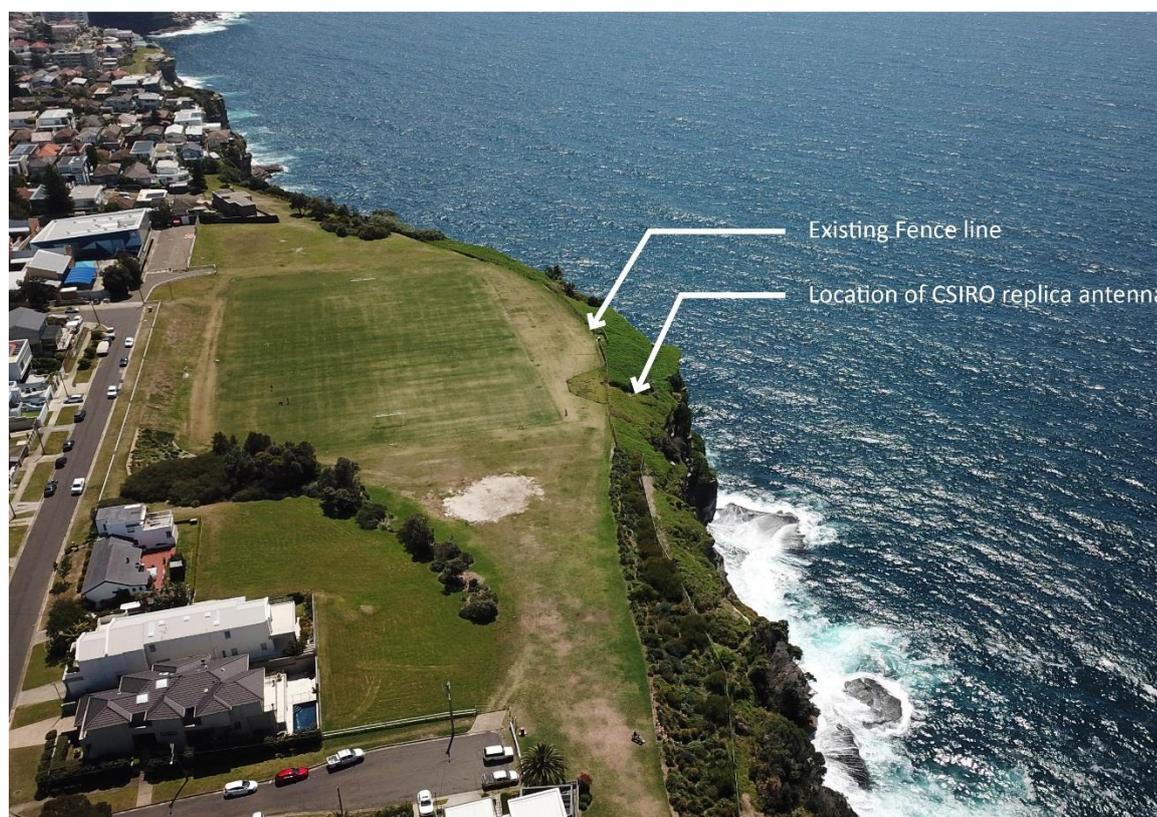


Figure 1. Rodney Reserve Oblique aerial view looking north.



Figure 2. Rodney Reserve – Oblique aerial view looking south.



Figure 3. Rodney Reserve – Oblique aerial view looking west.



Figure 4. Rodney Reserve Existing post and chain mesh fence.



Figure 5. Rodney Reserve Existing slope and fence.

Rodney Reserve landslip

Following a period of heavy rainfall in March 2019, a landslip occurred in Rodney Reserve impacting approximately a 6 m length at the crest of the hill at the location of the existing fence.



Figure 6. Landslip at Rodney Reserve 2019.

To understand the likely causes and provide geotechnical advice on suitable remediation measure a Geotechnical Investigation was completed. The findings of this study are relevant to the fencing project as this report provides a detailed understanding of the ground conditions and stability of the fence line. This geotechnical study included a site assessment and subsurface investigations.

The Geotechnical findings reported the subsurface profile is of fill overlying natural sands with sandstone bedrock. The profile is poorly compacted to about 0.5m depth.

It was determined that the landslip occurred due to high water levels as a result of a rain event in addition to field irrigation. The saturated soil together with the poorly compacted fill surface caused the landslip.

3. Relevant Council Resolutions

Meeting and date	Minute No.	Decision
Council 20 February 2018	CM/8.3/18.02	That Council: <ol style="list-style-type: none"> 1. Agrees in principal to the construction of a viewing platform in Rodney Reserve in the vicinity of the site of the Radio Astronomy Memorial subject to appropriate ground testing. 2. Investigates the cost of constructing the viewing platform, and consults the La Perouse Aboriginal Land Council in

		<p>regard to the site.</p> <p>3. As part of the investigation, holds discussions with the CSIRO and consults with the relevant Precinct with the view of sharing the cost of the construction of the viewing platform.</p> <p>4. Investigates and reports back on the viability of moving the location of the new coastal fence to the east in the area east of the Rodney Reserve playing fields so that the view of the radio telescope replica antennae and the ocean can be unobstructed.</p>
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4. Discussion

Suitability of fence location

It has been suggested through the Dover Heights Precinct that moving the fencing location in Rodney Reserve down the slope would be preferred as it is less visually obtrusive.

In addition to visual impact the preferred location of the fence needs to consider its location in regard to ground conditions and their ability to support the fence structure and function as a safety barrier to people and ball play.

The structure of the new fence is dependent on steel posts secured by concrete footings. The footings are typically 300 wide by 500 deep reinforced concrete. Ground conditions such as soil type, its compaction, location of bedrock and slope are considered in determining suitability of the location the fence and its footings.

The geotechnical report commissioned for the landslip revealed that *‘the slope above the crest of the cliff comprised of poorly compacted fill overlying very loose or loose natural ‘marine sands’. The relative density of the natural sands improved to medium dense below depths between about 4.0 and 4.5m. The crest of the cliff is characterised by overhang features.’*

Due to these ground conditions as well as the risk of future landslips it has been recommended by Geotechnical experts that the fencing *not* be installed on the slope. Refer to Attachment 1 for details.

Furthermore, the location of the fence down slope presents safety issues for staff or contractors who install and maintain the fence. It is expected that the public accessing the slope (possibly to retrieve lost sports balls) would also present safety issues.

The visual impact of the fence would be reduced by locating the fence down slope, however would be at the expense of the fences functionality and safety so is not recommended.

5. Financial impact statement/Time frame/Consultation

Council has committed \$1.5 million in the Long Term Financial Plan to implement the coastal fence. This funding will be available over a five-year period, \$300,000 each year. This year’s fencing budget has been allocated to Hugh Bamford Reserve. Council has previously suggested the next priority to be Clarke Reserve. The fence for Rodney Reserve is therefore expected to be replaced in the coming four years as budget becomes available.

6. Conclusion

In regard to the location of the fence line it is recommended that Council accepts the advice from the Geotechnical Engineers report provided by JK Geotechnics on the appropriate location of the coastal fence at Rodney Reserve.

7. Attachments

1. JK Geotechnics - Geotechnical Assessment - Rodney Reserve Fence [↓](#)



Date: 14 June 2019

Ref: 32296RX Let1

Waverley Council
Level 6/55 Grafton Street
BONDI JUNCTION NSW 2022

Attention: Robert Sabato
Email: Robert.Sabato@waverley.nsw.gov.au

**GEOTECHNICAL ASSESSMENT
PROPOSED BOUNDARY FENCE
RODNEY RESERVE, DOVER HEIGHTS, NSW**

At your request, we provide our comments on the boundary fencing proposed along the eastern (seaward) boundary of Rodney Reserve, which will form part of the landslip remediation works. This letter should be read in conjunction with our previous geotechnical report (Ref. 32296RXrpt Rev1, dated 15 May 2019) regarding the likely cause and remediation measures for the recent landslip that affected a section of the seaward margin of the reserve. We also note that we completed a geotechnical assessment of the foreshore cliff lines which formed part of the Council Coastal Zone Management Plan.

We understand that a heavy duty stainless steel fence is proposed that will be situated on the vegetated slope, approximately 3m seaward of the current fence line which is located at the crest of the slope. The fence location will therefore be below the current reserve surface and we understand that the location has been selected to reduce the visual impact of the fence.

Our investigations for the recent landslip indicated that the slope above the crest of the cliff face comprised poorly compacted fill overlying very loose or loose natural 'marine' sands. The relative density of the natural sands improved to medium dense below depths between about 4.0m and 4.5m. The crest of the cliff is characterised by overhang features.

We provide the following comments:

- It is reasonable to assume that similar instability to the March 2019 event could occur along any other section of the slope, particularly over the steeper sections. Given the potential for future failure to occur, if the fence line is located on the slope, then there is a greater likelihood of damage to the fence compared to if the new fence is situated in its current position.
- The sloping nature of the site (and its proximity to the cliff edge overhangs) represents a hazardous work environment. To install a fence on the slope above the cliff face crest, plant and equipment would need to be located close to the crest of the slope and would impose additional loads (and possible vibrations associated with movement and slewing of tracked equipment) which could also trigger instability.



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- To reduce the impact of future instability on the fence line located on the slope, it would need to be socketed into bedrock; piling equipment would need to be used and similar concerns regarding the use of such equipment, as noted above, apply.
- If the fence is located on the slope, then this has the potential to encourage members of the public to access the slope and would therefore increase their exposure to potential slope/cliff face instability events. In addition, there would be the need to maintain the slope (mowing/slashing etc) which would introduce Council workers and equipment to the slope area, as well as surcharge loads etc from maintenance equipment (mowers etc). Legal advice should be sought in relation to this issue.

For the above reasons we do not consider that the proposed fence line location on the slope above the cliff face crest is suitable. From a geotechnical stand point, our strong preference is for the new fence to be located on the reserve surface at a landward set-back distance of at least 2m from the crest of the slope and founded in loose (or denser) sands below a zone of influence line projected up from the toe of the slope at 1V in 2.5H. Alternatively, they could be founded in bedrock to reduce the potential for future instability causing damage. Further geotechnical advice must be sought once the fence type and location are confirmed and should include a geotechnical investigation along the alignment of the fence.

Should you require any further information regarding the above, please do not hesitate to contact the undersigned.

Yours faithfully
For and on behalf of
JK GEOTECHNICS

A handwritten signature in black ink, appearing to read 'A Frost'.

Andrew Frost
Senior Engineering Geologist

Reviewed By:

A handwritten signature in black ink, appearing to read 'Paul Roberts'.

Paul Roberts
Principal Associate | Engineering Geologist

REPORT
OC/5.5/19.11

Subject: Councillor Bulletin - Community, Assets and Operations - Issue 2 - October 2019

TRIM No: A15/0366

Author: Emily Scott, Director, Community, Assets and Operations

Director: Emily Scott, Director, Community, Assets and Operations

RECOMMENDATION:

That Council receives and notes the October 2019 Councillor Bulletin – Community, Assets and Operations attached to this report.

1. Executive Summary

An update on progress on various projects and activities within the respective departments at Council is provided to Councillors through a Councillor Bulletin. The Bulletins were previously circulated to Councillors by email. However, it is considered more appropriate for the Bulletins to be listed on the relevant Committee agenda.

This report is the second edition of the Bulletin for the Community, Assets and Operations directorate, showing the work in progress across the following departments:

- Major Projects.
- Infrastructure Services.
- Asset Maintenance.
- Waste and Cleansing.
- Library and Learning Futures.
- Community Programs.
- Property and Facilities.

2. Introduction/Background

Keeping Councillors and the community informed on the progress of work programmes and activities of the respective departments at Council is an important task for Council. Council already reports on the six-monthly progress against actions set out in the Operational Plan for each year. The Information Bulletins provide more detail about many of these activities than that identified in the six-monthly progress report and allow Councillors to monitor progress and ask questions.

3. Relevant Council Resolutions

Nil.

4. Discussion

The Bulletin provides a progress update on projects and a summary of activities performed by Community, Assets and Operations.

5. Financial impact statement/Timeframe/Consultation

Nil.

6. Conclusion

Presenting the Information Bulletins to the respective Committees of Council provides an additional level of information to Councillors and the community on the progress being made by Council on their work programme.

7. Attachments

1. Councillor Bulletin - Community, Assets and Operations - Issue 2 - October 2019 [↓](#)

Community, Assets & Operations

Councillor Bulletin



July / August / September 2019

Issue No. 2

Major Projects and Infrastructure Services

Campbell Parade Streetscape Upgrade

Project Status: Updated concepts for South and North Bondi Streetscape to be presented at Councillor Workshop on the 29th October 2019.

Start Date: April 2019

Expected Completion: To be confirmed



North Bondi Civil Infrastructure Asset Renewal

Project Status: Works progressing well on site. Delays due to wet weather and storm surges. Site footprint will be minimised to avoid disruption to beach goers as weather warms up.

Start Date: 29 April 2019

Expected Completion: November 2019



Bronte Beach Village Centre Upgrade

Project Status: Construction commenced on site. Works undertaken within the bus terminus complete. Project 75% complete, with project completion expected late November 2019.

Start Date: July 2016

Expected Completion: Late November 2019



Waverley Park Netball Courts Resurfacing

Project Status: Site mobilisation currently under-way.

Start Date: October 2019.

Expected Completion: November 2019.



Waverley Park – Entries, Lighting & Footpath Upgrade

Project Status: Construction under-way for the following elements including, but not limited to: the bollards, fencing, planting and sandstone edging. Lighting works in progress and on - track.

Start Date: July 2019.

Expected Completion: October 2019.



Hugh Bamford Reserve – Fence Upgrade

Project Status: Shop drawings approved and fabrication of fencing under-way.

The scope of works, includes, but is not limited to:

- Manufacture, supply and install stainless steel fencing along the north-eastern coastline of Hugh Bamford Reserve.

Expected Start Date: October 2019.

Expected Completion: November 2019.



Thomas Hogan Reserve Stair Remediation

Project Status: Remediation works to stair treads and stringers, including capping to posts, are complete to date.

Start Date: August 2019.

Completed: September 2019



Bondi Junction Cycleway

Project Status: Stage 2 works on Spring Street (Denison Street to Newland Street) and Denison Street (Oxford Street to Spring Street) commenced 26 August 2019. Stage 2 works are expected to be completed by January/February 2020.

Initial FY 19/20 RMS funding approved. Awaiting final RMS Business Case completion and approval for remaining project funding.

Start Date: Stage 2 - 26 August 2019

Expected Completion: Stage 2 – January / February 2020. Project completion expected May 2022.



Marks Park Playground Upgrade

Project Status: Practical completion reached on Marks Park Playground and Furniture Upgrade. Playground was officially opened by the Mayor, Paula Masselos on the 12th October 2019.

Start Date: June 2019

Completed: September 2019



Coastal Walk Furniture and Fitness Station Upgrades

Project Status: Construction works progressing well, minor delays due to wet weather.

Start Date: June 2019

Expected Completion: Mid October 2019



South Bronte Amenities and Community Centre

Recent Milestone: Panovscott prepared an updated concept design plan that was presented to the swimming club representatives on 9 October 2019. The revised plan was well received. A council report is being submitted to the 5 November 2019 Operations & Community Services Committee to summarise the consultation and will also include the updated concept design.

Start Date: July 2018

Expected Completion: September 2020



2A Edmund Street Social Housing

Project Status: Following a Councillor report, officers currently are investigating for a potential additional storey under the Affordable Housing SEPP. A Councillor Workshop is scheduled for the 12 November 2019.

Start Date: April 2018

Expected Completion: November 2019



Bondi Pavilion Restoration and Conservation Project

Project Status: Sydney Eastern City Planning Panel determination is scheduled on 19 December 2019. The consultants are progressing with the design documentation. A Head Contractor EOI has been completed and will be released on mid October 2019.

Start Date: Anticipated construction start date is May 2020.

Expected Completion: To be confirmed



Boot Factory Upgrade Options Analysis

Project Status: Archer Office are completing the DA documentation. A PCG meeting will be scheduled mid-October 2019 to present the DA documentation. The DA will likely be submitted towards the end of November 2019. The anticipated construction start date is August 2020.

Start Date: 6 August 2018

Expected Completion: September 2020



Bondi Park Additional Amenities

Project Status: Integrated DA submitted for South Bondi Amenities, Lifeguard Tower Amenities and First Aid Facility.

Start Date: To be confirmed

Expected Completion: To be confirmed



Traffic and Transport

Update

- 39 Investigations and reports to the Waverley Traffic Committee
- 27 Construction Vehicle Plans of Management approved
- 2 Traffic Management plan prepared and approved for major events
- 104 Development Applications assessed
- 1 Investigations for Street Lighting matters
- 35 Driveway applications investigated and approved
- 66 Building damage deposits requests investigated

Asset Systems and Planning

Update

- Restorations backlog inspections and mark ups are continuing across the LGA. Quotation process underway to issue another 200 locations for repair in October, November and December 2019.
- The consultancy AMCL has been contracted to assist the Assets Team scope an Asset Management System, including the functions of project management, operational works scheduling, strategic asset management and a range of other functions.
- An expression of interest has been conducted and review of submissions completed. Further refinement of tender documentation is underway for issuing tender in October, November and December 2019..
- Asset register updates and capitalisation is occurring on a scheduled basis.
- Development applications review for Public Domain Developer Contributed Assets has begun as of 1 July 2019. This includes the assessment of 28 Development Assessments, 3 rock anchor assessments, 4 developer negotiations of works in Bondi Junction.
- Continued review of customer requests and prioritisation of maintenance activities by the Public Domain team for proactive place management. This includes, Councillor requests, Minister requests, Precinct Committee Requests and ongoing resident (Merit) requests.
- The team is actively inspecting the Bondi Beach area, Campbell Parade, Hall Street, Bondi Junction and other high use areas and addressing cleanliness, maintenance and operations issues.
- Works requests have been issued to respective teams and contractors to undertake routine/reactive and proactive maintenance. The team has issued 225 Merit requests in July, August & September 2019.

Infrastructure Services Miscellaneous

Update

- 131 Crane Permits issued
- 29 Construction/Work Zones in place on average per month
- 10 Miscellaneous Permits Issued (parking and others)

Road Infrastructure Renewal	
<p>1. Road Resheeting Program 2019/2020</p> <ul style="list-style-type: none"> • 28 resheeting projects within 2019/20 program. All designs issued for construction apart from Regional Road. <ul style="list-style-type: none"> ○ Includes 12 Roads, 11 Lanes, 4 Roads to Recovery, 1 Regional Road • South and West zone RFQ (16 projects) will be closing second week of October 2019. Expected contract award end October 2019. • Reconophalt © asphalt laid on three projects – St Thomas Street, Henrietta Street, Blair Street. Asphalt lay completed 5 October, with line marking works to be completed by 25 October 2019 	
<p>2. Footpath Renewal Program 2019/20</p> <ul style="list-style-type: none"> • 26 footpath projects within 19/20 program, with 22 issued for construction. • Procurement of projects to begin in October 2019 	
<p>3. Kerb and Gutter Program 2019/20</p> <ul style="list-style-type: none"> • 9 kerb and gutter projects within 2019/20 program, all issued for construction. • Procurement of projects to begin November 2019 	
<p>4. Traffic Islands Program 2019/20</p> <ul style="list-style-type: none"> • 5 Traffic Island projects have been issued to Major Projects for construction. <ul style="list-style-type: none"> ○ 3 have been awarded, with works to be completed on these projects by end of October 2019 • Remaining 5 projects that are at various stages of design, including 2 issued for Waverley Traffic Committee approval 	

<p>5. Concrete Road Program 2019/20</p> <ul style="list-style-type: none"> • Two sections of Macpherson Street Concrete road reconstruction works have been issued for construction. • RFQ for one section closed, evaluation expected to be complete mid-October 2019. 	
<p>6. SAMP Stormwater Program 2019/20</p> <ul style="list-style-type: none"> • 6 stormwater projects have been issued to Major Projects for construction, with additional projects in design stage. • Portland Street drainage improvement works have been completed • Kenneth Street and MacDonald Street have been awarded, due for completion by end of November 2019 	
<p>7. Oxford Street Trees & Public Domain</p> <ul style="list-style-type: none"> • Construction works currently underway on the Vernon Street and Oxford Street intersection works • Works are due to be completed by mid-November 2019 	
<p>8. Military Road Pinch Points, Road Widening</p> <ul style="list-style-type: none"> • Military Road, North Bondi (Blair Street to Wallis Parade) – in final stages of design • Military Road, Dover Heights (Wentworth Street to Hugh Bamford Reserve) – engineering design complete, Ausgrid approvals to be coordinated • Military Road, Vaucluse (Kimberley Street) – project removed 	

Asset Maintenance

Operational Administration Support - Merit Requests

Merit Request Summary for July, August, September 2019

- 1,575 requests received
- 1,296 requests finalised
- 279 requests in progress

Maintenance and Construction Team - Trades

Plumbing

- 48 sewer chokes attended to by Council's plumbers and contractors
- 22 seepage issues received
- 33 storm water drainage jobs received with 29 being finalised
- **Miscellaneous works included:** relocation of water services at Tamarama fitness station project/ relocation of taps and underground water services at Waverley Oval / Bubbler repairs & water pipe upgrades / irrigation repairs / stormwater upgrades / water leak investigation and reports to Sydney water

Painting

- 14 line marking requests received during the month
- 8 driveway line marking requests
- 2 street line marking request
- 8 signage instructions on roadways
- 13 park furniture painting requests
- **Miscellaneous works included:** Painting fences after carpentry repairs at Notts Avenue & Wilga Street/ Painting of No Smoking signs at Bronte and Bondi beaches/ Painting of BB lines and Giveaway lines on roadways / painting of yellow no stopping lines.

Signs

- 141 parking sign repairs and replacement requests
- 68 Road and traffic sign repair requests
- 7 Road street name signs repaired or replaced
- 22 Street signs and signage instruction
- 26 Road traffic device requests received
- 16 Construction zone sign installations
- **Miscellaneous works included:** Installation of danger signs at Diamond bay / Installation of signs at QED for parking meter app/ installation of construction zone signs for capital works and private developments / installation of new signage from traffic engineers / repairs of traffic calming devices and chevron signs.

Carpentry

- 5 coastal ERUV fencing repairs and replacement
- 20 Road Handrail or guardrail requests received
- 24 park furniture repairs
- 17 playground equipment repairs
- 7 park fencing repairs
- 13 bollard replacement requests

- **Miscellaneous works included:** Repairs to fencing at Notts Avenue & Wilga Street/ bin replacements / fence repairs in Rodney Reserve / Bus seat and shelter repairs / new seating installed in various parks. Playground equipment repairs and parks shelter and hut maintenance / Bollard installations /Coastal walkway timber repairs

Street lighting

- 11 Road Street lighting repair requests.

Electrical Repairs

- BBQ maintenance repairs in Bondi and Bronte parks
- Street lighting maintenance
- Oxford Street Mall repairs
- Lighting repairs at Bronte pool

Road repairs/ Asphalt maintenance

- 185 road maintenance condition requests received for potholes or road condition complaints with 136 finalised.

CCTV Drainage inspections

- Birrell Street and Bronte Road
- Queens Park Road and York Road
- McDonald Street
- Macpherson Street, Bronte
- Roberts Street, Rose Bay
- Ramsgate Avenue, Bondi
- Rowland & Wilga Street, Bondi
- Stormwater inspections Bondi Junction and Bondi Beach
- Sewer CCTV inspections on sewer choke requests

Cleaning Drains and Pit update:

- New priority Monthly and fortnightly pit lists, weekly beach drain cleaning
- 563- Pits cleaned
- 852 - Pits inspected
- Total pits cleaned and inspected – 1,415
- Cleaning and sucking of wash bays at Syd Enfield
- Cleaning of Bondi beach showers and drains every Friday each Month.
- Cleaning of Bronte Beach showers and drains every Friday each Month.

Pool Cleaning update:

Bronte Pool was cleaned on the following dates:

- July 2,9,16,25 and 30
- August 8,13,23 and 27
- September 6,10,16,24 and 30

Footpath Maintenance

- 186 Footpath pavement requests received
- 109 footpath requests finalised
- 19 kerb and gutter repairs attended and 8 completed
- 4 Stormwater Lintels replaced

Concrete Footpath Repairs

- 183 Blair Street, North Bondi
- 110 Glenayr Avenue, Bondi Beach
- 45 Brisbane Street, Bondi Junction
- 35 Brisbane Street, Bondi Junction
- 36 Mitchell Street, North Bondi
- 43 Frederick Street, North Bondi
- 1 Oakes Place, North Bondi
- 53 Glasgow Avenue, Bondi Beach
- 23 The Avenue, Rose Bay



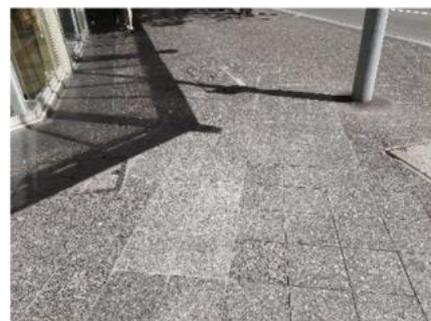
Asphalt Repairs

- 10 Avoca Street, Bondi Beach
- Multiple Newland Street, Bondi Junction
- 142 Warners Ave, Bondi Beach
- 180 Blair Street, North Bondi
- 5 Flood Street, Bondi Beach
- 135 Wellington Street, Bondi Junction
- 22 Hardy Street, North Bondi
- 97 York Road, Queens Park
- 5 Nancy Street, North Bondi



Paving Repairs

- 346 Military Road, Vaucluse
- Waverley Street Mall, Bondi Junction
- 2 Lawson Street, Bondi Junction
- 241 Oxford Street, Bondi Junction
- 16 Loombah Road, Dover Heights
- Rowe Lane, Bondi Junction
- 2 Queen Elizabeth Drive, Bondi Beach
- 79 Grafton Street, Bondi Junction



Other Minor Civil Construction Repairs

- Rawson Lane, Queens Park
- 21 -23 Portland Street, Dover Heights
- Corner Blake/ Portland Street, Dover Heights
- Corner Gilbert and Blake Street, Dover Heights
- Corner Paul/ Kenilworth Street, Bondi Beach
- City2surf Road Maintenance



Turf Improvement Program & Mowing Schedule

The following works have been completed:

- 320 streets mowed
- 120 parks mowed
- Over 30 merits resolved
- 18 Special Needs mowing addresses serviced.

Turf Improvement Program Upcoming Works for October:

- Fertilisation of Parks and Reserves
- Aeration of Parks and Reserves

Sports Field Restoration Works:

- Waverley Oval - 1,600m² of Returfing
- Waverley #3 - 2,500m² of Returfing
- Upcoming early Oct 2,200m² of Returfing at Barracluff Park.



Waverley Oval – Renovation works



Waverley #3 Returfing Works

Street Tree Operations

A total of 381 Merit Requests received

- All Merit requests investigated
- 327 Merit requests finalised
- 54 Merit requests pending further action
- 35 Urgent requests
- 11 Emergency Call outs



Gardens

The following works have been completed:

- 800 replacement plants added to gardens
- 240 Gardens serviced
- 6 Garden bed upgrades.
- 90m² of mulch spread



Playground Safety & Condition Audit

The following works have been completed:

- 36 Playgrounds inspected twice weekly by Council staff
- Contractor audit completed and identified repairs being organising
- 40m³ of top up soft fall mulch spread within selected playgrounds



Belgrave Reserve Playground

Street Trees Proactive Pruning

Proactive pruning is the strategic pruning of trees to improve their shape, condition and vigour and keep them in optimal health.

Works undertaken in Lawson and Bondi Ward precincts targeting recreational parks and playgrounds.



St James Park, Bondi Junction

Waste

Resource Recovery

Collection Service Requests:

- 107 Collected outside of scheduled service – Garbage
- 100 Collected outside of scheduled service – Recycle
- 10 Additional unscheduled collections – Garden Waste
- 107 Additional unscheduled collections – Garbage
- 238 Bins Delivered
- 2,780 Your Call Clean Up Bookings
- 30 Contaminated bins

Illegally Dumped Rubbish Requests:

- 741 Illegally dumped rubbish removed
- 10 Dumped rubbish investigate



Waverley Library

Waverley Library

'SPARKY' hits the road.

Waverley Library along with Woollahra Libraries and Randwick City Library, received a NSW Public Library Infrastructure Grant of \$147 000 to purchase a shared, custom built and branded, vehicle to provide outreach library services throughout the Eastern Suburbs. The goal is to promote the regions libraries to potential users who may be unaware of the libraries' locations and services by reaching out to the community at our beautiful beaches, parks and outdoor spaces.

The 4.5 tonne truck is equipped with state of the art, solar powered audio-visual equipment, has ipads, a Nintendo Switch and provides a mobile wifi hotspot. SPARKY had its very first outings by surprising visitors at Bondi Winter Magic followed by appearances at Randwick Races, and Festival of the Winds and feedback was overwhelmingly positive.

A full suite of library services are to be provided by the truck including:

- Access to recreational reading material
- Access to and promotion of digital collections
- Access to educational play and craft experiences
- Children's early literacy programs
- Engagement with experienced library staff
- Access to an engaging program e.g. History walks, author events, music

Keep an eye out for SPARKY and the Library team at an event near you and come by and say Hi!



Waverley Library

Horrible Histories Festival

Sunday, 1 September 2019

The Children's & Young Adult Services team produced a literary festival of gigantic proportions to celebrate the book series Horrible Histories by Terry Deary. On opening there was a huge line to enter the castle gates where children of all ages received their manuscript to direct them on their quest all around Waverley Library. There was archery, bouts of combat, displays of medieval armoury, a scribe writing people's names in ink, a wandering pirate, mummy making, craft activities galore, a court jester show.

Visitors were entertained and enthralled in this unique and authentic foray into the past.



Highlights from the last quarter include:

- Launch of a new monthly movie and discussion group.
- History Week Exhibition, Sandscape memories of Bondi and Author Talk John Ogden with Saltwater People of the Fatal Shore.
- Workshops on perfume making, organic skincare, kombucha making and the talk Age is just a number.
- Naidoc celebrations including a bush tucker workshop and an Aboriginal walking tour with Walangari Karntawarra.
- Children's Book Council launch of Boy with the big blue glasses by Susanne Gervay
- Facilitated workshop with Knowledge and Innovation Steering Group to determine recommendation of preferred operating model for the adaptive reuse of the Boot Factory.

Community Programs

Local Hero – Best of the Best Plaque Laying

At the Waverley Local Hero Awards held in May, local volunteers Audrey and Peter McCallum were named joint recipients of the Best of the Best Award.

On 5 August, Audrey and Peter, along with their children, grandchildren, family, friends and colleagues attended a special unveiling ceremony held at Bronte Beach. The plaque acknowledges over 30 years of volunteering in Waverley and can be found along the Recognising Our Community Leaders Walk at Bronte Beach. Sadly, Peter passed away on 23 August.

In his speech, the Mayor, John Wakefield said, *“Peter and Audrey have dedicated themselves to serving the Waverley community through their work with Waverley Historical Society, Waverley Council Seniors Centre, Waverley Council Justice of the Peace service, citizenship ceremonies, ANZAC Day celebrations, Prince of Wales Hospital, Waverley War Memorial Hospital, Friends of Waverley Council, the Tramway Museum and Bronte Public School. The impact of their community work is significant and lasting.”*

We thank Project Waverley for installing the plaque quickly to enable the celebration to take place.



RecoWen Welcoming Cities

In August, Council became a member of ‘Welcoming Cities’. The Welcoming Cities initiative, a project of The Scanlon Foundation, supports local councils to consider, commit to, communicate, plan for, build and sustain a welcoming community.

Welcoming Cities is a national network of cities, shires, towns and municipalities who are committed to an Australia where everyone can belong and participate in social, cultural, economic and civic life. The network is a part of a growing international movement of more than 135 municipalities in New Zealand, the Americas and Europe.

In the future, we hope to utilise the Welcoming Cities Standard, which established the framework for Councils to:

- Benchmark cultural diversity and inclusion policies and practices across the organisation
- Identify where and how further efforts could be directed; and
- Assess progress over time.

Communication Development 0 – 3 years

A workshop was held on 22 August 2019 by a speech pathologists from the Sydney Children’s Hospital, who provided key speech and communication information to first time parents and those concerned for their child’s development.

The session included a specific focus on bilingual language development and was a key reason for coming to the session for the majority of parents attending.

Reconciliation Action Plan

After receiving conditional endorsement of the draft Innovate Reconciliation Action Plan 2019 – 2021 from Reconciliation Australia (RA) and Council in August 2019, the document was on public exhibition until 23 September 2019. Council will be asked for final endorsement in October and once officially endorsed by RA we will launch the RAP.

Following Council’s public art committee meeting, we have engaged local Indigenous graphic design company *Spirit Agency* and Aboriginal artist Natalie Bateman for artwork and design. Natalie who grew up in La Perouse, identifies as Yuin and is a descendant of one of the largest Aboriginal families in the South Coast. She has an intimate understanding and experience with Aboriginal coastal art.

Council’s 2019 RAP achievements were reported to Reconciliation Australia through their *RAP Impact Measurement Questionnaire 2019* and include things such as Human Resource statistics around Aboriginal employment, expenditure on Indigenous Businesses, cultural awareness training, cultural events/programs/activities, NAIDOC and Reconciliation Week outcomes.

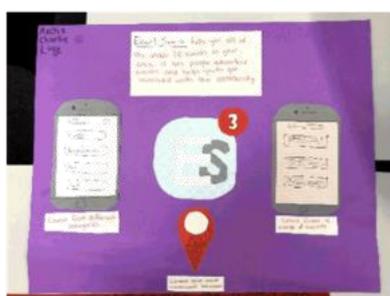
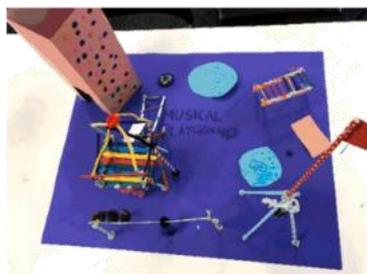
Innovating Work Experience Project Pilot – Innovation Lab

The Innovation Lab comprised of a Design Jam on 30 August 2019 and Incubator which ran for a two week period commencing 16 September 2019.

The Design Jam led 26 local young people aged 15 – 17 years through a design workshop to develop ideas for potential projects that address a community need. Thirteen young people returned to participate at the Incubator for a school work experience placement. During the two week intensive participants formed teams to develop their project ideas into a business start-up, complete with business plans and marketing strategies.

While attending the program, participants met a broad cross section of Council staff including Cultural Programs, Library, Open Space Planning, Community Programs, Economic Development, HR, Community Engagement and Sustainability, who acted as project consultants and/ or helped orientate participants to Council. Participants also connected with local business people and creatives who provided coaching on specific skills or subject areas to produce a number of outstanding project proposals.

The Innovation Lab was delivered by Young Change Agents, a social enterprise consultancy expert in the delivery of enterprise learning with young people.



Cyber Safety Tips for Parents

The Cyber Safety seminar session provided practical and effective tips to help parents manage children’s online behaviour and cyber-bullying was held on the evening of August 6.

The session was aimed at parents of children aged 9 – 13 years and delivered in partnership with Waverley and Bronte Public Schools. Students in Years 5 & 6 at the respective schools attended cyber safety workshops on the same day. The aim of this approach was to strengthen key safety messages through delivery to children and their families.

The Cyber Safety parent session was open to the general community. It was attended by 40+ parents/ carers with the majority from the Waverley and Bronte Public School communities and received positive feedback in relation to the quality of information and practical tips, with a number of parents and both school principals saying they were disappointed that more parents did not attend.

Principal’s Breakfast Symposium -

The Principal’s Breakfast Symposium is a partnership project led by Waverley Council and the NSW Department of Education, with Centre 360, Randwick Council and NSW Health School Link. The initiative was formed to address systemic issues that lead to school refusal and educational disengagement.

The second annual Symposium was held on 20th August and was attended by 12 child youth and family service organisations, staff from 12 primary schools and 7 high schools including principals, deputy principals, student welfare staff and school counsellors. Two district directors and 8 district-level support staff also attended.

The 2019 Symposium focused early identification and intervention during the move from primary to high school for vulnerable students to ensure they receive the right support at this key transition point.

The Symposium received overwhelmingly positive feedback from all participants.

Mayor’s Community Organisation Breakfast

On the 17th September 2019, Council hosted a Community Organisation Breakfast to connect with a range of local service providers to understand how we can better serve our community. Following last year’s successful event, more than 50 representatives from local community groups attended, ready to work with Council to help steer the direction of our Community Strategic Plan 2017 – 2029 towards social sustainability. This was a joint event with Community Programs and Communications working closely together on separate but linked strategies.

With community members, Councillors and council staff sitting side by side, the Breakfast provided a unique opportunity for everyone to collaboratively explore strategies to help us improve wellbeing and social inclusion in our community. More specifically, feedback from community members will be used to help inform our new Social Sustainability Strategy and review Council’s existing Community Engagement Policy and Strategy.

It was great to hearing directly from our community about the issues that matter most to them. We’ve had positive feedback from participants who enjoyed being part of this engaging and interactive event (although next time they’d like an afternoon session!). The opportunity to network was highly valued and everyone is looking forward to future events that strengthen relationships with the services and people of Waverley.



Property and Facilities

Property

- Property Strategy in development and a project to undertake a review of Council's Community Tenancy arrangements has commenced. The project will assess whether the accommodation currently offered meets the needs of each tenant's service.
- Council approved a new lease for Shop 2-3, 276 Bronte Rd Charing Cross, to Elizabeth Mucci trading as Life On The Inside Pty Ltd, the lease is for 3 years with a 3 year option.
- The new license for market operator (Blue Sky Events P/L), for the Oxford Street Mall markets Bondi Junction has commenced. The tenant is close to completing a three-month review of the current operation and stall holders. The findings of the review will lead to an upgrade to the look and feel of the markets in coming months.
- Negotiations are continuing to finalise the documentation for the balcony air space stratum lease to Delibu Pty Ltd (Ravasis hotel 118 Campbell Parade) as approved in the July 2019 Council meeting.
- Negotiations are continuing to finalise the documentation to excise the unformed public road designated as the North Bondi RSL war memorial and transfer the title to the Trustees of the RSL.

Facilities

- Construction commenced on the Eastgate Awning and Façade Project at the Eastgate building, Spring Street, Bondi Junction.
- Finalised Heads of Agreement and received Council approval to enter into a Public Private Partnership Project with Eastern Suburbs Cricket Club for the proposed Indoor Cricket Nets Facility Project.
- Finalised Heads of Agreement and received Council approval to enter into a Public Private Partnership with Tamarama Surf Life Saving Club for the Proposed Tamarama Surf Life Saving Club Upgrade Project.
- A new contract was awarded to Akbar Enterprises Pty Ltd for the delivery of Security Services to Council. The contract includes CCTV and access control system maintenance and monitoring, static guarding, mobile patrols and cash collection services.
- Margaret Whitlam Recreation Centre and Amenity building – Integration of the building Security Systems into Council's centralised system underway.
- Gardiner Early Education Centre – New fencing installed in Children's play area.
- Alexandria integrated Facility – New mechanical awning installed on level 2 Balcony.

Community Venues

- A Venue Hire Grant was awarded to WAYS for use of the indoor sports court at the Margaret Whitlam Recreation Centre for twice a week drop in Basketball sessions for 2019-2020.
- The Margaret Whitlam Centre once again hosted recreational and sporting programs as part of Council's July school holiday program with an 88% utilisation of available spaces.
- Bondi Pavilion was part of another successful Festival of the Winds event. In addition to hosting Children's activities and other festival programming, the changing rooms received 5,318 visits on the day.
- The Jewish Writers Festival took place at the Bondi Pavilion on 25 August 2019. Council supported the event through the provision of a small grant to assist with event production costs.
- Council's Community Venues continued to be well utilised through the first quarter with revenue being up on the same period last year.
- Four additional regular hirer groups have been offered hire agreements for the coming financial year, providing a range of activities from Yoga to Baby Health workshops.

REPORT
OC/5.6/19.11**Subject:** Investment Portfolio Report - September 2019**TRIM No:** A03/2211**Author:** Sid Ali, Revenue Co-ordinator
Teena Su, Executive Manager, Finance**Director:** Darren Smith, Chief Financial Officer

RECOMMENDATION:

That Council:

1. Receives and notes the Investment Summary Report for September 2019 attached to this report.
2. Notes that all investments have been made in accordance with the requirements of section 625 of the *Local Government Act 1993* and directions from the Minister for Local Government, including Ministerial Investment Orders, and Council's Investment Policy.

1. Executive Summary

For the month of September 2019, Council's Investment Portfolio generated \$314,157 of interest.

The interest on investment budget for the 2019–20 financial year was adopted by Council at its meeting on 18 June 2019, and was set at \$3,865,231.

The interest income for the year to date figure as at 30 September 2019 is tracking at 27.35% (\$1,057,150) of the current budget.

2. Introduction/Background

Clause 212 of the *Local Government (General) Regulation* requires that Council be provided with a written report setting out details of all money that the Council has invested under section 625 of the *Local Government Act 1993* (the Act) and certifying that these investments have been made in accordance with the Act, regulations, Ministerial Investment Orders and Council's Investment Policy.

The table below illustrates the monthly interest income received by Council and performance against the Budget.

Table 1. Monthly interest income received by Council.

Month	2019/20 Budget (\$)	Actual Monthly (\$)	Actual YTD (\$)	Tracking Current Budget %
July	3,865,231	374,347	374,347	9.68%
August	3,865,231	368,646	742,993	19.22%
September	3,865,231	314,157	1,057,150	27.35%

3. Relevant Council Resolutions

Meeting and date	Minute No.	Decision
Council 17 September 2019	CM/7.2/19.09	That Council: 1. Receives and notes the Investment Summary Report for August 2019 attached to this report. 2. Notes that all investments have been made in accordance with the requirements of section 625 of the Local Government Act 1993 and directions from the Minister for Local Government, including Ministerial Investment Orders and Council's Investment Policy.

4. Discussion

Financial year to date, 30 September 2019, Council's cash investment portfolio generated interest earnings of \$1,057,150 representing 27.35% of the Current Budget of \$3,865,231.

Council's investment portfolio posted a return of 2.53% pa for the month of September versus the Ausbond Bank Bill Index benchmark return of 1.03% pa.

Over the last 12 months, Council's investment portfolio has exceeded the Ausbond bank bill index benchmark by 1.05% pa (2.79% vs 1.74% pa).

Portfolio value

Council's investment portfolio, as at 30 September 2019, has a current market value of \$186,006,163 which represents a gain of \$1,786,260 on the \$184,219,903 face value of the portfolio. The table below provides a summary by investment (asset) type.

Table 2. Portfolio value – Summary by investment (asset) type.

Table 2. Portfolio value – Summary by investment (asset) type.		
Asset Group	Face Value	Current value
Bonds	\$3,000,000	\$3,111,949
Cash	\$6,402,936	\$6,402,936
Floating Rate Note	\$31,900,000	\$32,149,935
Floating Rate Term Deposits	\$8,500,000	\$8,515,092
Managed Funds	\$9,416,966	\$9,416,966

Term Deposit	\$125,000,000	\$126,409,285
Total	\$184,219,903	\$186,006,163

Analysis

Attached to this report is the Summary of Investment Portfolio for the period ending 30 September 2019. These reports are prepared by Council's independent financial advisor, Prudential Investment Services Corp.

Included in this report are tables showing that Council's investment portfolio for the month of September 2019 has exceeded the AusBond bank bill index by 1.50% pa (2.53% to 1.03% pa). The Portfolio outperformed the stated benchmark measure as the rate of return on cash exceeds AusBond Bank Bill Index as illustrated in the table below:

Table 3. Portfolio return.

Month	Portfolio Return %	Ausbond BB Index %	Variance %
Oct – 18	2.81	2.00	0.81
Nov-18	2.61	1.90	0.71
Dec-18	2.73	1.81	0.92
Jan-19	2.92	2.14	0.78
Feb-19	3.19	2.28	0.91
Mar-19	3.14	1.96	1.18
Apr-19	3.08	2.01	1.07
May-19	2.71	1.79	0.92
June-19	2.47	1.62	0.85
July-19	3.31	1.42	1.89
Aug-19	1.99	0.99	1.00
Sep-19	2.53	1.03	1.50
Average % return Over the last 12 months	2.79	1.74	1.05

Council has a well-diversified portfolio invested among a range of term deposits and floating rate notes from highly rated Australian ADIs. 82% of the portfolio is spread among the top three credit rating categories (A long term/A2 short term and higher) and NSW TCorpIM managed funds.

Investments in ethically, socially and environmentally beneficial alternatives

As at the end of September 2019, 68.8% of Council's portfolio was invested in non-fossil fuel lending ADIs and Socially Responsible Investments, while fossil fuel lending ADIs accounted for 26.2% of the portfolio. The remaining 5.1% is invested with TCorp.

Over the period of 16 months, from June 2018 to September 2019, Council has reduced its investment in fossil fuel lending ADIs from 59% to 26.2% as displayed in Figure 1 below.

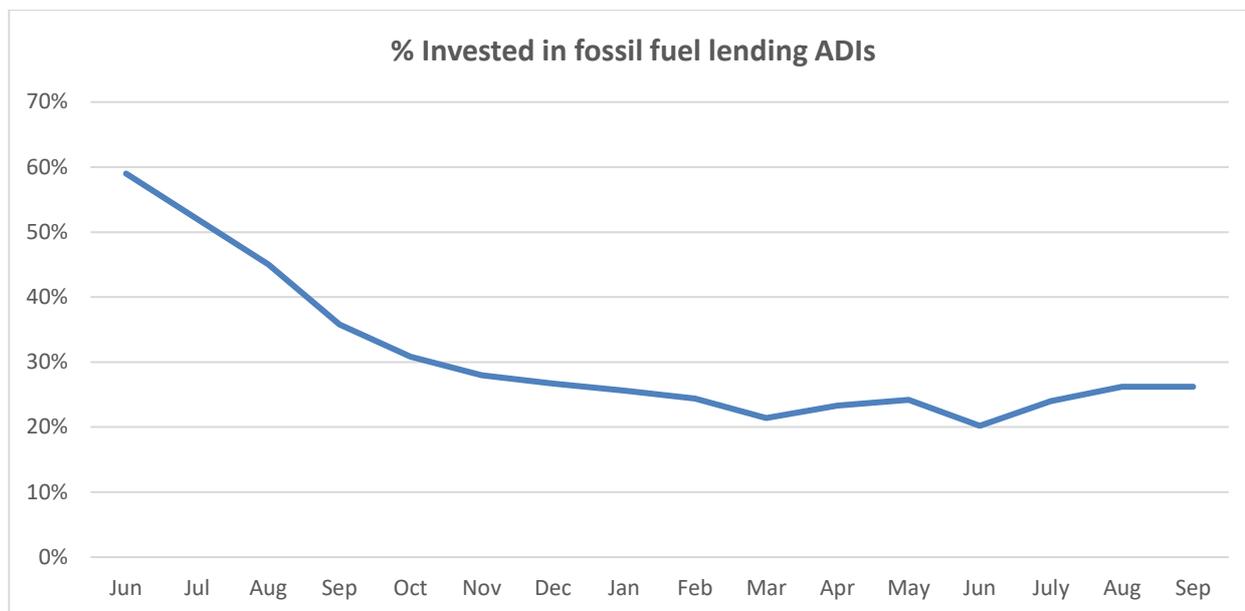


Figure 1. Investments in fossil fuel lending ADIs.

During September, Council’s investment portfolio had \$12m in a 2yr and several 1yr term deposits mature with a weighted average rate of approximately 2.82%pa. Council invested \$19m in 7 & 12 month TDs at an average rate of 1.71%, reflective of the fall in interest rates across the market over the past several months. Council’s portfolio invested in fossil fuel ADIs is 26.2%, no change from the month prior.

5. Financial impact statement/Timeframe/Consultation

This report has been prepared in consultation with Council’s independent financial advisor, Prudential Investment Services Corp.

6. Conclusion

Council’s investment portfolio has achieved interest earning of \$1,057,150 YTD as at 30 September 2019, and it is on track to achieve the budgeted interest of \$3,865,231.

7. Attachments

- 1. Investment Summary Report - September 2019 [↓](#)



Investment Summary Report September 2019

Waverley Council

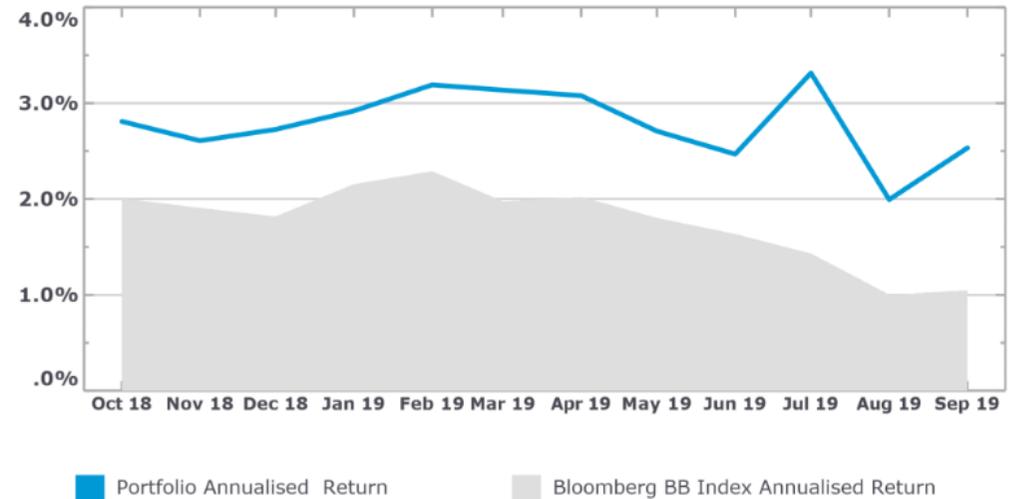
Executive Summary - September 2019



Investment Holdings

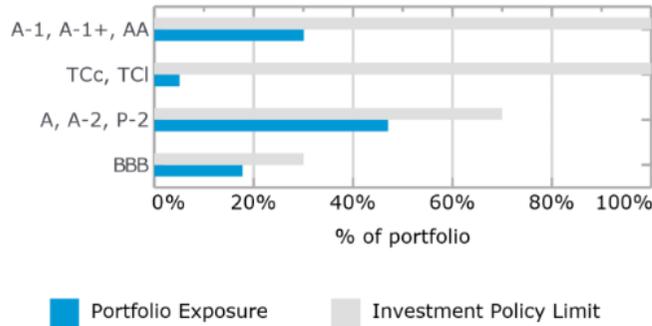
	Face Value (\$)	Current Value (\$)
Bonds	3,000,000.00	3,111,948.90
Cash	6,402,936.42	6,402,936.42
Floating Rate Note	31,900,000.00	32,149,934.58
Floating Rate Term Deposits	8,500,000.00	8,515,091.95
Managed Funds	9,416,966.33	9,416,966.33
Term Deposit	125,000,000.00	126,409,284.79
	184,219,902.75	186,006,162.97

Investment Performance

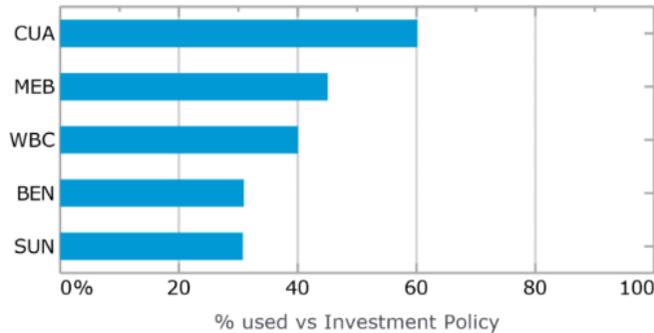


Investment Policy Compliance

Total Credit Exposure



Highest Individual Exposures



Term to Maturities

Maturity Profile	Face Value (\$)	Policy Max
Between 0 and 1 Year	130,019,903	71% 100%
Between 1 and 3 Years	49,350,000	27% 50%
Between 3 and 10 Years	4,850,000	3% 30%
	184,219,903	

Waverley Council

Investment Holdings Report - September 2019

**Cash Accounts**

Face Value (\$)	Rate (%pa)	Institution	Credit Rating	Current Value (\$)	Deal No.	Reference
5,318,412.37	1.3000%	Commonwealth Bank of Australia	A-1+	5,318,412.37	120789	24hr Call
710,805.70	0.6000%	Commonwealth Bank of Australia	A-1+	710,805.70	120794	General Funds
24,231.69	0.6000%	Commonwealth Bank of Australia	A-1+	24,231.69	120795	Trust Funds
75,688.22	0.6000%	Commonwealth Bank of Australia	A-1+	75,688.22	120796	Cemetery Funds
147,378.91	0.6000%	Commonwealth Bank of Australia	A-1+	147,378.91	120797	Depositor Funds
31,364.98	0.6000%	Commonwealth Bank of Australia	A-1+	31,364.98	120799	Library CP
17,670.97	0.6000%	Commonwealth Bank of Australia	A-1+	17,670.97	120800	Eastgate CP
39,884.06	0.6000%	Commonwealth Bank of Australia	A-1+	39,884.06	120801	Hollywood Av CP
37,499.52	0.6000%	Commonwealth Bank of Australia	A-1+	37,499.52	370151	Library Gift
6,402,936.42	1.1814%			6,402,936.42		

Managed Funds

Face Value (\$)	Monthly Return	Institution	Credit Rating	Fund Name	Current Value (\$)	Deal No.	Reference
2,145,521.32	0.0963%	NSW T-Corp (Cash)	TCc	Short Term Income Fund	2,145,521.32	411310	Builder Deposits
2,187,553.85	0.0884%	NSW T-Corp (Cash)	TCc	Cash Fund	2,187,553.85	505262	
5,083,891.16	1.1020%	NSW T-Corp (LT)	TCl	Long Term Growth Fund	5,083,891.16	538089	
9,416,966.33					9,416,966.33		

Term Deposits

Maturity Date	Face Value (\$)	Rate (%pa)	Institution	Credit Rating	Purchase Price (\$)	Purchase Date	Current Value (\$)	Deal No.	Accrued Interest (\$)	Coupon Frequency	Reference
1-Oct-19	2,000,000.00	2.7500%	ME Bank	A-2	2,000,000.00	13-Sep-18	2,002,712.33	537130	2,712.33	Annually	
8-Oct-19	3,000,000.00	2.7500%	Credit Union Australia	A-2	3,000,000.00	5-Oct-18	3,081,595.89	537198	81,595.89	At Maturity	
15-Oct-19	1,500,000.00	2.8000%	Credit Union Australia	A-2	1,500,000.00	6-Nov-18	1,537,857.53	537302	37,857.53	At Maturity	
15-Oct-19	2,500,000.00	2.8000%	MyState Bank	P-2	2,500,000.00	22-Nov-18	2,560,027.40	537343	60,027.40	At Maturity	
22-Oct-19	4,000,000.00	2.8900%	ING Bank (Australia)	A-1	4,000,000.00	13-Nov-17	4,101,981.37	535953	101,981.37	Annually	
29-Oct-19	2,500,000.00	2.9700%	ING Bank (Australia)	A-1	2,500,000.00	1-Nov-17	2,567,943.84	535905	67,943.84	Annually	

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Term Deposits											
Maturity Date	Face Value (\$)	Rate (%pa)	Institution	Credit Rating	Purchase Price (\$)	Purchase Date	Current Value (\$)	Deal No.	Accrued Interest (\$)	Coupon Frequency	Reference
5-Nov-19	3,000,000.00	2.7500%	Rural Bank	A-2	3,000,000.00	23-Oct-18	3,077,527.40	537258	77,527.40	Annually	
7-Nov-19	2,000,000.00	2.5000%	Suncorp Bank	A-1	2,000,000.00	9-Apr-19	2,023,972.60	537863	23,972.60	At Maturity	
12-Nov-19	1,500,000.00	2.8000%	Credit Union Australia	A-2	1,500,000.00	6-Nov-18	1,537,857.53	537303	37,857.53	At Maturity	
19-Nov-19	3,000,000.00	2.8500%	Credit Union Australia	A-2	3,000,000.00	20-Nov-18	3,073,787.67	537333	73,787.67	At Maturity	
26-Nov-19	3,000,000.00	2.9000%	Credit Union Australia	A-2	3,000,000.00	5-Dec-18	3,071,506.85	537394	71,506.85	At Maturity	
10-Dec-19	3,000,000.00	2.9000%	Credit Union Australia	A-2	3,000,000.00	6-Dec-18	3,071,268.49	537399	71,268.49	Annually	
17-Dec-19	2,000,000.00	2.8500%	MyState Bank	P-2	2,000,000.00	3-Dec-18	2,047,161.64	537371	47,161.64	Annually	
19-Dec-19	2,000,000.00	2.4700%	Rural Bank	A-2	2,000,000.00	6-May-19	2,020,030.68	537928	20,030.68	At Maturity	
7-Jan-20	1,000,000.00	2.7000%	Auswide Bank	P-2	1,000,000.00	4-Mar-19	1,015,608.22	537600	15,608.22	At Maturity	
14-Jan-20	3,000,000.00	2.7000%	Auswide Bank	P-2	3,000,000.00	14-Mar-19	3,044,605.48	537637	44,605.48	At Maturity	
21-Jan-20	1,500,000.00	2.7000%	Auswide Bank	P-2	1,500,000.00	4-Apr-19	1,519,972.60	537782	19,972.60	At Maturity	
28-Jan-20	2,500,000.00	2.7600%	Credit Union Australia	A-2	2,500,000.00	25-Feb-19	2,541,210.96	537562	41,210.96	At Maturity	
4-Feb-20	1,000,000.00	2.3000%	AMP Bank	A-2	1,000,000.00	6-Jun-19	1,007,372.60	538020	7,372.60	At Maturity	
11-Feb-20	2,000,000.00	2.4100%	Rural Bank	A-2	2,000,000.00	7-May-19	2,019,412.05	537931	19,412.05	At Maturity	
18-Feb-20	1,500,000.00	2.4500%	AMP Bank	A-2	1,500,000.00	23-May-19	1,513,189.73	537971	13,189.73	At Maturity	
18-Feb-20	3,000,000.00	1.7500%	Bank of Queensland	A-2	3,000,000.00	21-Aug-19	3,005,897.26	538406	5,897.26	At Maturity	
3-Mar-20	3,000,000.00	2.8000%	ME Bank	A-2	3,000,000.00	5-Sep-18	3,005,983.56	537069	5,983.56	Annually	
10-Mar-20	2,000,000.00	2.3000%	AMP Bank	A-2	2,000,000.00	6-Jun-19	2,014,745.21	538019	14,745.21	At Maturity	
17-Mar-20	1,500,000.00	2.2000%	AMP Bank	A-2	1,500,000.00	20-Jun-19	1,509,312.33	538061	9,312.33	At Maturity	
14-Apr-20	3,000,000.00	1.6700%	Suncorp Bank	A-1	3,000,000.00	20-Sep-19	3,001,509.86	538551	1,509.86	At Maturity	
21-Apr-20	4,000,000.00	1.6700%	Suncorp Bank	A-1	4,000,000.00	20-Sep-19	4,002,013.15	538550	2,013.15	At Maturity	
28-Apr-20	1,000,000.00	1.6500%	Suncorp Bank	A-1	1,000,000.00	20-Sep-19	1,000,497.26	538552	497.26	At Maturity	
28-Apr-20	1,000,000.00	2.2600%	Westpac Group	A-1+	1,000,000.00	13-May-19	1,003,033.97	537941	3,033.97	Quarterly	Green
5-May-20	2,000,000.00	2.2600%	Westpac Group	A-1+	2,000,000.00	13-May-19	2,006,067.95	537940	6,067.95	Quarterly	Green
12-May-20	1,000,000.00	2.4500%	Auswide Bank	P-2	1,000,000.00	16-May-19	1,009,263.01	537954	9,263.01	At Maturity	

Waverley Council

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**Term Deposits**

Maturity Date	Face Value (\$)	Rate (%pa)	Institution	Credit Rating	Purchase Price (\$)	Purchase Date	Current Value (\$)	Deal No.	Accrued Interest (\$)	Coupon Frequency	Reference
19-May-20	2,000,000.00	2.4500%	Auswide Bank	P-2	2,000,000.00	16-May-19	2,018,526.03	537955	18,526.03	Annually	
26-May-20	1,000,000.00	2.4500%	Auswide Bank	P-2	1,000,000.00	20-May-19	1,008,994.52	537958	8,994.52	At Maturity	
2-Jun-20	2,000,000.00	2.4500%	Auswide Bank	P-2	2,000,000.00	20-May-19	2,017,989.04	537959	17,989.04	At Maturity	
16-Jun-20	2,000,000.00	2.1500%	Auswide Bank	P-2	2,000,000.00	20-Jun-19	2,012,134.25	538062	12,134.25	At Maturity	
16-Jun-20	3,000,000.00	1.9400%	Westpac Group	A-1+	3,000,000.00	17-Jun-19	3,002,232.33	538045	2,232.33	Quarterly	Green
11-Aug-20	5,000,000.00	1.7000%	ME Bank	A-2	5,000,000.00	13-Aug-19	5,011,410.96	538387	11,410.96	At Maturity	
25-Aug-20	3,000,000.00	1.7000%	ME Bank	A-2	3,000,000.00	21-Aug-19	3,005,728.77	538407	5,728.77	At Maturity	
26-Aug-20	4,000,000.00	1.5800%	Westpac Group	A-1+	4,000,000.00	22-Aug-19	4,006,926.03	538408	6,926.03	Quarterly	Green
8-Sep-20	3,000,000.00	1.6700%	Westpac Group	A-1+	3,000,000.00	11-Sep-19	3,002,745.21	538521	2,745.21	Quarterly	Green
22-Sep-20	5,000,000.00	1.6800%	Westpac Group	A-1+	5,000,000.00	12-Sep-19	5,004,372.60	538526	4,372.60	Quarterly	Green
30-Sep-20	3,000,000.00	1.9000%	ME Bank	BBB	3,000,000.00	17-Sep-19	3,002,186.30	538533	2,186.30	At Maturity	
27-Oct-20	3,000,000.00	2.9000%	Rural Bank	BBB+	3,000,000.00	22-Oct-18	3,081,994.52	537252	81,994.52	Annually	
15-Dec-20	2,000,000.00	2.9500%	Credit Union Australia	BBB	2,000,000.00	18-Dec-18	2,046,391.78	537426	46,391.78	Annually	
9-Feb-21	2,500,000.00	2.9500%	Newcastle Permanent Building Society	BBB	2,500,000.00	11-Feb-19	2,546,876.71	537536	46,876.71	Annually	
23-Feb-21	2,000,000.00	2.9000%	Credit Union Australia	BBB	2,000,000.00	26-Feb-19	2,034,482.19	537565	34,482.19	Annually	
8-Jun-21	6,000,000.00	3.1500%	Westpac Group	AA-	6,000,000.00	6-Jun-18	6,012,945.21	536715	12,945.21	Quarterly	
3-Aug-21	2,000,000.00	1.9000%	Bank of Queensland	BBB+	2,000,000.00	6-Aug-19	2,005,830.14	538366	5,830.14	Annually	
21-Sep-21	2,500,000.00	2.8000%	Newcastle Permanent Building Society	BBB	2,500,000.00	25-Mar-19	2,536,438.36	537651	36,438.36	Annually	
8-Feb-22	3,000,000.00	3.0500%	Newcastle Permanent Building Society	BBB	3,000,000.00	19-Feb-19	3,056,153.42	537553	56,153.42	Annually	
125,000,000.00		2.4213%			125,000,000.00		126,409,284.79		1,409,284.79		

Floating Rate Term Deposits

Maturity Date	Face Value (\$)	Rate (%pa)	Institution	Credit Rating	Purchase Price (\$)	Purchase Date	Current Value (\$)	Deal No.	Accrued Interest (\$)	Next Interest Date	Reference
10-Jun-21	3,000,000.00	2.0924%	Commonwealth Bank of Australia	AA-	3,000,000.00	10-Jun-16	3,003,611.54	535380	3,611.54	10-Dec-19	

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**Floating Rate Term Deposits**

Maturity Date	Face Value (\$)	Rate (%pa)	Institution	Credit Rating	Purchase Price (\$)	Purchase Date	Current Value (\$)	Deal No.	Accrued Interest (\$)	Next Interest Date	Reference
16-Nov-21	3,000,000.00	1.7800%	Westpac Group 3moBBSW+0.82%	AA-	3,000,000.00	28-Nov-18	3,004,974.25	537360	4,974.25	28-Nov-19	Green
16-May-22	2,500,000.00	2.0650%	Westpac Group 3moBBSW+1.10%	AA-	2,500,000.00	16-May-17	2,506,506.16	535241	6,506.16	18-Nov-19	
8,500,000.00		1.9741%			8,500,000.00		8,515,091.95		15,091.95		

Floating Rate Notes

Maturity Date	Face Value (\$)	Rate (%pa)	Security Name	Credit Rating	Purchase Price (\$)	Purchase Date	Current Value (\$)	Deal No.	Accrued Interest (\$)	Next Coupon Date	Reference
29-Nov-19	2,000,000.00	2.4700%	GBS Snr FRN (Nov19) BBSW+1.50%	A-2	2,000,000.00	29-Nov-16	2,005,021.48	534564	4,466.30	29-Nov-19	
21-Feb-20	3,000,000.00	2.0833%	BEN Snr FRN (Feb20) BBSW+1.10%	A-2	3,000,000.00	21-Nov-16	3,014,940.44	534540	7,020.44	21-Nov-19	
20-Mar-20	3,000,000.00	2.2200%	CUA Snr FRN (Mar20) BBSW+1.30%	A-2	3,000,000.00	20-Mar-17	3,014,187.12	534995	2,007.12	20-Dec-19	
20-Mar-20	3,200,000.00	2.2200%	CUA Snr FRN (Mar20) BBSW+1.30%	A-2	3,235,232.00	24-Nov-17	3,215,132.93	535984	2,140.93	20-Dec-19	
7-Apr-20	3,000,000.00	2.4809%	NPBS Snr FRN (Apr20) BBSW+1.35%	A-2	3,000,000.00	7-Apr-15	3,029,842.32	504013	17,332.32	8-Oct-19	
7-Apr-20	1,000,000.00	2.4809%	NPBS Snr FRN (Apr20) BBSW+1.35%	A-2	1,011,250.00	1-Dec-17	1,009,947.44	536004	5,777.44	8-Oct-19	
9-Nov-20	2,250,000.00	2.2159%	ME Bank Snr FRN (Nov20) BBSW+1.25%	BBB	2,250,000.00	9-Nov-17	2,269,592.12	535919	7,239.62	11-Nov-19	
12-Apr-21	1,500,000.00	2.5088%	SUN Snr FRN (Apr21) BBSW+1.38%	A+	1,500,000.00	12-Apr-16	1,527,926.21	533415	8,351.21	14-Oct-19	
16-Apr-21	2,500,000.00	2.3946%	ME Bank Snr FRN (Apr21) BBSW+1.27%	BBB	2,500,000.00	17-Apr-18	2,528,329.05	536513	12,629.05	16-Oct-19	
18-May-21	2,000,000.00	2.4500%	BoQ Snr FRN (May21) BBSW+1.48%	BBB+	2,000,000.00	18-May-16	2,031,152.60	533605	5,772.60	18-Nov-19	
2-Jul-21	2,100,000.00	2.5466%	TMB Snr FRN (Jul21) BBSW+1.37%	BBB	2,100,000.00	2-Jul-18	2,119,234.02	536787	13,333.02	2-Oct-19	
30-Aug-21	1,500,000.00	2.2728%	BOz 'SRI' Snr FRN (Aug21) BBSW+1.30%	BBB	1,500,000.00	30-Aug-18	1,510,923.89	536983	2,988.89	29-Nov-19	
25-Jan-23	1,250,000.00	2.1000%	BEN Snr FRN (Jan23) BBSW+1.05%	BBB+	1,250,000.00	25-Jan-18	1,263,002.91	536145	4,890.41	25-Oct-19	
6-Feb-23	1,100,000.00	2.3886%	NPBS Snr FRN (Feb23) BBSW+1.40%	BBB	1,100,000.00	6-Feb-18	1,114,371.17	536174	4,031.17	6-Nov-19	
30-Jul-24	2,500,000.00	1.7916%	SUN Snr FRN (Jul24) BBSW+0.78%	A+	2,500,000.00	30-Jul-19	2,496,330.88	538331	7,730.88	30-Oct-19	
31,900,000.00		2.2884%			31,946,482.00		32,149,934.58		105,711.40		

Waverley Council

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**Fixed Rate Bonds**

Maturity Date	Face Value (\$)	Rate (%pa)	Security Name	Credit Rating	Purchase Price (\$)	Purchase Date	Current Value (\$)	Deal No.	Accrued Interest (\$)	Purchase Yield	Reference
20-Oct-20	3,000,000.00	3.5000%	SUN Snr Bond (Oct20) 3.50%	A+	3,042,780.00	18-May-18	3,111,948.90	536638	46,698.90	3.0000%	
	3,000,000.00				3,042,780.00		3,111,948.90		46,698.90	3.0000%	

Waverley Council

Accrued Interest Report - September 2019

**Accrued Interest Report**

Investment	Deal No.	Ref	Face Value (\$)	Settlement Date	Maturity Date	Interest Received (\$)	Days	Interest Accrued (\$)	Percentage Return
Bonds									
SUN Snr Bond (Oct20) 3.50%	536638		3,000,000.00	18-May-18	20-Oct-20		30	8,701.66	3.53%
Bonds Total								8,701.66	3.53%
Floating Rate Note									
GBS Snr FRN (Nov19) BBSW+1.50%	534564		2,000,000.00	29-Nov-16	29-Nov-19		30	4,060.27	2.47%
BEN Snr FRN (Feb20) BBSW+1.10%	534540		3,000,000.00	21-Nov-16	21-Feb-20		30	5,136.91	2.08%
CUA Snr FRN (Mar20) BBSW+1.30%	534995		3,000,000.00	20-Mar-17	20-Mar-20	19,244.38	30	5,981.50	2.43%
CUA Snr FRN (Mar20) BBSW+1.30%	535984		3,200,000.00	24-Nov-17	20-Mar-20	20,527.34	30	6,380.27	2.43%
NPBS Snr FRN (Apr20) BBSW+1.35%	504013		3,000,000.00	07-Apr-15	07-Apr-20		30	6,117.29	2.48%
NPBS Snr FRN (Apr20) BBSW+1.35%	536004		1,000,000.00	01-Dec-17	07-Apr-20		30	2,039.10	2.48%
ME Bank Snr FRN (Nov20) BBSW+1.25%	535919		2,250,000.00	09-Nov-17	09-Nov-20		30	4,097.90	2.22%
SUN Snr FRN (Apr21) BBSW+1.38%	533415		1,500,000.00	12-Apr-16	12-Apr-21		30	3,093.04	2.51%
ME Bank Snr FRN (Apr21) BBSW+1.27%	536513		2,500,000.00	17-Apr-18	16-Apr-21		30	4,920.41	2.39%
BoQ Snr FRN (May21) BBSW+1.48%	533605		2,000,000.00	18-May-16	18-May-21		30	4,027.39	2.45%
TMB Snr FRN (Jul21) BBSW+1.37%	536787		2,100,000.00	02-Jul-18	02-Jul-21		30	4,395.50	2.55%
BOz 'SRI' Snr FRN (Aug21) BBSW+1.30%	536983		1,500,000.00	30-Aug-18	30-Aug-21		30	2,802.08	2.27%
BEN Snr FRN (Jan23) BBSW+1.05%	536145		1,250,000.00	25-Jan-18	25-Jan-23		30	2,157.53	2.10%
NPBS Snr FRN (Feb23) BBSW+1.40%	536174		1,100,000.00	06-Feb-18	06-Feb-23		30	2,159.55	2.39%
SUN Snr FRN (Jul24) BBSW+0.78%	538331		2,500,000.00	30-Jul-19	30-Jul-24		30	3,681.37	1.79%
Floating Rate Note Total						39,771.72		61,050.11	2.33%
Floating Rate Term Deposits									
Commonwealth Bank of Australia	535380		3,000,000.00	10-Jun-16	10-Jun-21	18,498.05	30	5,441.02	2.21%
Westpac Group	535380	Green	3,000,000.00	10-Jun-16	10-Jun-21		30	4,389.04	1.78%

Waverley Council**Accrued Interest Report - September 2019****Accrued Interest Report**

Investment	Deal No.	Ref	Face Value (\$)	Settlement Date	Maturity Date	Interest Received (\$)	Days	Interest Accrued (\$)	Percentage Return
Westpac Group	535241		2,500,000.00	16-May-17	16-May-22		30	4,243.15	2.06%
Floating Rate Term Deposits Total						18,498.05		14,073.21	2.01%
Managed Funds									
Short Term Income Fund	411310	Builder Deposits	2,145,521.32	01-Dec-15			30	2,065.09	1.18%
Cash Fund	505262		2,187,553.85	30-Jul-15			30	1,932.62	1.08%
Managed Funds Total								3,997.71	1.13%
Term Deposits									
ME Bank	537027		3,000,000.00	29-Aug-18	03-Sep-19	1,130.14	2	452.06	2.75%
ME Bank	537044		3,000,000.00	31-Aug-18	10-Sep-19	84,760.27	9	2,034.24	2.75%
ME Bank	537049		3,000,000.00	03-Sep-18	17-Sep-19	85,664.38	16	3,616.43	2.75%
Bank of Queensland	535796		3,000,000.00	20-Sep-17	24-Sep-19	87,953.42	23	5,482.19	2.90%
ME Bank	537130		2,000,000.00	13-Sep-18	01-Oct-19	55,000.00	30	4,520.55	2.75%
Credit Union Australia	537198		3,000,000.00	05-Oct-18	08-Oct-19		30	6,780.82	2.75%
Credit Union Australia	537302		1,500,000.00	06-Nov-18	15-Oct-19		30	3,452.05	2.80%
MyState Bank	537343		2,500,000.00	22-Nov-18	15-Oct-19		30	5,753.43	2.80%
ING Bank (Australia)	535953		4,000,000.00	13-Nov-17	22-Oct-19		30	9,501.37	2.89%
ING Bank (Australia)	535905		2,500,000.00	01-Nov-17	29-Oct-19		30	6,102.74	2.97%
Rural Bank	537258		3,000,000.00	23-Oct-18	05-Nov-19		30	6,780.82	2.75%
Suncorp Bank	537863		2,000,000.00	09-Apr-19	07-Nov-19		30	4,109.59	2.50%
Credit Union Australia	537303		1,500,000.00	06-Nov-18	12-Nov-19		30	3,452.05	2.80%
Credit Union Australia	537333		3,000,000.00	20-Nov-18	19-Nov-19		30	7,027.40	2.85%
Credit Union Australia	537394		3,000,000.00	05-Dec-18	26-Nov-19		30	7,150.69	2.90%
Credit Union Australia	537399		3,000,000.00	06-Dec-18	10-Dec-19		30	7,150.68	2.90%

Waverley Council**Accrued Interest Report - September 2019****Accrued Interest Report**

Investment	Deal No.	Ref	Face Value (\$)	Settlement Date	Maturity Date	Interest Received (\$)	Days	Interest Accrued (\$)	Percentage Return
MyState Bank	537371		2,000,000.00	03-Dec-18	17-Dec-19		30	4,684.93	2.85%
Rural Bank	537928		2,000,000.00	06-May-19	19-Dec-19		30	4,060.27	2.47%
Auswide Bank	537600		1,000,000.00	04-Mar-19	07-Jan-20		30	2,219.18	2.70%
Auswide Bank	537637		3,000,000.00	14-Mar-19	14-Jan-20		30	6,657.53	2.70%
Auswide Bank	537782		1,500,000.00	04-Apr-19	21-Jan-20		30	3,328.76	2.70%
Credit Union Australia	537562		2,500,000.00	25-Feb-19	28-Jan-20		30	5,671.23	2.76%
AMP Bank	538020		1,000,000.00	06-Jun-19	04-Feb-20		30	1,890.41	2.30%
Rural Bank	537931		2,000,000.00	07-May-19	11-Feb-20		30	3,961.64	2.41%
AMP Bank	537971		1,500,000.00	23-May-19	18-Feb-20		30	3,020.55	2.45%
Bank of Queensland	538406		3,000,000.00	21-Aug-19	18-Feb-20		30	4,315.07	1.75%
ME Bank	537069		3,000,000.00	05-Sep-18	03-Mar-20	84,000.00	30	6,904.11	2.80%
AMP Bank	538019		2,000,000.00	06-Jun-19	10-Mar-20		30	3,780.83	2.30%
AMP Bank	538061		1,500,000.00	20-Jun-19	17-Mar-20		30	2,712.33	2.20%
Suncorp Bank	538551		3,000,000.00	20-Sep-19	14-Apr-20		11	1,509.86	1.67%
Suncorp Bank	538550		4,000,000.00	20-Sep-19	21-Apr-20		11	2,013.15	1.67%
Westpac Group	537941	Green	1,000,000.00	13-May-19	28-Apr-20		30	1,857.53	2.26%
Suncorp Bank	538552		1,000,000.00	20-Sep-19	28-Apr-20		11	497.26	1.65%
Westpac Group	537940	Green	2,000,000.00	13-May-19	05-May-20		30	3,715.07	2.26%
Auswide Bank	537954		1,000,000.00	16-May-19	12-May-20		30	2,013.69	2.45%
Auswide Bank	537955		2,000,000.00	16-May-19	19-May-20		30	4,027.40	2.45%
Auswide Bank	537958		1,000,000.00	20-May-19	26-May-20		30	2,013.70	2.45%
Auswide Bank	537959		2,000,000.00	20-May-19	02-Jun-20		30	4,027.40	2.45%
Westpac Group	538045	Green	3,000,000.00	17-Jun-19	16-Jun-20	14,669.59	30	4,783.56	1.94%

Waverley Council

Accrued Interest Report - September 2019

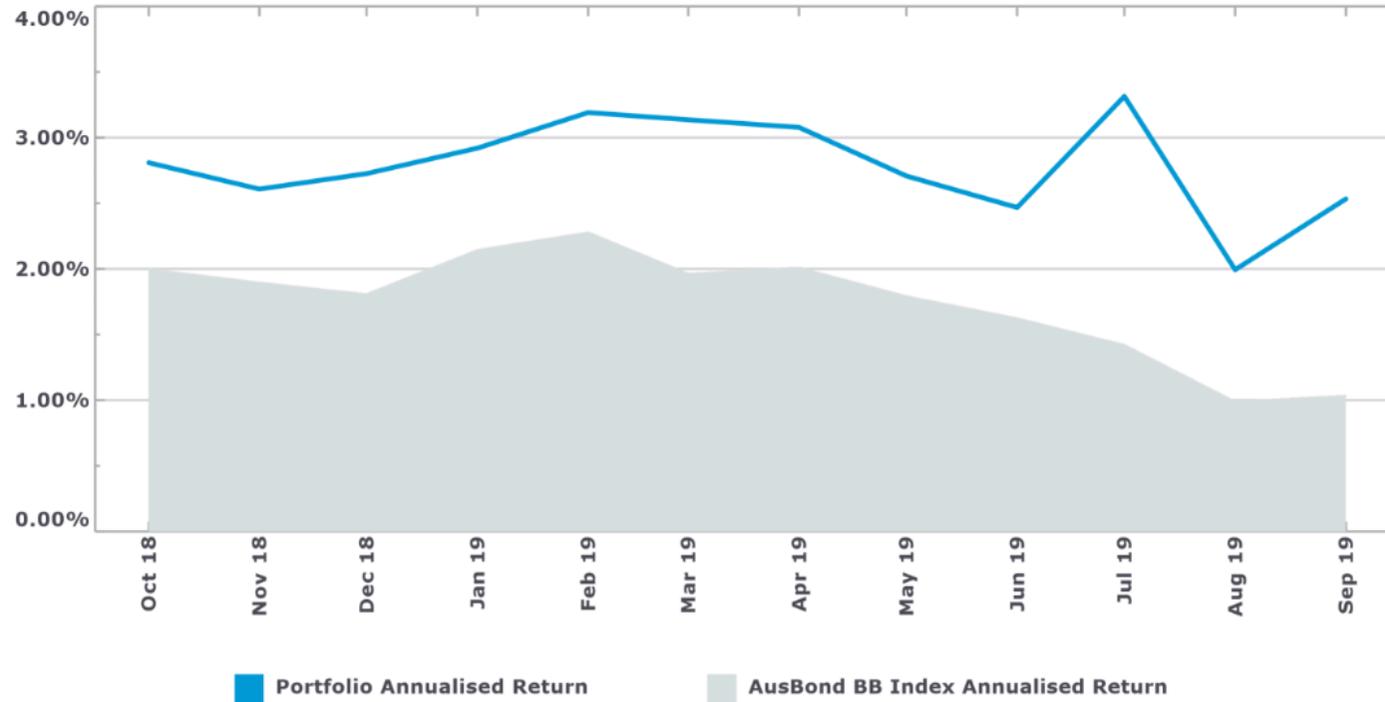
**Accrued Interest Report**

Investment	Deal No.	Ref	Face Value (\$)	Settlement Date	Maturity Date	Interest Received (\$)	Days	Interest Accrued (\$)	Percentage Return
Auswide Bank	538062		2,000,000.00	20-Jun-19	16-Jun-20		30	3,534.25	2.15%
ME Bank	538387		5,000,000.00	13-Aug-19	11-Aug-20		30	6,986.30	1.70%
ME Bank	538407		3,000,000.00	21-Aug-19	25-Aug-20		30	4,191.78	1.70%
Westpac Group	538408	Green	4,000,000.00	22-Aug-19	26-Aug-20		30	5,194.52	1.58%
Westpac Group	538521	Green	3,000,000.00	11-Sep-19	08-Sep-20		20	2,745.21	1.67%
Westpac Group	538526	Green	5,000,000.00	12-Sep-19	22-Sep-20		19	4,372.60	1.68%
ME Bank	538533		3,000,000.00	17-Sep-19	30-Sep-20		14	2,186.30	1.90%
Rural Bank	537252		3,000,000.00	22-Oct-18	27-Oct-20		30	7,150.68	2.90%
Credit Union Australia	537426		2,000,000.00	18-Dec-18	15-Dec-20		30	4,849.31	2.95%
Newcastle Permanent Building Society	537536		2,500,000.00	11-Feb-19	09-Feb-21		30	6,061.64	2.95%
Credit Union Australia	537565		2,000,000.00	26-Feb-19	23-Feb-21		30	4,767.12	2.90%
Westpac Group	536715		6,000,000.00	06-Jun-18	08-Jun-21	47,638.36	30	15,534.25	3.15%
Bank of Queensland	538366		2,000,000.00	06-Aug-19	03-Aug-21		30	3,123.29	1.90%
Newcastle Permanent Building Society	537651		2,500,000.00	25-Mar-19	21-Sep-21		30	5,753.43	2.80%
Newcastle Permanent Building Society	537553		3,000,000.00	19-Feb-19	08-Feb-22		30	7,520.54	3.05%
Term Deposits Total						460,816.16		247,003.79	2.49%
						519,085.93		334,826.48	2.42%

Waverley Council
Investment Performance Report - September



Annualised Monthly Return (Marked to Market)

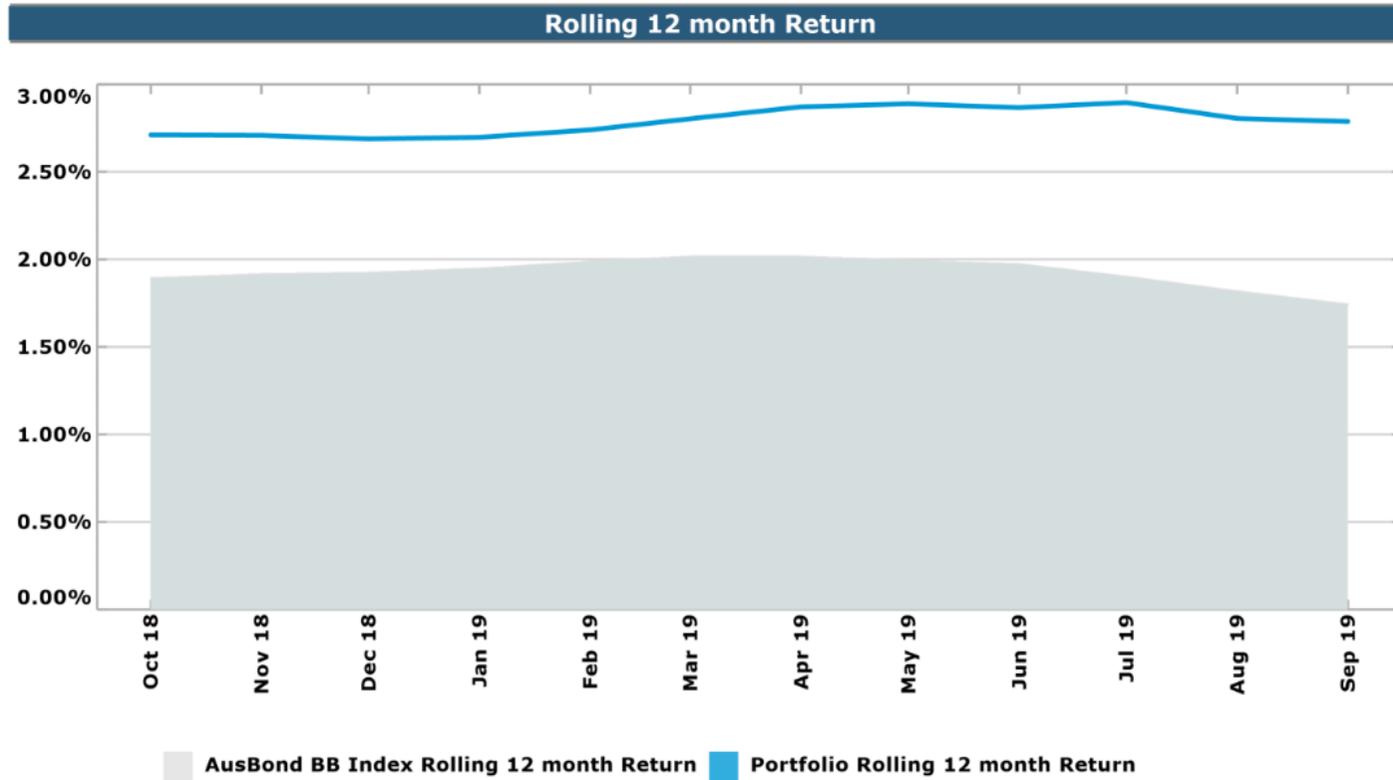


Historical Performance Summary

	Portfolio	AusBond BB Index	Outperformance
Sep 2019	2.53%	1.03%	1.50%
Last 3 Months	2.61%	1.15%	1.46%
Last 6 Months	2.68%	1.48%	1.20%
Financial Year to Date	2.61%	1.15%	1.46%
Last 12 months	2.79%	1.74%	1.05%

Waverley Council

Investment Performance Report - September 2019



Historical Performance Summary (actual)

	Portfolio	AusBond BB Index	Outperformance
Sep 2019	0.21%	0.08%	0.13%
Last 3 Months	0.65%	0.29%	0.36%
Last 6 Months	1.34%	0.74%	0.60%
Financial Year to Date	0.65%	0.29%	0.36%
Last 12 months	2.79%	1.74%	1.05%

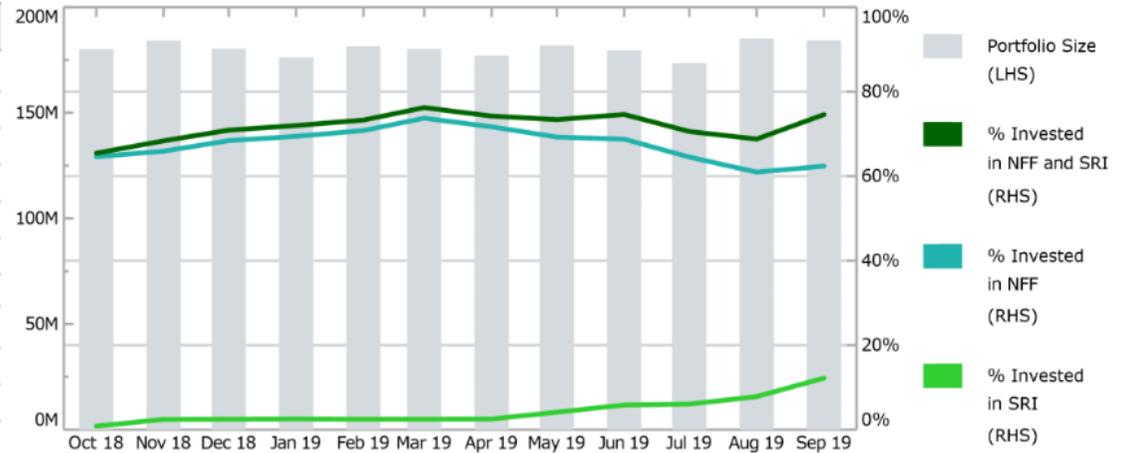
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Environmental Commitments Report - September 2019

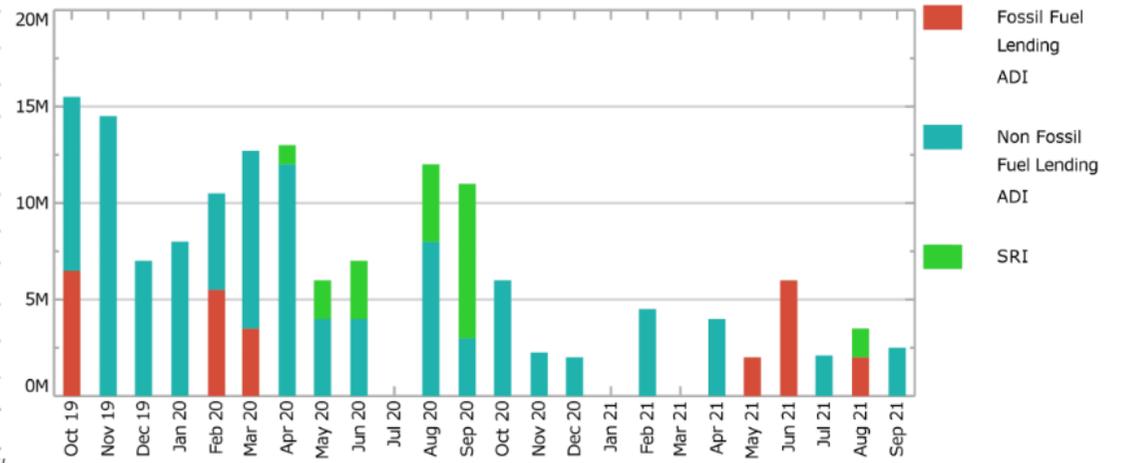


Current Breakdown **Historical Portfolio Exposure to NFF Lending ADIs and SRIs**

ADI Lending Status *	Current Month (\$)	Previous Month (\$)
Fossil Fuel Lending ADIs		
AMP Bank	6,000,000	6,000,000
Bank of Queensland	7,000,000	10,000,000
Commonwealth Bank of Australia	9,402,936	17,445,927
ING Bank (Australia)	6,500,000	6,500,000
Westpac Group	8,500,000	8,500,000
	37,402,936 20.3%	48,445,927 26.2%
Non Fossil Fuel Lending ADIs		
Auswide Bank	13,500,000	13,500,000
Bendigo and Adelaide Bank	14,250,000	14,250,000
Credit Union Australia	27,700,000	27,700,000
Greater Bank	2,000,000	2,000,000
Members Equity Bank	20,750,000	26,750,000
MyState Bank	4,500,000	4,500,000
Newcastle Permanent Building Society	13,100,000	13,100,000
Suncorp Bank	17,000,000	9,000,000
Teachers Mutual Bank	2,100,000	2,100,000
	114,900,000 62.4%	112,900,000 61.0%
Other		
NSW T-Corp (Cash)	4,333,075	4,329,077
NSW T-Corp (LT)	5,083,891	5,028,475
	9,416,966 5.1%	9,357,552 5.1%
Socially Responsible Investments		
Bank Australia (Sustainability)	1,500,000	1,500,000
Westpac Group (Green TD)	21,000,000	13,000,000
	22,500,000 12.2%	14,500,000 7.8%
	184,219,903	185,203,479

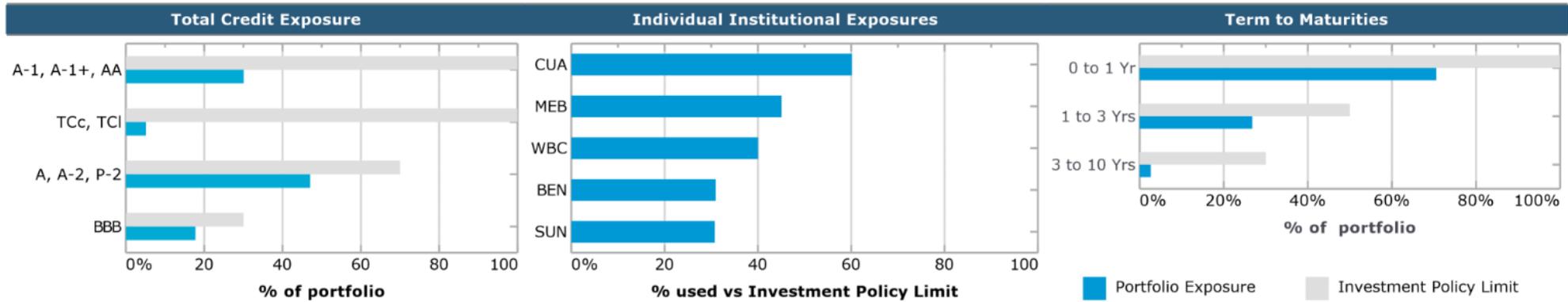


Upcoming maturities



* source: <http://www.marketforces.org.au>
 Percentages may not add up to 100% due to rounding

Waverley Council
Investment Policy Report - September 2019



	Credit Rating	Face Value (\$)		Policy Max	
Short Term	A-1	16,500,000			
Short Term	A-1+	24,402,936			
Long Term	AA	14,500,000			
		55,402,936	30%	100%	✓
Short Term	TCC	4,333,075			
Short Term	TCI	5,083,891			
		9,416,966	5%	100%	✓
Short Term	A-2	61,700,000			
Short Term	P-2	18,000,000			
Long Term	A	7,000,000			
		86,700,000	47%	70%	✓
Long Term	BBB	32,700,000			
		32,700,000	18%	30%	✓
		184,219,903	100%		

✓ = compliant
X = non-compliant

	% used vs Investment Policy Limit	
Credit Union Australia (A-2, BBB)	60%	✓
Members Equity Bank (A-2, BBB)	45%	✓
Westpac Group (A-1+, AA-)	40%	✓
Bendigo and Adelaide Bank (A-2, BBB+)	31%	✓
Suncorp Bank (A-1, A+)	31%	✓
Auswide Bank (P-2, Baa2)	29%	✓
Newcastle Permanent Building Society (A-2, BBB)	28%	✓
NSW T-Corp (LT) (TCI)	28%	✓
Bank of Queensland (A-2, BBB+)	15%	✓
AMP Bank (A-2, BBB+)	13%	✓
Commonwealth Bank of Australia (A-1+, AA-)	13%	✓
ING Bank (Australia) (A-1, A)	12%	✓
MyState Bank (P-2, Baa1)	10%	✓

	Face Value (\$)	Policy Max	
Between 0 and 1 Year	130,019,903	71%	100% ✓
Between 1 and 3 Years	49,350,000	27%	50% ✓
Between 3 and 10 Years	4,850,000	3%	30% ✓
	184,219,903		

Detailed Maturity Profile	Face Value (\$)	
00. Cash + Managed Funds	15,819,903	9%
01. Less Than 30 Days	15,500,000	8%
02. Between 30 Days and 60 Days	14,500,000	8%
03. Between 60 Days and 90 Days	7,000,000	4%
04. Between 90 Days and 180 Days	31,200,000	17%
05. Between 180 Days and 365 Days	46,000,000	25%
06. Between 365 Days and 3 Years	49,350,000	27%
07. Between 3 Years and 5 Years	4,850,000	3%
	184,219,903	



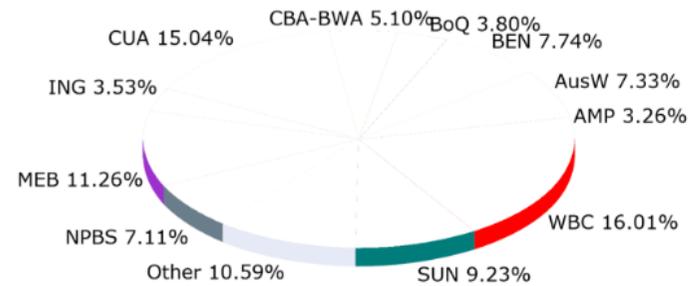
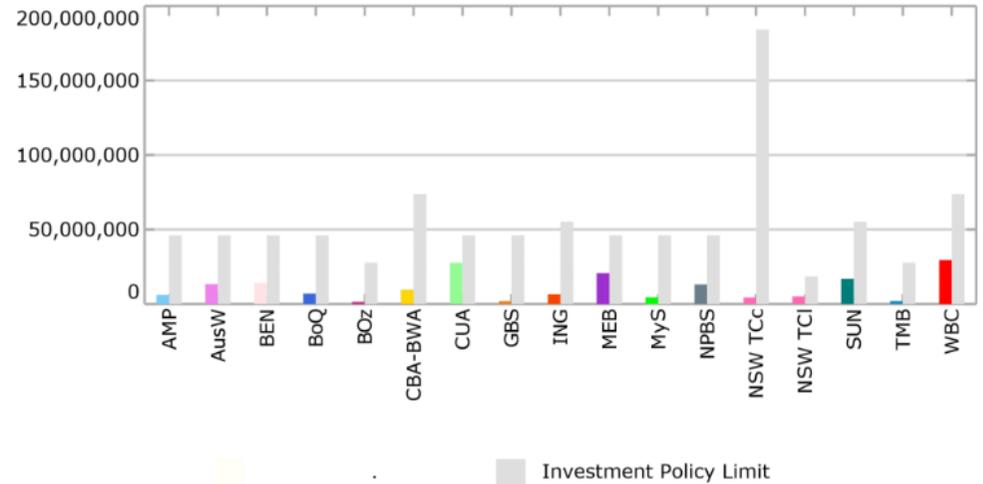
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Individual Institutional Exposures Report - September 2019



Individual Institutional Exposures **Individual Institutional Exposure Charts**

Parent Group	Credit Rating	Portfolio Exposure (\$)	Investment Policy Limit (\$)
AMP Bank	A-2, BBB+	6,000,000	46,054,976
Auswide Bank	P-2, Baa2	13,500,000	46,054,976
Bank Australia	A-2, BBB	1,500,000	27,632,985
Bank of Queensland	A-2, BBB+	7,000,000	46,054,976
Bendigo and Adelaide Bank	A-2, BBB+	14,250,000	46,054,976
Commonwealth Bank of Australia	A-1+, AA-	9,402,936	73,687,961
Credit Union Australia	A-2, BBB	27,700,000	46,054,976
Greater Bank	A-2, BBB	2,000,000	46,054,976
ING Bank (Australia)	A-1, A	6,500,000	55,265,971
Members Equity Bank	A-2, BBB	20,750,000	46,054,976
MyState Bank	P-2, Baa1	4,500,000	46,054,976
Newcastle Permanent Building Society	A-2, BBB	13,100,000	46,054,976
NSW T-Corp (Cash)	TCc	4,333,075	184,219,903
NSW T-Corp (LT)	TCI	5,083,891	18,421,990
Suncorp Bank	A-1, A+	17,000,000	55,265,971
Teachers Mutual Bank	A-2, BBB	2,100,000	27,632,985
Westpac Group	A-1+, AA-	29,500,000	73,687,961
		184,219,903	



Waverley Council

Cashflows Report - September 2019

**Current Month Cashflows**

<u>Transaction Date</u>	<u>Deal No.</u>	<u>Cashflow Counterparty</u>	<u>Asset Type</u>	<u>Cashflow Description</u>	<u>Cashflow Received</u>
2-Sep-19	537044	ME Bank	Term Deposits	Interest - Received	82,952.05
				<u>Deal Total</u>	<u>82,952.05</u>
				Day Total	82,952.05
3-Sep-19	537027	ME Bank	Term Deposits	Maturity Face Value - Received	3,000,000.00
		ME Bank	Term Deposits	Interest - Received	1,130.14
				<u>Deal Total</u>	<u>3,001,130.14</u>
	537049	ME Bank	Term Deposits	Interest - Received	82,500.00
				<u>Deal Total</u>	<u>82,500.00</u>
				Day Total	3,083,630.14
5-Sep-19	537069	ME Bank	Term Deposits	Interest - Received	84,000.00
				<u>Deal Total</u>	<u>84,000.00</u>
				Day Total	84,000.00
6-Sep-19	536715	Westpac Group	Term Deposits	Interest - Received	47,638.36
				<u>Deal Total</u>	<u>47,638.36</u>
				Day Total	47,638.36
10-Sep-19	535380	Commonwealth Bank of Australia	Floating Rate Term Deposits	Interest - Received	18,498.05
				<u>Deal Total</u>	<u>18,498.05</u>
	537044	ME Bank	Term Deposits	Maturity Face Value - Received	3,000,000.00
		ME Bank	Term Deposits	Interest - Received	1,808.22
				<u>Deal Total</u>	<u>3,001,808.22</u>
				Day Total	3,020,306.27
11-Sep-19	538521	Westpac Group	Term Deposits	Settlement Face Value - Paid	-3,000,000.00
				<u>Deal Total</u>	<u>-3,000,000.00</u>
				Day Total	-3,000,000.00
12-Sep-19	538526	Westpac Group	Term Deposits	Settlement Face Value - Paid	-5,000,000.00
				<u>Deal Total</u>	<u>-5,000,000.00</u>

Waverley Council

Cashflows Report - September 2019

**Current Month Cashflows**

<u>Transaction Date</u>	<u>Deal No.</u>	<u>Cashflow Counterparty</u>	<u>Asset Type</u>	<u>Cashflow Description</u>	<u>Cashflow Received</u>
Day Total					-5,000,000.00
13-Sep-19	537130	ME Bank	Term Deposits	Interest - Received	55,000.00
<u>Deal Total</u>					<u>55,000.00</u>
Day Total					55,000.00
17-Sep-19	537049	ME Bank	Term Deposits	Maturity Face Value - Received	3,000,000.00
		ME Bank	Term Deposits	Interest - Received	3,164.38
<u>Deal Total</u>					<u>3,003,164.38</u>
	538045	Westpac Group	Term Deposits	Interest - Received	14,669.59
<u>Deal Total</u>					<u>14,669.59</u>
	538533	ME Bank	Term Deposits	Settlement Face Value - Paid	-3,000,000.00
<u>Deal Total</u>					<u>-3,000,000.00</u>
Day Total					17,833.97
20-Sep-19	534995	Credit Union Australia	Floating Rate Note	Coupon - Received	19,244.38
<u>Deal Total</u>					<u>19,244.38</u>
	535796	Bank of Queensland	Term Deposits	Interest - Received	87,000.00
<u>Deal Total</u>					<u>87,000.00</u>
	535984	Credit Union Australia	Floating Rate Note	Coupon - Received	20,527.34
<u>Deal Total</u>					<u>20,527.34</u>
	538550	Suncorp Bank	Term Deposits	Settlement Face Value - Paid	-4,000,000.00
<u>Deal Total</u>					<u>-4,000,000.00</u>
	538551	Suncorp Bank	Term Deposits	Settlement Face Value - Paid	-3,000,000.00
<u>Deal Total</u>					<u>-3,000,000.00</u>
	538552	Suncorp Bank	Term Deposits	Settlement Face Value - Paid	-1,000,000.00
<u>Deal Total</u>					<u>-1,000,000.00</u>
Day Total					-7,873,228.27
24-Sep-19	535796	Bank of Queensland	Term Deposits	Maturity Face Value - Received	3,000,000.00

Waverley Council

Cashflows Report - September 2019

**Current Month Cashflows**

<u>Transaction Date</u>	<u>Deal No.</u>	<u>Cashflow Counterparty</u>	<u>Asset Type</u>	<u>Cashflow Description</u>	<u>Cashflow Received</u>
		Bank of Queensland	Term Deposits	Interest - Received	953.42
				<u>Deal Total</u>	<u>3,000,953.42</u>
				Day Total	3,000,953.42
				Net Cash Movement for Period	<u>-6,480,914.06</u>

Next Month Cashflows

<u>Transaction Date</u>	<u>Deal No.</u>	<u>Cashflow Counterparty</u>	<u>Asset Type</u>	<u>Cashflow Description</u>	<u>Cashflow Due</u>
1-Oct-19	537130	ME Bank	Term Deposit	Interest - Received	2,712.33
		ME Bank	Term Deposit	Maturity Face Value - Received	2,000,000.00
				<u>Deal Total</u>	<u>2,002,712.33</u>
				Day Total	2,002,712.33
2-Oct-19	536787	Teachers Mutual Bank	Floating Rate Note	Coupon - Received	13,479.54
				<u>Deal Total</u>	<u>13,479.54</u>
				Day Total	13,479.54
8-Oct-19	504013	Newcastle Permanent Building Society	Floating Rate Note	Coupon - Received	18,759.68
				<u>Deal Total</u>	<u>18,759.68</u>
	536004	Newcastle Permanent Building Society	Floating Rate Note	Coupon - Received	6,253.23
				<u>Deal Total</u>	<u>6,253.23</u>
	537198	Credit Union Australia	Term Deposit	Interest - Received	83,178.08
		Credit Union Australia	Term Deposit	Maturity Face Value - Received	3,000,000.00
				<u>Deal Total</u>	<u>3,083,178.08</u>
				Day Total	3,108,190.99
14-Oct-19	533415	Suncorp Bank	Floating Rate Note	Coupon - Received	9,691.53
				<u>Deal Total</u>	<u>9,691.53</u>
				Day Total	9,691.53
15-Oct-19	537302	Credit Union Australia	Term Deposit	Interest - Received	39,468.49
		Credit Union Australia	Term Deposit	Maturity Face Value - Received	1,500,000.00
				<u>Deal Total</u>	<u>1,539,468.49</u>
	537343	MyState Bank	Term Deposit	Interest - Received	62,712.33
		MyState Bank	Term Deposit	Maturity Face Value - Received	2,500,000.00
				<u>Deal Total</u>	<u>2,562,712.33</u>

Waverley Council

Cashflows Report - September 2019

**Next Month Cashflows**

<u>Transaction Date</u>	<u>Deal No.</u>	<u>Cashflow Counterparty</u>	<u>Asset Type</u>	<u>Cashflow Description</u>	<u>Cashflow Due</u>
Day Total					4,102,180.82
16-Oct-19	536513	ME Bank	Floating Rate Note	Coupon - Received	15,089.26
<u>Deal Total</u>					<u>15,089.26</u>
Day Total					15,089.26
21-Oct-19	536638	Suncorp Bank	Bonds	Coupon - Received	52,500.00
<u>Deal Total</u>					<u>52,500.00</u>
Day Total					52,500.00
22-Oct-19	535953	ING Bank (Australia)	Term Deposit	Interest - Received	108,632.33
		ING Bank (Australia)	Term Deposit	Maturity Face Value - Received	4,000,000.00
<u>Deal Total</u>					<u>4,108,632.33</u>
	537252	Rural Bank	Term Deposit	Interest - Received	87,000.00
<u>Deal Total</u>					<u>87,000.00</u>
Day Total					4,195,632.33
23-Oct-19	537258	Rural Bank	Term Deposit	Interest - Received	82,500.00
<u>Deal Total</u>					<u>82,500.00</u>
Day Total					82,500.00
25-Oct-19	536145	Bendigo and Adelaide Bank	Floating Rate Note	Coupon - Received	6,616.44
<u>Deal Total</u>					<u>6,616.44</u>
Day Total					6,616.44
29-Oct-19	535905	ING Bank (Australia)	Term Deposit	Interest - Received	73,639.73
		ING Bank (Australia)	Term Deposit	Maturity Face Value - Received	2,500,000.00
<u>Deal Total</u>					<u>2,573,639.73</u>
Day Total					2,573,639.73
30-Oct-19	538331	Suncorp Bank	Floating Rate Note	Coupon - Received	11,289.53
<u>Deal Total</u>					<u>11,289.53</u>
Day Total					11,289.53
Net Cash Movement for Period					16,173,522.50