



W A V E R L E Y  
COUNCIL

## COUNCIL MEETING

A meeting of W A V E R L E Y COUNCIL will be held at Waverley Council Chambers,  
Cnr Paul Street and Bondi Road, Bondi Junction at:

**7.00 PM, TUESDAY 17 MARCH 2020**

Ross McLeod  
**General Manager**

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### **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.



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## 9. Questions with Notice

There are no questions with notice.

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The following matters are proposed to be dealt with in closed session and have been distributed to Councillors separately with the agenda:

CM/11.1/20.03	CONFIDENTIAL REPORT - Bondi Pavilion Restoration and Conservation Project - Temporary Relocation of Facilities during Construction Phase
CM/11.2/20.03	CONFIDENTIAL REPORT - Tamarama Surf Life Saving Club - Building Upgrade Project

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## 13. Meeting Closure

**OBITUARIES**  
**CM/3/20.03**



**W A V E R L E Y**  
COUNCIL

**Subject:** Obituaries  
**Author:** Ross McLeod, General Manager

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The Mayor will ask Councillors for any obituaries.

*Council will rise for a minute's silence for the souls of people generally who have died in our Local Government Area.*

## CONFIRMATION AND ADOPTION OF MINUTES CM/5.1/20.03



**Subject:** Confirmation of Minutes - Council Meeting - 18 February 2020

**TRIM No:** SF20/42

**Author:** Richard Coelho, Governance and Internal Ombudsman Officer

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### RECOMMENDATION:

That the minutes of the Council Meeting held on 18 February 2020 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 Council meeting must be submitted to Council for confirmation, in accordance with section 375 of the *Local Government Act 1993*.

### Attachments

1. Council Meeting Minutes - 18 February 2020



**MINUTES OF THE WAVERLEY COUNCIL MEETING  
HELD AT WAVERLEY COUNCIL CHAMBERS, CNR PAUL STREET AND BONDI ROAD, BONDI JUNCTION ON  
TUESDAY, 18 FEBRUARY 2020**

**Present:**

Councillor Paula Masselos (Mayor) (Chair)	Lawson Ward
Councillor Elaine Keenan (Deputy Mayor)	Lawson Ward
Councillor Sally Betts	Hunter Ward
Councillor Angela Burrill	Lawson Ward
Councillor George Copeland	Waverley Ward
Councillor Leon Goltsman	Bondi Ward
Councillor Tony Kay	Waverley Ward
Councillor Will Nemesh	Hunter Ward
Councillor John Wakefield	Bondi Ward
Councillor Dominic Wy Kanak	Bondi Ward

**Staff in attendance:**

Ross McLeod	General Manager
John Clark	Director, Customer Service and Organisation Improvement
Tony Pavlovic	Acting 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 7.03 pm, those present were as listed above, with the exception of Cr Nemesh, who arrived at 7.04 pm, and Cr Wakefield, who arrived at 7.12 pm.*

*At 10.39 pm, Cr Burrill left the meeting and did not return.*

*At 10.48 pm, Cr Betts left the meeting and did not return.*

*At 11.43 pm, Cr Wakefield left the meeting and did not return.*

## **PRAYER AND ACKNOWLEDGEMENT OF INDIGENOUS HERITAGE**

The General Manager read the following Opening Prayer:

*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.*

The Mayor read the following Acknowledgement of Indigenous Heritage:

*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 O'Neill.

### **2. Declarations of Pecuniary and Non-Pecuniary Interests**

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

### **3. Obituaries**

John Morrison OAM  
Joshua Levi  
Bill Ryan  
Uncle Lyle Davis  
Uncle Graham Mooney  
Andrei Ivanov

*Council rose for a minute's silence for the souls of people generally who have died in our Local Government Area.*

### **4. Addresses by Members of the Public**

- 4.1 M Rosenzweig OAM (on behalf of Head On Foundation) – CM/7.6/20.02 – High Impact Event – Head On Photo Festival 2020.
- 4.2 P Quartly (on behalf of North Bondi Precinct) – CM/7.13/20.02 – Precinct Committees – Motions.
- 4.3 K von Muenster – CM/8.7/20.02 – Off-leash Dog Area – Mackenzies Bay, Tamarama.
- 4.4 J Faulks – CM/8.7/20.02 – Off-leash Dog Area – Mackenzies Bay, Tamarama.
- 4.5 W Mouroukas (on behalf of Bondi Heights Precinct) – CM/8.9/20.02 – Air Fresheners in Public and Staff Toilets.

4.6 M Goodall – CM/8.13/20.02 – Tamarama Fitness Station – Mitigation of Amenity Impacts.

## 5. Confirmation and Adoption of Minutes

### CM/5.1/20.02 Confirmation of Minutes - Council Meeting - 10 December 2019 (SF19/325)

#### MOTION / UNANIMOUS DECISION

Mover: Cr Masselos

Seconder: Cr Keenan

That the minutes of the Council Meeting held on 10 December 2019 be received and noted, and that such minutes be confirmed as a true record of the proceedings of that meeting.

*Cr Kay was not present for the vote on this item.*

## 6. Mayoral Minutes

### CM/6.1/20.02 Community Resilience and Social Inclusion in Waverley (A20/0146)

#### MOTION

Mover: Cr Masselos

That Council:

1. Notes the Directions for Resilience framework set out in the Sydney Resilience Strategy, namely:
  - (a) People-centred city.
  - (b) Live with our climate.
  - (c) Connect for strength.
  - (d) Get ready.
  - (e) One city.
2. Notes that officers are working on a range of initiatives that address the framework and asks for a progress report on this work to be provided to Council at the appropriate time.
3. Notes Council's existing commitment to fostering and maintaining an inclusive community in which all people from diverse backgrounds feel able to connect, participate and thrive and are free from discrimination on the basis of culture, ethnicity, race, religion, disability, gender or sexual orientation.
4. Notes that Council plays an important role in developing community capacity and strengthening networks by supporting volunteering and community development services and activities.
5. Notes that research underpinning the Resilient Sydney Strategy identifies that the leading factor in influencing how resilient cities and communities are to shocks and stresses is the level of connectedness and social inclusion within those communities.
6. Notes the work of the Multicultural NSW's COMPACT Program, which identifies inclusion as key in building community resilience and connectedness in multicultural communities, which, in turn, is

central to fostering positive participation in society and addressing issues such as countering violent extremism.

7. Asks officers to provide a scoping report that addresses:
  - (a) Defining what social inclusion and community connectedness mean at a local government level (this definition must consider diverse communities within the Waverley local government area).
  - (b) Better understanding the role of local government in building connected, socially inclusive and resilient communities.
  - (c) Assessing the steps Council could take to further develop or integrate social inclusion and community connectedness into existing programs in Waverley.
  - (d) Any requirements for additional resources Council may need to advance this work, with consideration to be given for resourcing and enhanced projects as part of the Social Sustainability Strategy currently under development (for June 2020) and as part of the 2020–21 budget.
  - (e) The potential for external sources of funding that could contribute to such a program.

## Background

Resilience is increasingly becoming a central concept in planning for the future of cities and communities. Impacts from the recent bushfires and flooding, and conversations about how to address and cope with the impacts of climate change, have brought the concept into everyday thinking.

Greater Sydney has been among those seeking to build resilience in its urban form and communities. A Resilient Sydney Strategy was launched in 2018 from a collaborative effort between the councils, relevant government entities, business partners and 100 Resilient Cities/the Rockefeller Foundation.

The strategy sets out five directions for building resilience in Greater Sydney:

1. People-centred city – meaning planning for the future in a way that places people at the centre of planning and infrastructure, and addresses inequality and differential opportunity across the city.
2. Live with our climate – planning and taking action to adapt to heat and changes in climate (e.g. urban greening).
3. Connect for strength – working to ensure there are connections between people and enhanced (rather than declining) social inclusion.
4. Get ready – emergency preparedness arrangement including working to increase community understanding of resilience and preparedness.
5. One city – working to ensure joined up and collaborative governance in the context of multiple agencies with planning and decision-making roles in Sydney.

Officers are working to embed this approach within the Council's planning and operations. Some examples: people-centred planning is central to the Local Strategic Planning Statement body of work. Staff in the Environmental Sustainability team are working on environmental and climate change risk assessment work to inform council planning, programs and operations work. Staff are revising our approach to local emergency operations and looking to work more closely with other councils and agencies. And in infrastructure risk management, a Flood Study is being undertaken to inform Council investment in resilient infrastructure and neighbourhoods.

Community connectedness and social inclusion is an area where it would be useful to undertake further

work. Waverley, and Australia more broadly, is a diverse, multicultural society that is home to indigenous Australians and people from across the globe. Our communities are home to people with a wide variety of cultural, ethnic, racial and religious backgrounds and traditions. This is a strength, and contributes to the modern, cosmopolitan, world leading city-region that Sydney has become.

That diversity can, if allowed, bring challenges in terms of connectedness and inclusion within communities. If people are excluded from participation in social and economic life because of difference, negative outcomes can occur. These outcomes can manifest in socio-economic, health and wellbeing indicators, crime and anti-social behaviour, a breaking down of accepted societal norms, and, in the extreme, in the development of fertile ground for violent extremism to become an attractive outlet for the disaffected.

There is a variety of research that points to social inclusion and connectedness as being important in the resilience of communities. As an example, work underpinning the Resilient Sydney Strategy points to social inclusion and connectedness as being key determinants of a city's level of resilience to shocks and stresses. The ability of people to rely on and gain assistance from their own community networks to cope with and bounce back from stresses such as summer heat waves or shocks (such as flooding or bushfires) significantly affects how well a community or city will deal with negative events and pressures. Similarly, work in the multicultural area highlights the importance of connectedness and inclusion in fostering positive participation, and a sense of ownership, in society. This has been recognised by various government authorities as key in improving social outcomes, including in areas such as countering violent extremism.

Local government has the potential to play an important role in fostering inclusion and connectedness. Waverley Council has a good record in providing community development services and supporting volunteerism, both of which help build inclusion. However, there is potential for us to do more.

As Mayor, one of my priorities is to look at ways Council can work to further enhance connectedness and inclusion. I am very cognisant of the significant workload Council has before it, so I would like to have this potential area of work examined and scoped to ensure that any initiatives that might be worth pursuing can be properly planned and adequately resourced within with the overall work program and Council's policy framework. I seek your support for the foregoing Mayoral Minute accordingly.

AT THIS STAGE IN THE PROCEEDINGS, THE FOLLOWING PROCEDURAL MOTION WAS MOVED BY CR GOLTSMAN AND SECONDED BY CR BURRILL:

That debate on this item be adjourned to the March Council meeting.

THE PROCEDURAL MOTION WAS PUT AND DECLARED LOST.

**Division**

**For the Procedural Motion:** Crs Betts, Burrill, Goltsman, Kay and Nemesh.

**Against the Procedural Motion:** Crs Copeland, Keenan, Masselos, Wakefield and Wy Kanak.

THE MOVER OF THE MOTION THEN ACCEPTED THE ADDITION OF A NEW CLAUSE SUCH THAT THE MOTION NOW READS AS FOLLOWS:

That Council:

1. Notes the Directions for Resilience framework set out in the Sydney Resilience Strategy, namely:
  - (a) People-centred city.
  - (b) Live with our climate.

- (c) Connect for strength.
  - (d) Get ready.
  - (e) One city.
2. Notes that officers are working on a range of initiatives that address the framework and asks for a progress report on this work to be provided to Council at the appropriate time.
  3. Notes Council's existing commitment to fostering and maintaining an inclusive community in which all people from diverse backgrounds feel able to connect, participate and thrive and are free from discrimination on the basis of culture, ethnicity, race, religion, disability, gender or sexual orientation.
  4. Notes that Council plays an important role in developing community capacity and strengthening networks by supporting volunteering and community development services and activities.
  5. Notes that research underpinning the Resilient Sydney Strategy identifies that the leading factor in influencing how resilient cities and communities are to shocks and stresses is the level of connectedness and social inclusion within those communities.
  6. Notes the work of the Multicultural NSW's COMPACT Program, which identifies inclusion as key in building community resilience and connectedness in multicultural communities, which, in turn, is central to fostering positive participation in society and addressing issues such as countering violent extremism.
  7. Seeks preliminary advice from relevant state and federal authorities to help inform any required response by Council to the threat of a pandemic.
  8. Asks officers to provide a scoping report that addresses:
    - (a) Defining what social inclusion and community connectedness mean at a local government level (this definition must consider diverse communities within the Waverley local government area).
    - (b) Better understanding the role of local government in building connected, socially inclusive and resilient communities.
    - (c) Assessing the steps Council could take to further develop or integrate social inclusion and community connectedness into existing programs in Waverley.
    - (d) Any requirements for additional resources Council may need to advance this work, with consideration to be given for resourcing and enhanced projects as part of the Social Sustainability Strategy currently under development (for June 2020) and as part of the 2020–21 budget.
    - (e) The potential for external sources of funding that could contribute to such a program.

THE MOTION WAS THEN PUT AND DECLARED CARRIED.

**DECISION:** That the Motion be adopted.

**CM/6.2/20.02                    Privatisation of Management of Buses (A03/0189)****MOTION / DECISION**

Mover:     Cr Masselos

That Council:

1.     Notes resolution PD/6.1/19.11 on the privatisation of region 9 bus services.
2.     Notes that the bill to privatise these remaining services will be before Parliament in the very near future.
3.     Reaffirms Council's position, with the Mayor again writing to the Premier, the Hon Gladys Berejiklian, MP; the Minister for Transport and Roads, the Hon Andrew Constance, MP; the Member for Vaucluse, the Hon Gabriel Upton, MP; the Member for Coogee, Marjorie O'Neill, MP; and the Leader of the Opposition, Jody McKay, requesting the government to honour its pre-election commitment given on 20 March 2019 not to privatise the remaining bus regions 7, 8 and 9.

**Background**

On 24 October 2019, the NSW Government announced it would be privatising the remaining bus regions 7, 8 and 9 in spite of the Premier promising on 20 March 2019 that no further bus regions would be privatised.

While the Minister's press release says the reform was designed to ensure the best outcomes for customers and staff, experience with the Hunter and region 6 privatisations shows the exact opposite. In fact, region 6 has failed to ever meet its on-time running KPI. The state's transport agency has shown that the punctuality of buses has worsened since the privatisation. Further evidence in region 6 and Newcastle reveals that routes have been cut, stops have closed and workers' conditions have plummeted.

The Minister goes on to say that bus patronage has increased by more than 50% over the past six years.

Waverley LGA residents are highly supportive of public transport. They are high users of public transport and, in particular, buses, as evidenced by the response to the recent 'Bring Back the 378' activities.

Council's People, Movement Places Policy supports the role of public transport in making the Waverley LGA more walkable and safer for pedestrians, while addressing the reduction of traffic congestion.

THE MOTION WAS PUT AND DECLARED CARRIED ON THE CASTING VOTE OF THE CHAIR.

**Division**

**For the Motion:**            Crs Copeland, Keenan, Masselos, Wakefield and Wy Kanak.

**Against the Motion:**     Crs Betts, Burrill, Goltsman, Kay and Nemesh.

**7. Reports****CM/7.1/20.02 Q2 Budget Review - December 2019 (A03/0346)****MOTION / UNANIMOUS DECISION**

Mover: Cr Masselos

Seconder: Cr Keenan

That Council:

1. Notes that the Chief Financial Officer, as the responsible accounting officer, advises that the projected financial position of Council is satisfactory.
2. Adopts the variations to the 2019–20 Operating and Capital budgets in accordance with Attachments 1, 2 and 3 to this report.
3. Authorises the bringing forward of up to \$300,000 from the public domain infrastructure coastal fencing renewal 2020–21 allocation to 2019–20.

**CM/7.2/20.02 Six Monthly Progress Report on Delivery Program 2018-2021 (A18/0477)****MOTION / UNANIMOUS DECISION**

Mover: Cr Masselos

Seconder: Cr Keenan

That Council receives and notes progress to 31 December 2019 with respect to the deliverables detailed in the Delivery Program as set out in the attachment to this report.

*Cr Burrill was not present for the consideration and vote on this item.*

**CM/7.3/20.02 Investment Portfolio Report - January 2020 (A03/2211)****MOTION / UNANIMOUS DECISION**

Mover: Cr Wakefield

Seconder: Cr Copeland

That Council:

1. Receives and notes the Investment Summary Report for January 2020 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.

*Cr Burrill was not present for the consideration and vote on this item.*

**CM/7.4/20.02 Fees and Charges 2019-20 - Amendment - Early Education and Care Services (A19/0783)****MOTION / DECISION**

Mover: Cr Masselos  
Seconder: Cr Copeland

That Council:

1. Notes the feedback and comments summarised in this report and provided in Attachment 1 about the proposed fee increase for Council's Early Education and Care Services (EECs).
2. Adopts the fees set out in Table 2 in this report effective March 2020 to ensure that quality and cost recovery principles of centre operations can be maintained.
3. Notes that a further report on a broader service review prepared by a consultant will be outlining Council's vision and service options for early education and care in Waverley.
4. Notes that no further fee increase is proposed for 2020.

*Cr Wy Kanak requested that it be recorded in the minutes that he voted against the Motion.*

**CM/7.5/20.02 Public Art Committee Membership (A18/0141)****MOTION / UNANIMOUS DECISION**

Mover: Cr Masselos  
Seconder: Cr Keenan

That Council appoints the following resident members to the Waverley Public Art Committee for a term of two years:

1. Steven Thomson.
2. Max Lyandvert.
3. Jerome Harris.
4. Jennifer Cook.
5. Alexander Georgouras.
6. Kimberley Crofts.
7. Rohan Hawthorn.
8. Liane Rossler.

*Cr Burrill was not present for the consideration and vote on this item.*

**CM/7.6/20.02 High Impact Event - Head On Photo Festival 2020 (A19/0754)****MOTION / UNANIMOUS DECISION**

Mover: Cr Nemesh  
Seconded: Cr Wakefield

That Council:

1. Approves the high impact event proposal for Head On Photo Festival to host the 2020 launch event at the Bondi Pavilion.
2. Under section 356 of the *Local Government Act*, grants the following financial assistance to Head On Photo Festival:
  - (a) \$5,000 from the Small Grants budget to support the production of high-quality images to be exhibited on the beachside balustrade along the Bondi Beach promenade.
  - (b) \$2,416 from the Venue Hire Grants budget to help cover the costs of hosting the festival launch at the Bondi Pavilion.

*M Rosenzweig OAM (on behalf of Head On Foundation) addressed the meeting.*

**CM/7.7/20.02 Youth Week 2020 - Bondi Blitz (A03/2784)****MOTION / UNANIMOUS DECISION**

Mover: Cr Wakefield  
Seconded: Cr Wy Kanak

That Council, under section 356 of the *Local Government Act*, grants up to \$6,300 in financial assistance to WAYS Youth and Family to run activities during Youth Week 2020, including Bondi Blitz.

*Cr Burrill was not present for the consideration and vote on this item.*

**CM/7.8/20.02 Sculpture by the Sea - Licence Agreement (SF19/3007)****MOTION / DECISION**

Mover: Cr Masselos  
Seconded: Cr Nemesh

That this item be dealt with in closed session.

**CM/7.9/20.02 New Sports Field Licences (A19/0416)****MOTION / UNANIMOUS DECISION**

Mover: Cr Masselos  
Seconded: Cr Goltsman

That Council:

1. Approves, in principle, new licence agreements for the use of Council's sports fields by Easts Football Club, Queens Park Football Club and Clan na Gael Gaelic Athletics Club for a period up to August 2023, applying the charity/community/not-for-profit rates under Council's Pricing Policy, Fees and

Charges.

2. Notes that direct negotiations will take place with the respective clubs on the details of the hours of use and location of fields of the licence agreements.
3. Delegates authority to the General Manager to approve and sign the new licence agreements.

*Cr Burrill was not present for the consideration and vote on this item.*

*At 10.48 pm, during the consideration of this item, Cr Betts left the meeting and did not return.*

**CM/7.10/20.02 Coastal Risk Management - Diamond Bay Reserve and Coastal Cliff Edges  
(A19/0573)**

**MOTION / UNANIMOUS DECISION**

Mover: Cr Masselos  
Seconder: Cr Nemes

That Council:

1. Treats the attachment to 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)(e) of the *Local Government Act 1993*. The attachment contains information that would, if disclosed, prejudice the maintenance of law.
2. Receives and notes the current status of actions to improve safety along the coastal cliff edge outlined in this report.
3. Expresses its sympathy and sadness at the tragic loss of life that occurred at the Eastern Avenue Reserve on Sunday, 12 January 2020.
4. Notes that officers have undertaken an interim risk review in January and February 2020 to assess continuing risk at Diamond Bay Reserve and to assess risk associated with the expanded geographical focus area of Eastern Avenue Reserve.
5. Notes the ongoing examination and minor upgrades to measures already implemented, including modifications and additions to signs and the ongoing repairs and improvements to existing balustrades and fences.
6. Notes that further significant investments at Diamond Bay Reserve and Eastern Avenue Reserve other than those previously endorsed by Council will be further considered when the independent coastal risk assessment is received in April 2020.

*Crs Betts and Burrill were not present for the consideration and vote on this item.*

**CM/7.11/20.02 Voluntary Planning Agreement - 701-707 Old South Head Road, Vaucluse (SF19/5740)**

*This matter was last considered by Council at its meeting on 10 December 2019. Debate on the item was adjourned to this meeting.*

**MOTION**

Mover: Cr Wakefield

Seconder: Cr Masselos

That Council:

1. Endorses the draft Planning Agreement attached to this report applying to land at 701–707 Old South Head Road, Vaucluse. The draft Planning Agreement offers a total monetary contribution of \$766,360, with \$689,724 (90%) to go towards the improvement and regeneration of parks and reserves in the Diamond Bay/Vaucluse area and \$76,636 (10%) to go towards Waverley’s Affordable Housing Program, in accordance with Council’s Planning Agreement Policy 2014.
2. Authorises the Mayor and General Manager to sign and execute the agreement and affix the Council seal to the documentation.
3. Notes that Council’s policy is that VPA contributions are spent in the immediate vicinity of the development to which they relate.

AT THIS STAGE IN THE PROCEEDINGS, THE FOLLOWING PROCEDURAL MOTION WAS MOVED BY CR LEWIS AND SECONDED BY CR KEENAN:

That debate on this item be adjourned to the February Council meeting.

THE PROCEDURAL MOTION WAS PUT AND DECLARED CARRIED.

*Cr O’Neill was not present for the consideration and vote on the procedural motion.*

FOLLOWING THE RESUMPTION OF DEBATE, THE MOTION WAS PUT AND DECLARED CARRIED.

**Division**

**For the Motion:** Crs Betts, Burrill, Copeland, Kay, Masselos and Wakefield.

**Against the Motion:** Crs Goltsman, Keenan, Nemes and Wy Kanak.

**DECISION:** That the Motion be adopted.

**CM/7.12/20.02 Voluntary Planning Agreement - 87-99 Oxford Street and 16-22 Spring Street, Bondi Junction (SF18/2505)****MOTION / DECISION**

Mover: Cr Wakefield  
Seconded: Cr Copeland

That Council:

1. Notes that Council authorised the Mayor and General Manager to sign and execute the planning agreement and affix the Council seal to the documentation at the December Council 2019 meeting.
2. Notes that the VPA contribution is for the in-kind dedication of commercial floor space in perpetuity and that, in part, some of the floor space must be used for community purposes.
3. Requires that all commercial units, with the exception of the multi-purpose community facility, be rented at market rates, and ensures that 100% of the total revenue generated by the properties is allocated to Waverley's Affordable Housing Program.

**Division**

**For the Motion:** Crs Betts, Copeland, Goltsman, Kay, Masselos, Nemesh and Wakefield.

**Against the Motion:** Crs Keenan and Wy Kanak.

*At 10.39 pm, during the consideration of this item, Cr Burrill left the meeting and did not return.*

**CM/7.13/20.02 Precinct Committees - Motions (A04/0038)****MOTION / UNANIMOUS DECISION**

Mover: Cr Masselos  
Seconded: Cr Keenan

That Council:

1. Receives and notes the list of motions received from Precincts for the period July 2019 to December 2019 attached to this report.
2. Endorses the development of a proposal that outlines a process for the hosting of public forums by the Combined Precincts' group.

*P Quartly (on behalf of North Bondi Precinct) addressed the meeting.*

**CM/7.14/20.02 Status of Mayoral Minutes and Notices of Motion (SF18/691)****MOTION / UNANIMOUS DECISION**

Mover: Cr Masselos  
Seconded: Cr Keenan

That Council receives and notes this report on the status of mayoral minutes and notices of motion adopted by Council from September 2012 to December 2019.

*Crs Betts and Burrill were not present for the consideration and vote on this item.*

**CM/7.15/20.02 Councillor Expenses and Facilities - Six-monthly Report (SF18/2204)****MOTION / UNANIMOUS DECISION**

Mover: Cr Masselos

Seconder: Cr Keenan

That Council receives and notes the six-monthly report on Councillor expenses and facilities for the period 1 July 2019 to 31 December 2019 attached to this report.

*Crs Betts and Burrill were not present for the consideration and vote on this item.*

**CM/7.16/20.02 Audit, Risk and Improvement Committee Meeting - Minutes - 29 October 2019 (SF20/986)****MOTION / UNANIMOUS DECISION**

Mover: Cr Copeland

Seconder: Cr Wakefield

That Council notes the minutes of the Audit, Risk and Improvement Committee meeting held on 29 October 2019 attached to this report.

*Crs Betts and Burrill were not present for the consideration and vote on this item.*

**CM/7.17/20.02 Audit, Risk and Improvement Committee - Revised Charter (A18/0658)****MOTION / UNANIMOUS DECISION**

Mover: Cr Kay

Seconder: Cr Goltsman

That Council adopts the draft Audit, Risk and Improvement Committee Charter attached to this report subject to the following amendments:

1. Paragraphs 2, 3, 4 and 5 of section 9.6 'Agendas and Minutes' be deleted and replaced with the following:

'Meeting agendas are classified as confidential and not publicly available. The confidential agenda will only be issued to Committee members, all councillors and the non-voting invitees set out in section 4.2 of this Charter. The Secretariat will ensure the confidential agenda is issued to the parties listed above at least seven days before the meeting.'

2. Amend paragraph 5 of section 4.2 'Invitees and Observers' to read as follows:

'Councillors who are not Committee members may attend meetings of the Committee as observers, and will be able to make comments during the meeting at the discretion of the Chair.'

3. Amend paragraph 2 of section 9.4 'Voting' to read as follows:

'Each member of the Committee is entitled to one vote only. In the case of an equality of votes on any matter, the Chair of the Committee has a casting vote. Where the Chair decides not to exercise their casting vote, the motion being voted upon is lost. Whether or not the Chair used their casting vote shall be recorded in the minutes.'

4. Clauses be added to the document, where appropriate, to clarify that non-member Councillors,

invitees and observers are bound by the provisions of section 7 of the Charter.

*Crs Betts and Burrill were not present for the consideration and vote on this item.*

*Cr Keenan was not present for the vote on this item.*

**CM/7.18/20.02            Footpath, Kerb and Gutter Audit - Procurement (A20/0012)**

**MOTION / UNANIMOUS DECISION**

Mover:        Cr Wakefield  
Seconder:    Cr Wy Kanak

That Council notes that a contract has been executed with Pavement Management Services Pty Ltd for the supply of consultancy services to carry out visual inspections for condition ratings and defect reporting for footpaths and kerb and gutters in the local government area for the sum of \$50,932.45 (including GST).

*Crs Betts and Burrill were not present for the consideration and vote on this item.*

**CM/7.19/20.02            Tender Evaluation - Replacement of Parking Meters (SF19/3144)**

**MOTION / UNANIMOUS DECISION**

Mover:        Cr Wakefield  
Seconder:    Cr Keenan

That Council:

1. Treats the Tender Evaluation Matrix and schedule of rates attached to this report as confidential in accordance with section 11(3) of the *Local Government Act 1993*, as these documents relate to a matter specified in section 10A(2)(d)(i) of the *Local Government Act 1993*. The documents contain 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*, after considering the tenders submitted for a proposed contract to provide equipment and services to design, supply, install, program and commission an on-street parking system for Council, accepts the tender from the recommended tenderer identified in the Tender Evaluation Matrix attached to this report for the sum of \$8,536,765.84 (excluding GST) and for scheduled maintenance and services as per the schedule of rates attached to this report.
3. Authorises the General Manager, or delegated representative, to enter into contract on behalf of Council with the recommended tenderer for five years with options for a further three years plus two-and-a-half years.
4. Notifies unsuccessful tenderers of the decision in accordance with clause 179 of the *Local Government (General) Regulation 2005*.

**CM/7.20/20.02 Tender Evaluation - Cleaning and Hygiene Services (A19/0310)****MOTION / UNANIMOUS DECISION**

Mover: Cr Wakefield

Seconder: Cr Copeland

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. Declines to accept any of the tenders for the supply of cleaning and hygiene services, in accordance with clause 178(1)(b) of the *Local Government (General) Regulation 2005*.
3. Declines to invite fresh tenders or applications as referred to in clause 178(3)(b)–(d) of the *Local Government (General) Regulation 2005* as the best value outcome for Council would be achieved by entering into negotiations with the top two tenderers as identified in Attachment 1 to this report.
4. In accordance with clause 178(3)(e) of the *Local Government (General) Regulation 2005*, authorises the General Manager to enter into negotiations with the top two tenderers to ensure that the optimal cleaning hours required for each building are delivered under the contract and that they are cleaned to the required standard and to do all things necessary to execute a contract for the provision of cleaning and hygiene services.'
5. During its negotiations of the cleaning and hygiene services contract, ensures that the contract has flexibility to be varied in respect of air fresheners, air purifiers, air conditioners and the like, so that changes to products and type of products, and removal of products altogether, can occur.
6. Notifies tenderers of the decision in accordance with clause 179 of the *Local Government (General) Regulation 2005*.

*Crs Betts and Burrill were not present for the consideration and vote on this item.*

**8. Notices of Motions****CM/8.1/20.02 Queens Park Pedestrian and Cycle Path (A18/0523)****MOTION / UNANIMOUS DECISION**

Mover: Cr Masselos

Seconder: Cr Copeland

That the Mayor writes to the Minister for Planning and Public Spaces in support of Council's application to seek funding under Transport for NSW's Active Transport program to construct the proposed \$3 million footpath and cycle path that runs on the southern side of Queens Park parallel to Darley Road that has been prepared by Waverley Council, Randwick City Council and Centennial Parklands, with design funding from Transport for NSW.

**CM/8.2/20.02 Council Apps (A15/0210)****MOTION / UNANIMOUS DECISION**

Mover: Cr Nemesh

Seconder: Cr Kay

That Council:

1. In regard to the Snap Send Solve app:
  - (a) Notes that residents of Waverley can now report local issues to Council via the app.
  - (b) Reports to Council on the usage of the app including:
    - (i) Number of residents who have downloaded the app.
    - (ii) Number of issues and the kind of issues logged using the app.
    - (iii) Feasibility and suitability of increasing the scope and use of the app.
2. In regard to the PayStay app:
  - (a) Notes that individuals can now pay for metered parking at Bondi Beach using the app.
  - (b) Further notes that it is Council's intention for all meters in the Waverley local government area (LGA) to become compatible with the PayStay app in 2019–20.
  - (c) Reports to Council on the usage of the app, including:
    - (i) Total number of users of the app.
    - (ii) Number of transactions and the locations of those transactions.
    - (iii) The dollar amount generated from those transactions and what proportion of parking meter revenue is generated compared to other payment means.

*Crs Betts and Burrill were not present for the consideration and vote on this item.*

**CM/8.3/20.02 Right to Free Speech and Protest (A18/0601)****MOTION / DECISION**

Mover: Cr Keenan

Seconder: Cr Copeland

That:

1. Council acknowledges the right to free speech and the right to protest are fundamental in a democratic society.
2. Council notes:
  - (a) That the Prime Minister, Scott Morrison, is vowing to draft new laws to ban protesting under the plan to stop environmental groups targeting companies that support controversial projects

- (b) That Civil liberty groups, including the NSW Council for Civil Liberties, Liberty Victoria and the Human Rights Law Centre, have all condemned the Prime Minister's suggestion.
  - (c) With great concern, that the Prime Minister is specifically targeting environmental and climate action groups, such as Extinction Rebellion, which would include Extinction Rebellion Bondi and anti-Adani protesters at a time when climate change is having a devastating impact on Australia and the planet.
3. The Mayor writes to the Prime Minister, Scott Morrison; the Environment Minister, Melissa Price; the leader of the Opposition, Anthony Albanese; the Shadow Minister for the Climate Change and Energy, Mark Butler; and LGNSW to strongly oppose any move to ban the right of environmental and other climate action groups.

*Crs Betts and Burrill were not present for the consideration and vote on this item.*

**CM/8.4/20.02 Acknowledgement of Country in Email Signatures (A02/0424)**

**MOTION / UNANIMOUS DECISION**

Mover: Cr Wy Kanak

Seconder: Cr Masselos

That Council:

1. Includes an Acknowledgement of Country in all its email signature footer formatting that is based on the wording used in the Council agenda Acknowledgement in the interim, or another form of wording in the future, that is culturally appropriate and sanctioned by discussions from our First Nations Community and Elders.
2. Notes that Council is currently rolling out an updated Corporate Style Guide.

*Crs Betts and Burrill were not present for the consideration and vote on this item.*

**CM/8.5/20.02 Water Tank Rebate Scheme (A06/2074)**

**MOTION / DECISION**

Mover: Cr Goltsman

Seconder: Cr Keenan

That this item be deferred to the March Council meeting.

*Crs Betts, Burrill and Wakefield were not present for the consideration and vote on this item.*

**CM/8.6/20.02 Hollywood Avenue Car Park - Resident Rate for Overnight Use (A18/0477)**

**MOTION / DECISION**

Mover: Cr Masselos

Seconder: Cr Keenan

That Council:

1. Endorses for public exhibition a new monthly overnight parking permit fee for Waverley residents at

Hollywood Avenue Car Park, as set out in the following table:

Category	Unit	2019/20 Fee or Charge \$	GST	Pricing Policy
Hollywood Avenue Car Park Monthly Overnight Resident Parking Permit (unreserved – available daily, arrive after 5.00 pm, exit before 9.00 am)	Per month	\$140	Taxable	E

- Publicly exhibits the proposed amendment to the Hollywood Avenue Car Park fees section of the Pricing Policy, Fees and Charges 2019–20 for a period of 28 days, in accordance with section 610F of the *Local Government Act 1993*, with a report to come back to Council.

*Crs Betts, Burrill and Wakefield were not present for the consideration and vote on this item.*

#### **CM/8.7/20.02 Off-leash Dog Area - Mackenzies Bay, Tamarama (A11/0440)**

##### **MOTION / DECISION**

Mover: Cr Kay

Seconder: Cr Goltsman

That Council:

- Investigates that Mackenzies Bay, Tamarama, be a daily off-leash dog area.
- Officers prepare a report for Council to consider public exhibition/community consultation of any proposal.
- Notes that Mackenzies Bay includes a 'pop-up beach', as it changes from a rocky inlet to a sandy beach, and back, due to environmental factors.
- Notes that residents have used Mackenzies Bay over many years for exercising their dogs even though it is designated as 'dogs prohibited'.
- Notes that there is a community change.org petition that has over 600 names supporting that dogs be permitted at Mackenzies Bay (at the time when the motion was lodged with Council on 14 January 2020).
- Notes that there is a community change.org petition that has around 1,200 names supporting that dogs be permitted at Mackenzies Bay.

##### **Division**

**For the Motion:** Crs Betts, Burrill, Goltsman, Kay, Keenan and Nemesh.

**Against the Motion:** Crs Copeland, Masselos, Wakefield and Wy Kanak.

*K von Muenster and J Faulks addressed the meeting.*

**CM/8.8/20.02 Williams Park - Verge Maintenance (A03/1179)****MOTION / UNANIMOUS DECISION**

Mover: Cr Nemesh  
Seconder: Cr Goltsman

That:

1. Council officers investigate an increase in the frequency of maintenance of the Williams Park Verge on the east side of Military Road between Bondi Diggers and Bondi Wastewater Treatment Plant and immediate surrounds with specific reference to:
  - (a) Removal of dumped rubbish, litter and debris
  - (b) Removal of dead vegetation
2. A report come back to Council no later than the May 2020 meeting.

*Crs Betts, Burrill and Wakefield were not present for the consideration and vote on this item.*

AT THIS STAGE IN THE PROCEEDINGS, CR GOLTSMAN MOVED A MOTION, SECONDED BY CR KEENAN, THAT ITEMS CM/8.5/20.02, CM/8.11/20.02, CM/8.12/20.02 AND CM/8.14/20.02 BE DEFERRED TO THE NEXT COUNCIL MEETING.

THE MOTION WAS PUT AND DECLARED CARRIED.

*Crs Betts, Burrill and Wakefield were not present for the consideration and vote on this item.*

**CM/8.9/20.02 Air Fresheners in Public and Staff Toilets (A20/0098)****MOTION / UNANIMOUS DECISION**

Mover: Cr Kay  
Seconder: Cr Burrill

That this item be deferred to the April 2020 Council meeting.

*W Mouroukas (on behalf of Bondi Heights Precinct) addressed the meeting.*

**CM/8.10/20.02 Bushfire Relief - Donation and Assistance (A02/0065)****MOTION / UNANIMOUS DECISION**

Mover: Cr Masselos  
Seconder: Cr Nemesh

That Council:

1. Notes Waverley's participation in the Bushfire Council Co-ordination Service to provide in-kind assistance to councils and communities affected by bushfires.
2. Notes and congratulates the numerous community fundraising and assistance efforts that are taking place in the Waverley community.
3. Donates \$25,000 to bushfire relief charities to be funded via the second quarter adjustment

incorporated within the Quarterly Financial Review report.

4. Approves the payment of the donation in three equal payments to the Rural Fire Service, WIRES and GIVIT.
5. Sends a letter of recognition to the following people for their service to the bushfire relief effort:
  - (a) Ms Sondra Beram, owner of Bru Coffee Bondi, for creating the #BondiGivesBack fundraising initiative on facilitating 100% of funds donated to go directly towards supporting those in the South Coast of NSW who have been impacted by the fires and who need it most.
  - (b) Mr Brent Jackson, President of Bondi Surf Bathers Lifesaving Club, for co-ordinating sponsors and volunteers and facilitating emergency items including non-perishables, P2 masks, generators, water, mosquito repellent and othering essential supplies to more than 14 affected locations.
  - (c) Mr Jon Russell, Captain from Cottage Point Volunteer Brigade Northern Beaches District NSW Rural Fire Service and brigade volunteer, for visiting Bondi Beach on Australia Day, and providing members of the public an opportunity to ask questions and learn first-hand about the significance of firefighting services.
  - (d) Any other organisations or individuals that have contributed to bushfire fundraising as identified by the Mayor.

*Crs Betts, Burrill and Wakefield were not present for the consideration and vote on this item.*

**CM/8.11/20.02            Murriverie Road, North Bondi - 15 Minute Parking (A02/0637)**

**MOTION / DECISION**

Mover:        Cr Goltsman  
Seconder:    Cr Keenan

That this item be deferred to the March Council meeting.

*Crs Betts, Burrill and Wakefield were not present for the consideration and vote on this item.*

**CM/8.12/20.02            Waverley Cenotaph - Indigenous Commemorative Plaque (A04/0553)**

**MOTION / DECISION**

Mover:        Cr Goltsman  
Seconder:    Cr Keenan

That this item be deferred to the March Council meeting.

*Crs Betts, Burrill and Wakefield were not present for the consideration and vote on this item.*

**CM/8.13/20.02 Tamarama Fitness Station - Mitigation of Amenity Impacts (A17/0353)****MOTION**

Mover: Cr Kay  
Seconded: Cr Burrill

That Council:

1. Investigates measures to mitigate privacy and noise impacts on residents at 21, 23 and 25 Gaerloch Avenue, Tamarama, from the adjacent, upgraded Tamarama fitness station located on the coastal walk close to the Tamarama Surf Life Saving Club, including, but not limited to, changing the height, style and location of the current fitness equipment.
2. Officers consult the above adjoining neighbours and other interested parties on the matter.
3. Receives recommendations in a formal report.

**AMENDMENT**

Mover: Cr Wy Kanak  
Seconded: Cr Wakefield

That the Motion be adopted subject to the addition of the following clause:

‘The investigation also cover the issue of potential non-compliance with a development consent condition at 21 Gaerloch Avenue, Tamarama.’

THE AMENDMENT WAS PUT AND DECLARED CARRIED ON THE CASTING VOTE OF THE CHAIR.

**Division**

**For the Amendment:** Crs Copeland, Keenan, Masselos, Wakefield and Wy Kanak.

**Against the Amendment:** Crs Betts, Burrill, Goltsman, Kay and Nemesh.

THE MOVER OF THE MOTION AS AMENDED THEN ACCEPTED AN AMENDMENT TO CLAUSE 4 SUCH THAT THE MOTION NOW READS AS FOLLOWS:

That:

1. Council investigates measures to mitigate privacy and noise impacts on residents at 21, 23 and 25 Gaerloch Avenue, Tamarama, from the adjacent, upgraded Tamarama fitness station located on the coastal walk close to the Tamarama Surf Life Saving Club, including, but not limited to, changing the height, style and location of the current fitness equipment.
2. Council officers consult the above adjoining neighbours and other interested parties on the matter.
3. Council receives recommendations in a formal report.
4. The investigation also cover the issue of potential non-compliance with a development consent condition at 21 Gaerloch Avenue, Tamarama, in relation to how it might improve the privacy and noise impacts of the fitness station.

THE MOTION WAS THEN PUT AND DECLARED CARRIED.

**Division**

**For the Motion:** Crs Betts, Burrill, Copeland, Goltsman, Kay, Masselos, Nemesh, Wakefield and Wy Kanak.

**Against the Motion:** Cr Keenan.

**DECISION:** That the Motion be adopted.

*M Goodall addressed the meeting.*

**CM/8.14/20.02 Cultural Bushfire Control Strategies (A02/0424)**

**MOTION / DECISION**

Mover: Cr Goltsman

Seconder: Cr Keenan

That this item be deferred to the March Council meeting.

*Crs Betts, Burrill and Wakefield were not present for the consideration and vote on this item.*

**9. Questions with Notice**

**CM/9.1/20.02 On-street Parking Losses (A15/0235)**

**QUESTION**

The following question was submitted by Cr Nemesh:

Since October 2017, how many on-street parking spaces within the local government area have been removed by Council?

**General Manager's answer**

Council does not keep integrated records of car park space removals. It has not been possible to undertake a full detailed staff review of all records due to current staff shortages and backfilling with temporary staff; however, an accurate estimate has been made. A detailed analysis of relevant records could be undertaken, but would take a staff member four to six weeks to complete. It is anticipated that staffing issues will be resolved by March and the analysis could be undertaken at this time. However, the estimate below is believed to be accurate.

Staff estimate that on-street parking spaces removed by Council since October 2017 are:

- Seven Ways Streetscape upgrade: four parking spaces.
- Bronte Cutting Trial (temporary removal pending trial outcome): 20 parking spaces.

Future capital works projects, such as the South Bondi Amenities project, will likely result in 16 car park losses.

While not as a result of a Council resolution, on-street car parking spaces can be affected by residential development applications that are approved by Council officers (or planning panels) under the law and delegation. This number can vary from year to year, and would take a review of all development approvals to provide an accurate answer. It is not proposed that this work be undertaken at this time.

**Emily Scott**

**Director, Community, Assets and Operations**

## 10. Urgent Business

There were no items of urgent business.

## 11. Closed Session

### CM/11/20.02 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 Goltsman

Seconder: Cr Kay

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:

CM/11.1/20.02 CONFIDENTIAL REPORT - Safety by Design in Public Spaces - Procurement of Temporary Security Measures at Bondi Beach

This matter is considered to be confidential in accordance with section 10A(2)(e) 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, prejudice the maintenance of law.

CM/11.2/20.02 CONFIDENTIAL REPORT - Tender Evaluation - Level 4 Eastgate Office Refurbishment - Head Contractor Services

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 Council is conducting (or proposes to conduct) business.

CM/11.3/20.02 Sculpture by the Sea - Licence Agreement

This matter is considered to be confidential in accordance with section 10A(2)(d)(i) 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 commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it.

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 11.20 pm, Council moved into closed session.*

*Crs Betts and Burrill were not present for the consideration and vote on this item.*

**CM/11.1/20.02            CONFIDENTIAL REPORT - Safety by Design in Public Spaces - Procurement of Temporary Security Measures at Bondi Beach (A20/0074)**

**MOTION / UNANIMOUS DECISION**

Mover:        Cr Masselos

Seconder:    Cr Keenan

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)(e) of the *Local Government Act 1993*. The report contains information that would, if disclosed, prejudice the maintenance of law.
2. Purchases 107 concrete blocks from Event Services International that are currently installed in areas around Bondi Park, Beach and promenade for a total of \$51,428.52 (including GST), noting they are currently being rented for a monthly cost of \$8,179.
3. Investigates a community art project, including costing and identification of a funding source, that adorns the blocks with appropriate designs and is implemented and managed by Council's Cultural Programs officers.

*Crs Betts, Burrill and Wakefield were not present for the consideration and vote on this item.*

**CM/11.2/20.02            CONFIDENTIAL REPORT - Tender Evaluation - Level 4 Eastgate Office Refurbishment - Head Contractor Services (A19/0313)**

**MOTION / UNANIMOUS DECISION**

Mover:        Cr Masselos

Seconder:    Cr Keenan

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. Increases the project expenses budget by \$200,000 to be funded from the Centralized Reserve to cover the shortfall in the current budget for the refurbishment of the Level 4 Eastgate Office.
3. Declines to accept any of the tenders for the refurbishment of the office area on Level 4 of the Eastgate building, Bondi Junction, in accordance with clause 178(1)(b) of the *Local Government (General) Regulation 2005*.
4. Endorses a change of scope to the refurbishment of the office area of the Level 4 Eastgate Office.

5. Declines to invite fresh tenders or applications as referred to in clause 178(3) (b)-(d) of the *Local Government (General) Regulations 2005* as there is a change in scope and a need to negotiate a reduced price, as identified in Attachment 1 to this report.
6. In accordance with clause 178(3)(e) of the *Local Government (General) Regulation 2005*, authorises the General Manager to enter into negotiations and change the scope of the project and reduce costs.
7. Notifies tenderers of the decision in accordance with clause 179 of the *Local Government (General) Regulation 2005*.

*Crs Betts, Burrill and Wakefield were not present for the consideration and vote on this item.*

**CM/11.3/20.02            Sculpture by the Sea - Licence Agreement (SF19/3007)**

**MOTION**

Mover:        Cr Masselos  
Seconder:    Cr Goltsman

That Council:

1. Treats the attachment to 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)(d)(i) of the *Local Government Act 1993*. The attachment contains commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it.
2. Notes the update on negotiations with Sculpture by the Sea Incorporated for a five-year licence agreement (with an option of a further five years) for the Sculpture by the Sea event commencing 2020.
3. Accepts the proposal from Sculpture by the Sea Incorporated to include a provision within the licence agreement as referred to in the first paragraph of the revised confidential attachment to the report tabled at the meeting and attached to Council's file.
4. Authorises the General Manager, or delegated representative, to finalise negotiations and execute a licence agreement with Sculpture by the Sea Incorporated for five years with an option of a further five years.

AT THIS STAGE IN THE PROCEEDINGS, AT 11.37 PM, THE CHAIR ADJOURNED THE MEETING DUE TO DISORDER.

AT 11.47 PM, THE MEETING RESUMED.

AT THIS STAGE IN THE PROCEEDINGS, AT 11.48 PM, CR COPELAND MOVED A PROCEDURAL MOTION, SECONDED BY CR GOLTSMAN, TO EXTEND THE TIME OF THE MEETING TO 12.00 AM.

THE PROCEDURAL MOTION WAS PUT AND DECLARED CARRIED.

THE MOTION WAS THEN PUT AND DECLARED CARRIED.

**DECISION:** That the Motion be adopted.

*Cr Wy Kanak requested that it be recorded in the minutes that he voted against the Motion.*

*Crs Betts and Burrill were not present for the consideration and vote on this item.*

*At 11.43 pm, during the consideration of this item, Cr Wakefield left the meeting and did not return.*

**12. Resuming in Open Session**

**CM/12/20.02 Resuming in Open Session**

**MOTION / DECISION**

Mover: Cr Masselos  
Seconder: Cr Goltsman

That Council resumes in open session.

*At 11.55 pm, Council resumed in open session.*

*Crs Betts, Burrill and Wakefield were not present for the consideration and vote on this item.*

AT THIS STAGE IN THE PROCEEDINGS, AT 12.00 AM, CR GOLTSMAN MOVED A PROCEDURAL MOTION, SECONDED BY CR NEMESH, TO EXTEND THE TIME OF THE MEETING FOR A FURTHER 15 MINUTES.

THE PROCEDURAL MOTION WAS PUT AND DECLARED CARRIED.

*Crs Betts, Burrill and Wakefield were not present for the consideration and vote on the procedural motion.*

***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.*

**13. Meeting Closure**

**THE MEETING CLOSED AT 12.11 AM.**

.....  
**SIGNED AND CONFIRMED**  
**MAYOR**  
**17 MARCH 2020**

## CONFIRMATION AND ADOPTION OF MINUTES CM/5.2/20.03



**Subject:** Adoption of Minutes - Waverley Traffic Committee Meeting - 27 February 2020

**TRIM No:** SF20/45

**Author:** Richard Coelho, Governance and Internal Ombudsman Officer

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### RECOMMENDATION:

That Part 1 of the minutes of the Waverley Traffic Committee Meeting held on 27 February 2020 be received and noted, and that the recommendations contained therein be adopted.

### Introduction/Background

The Waverley Traffic Committee (WTC) is not a committee of Council. The WTC operates under delegation from the Roads and Maritime Services (RMS), an agency of the NSW Government. It is advisory-only and has no decision-making powers.

The purpose of the WTC is to make recommendations and provide advice to Council on the technical aspects of proposals to regulate traffic on local roads in Waverley. The recommendations of the WTC must be adopted by Council before they can be implemented.

Part 1 of the minutes of WTC meetings must be submitted to Council for adoption in accordance with clause 18 of the Waverley Traffic Committee Charter.

Council has the opportunity to 'save and except' any of the recommendations listed in Part 1 of the minutes for further consideration in accordance with clause 18.1 of the Charter.

### Attachments

1. Waverley Traffic Committee Minutes - 27 February 2020

**MINUTES OF THE WAVERLEY TRAFFIC  
COMMITTEE MEETING HELD AT WAVERLEY  
COUNCIL CHAMBERS, CNR PAUL STREET AND  
BONDI ROAD, BONDI JUNCTION ON  
THURSDAY, 27 FEBRUARY 2020**



**Voting Members Present:**

Cr P Masselos	Waverley Council – Chair
S/Cst A Birchansky	NSW Police – Eastern Suburbs Police Area Command – Traffic Services
Mr M Carruthers	Roads and Maritime Services – Network and Safety Officer (South East Precinct)
Mr P Pearce	Representing Marjorie O'Neill, MP, Member for Coogee
Ms J Zin	Representing Gabrielle Upton, MP, Member for Vaucluse

**Also Present:**

Cr T Kay	Waverley Council – Alternate Chair
Mr D Joannides	Waverley Council – Executive Manager, Infrastructure Services
Mr B Gidies	State Transit – Customer Operations Manager, Eastern Suburbs
Mr C Hutcheson	Waverley Council – Service Manager, Traffic and Transport
Mr H Bahari	Waverley Council – Professional Engineer

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*At the commencement of proceedings at 10.05am, those present were as listed above.*

*At approximately 12.10pm, the representative for the Member for Coogee, Mr Pearce, left the meeting and did not return. Mr Pearce was not present for the two Electorates of Coogee and Vaucluse items, TC/CV.01/20.02 and TC/CV.02/20.02, having noted before he left that the Member for Coogee raises no objection to these two items.*

**Apologies**

There were no apologies.

**Declarations of Pecuniary and Non-Pecuniary Interests**

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

## Adoption of Previous Minutes by Council - 28 November 2019

The recommendations contained in Part 1 – Matters Proposing that Council Exercise its Delegated Functions – of the minutes of the Waverley Traffic Committee meeting held on 28 November 2019 were adopted by Council at its meeting on 10 December 2019.

### Items by Exception

*The Council Officer's Proposal for each of the following items on the agenda were dealt with by exception and unanimously supported by the Committee:*

TC/C.02/20.02	455A Bronte Road, Bronte - Construction Zone
TC/C.03/20.02	Dudley Street, Bondi - Removal of existing 'No Stopping' Zone
TC/C.11/20.02	Scott Street, Bronte - Removal of 'P Disability Only' Zone
TC/C.14/20.02	45 Dudley Street, Bondi - 'P Disability Only' Zone
TC/V.02/20.02	11 Hardy Street, North Bondi - Construction Zone
TC/V.06/20.02	Glenayr Lane, Bondi Beach – Installation of Continuous Footpath Treatment
TC/V.07/20.02	101 Hastings Parade, North Bondi - Construction Zone
TC/V.08/20.02	299 Old South Head Road, Bondi Beach - Construction Zone

## PART 1 – MATTERS PROPOSING THAT COUNCIL EXERCISE ITS DELEGATED FUNCTIONS

***NOTE: The matters listed under this part of the agenda propose that Council either does or does not exercise the traffic related functions delegated to it by the RMS. The recommendations made by the Committee under this part of the agenda will be submitted to Council for adoption.***

### TC/C      STATE ELECTORATE OF COOGEE

#### TC/C.01/20.02      Bronte Village Centre Upgrade Works (A14/0145)

#### **COUNCIL OFFICER'S PROPOSAL:**

That Council approves the amended plans for the Bronte Village Upgrade Works as shown in Drawing P2960, Revision 003, sheets 100 to 103 (excluding changes in the speed limit from 50 km/hr to 40 km/hr).

#### **WTC RECOMMENDATION (UNANIMOUS SUPPORT):**

That the Council Officer's Proposal be adopted subject to the plans being amended to show the No Stopping line at the entry to the Cutting Car Park being extended to the Mobility Parking space.

*Voting members present for this item: Representative of the Member for Coogee, NSW Police representative, RMS representative and Waverley Council representative (Chair).*

**TC/C.02/20.02            455A Bronte Road, Bronte - Construction Zone (A03/2514-04)****COUNCIL OFFICER'S PROPOSAL:**

That Council:

1. Installs a 15.5 metre long 'No Parking 7AM-5PM Mon-Fri / 8AM to 3PM Sat Council Authorised Vehicles Excepted Excludes Public Holidays' zone fronting 455A Bronte Road Bronte.
2. Delegates authority to the Executive Manager, Creating Waverley, to adjust the length and duration of, or remove the construction zone, as necessary.

**WTC RECOMMENDATION (UNANIMOUS SUPPORT):**

That the Council Officer's Proposal be adopted.

*Voting members present for this item: Representative of the Member for Coogee, NSW Police representative, RMS representative and Waverley Council representative (Chair).*

**TC/C.03/20.02            Dudley Street, Bondi - Removal of existing 'No Stopping' Zone (A02/0637)****COUNCIL OFFICER'S PROPOSAL:**

That Council approves the removal of existing 12 metre "No Stopping" zone fronting property numbers 18 and 20 Dudley Street, Bondi.

**WTC RECOMMENDATION (UNANIMOUS SUPPORT):**

That the Council Officer's Proposal be adopted.

*Voting members present for this item: Representative of the Member for Coogee, NSW Police representative, RMS representative and Waverley Council representative (Chair).*

**TC/C.04/20.02            Macpherson Street, Waverley - Construction Zone (A03/2514-04)****COUNCIL OFFICER'S PROPOSAL:**

That Council:

1. Installs a 56 metre long 'No Parking 7.00 am to 6.00 pm Monday–Friday; 8.00 am to 1.00 pm Saturday Authorised Council Vehicles Excepted Excludes Public Holidays' zone outside 17 Macpherson Street, Waverley from the eastern side of the entry to the school carpark to the property boundary of No.2 Macpherson Street.
2. The temporary relocation of the westbound bus stop on Macpherson Street to between properties at No.10 and No.14 Macpherson Street (47 metres to the east).
3. Delegates authority to the Executive Manager, Creating Waverley, to adjust the length and duration of, or remove the construction zone, as necessary.

**WTC RECOMMENDATION (UNANIMOUS SUPPORT):**

That the Council Officer's Proposal be adopted.

*Voting members present for this item: Representative of the Member for Coogee, NSW Police representative, RMS representative and Waverley Council representative (Chair).*

*Representatives of the Applicant addressed the meeting.*

**TC/C.05/20.02            Macpherson Street / Lugar Street, Bronte - Intersection upgrade (A20/0069)****COUNCIL OFFICER'S PROPOSAL:**

That Council approves the design for the upgrade of the intersection of Macpherson Street and Lugar Street, Bronte as presented in Drawing 9033 Issue A attached to this report.

**WTC RECOMMENDATION (UNANIMOUS SUPPORT):**

That the Council Officer's Proposal be adopted.

*Voting members present for this item: Representative of the Member for Coogee, NSW Police representative, RMS representative and Waverley Council representative (Chair).*

**TC/C.06/20.02            Macpherson Street / St Thomas Street, Bronte - Intersection Upgrade (A14/0145)****COUNCIL OFFICER'S PROPOSAL:**

That Council approves the design for the upgrade of the intersection of Macpherson Street and St Thomas Street, Bronte as presented in Drawing 9035 Issue A attached to this report.

**WTC RECOMMENDATION (UNANIMOUS SUPPORT):**

That the Council Officer's Proposal be adopted subject to the Drawing being amended to show the following:

1. Improved street lighting for the pedestrian crossing.
2. The relocation of the pedestrian symbols stem on the southern side of Macpherson Street directly north into the kerb extension.

*Voting members present for this item: Representative of the Member for Coogee, NSW Police representative, RMS representative and Waverley Council representative (Chair).*

**TC/C.07/20.02            Macpherson Street, Bronte - Temporary Road Closure for Tower Crane Installation (A19/0394)**

**COUNCIL OFFICER'S PROPOSAL:**

That Council:

1. Approves the temporary closure of Macpherson Street, Bronte, between Albion Street and Leichhardt Street from 6am to 11pm on Sunday 19<sup>th</sup> April 2020 in accordance with the Traffic Control Plan attached to this report, subject to the Applicant:
  - (a) Notifying NSW Police.
  - (b) Notifying the State Transit Authority, NSW Ambulance Service and NSW Fire and Rescue.
  - (c) Notifying local residents and businesses prior to the event.
  - (d) Using RMS-accredited traffic controllers.
  - (e) Covering all costs associated with closing the road, including traffic control.
2. Delegates authority to the Executive Manager, Creating Waverley to approve any backup date and times, if required.
3. Requires a Council compliance officer to be on-site for the duration of the works at the Applicant's expense, and that this be communicated to the Applicant.

**WTC RECOMMENDATION (UNANIMOUS SUPPORT):**

That the Council Officer's Proposal be adopted subject to the addition of further conditions such that the Proposal now reads as follows:

"That Council:

1. Approves the temporary closure of Macpherson Street, Bronte, between Albion Street and Leichhardt Street from 6am to 11pm on Sunday 19<sup>th</sup> April 2020 in accordance with the Traffic Control Plan attached to this report, subject to the Applicant satisfying Council's Executive Manager, Infrastructure Services as to the following matters:
  - (a) Notification to NSW Police, State Transit Authority, NSW Ambulance Service, and NSW Fire and Rescue of the road closure.
  - (b) Providing an on-site Resident Liaison Officer for the duration of the road closure ensuring they are empowered to address resident concerns as they arise.
  - (c) Providing Council with a Resident Notification Letter and Plan detailing the timing and method of notifying local residents and businesses of the road closure for Council's approval.
  - (d) The Applicant's use of paid Police and RMS-accredited traffic controllers.
  - (e) Providing Council with a plan showing the number and location of NSW Police requested for traffic management.

- (f) The Applicant bearing all costs associated with closing the road, including traffic control.
  - (g) Providing Council with a detailed staging plan for the road closure.
  - (h) Providing Council with the truck routes into and out of the Waverley Local Government Area.
  - (i) Conducting truck tests at intersections along the ingress and egress routes using the longest vehicle involved in the crane installation.
  - (j) Providing Council with a VMS Board Plan, including locations and wording for Council's approval.
  - (k) Amending the Traffic Control Plan to show:
    - (i) A full road closure of Macpherson Street west of Leichhardt Street, and the removal of the road closure west of Wills Avenue.
    - (ii) The closure of only one lane in Macpherson Street.
    - (iii) Pedestrian management near the mobile crane.
2. Delegates authority to the Executive Manager, Creating Waverley to approve any backup date and times, if required.
3. Requires a Council compliance officer to be on-site for the duration of the event at the Applicant's expense, and that this be communicated to the Applicant".

*Voting members present for this item: Representative of the Member for Coogee, NSW Police representative, RMS representative and Waverley Council representative (Chair).*

*Representatives of the Applicant addressed the meeting.*

**TC/C.08/20.02 Lower Hewlett Street, Bronte - Give Way Line Marking (A14/0145)**

**COUNCIL OFFICER'S PROPOSAL:**

That Council installs a Type TB Give Way Line for eastbound vehicles exiting the lower section of Hewlett Street, Bronte (west of Mirimar Avenue).

**WTC RECOMMENDATION (UNANIMOUS SUPPORT):**

That the Council Officer's Proposal be adopted subject to "(Option 2)" being inserted after the word "Line" and the word "eastbound" being corrected to read "westbound" so the proposal now reads as follows:

"That Council installs a Type TB Give Way Line (Option 2) for westbound vehicles exiting the lower section of Hewlett Street, Bronte (west of Mirimar Avenue)".

*Voting members present for this item: Representative of the Member for Coogee, NSW Police representative, RMS representative and Waverley Council representative (Chair).*

**TC/C.09/20.02            53 Ebley Street, Bondi Junction - Construction Zone (A03/2514-04)****COUNCIL OFFICER'S PROPOSAL:**

That Council:

1. Installs a 9 metre long 'No Parking 7AM-5PM Mon-Fri / 8AM to 3PM Sat Council Authorised Vehicles Excepted Excludes Public Holidays' zone fronting 53 Ebley Street Bondi Junction.
2. Requires the Applicant to protect the tree located within the construction zone.
3. Delegates authority to the Executive Manager, Creating Waverley, to adjust the length and duration of, or remove the construction zone, as necessary.

**WTC RECOMMENDATION (UNANIMOUS SUPPORT):**

That the Council Officer's Proposal be adopted.

*Voting members present for this item: Representative of the Member for Coogee, NSW Police representative, RMS representative and Waverley Council representative (Chair).*

**TC/C.10/20.02            Carlton Street, Waverley - Relocation of existing 'P Disability Only' Zone (A18/0719)****COUNCIL OFFICER'S PROPOSAL:**

That Council:

1. Approves the relocation of the existing 5.5 metres long 'P Disability Only' zone on the Carlton Street frontage of 2 Kent Street, Waverley, starting 6 metres north of Kent Street as shown in Figure 3 of this report.
2. Approves the installation of a 'No Stopping' unbroken yellow (C3) line on the south east corner of the intersection of Carlton Street and Kent Street, each end being 6 metres out from the nearest point of the interstation as shown in Figure 3 of this report.

**WTC RECOMMENDATION (UNANIMOUS SUPPORT):**

That the Council Officer's Proposal be adopted subject to the following amendments:

1. The relocation of the 'P Disability Only' zone being clarified such that Clause 1 now reads as follows:  
  
"Approves the relocation of the existing 5.5 metre long 'P Disability Only' zone on Carlton Street to 6 metres north of Kent Street as shown in Figure 3 in the report".
2. The word "south east" in Clause 2 being corrected to read "north west".

*Voting members present for this item: Representative of the Member for Coogee, NSW Police representative, RMS representative and Waverley Council representative (Chair).*

**TC/C.11/20.02            Scott Street, Bronte - Removal of 'P Disability Only' Zone (A18/0719)****COUNCIL OFFICER'S PROPOSAL:**

That Council approves the removal of an existing 6.5 metres long 'P Disability Only' zone outside 4 Scott Street, Bronte.

**WTC RECOMMENDATION (UNANIMOUS SUPPORT):**

That the Council Officer's Proposal be adopted.

*Voting members present for this item: Representative of the Member for Coogee, NSW Police representative, RMS representative and Waverley Council representative (Chair).*

**TC/C.12/20.02            Victoria Street, Waverley - Line marking Plan (A14/0145)****COUNCIL OFFICER'S PROPOSAL:**

That Council approves the line marking for the upgrade of Victoria Street between Carrington Road and Henrietta Street, Waverley as presented in Drawings 9015 Issue C Sheets 1 & 2 attached to this report.

**WTC RECOMMENDATION (UNANIMOUS SUPPORT):**

That the Council Officer's Proposal be adopted subject to the Drawings being amended as follows:

1. The 'left turn' and the 'right turn and straight through' arrows in the west bound lane at the intersection of Carrington Road be deleted.
2. The first 'PS-2' Bicycle symbol in lane 1 on the southern side of Victoria Street, west of Henrietta Street, be relocated to lane 2 on the southern side of Victoria Street.

*Voting members present for this item: Representative of the Member for Coogee, NSW Police representative, RMS representative and Waverley Council representative (Chair).*

**TC/C.13/20.02            20 Illawong Avenue, Tamarama - Construction Zone (A03/2514-04)****COUNCIL OFFICER'S PROPOSAL:**

That Council:

1. Installs 'No Parking 7AM-5PM Mon-Fri / 8AM to 3PM Sat Council Authorised Vehicles Excepted Excludes Public Holidays' for 18 metres on the southern side and 8 metres on the northern side of the dead end of Illawong Avenue, Tamarama.
2. Delegates authority to the Executive Manager, Creating Waverley, to adjust the length and duration of, or remove the construction zone, as necessary.

**WTC RECOMMENDATION (UNANIMOUS SUPPORT):**

That the Council Officer's Proposal be adopted.

*Voting members present for this item: Representative of the Member for Coogee, NSW Police representative, RMS representative and Waverley Council representative (Chair).*

**TC/C.14/20.02            45 Dudley Street, Bondi - 'P Disability Only' Zone (A18/0719)**

**COUNCIL OFFICER'S PROPOSAL:**

That Council installs a 5.5 metre long 'P Disability Only' zone outside 45 Dudley Street, Bondi.

**WTC RECOMMENDATION (UNANIMOUS SUPPORT):**

That the Council Officer's Proposal be adopted.

*Voting members present for this item: Representative of the Member for Coogee, NSW Police representative, RMS representative and Waverley Council representative (Chair).*

**TC/V            STATE ELECTORATE OF VAUCLUSE**

**TC/V.01/20.02            Galilee Catholic Primary School – Extension of School Pick-up / Drop-off Zone (A14/0145)**

**COUNCIL OFFICER'S PROPOSAL:**

That Council approves extension of the existing 'No Parking 8am-9:30am, 2:30pm-4:30pm SCHOOL DAYS' zone in Blair Street, North Bondi by 10.5 metres resulting in a 26.2 metre pick-up / drop-off zone fronting Galilee Catholic Primary School.

**WTC RECOMMENDATION (UNANIMOUS SUPPORT):**

That the Council Officer's Proposal be adopted subject to the location of the pick-up / drop-off zone being clarified with the insertion of the words "on the north side of" before the words "Blair Street".

*Voting members present for this item: Representative of the Member for Vaucluse, NSW Police representative, RMS representative and Waverley Council representative (Chair).*

**TC/V.02/20.02            11 Hardy Street, North Bondi - Construction Zone (A03/2514-04)**

**COUNCIL OFFICER'S PROPOSAL:**

That Council:

1. Installs a 13 metre long 'No Parking 7AM-5PM Mon-Fri / 8AM to 3PM Sat Council Authorised Vehicles Excepted Excludes Public Holidays' zone fronting 11 Hardy Street North Bondi.
2. Delegates authority to the Executive Manager, Creating Waverley, to adjust the length and duration of, or remove the construction zone, as necessary.

**WTC RECOMMENDATION (UNANIMOUS SUPPORT):**

That the Council Officer's Proposal be adopted.

*Voting members present for this item: Representative of the Member for Vaucluse, NSW Police representative, RMS representative and Waverley Council representative (Chair).*

**TC/V.03/20.02            Reina Street, North Bondi - Removal of 'P Motor Bikes Only' (A14/0145)****COUNCIL OFFICER'S PROPOSAL:**

That Council removes the existing 'P MOTOR BIKES ONLY' signs on Reina Street, North Bondi between the properties of No. 12 and No. 14.

**WTC RECOMMENDATION (UNANIMOUS SUPPORT):**

That the Council Officer's Proposal be adopted.

*Voting members present for this item: Representative of the Member for Vaucluse, NSW Police representative, RMS representative and Waverley Council representative (Chair).*

**TC/V.04/20.02            58 Mitchell Street, Bondi Beach - Construction Zone (A03/2514-04)****COUNCIL OFFICER'S PROPOSAL:**

That Council:

1. Installs a 16 metre long 'No Parking 7AM-5PM Mon-Fri / 8AM to 3PM Sat Council Authorised Vehicles Excepted Excludes Public Holidays' zone in Hastings Parade along 58 Mitchell Street Bondi Beach.
2. Delegates authority to the Executive Manager, Creating Waverley, to adjust the length and duration of, or remove the construction zone, as necessary.

**WTC RECOMMENDATION (UNANIMOUS SUPPORT):**

That the Council Officer's Proposal be adopted.

*Voting members present for this item: Representative of the Member for Vaucluse, NSW Police representative, RMS representative and Waverley Council representative (Chair).*

**TC/V.05/20.02            Notts Avenue, Bondi Beach - Safety & Streetscape Upgrade (A20/0069)****COUNCIL OFFICER'S PROPOSAL:**

That Council approve the signage and line marking as per the attachment for the upgrade of the safety and streetscape of Notts Avenue, Bondi Beach (Drawing TX.01 to TX.04, Revision B, Project 18.99 prepared by by Traffix).

**WTC RECOMMENDATION (UNANIMOUS SUPPORT):**

That the Council Officer's Proposal be adopted subject to the following amendments to Drawing TX.01 Revision B:

1. The deletion of the 'No Left Turn' sign and the 'Vehicles under 8.8m Excepted' sign from the post on the southern side of Notts Avenue at the intersection with Campbell Parade.
2. The deletion of the '50' speed limit pavement marking on the southern side of Notts Avenue at the intersection with Campbell Parade.
3. The green coloured 'No Stopping' linemarking on the northeast corner of Notts Avenue from the existing 'No Stopping' sign in Campbell Parade to the new 'Notts Avenue Parking Area 2P' sign, be changed to yellow colour.

*Voting members present for this item: Representative of the Member for Vaucluse, NSW Police representative, RMS representative and Waverley Council representative (Chair).*

**TC/V.06/20.02                    Glenayr Lane, Bondi Beach – Installation of Continuous Footpath Treatment. (A14/0145)****COUNCIL OFFICER'S PROPOSAL:**

That Council;

1. Approves the installation of continuous footpath treatment on Glenayr Lane at the intersection with Glenayr Avenue, Bondi Beach as per design plan 9028, Issue A attached.
2. Install a pedestrian warning sign aligned with the north-western corner of the building on Glenayr Lane as shown on Figure 4 of this report.

**WTC RECOMMENDATION (UNANIMOUS SUPPORT):**

That the Council Officer's Proposal be adopted.

*Voting members present for this item: Representative of the Member for Vaucluse, NSW Police representative, RMS representative and Waverley Council representative (Chair).*

**TC/V.07/20.02                    101 Hastings Parade, North Bondi - Construction Zone (A03/2514-04)****COUNCIL OFFICER'S PROPOSAL:**

That Council:

1. Installs a 9 metre long 'No Parking 7AM-5PM Mon-Fri / 8AM to 3PM Sat Council Authorised Vehicles Excepted Excludes Public Holidays' zone fronting 101 Hastings Parade North Bondi.
2. Delegates authority to the Executive Manager, Creating Waverley, to adjust the length and duration of, or remove the construction zone, as necessary.

**WTC RECOMMENDATION (UNANIMOUS SUPPORT):**

That the Council Officer's Proposal be adopted.

*Voting members present for this item: Representative of the Member for Vacluse, NSW Police representative, RMS representative and Waverley Council representative (Chair).*

**TC/V.08/20.02            299 Old South Head Road, Bondi Beach - Construction Zone (A03/2514-04)****COUNCIL OFFICER'S PROPOSAL:**

That Council:

1. Installs a 9 metre long 'No Parking 7AM-5PM Mon-Fri / 8AM to 3PM Sat Council Authorised Vehicles Excepted Excludes Public Holidays' zone on Simpson Street adjacent to 299 Old South Head Road, Bondi Beach.
2. Delegates authority to the Executive Manager, Creating Waverley, to adjust the length and duration of, or remove the construction zone, as necessary.

**WTC RECOMMENDATION (UNANIMOUS SUPPORT):**

That the Council Officer's Proposal be adopted.

*Voting members present for this item: Representative of the Member for Vacluse, NSW Police representative, RMS representative and Waverley Council representative (Chair).*

**TC/V.09/20.02            Lancaster Road, Dover Heights – Extension of 'No Stopping' Zone (A14/0145)****COUNCIL OFFICER'S PROPOSAL:**

That Council approves extension of the existing "No Stopping" zone on the northern side of Lancaster Road at Military Road, Dover Heights by 5.3 metres resulting in a 15.3 metre 'No Stopping' zone.

**WTC RECOMMENDATION (UNANIMOUS SUPPORT):**

That the Council Officer's Proposal be adopted.

*Voting members present for this item: Representative of the Member for Vacluse, NSW Police representative, RMS representative and Waverley Council representative (Chair).*

**TC/CV      ELECTORATES OF COOGEE AND VAUCLUSE****TC/CV.01/20.02      Smart City Transport and Parking Initiative PUDO Bays (SF18/4225)****COUNCIL OFFICER'S PROPOSAL:**

That Council installs "No Parking" pick up / drop off bays at the following locations:

1. Pick-up / drop-off bay at Glenayr Avenue south side between Glasgow Avenue and Beach Road (5.4 metres).
2. Pick-up / drop-off Bay at Curlewis Street north side between Campbell Parade and Gould Street (9.0 metres).
3. Pick-up / drop-off Bay at Roscoe Street north side between Gould Street and Gould Lane (9.4 metres).
4. Pick-up / drop-off Bay at Hall Street north side between Gould Lane and Campbell Parade (6.0 metres).
5. Pick-up / drop-off Bay at Campbell Parade west side between Lamrock Ave and Hall Street (6.7 metres).
6. Pick-up / drop-off Bay at Hall Street north side between O'Brien Street and Gould Street (18.0 metres).
7. Pick-up / drop-off Bay at Adelaide Street west side between Oxford Street and Grafton Street (15.0 metres).
8. Pick-up / drop-off Bay at Bronte Road west side between Ebley Street and Spring Street (21.0 metres).
9. Pick-up / drop-off Bay at Grafton Street south side between Grosvenor Street and Newland Street (16.9 metres).
10. Pick-up / drop-off Bay at Ebley Street north side between Newland Street and Bronte Road (10.0 metres).

**WTC RECOMMENDATION (UNANIMOUS SUPPORT):**

That the Council Officer's Proposal be adopted subject to the following two additional conditions, and amendments to clauses 7 and 8:

1. The installation of the ten PUDO bays be trialled for a period of 12 months.
2. The signage for each drop-off / pick-up bay be changed from "NO PARKING PICK UP AND DROP OFF ONLY" to "NO PARKING PICK UP AND DROP OFF ZONE".
3. The proposed parking restrictions on the western side of Adelaide Street be amended such that Clause 7 now reads as follows:

"7. Pick-up / drop-off bay at Adelaide Street west side between Oxford Street and Grafton Street, subject to the proposed parking restrictions being amended as follows:

- (a). the 'No Stopping' zone at the Oxford Street end be 20m in length,

- (b). the 'Drop-off / Pick-up Zone' be 15m in length,
- (c). the Taxi Zone be 20m in length
- (d). the 'No Stopping' zone at the Grafton Street end be 19m in length".

4. The proposed length of the drop-off / pick-up bay on the western side of Bronte Road between Ebley Street and Spring Street be corrected from 21m to 24m, and the timing of the bay's installation be amended such that Clause 8 now reads as follows:

"8. Pick-up / drop-off Bay at Bronte Road west side between Ebley Street and Spring Street (24.0 metres), noting that this installation will take place after Stages 3 and 4 of the Spring Street cycleway project is complete".

*Voting members present for this item: Representative of the Member for Vacluse, NSW Police representative, RMS representative and Waverley Council representative (Chair).*

**TC/CV.02/20.02            Changes to Parking Signs - Introduction of Pay by Plate and Pay by Bay meters (SF17/2837)**

**COUNCIL OFFICER'S PROPOSAL:**

That Council amends signage associated with ticket parking in all metered areas to remove "Ticket/Phone" and replace with "METER REGISTRATION".

**WTC RECOMMENDATION (UNANIMOUS SUPPORT):**

That the Council Officer's Proposal be adopted.

*Voting members present for this item: Representative of the Member for Vacluse, NSW Police representative, RMS representative and Waverley Council representative (Chair).*

**THE MEETING CLOSED AT 12.40 PM.**

.....  
**SIGNED AND CONFIRMED**  
**MAYOR**  
**17 MARCH 2020**

## MAYORAL MINUTES CM/6/20.03



WAVERLEY  
COUNCIL

**Subject:** Mayoral Minutes  
**Author:** Mayor of Waverley, Cr Paula Masselos

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Mayoral minutes are permissible at Waverley Council meetings under the Waverley Code of Meeting Practice. Clauses 9.7–9.11 of the Code state:

*Subject to clause 9.10, if the mayor is the chair at a meeting of the council, the mayor may, by minute signed by the mayor, put to the meeting without notice any matter or topic that is within the jurisdiction of the council, or of which the council has official knowledge.*

*A mayoral minute, when put to a meeting, takes precedence over all business on the council's agenda for the meeting. The chair (but only if the chair is the mayor) may move the adoption of a mayoral minute without the motion being seconded.*

*A recommendation made in a mayoral minute put by the mayor is, so far as it is adopted by the council, a resolution of the council.*

*A mayoral minute must not be used to put without notice matters that are routine and not urgent, or matters for which proper notice should be given because of their complexity. For the purpose of this clause, a matter will be urgent where it requires a decision by the council before the next scheduled ordinary meeting of the council.*

*Where a mayoral minute makes a recommendation which, if adopted, would require the expenditure of funds on works and/or services other than those already provided for in the council's current adopted operational plan, it must identify the source of funding for the expenditure that is the subject of the recommendation. If the mayoral minute does not identify a funding source, the council must defer consideration of the matter, pending a report from the general manager on the availability of funds for implementing the recommendation if adopted.*

**REPORT  
CM/7.1/20.03****Subject:** Investment Portfolio Report - February 2020**TRIM No:** A03/2211**Author:** Sid Ali, Revenue Co-ordinator  
Teena Su, Executive Manager, Finance**Director:** Darren Smith, Chief Financial Officer

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**RECOMMENDATION:**

That Council:

1. Receives and notes the Investment Summary Report for February 2020 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 February 2020, Council's Investment Portfolio generated \$251,390 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. Second quarter amendment increasing budgeted interest to \$3,875,231 was adopted by Council at its meeting on 18 February 2020.

The interest income for the year to date figure as at 29 February 2020 is tracking at 66.47% (\$2,575,926) of the current budget forecast of \$3,875,231.

**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 YTD Original Budget %	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%	
October	3,865,231	409,532	1,466,682	37.95%	
November	3,865,231	298,396	1,765,078	45.67%	
December	3,865,231	259,164	2,024,242	52.37%	
Q2 Amendment	10,000				
January	3,875,231	300,294	2,324,536	60.14%	59.98%
February	3,875,231	251,390	2,575,926	66.64%	66.47%

### 3. Relevant Council Resolutions

Meeting and date	Minute No.	Decision
Council 18 February 2020	CM/7.3/20.02	That Council: <ol style="list-style-type: none"> <li>1. Receives and notes the Investment Summary Report for January 2020 attached to this report.</li> <li>2. Notes that all investments have been made in accordance with the requirements of section 625 of the <i>Local Government Act 1993</i> and directions from the Minister for Local Government, including Ministerial Investment Orders, and Council's Investment Policy.</li> </ol>

### 4. Discussion

As at, 29 February 2020, Council's cash investment portfolio generated interest earnings of \$2,575,926 representing 66.47% of the current approved budget of \$3,875,231.

Council's investment portfolio posted a return of -0.83% p.a for the month of February versus the Ausbond Bank Bill Index benchmark return of 0.95% pa. The Portfolio had a negative return for the month because the TCorp Long Term Growth Fund was down 3.5%. Council has \$10,156,783 invested in this fund as at 29/02/2020.

Over the last 12 months, Council's investment portfolio has exceeded the Ausbond Bank Bill index benchmark by 1.16% pa (2.46% vs 1.30% pa).

#### Portfolio value

Council's investment portfolio, as at 29 February 2020, has a current market value of \$184,846,265 which represents a gain of \$1,026,551 on the \$183,819,714 face value of the portfolio. The table below provides a summary by investment (asset) type.

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

Asset Group	Face Value	Current value
Bonds	\$ 3,000,000	\$ 3,082,567
Cash	\$ 13,306,279	\$ 13,306,279
Floating Rate Note	\$ 35,000,000	\$ 35,213,064
Floating Rate Term Deposits	\$ 8,500,000	\$ 8,515,324
Managed Funds	\$ 14,513,435	\$ 14,513,435
Term Deposit	\$ 109,500,000	\$ 110,215,596
<b>Total</b>	<b>\$ 183,819,714</b>	<b>\$ 184,846,265</b>

### Analysis

Attached to this report is the Summary of Investment Portfolio for the period ending 29 February 2020. These reports are prepared by Council's independent financial advisor, Prudential Investment Services Corp.

Included in this report are tables showing that the Portfolio had a negative return for the month of February 2020 because the TCorp Long Term Growth Fund was down 3.5% during February 2020. Council has \$10,156,783 invested in this fund as at 29/02/2020. Fears that the coronavirus would slow global economic growth saw all risk assets sold off during the month. Australian shares fell 8.1% with Energy (-17.4%) and IT (-16.3%) leading the falls while Healthcare was the best performing sector (-4.0%). Overseas markets were all weaker with the US S&P 500 (-8.2%), European S&P350 (-8.6%), Japanese S&P 500 (-9.9%), and the Chinese S&P 300 (-1.3%) all falling. However, the fund is to be held for a longer term, between 7 to 10 years. A return of CPI plus 3.5% p.a. is estimated over a period of 10 years. The overall return for the last 12 months has exceeded the AusBond Bank Bill index by 1.16% to 2.46%.

Table 3. Portfolio return.

Month	Portfolio Return %	Ausbond BB Index %	Variance %
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
Oct-19	2.08	0.95	1.13
Nov-19	3.46	1.00	2.46
Dec-19	1.61	0.85	0.76
Jan-20	3.78	0.96	2.82
Feb-20	-0.83	0.95	-1.78
<b>Average % return Over the last 12 months</b>	<b>2.46</b>	<b>1.30</b>	<b>1.16</b>

Council has a well-diversified portfolio invested among a range of term deposits and floating rate notes from highly rated Australian ADIs. 86% 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 February 2020, 74.5% of Council's portfolio was invested in non-fossil fuel lending ADIs and Socially Responsible Investments, while fossil fuel lending ADIs accounted for 17.6% of the portfolio. The remaining 7.9% is invested with TCorp.

Over the period of 21 months, from June 2018 to February 2020, Council has reduced its investment in fossil fuel lending ADIs from 59% to 17.6% as displayed in Figure 1 below. It's down from 23% in January.

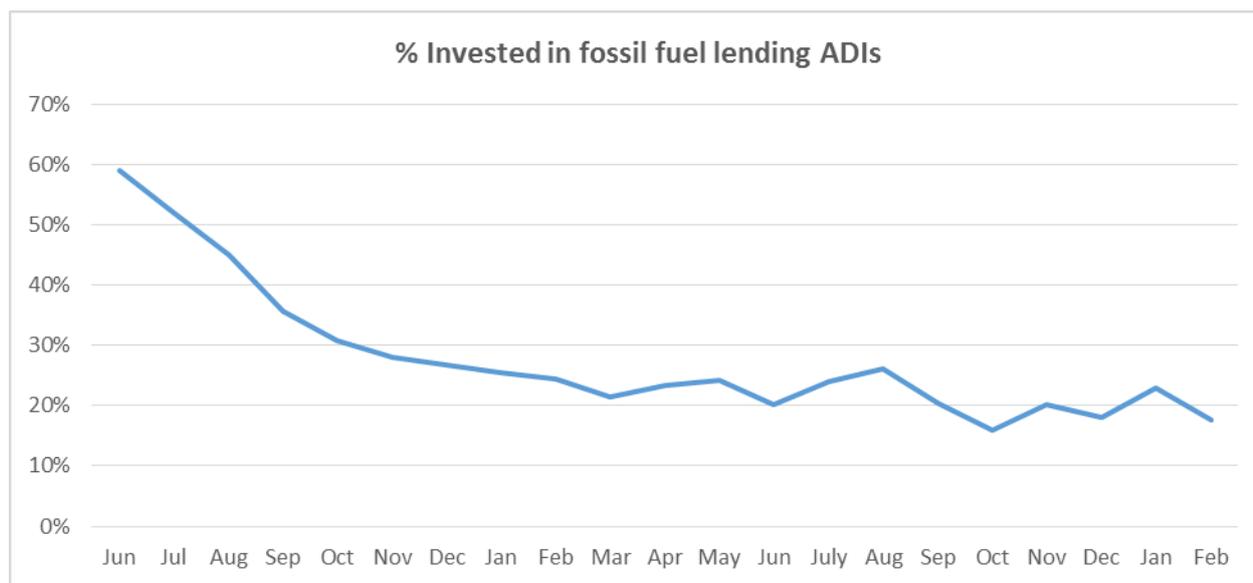


Figure 1. Investments in fossil fuel lending ADIs.

### 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 \$2,575,926 YTD at 29 February 2020, and it is on track to achieve the current budgeted interest of \$3,875,231.

### 7. Attachments

1. Investment Summary Report - February 2020 [↓](#)



WAVERLEY  
COUNCIL

## **Investment Summary Report February 2020**

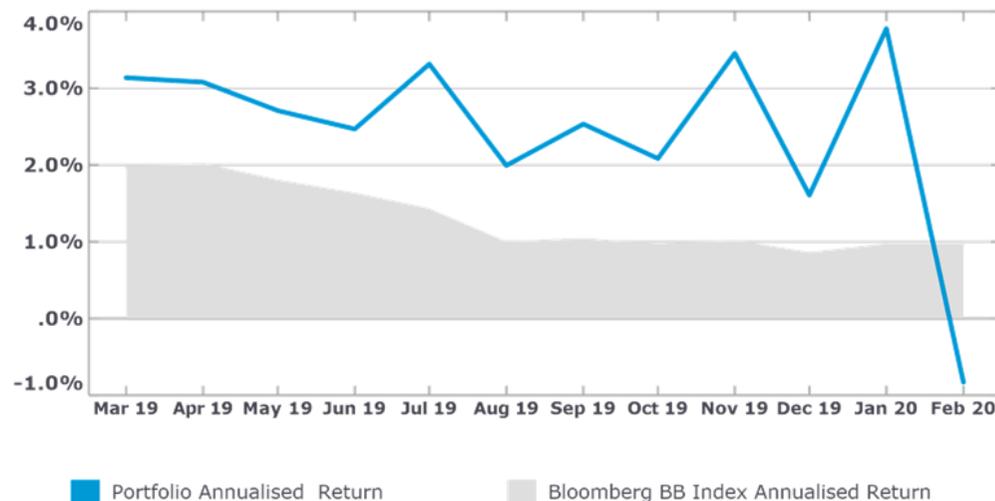
**Waverley Council**  
Executive Summary - February 2020



**Investment Holdings**

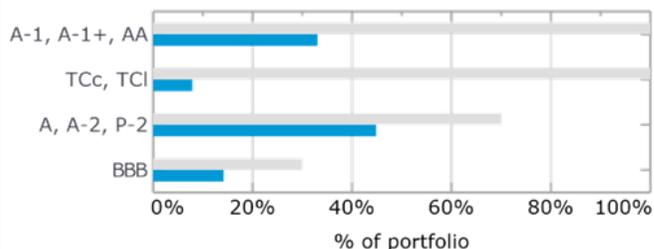
	Face Value (\$)	Current Value (\$)
Bonds	3,000,000.00	3,082,566.92
Cash	13,306,278.88	13,306,278.88
Floating Rate Note	35,000,000.00	35,213,064.41
Floating Rate Term Deposits	8,500,000.00	8,515,323.82
Managed Funds	14,513,435.35	14,513,435.35
Term Deposit	109,500,000.00	110,215,595.73
	<b>183,819,714.23</b>	<b>184,846,265.11</b>

**Investment Performance**

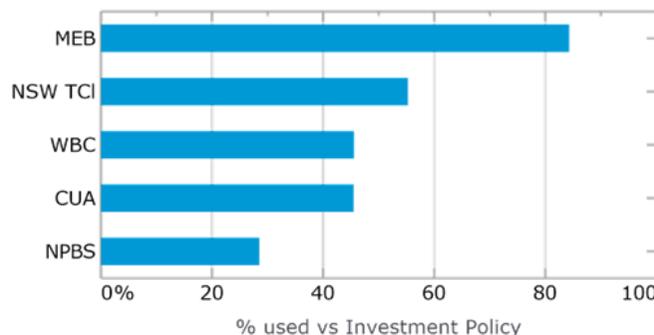


**Investment Policy Compliance**

**Total Credit Exposure**



**Highest Individual Exposures**



**Term to Maturities**

Maturity Profile	Face Value (\$)	Policy Max
Between 0 and 1 Year	139,269,714	76% 100%
Between 1 and 3 Years	41,050,000	22% 50%
Between 3 and 10 Years	3,500,000	2% 30%
	<b>183,819,714</b>	

**Waverley Council**

## Investment Holdings Report - February 2020

**Cash Accounts**

Face Value (\$)	Rate (%pa)	Institution	Credit Rating	Current Value (\$)	Deal No.	Reference
7,933,746.68	1.3000%	Commonwealth Bank of Australia	A-1+	7,933,746.68	120789	24hr Call
3,874,882.17	0.3500%	Commonwealth Bank of Australia	A-1+	3,874,882.17	120794	General Funds
63,766.06	0.3500%	Commonwealth Bank of Australia	A-1+	63,766.06	120795	Trust Funds
327,818.07	0.3500%	Commonwealth Bank of Australia	A-1+	327,818.07	120796	Cemetery Funds
461,318.28	0.3500%	Commonwealth Bank of Australia	A-1+	461,318.28	120797	Depositor Funds
124,429.90	0.3500%	Commonwealth Bank of Australia	A-1+	124,429.90	120799	Library CP
292,479.75	0.3500%	Commonwealth Bank of Australia	A-1+	292,479.75	120800	Eastgate CP
190,276.80	0.3500%	Commonwealth Bank of Australia	A-1+	190,276.80	120801	Hollywood Av CP
37,561.17	0.3500%	Commonwealth Bank of Australia	A-1+	37,561.17	370151	Library Gift
<b>13,306,278.88</b>	<b>0.9164%</b>			<b>13,306,278.88</b>		

**Managed Funds**

Face Value (\$)	Monthly Return	Institution	Credit Rating	Fund Name	Current Value (\$)	Deal No.	Reference
2,158,756.27	0.1035%	NSW T-Corp (Cash)	TCC	Short Term Income Fund	2,158,756.27	411310	Builder Deposits
2,197,896.31	0.0851%	NSW T-Corp (Cash)	TCC	Cash Fund	2,197,896.31	505262	
10,156,782.77	-3.5523%	NSW T-Corp (LT)	TCL	Long Term Growth Fund	10,156,782.77	538089	
<b>14,513,435.35</b>					<b>14,513,435.35</b>		

**Term Deposits**

Maturity Date	Face Value (\$)	Rate (%pa)	Institution	Credit Rating	Purchase Price (\$)	Purchase Date	Current Value (\$)	Deal No.	Accrued Interest (\$)	Coupon Frequency	Reference
3-Mar-20	3,000,000.00	2.8000%	ME Bank	A-2	3,000,000.00	5-Sep-18	3,040,964.38	537069	40,964.38	Annually	
10-Mar-20	2,000,000.00	2.3000%	AMP Bank	A-2	2,000,000.00	6-Jun-19	2,033,901.37	538019	33,901.37	At Maturity	
17-Mar-20	1,500,000.00	2.2000%	AMP Bank	A-2	1,500,000.00	20-Jun-19	1,523,054.79	538061	23,054.79	At Maturity	
14-Apr-20	3,000,000.00	1.6700%	Suncorp Bank	A-1	3,000,000.00	20-Sep-19	3,022,373.42	538551	22,373.42	At Maturity	
21-Apr-20	4,000,000.00	1.6700%	Suncorp Bank	A-1	4,000,000.00	20-Sep-19	4,029,831.23	538550	29,831.23	At Maturity	
21-Apr-20	2,000,000.00	1.6500%	ME Bank	A-2	2,000,000.00	9-Oct-19	2,013,019.18	538600	13,019.18	At Maturity	

**Waverley Council**

## Investment Holdings Report - February 2020

**Term Deposits**

Maturity Date	Face Value (\$)	Rate (%pa)	Institution	Credit Rating	Purchase Price (\$)	Purchase Date	Current Value (\$)	Deal No.	Accrued Interest (\$)	Coupon Frequency	Reference
28-Apr-20	1,000,000.00	1.6500%	Suncorp Bank	A-1	1,000,000.00	20-Sep-19	1,007,368.49	538552	7,368.49	At Maturity	
28-Apr-20	1,000,000.00	2.2600%	Westpac Group	A-1+	1,000,000.00	13-May-19	1,001,052.60	537941	1,052.60	Quarterly	Green
5-May-20	2,000,000.00	2.2600%	Westpac Group	A-1+	2,000,000.00	13-May-19	2,002,105.21	537940	2,105.21	Quarterly	Green
12-May-20	1,000,000.00	2.4500%	Auswide Bank	P-2	1,000,000.00	16-May-19	1,019,465.75	537954	19,465.75	At Maturity	
12-May-20	3,000,000.00	1.6500%	ME Bank	A-2	3,000,000.00	9-Oct-19	3,019,528.77	538601	19,528.77	At Maturity	
19-May-20	2,000,000.00	2.4500%	Auswide Bank	P-2	2,000,000.00	16-May-19	2,038,931.51	537955	38,931.51	Annually	
26-May-20	1,000,000.00	2.4500%	Auswide Bank	P-2	1,000,000.00	20-May-19	1,019,197.26	537958	19,197.26	At Maturity	
2-Jun-20	2,000,000.00	2.4500%	Auswide Bank	P-2	2,000,000.00	20-May-19	2,038,394.52	537959	38,394.52	At Maturity	
9-Jun-20	2,000,000.00	1.6000%	ME Bank	A-2	2,000,000.00	4-Feb-20	2,002,279.45	539424	2,279.45	At Maturity	
16-Jun-20	2,000,000.00	2.1500%	Auswide Bank	P-2	2,000,000.00	20-Jun-19	2,030,041.10	538062	30,041.10	At Maturity	
16-Jun-20	3,000,000.00	1.9400%	Westpac Group	A-1+	3,000,000.00	17-Jun-19	3,011,958.90	538045	11,958.90	Quarterly	Green
23-Jun-20	2,000,000.00	1.6000%	ME Bank	A-2	2,000,000.00	18-Feb-20	2,001,052.05	539463	1,052.05	At Maturity	
30-Jun-20	3,000,000.00	1.6000%	ME Bank	A-2	3,000,000.00	4-Feb-20	3,003,419.18	539425	3,419.18	At Maturity	
7-Jul-20	1,500,000.00	1.6000%	ME Bank	A-2	1,500,000.00	21-Feb-20	1,500,591.78	539479	591.78	At Maturity	
14-Jul-20	3,000,000.00	1.6000%	ME Bank	A-2	3,000,000.00	4-Feb-20	3,003,419.18	539426	3,419.18	At Maturity	
21-Jul-20	2,000,000.00	1.6000%	ME Bank	A-2	2,000,000.00	18-Feb-20	2,001,052.05	539464	1,052.05	At Maturity	
28-Jul-20	3,000,000.00	1.6500%	Credit Union Australia	A-2	3,000,000.00	10-Dec-19	3,011,120.55	538895	11,120.55	At Maturity	
11-Aug-20	5,000,000.00	1.7000%	ME Bank	A-2	5,000,000.00	13-Aug-19	5,046,808.22	538387	46,808.22	At Maturity	
25-Aug-20	3,000,000.00	1.7000%	ME Bank	A-2	3,000,000.00	21-Aug-19	3,026,967.12	538407	26,967.12	At Maturity	
26-Aug-20	4,000,000.00	1.5800%	Westpac Group	A-1+	4,000,000.00	22-Aug-19	4,001,038.90	538408	1,038.90	Quarterly	Green
8-Sep-20	3,000,000.00	1.6700%	Westpac Group	A-1+	3,000,000.00	11-Sep-19	3,011,118.08	538521	11,118.08	Quarterly	Green
15-Sep-20	1,500,000.00	1.6000%	ME Bank	A-2	1,500,000.00	21-Feb-20	1,500,591.78	539480	591.78	At Maturity	
22-Sep-20	5,000,000.00	1.6800%	Westpac Group	A-1+	5,000,000.00	12-Sep-19	5,018,410.96	538526	18,410.96	Quarterly	Green
30-Sep-20	3,000,000.00	1.9000%	ME Bank	A-2	3,000,000.00	17-Sep-19	3,025,923.29	538533	25,923.29	At Maturity	
27-Oct-20	3,000,000.00	3.0000%	Rural Bank	A-2	3,000,000.00	22-Oct-18	3,032,301.37	537252	32,301.37	Annually	

**Waverley Council**

## Investment Holdings Report - February 2020

**Term Deposits**

Maturity Date	Face Value (\$)	Rate (%pa)	Institution	Credit Rating	Purchase Price (\$)	Purchase Date	Current Value (\$)	Deal No.	Accrued Interest (\$)	Coupon Frequency	Reference
10-Nov-20	4,000,000.00	1.5200%	Westpac Group	A-1+	4,000,000.00	14-Nov-19	4,002,665.21	538671	2,665.21	Quarterly	Green
17-Nov-20	3,000,000.00	1.6300%	Credit Union Australia	A-2	3,000,000.00	19-Nov-19	3,013,799.18	538736	13,799.18	At Maturity	
24-Nov-20	2,000,000.00	1.6300%	Credit Union Australia	A-2	2,000,000.00	26-Nov-19	2,008,574.25	538819	8,574.25	At Maturity	
15-Dec-20	2,000,000.00	2.9500%	Credit Union Australia	A-2	2,000,000.00	18-Dec-18	2,011,961.64	537426	11,961.64	Annually	
25-Jan-21	3,000,000.00	1.6500%	Auswide Bank	P-2	3,000,000.00	13-Feb-20	3,002,305.48	539456	2,305.48	At Maturity	
9-Feb-21	2,500,000.00	2.9500%	Newcastle Permanent Building Society	A-2	2,500,000.00	11-Feb-19	2,503,839.04	537536	3,839.04	Annually	
23-Feb-21	2,000,000.00	2.9000%	Credit Union Australia	A-2	2,000,000.00	26-Feb-19	2,000,635.62	537565	635.62	Annually	
8-Jun-21	6,000,000.00	3.1500%	Westpac Group	AA-	6,000,000.00	6-Jun-18	6,044,531.51	536715	44,531.51	Quarterly	
3-Aug-21	2,000,000.00	1.9000%	Bank of Queensland	BBB+	2,000,000.00	6-Aug-19	2,021,654.79	538366	21,654.79	Annually	
21-Sep-21	2,500,000.00	2.8000%	Newcastle Permanent Building Society	BBB	2,500,000.00	25-Mar-19	2,565,589.04	537651	65,589.04	Annually	
8-Feb-22	3,000,000.00	3.0500%	Newcastle Permanent Building Society	BBB	3,000,000.00	19-Feb-19	3,002,757.53	537553	2,757.53	Annually	
<b>109,500,000.00</b>		<b>2.0418%</b>			<b>109,500,000.00</b>		<b>110,215,595.73</b>		<b>715,595.73</b>		

**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	1.9688%	Commonwealth Bank of Australia	AA-	3,000,000.00	10-Jun-16	3,013,269.17	535380	13,269.17	10-Mar-20	
16-Nov-21	3,000,000.00	1.6300%	Westpac Group	AA-	3,000,000.00	28-Nov-18	3,000,267.95	537360	267.95	28-May-20	Green
16-May-22	2,500,000.00	2.0066%	Westpac Group	AA-	2,500,000.00	16-May-17	2,501,786.70	535241	1,786.70	18-May-20	
<b>8,500,000.00</b>		<b>1.8603%</b>			<b>8,500,000.00</b>		<b>8,515,323.82</b>		<b>15,323.82</b>		

**Waverley Council**

## Investment Holdings Report - February 2020

**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 Reference Date
20-Mar-20	3,000,000.00	2.2141%	CUA Snr FRN (Mar20) BBSW+1.30%	A-2	3,000,000.00	20-Mar-17	3,014,509.89	534995	13,102.62	20-Mar-20
20-Mar-20	3,200,000.00	2.2141%	CUA Snr FRN (Mar20) BBSW+1.30%	A-2	3,235,232.00	24-Nov-17	3,215,477.22	535984	13,976.13	20-Mar-20
7-Apr-20	3,000,000.00	2.2643%	NPBS Snr FRN (Apr20) BBSW+1.35%	A-2	3,000,000.00	7-Apr-15	3,012,995.92	504013	10,049.77	7-Apr-20
7-Apr-20	1,000,000.00	2.2643%	NPBS Snr FRN (Apr20) BBSW+1.35%	A-2	1,011,250.00	1-Dec-17	1,004,331.97	536004	3,349.92	7-Apr-20
9-Nov-20	2,250,000.00	2.1600%	ME Bank Snr FRN (Nov20) BBSW+1.25%	A-2	2,250,000.00	9-Nov-17	2,262,000.51	535919	2,663.01	11-May-20
12-Apr-21	1,500,000.00	2.2750%	SUN Snr FRN (Apr21) BBSW+1.38%	A+	1,500,000.00	12-Apr-16	1,519,142.67	533415	4,487.67	14-Apr-20
16-Apr-21	2,500,000.00	2.1466%	ME Bank Snr FRN (Apr21) BBSW+1.27%	BBB	2,500,000.00	17-Apr-18	2,520,116.23	536513	6,616.23	16-Apr-20
18-May-21	2,000,000.00	2.3800%	BoQ Snr FRN (May21) BBSW+1.48%	BBB+	2,000,000.00	18-May-16	2,022,264.93	533605	1,564.93	18-May-20
2-Jul-21	2,100,000.00	2.2974%	TMB Snr FRN (Jul21) BBSW+1.37%	BBB	2,100,000.00	2-Jul-18	2,128,462.57	536787	7,798.57	2-Apr-20
30-Aug-21	1,500,000.00	2.1100%	BOz 'SRI' Snr FRN (Aug21) BBSW+1.30%	BBB	1,500,000.00	30-Aug-18	1,508,558.42	536983	173.42	29-May-20
28-Oct-22	2,400,000.00	1.7841%	TMB Snr FRN (Oct22) BBSW+0.90%	BBB	2,400,000.00	28-Oct-19	2,407,255.25	538616	3,871.25	28-Apr-20
2-Dec-22	3,000,000.00	1.7850%	BOz 'SRI' Snr FRN (Dec22) BBSW+0.90%	BBB	3,000,000.00	2-Dec-19	3,011,344.11	538825	13,204.11	2-Mar-20
25-Jan-23	1,250,000.00	1.9341%	BEN Snr FRN (Jan23) BBSW+1.05%	BBB+	1,250,000.00	25-Jan-18	1,260,098.30	536145	2,185.80	28-Apr-20
6-Feb-23	1,100,000.00	2.3150%	NPBS Snr FRN (Feb23) BBSW+1.40%	BBB	1,100,000.00	6-Feb-18	1,113,466.41	536174	1,674.41	6-May-20
21-Feb-23	1,700,000.00	1.7872%	CUA Snr FRN (Feb23) BBSW+0.90%	BBB	1,700,000.00	21-Feb-20	1,700,711.59	539454	749.16	21-May-20
30-Jul-24	2,500,000.00	1.6700%	SUN Snr FRN (Jul24) BBSW+0.78%	A+	2,500,000.00	30-Jul-19	2,501,720.89	538331	3,545.89	30-Apr-20
24-Oct-24	1,000,000.00	2.0100%	CUA Snr FRN (Oct24) BBSW+1.12%	BBB	1,000,000.00	24-Oct-19	1,010,607.53	538604	2,037.53	24-Apr-20
<b>35,000,000.00</b>		<b>2.0856%</b>			<b>35,046,482.00</b>		<b>35,213,064.41</b>		<b>91,050.42</b>	

**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-1	3,042,780.00	18-May-18	3,082,566.92	536638	38,076.92	3.0000%	
<b>3,000,000.00</b>					<b>3,042,780.00</b>		<b>3,082,566.92</b>		<b>38,076.92</b>	<b>3.0000%</b>	

**Waverley Council**

## Accrued Interest Report - February 2020

**Accrued Interest Report**

<b>Investment</b>	<b>Deal No.</b>	<b>Ref</b>	<b>Face Value (\$)</b>	<b>Settlement Date</b>	<b>Maturity Date</b>	<b>Interest Received (\$)</b>	<b>Days</b>	<b>Interest Accrued (\$)</b>	<b>Percentage Return</b>
<b><u>Bonds</u></b>									
SUN Snr Bond (Oct20) 3.50%	536638		3,000,000.00	18-May-18	20-Oct-20		29	8,365.38	3.51%
<b>Bonds Total</b>								<b>8,365.38</b>	<b>3.51%</b>
<b><u>Floating Rate Note</u></b>									
BEN Snr FRN (Feb20) BBSW+1.10%	534540		3,000,000.00	21-Nov-16	21-Feb-20	15,047.67	20	3,271.23	1.99%
CUA Snr FRN (Mar20) BBSW+1.30%	534995		3,000,000.00	20-Mar-17	20-Mar-20		29	5,277.44	2.21%
CUA Snr FRN (Mar20) BBSW+1.30%	535984		3,200,000.00	24-Nov-17	20-Mar-20		29	5,629.28	2.21%
NPBS Snr FRN (Apr20) BBSW+1.35%	504013		3,000,000.00	07-Apr-15	07-Apr-20		29	5,397.10	2.26%
NPBS Snr FRN (Apr20) BBSW+1.35%	536004		1,000,000.00	01-Dec-17	07-Apr-20		29	1,799.03	2.26%
ME Bank Snr FRN (Nov20) BBSW+1.25%	535919		2,250,000.00	09-Nov-17	09-Nov-20	12,228.90	29	3,872.46	2.17%
SUN Snr FRN (Apr21) BBSW+1.38%	533415		1,500,000.00	12-Apr-16	12-Apr-21		29	2,711.30	2.27%
ME Bank Snr FRN (Apr21) BBSW+1.27%	536513		2,500,000.00	17-Apr-18	16-Apr-21		29	4,263.79	2.15%
BoQ Snr FRN (May21) BBSW+1.48%	533605		2,000,000.00	18-May-16	18-May-21	12,006.38	29	3,783.50	2.38%
TMB Snr FRN (Jul21) BBSW+1.37%	536787		2,100,000.00	02-Jul-18	02-Jul-21		29	3,833.19	2.30%
BOz 'SRI' Snr FRN (Aug21) BBSW+1.30%	536983		1,500,000.00	30-Aug-18	30-Aug-21	8,171.30	29	2,597.87	2.18%
TMB Snr FRN (Oct22) BBSW+0.90%	538616		2,400,000.00	28-Oct-19	28-Oct-22		29	3,402.01	1.78%
BOz 'SRI' Snr FRN (Dec22) BBSW+0.90%	538825		3,000,000.00	02-Dec-19	02-Dec-22		29	4,254.66	1.79%
BEN Snr FRN (Jan23) BBSW+1.05%	536145		1,250,000.00	25-Jan-18	25-Jan-23		29	1,920.85	1.93%
NPBS Snr FRN (Feb23) BBSW+1.40%	536174		1,100,000.00	06-Feb-18	06-Feb-23	6,487.89	29	2,027.01	2.32%
CUA Snr FRN (Feb23) BBSW+0.90%	539454		1,700,000.00	21-Feb-20	21-Feb-23		9	749.16	1.79%
SUN Snr FRN (Jul24) BBSW+0.78%	538331		2,500,000.00	30-Jul-19	30-Jul-24		29	3,317.12	1.67%
CUA Snr FRN (Oct24) BBSW+1.12%	538604		1,000,000.00	24-Oct-19	24-Oct-24		29	1,596.98	2.01%
<b>Floating Rate Note Total</b>						<b>53,942.14</b>		<b>59,703.98</b>	<b>2.09%</b>

**Waverley Council**

## Accrued Interest Report - February 2020

**Accrued Interest Report**

<b>Investment</b>	<b>Deal No.</b>	<b>Ref</b>	<b>Face Value (\$)</b>	<b>Settlement Date</b>	<b>Maturity Date</b>	<b>Interest Received (\$)</b>	<b>Days</b>	<b>Interest Accrued (\$)</b>	<b>Percentage Return</b>
<b><u>Floating Rate Term Deposits</u></b>									
Commonwealth Bank of Australia	535380		3,000,000.00	10-Jun-16	10-Jun-21		29	4,692.75	1.97%
Westpac Group	535380	Green	3,000,000.00	10-Jun-16	10-Jun-21	12,908.48	29	4,056.31	1.70%
Westpac Group	535241		2,500,000.00	16-May-17	16-May-22	12,476.35	29	3,980.34	2.00%
<b>Floating Rate Term Deposits Total</b>						<b>25,384.83</b>		<b>12,729.40</b>	<b>1.88%</b>
<b><u>Managed Funds</u></b>									
Short Term Income Fund	411310	Builder Deposits	2,158,756.27	01-Dec-15			29	2,232.63	1.31%
Cash Fund	505262		2,197,896.31	30-Jul-15			29	1,868.90	1.08%
<b>Managed Funds Total</b>								<b>4,101.53</b>	<b>1.19%</b>
<b><u>Term Deposits</u></b>									
AMP Bank	538020		1,000,000.00	06-Jun-19	04-Feb-20	15,312.33	3	189.04	2.30%
Rural Bank	537931		2,000,000.00	07-May-19	11-Feb-20	36,975.34	10	1,320.55	2.41%
AMP Bank	537971		1,500,000.00	23-May-19	18-Feb-20	27,285.62	17	1,711.65	2.45%
Bank of Queensland	538406		3,000,000.00	21-Aug-19	18-Feb-20	26,034.25	17	2,445.21	1.75%
ME Bank	537069		3,000,000.00	05-Sep-18	03-Mar-20		29	6,673.97	2.80%
AMP Bank	538019		2,000,000.00	06-Jun-19	10-Mar-20		29	3,654.79	2.30%
AMP Bank	538061		1,500,000.00	20-Jun-19	17-Mar-20		29	2,621.91	2.20%
Suncorp Bank	538551		3,000,000.00	20-Sep-19	14-Apr-20		29	3,980.54	1.67%
Suncorp Bank	538550		4,000,000.00	20-Sep-19	21-Apr-20		29	5,307.39	1.67%
ME Bank	538600		2,000,000.00	09-Oct-19	21-Apr-20		29	2,621.92	1.65%
Westpac Group	537941	Green	1,000,000.00	13-May-19	28-Apr-20	5,696.44	29	1,795.62	2.26%
Suncorp Bank	538552		1,000,000.00	20-Sep-19	28-Apr-20		29	1,310.96	1.65%
Westpac Group	537940	Green	2,000,000.00	13-May-19	05-May-20	11,392.88	29	3,591.24	2.26%

**Waverley Council**

## Accrued Interest Report - February 2020

**Accrued Interest Report**

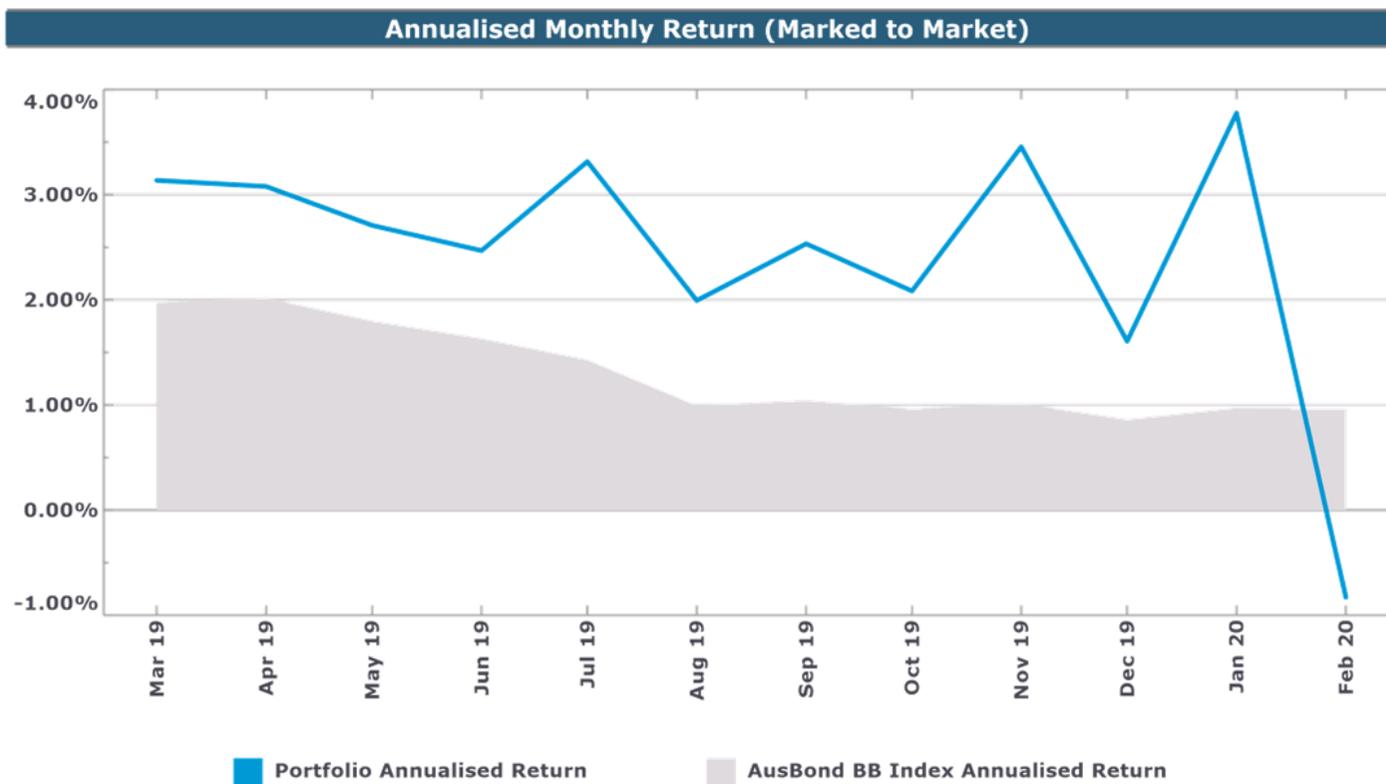
<b>Investment</b>	<b>Deal No.</b>	<b>Ref</b>	<b>Face Value (\$)</b>	<b>Settlement Date</b>	<b>Maturity Date</b>	<b>Interest Received (\$)</b>	<b>Days</b>	<b>Interest Accrued (\$)</b>	<b>Percentage Return</b>
Auswide Bank	537954		1,000,000.00	16-May-19	12-May-20		29	1,946.57	2.45%
ME Bank	538601		3,000,000.00	09-Oct-19	12-May-20		29	3,932.88	1.65%
Auswide Bank	537955		2,000,000.00	16-May-19	19-May-20		29	3,893.15	2.45%
Auswide Bank	537958		1,000,000.00	20-May-19	26-May-20		29	1,946.58	2.45%
Auswide Bank	537959		2,000,000.00	20-May-19	02-Jun-20		29	3,893.15	2.45%
ME Bank	539424		2,000,000.00	04-Feb-20	09-Jun-20		26	2,279.45	1.60%
Westpac Group	538045	Green	3,000,000.00	17-Jun-19	16-Jun-20		29	4,624.11	1.94%
Auswide Bank	538062		2,000,000.00	20-Jun-19	16-Jun-20		29	3,416.44	2.15%
ME Bank	539463		2,000,000.00	18-Feb-20	23-Jun-20		12	1,052.05	1.60%
ME Bank	539425		3,000,000.00	04-Feb-20	30-Jun-20		26	3,419.18	1.60%
ME Bank	539479		1,500,000.00	21-Feb-20	07-Jul-20		9	591.78	1.60%
ME Bank	539426		3,000,000.00	04-Feb-20	14-Jul-20		26	3,419.18	1.60%
ME Bank	539464		2,000,000.00	18-Feb-20	21-Jul-20		12	1,052.05	1.60%
Credit Union Australia	538895		3,000,000.00	10-Dec-19	28-Jul-20		29	3,932.88	1.65%
ME Bank	538387		5,000,000.00	13-Aug-19	11-Aug-20		29	6,753.43	1.70%
ME Bank	538407		3,000,000.00	21-Aug-19	25-Aug-20		29	4,052.05	1.70%
Westpac Group	538408	Green	4,000,000.00	22-Aug-19	26-Aug-20	16,276.16	29	5,021.36	1.58%
Westpac Group	538521	Green	3,000,000.00	11-Sep-19	08-Sep-20		29	3,980.55	1.67%
ME Bank	539480		1,500,000.00	21-Feb-20	15-Sep-20		9	591.78	1.60%
Westpac Group	538526	Green	5,000,000.00	12-Sep-19	22-Sep-20		29	6,673.97	1.68%
ME Bank	538533		3,000,000.00	17-Sep-19	30-Sep-20		29	4,528.77	1.90%
Rural Bank	537252		3,000,000.00	22-Oct-18	27-Oct-20		29	7,150.69	3.00%
Westpac Group	538671	Green	4,000,000.00	14-Nov-19	10-Nov-20	15,324.93	29	4,830.69	1.52%

**Waverley Council**

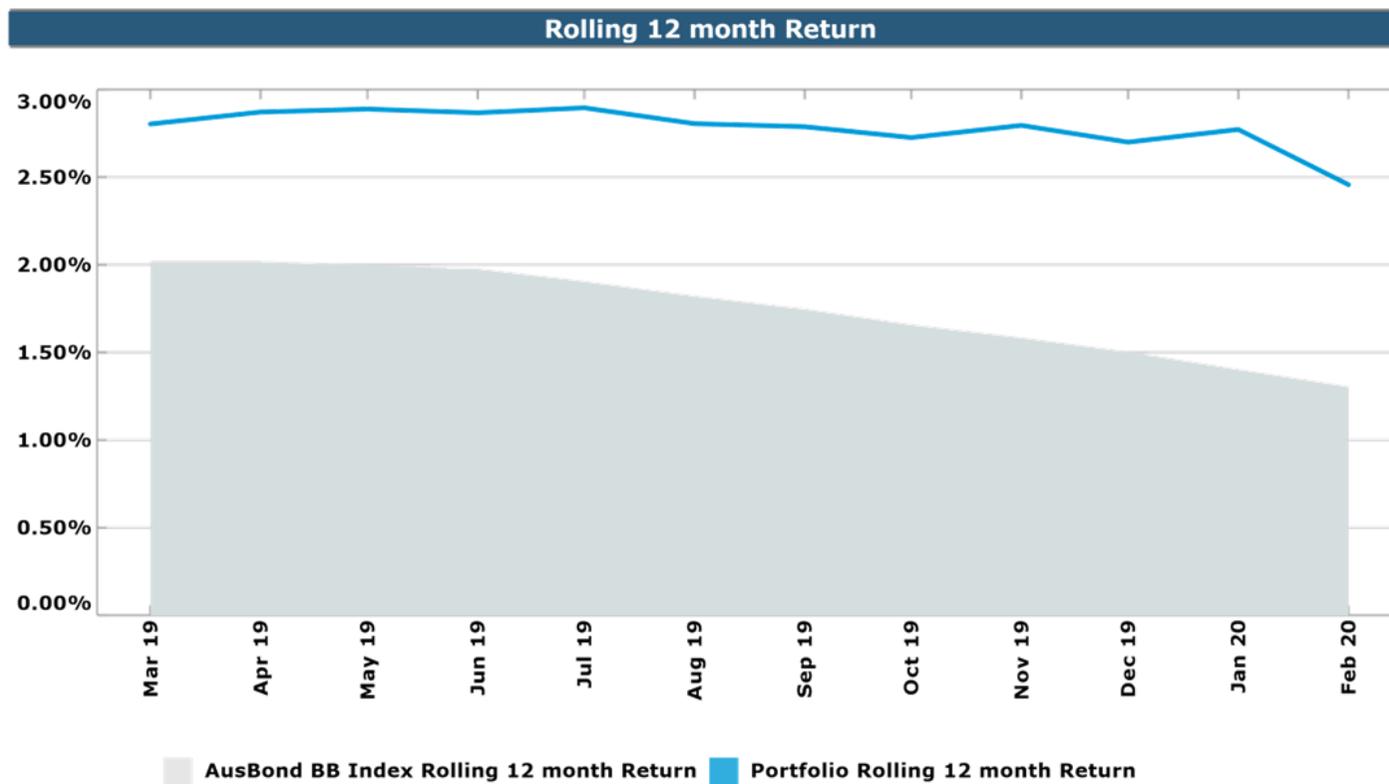
## Accrued Interest Report - February 2020

**Accrued Interest Report**

<b>Investment</b>	<b>Deal No.</b>	<b>Ref</b>	<b>Face Value (\$)</b>	<b>Settlement Date</b>	<b>Maturity Date</b>	<b>Interest Received (\$)</b>	<b>Days</b>	<b>Interest Accrued (\$)</b>	<b>Percentage Return</b>
Credit Union Australia	538736		3,000,000.00	19-Nov-19	17-Nov-20		29	3,885.21	1.63%
Credit Union Australia	538819		2,000,000.00	26-Nov-19	24-Nov-20		29	2,590.14	1.63%
Credit Union Australia	537426		2,000,000.00	18-Dec-18	15-Dec-20		29	4,687.67	2.95%
Auswide Bank	539456		3,000,000.00	13-Feb-20	25-Jan-21		17	2,305.48	1.65%
Newcastle Permanent Building Society	537536		2,500,000.00	11-Feb-19	09-Feb-21	73,750.00	29	5,859.59	2.95%
Credit Union Australia	537565		2,000,000.00	26-Feb-19	23-Feb-21	58,000.00	29	4,608.22	2.90%
Westpac Group	536715		6,000,000.00	06-Jun-18	08-Jun-21		29	15,016.44	3.15%
Bank of Queensland	538366		2,000,000.00	06-Aug-19	03-Aug-21		29	3,019.17	1.90%
Newcastle Permanent Building Society	537651		2,500,000.00	25-Mar-19	21-Sep-21		29	5,561.64	2.80%
Newcastle Permanent Building Society	537553		3,000,000.00	19-Feb-19	08-Feb-22	91,500.00	29	7,269.86	3.05%
<b>Term Deposits Total</b>						<b>377,547.95</b>		<b>175,010.95</b>	<b>2.07%</b>
						<b>456,874.92</b>		<b>259,911.24</b>	<b>2.07%</b>



<b>Historical Performance Summary</b>			
	<b>Portfolio</b>	<b>AusBond BB Index</b>	<b>Outperformance</b>
Feb 2020	-0.83%	0.95%	-1.78%
Last 3 Months	1.55%	0.92%	0.63%
Last 6 Months	2.12%	0.96%	1.16%
Financial Year to Date	2.25%	1.02%	1.23%
Last 12 months	2.46%	1.30%	1.16%



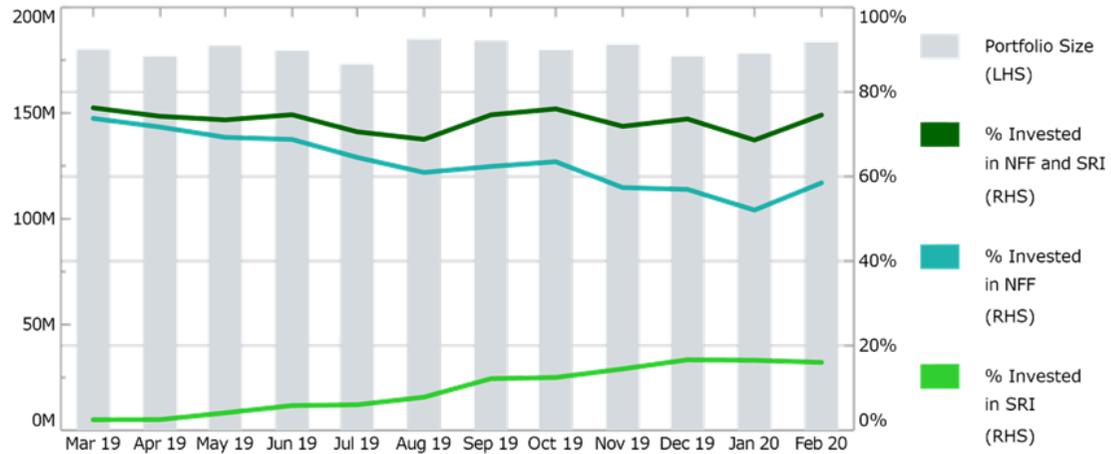
<b>Historical Performance Summary (actual)</b>			
	<b>Portfolio</b>	<b>AusBond BB Index</b>	<b>Outperformance</b>
Feb 2020	-0.07%	0.08%	-0.15%
Last 3 Months	0.38%	0.23%	0.15%
Last 6 Months	1.05%	0.48%	0.57%
Financial Year to Date	1.50%	0.68%	0.82%
Last 12 months	2.46%	1.30%	1.16%

**Waverley Council**  
Environmental Commitments Report - February 2020

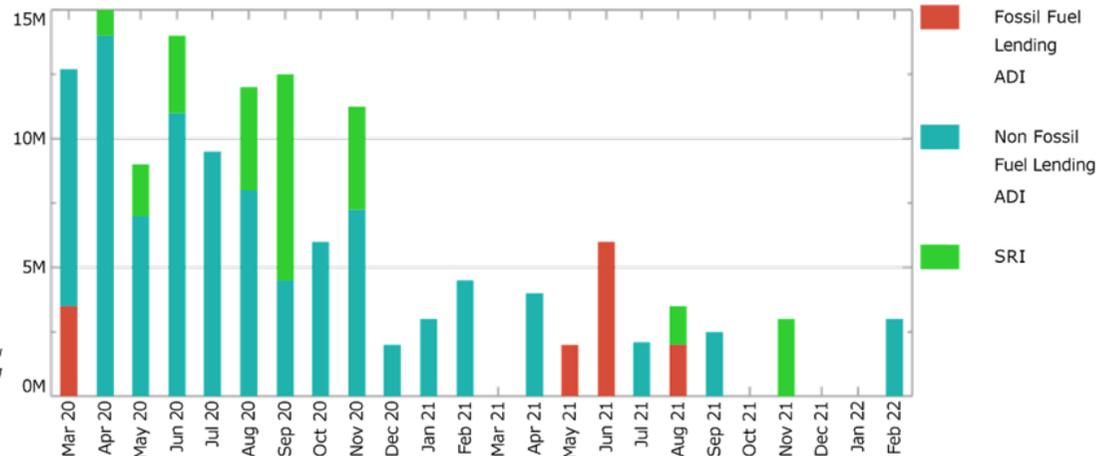


**Current Breakdown** **Historical Portfolio Exposure to NFF Lending ADIs and SRIs**

ADI Lending Status *	Current Month (\$)	Previous Month (\$)
<b>Fossil Fuel Lending ADIs</b>		
AMP Bank	3,500,000	6,000,000
Bank of Queensland	4,000,000	7,000,000
Commonwealth Bank of Australia	16,306,279	19,571,872
Westpac Group	8,500,000	8,500,000
	<b>32,306,279 17.6%</b>	<b>41,071,872 23.0%</b>
<b>Non Fossil Fuel Lending ADIs</b>		
Auswide Bank	11,000,000	8,000,000
Bendigo and Adelaide Bank	4,250,000	9,250,000
Credit Union Australia	20,900,000	19,200,000
Members Equity Bank	38,750,000	23,750,000
Newcastle Permanent Building Society	13,100,000	13,100,000
Suncorp Bank	15,000,000	15,000,000
Teachers Mutual Bank	4,500,000	4,500,000
	<b>107,500,000 58.5%</b>	<b>92,800,000 52.1%</b>
<b>Other</b>		
NSW T-Corp (Cash)	4,356,653	4,352,551
NSW T-Corp (LT)	10,156,783	10,530,868
	<b>14,513,435 7.9%</b>	<b>14,883,419 8.3%</b>
<b>Socially Responsible Investments</b>		
Bank Australia (Sustainability)	4,500,000	4,500,000
Westpac Group (Green TD)	25,000,000	25,000,000
	<b>29,500,000 16.0%</b>	<b>29,500,000 16.5%</b>
	<b>183,819,714</b>	<b>178,255,290</b>

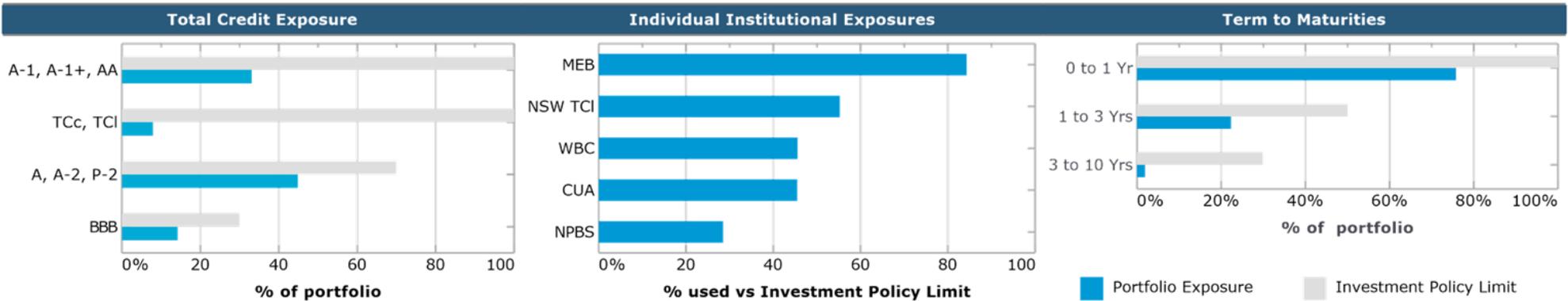


**Upcoming maturities**



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

**Waverley Council**  
Investment Policy Report - February 2020



	Credit Rating	Face Value (\$)		Policy Max	
Short Term	A-1	11,000,000			
Short Term	A-1+	35,306,279			
Long Term	AA	14,500,000			
		<b>60,806,279</b>	<b>33%</b>	<b>100%</b>	✓
Short Term	Tcc	4,356,653			
Short Term	TCI	10,156,783			
		<b>14,513,435</b>	<b>8%</b>	<b>100%</b>	✓
Short Term	A-2	67,450,000			
Short Term	P-2	11,000,000			
Long Term	A	4,000,000			
		<b>82,450,000</b>	<b>45%</b>	<b>70%</b>	✓
Long Term	BBB	26,050,000			
		<b>26,050,000</b>	<b>14%</b>	<b>30%</b>	✓
		<b>183,819,714</b>	<b>100%</b>		

✓ = compliant  
X = non-compliant

	% used vs Investment Policy Limit	
Members Equity Bank (A-2, BBB)	84%	✓
NSW T-Corp (LT) (TCI)	55%	✓
Westpac Group (A-1+, AA-)	46%	✓
Credit Union Australia (A-2, BBB)	45%	✓
Newcastle Permanent Building Society (A-2, BBB)	29%	✓
Suncorp Bank (A-1, A+)	27%	✓
Auswide Bank (P-2, Baa2)	24%	✓
Commonwealth Bank of Australia (A-1+, AA-)	22%	✓
Bank Australia (A-2, BBB)	16%	✓
Teachers Mutual Bank (A-2, BBB)	16%	✓
Bank of Queensland (A-2, BBB+)	15%	✓
Bendigo and Adelaide Bank (A-2, BBB+)	9%	✓
AMP Bank (A-2, BBB+)	8%	✓

	Face Value (\$)	Policy Max	
Between 0 and 1 Year	139,269,714	76%	100% ✓
Between 1 and 3 Years	41,050,000	22%	50% ✓
Between 3 and 10 Years	3,500,000	2%	30% ✓
	<b>183,819,714</b>		

Detailed Maturity Profile	Face Value (\$)	
00. Cash + Managed Funds	27,819,714	15%
01. Less Than 30 Days	12,700,000	7%
02. Between 30 Days and 60 Days	15,000,000	8%
03. Between 60 Days and 90 Days	9,000,000	5%
04. Between 90 Days and 180 Days	35,500,000	19%
05. Between 180 Days and 365 Days	39,250,000	21%
06. Between 365 Days and 3 Years	41,050,000	22%
07. Between 3 Years and 5 Years	3,500,000	2%
	<b>183,819,714</b>	

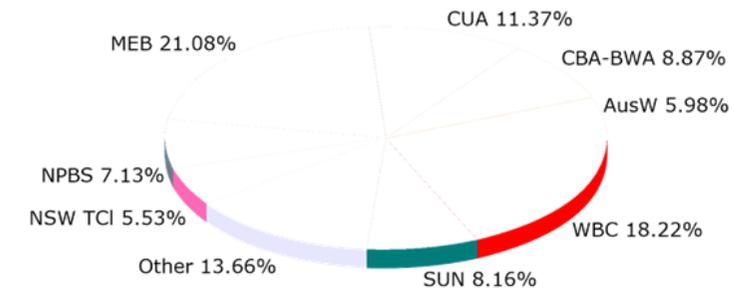
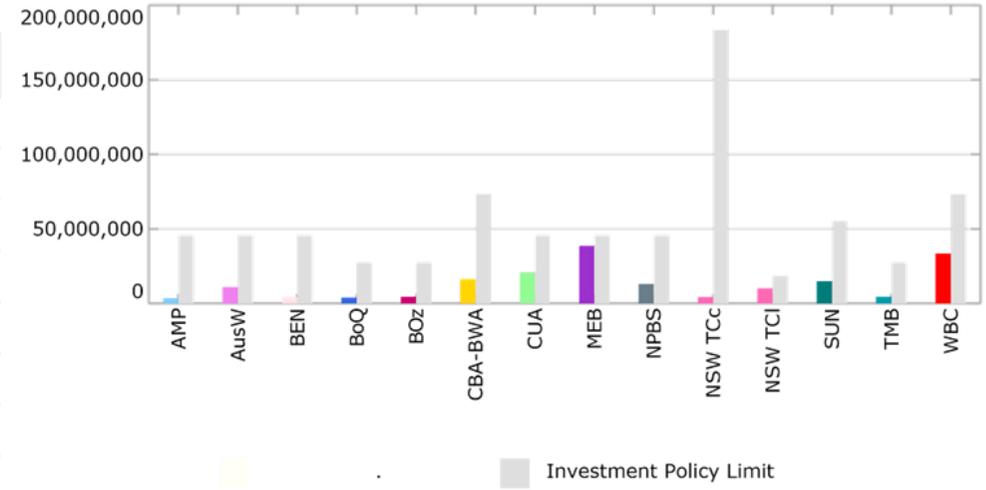
**Waverley Council**

Individual Institutional Exposures Report - February 2020



**Individual Institutional Exposures** **Individual Institutional Exposure Charts**

Parent Group	Credit Rating	Portfolio Exposure (\$)	Investment Policy Limit (\$)
AMP Bank	A-2, BBB+	3,500,000	45,954,929
Auswide Bank	P-2, Baa2	11,000,000	45,954,929
Bank Australia	A-2, BBB	4,500,000	27,572,957
Bank of Queensland	A-2, BBB+	4,000,000	27,572,957
Bendigo and Adelaide Bank	A-2, BBB+	4,250,000	45,954,929
Commonwealth Bank of Australia	A-1+, AA-	16,306,279	73,527,886
Credit Union Australia	A-2, BBB	20,900,000	45,954,929
Members Equity Bank	A-2, BBB	38,750,000	45,954,929
Newcastle Permanent Building Society	A-2, BBB	13,100,000	45,954,929
NSW T-Corp (Cash)	TCc	4,356,653	183,819,714
NSW T-Corp (LT)	TCl	10,156,783	18,381,971
Suncorp Bank	A-1, A+	15,000,000	55,145,914
Teachers Mutual Bank	A-2, BBB	4,500,000	27,572,957
Westpac Group	A-1+, AA-	33,500,000	73,527,886
		<b>183,819,714</b>	



**Waverley Council**

## Cashflows Report - February 2020

**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>
<b>4-Feb-20</b>	538020	AMP Bank	Term Deposits	Maturity Face Value - Received	1,000,000.00
		AMP Bank	Term Deposits	Interest - Received	15,312.33
				<u>Deal Total</u>	<u>1,015,312.33</u>
539424		ME Bank	Term Deposits	Settlement Face Value - Paid	-2,000,000.00
				<u>Deal Total</u>	<u>-2,000,000.00</u>
539425		ME Bank	Term Deposits	Settlement Face Value - Paid	-3,000,000.00
				<u>Deal Total</u>	<u>-3,000,000.00</u>
539426		ME Bank	Term Deposits	Settlement Face Value - Paid	-3,000,000.00
				<u>Deal Total</u>	<u>-3,000,000.00</u>
				<b>Day Total</b>	<b>-6,984,687.67</b>
<b>6-Feb-20</b>	536174	Newcastle Permanent Building Society	Floating Rate Note	Coupon - Received	6,487.89
				<u>Deal Total</u>	<u>6,487.89</u>
				<b>Day Total</b>	<b>6,487.89</b>
<b>10-Feb-20</b>	535919	ME Bank	Floating Rate Note	Coupon - Received	12,228.90
				<u>Deal Total</u>	<u>12,228.90</u>
				<b>Day Total</b>	<b>12,228.90</b>
<b>11-Feb-20</b>	537536	Newcastle Permanent Building Society	Term Deposits	Interest - Received	73,750.00
				<u>Deal Total</u>	<u>73,750.00</u>
537931		Rural Bank	Term Deposits	Maturity Face Value - Received	2,000,000.00
		Rural Bank	Term Deposits	Interest - Received	36,975.34
		<u>Deal Total</u>	<u>2,036,975.34</u>		
				<b>Day Total</b>	<b>2,110,725.34</b>
<b>13-Feb-20</b>	537940	Westpac Group	Term Deposits	Interest - Received	11,392.88
				<u>Deal Total</u>	<u>11,392.88</u>
537941		Westpac Group	Term Deposits	Interest - Received	5,696.44
				<u>Deal Total</u>	<u>5,696.44</u>

**Waverley Council**  
Cashflows Report - February 2020



**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>
	539456	Auswide Bank	Term Deposits	Settlement Face Value - Paid	-3,000,000.00
				<u>Deal Total</u>	<u>-3,000,000.00</u>
				<b>Day Total</b>	<b>-2,982,910.68</b>
<b>14-Feb-20</b>	538671	Westpac Group	Term Deposits	Interest - Received	15,324.93
				<u>Deal Total</u>	<u>15,324.93</u>
				<b>Day Total</b>	<b>15,324.93</b>
<b>17-Feb-20</b>	535241	Westpac Group	Floating Rate Term Deposits	Interest - Received	12,476.35
				<u>Deal Total</u>	<u>12,476.35</u>
				<b>Day Total</b>	<b>12,476.35</b>
<b>18-Feb-20</b>	533605	Bank of Queensland	Floating Rate Note	Coupon - Received	12,006.38
				<u>Deal Total</u>	<u>12,006.38</u>
	537971	AMP Bank	Term Deposits	Maturity Face Value - Received	1,500,000.00
		AMP Bank	Term Deposits	Interest - Received	27,285.62
				<u>Deal Total</u>	<u>1,527,285.62</u>
	538406	Bank of Queensland	Term Deposits	Maturity Face Value - Received	3,000,000.00
		Bank of Queensland	Term Deposits	Interest - Received	26,034.25
				<u>Deal Total</u>	<u>3,026,034.25</u>
	539463	ME Bank	Term Deposits	Settlement Face Value - Paid	-2,000,000.00
				<u>Deal Total</u>	<u>-2,000,000.00</u>
	539464	ME Bank	Term Deposits	Settlement Face Value - Paid	-2,000,000.00
				<u>Deal Total</u>	<u>-2,000,000.00</u>
				<b>Day Total</b>	<b>565,326.24</b>
<b>19-Feb-20</b>	537553	Newcastle Permanent Building Society	Term Deposits	Interest - Received	91,500.00
				<u>Deal Total</u>	<u>91,500.00</u>
				<b>Day Total</b>	<b>91,500.00</b>
<b>21-Feb-20</b>	534540	Bendigo and Adelaide Bank	Floating Rate Note	Coupon - Received	15,047.67

## Waverley Council

## Cashflows Report - February 2020



## 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>
		Bendigo and Adelaide Bank	Floating Rate Note	Maturity Face Value - Received	3,000,000.00
				<u>Deal Total</u>	<u>3,015,047.67</u>
	539454	Credit Union Australia	Floating Rate Note	Settlement Face Value - Paid	-1,700,000.00
				<u>Deal Total</u>	<u>-1,700,000.00</u>
	539479	ME Bank	Term Deposits	Settlement Face Value - Paid	-1,500,000.00
				<u>Deal Total</u>	<u>-1,500,000.00</u>
	539480	ME Bank	Term Deposits	Settlement Face Value - Paid	-1,500,000.00
				<u>Deal Total</u>	<u>-1,500,000.00</u>
				<b>Day Total</b>	<b>-1,684,952.33</b>
<b>24-Feb-20</b>	538408	Westpac Group	Term Deposits	Interest - Received	16,276.16
				<u>Deal Total</u>	<u>16,276.16</u>
				<b>Day Total</b>	<b>16,276.16</b>
<b>26-Feb-20</b>	537565	Credit Union Australia	Term Deposits	Interest - Received	58,000.00
				<u>Deal Total</u>	<u>58,000.00</u>
				<b>Day Total</b>	<b>58,000.00</b>
<b>28-Feb-20</b>	536983	Bank Australia	Floating Rate Note	Coupon - Received	8,171.30
				<u>Deal Total</u>	<u>8,171.30</u>
	537360	Westpac Group	Floating Rate Term Deposits	Interest - Received	12,908.48
				<u>Deal Total</u>	<u>12,908.48</u>
				<b>Day Total</b>	<b>21,079.78</b>
				<b>Net Cash Movement for Period</b>	<b>-8,743,125.08</b>

## 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>
<b>2-Mar-20</b>	538825	Bank Australia	Floating Rate Note	Coupon - Received	13,350.82

## Waverley Council

## Cashflows Report - February 2020



## Next Month Cashflows

Transaction Date	Deal No.	Cashflow Counterparty	Asset Type	Cashflow Description	Cashflow Due
				<u>Deal Total</u>	<u>13,350.82</u>
				<b>Day Total</b>	<b>13,350.82</b>
<b>3-Mar-20</b>	537069	ME Bank	Term Deposit	Maturity Face Value - Received	3,000,000.00
		ME Bank	Term Deposit	Interest - Received	41,424.66
				<u>Deal Total</u>	<u>3,041,424.66</u>
				<b>Day Total</b>	<b>3,041,424.66</b>
<b>6-Mar-20</b>	536715	Westpac Group	Term Deposit	Interest - Received	47,120.55
				<u>Deal Total</u>	<u>47,120.55</u>
				<b>Day Total</b>	<b>47,120.55</b>
<b>10-Mar-20</b>	535380	Commonwealth Bank of Australia	Floating Rate Term Deposits	Interest - Received	14,725.55
				<u>Deal Total</u>	<u>14,725.55</u>
				<b>Day Total</b>	<b>14,725.55</b>
	538019	AMP Bank	Term Deposit	Maturity Face Value - Received	2,000,000.00
		AMP Bank	Term Deposit	Interest - Received	35,035.62
				<u>Deal Total</u>	<u>2,035,035.62</u>
				<b>Day Total</b>	<b>2,049,761.16</b>
<b>11-Mar-20</b>	538521	Westpac Group	Term Deposit	Interest - Received	12,490.68
				<u>Deal Total</u>	<u>12,490.68</u>
				<b>Day Total</b>	<b>12,490.68</b>
<b>12-Mar-20</b>	538526	Westpac Group	Term Deposit	Interest - Received	20,942.47
				<u>Deal Total</u>	<u>20,942.47</u>
				<b>Day Total</b>	<b>20,942.47</b>
<b>17-Mar-20</b>	538045	Westpac Group	Term Deposit	Interest - Received	14,510.14
				<u>Deal Total</u>	<u>14,510.14</u>
				<b>Day Total</b>	<b>14,510.14</b>
	538061	AMP Bank	Term Deposit	Maturity Face Value - Received	1,500,000.00
		AMP Bank	Term Deposit	Interest - Received	24,501.37
				<u>Deal Total</u>	<u>1,524,501.37</u>
				<b>Day Total</b>	<b>1,539,011.51</b>
<b>20-Mar-20</b>	534995	Credit Union Australia	Floating Rate Note	Coupon - Received	16,560.25
		Credit Union Australia	Floating Rate Note	Maturity Face Value - Received	3,000,000.00
				<u>Deal Total</u>	<u>3,016,560.25</u>
				<b>Day Total</b>	<b>3,016,560.25</b>
	535984	Credit Union Australia	Floating Rate Note	Coupon - Received	17,664.27
		Credit Union Australia	Floating Rate Note	Maturity Face Value - Received	3,200,000.00
				<u>Deal Total</u>	<u>3,217,664.27</u>

**Waverley Council**

## Cashflows Report - February 2020

**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>
<b>Day Total</b>					<b>6,234,224.53</b>
<b>25-Mar-20</b>	537651	Newcastle Permanent Building Society	Term Deposit	Interest - Received	70,191.78
<u>Deal Total</u>					<u>70,191.78</u>
<b>Day Total</b>					<b>70,191.78</b>
<b><u>Net Cash Movement for Period</u></b>					<b><u>13,028,518.15</u></b>

## REPORT CM/7.2/20.03



**Subject:** Trade Debtors - Debt Write Off

**TRIM No:** SF17/299

**Author:** Teena Su, Executive Manager, Finance

**Director:** Darren Smith, Chief Financial Officer

### RECOMMENDATION:

That Council writes off bad trade debts amounting to \$6,874.47 as shown in Table 1 in this report, in accordance with clause 213(3) of the *Local Government (General) Regulation 2005*.

#### 1. Executive Summary

\$6,874.47 of commercial waste, footpath seating and other debts are deemed irrecoverable from businesses no longer in operation.

Despite all practical efforts, these outstanding amounts are deemed not cost effective to recover. Officers recommend that these debts be written off.

#### 2. Introduction/Background

Under clause 213(2) of the *Local Government (General) Regulation 2005* a Council must from time to time, by resolution, fix an amount above which debts may be written off only by Resolution of the Council.

Clause 213(3) of the *Local Government (General) Regulation 2005*, makes provision for a delegation where debts below an amount fixed by the Council may be written off. Council has delegated to the General Manager the authority to write off individual debts of less than \$2,500 (see the resolution below).

#### 3. Relevant Council Resolutions

Meeting and Date	Minute No.	Decision
Council 18 July 2017	CM/7.5/17.07	That Council: <ol style="list-style-type: none"> <li>1. Adopts the Trade Debtors Policy attached to this report.</li> <li>2. Fixes \$2,500 (including GST) as the amount above which debts may be written off only by resolution of Council, in accordance with clause 213(2) of the <i>Local Government (General) Regulation</i>, noting that the General Manager can write off debts not greater than this amount.</li> <li>3. For any future contracts with debt recovery agencies, considers inclusion of a contract requirement for notification of bad debts to a credit reporting agency at an</li> </ol>

		<p>earlier stage than is possible under current arrangements.</p> <p>4. Receives a quarterly report outlining details of the debts written off by the General Manager.</p>
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#### 4. Discussion

Two trade customers detailed in the report were no longer in operation. After taking reasonable actions to recover these debts, it is recommended that the debts be written off due to it not being cost effective to pursue the debtors further. The responsible staff have sent monthly account statements, reminders, and emails and followed up over the phone. Where possible, Council refers such debt to our external debt recovery agency. If advised that debt recovery action is unlikely or not cost effective to proceed, a recommendation of abandonment is made.

*Table 1. Debts of more than \$2,500 to be written off by Council.*

Business Name	Service Address	Owner/ Manager	Total Debt	Reason for abandonment	Debt Type	Age of debt (days)
La Galleria Café & Bar	525B Old south Head Rd, Rose Bay	MD Nazrul Islam	\$3,290.45	\$3,290.45 includes \$1,967.01 for commercial waste and \$1,323.44 for footpath seating. Business is closed and company deregistered on 17.09.18	Commercial waste and Footpath seating	>365
Chuggers Pty Ltd (T/as Jam Gallery & Spring St Social)	110 Spring Street, Bondi Junction	Peter Stephen Wright	\$3,584.02	The company has left the business and new company took over. Despite legal efforts, to pursue debt, it is uneconomical to proceed further.	Commercial waste	>365
<b>Total</b>			<b>\$6,874.47</b>			

Table 2 below lists the debts under \$2,500 written off by the General Manager from 1 July 2019 to 17 February 2020.

Table 2. Debts of less than \$2,500 written off by the General Manager – 1 July 2019 to 17 February 2020.

Business Name	Service Address	Owner/ Manager	Total Debt	Reason for abandonment	Debt Type	Debt Age (days)
Sprout Café	68 Gould St, Bondi Beach	MD Nazrul Islam	\$795.13	Business closed and company deregistered on 03.11.19.	Commercial waste	>365
Ruby's Diner	173-179 Bronte Rd, Waverley	Edward Delvin	\$1,720.34	Business closed and under liquidation.	Commercial waste	>90
Bay Home Timber & Hardware	513 Old south Head Rd, Rose Bay	Alan Fisher	\$1,471.82	Business closed and under liquidation.	Commercial waste	>180
The Atlas Kiosk	14 Hall St, Bondi Beach	Daniel Larkin	\$254.08	ASIC indicates business cancelled on 28.06.15 & uneconomical to recover debt.	Footpath seating	>365
The Full Bronte	Shop 2, 177 Glenayr Ave, Bondi Beach	Ulladulla Property Services Pty Ltd	\$1,098.52	Under external administration and not feasible to pursue debt.	Footpath seating	>365
Sweet Eez Citrus	Stall 3, Oxford St Mall, Bondi Beach	Doron Talmi	\$594	External Debt Recovery agent advised Statement of Claim cannot be enforced as debtor is in Victoria therefore not feasible to pursue debt.	Bondi Junction Market Stall	>180
The Royal Croquet Club Sydney Pty Ltd	74 Frome St, Adelaide	Stuart Duckworth	\$2,244	Liquidators appointed 3 September 2018 and finalised 3 June 2019 with no return to creditors.	Bondi Pavilion	>365
Can Cava	101 Hall St, Bondi	Jessie Paul Investments Pty Ltd	\$703.90	Company deregistered on 10.10.19.	Footpath seating	>365
<b>Total</b>			<b>\$8,881.79</b>			

The direct debit from bank account payment option has now been implemented, with all new commercial waste customers required to register with this payment method. Council is working to move the existing commercial waste customers to this payment option wherever possible. The direct debit from bank

account option will allow Council to deduct monies out of the customer's bank account on an invoice's due date. It would mean invoices are paid on time, with no extra cost to Council.

Additionally, Council is investigating the feasibility of introducing a personal or bank guarantee or bond options, and is reviewing business practices to further mitigate bad debt from occurring.

#### **5. Financial impact statement/Timeframe/Consultation**

Outstanding trade debts of \$6,874.47 are to be written off. A Bad Debt Provision for these amounts has been recorded in Council's financial system.

#### **6. Conclusion**

Writing off bad debts is only recommended after a thorough review by the relevant business units and after all reasonable efforts have been taken to recover the debt.

All write offs are recommended by the responsible Executive Manager/officer and reviewed by Finance staff before being placed before the General Manager or Council.

#### **7. Attachments**

Nil.

**REPORT**  
**CM/7.3/20.03**

**Subject:** Inbound Donations Policy

**TRIM No:** A20/0047

**Author:** Evan Hutchings, Special Project Lead

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

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**RECOMMENDATION:**

That Council adopts the Inbound Donations Policy attached to the report.

**1. Executive Summary**

Following the development of new policies in relation to Community Grants and Sponsorship, the only component of the existing Sponsorship, Grants and Donations Policy that has not been the subject of a new policy is donations. The draft Inbound Donations Policy attached to this report has been created with a view to it being the document that will, if adopted, complete the suite of policies that document all of the provisions relevant to the components of the existing Sponsorship, Grants and Donations Policy.

This Policy is designed to apply to all Inbound Donations, including donations made to the Waverley Library Service pursuant to the Deductible Gift Recipient Status issued by the Australian Taxation Office. This Policy does not apply to other donations to the Library Service of books/AV material, etc, and artwork, with such donations processed in accordance with separate protocols and guidelines.

**2. Introduction/Background**

At the Council meeting on 19 November 2019, Council resolved to publicly exhibit the Community Grants Policy that was attached to the report.

At a subsequent Operations and Community Services Committee Meeting on 3 December 2019 a Sponsorship Policy was adopted.

In conjunction with that resolution, Council also resolved to note that a new Donations Policy is being developed for the consideration of Council. It was also resolved to note that until such time as the new Donations Policy is adopted, the relevant provisions of the existing Sponsorship, Grants and Donations Policy will apply.

Accordingly, a new draft Inbound Donations Policy has been prepared, and is attached and submitted to Council for consideration.

**3. Relevant Council Resolutions**

Meeting and date	Minute No.	Decision
Operations and Community Services Committee 3 December 2019	OC/5.4/19.12	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. Adopts the Sponsorship Policy attached to this report, subject to the following amendments:               <ol style="list-style-type: none"> <li>(a) Section 4.11 – Approval for Sponsorship:                   <ol style="list-style-type: none"> <li>(i) The fourth bullet point to read:                       <p style="margin-left: 40px;">‘In urgent circumstances (where a proposed Inbound sponsorship above \$20,000 needs to be determined before the next available Council or Committee meeting) – Mayor and General Manager; noting that Councillors are to be emailed details of the proposed sponsorship prior to any decision taken by the Mayor and General Manager, and sponsorship details are to be reported to the next available Council or Committee meeting after the decision.’</p> </li> <li>(ii) The seventh bullet point be deleted.</li> </ol> </li> </ol> </li> <li>2. Notes that:               <ol style="list-style-type: none"> <li>(a) A Community Grants Policy was adopted by Council on 19 November 2019.</li> <li>(b) A new Donations Policy is being developed for the consideration of Council.</li> <li>(c) Until such time as the new policy referred to in clause 2(b) above is adopted, the relevant provisions of the existing Sponsorship, Grants and Donations Policy will apply.</li> </ol> </li> </ol>
Council 19 November 2019	CM/7.7/19.11	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. Publicly exhibits the Community Grants Policy attached to this report (Attachment 2).</li> <li>2. Adopts the Community Services and Cultural Programs Grants Guidelines attached to this report (Attachment 3).</li> <li>3. Notes that the Social Sustainability Strategy under development will provide further guidance for Council and Waverley’s community on the type of projects/activities for which funding could be sought.</li> </ol>

#### 4. Discussion

As a consequence of the development of new policies for both Community Grants and Sponsorship to replace the relevant provisions of the existing Sponsorship, Grants and Donations Policy, a draft new Inbound Donations Policy (attached) has been prepared and is submitted to Council for consideration.

It is highlighted that the donations component of the existing Sponsorship, Grants and Donations Policy covers inbound donations only. The draft Policy similarly seeks to cover inbound donations only. It is considered that most requests for outbound financial support received by Council will be capable of being processed in accordance with either the new Community Grants Policy or new Sponsorship Policy, or via one-off Council reports where appropriate (e.g. recent Bushfire assistance).

In view of both real and perceived issues of probity associated with Council receiving donations, the draft Policy includes clear principles that must be satisfied prior to a donation being accepted. Apart from the donation having to provide benefit to the community and not conflicting with Council's core values, a donation would not be accepted if it could:

- Compromise, or be seen to compromise, Council's ability to exercise its functions or decision making.
- Limit, or appear to limit, Council's ability to carry out its functions fully, impartially or ethically.

Further and appropriately, donations would not be accepted from political parties. The provisions of the draft Policy provide Council with the absolute discretion to decline a donation from any organisation or individual. There is also the requirement for decisions to accept or reject offers of inbound donations to be subject to appropriate transparency.

A fundamental component of the draft Policy to ensure requisite probity and transparency is the requirement for all inbound donation offers being assessed by an internal panel. This panel would be appointed by the General Manager with the responsibility to determine whether the donation being offered aligns with the Inbound Donations Principles, and related requirements and obligations. Decisions regarding donations exceeding a value of \$20,000 would be the subject of a report to a meeting of Council.

Despite the need for an Inbound Donations Policy, it is clear that in contemporary times, donations made to local government authorities are infrequent, with the exception of local government library services. In relation to the Waverley Library Service, donations and gifts ranging in material value from zero upwards are regularly received. In this regard, Waverley Library Service has Deductible Gift Recipient status through the Australian Taxation Office. The following categories of donations made to the Waverley Library Service would therefore be subject to the provisions of this policy:

- Cash donations.
- Donation of materials that are accompanied by an official valuation from an accredited valuer.
- Bequests.

Conversely, this Policy would not apply to donations made to the Waverley Library service of books/AV materials, and artworks etc that are not being made as tax deductible gifts pursuant to the Library Services Gift Recipient Status.

#### 5. Financial impact statement/Time frame/Consultation

There are no financial impacts associated with this report. The policy would be implemented immediately following its adoption.

**6. Conclusion**

Adoption of the Inbound Donations Policy would complete the suite of contemporary policies to replace the existing Sponsorship, Grants and Donations Policy.

**7. Attachments**

1. Draft Inbound Donations Policy [↓](#)



WAVERLEY  
COUNCIL

# Inbound Donations Policy

## Inbound Donations Policy

Policy owner	
Approved by	
Date approved	
Commencement date	
TRIM Reference	A20/0047
Next revision date	
Relevant legislation/codes	Local Government Act 1993
Related policies/procedures/guidelines	Waverley Art Collection – Acquisition and Deaccessioning Guidelines 2018 Waverley Council Code(s) of Conduct Waverley Council Sponsorship Policy Waverley Library Collection Development Plan
Related forms	

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DRAFT

## 1. Background

From time to time Council receives offers of donations from organisations and individuals.

## 2. Purpose

The purpose of this policy is to outline Waverley Council's principles in relation to inbound donations and to establish a transparent and coordinated approach to considering offers of donations.

## 3. Scope

This Policy applies to the financial, in-kind or material donations, or offers of donations to Council, with no expectation of any activity or benefit in return. It assumes a philanthropic motivation, and is voluntarily and freely given.

It is noted that Waverley Library Service has Deductible Gift Recipient status through the Australian Taxation Office. The following categories of donations made to the Waverley Library Service are subject to the provisions of this policy:

- Cash Donations;
- Donation of materials that are accompanied by an official valuation from an accredited valuer;
- Bequests

This Policy does not apply to donations to the Waverley Library service of books, AV materials, artworks etc that are not being made as tax deductible gifts pursuant to the Library Services Gift Recipient Status, and donations made by the Friends of Waverley Library (FOWL).

The Waverley Library Collection Development Plan (and associated guidelines) and the Waverley Art Collection – Acquisition and Deaccessioning Guidelines document the protocols and procedures for donations of books/AV materials etc, and artwork, respectively.

## 4. Policy Content

### 4.1 Inbound Donation Principles

- 4.1.1 Council will receive donations only when the benefit to the community can be clearly defined.
- 4.1.2 Council will not accept donations if the donation arrangement could:
- compromise, or be seen to compromise, Council's ability to exercise its functions.
  - limit, or appear to limit, Council's ability to carry out its functions fully, impartially or ethically.
- 4.1.3 Council reserves the right to decline a donation where the potential donor, their activities or their proposals are in conflict with Council's core values or could have a negative impact on the community.
- 4.1.4 Donations may be received by way of:
- funding (including cash payments and bequests),
  - materials, goods and services, or

- in-kind support
- 4.1.5. Donations may be allocated to a particular activity, in Council's absolute discretion, having regard to the donor's wishes in respect of the intended purpose of the donation.
- 4.1.6. Inbound donations are only to be accepted if the time and resources used to receive the donation is not greater than the value of the donation.
- 4.1.7. Donations will not be accepted from political parties.
- 4.1.8. Donors must provide explanation of the philanthropic motivation for their donation.
- 4.1.9. For the avoidance of doubt, a donation under this Policy is not a development contribution under Division 6 of Part 4 of the Environmental Planning & Assessment Act 1979 (the EPA Act). A donation under this Policy does not reduce any obligation to make development contributions required pursuant to a condition of development consent imposed under s7.11 and s7.12 of the Act or a planning agreement within the meaning of s7.4 of the Act. Donations made under this Policy are not be taken into consideration in determining any contribution under s7.11 and s7.12 of the Act, or in determining whether to grant development consent to any development application, or to progress any proposal to amend any planning instruments.

## 4.2 Donation Assessment and Approval

- 4.2.1. All Inbound donation offers will be assessed by an internal panel, appointed by the General Manager, in accordance with this Policy to determine whether they accord with the Inbound Donations Principles detailed in section 4.1, and related requirements and obligations.
- 4.2.2. Notwithstanding clause 4.2.1, Council is not obliged to accept a donation from any organisation/individual. Decisions to accept or reject offers of inbound donations will be subject to appropriate transparency.
- 4.2.3. In conjunction with the assessment process, proposed donation arrangements will be risk assessed for the possibility of a real or perceived Conflict of Interest. Council has the discretion to decline offers of donation where the donor's involvement (including parent companies or subsidiaries) could compromise, or be seen to compromise, Council's role and public image.
- 4.2.4. The General Manager or authorised delegate will make all final decisions relating to Inbound donations, other than where this Policy or the LG Act specifies that the decision should be made by Council.
- 4.2.5. When deciding whether to accept an incoming donation of over \$20,000.00, the determination will take place at an Ordinary Meeting of Council. Council's business papers will publicly disclose the decision of Council in relation to the proposed donation.
- 4.2.6. Any approved incoming donation arrangement entered into, excluding bequests, 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. In relation to bequests, Council will advise the executor, in writing, whether the bequest is accepted.
- 4.2.7. All inbound donations will be receipted to the organisation/individual making the donation.

- 4.2.8. Any approved incoming donations will be recorded in an online register published on Council's website.

## 5. Review of Policy

- 5.1. This policy will be reviewed every three (3) years or as required in the event of legislative changes or requirements.

## 6. Definitions

Term	Definition
<b>Conflict of Interest</b>	Has the meaning in Council's Code of Conduct.
<b>Council</b>	Waverley Council
<b>Donation</b>	The provision of financial, in-kind or material contribution to an individual or organisation, with no expectation of any activity or benefit in return. It assumes a philanthropic motivation, and is voluntarily and freely given. Political Donations will not be accepted by Council.
<b>Gift</b>	An item of value, for example a gift voucher, entertainment, hospitality, travel, commodity, property etc., which one person or organisation presents to another.
<b>Inbound Donation</b>	A Donation (including an unconditional gift or bequest) from an individual or organisation to Council (Note: Only an individual can make a bequest).

**REPORT**  
**CM/7.4/20.03**

**Subject:** Community Grants Policy

**TRIM No:** A19/0373

**Author:** Leisa Simmons, Manager, Housing Programs and Community Support

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

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**RECOMMENDATION:**

That Council adopts the Community Grants Policy attached to this report.

**1. Executive Summary**

In December 2019, Council endorsed the public exhibition of a draft Community Grants Policy. The Policy covers Council's Community Services and Cultural Grants, and Small Grants Programs.

The draft Policy and associated guidelines were made available for public comment on Council's *Have your say* site from 20 December 2019–22 February 2020. Three submissions were received that generally expressed support for the model proposed in the Policy. No changes to the Policy are proposed as a result of the community feedback received.

Two minor changes to the policy, initiated by officers during the exhibition period, are proposed:

- Small Grants Environmental – incorporation of *responding to the impacts of climate change* as a target for grants
- Unsolicited Requests for Financial Assistance – addition of a clause to provide for reporting to Council on all unsolicited grant requests received and processed by officers.

**2. Introduction/Background**

In December 2019, Council endorsed the public exhibition of a draft Community Grants Policy. The Policy covers Council's Community Services and Cultural Grants, and Small Grants Programs. It provides a high-level statement of the principles that guide the granting of financial assistance through these programs, and a statement of the key elements of the procedures for implementing each of the programs, and for responding to any unsolicited requests for grant funding that Council may receive.

The draft Policy and associated guidelines were made available for public comment on Council's *Have your say* site from 20 December 2019 – 22 February 2020. An invitation to make comment was emailed to community services networks in early January. Council's *Have Your Say* site recorded six visitors over the exhibition period, and three submissions. The comments made in the submissions are at Attachment 1 to this report, together with officers' response.

**3. Relevant Council Resolutions**

<b>Meeting and date</b>	<b>Resolution No.</b>	<b>Resolution</b>
Council 19 November 2019	CM/7.7/19.11	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. Publicly exhibits the Community Grants Policy attached to this report (Attachment 2).</li> <li>2. Adopts the Community Services and Cultural Programs Grants Guidelines attached to this report (Attachment 3).</li> <li>3. Notes that the Social Sustainability Strategy under development will provide further guidance for Council and Waverley's community on the type of projects/activities for which funding could be sought.</li> </ol>
Council 16 July 2019	CM/7.10/19.07	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. Under the Community Grants Program 2019–20, grants \$333,673 to the organisations set out in Attachment 1 to this report for the activities and amounts listed.</li> <li>2. Adopts the following guidelines attached to this report: <ol style="list-style-type: none"> <li>(a) Small Grants – Community and Cultural Grants Guidelines (Attachment 3).</li> <li>(b) Small Grants – Environmental Grants Guidelines (Attachment 4)</li> <li>(c) Small Grants – Creative Streets Grants Guidelines (Attachment 5).</li> </ol> </li> </ol>
Operations Committee 5 August 2014	OCRD.20/14	<p>That:</p> <ol style="list-style-type: none"> <li>1. The Committee notes the changes being implemented in the Small Grants Program with regard to timing, promotions and website documentation.</li> <li>2. The Committee implements Option 2 below, so that Environmental Grants are available to schools and small business organisations who meet eligibility criteria, and with community groups retaining the opportunity to apply for small grants for social, cultural and recreation projects.</li> <li>3. The relevant Director provide all Councillors with briefing details on the existing criteria for assessing all applications.</li> <li>4. 'Small businesses' are defined as 'micro-businesses', consisting of 5 or fewer employees.</li> </ol>

#### **4. Discussion**

The comments received during the exhibition period were generally supportive of the model proposed in the draft Policy. Some procedural suggestions made can be implemented by officers without change to the Policy. No changes to the Policy are proposed as a result of the community feedback received.

Two minor changes to the Policy, highlighted in red in Attachment 2, are proposed. These were initiated by officers during the exhibition period:

- Small Grants Environmental – incorporation of *responding to the impacts of climate change* as a target for grants.
- Unsolicited Requests for Financial Assistance – addition of a clause to provide for reporting to Council on all unsolicited grant requests received and processed by officers.

#### **5. Financial impact statement/Time frame/Consultation**

The recommendation contained in this report has no financial impact.

This report documents the feedback received during a period of public exhibition of the draft Community Grants Policy.

#### **6. Conclusion**

Endorsement of the proposed Community Grants Policy will provide Council with a robust framework for grant making into the future.

#### **7. Attachments**

1. Survey responses [↓](#)
2. Draft Community Grants Policy [↓](#)

## Attachment 1

### Survey Responses Exhibition of Draft Community Grants Policy

20 December 2019 – 22 February 2020

	Comment	Response
1	Thanks for the opportunity to provide feedback. I think the Framework provided here looks reasonable. I would say I think its very important when considering "Evidence - Based" to remember that outcomes are just as important, often more so than outputs. So when considering evidence, please look holistically at the results of a program, not just the quantitative measures. Thanks again	Officers will work with grantees to determine appropriate measures for community benefit.
2	Guidelines should include mechanisms to ensure that grants are made available to and provided to a wide range of the community. Reporting on use of funds should also cover this, and if necessary targets set to address under-represented areas of the community	Council's Small Grants Program is open to a wide spectrum of community members. Each report to Council, and the annual summary published to Council's Grants web page, includes reporting of the targets for community benefit of each grant made.
3	<p>The Junction Neighbourhood Centre (JNC) has reviewed the draft Community Grants Policy and Guidelines. We would make the following comments:</p> <p>We strongly support the principles that grants deliver outcomes that are aligned to Council's Community Strategic Plan and LGA priorities and aspiration and that the approach is based on open and constructive working relationships with key stakeholders including local community groups</p> <p>In the Community Services and Cultural Grants program we support the concept of nominated organisations that have access by invitation. We believe that this builds on the already strong relationship between Council and local NGOs and also provides a framework for agencies that are grant recipients moving forward to link grant applications to Council's Community Strategic Plan and also provides the opportunity for locally focussed NGOs to plan programs and services with more security to ensure sustainability. Opportunities for multi year agreements with annual acquittals in such cases would also be beneficial for planning and ensuring sustainability</p> <p>We welcome the continuation of the Small Grants Programs as they provide opportunities for smaller and more flexible projects that are immediately responsive</p>	<p>Noted</p> <p>Noted</p> <p>Noted</p>

## Attachment 1

	<p>to local needs in community and cultural, environment and creative streets. This is enhanced by two rounds a year. We also support the range of small grants.</p> <p>Definitions in the Policy - suggest that a reference to NFPs being an incorporated association or a company limited by guarantee be added. For the small grant programs to encourage flexibility and local innovation, then maybe unincorporated NFPs could select an auspicing body to be the budget holder and enable small, innovative projects to be funded.</p>	<p>The requirement to find an auspice can be difficult and time consuming for an individual or unincorporated group wanting to do something small and local or specific. Council's assessment process is sufficiently robust to facilitate continued grant funding of individual or unincorporated community groups without undue risk.</p>
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WAVERLEY  
COUNCIL

# Community Grants Policy

<b>Policy owner</b>	Annette Trubenbach
<b>Prepared by</b>	Leisa Simmons and Annette Trubenbach
<b>Approved by</b>	Council
<b>Date approved</b>	Approved for Public Exhibition 19 November 2019
<b>Commencement date</b>	
<b>Version</b>	1
<b>Category</b>	External Policy
<b>Keywords</b>	Community Grants Small Grants
<b>Revision date</b>	
<b>Amendments</b>	
<b>Relevant strategic direction</b>	<ul style="list-style-type: none"> <li>▪ Waverley will be a community enriched by opportunities to celebrate and participate in art and culture</li> <li>▪ Waverley will be a vibrant, caring, resilient and inclusive community</li> <li>▪ Waverley will be a leader and innovator in open spaces and recreational facilities that support a healthy, happy and connected community</li> <li>▪ Waverley will be a resilient and environmentally sustainable community</li> <li>▪ Waverley will progress to a zero waste community</li> <li>▪ Waverley will be an engaged community, confident of the integrity of Council decision making.</li> </ul>
<b>Relevant legislation/codes</b>	Local Government Act (1993) and Regulations Local Government Amendment Act 2019
<b>Related policies/documents</b>	<p>Waverley Community Strategic Plan Disability Inclusion Action Plan Reconciliation Action Plan Environmental Action Plan Community Services and Cultural Grants Program Guidelines Waverley Council Small Grants Program:</p> <ul style="list-style-type: none"> <li>▪ Community and Cultural Grants Guidelines</li> <li>▪ Environmental Grants Guidelines</li> <li>▪ Creative Streets Grant Guidelines</li> </ul>

	<p>Sponsorship Policy 2019</p> <p>Waverley Council Code of Conduct</p>
<b>Related forms</b>	<p>Community Services and Cultural Grants Program Application Form</p> <p>Community Services and Cultural Grants Program Acquittal Form</p> <p>Waverley Council Small Grants Program:</p> <ul style="list-style-type: none"> <li>▪ Community and Cultural Grants Application Form</li> <li>▪ Community and Cultural Grants Acquittal Form</li> <li>▪ Environmental Grants Application Form</li> <li>▪ Environmental Grants Acquittal Form</li> <li>▪ Creative Streets Grant Application Form</li> <li>▪ Creative Streets Grant Acquittal Form</li> </ul>

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## 1. Background

The Local Government Act 1993 (The Act) allows that a Council may provide financial assistance to individuals or organisations for the purpose of exercising its functions. Through its community grants programs Waverley Council provides individuals and organisations with assistance to deliver programs, activities and projects that contribute to achievement of the goals described in the Waverley Community Strategic Plan, the community's vision for Waverley's future.

## 2. Objective

The objective of this policy is to facilitate the provision of community grants assistance in a manner that is consistent, equitable and transparent.

## 3. Scope

This policy covers the following grant making (outbound) activities:

- Community Services and Cultural Grants Program
- Small Grants Program:
  - Community and Cultural
  - Environmental
  - Creative Streets, and
- Unsolicited proposals for financial assistance to support the delivery of identified social, cultural or recreational benefits to Waverley's community.

## 4. Grant Making Principles

### 4.1 Deliver outcomes that align with Waverley's Community Strategic Plan

The Waverley Community Strategic Plan identifies the community's main priorities and aspirations for the future. A delivery plan is prepared every four years by Council in partnership with the community using an integrated planning and reporting framework.

The framework recognises that local councils have both a 'custodial and facilitating' role in the delivery of social, economic, environmental and civic outcomes, and must work in partnership with other levels of government and the community to maximise capacity to make community aspirations a reality. Council values the insight, skills, and resources that individuals, community groups and businesses have to contribute to shaping Waverley's future, and welcomes community initiatives.

Responsive to community needs and issues, Council's grants programs are designed to deliver outcomes that align with Waverley's Community Strategic Plan, and key sub-plans such as the Disability Inclusion Action Plan, the Reconciliation Action Plan, and the Environmental Action Plan. These help to establish priorities that may change from year to year, as set out in Council's annual Operating Plan, and Grants Program Guidelines.

#### 4.2 Build strong working relationships that enhance community capacity

Council will work to develop and maintain open, constructive working relationships with grant applicants and grantees through the provision of clear guidelines, opportunities for joint planning and skills development, timely processing, constructive feedback, and consultation from time to time on the grants process.

#### 4.3 Promote Participation and Inclusion

Council invites applications for support under its community grants programs across the full spectrum of the community, including individuals, community organisations and small businesses. We ensure that application forms and acquittal requirements are proportionate to the scale, nature, complexity, and risks involved in the grant activity. Information is made available through Council's venues, website, social media pages, and other media outlets. Identified officers are available to provide feedback on proposals prior to submission.

#### 4.4 Ensure Fairness and Transparency

Council is committed to ensuring that the administration of its community grants programs is fair and transparent. The community grants programs are described in Council's annual Operating Plan, and the value of grants made is reported in its Annual Report. Grants applications are assessed by at least three officers with relevant expertise against the criteria published for each program. The recommendations are considered by senior officers prior to their submission in a report to Council. Records of each assessment are kept and communicated directly to applicants. Conflicts of interest are identified and addressed according to the procedures contained in Council's Code of Conduct.

#### 4.5 Ensure Grant Making in the Public Interest

Council is committed to ensuring that its systems are robust, and support ethical decision making in the public interest. Achieving value for public funds is a key objective in grants assessment and administration. Council's systems are regularly reviewed against relevant legislative requirements, performance in operation, feedback from participants, and examples of best practice in grants administration.

### 5. Statement of Procedures

#### 5.1 Community Services and Cultural Grants Program

**Aim:**

To provide targeted, sustained support to organisations providing identified social, cultural and recreational benefits to Waverley's community that align with Waverley's Community Strategic Plan, and complement the services provided directly by Council.

**Administered by:** Community Programs Waverley

**Eligibility:**

Not-for-profit organisations that can demonstrate significant local connections, compliance with legislative requirements and quality standards relevant to their sector, the employment of appropriately qualified practitioners, a track record of successful program delivery, and relevant

insurances. Applicants must also demonstrate sound governance practices, and financial sustainability.

On the basis of their local inception, and their longstanding record of community managed service delivery to the people of Waverley, complementary to services delivered directly by Council, certain nominated organisations have access by invitation.

**Timing:**

Nominated organisations are invited to apply once annually in May. An open expression of interest process will be undertaken when funds permit.

**Level of Funding Available:**

The budget allocated to this program is published with Council's annual Operating Plan. The published amount may include funds available to nominated organisations, commitments to multi-year agreements, and funds allocated to EOI processes for new activities, or enhancements to existing activities. The amount available for distribution to new applicants is advertised as part of this process.

**Procedure:**

Nominated organisations are invited to apply once annually. An open EOI process is conducted when funds are available. Funds may become available when:

- New funds are allocated
- A nominated organisation ceases to operate, or significantly changes its operation
- A nominated organisation cannot demonstrate evidence of community need or opportunity in relation to the proposed service consistent with the goals described in the Waverley Community Strategic Plan
- A nominated organisation cannot/ does not meet Council's grant conditions, or assessment criteria for the activity proposed.

Applicants must complete and submit the Community Services and Cultural Grants Program application form by the date specified in the invitation or EOI, together with the supporting documentation required.

Council officers will assess project proposals against the assessment criteria published in the Program Guidelines or the EOI. A report with recommendations will be submitted to Council for consideration and approval. After Council has made its decision, an officer will contact applicants about the outcome of their application.

**Program Guidelines:**

The Program Guidelines provide a list of nominated organisations and detailed information on exclusions, assessment criteria, application process, and the responsibilities of grant recipients. The guidelines are reviewed annually and may be amended at any time to reflect changes in the list of nominated organisations, or endorsed Council plans and strategies.

## **5.2 Small Grants Program: Community and Cultural**

**Aim:**

To support community initiatives in the delivery of social, cultural and recreational benefits to Waverley's community, in line with Waverley's Community Strategic Plan.

**Administered by:** Community Programs Waverley

**Eligibility:**

Individuals, community groups and services are eligible to apply, and sole traders and small business engaged in the creative industries.

**Timing:**

Grants are made available in two rounds a year, with closing dates usually scheduled in April and September.

**Level of Funding Available:**

The budget allocated to this program is published with Council's annual operating plan. Individuals and groups meeting the program criteria can apply for one grant per round, up to the value of \$5,000. Grants over this amount may be made at Council's discretion. Applicants are encouraged to contribute towards their proposed project through cash and /or in-kind contributions.

**Procedure:**

Applicants must complete and submit the Small Grants Community and Cultural application form by the advertised deadline.

Council officers will assess project proposals against the assessment criteria published in the Program Guidelines. A report with recommendations will be submitted to Council for consideration and approval. After Council has made its decision, an officer will contact applicants about the outcome of their application.

**Program Guidelines:**

The Program Guidelines provide detailed information on exclusions, assessment criteria, application process, and the responsibilities of grant recipients. These may be amended from time to time to reflect endorsed Council plans and strategies.

### 5.3 Small Grants Program: Environment

**Aim:**

To support environmental improvement projects and initiatives in the Waverley Local Government Area that align with Council's Community Strategic Plan and Environmental Action Plan which guide the delivery of Council's projects and programs to achieve our environmental targets. Council's targets focus on reducing greenhouse gas emissions, **responding to the impacts of climate change**, increasing sustainable transport, waste reduction and reuse, water quality and use and biodiversity, **with the aim that Waverley will be a resilient and Environmentally Sustainable Community.**

**Administered by:** Environmental Sustainability

**Eligibility:**

- Public and independent schools and childcare centres based within the boundaries of the Waverley Local Government Area
- Parent and Citizen Committees (P&C), management Committees of Out-of- School Hours (OOSH) and Out-of- School Care (OOSC) organisations that are incorporated and have endorsement by the school

- Other incorporated community groups
- Micro-businesses based within the Waverley LGA, with no more than 5 full time equivalent employees that are independent of a larger chain or external funding that supports their operation.

**Timing:**

Grants are made available in two rounds a year, with closing dates usually scheduled in April and September.

**Level of Funding Available:**

The budget allocated to this program is published with Council's annual Operating Plan. Individuals and groups meeting the program criteria can apply for one grant per round, up to the value of \$5,000. Grants over this amount may be made at Council's discretion. Applicants are encouraged to contribute towards their proposed project through cash and /or in-kind contributions.

**Procedure:**

Applicants must complete and submit the Small Grants Environment application form by the advertised deadline.

Council officers will assess project proposals against the assessment criteria published in the Program Guidelines. A report with recommendations will be submitted to Council for consideration and approval. After Council has made its decision, an officer will contact applicants about the outcome of their application.

**Program Guidelines:**

The Program Guidelines provide detailed information on exclusions, assessment criteria, application process, and the responsibilities of grant recipients. These may be amended from time to time to reflect endorsed Council plans and strategies.

## 5.4 Small Grants Program: Creative Streets

**Aim:**

To support community initiatives that aim to improve Waverley's streetscapes. Projects must make a positive contribution to a public space in line with Waverley's Community Strategic Plan, utilising Waverley's Urban Intervention Framework.

**Administered by:** Urban Planning Policy and Strategy

**Eligibility:**

Individuals, community groups and services, precinct groups, schools and local businesses are eligible to apply.

**Timing:**

Grants are made available in one round a year, with the closing date for applications usually scheduled in April.

**Level of Funding Available:**

The budget allocated to this program is published with Council's annual Operating Plan. Individuals and groups meeting the program criteria can apply for one grant per round, up to the value of \$5,000. Grants over this amount may be made at Council's discretion. Applicants are encouraged to contribute towards their proposed project through cash and /or in-kind contributions.

**Procedure:**

Applicants must complete and submit the Small Grants Creative Streets application form by the advertised deadline.

Council officers will assess project proposals against the assessment criteria published in the guidelines. A report with recommendations will be submitted to Council for consideration and approval. After Council has made its decision, an officer will contact applicants about the outcome of their application.

**Program Guidelines:**

The Program Guidelines provide detailed information on exclusions, assessment criteria, application process, and the responsibilities of grant recipients. These may be amended from time to time to reflect endorsed Council plans and strategies.

## 6. Unsolicited Requests for Financial Assistance

For the purposes of this policy, unsolicited grant requests are those which are submitted outside of the Community Services and Cultural or Small Grants Programs, or other call for funding submissions made by Council.

Unsolicited grant requests will be directed to the Executive Manager, Community Programs, for assessment. The Executive Manager will direct the requestor to complete an application form for the most relevant grant program, Community Services and Cultural Grants, or Small Grants, to enable assessment of the proposal, and initiate the assessment. Assessment will involve officers with expertise relevant to the request.

Assessment will include consideration of:

- The identity and credentials of the applicant against the eligibility criteria for the relevant program
- The case for considering the request outside of the procedures for the relevant program
- The merit of the proposal against the assessment criteria for the relevant program
- The financial implications of the request.

Requests that are more appropriately assessed by other Council teams may be referred.

Following assessment, the relevant Executive Manager will either:

- Provide the applicant with feedback on the outcome of officer assessment if, as a result of that assessment, officers do not recommend progressing the request further. Feedback may include recommendations for further development of their proposal, possible alternate funding sources and other information that would assist the requestor
- Prepare a report documenting the results of officer assessment for a decision by Council if, as a result of that assessment, officers do recommend support for the request.

A report on all unsolicited applications received will be included in the Report to Council for the most relevant grants round following. Community Services and Cultural Grants occurs once annually, and Small Grants occurs twice annually,

## 7. Review of Policy

This Policy will be reviewed every four years or as necessary in response to legislative changes or other requirements or amendments.

Council staff and members of the public may provide feedback about this document by emailing [adminmillhill@waverley.nsw.gov.au](mailto:adminmillhill@waverley.nsw.gov.au)

## 8. Definitions

Word/Term	Definition
<b>Acquittal</b>	An acquittal is a written report submitted by the grantee after the funded project has been completed. It details how the funds were used and to what extent the project met the anticipated outcomes. In addition to performance data, acquittals include a financial report that details project income and expenditure.
<b>Grant</b>	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.
<b>Not-for-profit organisation</b>	A not-for-profit (NFP) organisation is an organisation that does not operate for the profit or gain of its owners, members or shareholders, either directly or indirectly. Any profit must be used to further the organisation's purpose, must not be distributed to members, owners or shareholders either while the organisation is operating or when it winds up. The constitution of NFP organisations applying for grant funding details these.

**REPORT**  
**CM/7.5/20.03**

**Subject:** Petition - Albion Street, Waverley - Timed Parking Restrictions

**TRIM No:** A02/0637

**Author:** Richard Coelho, Governance and Internal Ombudsman Officer

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

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**RECOMMENDATION:**

That Council refers the petition requesting the installation of 30-minute timed parking restrictions between 48 and 52 Albion Street, Waverley, to the Director, Community, Assets and Operations, for appropriate action, and a report come back to Council.

**1. Executive Summary**

Council has received a petition containing 50 signatures requesting the installation of 30-minute timed parking between 48 and 52 Albion Street, Waverley, during business hours.

It is recommended that the petition be forwarded to the Director, Community, Assets and Operations, for appropriate action, and that a report come back to Council on the outcome.

**2. Introduction/Background**

Council accepts petitions from persons who have an interest in the Waverley local government area as residents, landowners, business people or in some other capacity. Petitions must concern matters that Council is authorised to determine.

**3. Relevant Council Resolutions**

Nil.

**4. Discussion**

The petition states:

*'I am requesting the installation of 30-minute timed parking during business hours (9 am–5 pm) in Albion Street between dwellings 48 and 52.*

*My business has been affected by St Catherine's School teachers and students parking in front of my store from 7 am until 5 pm and later. This has caused my customers to park illegally, very far away or not at all. My customers, usually mothers who have children in their car will often have to leave them in the car as they race in to collect orders. Many of my past customers have told me that they cannot return as there is nowhere to park.*

*I have spoken with the school on numerous occasions and left notes on people's cars however the school is unwilling to cooperate by stopping teachers and students from parking in front of my shop. If*

*this continues, I will have no choice but to cease trading as it is having a detrimental effect on my revenue.*

*Also, the doctor's surgery next door has many elderly patients who struggle to get in and out of the car let alone cross the busy and dangerous intersection at Albion, Hooper and Vine St. They require parking closer to the surgery.*

*Attached are petitions signed by many residents and customers requesting the immediate installation of timed parking as soon as possible.'*

The action requested is:

*'Install 30-minute timed parking signs across at least 4 vehicle spaces in front of 48–52 Albion Street, Waverley, during business hours 8 am–5 pm.'*

#### **5. Financial impact statement/Time frame/Consultation**

There is no financial impact in Council receiving the petition.

#### **6. Conclusion**

It is recommended that the petition be forwarded to the Director, Community, Assets and Operations, for appropriate action, and that a report come back to Council on the outcome.

#### **7. Attachments**

Nil.

## REPORT

### CM/7.6/20.03



WAVERLEY  
COUNCIL

**Subject:** Bondi Festival 2020 - Event Program and Budget

**TRIM No:** A19/0743

**Author:** Meredith Graham, Executive Manager, Organisation Improvement

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

#### RECOMMENDATION:

That Council:

1. Endorses the final event program and budget for the Bondi Festival 2020 as detailed in this report, with the exception of the creative lighting installation.
2. Notes the potential for the Festival to be impacted by Novel Coronavirus (COVID-19) and the possibility that the General Manager may need to cancel the event.
3. Given budget constraints, does not proceed with the Creative Lighting installation.

#### 1. Executive Summary

Planning for the 2020 Bondi Festival is well underway with continued engagement occurring with the Chamber of Commerce to effectively plan and deliver the Festival in July. A final budget and Event Program have been developed for the consideration of Council.

#### 2. Introduction/Background

In December 2019 Council considered a proposal to bring together the previous events of Bondi Winter Magic and Bondi Feast under the banner of the Bondi Festival. The festival was scoped as an inclusive event with arts and cultural programming, Ferris wheel and ice rink and a number of programs and activations aimed at creating an engaging festival offering and stimulating the economy of the Bondi business precinct.

A creative lighting installation is also included in the Festival offering although this needs final Council confirmation. The proposal for Bondi Festival and the associated event concept was developed in the context of the Bondi Pavilion restoration project and the need to continue to activate and enliven Bondi during the winter months.

#### 3. Relevant Council Resolutions

Meeting and date	Minute No.	Decision
Council 10 December 2019	CM/7.5/19.12	That Council:  1. Endorses the event concept for the Bondi Festival as outlined in this report, bringing together the Bondi Winter Magic and Bondi Feast programs.

		<ol style="list-style-type: none"> <li>2. Endorses the initial draft budget for the Bondi Festival 2020 proposal for inclusion in the 2020–21 budget process, noting a final budget and event concept will be submitted to Council at a future date, as some costs may be reduced following further planning and cost analysis.</li> <li>3. Endorses the creative lighting installation component and associated budget for the trial creative lighting offering in 2020 for inclusion in the 2020–21 budget process.</li> <li>4. Continues to undertake stakeholder engagement and consultation throughout the process, including with the Bondi Chamber of Commerce on how best to implement the integrated concept.</li> </ol>
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#### 4. Discussion

An event concept that would bring together the Bondi Winter Magic event, run jointly between Council and the Chamber of Commerce over the last 10 years, and Bondi Feast, Council's Fringe style festival, was presented to Council in December 2019. The two programs had previously run concurrently and with the Bondi Pavilion closing for refurbishment in 2020 the proposal was developed with a view to bringing together the programs into a more cohesive and exciting program of events.

Planning is well underway on each of the components of the program delivery. A Festival website has been launched to call for performer applications: <[www.bondifestival.com.au](http://www.bondifestival.com.au)>.

Since the December Council meeting, staff have been working closely with the Chamber of Commerce to plan a number of aspects of the event delivery, including sponsorship offerings and event programming. The Chamber of Commerce has been included in regular planning meetings and staff attended the Chamber of Commerce Board meeting held on 23 January 2020 to brief the Board.

Council staff have been in discussions with members of the Board of the Chamber of Commerce to develop a Memorandum of Understanding for the event and have agreed on shared objectives for the event as well as roles and responsibilities.

The objectives for the Bondi Festival 2020 are as follows:

- Create artistic excellence and community activation through an engaging program of events and experiences.
- Bring record audiences, customers and patrons to Bondi in winter.
- Build on the partnership between Waverley Council and Chamber of Commerce to assist in stimulating the local business economy.
- Successfully rebrand Bondi Winter Magic and Bondi Feast, building on their reputations, to establish Bondi Festival as part of Sydney's cultural landscape.
- Activate the Bondi Beach area in a time of change during Bondi Pavilion construction;
- Ensure broad access by offering affordable programs that engage with all sectors of the community.
- Secure Bondi Festival's place on the National and International Festival Map.

The Memorandum of Understanding is anticipated to be finalised in the coming weeks.

The finalised event program consists of the following elements that have been further scoped and planned within the previously identified budget.

Planning for the event, along with all other events, is taking account of possible impacts from Novel Coronavirus (COVID-19). Operational meetings are held fortnightly and will include 'go/no go' decision points based on health and organisation risk and business continuity advice. Contracts with performers and suppliers will, to the extent possible, include cancellation clauses. If the event needs to be cancelled there will likely be some costs, however these will be minimised to the extent possible.

The Creative Lighting installation at the festival needs further consideration. The proposal is estimated to cost \$250,000. It is proving extremely difficult to accommodate this within the 2020/21 operating budget while still providing for service delivery at the current level and taking necessary steps to address organisational risks and system vulnerabilities within a balanced budget. Senior staff are of the view that Council should abandon the creative lighting component of the festival for 2020, particularly given the uncertainty created by possible impacts from Novel Coronavirus (COVID-19).

Council could choose to fund the installation from reserve funds however officers do not consider this a good use of funds generally held for capital purposes.

<b>Component</b>	<b>Dates</b>	<b>Detail</b>
Creative Lighting installation (if approved)	3-19 July (6 pm-10 pm)	Situated in the Bondi Festival Garden site, a large-scale interactive lighting installation will be integrated into the program. Further feasibility and logistics planning has been undertaken regarding the proposed 'Cocoon' offering. This option is still being considered, however there are some logistical challenges that have necessitated Council staff exploring other options.
Bondi Festival Garden	3-19 July (10 am-10 pm)	North Bondi Park will be filled with a vibrant mix of shows, experiences and hospitality.
Bondi Food Safari	3 July + 10 July + 17 July (6 pm-10 pm)	Partnering with local eateries, these ticketed events will see patrons travelling down the streets of Bondi for taster plates at a number of local Bondi Restaurants.
Festival Garden Party	4 July (4 pm-10 pm)	Kicking off the Festival this free family friendly event will be held in the afternoon and will bring Festival patrons to the Festival Garden to celebrate the inaugural Bondi Festival.
Bondi Eats	3-19 July	Partnerships with local businesses for discounted meal offers/set-menus and dinner and show discounts.
Ice Skating Rink	3-19 July (10 am-10 pm)	The Bondi ice rink will return.
Ferris Wheel	3-19 July (10 am-10 pm)	The Ferris Wheel will be returning to Bondi.

Live Performances	3-19 July (10 am-10 pm)	Cabaret, Circus, Comedy, Theatre. 100+ performances over 17 nights.
Family Shows	3-19 July (10 am-7 pm)	Introducing performances during the day for younger audiences and their parents/guardians, targeted at school holidays.
Bondi Walking Tours	3-19 July (10 am-10 pm)	Silent Disco Walking Tours, Bondi History Walks, Whale Watch Walking Tour.
School Holiday Programming	3-19 July (10 am-5 pm)	Including workshops and makers sessions hosted by artists performing at the festival.
Long Table Banquet	11 + 12 July (12.30 pm-10 pm)	Curated and produced by Secret Foodies the long-table ticketed multi-course winter banquet will partner with a local restaurant. Located in the festival garden.
Bondi Block Party	18 + 19 July (12 pm-6 pm)	The closing weekend of community focused activation in Rosco St Mall/Campbell Parade/other streets, with pop-up performances, live art, music and food.

## 5. Financial impact statement/Time frame/Consultation

Further consideration and planning has occurred on the financial requirements of the Festival with cost estimates now confirmed through quotations and procurement.

<b>Bondi Festival</b>	
Income (projected)	\$239,590.00
Outgoings	(\$492,133.28)
Net Result	(\$252,543.28)

The Festival budget has been incorporated into the draft 2020-21 Council budget.

Costs reflect performance programming in temporary venues, including large capacity hired tents and shipping containers. Income has been reduced slightly as it has been identified that an external company engaged to operate bar facilities is a more feasible option.

Council staff have submitted an application for funding under the Create NSW Local Government Authority Arts & Cultural Programs fund. It is hoped that funding will be secured through this program however it will be some months before an outcome is known.

A sponsorship prospectus has been designed and is being distributed to potential sponsors and sponsorship agencies. Council staff are actively targeting sponsorship opportunities to bring in financial and in-kind partnerships that would enhance the event offering and deliver value for money for Council.

The Economic Development team has led the procurement process for the creative lighting installation, working to the approved budget of \$250,000 for this event component. Procurement has advanced and further work has been done to assess the feasibility and suitability of the various tendered options. This component is subject to Council confirmation as it is placing pressure on the 2020/21 budget.

**6. Conclusion**

The Bondi Festival is scheduled for 3-19 July 2020 and planning is well underway including procurement delivery of the Festival program and sourcing of sponsorships to support the festival delivery. A final budget and event program is included in this report.

**7. Attachments**

Nil.

**REPORT**  
**CM/7.7/20.03**

**Subject:** Temporary Cultural Venue Options - North Bondi Park

**TRIM No:** SF20/1138

**Author:** Shaun Munro, Acting Manager, Outdoor and Flagship Events

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

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**RECOMMENDATION:**

That Council considers the option outlined in the report to provide a short-term temporary facility in North Bondi Park to accommodate the Flickerfest Short Film Festival in January 2021 and 2022.

**1. Executive Summary**

The Bondi Pavilion Restoration and Conservation Project commences in May 2020 with the Pavilion to be closed for approximately 18–24 months. Council officers have been investigating options for a temporary cultural venue in North Bondi Park for existing users of the Pavilion theatre. These include Marquees and Spiegel tents, the design and build of a ‘permanent’ structure, and a short-term venue principally to accommodate Flickerfest in January in 2021 and 2022.

This report provides details of the options for consideration, including indicative costs.

**2. Introduction/Background**

The Bondi Pavilion hosts a number of annual events and cultural programs including theatre productions, film festivals and screenings, music events and community festivals. Events are a mix of Council run programs and events externally run by community groups, arts organisations and cultural groups.

Construction works for the Bondi Pavilion Restoration and Conservation Project commence in May 2020. To accommodate the displacement of some events from the Bondi Pavilion during the period of restoration, Events team officers have investigated options for a temporary cultural venue in North Bondi Park.

**3. Relevant Council Resolutions**

Nil.

**4. Discussion**

This report outlines the reasoning and process Council officers undertook to determine the feasibility of a temporary cultural venue in North Bondi Park.

The Bondi Pavilion hosts several annual events and cultural programs each year that will be displaced for 18-24 months during the Bondi Pavilion Restoration and Conservation Project. Regular theatre hirers have been informed of the program of the project and Council officers note there is very little expectation from hirers regarding the provision of a temporary venue. Further, Council has not resolved to provide any temporary cultural facility.

Notwithstanding, Council officers conducted informal discussions with event organisers, cultural programs officers and event industry specialists to determine minimum requirements to accommodate the scale, number and different types of event that would utilise a temporary facility.

The following minimum operational amenity and technical requirements were identified:

- Dressing rooms and toilets.
- Bar with food and beverage options.
- Place for patrons to sit out of the weather when waiting to see a show.
- Lighting, rigging and audio-visual equipment to baseline theatre standards.
- Box office space.
- Access to Wi-Fi.
- Staff resourcing to manage bookings and operations.
- Scheduled cleaning and maintenance program.
- Programming budget.

### **Long-term temporary structures**

Initial scoping for a potential long-term temporary structure, such as a Spiegeltent, was identified as a relatively cost-effective venue. However, it was determined to be an unsuitable option due to significant safety concerns related to the exposed coastal location and associated damaging weather conditions periodically over a period of 18-24 months.

Council officers have subsequently concluded that the option that would best satisfy all technical requirements is the design and construction of a steel frame structure. This structure could be removed upon the reopening of the Bondi Pavilion. Two size options have been scoped being:

1. 336sqm, 24m (L) x 14m (W) x 8.5m (H) - seating capacity 200 - 250 patrons.
2. 120sqm, 12m (L) x 10m (W) x 5m (H) - seating capacity 100 patrons

Irrespective of the dimensions, such structures would require significant resources to construct and operate. Additionally, costs and timeframes associated with a development application and addressing compliance requirements for accessibility, fire etc are considerable. It should also be noted that these structures may have an impact on views for residents and businesses on Campbell Parade and the amenity of the Park.

Preliminary costings are estimated at between \$750,000 to \$1,000,000 for option one and \$500,000 to \$750,000 for option two. Notwithstanding that these structures would satisfy most operational and technical requirements, it is recommended that they are not considered based on the resource costs and impact on the local amenity.

### **Short-term temporary structure**

The Flickerfest Short Film Festival is one of the longest running high profile events conducted at the Bondi Pavilion. Flickerfest has made representations to Council regarding a temporary venue that would see the festival remain in Bondi during the Bondi Pavilion Restoration and Conservation Project. Council officers have scoped the option to install a Spiegeltent and an outdoor screening venue for a two-week period during January in 2021 and 2022.

The main risk with the Spiegeltent option, as outlined above, is in relation to weather conditions. However, over a 14-day period, Council officers are confident that this risk can be managed. Other requirements for the facility include potential loss of parking spaces, traffic management, security, IT (Wi-Fi and network access) and an alcohol licence.

The estimated cost to accommodate the festival is \$185,000 per year (total \$350,000) with details provided in the financial impact analysis below. Flickerfest has indicated that it would likely not be able to meet these additional costs. Council has in past years waived the costs for Pavilion hire for the event by resolution.

In view of the significant estimate of costs associated with this option, Council officers have also been investigating other existing venues in the local government area that may be able to accommodate Flickerfest.

## 5. Financial impact statement/Time frame/Consultation

### Financial impact statement

The table below provides a breakdown of preliminary cost estimates associated with the short-term temporary structure option:

Item	Cost \$
20 m diameter / 350 m2 / Art Deco Spiegel tent	60,000
Tiered seating for outdoor cinema	30,000
Site perimeter fencing	11,000
Scaffolding for outdoor screen frame	10,000
Power	9,000
Overnight asset protection security	9,000
Drapes (sound and light insulation)	2,000
Seating in Spiegel tent (400 pax)	6,000
Bar (incl. accessories)	5,000
Box office	5,000
External furniture for bar	3,000
Forklift	3,000
Truss and rigging etc. for internal theatre/screen support	2,000
Temporary event coordinator	20,000
<b>TOTAL</b>	<b>175,000</b>

Should council resolve to proceed with this option, further confirmation of the budget through additional quotes will be required. There is no funding allocated in the draft 2020/21 budget for a temporary cultural facility at this point, and providing for this cost would place significant pressure on the operational budget. Given the significance of the budget allocation needed, a reallocation of existing budgets is unlikely to be feasible without impacting other Council services.

### Time frame

The short-term temporary structure would require around six months lead time to plan and deliver.

### Consultation

Council officers consulted with the following internal Council teams during the scoping process; Cultural Programs, Parks and Gardens, Major Projects, Communications and Engagement and Facilities.

External consultation has been undertaken with Flickerfest and various events and engineering industry experts.

**6. Conclusion**

Council officers have investigated several options for a temporary cultural facility in North Bondi Park during the Bondi Pavilion Restoration and Conservation Project. There are significant costs associated with all options. It is recommended that Council considers only one of the options scoped being a short-term temporary facility. Council direction is sought.

**7. Attachments**

Nil.

**REPORT**  
**CM/7.8/20.03**

**Subject:** Tamarama Basin Construction - Procurement

**TRIM No:** A19/0700

**Author:** Ava Acharya, Project Manager

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

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**RECOMMENDATION:**

That Council awards the contract for the Tamarama Basin construction to Facilities Fix Pty Ltd for the sum of \$59,850 (excluding GST).

**1. Executive Summary**

The purpose of this report is to seek Council's approval for the award of the contract to Facilities Fix Pty Ltd for the construction of a new communal basin at Tamarama Kiosk and Amenities block, Tamarama Park.

Council received two submissions following an open request for quotation for the above service through Tenderlink. Council's Purchasing Procedure requires a minimum of three written quotes to be obtained for projects with costs between \$50,001 and \$150,000 from non-approved suppliers. Council has resolved that the General Manager cannot approve exemptions from the Procedure for purchases greater than \$50,000.

**2. Introduction/Background**

The existing large circular wash basin is located centrally at Tamarama Amenities Block, with ladies to the right and gents to the left. This communal washbasin was built in 2014 and is at its end of useful life.

Archer Office Pty Ltd was engaged as the consultant to prepare the detailed design documentation and as a result, request for quotation (RFQ) was released to engage an appropriately qualified and experienced contractor to deliver the Tamarama Basin Construction project.

The contractor will be responsible for procurement, construction, installation and maintenance of all works detailed in the design documentation and specifications.

**3. Relevant Council Resolutions**

Nil.

**4. Discussion**

Council carried out an open RFQ process through Tenderlink seeking submissions from appropriately qualified and experienced contractors. The scope includes the procurement and construction of circular basin to replace the existing, and provision of temporary basins for the required duration.

A Quotation Evaluation Committee (QEC) was established to evaluate the quotations. The QEC consisted of:

- Eli Bonfini – Facilities Officer, Property and Facilities.

- Ava Acharya – Project Manager, Major Projects.
- Arusha Bhowmik – Junior Engineer, Major Projects.

The panel was moderated by Niamh Trainor, Procurement Officer.

An RFQ Evaluation was developed and approved by the Evaluation Panel on 24 January 2020.

Quotations for Tamarama Basin – Construction Services were called on 6 February 2020.

The RFQ closed at 2 pm on 20 February 2020, and a total of two quotations were received from the following respondents:

- Facilities Fix Pty Ltd.
- Specbuilt Constructions Pty Ltd.

Following the evaluation of quotations, the QEC recommends that the services offered by Facilities Fix Pty Ltd provides value outcomes to Council.

Overall, Facilities Fix Pty Ltd demonstrated a high level of project appreciation and the methodology presented by them was deemed good. It is therefore recommended that Council accept Facilities Fix Pty Ltd as the preferred contractor for the construction of the proposed basin at Tamarama Amenities block.

The number of written quotations received via the RFQ process did not meet the minimum required under Council's Purchasing Policy, for projects within costs of \$50,001 to \$150,000. Therefore, it is recommended that Council approves the recommendation of the committee to award the contract to Facilities Fix Pty Ltd.

## **5. Financial impact statement/Time frame/Consultation**

### **Financial Impact Statement**

The budget for Tamarama Basin Construction project is from C0818.

The contract price is \$59,850.00 (excluding GST). There are sufficient funds to cover the price quoted by the recommended contractor.

### **Timeframe**

The project will commence in late March 2020 and is expected to be completed by June 2020.

### **Consultation**

Consultation has taken place with internal and external stakeholders and will continue throughout the delivery of the project.

## **6. Conclusion**

It is recommended that Facilities Fix Pty Ltd be awarded the contract.

## **7. Attachments**

Nil.

**REPORT**  
**CM/7.9/20.03**

**Subject:** Tender Evaluation - Notts Avenue Safety and Streetscape Upgrade Construction Services

**TRIM No:** A18/0525

**Author:** Jordan Laverty, Project Manager

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

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**RECOMMENDATION:**

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 Quality Management and Constructions Pty Ltd as the preferred tenderer for the supply of construction services for the Notts Avenue Safety and Streetscape Upgrade Project for the sum of \$[TO BE INSERTED BY COUNCIL AT THE MEETING].
3. Authorises the General Manager, or delegated representative, to enter into contract on behalf of Council with Quality Management and Constructions Pty Ltd.
4. Funds the \$2.63 million shortfall in the 2020–21 Capital Works Program allocation within the Long Term Financial Plan.
5. Notifies unsuccessful tenderers of the decision in accordance with clause 179 of the *Local Government (General) Regulation 2005*.

**1. Executive Summary**

The purpose of this report is to seek Council's approval for the appointment of Quality Management & Constructions Pty Ltd for the supply of Construction Services for the Notts Avenue Safety and Streetscape Upgrade Project as recommended by the Tender Evaluation Committee (TEC).

**2. Description of Service or Product being Tendered**

Notts Avenue is a local road serving the community as a link between the Coastal Walk and Bondi Beach and as an access point to residential properties and Bondi Icebergs. This project aims to greatly increase the safety of the space, by introducing a 10km/h shared zone, and enhance the amenity and quality of the public domain.

Tract Consultants were engaged as the Head Consultant to prepare the detailed design documentation. Tract Consultants completed the detailed design documentation and as a result a Request for Tender (RFT)

was released to engage a head contractor to deliver the Notts Avenue Safety and Streetscape Upgrade project.

The head contractor will be responsible for construction, supply, installation and maintenance of all works detailed in the design documentation and specifications.

### 3. Scope of Tender

The project incorporates the following civil and landscaping works, including but not limited to:

- Installation of site fencing.
- Installation and maintenance of erosion and sedimentation control devices.
- Clearing, stripping and grubbing.
- Demolition and salvage works.
- Earthworks and regrading.
- Construction of stormwater pits and pipes.
- Construction of a new vehicle rated balustrade.
- Construction of services including electrical, potable water and stormwater.
- Supply and installation of new pavers, including concrete base.
- Supply and installation of furniture items including seats, bubblers, bins and shade structure.
- Supply and installation of mulching and planting.

### 4. Reason for Tender

There is no suitable panel in place for delivery of these works. Hence, a tender was required.

### 5. Relevant Council Resolutions

Meeting and date	Minute No.	Decision
Strategic Planning and Development Committee 4 February 2020	PD/5.5/20.02	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. Receives and notes this update on the Notts Avenue Safety and Streetscape Upgrade project.</li> <li>2. Notes the outcomes of the community consultation completed in June 2019.</li> <li>3. Endorses the updated Notts Avenue Safety and Streetscape Upgrade design attached to this report, including the proposed vehicle-rated balustrade on the cliff's edge on Notts Avenue as an additional safety measure.</li> <li>4. Notes that the proposed design will be reported to the Waverley Traffic Committee on 27 February 2020 for consideration, with meeting minutes to be reported to Council on 17 March 2020 for adoption.</li> <li>5. Progresses to a tender for construction services.</li> <li>6. Informs the community on the final design endorsed by Council, noting the original 'left in, left out' proposal (banning of right-hand turns) at the Notts Avenue and Campbell Parade intersection has been removed from the</li> </ol>

		scope of this project.
Council 16 July 2019	CM/7.6/19.07	<p>That:</p> <ol style="list-style-type: none"> <li>1. Council receives the petition against banning right-hand turns out of Notts Avenue into Campbell Parade, Bondi Beach, and investigates a design and public consultation process to create: <ol style="list-style-type: none"> <li>(a) An intersection that allows a right-hand turn out of Notts Avenue into Campbell Parade.</li> <li>(b) Ensures safer pedestrian outcomes crossing both Notts Avenue and Campbell Parade.</li> <li>(c) Recognises the importance of the location as the entry to Bondi Beach.</li> <li>(d) Gives consideration to public transport improvement in any work.</li> <li>(e) Takes account of potential works on the corner of Francis Street and Campbell Parade.</li> </ol> </li> <li>2. A report come back to Council, after consideration by the Traffic Committee, detailing the design and consultation process.</li> <li>3. Council informs all petitioners of this resolution.</li> </ol>
Council 21 November 2017	CM/8.9/17.11	That Council notes the commencement of the process of introducing a 10 km/hr shared zone in Notts Avenue, Bondi, in consultation with the RMS, the Police and local residents.
Operations and Community Services 7 November 2017	OC/5.10/17.11	<p>That:</p> <ol style="list-style-type: none"> <li>1. The petition requesting Council to reduce the speed limit, and cantilever the northern footpath, in Notts Avenue, Bondi Beach, to improve pedestrian safety be forwarded to the Executive Manager, Creating Waverley, for appropriate action.</li> <li>2. Council prepares a report on the progress of the investigation into a 10 km/h speed zone, consistent with the 2008 resolution of Council.</li> </ol>
Council 20 May 2008	0805.10.5	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. Investigate making Notts Avenue, Bondi Beach a 10kph Shared Zone and refer the matter to the Waverley Traffic Committee.</li> <li>2. Install signage to direct all pedestrian traffic to seaward side of the Bondi Iceberg building.</li> </ol>

## 6. Discussion

### Invitation to tender

A Tender Evaluation Panel was established to evaluate the tenders. The Panel consisted of:

- Sharon Cassidy – Executive Manager Major Projects
- Nikolaos Zervos – Manager, Asset Systems & Planning
- Jordan Laverty – Project Manager

The panel was moderated by the Procurement Officer, Rodney Crook.

An RFT Evaluation and Probity Plan was developed and approved by the Evaluation Panel on 6 February 2020.

Tenders for Notts Avenue Safety and Streetscape Upgrade – Construction Services were called on 7 February 2020. Advertisements for the Tender were placed in the Local Government Tenders section of the Sydney Morning Herald and Wentworth Courier on 11 and 12 February 2020. Tenders closed on 3 March 2020 at 2pm.

The Evaluation Panel used the RFT Evaluation and Probity Plan to determine which tenders offered the best value for money in the provision of Notts Avenue Safety and Streetscape Upgrade – Construction Services to Council.

### Tenders received

The following tenders were received:

- Athassel Civil Pty Ltd
- CA&I Pty Ltd
- Gartner Rose Pty Ltd
- Quality Management & Constructions Pty Ltd
- Sydney Civil Pty Ltd

#### *Late tenders*

No late tenders were received.

#### *Non-conforming tenders*

No non-conforming tenders were received.

#### *Alternative tenders*

No alternative tenders were received.

Five (5) tenders met the mandatory requirements and proceeded to a detailed evaluation. The conforming tenders are listed below:

<b>CONFORMING TENDERS EVALUATED</b>
Athassel Civil Pty Ltd
CA&I Pty Ltd
Gartner Rose Pty Ltd

Quality Management & Constructions Pty Ltd
Sydney Civil Pty Ltd

### Tender evaluation

Conforming tenders were evaluated in accordance with Council's Purchasing Procedures and RFT Evaluation and Probity Plan, the Tendering Guidelines for NSW Local Government 2009 issued by the Office of Local Government, and the provisions of the *Local Government Act 1993* and *Local Government (General) Regulation 2005*.

The Evaluation Panel agreed on the following weightings to be used against the advertised selection criteria:

Advertised Evaluation Criteria	Weighting
Proposed methodology, program and capacity to deliver	40%
Demonstrated experience in delivery of similar projects, including key personnel experience and skills	40%
Lump sum price	20%
TOTAL	100%
Mandatory Criteria	
Deliverable Schedules included in submission	Y/N
Financial & Commercial Trading Integrity including insurances	Y/N
WHS, QA and Environmental Management Information	Y/N

Tenders were given a score on each of the evaluation criteria, resulting in a total score out of 100. Tenders were ranked in accordance with their scores. Final scores and rankings are shown in the confidential Tender Evaluation Matrix attached to this report.

### Evaluation Panel's recommendation

Following a diligent evaluation of the tenders, the Evaluation Panel recommends that the services/product offered by Quality Management & Constructions Pty Ltd provides the best value to Council. Quality Management & Constructions Pty Ltd demonstrated superior experience, including previous local government experience based on the non-price and price criteria assessment.

The recommended tenderer has also provided quality personnel with extensive background in projects of a similar nature. In addition, the tenderer has provided a detailed program, staging plan, traffic management plan, pedestrian management plan ensuring that the works will be completed in a timely and a safe manner.

## 7. Financial impact statement/Time frame/Consultation

### Financial impact statement

The budget for Notts Avenue Safety and Streetscape Upgrade is from C0718.

The preferred tenderer's price is included in the confidential Tender Evaluation Matrix attached to this report.

The total anticipated funding required for Construction Services for the Notts Avenue Safety and Streetscape Upgrade Project is \$7.25m. This includes contingency and project management costs.

The total budget allocation for the Notts Avenue Safety and Streetscape Upgrade in is currently \$4.87m. The capital works program for 2019–2020 currently has \$1.12m with \$240,000 committed or spent. The draft 2020–2021 capital works program has \$3.75m proposed. Therefore there are insufficient funds to cover the price tendered by the recommended tenderer. An additional \$2.63m in funding is required to cover the construction costs.

Examples of key increases to costs as the design has developed include:

- Vehicle barrier (RMS requirement) \$1.1 m
- Lighting (in line with Lighting Masterplan) \$350,000
- Disposal of spoil (due to classification) \$1.0 m

Council Officers recommend proceeding with the current scope and fund the \$2.63 m shortfall from the 2020/21 Capital Works Program allocation within the Long Term Financial Plan.

Should Council not be supportive of this additional funding proposal, the alternative would be to reject all tenders and negotiate with the preferred three for the following potential savings:

- Stamped asphalt in lieu of concrete unit pavers- anticipated savings \$1 m–\$1.5 m.
- Remove seating wall and lookout shelter – anticipated savings \$250,000.

It should be noted that these items were included in the consultation.

### **Time frame**

Construction will be undertaken in stages to ensure access for delivery vehicles to Icebergs and residents is maintained. The final staging plan is subject to review and confirmation of the successful tenderer for construction services. Construction is anticipated to commence in early April 2020 and is estimated to take six months.

### **Consultation**

The Notts Avenue safety and Streetscape Project update report on 4 February provided detail on the consultation undertaken in the development of this project. Officers spoke to approximately 120 community members across the engagement activities. Positive feedback was received throughout the consultation process with 69.7% of respondents in support of Council's proposal and a further 28.6% in support with a few changes.

## **8. Conclusion**

The Tender Evaluation Panel recommends Council enter into contract with Quality Management and Constructions Pty Ltd for the supply of construction services for the Notts Avenue Safety and Streetscape Upgrade Project with the funding shortfall allocated from the Campbell Parade Streetscape Upgrade.

## **9. Attachments**

1. Tender Evaluation Matrix (confidential)

**REPORT**  
**CM/7.10/20.03**

**Subject:** National General Assembly of Local Government 2020 - Motion Proposal

**TRIM No:** A18/0515

**Author:** Jessica Manifold, Tourism and Business Co-ordinator

**Director:** Tony Pavlovic, Acting Director, Planning, Environment and Regulatory

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**RECOMMENDATION:**

That Council endorses the submission of the following motion to the Local Government National General Assembly 2020:

‘That the National General Assembly calls on the State and Commonwealth Governments to provide effective support to Councils dealing with high visitation impacts on iconic Australian destinations by exploring additional funding support and/or revenue raising initiatives that can be used to help meet the costs of servicing visitation and improving the sustainability of these areas.’

**1. Executive Summary**

The National General Assembly of Local Government (run by the Australian Local Government Association) offers elected representatives the opportunity to debate local challenges that may influence the national policy agenda. The 2020 Assembly theme is focused on, *working together for our communities*. All motions must emphasise how local governments can work in partnership with the Australian Government to address challenges or leverage opportunities.

It is recommended that Waverley Council put forward a motion that discusses the effects of high visitation on local communities. More specifically, how the impact of this visitation falls directly on local governments managing these areas and how this could be supported. This challenge is faced by many councils across Australia, such as; City of Gold Coast, Byron Shire Council, City of Sydney, Blue Mountains City Council and Waverley Council, which will strengthen the discussion should the motion be selected for inclusion.

**2. Introduction/Background**

Destinations such as Bondi Beach, Noosa, Byron Bay, Sydney Opera House, Blue Mountains and Uluru are used frequently by State and Commonwealth Governments in their tourism outward promotional campaigns, which result in millions of visitors annually.

The impact of this visitation largely falls directly on local governments managing these areas, which has led to a range of issues relating to open space, waste management, traffic and parking, facility provision, public place security and ‘wear and tear’, and the costs associated with these. In some cases, Councils receive very little economic return to cover costs, although businesses may receive benefits. A high value visitor is generally classified as an overnight visitor, spending on average three times more than a day visitor. Although 70% of visitors to Waverley are international, only 5% stay overnight. Risk and safety is also a growing concern with vast amounts of money invested in safety messaging, mitigation and management, especially on coastal routes.

Waverley Council is eager to work in partnership with the Australian Government to explore additional funding support and/or revenue raising initiatives that can be efficiently administered and reinvested into meeting the costs of servicing visitation and improving the sustainability of iconic areas.

### **3. Relevant Council Resolutions**

Nil.

### **4. Discussion**

Council officers have discussed the impact of high visitation with officers at Byron Shire Council, Blue Mountains City Council, City of Sydney and Randwick Council. The main challenge highlighted across all areas is how to get visitors to contribute to the maintenance of the destination in some way. Bed taxation and user-pays schemes, although beneficial in theory, tend to be difficult to initiate and administer consistently.

This motion presents an opportunity to call on State and Commonwealth Governments to consider a range of revenue raising schemes to reinvest back into iconic Australian destinations, where the impacts and costs associated with high visitation falls directly upon local government and the local community to manage.

A variety of revenue raising options exists such as a Voluntary Collection Agreement (VCA) scheme through Airbnb bookings. Leveraging from Airbnb's high concentration in iconic Australian destinations could offer a simple and efficient method to mandate a national visitor tax, where the impact of visitation can be recouped proportionately to each area for overnight visitors. Such schemes require State and/or Commonwealth Government support.

In addition, the Commonwealth Government could support funding for specific investments aimed at dealing with costs associated with high levels of visitation. Guidelines relating to public place safety mean a number of councils are facing additional costs in this area. In Waverley's case, the Commonwealth Government has already agreed funding for CCTV initiatives, and there appears to be an openness to considering contributions to future investments. It is hoped that a resolution such as the one proposed would support future investments of this nature.

Motions to the LGNSW conference addressing possible State Government action in this area can be considered later in the year.

### **5. Financial impact statement/Time frame/Consultation**

Acceptance of motions close 27 March 2020. Successful motions will be debated at the National General Assembly in Canberra, 14-17 June 2020.

### **6. Conclusion**

It is recommended that Council endorse the draft motion prepared for the Local Government National General Assembly 2020 and continue to advocate for State and Federal support to protect local amenity from the effects of high visitation.

### **7. Attachments**

1. NGA Motion Proposal - Waverley Council 2020 [↓](#)

National General Assembly - 2020

<p><b>State:</b> NSW  <b>Council:</b> WAVERLEY COUNCIL  <b>Council Contact:</b> TBC  <b>Positon:</b> TBC</p>	<p>Cnr Paul Street &amp; Bondi Road                  Bondi Junction 2022                  02 9083 8199</p>
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**Motion**

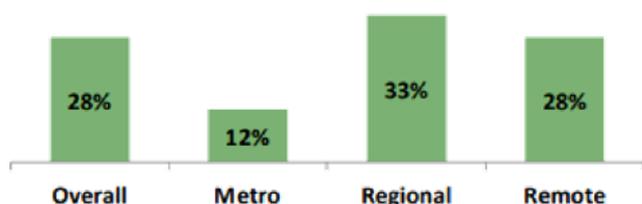
That the National General Assembly calls on the State and Commonwealth Governments to effectively support iconic Australian destinations by exploring revenue raising initiatives that can be efficiently administered and reinvested into the sustainability of these areas.

**National Objective**

Australia is rich in natural beauty, with many of its iconic scenic locations renowned across the world. Destinations such as Bondi Beach, Noosa, Byron Bay, Sydney Opera House, Blue Mountains and Uluru are used frequently by State and Commonwealth Governments in their outward promotional campaigns, which result in millions of visitors annually.

However, the impact of this visitation falls directly on Local Governments managing these areas, which in turn, compromise a range of local amenities available to residents. Additional visitation is impacting open spaces, waste management, traffic and parking and in some cases providing little economic return. Further to this, a 2017 study highlighted only one in three councils received a government grant or financial assistance for tourism related initiatives (DMB consultants; 2017).

**RECEIVED GOVERNMENT GRANTS FOR TOURISM 2015/16**



Risk and safety is also a growing concern with vast amounts of money invested in safety messaging, mitigation and management, especially on coastal routes. International tourism’s strong growth is forecast to increase by 56.4% from 9.4 million visitors to 14.6 million between 2018–19 and 2028–29 (Destination NSW). With visitation set to rise, especially in Metro areas, investment in maintenance, protection and enhancement is required if these destinations are to continue to contribute to the national economy.

This motion presents an opportunity to State and Commonwealth Governments to consider a range of revenue raising schemes to reinvest back into iconic Australian destinations, where the impacts and costs associated with high visitation falls directly upon local government and the local community to manage.

Airbnb could present a simple opportunity for State and Commonwealth Governments to mandate a national Voluntary Collection Agreement (VCA), where the impact of high overnight visitation can be recouped efficiently and proportionately to each area.

**Summary of Key Arguments (300)**

High visitation; Bondi 2.9 million / Blue Mountains 4.3 million (Destination NSW)

All areas have a strong commitment to sustainability and are searching for ways and means to collect contributions from visitors in some way.

National General Assembly - 2020

**Growth of over 50% in listed Airbnb Sydney rentals since 2016, with growth forecast to continue.**

**Sydney Metropolitan (100% of all Airbnb's in Sydney)**

36,662 = No. of Airbnb's listed

22,918 = 62.5% = Dwellings listed on Airbnb are entire dwellings

13,217 = 36.1% = Hosts with multiple listings

5.23 million = Total population (2018)

1.85 million = Total dwellings (2016)

**Waverley (15% of all Airbnb's in Sydney)**

5,467 = No. of Airbnb's listed

3,626 = 66.3% = Dwellings listed on Airbnb are entire dwellings

1628 = 29.8% = Hosts with multiple listings

74 114 = Total population (2018)

31,564 = Total dwellings (2016)

**City of Sydney (25.2% of all Airbnb's in Sydney)**

9,241 = No. of Airbnb's listed

5,938 = 64.3% = Dwellings listed on Airbnb are entire dwellings

4090 = 44.3% = Hosts with multiple listings

240,229 = Total population (2018)

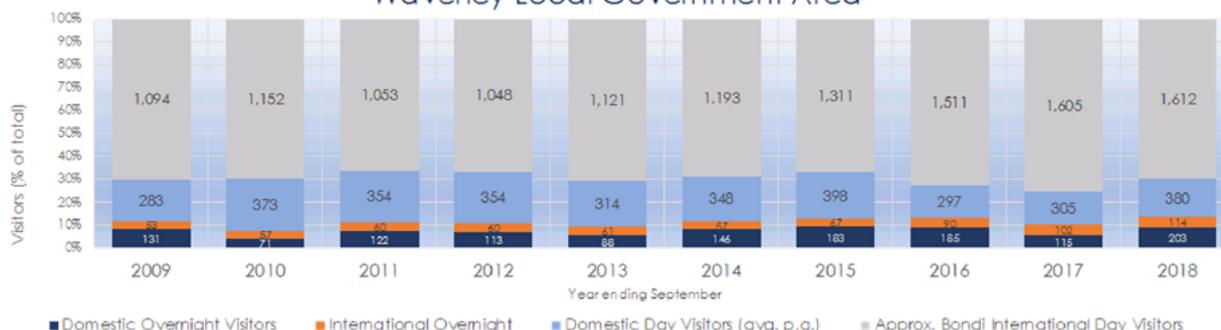
110,034 = Total dwellings (2016)

**Low economic return**

- Waverley Council hosts a range of free flagship Sydney events that do not necessarily result in strong economic returns i.e. Festival of the Winds and Sculptures by the sea.

- A high value visitor is generally classified as an overnight visitor. Overnight visitors tend to spend three times more money locally as part of their trip. 70% of visitors to Waverly are international visitors. However, only 5% are overnight (see below; Destination Marketing Store, 2019)

Visitation Overview by Visit Type  
Waverley Local Government Area



## NOTICE OF MOTION CM/8.1/20.03



**Subject:** RESCISSION MOTION - PD/5.3/20.03 - 40 km/h Speed  
Limit Changes - Consultation Outcomes

**TRIM No:** A18/0579

**Submitted by:** Councillor Goltsman  
Councillor Burrill  
Councillor Kay

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### MOTION:

That resolution PD/5.3/20.03 – 40 km/h Speed Limit Changes – Consultation Outcomes, passed at the Strategic Planning and Development Committee meeting on 3 March 2020, be rescinded.

### Background

This matter was last considered by Council at the Strategic Planning and Development Committee Meeting on 3 March 2020. Subsequent to the meeting, before 10 am the next day, Crs Goltsman, Burrill and Kay submitted a notice of motion to rescind the decision and foreshadowed the following motion:

That Council:

1. Receives and notes the summary of community feedback attached to this report (Attachment 1) and further notes this does not provide a conclusive result.
2. Further advertises the proposed 40 km/h zone and traffic calming measures, and highlights the potential impacts to residents and road users.
3. Undertakes further community consultation, including presentations to all Precincts in order to provide a conclusive result.
4. Officers consult with the NSW Police to ensure that they agree to fully enforce the new speed limit, if it is implemented.
5. Officers consult with Sydney Buses to establish the impacts of the new speed limit to their services, noting that if implemented south of Bondi Road, the reduced speed limit of 40 km/h and associated traffic calming measures would likely be extended to the whole of the Waverley local government area.
6. Requests Transport for NSW to extend the \$500,000 funding for the 2019–20 financial year into the next year 2020–21, and that this be subject to Council's considerations of the further consultation.
7. Receives a further report following the above actions.

BELOW IS A MINUTE EXTRACT FROM THE STRATEGIC PLANNING AND DEVELOPMENT COMMITTEE MEETING HELD ON 3 MARCH 2020:

**PD/5.3/20.03                    40 km/h Speed Limit Changes - Consultation Outcomes (A18/0579)**

*Cr Wy Kanak declared a less than significant non-pecuniary interest in this item, and informed the meeting that he lives in Park Parade.*

**MOTION / DECISION**

Mover:        Cr Masselos  
Seconder:    Cr Copeland

That Council, in relation to the 40 km/h speed limit change project:

1.     Receives and notes the summary of community feedback attached to this report (Attachment 1).
2.     Endorses the recommended traffic calming measures identified in Attachment 2 to this report.
3.     Proceeds to detailed design of the recommended traffic calming measures, with a report to be considered by the Traffic Committee before proceeding to procurement for the construction phase.

**Division**

**For the Motion:**            Crs Copeland, Keenan, Lewis, Masselos, Wakefield and Wy Kanak.

**Against the Motion:**      Crs Betts, Burrill, Goltsman, Kay and Nemesh.

*Subsequent to the meeting, before 10 am the next day, a notice of motion to rescind this decision was lodged with the General Manager. The rescission motion will be considered at the March Council meeting.*

**NOTICE OF MOTION**  
**CM/8.2/20.03****Subject:** Water Tank Rebate Scheme**TRIM No:** A06/2074**Submitted by:** Councillor O'Neill  
Councillor Masselos**MOTION:**

That Council:

1. Investigates:
  - (a) The introduction of a Water Tank Rebate Scheme available to all ratepayers, residents and businesses of rateable properties in the local government area.
  - (b) The budgetary implications, and identifies options for how this rebate may be funded by Council.
2. Officers provide a report to Council for consideration.

*This item was deferred from the Council Meeting on 18 February 2020.*

**Background**

NSW is experiencing its most devastating drought in recorded history. Currently, level 1 water restrictions are in place in Sydney, with severe restrictions to be applied from the 10 December 2019.

More than 85% of Greater Sydney's water supply relies on rain. This means that our water is in short supply during prolonged droughts. Water restrictions limit how and when we use drinking water outdoors. While NSW is experiencing below average rainfall, as a coastal council, the Eastern Suburbs get above the State average for rainfall at roughly 170% above the State average.

While during the millennial drought the State Government initiated a state-wide water tank rebate scheme, along with other initiatives including a washing machine rebate scheme and a shower head replacement scheme, no such initiatives have been led by the current State Government.

Such a scheme will help ratepayers transition to more sustainable reuse of rain water, and decrease ratepayer's reliability on potable water.

If we all do our bit and save a little, together we'll make a big difference.

**General Manager's comment**

This analysis and report could be completed. Sydney Water offered a rebate for rainwater tanks from 1 July 2007 until 30 June 2011 to Sydney residents.

**George Bramis**

**Acting Director, Planning, Environment and Regulatory**

## NOTICE OF MOTION CM/8.3/20.03



**Subject:** Murriverie Road, North Bondi - 15 Minute Parking

**TRIM No:** A02/0637

**Submitted by:** Councillor Lewis

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### MOTION:

That Council installs a 15 minute parking zone for one car spot on the southern side of Murriverie Road, North Bondi, west of Glenayr Avenue.

*This item was deferred from the Council Meeting on 18 February 2020.*

### Background

There is a small but vibrant shopping precinct on and around the corner of Murriverie Road, and Glenayr Avenue, North Bondi. The rejuvenation of the precinct has been assisted by the success and expansion of the café on the eastern corner. As a result, local residents needing to access the chemist on the corner and the other shops have difficulty getting short-term parking; in particular, to pick up scripts. Installing a 15 minute spot will allow residents better access to the local retailers.

### General Manager's comment

Whilst officers believe this request has merit, it conflicts with a school bus stop that operates from 7.30 to 9.30 am on school days. For this reason, it would be advisable to have the 15 minute parking after 9.30 am. This would also better facilitate parking for visitors to the chemist.

Officers propose that a 5.5 m 15 minute parking zone is installed from the No Stopping sign on Murriverie Road at Mitchell Street. Time restrictions to be 9.30 am to 8.00 pm, Monday to Friday, and 8.30 am to 12.30 pm, Saturday.

If Council endorse this motion, it is essential that we consult with the local business community prior to making parking changes. We would be notify property owners and business at 1 and 2 Mitchell Street and at 1-3, 4, 5, and 7 Glenayr Avenue about the proposal to install the 15 minute parking. The chemist is a tenancy within 1 Mitchell Street.

The required next steps of the proposal would be:

1. Consult State Transit regarding bus stop usage.
2. Prepare concept plan for notification
3. Distribute notifications to property owners and tenants (allow two weeks for responses as property owners are contacted by mail).
4. Review responses.

5. Prepare report for Waverley traffic committee.
6. Approval by Council.

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

## NOTICE OF MOTION CM/8.4/20.03



WAVERLEY  
COUNCIL

**Subject:** Waverley Cenotaph - Indigenous Commemorative Plaque

**TRIM No:** A04/0553

**Submitted by:** Councillor Wy Kanak  
Councillor Copeland

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### MOTION:

That:

1. Council reserves the currently blank southern face of the Waverley Cenotaph for an engraving/plaque that in plain and direct language commemorates the brave and fallen Aboriginal warriors who were First Nation freedom fighters in the colonial skirmishes and battles during the Frontier Wars.
2. The language, design and ceremonial affixing of such a plaque be done with community consultation, cultural protocols and in conjunction with First Nation owner descendants and Aboriginal organisations, including the La Perouse Local Aboriginal Land Council and Land Council networks.

*This item was deferred from the Council Meeting on 18 February 2020.*

### Background

Discussion of what is known as the Frontier Wars—a term for battles and ‘skirmishes’ between First Nation Peoples resisting invasion and displacement from their traditional country—is receiving more community focus as our country moves towards marking Lieutenant (‘Captain’) Cook’s claiming of parts of the east coast of Australia for the English King George III, and the subsequent historical association of Australia’s First Nations Peoples with a colonial agenda that would bring on battles for our people to protect and maintain Aboriginal Torres Strait Islander land, waters and sky.

A Sydney traditional owner descendant elder effectively spoke of commemorating the fallen from these battles as part of the ceremonial sand and soil gathering in Waverley as part of our community’s contribution to commemorating the First World War and the ANZACS, and the redesigned Hyde Park War Memorial section receiving and storing those sand and soil gatherings.

### General Manager’s comment

This notice of motion relates to a proposal to commemorate Aboriginal warriors lost during the Frontier Wars, and to the existing Waverley Soldier’s Memorial.

The Soldier’s Memorial was unveiled in 1918 to honour Australians killed in World War I. It has been added to since that time to recognise those who have fought and died in subsequent conflicts. In 2018, to commemorate the 100<sup>th</sup> anniversary of the end of World War I, a plaque was added that included the following words: ‘On the 100 year commemoration of the end of World War I, we pay our respects to all who have fought and died in all forms of conflict.’

The issue of specific recognition of 'Aboriginal and Islander peoples who resisted invasion of their traditional lands and waters' was considered in the report to Council in relation to the installation of the commemorative plaque. Council officers considered that the wording used that encompassed all who have given their lives in all conflicts would be appropriate for the 100<sup>th</sup> anniversary plaque, rather than wording that singled out a particular series of conflicts.

That is certainly not to say that commemoration of 'the brave and fallen Aboriginal warriors who were First Nation freedom fighters in the colonial skirmishes and battles during the Frontier Wars' should not occur. On the contrary, the frontier wars are an important part of Australia's history. The questions are rather around what, where and in what form a commemorative memorial is appropriate, and how any memorial affects existing commemorative memorials. Staff are also aware of other proposals being discussed in the community for recognition within the Memorial Gardens.

The Memorial Garden area in Waverley Park is a prominent area for the recognition of those who have fought in and given their lives in conflict. Should Council and the community wish now to commemorate those lost during the Frontier Wars, the Gardens are likely to be an appropriate location.

Examining the commemoration of Aboriginal warriors lost during the Frontier Wars is an initiative that sits comfortably within the framework of the Reconciliation Action Plan recently adopted by Council. There are a number of stakeholders likely to have views on the specific proposal suggested in the notice of motion. As noted in the motion, First Nation owner descendants and Aboriginal organisations, including the La Perouse Local Aboriginal Land Council and Land Council networks, would be groups with an important view. In addition, groups such as the Returned Services League (RSL) who have a role as 'community custodians' for the commemoration of those who have fought and fallen in conflicts, would also have an important voice in how any commemoration can be appropriately given effect to, particularly within the context of the existing cenotaph.

Given the likelihood of stakeholder interest and input, it is suggested that Council may wish to consider being less specific as to the precise placement of the plaque on the cenotaph, and instead resolve to seek to incorporate an appropriate commemorative memorial within the Memorial Gardens. This could then be developed in consultation with the appropriate stakeholders, including those noted in clause 2 of the notice of motion and representatives of the RSL.

**Ross McLeod**  
**General Manager**

## NOTICE OF MOTION CM/8.5/20.03



**Subject:** Cultural Bushfire Control Strategies

**TRIM No:** A02/0424

**Submitted by:** Councillor Wy Kanak  
Councillor Copeland  
Councillor Keenan

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### MOTION:

That Council:

1. Supports First Nation elders and bushfire cultural control strategists being involved in creating future bushfire management strategies that acknowledge and implement traditionally-based 'cultural cool burning' techniques as part of broader bushfire management regimes.
2. Makes a submission to the NSW and Federal inquiries and any other bushfire-discussion-related matters requesting that First Nation elders and bushfire cultural control strategists be involved in creating future Australian bushfire management strategies.
3. Through the peak body Local Government NSW, lends its support to Aboriginal burning-off practices combined with Rural Fire Service Aboriginal community volunteer training, such as occurred recently at the NSW south coast Shire of Eurobodalla.

*This item was deferred from the Council Meeting on 18 February 2020.*

### Background

Amid the tragedy and compassion of this 2019–2020 summer bushfire season, the sovereignty and knowledge of First Nations Peoples needs to be respected and implemented in ongoing fire management practices across the Australian landscape.

It is interesting to observe that this severe bushfire summer is devastating our country on the eve of the colonial invasion 250 years ago, interrupting our people's ancient cultural and spiritual connection to country. It is time to reassess and integrate our First Nation's wisdom.

### General Manager's comment

As the Waverley local government area is not in a mapped bushfire-prone area and has limited bushfire expertise within the organisation, Council is not in a position comment on this matter from a technical perspective.

However, it seems logical that traditional knowledge could be used constructively within bushfire management approaches. If Council chooses to support this motion as an advocacy position, staff will take the action as resolved.

Staff note that Waverley's remnant and native bushland may require occasional burning to regenerate. If this approach becomes necessary, undertaking cool burns using the knowledge of First Nation elders would assist in maintaining and improving the ecological condition of our remaining remnant areas.

**Ross McLeod**  
**General Manager**

## NOTICE OF MOTION CM/8.6/20.03



**Subject:** Arts Funding and Cultural Recognition

**TRIM No:** A10/0818

**Submitted by:** Councillor Copeland  
Councillor Keenan  
Councillor Wy Kanak

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### MOTION:

That Council:

1. Notes the recent decision by the Federal Government to remove Arts from the naming of the Federal Infrastructure, Transport, Regional Development and Communications department.
2. Writes to Prime Minister, Scott Morrison; the Minister for Communications and Cyber Safety and Arts, Paul Fletcher; the Shadow Minister for the Arts, Tony Burke; and Greens Arts portfolio-holder Sarah Hanson-Young, to request that the Federal Government:
  - (a) Reinstates the Federal Arts portfolio.
  - (b) Enhances and promotes the role of culture in all its forms.
  - (c) Increases funding to the cultural sector across Australia.

### Background

Waverley Council has a proud history of valuing and supporting the arts and the arts community through its many artistic programs such as Bondi Wave, Waverley Art Prize, Waverley Youth Art Prize, Sculpture by the Sea to name some of the more prominent events. Making art provides opportunities for people to develop their creative talent, fosters social inclusion and social cohesion.

Waverley Woollahra Art School (WWAS) teaches many local students and the community. As well, Council's Bondi Pavilion pottery studio runs courses for the community. Both WWAS & Bondi Pavilion have a significant School Holiday program for kids art.

Art celebrates Australian creativity & cultural heritage, particularly our first nation's cultural heritage. Australia's international reputation is enhanced through our international artists, musicians and actors. Significant tourism and economic benefits flow to the Australian economy because of many Australian artistic events. The cultural sector contributes more than \$100 billion annually to the economy and employs more people than the mining sector. Visits to libraries, art galleries, and museums play a significant part in tourism and cultural appreciation.

### General Manager's comment

While this proposed notice of motion relates to Commonwealth Government department naming and decision-making rather than directly to Council programs, an increase in funding for the cultural sector

would likely be welcome and might assist Council activities depending on where it was directed. Council officers can write the letter as outlined in the notice of motion should the motion be supported.

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

## NOTICE OF MOTION CM/8.7/20.03



**Subject:** Waverley Cenotaph - Battle of Crete

**TRIM No:** A04/0553

**Submitted by:** Councillor Lewis

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### MOTION:

That Council investigates and reports back on installing a plaque on the Waverley Cenotaph to honour and recognise the connection between Waverley residents who fought and died in the Battle of Crete. The report will include costings for the preparation and installation should Council proceed with the installation of the plaque.

### Background

A number of Waverley residents fought and died in the important World War II Battle of Crete and the Greek Campaign. ANZAC soldiers were at the forefront of these battles. The Joint Committee for the Commemoration of the Battle of Crete and the Greek Campaign has done significant research and has identified a number of local residents who fought and died in these campaigns. The Cenotaph currently has a space which could be utilised for the plaque. A plaque commemorating the Battle of Crete is a fitting memorial to our residents who took part and for those who lost their lives defending our freedom.

### General Manager's comment

This notice of motion relates to a proposal to commemorate the WWII battle of Crete and the Greek Campaign, and to the existing Waverley Soldier's Memorial.

The Soldier's Memorial was unveiled in 1918 to honour Australians killed in World War I. It has been added to since that time to recognise those who have fought and died in subsequent conflicts. In 2018, to commemorate the 100<sup>th</sup> anniversary of the end of WWI, a plaque was added that included the following words: 'On the 100 year commemoration of the end of World War I, we pay our respects to all who have fought and died in all forms of conflict.'

As with the earlier notice of motion to recognise Aboriginal warriors lost during the frontier wars, questions around what, where and in what form a commemorative memorial is appropriate, and how any memorial affects existing commemorative memorials arise. To date, the Cenotaph specifically has not been used to commemorate specific battles.

The Memorial Garden area in Waverley Park is a prominent area for the recognition of those who have fought in and given their lives in conflict. Should Council and the community wish now to commemorate the specific WWII Battle of Crete and the Greek Campaign, the Gardens are likely to be an appropriate location.

As with other proposals, there are a number of stakeholders likely to have views on the specific proposal suggested in the notice of motion. In particular, groups such as the Returned Services League (RSL) who have a role as 'community custodians' for the commemoration of those who have fought and fallen in

conflicts, would likely have important views in how any commemoration can be appropriately given effect to, particularly within the context of the existing Cenotaph. In addition to considering adding to the Cenotaph, there may be other ways of commemorating the campaign within the Gardens that are considered more appropriate.

Given the likelihood of stakeholder interest and input, it is suggested that Council may wish to consider being less specific as to the precise placement of the plaque on the Cenotaph, and instead resolve to seek to incorporate an appropriate commemorative memorial within the Memorial Gardens. This could then be developed in consultation with the appropriate stakeholders, particularly representatives of the RSL.

**Ross McLeod**  
**General Manager**

## NOTICE OF MOTION CM/8.8/20.03



**Subject:** Red Flag Day

**TRIM No:** A19/0767

**Submitted by:** Councillor Goltsman  
Councillor Burrill

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### MOTION:

That Council endorses, in principle, and subject to standard Council assessment, the Lokahi Foundation awareness 'Red Flag' event proposed to take place at Bondi Beach from 6.30 am–10.30 am on 4 December 2020.

### Background

In Australia, one woman a week loses her life to domestic abuse, and that is too high a statistic to ignore. It takes a woman, on average, seven attempts to leave an abusive relationship before she decides to leave for good. Some victims may not yet be ready to end the cycle of abuse, others may not even know that they are in an abusive relationship. To end this cycle, it is paramount to be aware of the different 'red flags' of abuse—the physical *and* the non-physical.

The Lokahi Foundation provides a wide range of support services for women who have been victims of domestic and family abuse. Their experienced caseworkers deliver ongoing support that is designed to help survivors regain their freedom and independence, with support continuing for as long as each individual need it. The Lokahi Foundation is focused on helping domestic violence victim-survivors in the Eastern Suburbs by allocating case workers that can support the families escaping abuse and empower them to move forward and reclaim their lives.

On Friday, 4 December 2020, as part of 16 days of activism, the organisation proposes holding a day to rally support from the Eastern Suburbs community to support and help domestic abuse victims and survivors—Red Flag Day. The Red Flag symbolises an action to raise a warning of a potentially dangerous, manipulative situation and to highlight and recognise the signs of domestic abuse, including physical, financial and emotional abuse.

#16daysofactivism is an international campaign co-ordinated by the Centre for Women's Global Leadership to raise awareness of gender-based violence commencing on 25 November, which marks the International Day for the Elimination of Violence Against Women, and ending on 10 December, Human Rights Day. This is a chance for Council to host an impactful event during the #16days.

The first Friday in December will support and raise awareness of the 'red flags' that can often be identified in abusive relationships, as we take 'hostage' of Bondi Beach for a four-hour period from 6.30 am–10.30 am.

The high traffic southern corner of Bondi Beach will be a 'sea' of red flags during the morning and passers-by, media and high profile public figures/celebrities will be invited to come down and 'release' the beach by way of buying a 'red flag' to support victim-survivors of Domestic Abuse. The 'release' of Bondi will see flags taken away, as way of a donation, until the beach is clear of the red flags and 'virtual' abuse.

The aim is to have each and every one of these flags removed from the beach, thereby symbolising our collective action as a community to eliminate domestic abuse. Each flag will also have a domestic abuses statistic or a 'red flag warning' printed on it, so the flags can be an indication of our continuous efforts of increasing awareness of the different warning signs/red flags of domestic abuse.

**General Manager's comment**

Council officers support exploring the feasibility of the event being conducted as generally proposed. If the event is deemed to be high impact, a report would come to Council for consideration that outlines the details of the event. Otherwise, Council officers can work with the event organiser, should Council endorse the event as part of this notice of motion. It should be noted that Council's adopted fees and charges in the Operational Plan state that applications for proposed events to be conducted on the sand at Bondi Beach in the months of January and December are not considered. Accordingly, there is no event fee fixed for such events and this would need to be considered as part of the event assessment and potential approval.

**John Clark**

**Director, Customer Service and Organisation Improvement**

## NOTICE OF MOTION

### CM/8.9/20.03



**Subject:** Spring Street Cycleway and Streetscape Construction - Stage 3

**TRIM No:** A14/0193

**Submitted by:** Councillor Kay  
Councillor Burrill

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#### MOTION:

That Council:

1. Notes that Stage 2 works of the Bondi Junction Cycleway project is close to completion in Spring Street (west), between Denison Street and Newland Street, and that works have been delayed from the anticipated completion timing of February 2020.
2. Notes that, when Stage 2 works in Spring Street (west) is complete, Stage 3 works will then commence in Spring Street (east), between Newland Street and Bronte Road, with 'Stage 3A' starting on the south side of Spring Street, followed by 'Stage 3B' on the north side, and that an official start date for Stage 3 works of Saturday 14 March has now been announced, depending on the weather.
3. Notes that Stage 3 is the critical area of Spring Street with major impacts on businesses, residents, vehicles and pedestrians during the construction period, estimated by the project team to take around six months, depending on the weather and unforeseen circumstances.
4. Officers urgently organise the preparation of a comprehensive Construction Pedestrian and Vehicle Plan of Management for each stage of the construction works ('stages 3A and 3B') which includes the following:
  - (a) Parking Plan (on-street and off-street), to include drop off/pick up locations, the community bus zone (and that the plan acknowledges that the zone will be returned to Spring Street at the earliest opportunity during the works), mobility parking, short term parking, loading and truck zones, and the use of Bronte Road for temporary parking.
  - (b) Loading/Unloading Strategy for trucks and delivery vehicles in Spring Street and the use of the Oxford Street mall.
  - (c) Safe Pedestrian/Vehicle Movement and Access Plan, including but not limited to the following:
    - (i) pedestrian access to/from the Medical Centre, Easts, the Eastgate Centre, and other busy businesses in Spring Street (east), including the steep slope on the southern Spring Street footpath at the Bronte Road intersection.
    - (ii) ensuring a safe, accessible pedestrian path of travel along the footpaths that is not unduly impacted by site barriers and crossing Spring Street, noting the high density of pedestrian traffic on the south side of Spring Street (east).

- (iii) traffic flow management, including construction vehicles and vehicles exiting the Coles Loading Dock.
5. Ensures that the contractor Ford Civil minimises undue impacts to businesses during the Stage 3 construction period as much as possible by identifying the best times and approaches for noisy and disruptive works to be performed through consultation with key business owners (e.g. Easts, Medical Centre, Eastgate Centre management, and others), and that these processes be supported by Council officers.
  6. Officers investigate improved ways to consult, notify and receive feedback from the impacted community, including a project engagement list, by which interested parties can log their email address and/or mobile number and receive notifications of project progress.
  7. Publicises a summary of the above comprehensive Construction Pedestrian and Vehicle Plan of Management in local media, social media, on Council's website, and via other communication channels, and arranges its distribution to business owners and residents directly impacted by works in Spring Street (east), including Bronte Road (between Oxford Street and Ebley Street) and as appropriate.
  8. Receives an initial progress report for Stage 3 works at the May 2020 Operations and Community Services Committee meeting.

### **Background**

Stage 2 of the Bondi Junction Cycleway project hit several problems that unduly affected pedestrians, customers, businesses, traffic movement, access to residential property, and on-street parking, plus unforeseen problems (e.g. impacts to stormwater and gas pipes) and inclement weather created delays.

Lessons from this stage should be acknowledged and inform the Stage 3 project planning, as Council and their contractor Ford Civil embark on the next stage of works.

### **General Manager's comment**

Lessons from project works to date are being captured through project debriefing between the contractor and Council. Officers are able to accommodate the requests for action within the notice of motion. It is important to note that staff are currently finalising the Pedestrian and Vehicle Plan of Management for Stage 3 works and are able to circulate to Councillors once complete. Staff advise it would be more appropriate to circulate a summary version of the document for consultation purposes, as minor changes can be made in order to accommodate issues raised on site. For this reason, this level of detail in a plan is not advised for circulation. A progress report can be prepared. However, it would be beneficial for both Councillors and officers to prepare a progress report in June 2020 rather than May 2020. This will be around the 50% Stage 3 work completion milestone.

**Emily Scott**

**Director, Community, Assets and Operations**

**URGENT BUSINESS**  
**CM/10/20.03****W A V E R L E Y**  
COUNCIL

**Subject:** Urgent Business

**Author:** Ross McLeod, General Manager

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In accordance with clause 9.3 of the Waverley Code of Meeting Practice, business may be considered at a meeting of Council even though due notice of the business has not been given to councillors. However, this can happen only if:

1. The business to be considered is ruled by the chair to be of great urgency on the grounds that it requires a decision by Council before the next scheduled ordinary meeting of Council, and
2. A motion is passed to have the business considered at the meeting.

Such a motion can be moved without notice.

Only the mover of the motion can speak to the motion before it is put. A motion to have urgent business transacted at the meeting requires a seconder.

For business to be considered urgent, it must require a decision by Council before the next scheduled ordinary meeting of Council.

The mover of the motion must, when speaking to the motion, explain why he or she believes it requires a decision by Council before the next scheduled ordinary meeting of Council.

**CLOSED SESSION**  
**CM/11/20.03**

**Subject:** Moving into Closed Session  
**Author:** Ross McLeod, General Manager

**WAVERLEY**  
COUNCIL

**RECOMMENDATION:**

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:

CM/11.1/20.03 CONFIDENTIAL REPORT - Bondi Pavilion Restoration and Conservation Project - Temporary Relocation of Facilities during Construction Phase

This matter is considered to be confidential in accordance with section 10A(2)(g) 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 advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege.

CM/11.2/20.03 CONFIDENTIAL REPORT - Tamarama Surf Life Saving Club - Building Upgrade Project

This matter is considered to be confidential in accordance with section 10A(2)(g) 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 advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege.

2. Pursuant to section 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*.

**Introduction/Background**

In accordance with section 10A(2) of the Act, Council may close part of its meeting to deal with business of the following kind:

- (a) Personnel matters concerning particular individuals (other than councillors).
- (b) Personal hardship of any resident or ratepayer.
- (c) Information that would, if disclosed, confer a commercial advantage on a person with whom Council is conducting (or proposes to conduct) business.

- (d) Commercial information of a confidential nature that would, if disclosed:
  - (i) Prejudice the commercial position of a person who supplied it: or
  - (ii) Confer a commercial advantage on a competitor of Council;
  - (iii) Reveal a trade secret.
- (e) Information that would, if disclosed, prejudice the maintenance of law.
- (f) Matters affecting the security of Council, Councillors, Council staff and Council property.
- (g) Advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the grounds of legal professional privilege.
- (h) Information concerning the nature and location of a place or an item of Aboriginal significance on community land.
- (i) Alleged contraventions of any Code of Conduct requirements applicable under section 440.

It is my opinion that the business listed in the recommendation is of a kind referred to in section 10A(2) of the *Local Government Act 1993* and, under the provisions of the Act and the *Local Government (General) Regulation 2005*, should be dealt with in a part of the meeting that is closed to members of the public and the media.

Pursuant to section 10A(4) of the Act and clauses 14.9–14.10 of the Waverley Code of Meeting Practice, members of the public may make representations to the meeting immediately after the motion to close part of the meeting is moved and seconded, as to whether that part of the meeting should be closed.

## **RESUMING IN OPEN SESSION CM/12/20.03**



**WAVERLEY**  
COUNCIL

**Subject:** Resuming in Open Session  
**Author:** Ross McLeod, General Manager

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### **RECOMMENDATION:**

That Council resumes in open session.

### **Introduction/Background**

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