



W A V E R L E Y  
COUNCIL

## COUNCIL MEETING

A meeting of WAVERLEY COUNCIL will be held at Waverley Council Chambers,  
Cnr Paul Street and Bondi Road, Bondi Junction at:

**7.00 PM, TUESDAY 18 OCTOBER 2022**

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

Emily Scott  
**General Manager**

Waverley Council  
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Bondi Junction NSW 1355  
DX 12006 Bondi Junction  
Tel. 9083 8000  
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## **Statement of Ethical Obligations**

Councillors are reminded of their oath or affirmation of office made under section 233A of the Act and their obligations under Council's code of conduct to disclose and appropriately manage conflicts of interest.

## **Live Streaming of Meetings**

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

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



## AGENDA

### PRAYER AND ACKNOWLEDGEMENT OF INDIGENOUS HERITAGE

The General Manager will 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 will 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.*

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## **9. Questions with Notice**

Nil

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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/11.1/22.10 CONFIDENTIAL REPORT - Shop 1, 276-278 Bronte Road, Waverley - Lease

CM/11.2/22.10 CONFIDENTIAL REPORT - Bronte House Gardening and Horticultural Services Tender - Negotiation Phase Outcome

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## **13. Meeting Closure**

## **OBITUARIES CM/3/22.10**

**Subject:** Obituaries  
**Author:** Emily Scott, 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/5.1/22.10



**Subject:** Confirmation of Minutes - Council Meeting - 20  
September 2022

**TRIM No:** SF21/6063

**Author:** Al Johnston, Governance Officer

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### RECOMMENDATION:

That the minutes of the Council meeting held on 20 September 2022 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 Council meetings must be confirmed at a subsequent meeting of Council, in accordance with section 375 of the *Local Government Act 1993*.

### Attachments

1. Council Meeting Minutes - 20 September 2022 .



**MINUTES OF THE WAVERLEY COUNCIL MEETING  
HELD AT WAVERLEY COUNCIL CHAMBERS, CNR PAUL STREET AND BONDI ROAD, BONDI JUNCTION ON  
TUESDAY, 20 SEPTEMBER 2022**

**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 Ludovico Fabiano	Waverley Ward
Councillor Leon Goltsman	Bondi Ward
Councillor Michelle Gray	Bondi Ward
Councillor Tim Murray	Waverley Ward
Councillor Will Nemesh	Hunter Ward
Councillor Dominic Wy Kanak	Bondi Ward

**Staff in attendance:**

Emily Scott	General Manager
Meredith Graham	Acting Director, Community, Culture and Customer Experience
Sam McGuinness	Acting Director, Planning, Sustainability and Compliance
Tara Czinner	Director, Corporate Services
Richard Sheridan	Acting Director, Corporate Services
Shane Smith	Acting Director, Assets and Operations

*At the commencement of proceedings at 7.00 pm, those present were as listed above, with the exception of Cr Goltsman who arrived at 7.15 pm during obituaries.*

*Crs Burrill, Goltsman and Wy Kanak attended the meeting by audio-visual link.*

*At 9.08 pm, following the vote on item CM/7.7/22.09, the meeting adjourned for a short break.*

*At 9.15 pm, the meeting resumed.*

**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. Leaves of Absence**

**CM/1.1/22.09                      Request for Leave of Absence - Cr Lewis (A03/0029)**

**MOTION / DECISION**

Mover:        Cr Masselos

Seconder:    Cr Keenan

That Council grants Cr Lewis leave of absence from the Council meeting on 20 September 2022.

**CM/1.2/22.09                      Request for Leave of Absence - Cr Kay (A03/0029)**

**MOTION / DECISION**

Mover:        Cr Masselos

Seconder:    Cr Keenan

That Council grants Cr Kay leave of absence from the Council meeting on 20 September 2022.

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

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

**3. Obituaries**

Queen Elizabeth II

Uncle Jack Charles

Uncle Kevin Kelly

*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/7.6/22.09 – Head On Photo Festival 2022 - Fee Waiver.
- 4.2. D Finnimore (on behalf of Bronte Surf Life Saving Club) – CM/7.9/22.09 – Bronte Surf Club and Community Facilities Building Upgrade – Project Update.
- 4.3. G Brownbill - CM/8.4/22.09 - Best Practice Turf.
- 4.4. A Gammo, A Morley and Z Kelley – CM/8.6/22.09 – Wellington Street – Development Impacts on Residents.

#### **ITEMS BY EXCEPTION**

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

Mover: Cr Masselos

Seconder: Cr Keenan

That the recommendations for the following items be adopted as recommended in the business paper:

- CM/5.1/22.09 Confirmation of Minutes – Council Meeting - 16 August 2022.
- CM/5.2/22.09 Confirmation of Minutes – Extraordinary Council Meeting - 23 August 2022.
- CM/5.3/22.09 Confirmation of Minutes – Extraordinary Council Meeting - 30 August 2022.
- CM/7.1/22.09 Acting General Manager.
- CM/7.4/22.09 Complaint Handling Policy.
- CM/7.5/22.09 Annual Venue Hire Grants 2022-23.
- CM/7.6/22.09 Head On Photo Festival 2022 – Fee Waiver.
- CM/7.10/22.09 Waverley Park Play Space Concept Design – Stage 2 Consultation Outcomes.
- CM/7.11/22.09 Bond Beach Lifeguard Tower Surf Camera – Licence – Exhibition.
- CM/7.12/22.09 Tender Evaluation - Williams Park/Bondi Golf Club - Golf Ball Stop Fence.

#### **5. Confirmation and Adoption of Minutes**

**CM/5.1/22.09 Confirmation of Minutes - Council Meeting - 16 August 2022 (SF21/6063)**

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

Mover: Cr Masselos

Seconder: Cr Keenan

That the minutes of the Council meeting held on 16 August 2022 be received and noted, and that such minutes be confirmed as a true record of the proceedings of that meeting.

**CM/5.2/22.09                      Confirmation of Minutes - Extraordinary Council Meeting - 23 August 2022  
(SF21/6063)**

**MOTION / UNANIMOUS DECISION**

Mover:        Cr Masselos  
Seconder:    Cr Keenan

That the minutes of the Extraordinary Council meeting held on 23 August 2022 be received and noted, and that such minutes be confirmed as a true record of the proceedings of that meeting.

**CM/5.3/22.09                      Confirmation of Minutes - Extraordinary Council Meeting - 30 August 2022  
(SF21/6063)**

**MOTION / UNANIMOUS DECISION**

Mover:        Cr Masselos  
Seconder:    Cr Keenan

That the minutes of the Extraordinary Council meeting held on 30 August 2022 be received and noted, and that such minutes be confirmed as a true record of the proceedings of that meeting.

**CM/5.4/22.09                      Adoption of Minutes - Waverley Traffic Committee Meeting - 25 August 2022  
(SF21/6066)**

**MOTION / UNANIMOUS DECISION**

Mover:        Cr Masselos  
Seconder:    Cr Keenan

That Part 1 of the minutes of the Waverley Traffic Committee Meeting held on 25 August 2022 be received and noted, and that the recommendations contained therein be adopted.

Save and except the following:

TC/V.07/22.08 – Hall Street, Bondi Beach – Temporary One-Way Trial.

And that this item be dealt with separately below.

**CM/5.4.1/22.09                      Adoption of Minutes - Waverley Traffic Committee Meeting - 25 August 2022 -  
TC/V.07/22.08 Hall Street, Bondi Beach - Temporary One-Way Trial (A22/0171)**

**MOTION / UNANIMOUS DECISION**

Mover:        Cr Masselos  
Seconder:    Cr Fabiano

That Council:

1. Does not adopt the Traffic Committee's recommendation.
2. In accordance with resolution FC/5.7/22.09, passed at the Finance, Operations and Community Services Committee meeting on 6 September 2022, does not proceed with the Streets as Shared Spaces (SASS) trial at Hall Street, Bondi Beach, also known as Destination Hall Street.



## 6. Mayoral Minutes

### CM/6.1/22.09 Her Majesty Queen Elizabeth II (A02/0017)

#### MOTION

Mover: Cr Masselos

That Council:

1. Expresses its great sadness at the passing of Her Majesty Queen Elizabeth II.
2. Places a book of condolence at the opening of the Bondi Pavilion on Wednesday, 21 September 2022, with it to remain there for the National Day of Mourning on Thursday, 22 September 2022.
3. Sends all messages and books of condolence held by Council to the Department of Prime Minister and Cabinet, to be forwarded to Buckingham Palace.

#### Background

Queen Elizabeth II passed away on 8 September 2022 at the age of 96.

For 70 years, Queen Elizabeth II reigned as Australia's Head of State. During her reign, the Queen visited Australia 16 times and saw more of this country than most Australians, visiting every state and territory.

The Queen consulted with 16 Prime Ministers, and 16 Governors-General served in her name. She was the patron of more than 20 Australian charities and associations.

When visiting Australia in 2002, the Queen said:

'For myself, I thank all Australians...I declare again...that my admiration, affection and regard for the Australian people of Australia will remain, as it has been...constant, sure and true.'

The Department of Prime minister and Cabinet has offered a number of channels for Australians to offer their condolences. People are able to leave an online condolence message or sign a condolence book.

The condolences will be collated and sent to Buckingham Palace. The messages will also be archived by the Commonwealth and may be displayed at its national institutions, such as the National Library of Australia, to form a lasting record of this moment in history.

THE MOVER OF THE MOTION THEN ACCEPTED AN AMENDMENT TO CLAUSE 2 AND THE ADDITION OF A NEW CLAUSE 4.

THE MOTION AS AMENDED WAS THEN PUT AND DECLARED CARRIED UNANIMOUSLY.

#### UNANIMOUS DECISION

That Council:

1. Expresses its great sadness at the passing of Her Majesty Queen Elizabeth II.
2. Places a book of condolence at the Library and at the opening of the Bondi Pavilion on Wednesday, 21 September 2022, with the books to remain there until midday Friday, 23 September 2022.

3. Sends all messages and books of condolence held by Council to the Department of Prime Minister and Cabinet, to be forwarded to Buckingham Palace.
4. Promotes the locations of the condolence books through Council's social media channels.

## 7. Reports

### **CM/7.1/22.09            Acting General Manager (SF21/6084)**

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

Mover:        Cr Masselos

Seconder:    Cr Keenan

That Council:

1. Notes that at its meeting on 1 June 2021, Council delegated to the General Manager, Emily Scott, the functions in accordance with the instrument of delegation to the General Manager also dated 1 June 2021.
2. Appoints Sharon Cassidy to act as General Manager if the General Manager is sick or otherwise absent from work on leave or business, with such appointment to cease upon the return to work of the General Manager or by other resolution of Council.
3. Notes that when acting as General Manager pursuant to this resolution, Sharon Cassidy has all the functions, delegations and sub-delegations given to the General Manager by Council.

### **CM/7.2/22.09            Draft Financial Statements 2021-22 (A21/0527)**

#### **MOTION / DECISION**

Mover:        Cr Masselos

Seconder:    Cr Keenan

That:

1. Council, in relation to the financial statements required by section 413(2)(c) of the *Local Government Act 1993*, resolves that in its opinion the General Purpose Financial Statements, Special Purpose Financial Statements and Special Schedules for the year ending 30 June 2022 attached to the report:
  - (a) Have been properly drawn up in accordance with the the *Local Government Act 1993*, the *Local Government (General) Regulation 2021*, the Australian Accounting Standards and professional pronouncements, and the Local Government Code of Accounting Practice and Financial Reporting.
  - (b) To the best of the Council's knowledge and belief, present fairly the Council's operating result and financial position for the year and accord with the Council's accounting and other records.
2. Council is unaware of any matter that would render the financial statements false or misleading in anyway.
3. The Mayor, Deputy Mayor, General Manager and Responsible Accounting Officer sign:
  - (a) The Statement by Councillors and management for the General Purpose Financial Statements

and Special Purpose Financial Statements on page 7 of the Annual Financial Statements attached to the report.

(b) The Statement by Councillors and management for the Special Purpose Financial Statements on page 3 of the Special Purpose Financial Statements attached to the report.

(c) The financial statements attached to the report.

4. Sends the signed financial statements to Council's auditor for final clearance.
5. Forwards a copy of the audited financial statements to the Office of Local Government.
6. Council gives public notice of the audited financial statements and presents them at a Council meeting, in accordance with sections 418 and 419 of the *Local Government Act 1993*.

**CM/7.3/22.09**

**Investment Portfolio Report - August 2022 (A03/2211)**

**MOTION**

Mover: Cr Murray

Seconder: Cr Fabiano

That Council:

1. Receives and notes the Investment Summary Report for August 2022 attached to the report.
2. Notes that the Acting Director, Corporate Services, as the responsible accounting officer, advises 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.
3. Notes the limited supply of non-fossil fuel and green investments on the market.
4. Notes a temporary suspension of the non-fossil fuel and green investments direction for 90 days until the market is restocked/reassessed and receives an options paper from Council's investment advisor by December 2022 addressing how suitable green investments can be found that comply with the NSW Minister's Investment Order.

THE MOVER OF THE MOTION THEN ACCEPTED THE ADDITION OF A NEW CLAUSE 5.

THE MOTION AS AMENDED WAS THEN PUT AND DECLARED CARRIED UNANIMOUSLY.

**UNANIMOUS DECISION**

That Council:

1. Receives and notes the Investment Summary Report for August 2022 attached to the report.
2. Notes that the Acting Director, Corporate Services, as the responsible accounting officer, advises 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.
3. Notes the limited supply of non-fossil fuel and green investments on the market.

4. Notes a temporary suspension of the non-fossil fuel and green investments direction for 90 days until the market is restocked/reassessed and receives an options paper from Council's investment advisor by December 2022 addressing how suitable green investments can be found that comply with the NSW Minister's Investment Order.
5. Notes that from June 2018 to August 2022, Council has reduced its investment in fossil-fuel-lending authorised deposit-taking institutions from 59% to 16%.

**CM/7.4/22.09                      Complaint Handling Policy (SF22/2811)**

**MOTION / UNANIMOUS DECISION**

Mover:        Cr Masselos  
Seconder:    Cr Keenan

That Council adopts the Complaint Handling Policy attached to the report.

**CM/7.5/22.09                      Annual Venue Hire Grants 2022-23 (A22/0278)**

**MOTION / UNANIMOUS DECISION**

Mover:        Cr Masselos  
Seconder:    Cr Keenan

That Council, in accordance with section 356 of the *Local Government Act* and the Venue Hire Grants Program 2022–23, grants \$29,871.76 in financial assistance to the community organisations and groups as set out in the attachment to the report.

**CM/7.6/22.09                      Head On Photo Festival 2022 - Fee Waiver (A21/0347)**

**MOTION / UNANIMOUS DECISION**

Mover:        Cr Masselos  
Seconder:    Cr Keenan

That Council, in accordance with section 610E of the *Local Government Act 1993*, waives \$48,386.50 (excluding GST) in fees to support Head On Foundation in running the 2022 Head On Photo Festival.

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

**CM/7.7/22.09                      Community Greenhouse Gas Emissions - Net Zero 2035 (A02/0131)**

**MOTION**

Mover:        Cr Masselos  
Seconder:    Cr Keenan

That Council:

1. Notes:
  - (a) Its declaration of a Climate and Biodiversity emergency.

- (b) The implementation of current greenhouse gas reduction actions in Table 1 of the report and outlined in the Environmental Action Plan 2022–2032.
  - (c) The urgency of reducing greenhouse gas emissions and the potential shortfall in Council’s current emissions reduction pathway to achieve net zero community emissions by 2035, which could be assisted by actions in Table 2 of the report.
- 2. Publishes the list of strata energy service consultants attached to the report to support Waverley residents living in apartments to access high-quality advice on energy management and emissions reduction actions.
- 3. Investigates grant and other funding opportunities to increase the scale of Council’s community greenhouse gas reduction programs and receives a report for the December 2022 Council meeting.
- 4. Requests the Mayor to convene a round table in December 2022 with key community and business stakeholders seeking:
  - (a) Their support and contribution for the net zero by 2035 community target.
  - (b) A commitment to the development and implementation of key strategies that will assist in meeting the 2035 target.
- 5. Requests officers to review the existing roadmap and develop it further with more detail and more ambitious timelines to achieve community target of net zero by 2035 by June 2023 as follows:
  - (a) By arranging a series of working groups with expertise in the field of climate science, active transport, solar and battery power infrastructure, electric vehicle (EV) infrastructure, community activists, residents, representatives from state and federal government, Council officers, interested Councillors and other stakeholders (with the first meeting to occur no later than February 2023).
  - (b) The working groups are to:
    - (i) Make recommendations for the further development of the roadmap that incorporates a holistic approach across all relevant aspects of Council’s jurisdiction, including Local Environmental Plan and Development Control Plan amendments, active transport initiatives, EV charging infrastructure, solar on multi-unit dwellings etc.
    - (ii) Consider, specifically, whether the plan will ensure our Council area achieves net zero by 2035, with minimal reliance on carbon offsets.

THE MOVER OF THE MOTION THEN ACCEPTED THE ADDITION OF THE FOLLOWING CLAUSE:

‘Officers invite interested Councillors to an informal workshop as soon as practicable to identify how they can contribute towards achieving our goals and commitments.’

**AMENDMENT**

Mover: Cr Burrill

Seconder: Cr Betts

That the following clause be added to the motion:

‘Considers live streaming the round table event and working groups set out in clauses 4 and 5, and provides a link to these recordings on Council’s website.’

THE AMENDMENT WAS PUT AND DECLARED LOST.

**Division:**

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

**Against the Amendment:** Crs Fabiano, Gray, Keenan, Masselos, Murray and Wy Kanak.

THE MOVER OF THE MOTION THEN ACCEPTED AN AMENDMENT TO CLAUSE 5(a).

THE MOTION AS AMENDED WAS THEN PUT AND DECLARED CARRIED.

**DECISION**

That Council:

1. Notes:
  - (a) Its declaration of a Climate and Biodiversity emergency.
  - (b) The implementation of current greenhouse gas reduction actions in Table 1 of the report and outlined in the Environmental Action Plan 2022–2032.
  - (c) The urgency of reducing greenhouse gas emissions and the potential shortfall in Council's current emissions reduction pathway to achieve net zero community emissions by 2035, which could be assisted by actions in Table 2 of the report.
2. Publishes the list of strata energy service consultants attached to the report to support Waverley residents living in apartments to access high-quality advice on energy management and emissions reduction actions.
3. Investigates grant and other funding opportunities to increase the scale of Council's community greenhouse gas reduction programs and receives a report for the December 2022 Council meeting.
4. Requests the Mayor to convene a round table in December 2022 with key community and business stakeholders seeking:
  - (a) Their support and contribution for the net zero by 2035 community target.
  - (b) A commitment to the development and implementation of key strategies that will assist in meeting the 2035 target.
5. Requests officers to review the existing roadmap and develop it further with more detail and more ambitious timelines to achieve community target of net zero by 2035 by June 2023 as follows:
  - (a) By arranging a series of working groups with expertise in the field of climate science, active transport, solar and battery power infrastructure, electric vehicle (EV) infrastructure, community activists, residents, representatives from state and federal government, Council officers, interested Councillors, First Nations custodians and other stakeholders (with the first meeting to occur no later than February 2023).
  - (b) The working groups are to:
    - (i) Make recommendations for the further development of the roadmap that incorporates a holistic approach across all relevant aspects of Council's jurisdiction, including Local Environmental Plan and Development Control Plan amendments, active transport

initiatives, EV charging infrastructure, solar on multi-unit dwellings etc.

- (ii) Consider, specifically, whether the plan will ensure our Council area achieves net zero by 2035, with minimal reliance on carbon offsets.

- 6. Officers invite interested Councillors to an informal workshop as soon as practicable to identify how they can contribute towards achieving our goals and commitments.

**Division:**

**For the Motion:** Crs Betts, Burrill, Fabiano, Goltsman, Gray, Keenan, Masselos, Murray, Nemesh and Wy Kanak.

**Against the Motion:** Nil.

**CM/7.8/22.09                      Electric Vehicle Chargers in Waverley Library Car Park (A11/0853)**

**MOTION**

Mover: Cr Murray

Seconder: Cr Gray

That Council:

- 1. Treats the attachment to the 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. Subject to technical constraints, enters into a licence agreement with Tesla to install six electric vehicle ultra-fast chargers in the Waverley Library car park, as set out in the attachment to the report.
- 3. Authorises the General Manager or delegate to complete negotiations and execute all necessary documentation to finalise the matter.

THE MOVER OF THE MOTION THEN ACCEPTED THE ADDITION OF NEW CLAUSES 4 AND 5.

THE MOTION AS AMENDED WAS THEN PUT AND DECLARED CARRIED UNANIMOUSLY.

**UNANIMOUS DECISION**

That Council:

- 1. Treats the attachment to the 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. Subject to technical constraints, enters into a licence agreement with Tesla to install six electric vehicle ultra-fast chargers in the Waverley Library car park, as set out in the attachment to the report.
- 3. Authorises the General Manager or delegate to complete negotiations and execute all necessary documentation to finalise the matter.

4. Promotes the installation of the six chargers at the Library via all of Council's social media channels and all other communication channels, including a formal launch of the chargers.
5. Considers including a face-to-face education program for the community to educate them on the benefits of electric vehicles.

**CM/7.9/22.09                      Bronte Surf Club and Community Facilities Building Upgrade - Project Update (A20/0329)**

**MOTION / DECISION**

Mover:        Cr Masselos

Seconder:    Cr Keenan

That Council approves the design for the Bronte Surf Club and Community Facilities Building included in the Councillor briefing presentation attached to the report and proceeds to lodge a development application.

*D Finnimore (on behalf of Bronte Surf Life Saving Club) addressed the meeting.*

**CM/7.10/22.09                      Waverley Park Play Space Concept Design - Stage 2 Consultation Outcomes (A21/0103)**

**MOTION / UNANIMOUS DECISION**

Mover:        Cr Masselos

Seconder:    Cr Keenan

That Council approves the Waverley Park Play Space Concept Designs for Stage 1 (Central Play Space), Stage 2 (Adventure/Nature Play Space), and Stage 3 (Picnic and Intergenerational Fitness Area) of the project attached to the report (Attachment 3) to proceed to detailed design, with Stage 1 and 2 proceeding to tendering for construction.

**CM/7.11/22.09                      Bond Beach Lifeguard Tower Surf Camera - Licence - Exhibition (A02/0762)**

**MOTION / UNANIMOUS DECISION**

Mover:        Cr Masselos

Seconder:    Cr Keenan

That Council:

1. In accordance with section 47A of the *Local Government Act 1993*, publicly notifies and exhibits for a minimum of 28 days the proposal to grant a licence to Wavetrak Oceania Pty Ltd for three years with two one-year options for surf camera services at the Bondi Beach Lifeguard Tower.
2. Officers prepare a report to Council following the exhibition period should any submissions be received.
3. Subject to no submissions being received by the end of the exhibition period:
  - (a) Grants the licence to Wavetrak Oceania Pty Ltd on the terms and conditions set out in the report.
  - (b) Authorises the General Manager or delegate to complete negotiations and execute all



necessary documentation to finalise the matter.

**CM/7.12/22.09          Tender Evaluation - Williams Park/Bondi Golf Club - Golf Ball Stop Fence (A22/0121)**

**MOTION / UNANIMOUS DECISION**

Mover:      Cr Masselos

Seconder:   Cr Keenan

That Council:

1. Under clause 178(1)(b) of the *Local Government (General) Regulation 2021*, declines to accept any of the tenders for the design and construction of the Williams Park/Bondi Golf Club golf ball stop fence.
2. Under clause 178(3)(b) – (d) of the *Local Government (General) Regulation 2021*, declines to invite fresh tenders or applications for the works.
3. Notifies unsuccessful tenderers of the decision in accordance with clause 179 of the *Local Government (General) Regulation 2021*.
4. Notes that the 2020–2021 Crown Reserves Improvement Fund grant funding will be used to complete other works under the grant funding agreement, including installation of coastal fencing upgrades to the eastern portions of the park.
5. Notes that the scope of the golf ball stop fence will be reviewed for delivery as part of the 2023–2024 capital works program.

**8. Notices of Motions**

**CM/8.1/22.09          Tamarama Fitness Station - Mitigation of Amenity Impacts (A17/0353)**

**MOTION / UNANIMOUS DECISION**

Mover:      Cr Betts

Seconder:   Cr Burrill

That Council brings forward the investigation into the Tamarama Fitness Station resolved by Council in February 2020 (CM/8.13/20.02) so that recommendations can be considered in a report to the November 2022 Finance, Operations and Community Services Committee.

**CM/8.2/22.09          Whale Watching (A22/0407)**

**MOTION**

Mover:      Cr Wy Kanak

Seconder:   Cr Fabiano

That Council:

1. Notes its delight at:
  - (a) The increase in whale numbers travelling up and down Australia's eastern seaboard.
  - (b) The removal of Humpback whales from Australia's threatened species list in February 2022.

- (c) The provision of numerous, spectacular vantage points for whale watching along the Waverley Council section of the Coastal Walk.
- (d) Our community's interest in local biodiversity, including whales.

2. Investigates:

- (a) Council-run whale watching walks to be held four times annually for small groups.
- (b) Signage detailing whale species and migration patterns at strategic vantage points along the coastal walk such as in Bronte (Waverley Cemetery), Tamarama (Marks Park) Bondi (Hunter Park) and Dover Heights parks.

**AMENDMENT**

Mover: Cr Betts  
Seconder: Cr Nemesh

That clause 2(b) be amended to read as follows:

'Signage detailing whale species and migration patterns at strategic vantage points along the coastal walk such as in Bronte (Waverley Cemetery), Tamarama (Marks Park) Bondi (Hunter Park) and Dover Heights Coastal Reserve, noting that Council has essentially blocked ocean views by the inappropriate planting of trees and shrubs.'

THE AMENDMENT WAS PUT AND DECLARED LOST.

THE MOVER OF THE MOTION THEN ACCEPTED AN AMENDMENT TO CLAUSE 2(a).

THE MOTION AS AMENDED WAS THEN PUT AND DECLARED CARRIED UNANIMOUSLY.

**UNANIMOUS DECISION**

That Council:

1. Notes its delight at:

- (a) The increase in whale numbers travelling up and down Australia's eastern seaboard.
- (b) The removal of Humpback whales from Australia's threatened species list in February 2022.
- (c) The provision of numerous, spectacular vantage points for whale watching along the Waverley Council section of the Coastal Walk.
- (d) Our community's interest in local biodiversity, including whales.

2. Investigates:

- (a) Council or community-run whale watching walks to be held during the whale watching season for small groups.
- (b) Signage detailing whale species and migration patterns at strategic vantage points along the coastal walk such as in Bronte (Waverley Cemetery), Tamarama (Marks Park) Bondi (Hunter Park) and Dover Heights parks.

**CM/8.3/22.09                      City2Surf - Bus Pollution    (A03/0152)****MOTION**

Mover:        Cr Fabiano  
Seconded:    Cr Wy Kanak

That:

1. Council notes that a large number of contestants enter the City2Surf and that once they have completed the race they are encouraged to leave the area by public transport buses.
2. Council investigates ways to minimise diesel exhaust fumes from buses in Bondi's residential streets, particularly Lamrock Avenue, for City2Surf 2023 and beyond.
3. The Mayor writes to David Elliot, Minister for Transport, seeking confirmation of the timetable for the roll-out and quantum of electric buses that will be part of the public bus fleet.

THE MOVER OF THE MOTION THEN ACCEPTED AN AMENDMENT TO CLAUSE 3.

THE MOTION AS AMENDED WAS THEN PUT AND DECLARED CARRIED.

**DECISION**

That:

1. Council notes that a large number of contestants enter the City2Surf and that once they have completed the race they are encouraged to leave the area by public transport buses.
2. Council investigates ways to minimise diesel exhaust fumes from buses in Bondi's residential streets, particularly Lamrock Avenue, for City2Surf 2023 and beyond.
3. The Mayor writes to David Elliot, Minister for Transport, seeking confirmation that all buses used in relation to City2Surf for 2023 onwards will be electric buses only.

**CM/8.4/22.09                      Best Practice Turf    (A20/0386)****MOTION / UNANIMOUS DECISION**

Mover:        Cr Fabiano  
Seconded:    Cr Keenan

That Council:

1. Notes that:
  - (a) 'Best practice' turf processes take a holistic approach to a field: the drainage, the need for irrigation, the access to sunlight, the type of soil and the appropriate turf cultivar for the location.
  - (b) The Synthetic Turf Study in Public Open Space commissioned by the Department of Planning and Environment has been completed.
  - (c) The Minister for Planning and Public Spaces requested the NSW Chief Scientist and Engineer to provide expert advice on the use of synthetic turf in public open space in NSW, which is due in

mid-2022.

2. In any future field upgrade considers the use of 'best practice' natural turf.
3. That the General Manager makes representations to SSROC to commission an independent study on the whole of life environmental and cost benefits of natural turf.

*G Brownbill addressed the meeting.*

**CM/8.5/22.09          Parklets Program (A14/0584)**

**MOTION / UNANIMOUS DECISION**

Mover:      Cr Gray  
Seconder:   Cr Murray

That Council:

1. Notes the success of the parklets program in Waverley, which has been used to trial streetscape changes, including the now permanent changes on Spring Street, Bondi Junction.
2. Notes the overwhelming community support for the Brighton Boulevard parklet, which has become an important and loved community asset.
3. Takes steps to ensure that the parklet in Brighton Boulevard remains in place, for the benefit of the community.
4. Officers prepare a report for the October 2022 Council meeting outlining the continued and future use of the parklets, including the criteria and timing for their placement in Waverley commercial areas.

**CM/8.6/22.09          Wellington Street - Development Impacts on Residents (DA-268/2020/A)**

**MOTION / UNANIMOUS DECISION**

Mover:      Cr Wy Kanak  
Seconder:   Cr Fabiano

That Council:

1. Notes the letter received on 6 September 2022 from Wellington Street residents on their concerns regarding development impacts in Bondi.
2. Officers actively monitor the construction site at 79–103 Wellington Street, Bondi, to ensure that it is compliant with Council-approved conditions over which Council has jurisdiction.

**Division:**

**For the Motion:**      Crs Betts, Burrill, Fabiano, Goltsman, Gray, Keenan, Masselos, Murray, Nemesh and Wy Kanak.

**Against the Motion:**      Nil.

*A Gammo, A Morley and Z Kelley addressed the meeting.*

**9. Questions with Notice****CM/9.1/22.09                      Question with Notice - 8 Consett Avenue, Bondi Beach (DA-384/2018)****QUESTION**

The following question was submitted by Cr Wy Kanak:

Given ongoing issues in the vicinity of, and related to, the construction activities at 8 Consett Avenue, Bondi Beach, and recent Merit customer reference numbers allocated to the situation of alleged vandalism/theft resulting in number plates being removed from a vehicle on the public roadway close to 6 and 8 Consett Avenue, can Council officers please outline what is being done by Council to attend to ongoing complaints/disputes raised between the resident, a vulnerable former community member (tetraplegic) of Council's Disability Access Committee in 2010, and construction workers at 6 and 8 Consett Avenue, in order to settle the ongoing tension precipitated by development at 8 Consett Avenue?

**General Manager's answer**

Construction works are being carried out under DA-384/2018/B and CCB-355/2021. The certifier for these works is Darren Ball of DM Ball and Associates. Matters relating to the approval should be directed to the certifier.

Merit customer requests have been received relating to several issues including illegal parking, construction noise, traffic control, illegal work, abandoned vehicles and obstruction of the footpath. Appropriate action has been taken and two matters remain under investigation.

During the investigation of a Merit customer request, an allegation was made concerning vandalism and/or theft relating to a missing vehicle number plate. Allegations of this nature should be referred to the Police and it is understood that a report was made.

Council officers will continue to respond to Merit customer requests but will not involve itself in any private dispute. In these circumstances, affected parties are referred to the NSW Civil and Administrative Tribunal (NCAT).

**Sam McGuinness****Acting Director, Planning, Sustainability and Compliance****CM/9.2/22.09                      Question with Notice - Tree at 15 Consett Avenue, Bondi Beach (DA-271/2022)****QUESTION**

The following question was submitted by Cr Wy Kanak:

Given a recent discussion raised in Council's Audit Risk and Improvement Committee as a result of a reference to trees, can Council officers please specifically inform Councillors as to what stage the assessment of DA-271-2022 at 32–38 Hall Street, Bondi Beach, is at and what the latest situation is regarding the community-perceived 'significant tree' that has been the subject of recent media attention in relation to being perceived as threatened/encroached upon by the development.

**General Manager's answer**

DA-271/2022 was submitted to Council in July 2022 and proposes to demolish the existing buildings,

amalgamate the existing lots and construct a new four storey shop-top housing building, with two levels of basement parking, and is currently under assessment. The DA has been exhibited and submissions received, and referrals have been submitted by Council officers, including on tree issues. Development Assessment staff are currently assessing the DA documents, submissions and internal referrals.

The significant tree assessment is in process, with ownership now established and a consultant engaged to assess the tree.

**Sam McGuinness**  
**Acting Director, Planning, Sustainability and Compliance**

**CM/9.3/22.09                      Question with Notice - Accounting Standards for Trees (A02/0760)**

**QUESTION**

The following question was submitted by Cr Wy Kanak:

Can Council officers please outline what accounting standards and contexts apply to valuing trees and tree canopy, and what type of accounting standards Council applies to trees in the private domain as opposed to the public domain, if different approaches are in fact applied in valuing trees as living assets in the 'community estate'?

**General Manager's answer**

The accounting standard applicable to trees is AASB116 Property Plant and Equipment. This applies to assets that the Council has control of and is part of its core business operations. Due to these reasons, Council cannot include any trees in the private domain as we do not have control of them, and accounting standards do not permit trees in the public domain as an asset as they are not a core part of business operations as defined by accounting standards.

**Richard Sheridan**  
**Acting Director, Corporate Services**

**CM/9.4/22.09                      Question with Notice - Black Deaths in Custody Memorial Day (A02/0424)**

**QUESTION**

The following question was submitted by Cr Wy Kanak:

Given relevant Council resolutions, what arrangements will Council officers have in place to lower the First Nations Aboriginal and Torres Strait Islander flags to half-mast on 28 September 2022 to mark the Memorial of 'John Pat Day', otherwise known as a day to focus on the issue of preventing Aboriginal/Torres Strait Islander (black) deaths in custody (police and prison)?

What activities will Council be engaging in/supporting for National Police Remembrance Day?

**General Manager's answer**

Council staff have the lowering of flags scheduled at the Pavilion and Chambers on the 28 September.

Officers are unaware of any actions by Council to mark Police Remembrance Day (held on 29th September) in the past.

Other remembrance events for National Police Remembrance Day are noted as follows:  
<https://npm.org.au/about/remembrance-day-services/> (noting an event at the Domain for NSW).

A memorial for the Waverley area is located at Eastern Suburbs Cemetery  
<https://www.smcnsw.org.au/eastern/memorialisation/unique-memorials/police-memorial>

**Meredith Graham**  
**Acting Director, Community, Culture and Customer Experience**

#### **10. Urgent Business**

There were no items of urgent business.

#### **11. Meeting Closure**

**THE MEETING CLOSED AT 10.13 PM.**

.....  
**SIGNED AND CONFIRMED**  
**MAYOR**  
**18 OCTOBER 2022**

## CONFIRMATION AND ADOPTION OF MINUTES CM/5.2/22.10



**Subject:** Adoption of Minutes - Waverley Traffic Committee Meeting - 29 September 2022

**TRIM No:** SF21/6066

**Author:** Al Johnston, Governance Officer

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### RECOMMENDATION:

That Part 1 of the minutes of the Waverley Traffic Committee meeting held on 29 September 2022 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 Transport for NSW (TfNSW), 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 - 29 September 2022 .



**MINUTES OF THE WAVERLEY TRAFFIC COMMITTEE  
MEETING HELD BY VIDEO CONFERENCE ON  
THURSDAY, 29 SEPTEMBER 2022**



**Voting Members Present:**

Cr P Masselos	Waverley Council – Chair
Mr R Sritharan	Transport for NSW – Network and Safety Officer
Mr P Pearce	Representing Marjorie O’Neill, MP, Member for Coogee
Ms J Zin	Representing Gabrielle Upton, MP, Member for Vacluse

**Also Present:**

Mr B Gidies	Transdev John Holland – Traffic and Events Manager
Ms K Lewis	Transport for NSW – Manager, Communication and Stakeholder Engagement
Cr L Fabiano	Waverley Council – Deputy Chair
Mr N Zervos	Waverley Council – Executive Manager, Infrastructure Services
Mr C Hutcheson	Waverley Council – Service Manager, Traffic and Transport
Mr M Almuhanha	Waverley Council – Senior Traffic Engineer
Mr K Magistrado	Waverley Council – Traffic Engineer
Ms B Wang	Waverley Council – Professional Engineer, Traffic and Development

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*At the commencement of proceedings at 10.01 am, those present were as listed above, with the exception of Ms J Zin who arrived at 10.02 am.*

*At 10.03 am, Mr P Pearce left the meeting and did not return.*

**Apologies**

Apologies were received from Sgt A Leeson (NSW Police – Eastern Suburbs Police Area Command – Traffic Services) and Cr T Kay (Deputy Chair).

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

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

**Adoption of Previous Minutes by Council - 25 August 2022**

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 25 August 2022 were adopted by Council at its meeting on 20 September 2022 with the following change:

1. TC/V.07/22.08 – Hall Street, Bondi Beach – Temporary One-Way Trial.

Council did not adopt the recommendation of the Traffic Committee and made the following decision:

That Council:

1. Does not adopt the Traffic Committee's recommendation.
2. In accordance with resolution FC/5.7/22.09, passed at the Finance, Operations and Community Services Committee meeting on 6 September 2022, does not proceed with the Streets as Shared Spaces (SASS) trial at Hall Street, Bondi Beach, also known as Destination Hall Street.

**ITEMS BY EXCEPTION**

The following items on the agenda were dealt with together and the Council Officer's Proposal for each item was unanimously supported by the Committee:

- |               |                                                                                          |
|---------------|------------------------------------------------------------------------------------------|
| TC/C.01/22.09 | Carrington Road, Waverley (St Charles' Catholic Primary School) – Bus Zone Modification. |
| TC/C.02/22.09 | Grove Street, Bondi – 90-Degree Parking.                                                 |
| TC/C.03/22.09 | Mason Lane, Bondi – 'No Parking' Zone.                                                   |
| TC/C.04/22.09 | 13 Avoca Street, Bondi – Mobility Parking Space Relocation.                              |
| TC/V.01/22.09 | 131 Wellington Street, Bondi Beach – Construction Zone.                                  |
| TC/V.02/22.09 | Warners Avenue and Niblick Street, North Bondi – 'P10 Minute' Parking.                   |

**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 TfNSW. 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.01/22.09 Carrington Road, Waverley (St Charles' Catholic Primary School) - Bus Zone Modification (A14/0145)**

**COUNCIL OFFICER'S PROPOSAL:**

That Council:

1. Rearranges the existing bus zone and 'Kiss and Go Zone' on the eastern side of 63 Carrington Road, Waverley, as shown in Figure 2 of the report.
2. Changes the hours of the School Bus Zone sign from '7.30 am–9.30 am, 3.00 pm–4.00pm' to '3.00 pm–4.00 pm.'

**WTC RECOMMENDATION (UNANIMOUS SUPPORT):**

That the Council Officer's Proposal be adopted.

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

**TC/C.02/22.09 Grove Street, Bondi - 90-Degree Parking (A14/0145)**

**COUNCIL OFFICER'S PROPOSAL:**

That Council converts 8.8 metres of parallel parking on the southern side of Grove Street, Bondi, at the western end to 90-degree angle parking, in accordance with Figure 2 of the 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, TfNSW representative and Waverley Council representative (Chair).*

**TC/C.03/22.09 Mason Lane, Bondi - 'No Parking' Zone (A14/0145)**

**COUNCIL OFFICER'S PROPOSAL:**

That Council installs a 'No Parking' zone on both sides of the eastern section of Mason Lane, east of Jackaman 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, TfNSW representative and Waverley Council representative (Chair).*

**TC/C.04/22.09            13 Avoca Street, Bondi - Mobility Parking Space Relocation (A20/0534)****COUNCIL OFFICER'S PROPOSAL:**

That Council installs a mobility parking space in front of 15 Avoca Street, Bondi, and removes the mobility parking space in front of 13 Avoca 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, TfNSW representative and Waverley Council representative (Chair).*

**TC/V            STATE ELECTORATE OF VAUCLUSE****TC/V.01/22.09            131 Wellington Street, Bondi Beach - Construction Zone (A03/2514-04)****COUNCIL OFFICER'S PROPOSAL:**

That Council:

1. Installs a 9 metre 'No Parking 7 am–5 pm Mon–Fri, 8 am–3 pm Saturday Council Authorised Vehicles Excepted' construction zone in front of 131 Wellington Street, Bondi Beach.
2. Notifies residents in the vicinity of the construction zone prior to it being installed.
3. Delegates authority to the Executive Manager, Infrastructure Services, 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, TfNSW representative and Waverley Council representative (Chair).*

**TC/V.02/22.09                Warners Avenue and Niblick Street, North Bondi - 'P10 Minute' Parking (A02/0637)****COUNCIL OFFICER'S PROPOSAL:**

That Council installs a 10.5 metre 'P10 Minute 8.30 am–9.30 am, 3.30 pm–4.30 pm Mon–Fri' parking restriction on the eastern side of Niblick Street, North Bondi, north of Warners Avenue, as shown in Figure 2 of the report.

**WTC RECOMMENDATION (UNANIMOUS SUPPORT):**

That the Council Officer's Proposal be adopted.

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

**TC/V.03/22.09                232-238 Campbell Parade, Bondi Beach - Bus Zone Removal (A14/0145)****COUNCIL OFFICER'S PROPOSAL:**

That Council:

1. Removes the 29.2 metre bus zone in front of 232–238 Campbell Parade, Bondi Beach.
2. Replaces the bus zone with '2P Meter Registration 8 am–10 pm, Permit Holders Excepted Area 6' signage.

**WTC RECOMMENDATION (UNANIMOUS SUPPORT):**

That the Council Officer's Proposal be adopted.

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

**TC/CV                ELECTORATES OF COOGEE AND VAUCLUSE**

Nil.

**THE MEETING CLOSED AT 10.13 AM.**

.....  
**SIGNED AND CONFIRMED**  
**MAYOR**  
**18 OCTOBER 2022**

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## MAYORAL MINUTES CM/6/22.10

**Subject:** Mayoral Minutes

**Author:** Mayor of Waverley, Cr Paula Masselos



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/7.1/22.10



**Subject:** Investment Portfolio Report - September 2022

**TRIM No:** A03/2211

**Author:** Sid Ali, Revenue Co-ordinator  
Teena Su, Executive Manager, Finance

**Director:** Tara Czinner, Director, Corporate Services

### RECOMMENDATION:

That Council:

1. Receives and notes the Investment Summary Report for September 2022 attached to the report.
2. Notes that the Executive Manager, Finance, as the responsible accounting officer, advises that all investments have been made in accordance with the requirements of section 625 of the *Local Government Act 1993* and directions from the Minister for Local Government, including Ministerial Investment Orders, and Council's Investment Policy.

### 1. Executive Summary

For the month of September 2022, Council's investment portfolio generated \$291,440 in interest.

The interest on investment budget for the 2022–23 financial year was adopted by Council at its meeting on 21 June 2022 and was set at \$955,782.

The interest income for year to date achieved 54.21% (\$518,113) of the current approved budget forecast of \$955,782.

### 2. Introduction/Background

Clause 212 of the *Local Government (General) Regulation 2021* 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	2022–23 Budget (\$)	Actual Monthly (\$)	Actual YTD (\$)	Tracking Budget (%)
July	955,782	101,473	101,473	10.62%
August	955,782	125,200	226,673	23.72%
September	955,782	291,440	518,113	54.21%

### 3. Relevant Council Resolutions

Meeting and date	Item No.	Resolution
Council 20 September 2022	CM/7.3/22.09	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. Receives and notes the Investment Summary Report for August 2022 attached to the report.</li> <li>2. Notes that the Interim Director, Finance and Governance, as the responsible accounting officer, advises 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> <li>3. Notes the limited supply of non-fossil fuel and green investments on the market.</li> <li>4. Notes a temporary suspension of the non-fossil fuel and green investments direction for 90 days until the market is restocked/reassessed and receives an options paper from Council's investment advisor by December 2022 addressing how suitable green investments can be found that comply with the NSW Minister's Investment Order.</li> <li>5. Notes that from June 2018 to August 2022, Council has reduced its investment in fossil-fuel-lending authorised deposit-taking institutions from 59% to 16%.</li> </ol>

### 4. Discussion

As at 30 September 2022, Council's cash investment portfolio for the financial year, generated interest earnings of \$518,113 representing 54.21% of the current approved budget of \$955,782.

Council's investment portfolio posted a marked-to-market return of -0.72% pa for the month of September against the bank bill index benchmark return of 1.79% pa.

Without marked-to-market influences, Council's investment portfolio yielded 2.58% pa for the month. This is based on the actual interest rates being received on existing investments and excludes the underlying changes to the market value of the securities/deposits.

Over the last 12 months, Council's investment portfolio had a -0.28% return, versus the bank bill index benchmark of 0.52%.

During September, Council had \$4m between two 12-month term deposits mature, which had an average yield of 0.35% pa. Reflecting the sharp increase in term deposit rates since July 2022, new deposits totalling \$10m were invested in 12- and 24-month term deposits, paying an average of 4.35% pa.

As at 30 September 2022, Council's investment portfolio has a current market value of \$134,945,595, which represents a loss of \$41,944 on the \$134,987,539 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
Cash	\$14,896,909	\$14,896,909
Floating Rate Note	\$33,250,000	\$32,918,256
Managed Funds	\$12,840,630	\$12,840,630
Term Deposit	\$74,000,000	\$74,289,800
<b>Total</b>	<b>\$134,987,539</b>	<b>\$134,945,595</b>

The portfolio represents cash and investment holdings from the external and internal special restricted reserves, and unrestricted funds. The table below provides a summary by holding (reserve) type.

*Table 3. Portfolio value – Summary by investment (reserve) type.*

Reserves	Face value
External Restriction Reserves	\$55,290,065
Internal Restriction Reserves	\$74,660,535
Unrestricted funds	\$ 5,036,939
<b>Total</b>	<b>\$134,987,539</b>

### Analysis

Attached to this report are the summaries of the investment portfolio for the month of September. These reports are prepared by Council's independent financial advisor, Prudential Investment Services Corp.

The table below compares Council's portfolio return to the bank bill index benchmark.

*Table 4. Portfolio return.*

Month	Portfolio return %	Ausbond BB index %	Variance %
July-22	5.31	1.45	3.86
Aug-22	1.71	1.84	-0.13
Sep-22	-0.72	1.79	-2.51
<b>Average % return over the last 12 months</b>	<b>-0.28</b>	<b>0.52</b>	<b>-0.80</b>

Council has a well-diversified portfolio invested predominantly among a range of term deposits and senior ranked floating rate notes from highly rated Australian bank issuers. Council also has exposure to growth classes, including international and domestic shares, via NSW TCorpIM's Long Term Growth Fund. It is expected that Council's portfolio will achieve above benchmark returns over the medium/long-term with prudent investment selection.

As at the end of September 2022, 74% of Council's portfolio was invested in non-fossil-fuel-lending authorised deposit-taking institutions (ADIs) and socially responsible investments, while fossil-fuel-lending ADIs (including the daily operation fund) accounted for 16% of the portfolio. The remaining 10% is invested with TCorp.

Over the period of 52 months, from June 2018 to September 2022, Council has reduced its investment in fossil-fuel-lending ADIs from 59% to 16%, as shown in Figure 1 below.

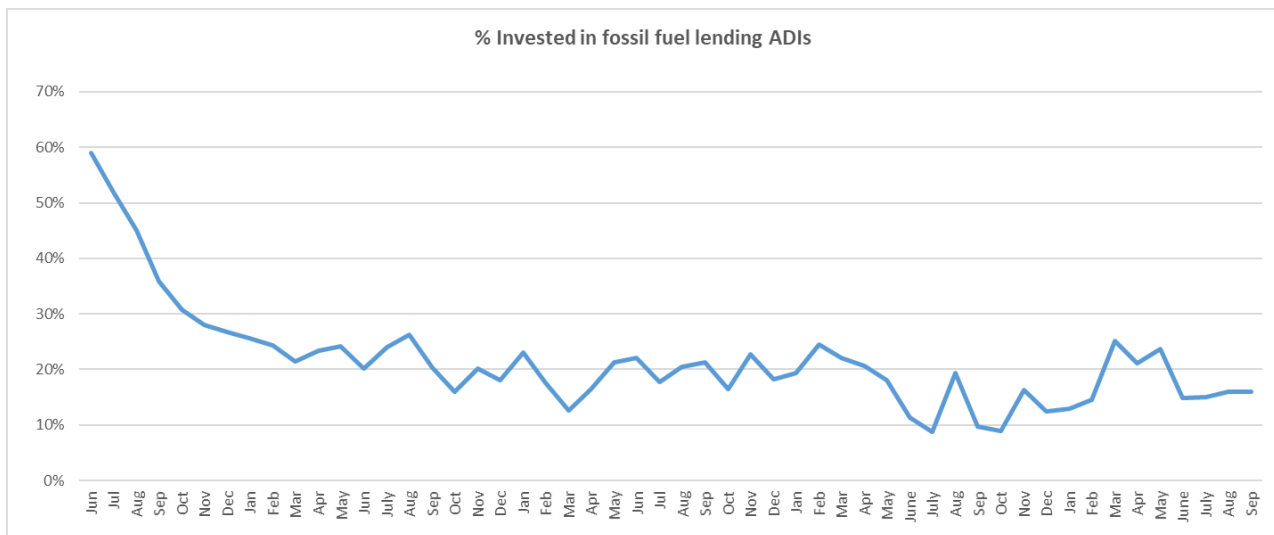


Figure 1. Investments in fossil-fuel-lending ADIs.

The following table compares rates on offer during September 2022 between the non-fossil/green investments and the fossil fuel ADIs.

Table 5. Non-fossil fuel vs fossil fuel ADI deposit rates.

Date	Amount	Term (months)	Non-fossil/green deposit rates	Fossil fuel ADI deposit rates
02-Sep-22	3,000,000	12	4.05%	4.22%
02-Sep-22	4,000,000	24	N/A	4.40%
30-Sep-22	3,000,000	12	4.42%	4.62%

When excluding the working capital funds held in the Commonwealth Bank account (a fossil-fuel-lending bank) to meet day-to-day operating requirements, 83.48% of Council's investment portfolio was invested in non-fossil-fuel-lending ADIs and socially responsible investments, while fossil-fuel-lending ADIs accounted for 5.83% of the portfolio. The remaining 10.69% is invested with TCorp as displayed in Figure 2 below.

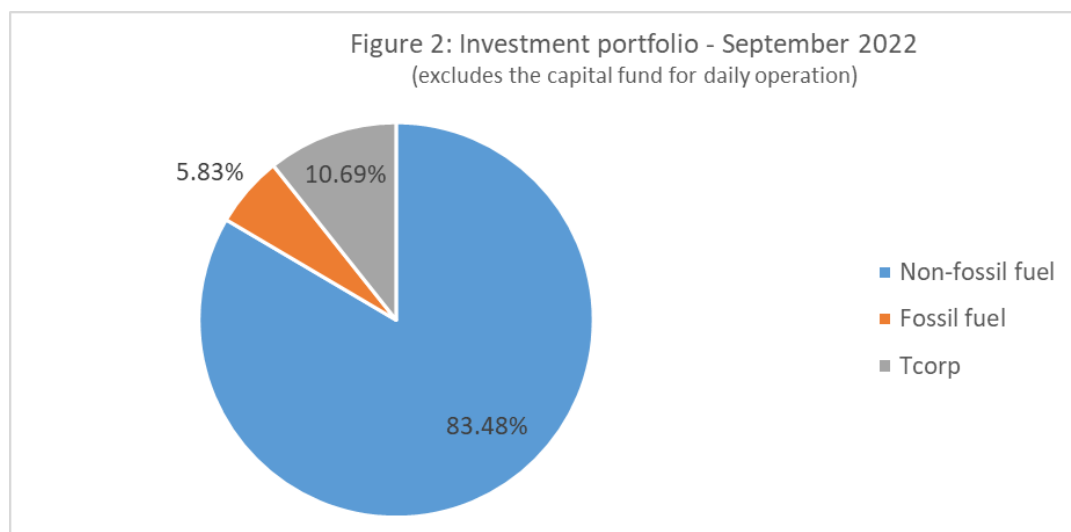


Figure 2. Investment portfolio.

**5. Financial impact statement/Time frame/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 \$518,113 for the year to date, representing 54.21% of the approved budget forecast of \$955,782.

**7. Attachments**

1. Investment Summary Report - September 2022 [↓](#) .



## Investment Summary Report September 2022

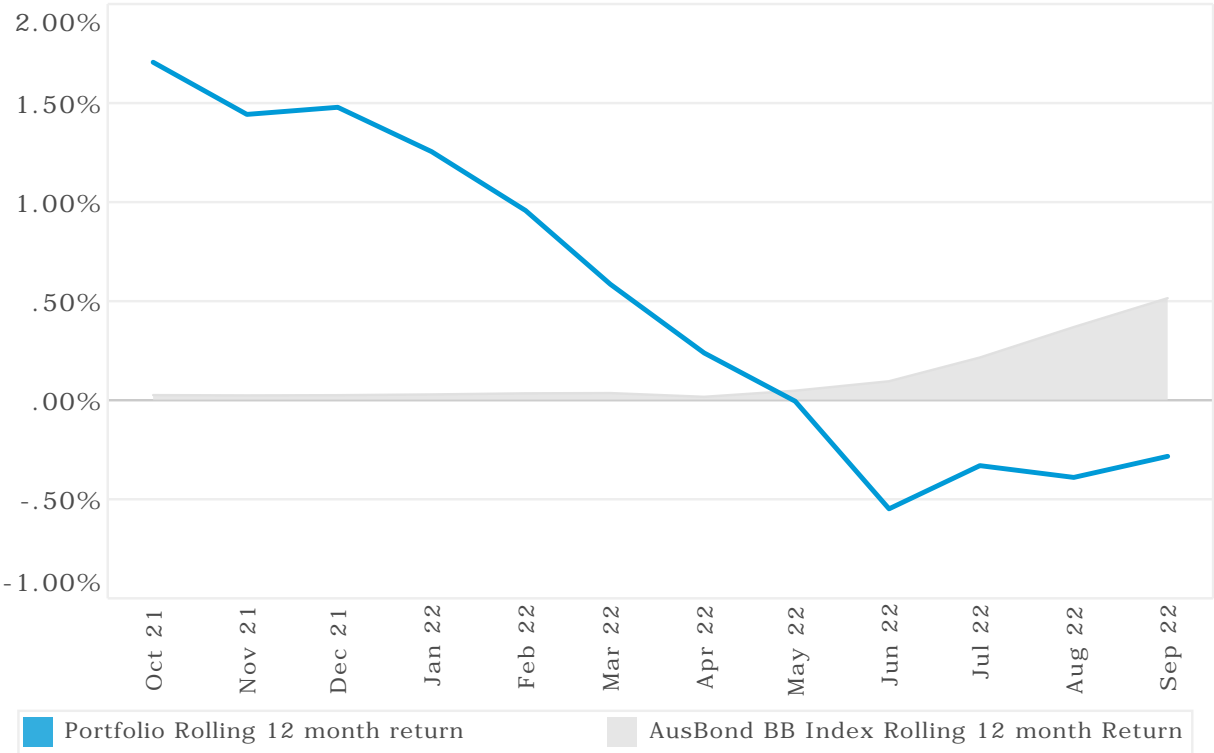
Waverley Council  
Executive Summary - September 2022



Investment Holdings

Investment Performance

	Face Value (\$)	Current Value (\$)
Cash	14,896,909	14,896,909
Floating Rate Note	33,250,000	32,918,256
Managed Funds	12,840,630	12,840,630
Term Deposit	74,000,000	74,289,800
	134,987,538	134,945,594

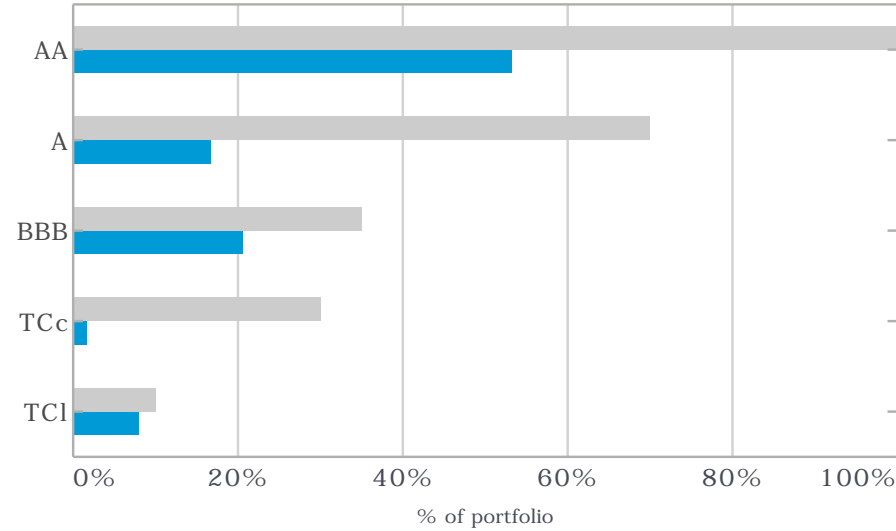


Investment Policy Compliance

Total Credit Exposure

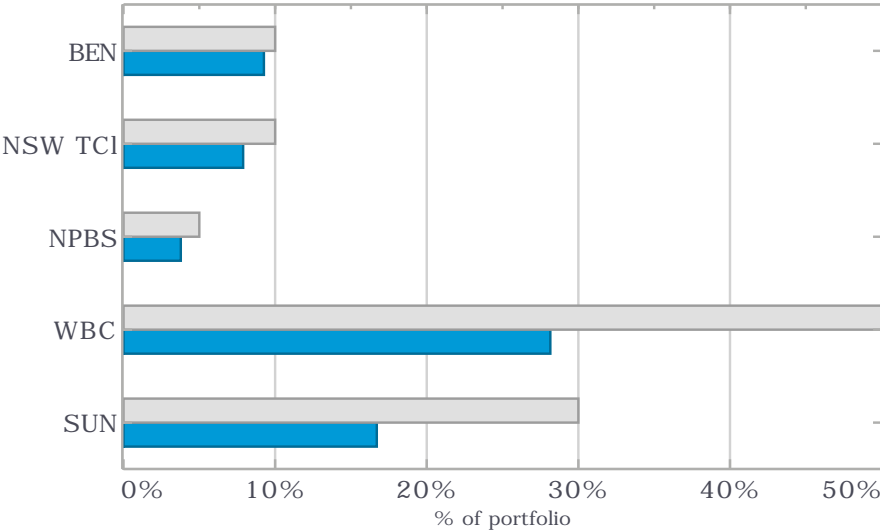
Individual Institutional Exposures

Term to Maturities



Portfolio Exposure

Investment Policy Limit



	Face Value (\$)		Policy Max
Between 0 and 1 years	96,187,538	71%	100% a
Between 1 and 10 year:	38,800,000	29%	70% a
	134,987,538		

Specific Sub Limits			
Between 3 and 10 year:	20,300,000	15%	50% a
Between 5 and 10 year:	0	0%	25% a

# Waverley Council

## Investment Holdings Report - September 2022



### Cash Accounts

Face Value (\$)	Current Rate (%)	Institution	Credit Rating	Current Value (\$)	Deal No.	Reference
3,592.50	0.0000%	Commonwealth Bank of Australia	AA-	3,592.50	120800	Eastgate CP
4,322.63	0.0000%	Commonwealth Bank of Australia	AA-	4,322.63	120801	Hollywood Av CP
16,573.29	0.0000%	Commonwealth Bank of Australia	AA-	16,573.29	120799	Library CP
52,448.62	0.0000%	Commonwealth Bank of Australia	AA-	52,448.62	370151	Library Gift
73,900.00	0.0000%	Commonwealth Bank of Australia	AA-	73,900.00	120796	Cemetery Funds
77,212.23	0.0000%	Commonwealth Bank of Australia	AA-	77,212.23	120795	Trust Funds
226,199.61	0.0000%	Commonwealth Bank of Australia	AA-	226,199.61	120797	Depositor Funds
367,129.82	0.0000%	Commonwealth Bank of Australia	AA-	367,129.82	120794	General Funds
14,075,530.07	2.4500%	Commonwealth Bank of Australia	AA-	14,075,530.07	120789	24hr Call
14,896,908.77	2.3149%			14,896,908.77		

### Managed Funds

Face Value (\$)	Monthly Return (%)	Institution	Credit Rating	Funds Name	Current Value (\$)	Deal No.	Reference
0.00	0.1405%	NSW T-Corp (Cash)	TCc	Cash Fund	0.00	505262	
2,188,994.17	0.0647%	NSW T-Corp (Cash)	TCc	Short Term Income Fund	2,188,994.17	411310	Builder Deposits
10,651,635.47	-3.1686%	NSW T-Corp (LT)	TCl	Long Term Growth Fund	10,651,635.47	538089	
12,840,629.64	-2.6174%				12,840,629.64		

### Term Deposits

Maturity Date	Face Value (\$)	Current Rate (%)	Institution	Credit Rating	Purchase Price (\$)	Purchase Date	Current Value (\$)	Deal No.	Accrued Interest (\$)	Next Interest Date	Reference
8-Nov-22	2,000,000.00	0.8000%	Auswide Bank	Baa2	2,000,000.00	3-Nov-20	2,014,553.42	540548	14,553.42	Annually	
15-Nov-22	3,000,000.00	0.5400%	Westpac Group	AA-	3,000,000.00	18-Nov-21	3,001,952.88	542104	1,952.88	Quarterly	Green
22-Nov-22	3,000,000.00	0.5600%	Westpac Group	AA-	3,000,000.00	22-Nov-21	3,001,841.10	542108	1,841.10	Quarterly	Green
13-Dec-22	3,000,000.00	0.6900%	Westpac Group	AA-	3,000,000.00	17-Dec-21	3,000,680.55	542207	680.55	Quarterly	Green
10-Jan-23	3,000,000.00	0.7500%	Westpac Group	AA-	3,000,000.00	17-Jan-22	3,004,623.29	542247	4,623.29	Quarterly	Green
7-Feb-23	2,000,000.00	0.8800%	Westpac Group	AA-	2,000,000.00	9-Feb-22	2,002,555.62	542326	2,555.62	Quarterly	Green

# Waverley Council

## Investment Holdings Report - September 2022



Maturity Date	Face Value (\$)	Current Rate (%)	Institution	Credit Rating	Purchase Price (\$)	Purchase Date	Current Value (\$)	Deal No.	Accrued Interest (\$)	Next Interest Date	Reference
14-Feb-23	2,000,000.00	0.8800%	Westpac Group	AA-	2,000,000.00	9-Feb-22	2,002,555.62	542327	2,555.62	Quarterly	Green
7-Mar-23	2,500,000.00	1.0300%	Westpac Group	AA-	2,500,000.00	9-Mar-22	2,501,552.05	542421	1,552.05	Quarterly	Green
14-Mar-23	2,000,000.00	1.0300%	Westpac Group	AA-	2,000,000.00	9-Mar-22	2,001,241.64	542422	1,241.64	Quarterly	Green
21-Mar-23	2,500,000.00	1.0300%	Westpac Group	AA-	2,500,000.00	9-Mar-22	2,501,552.05	542423	1,552.05	Quarterly	Green
4-Apr-23	3,000,000.00	1.2300%	Suncorp Bank	A+	3,000,000.00	22-Mar-22	3,019,511.51	542468	19,511.51	Annually	
6-Jun-23	2,000,000.00	3.6500%	Bendigo and Adelaide Bank	BBB+	2,000,000.00	10-Jun-22	2,022,600.00	542860	22,600.00	At Maturity	
13-Jun-23	3,000,000.00	3.6500%	Bendigo and Adelaide Bank	BBB+	3,000,000.00	10-Jun-22	3,033,900.00	542861	33,900.00	At Maturity	
20-Jun-23	5,000,000.00	4.1500%	Commonwealth Bank of Australia	AA-	5,000,000.00	21-Jun-22	5,057,986.30	542878	57,986.30	At Maturity	ESGTD
8-Aug-23	3,000,000.00	3.9300%	Suncorp Bank	A+	3,000,000.00	10-Aug-22	3,016,796.71	543165	16,796.71	At Maturity	
15-Aug-23	3,000,000.00	3.9000%	Commonwealth Bank of Australia	AA-	3,000,000.00	15-Aug-22	3,015,065.75	543178	15,065.75	At Maturity	ESGTD
22-Aug-23	3,000,000.00	3.9400%	Suncorp Bank	A+	3,000,000.00	18-Aug-22	3,014,248.77	543194	14,248.77	At Maturity	
23-Aug-23	3,000,000.00	3.9700%	Commonwealth Bank of Australia	AA-	3,000,000.00	23-Aug-22	3,012,725.75	543208	12,725.75	At Maturity	Green
24-Aug-23	3,000,000.00	4.0400%	Commonwealth Bank of Australia	AA-	3,000,000.00	26-Aug-22	3,011,953.97	543240	11,953.97	At Maturity	Green
5-Sep-23	3,000,000.00	3.9600%	Suncorp Bank	A+	3,000,000.00	22-Aug-22	3,013,019.18	543202	13,019.18	Annually	
19-Sep-23	3,000,000.00	4.0500%	Suncorp Bank	A+	3,000,000.00	2-Sep-22	3,009,653.42	543280	9,653.42	Quarterly	
3-Oct-23	3,000,000.00	4.6200%	Westpac Group	AA-	3,000,000.00	30-Sep-22	3,000,379.73	543451	379.73	Quarterly	
20-Feb-24	2,000,000.00	1.5800%	Westpac Group	AA-	2,000,000.00	9-Feb-22	2,004,588.49	542328	4,588.49	Quarterly	Green
5-Mar-24	4,000,000.00	1.8300%	Westpac Group	AA-	4,000,000.00	9-Mar-22	4,004,412.05	542424	4,412.05	Quarterly	Green
4-Sep-24	4,000,000.00	4.4000%	Westpac Group	AA-	4,000,000.00	2-Sep-22	4,013,983.56	543279	13,983.56	Quarterly	13146
4-Mar-25	2,000,000.00	2.0200%	Westpac Group	AA-	2,000,000.00	9-Feb-22	2,005,866.30	542329	5,866.30	Quarterly	Green
74,000,000.00		2.5945%			74,000,000.00		74,289,799.71		289,799.71		

### Floating Rate Notes

Maturity Date	Face Value (\$)	Current Rate (%)	Security Name	Credit Rating	Purchase Price (\$)	Purchase Date	Current Value (\$)	Deal No.	Accrued Interest (\$)	Next Coupon Date	Reference
28-Oct-22	2,400,000.00	3.0481%	TMB Snr FRN (Oct22) BBSW+0.90%	BBB	2,400,000.00	28-Oct-19	2,412,227.44	538616	13,027.50	28-Oct-22	
2-Dec-22	3,000,000.00	3.3923%	BOz 'SRI' Snr FRN (Dec22) BBSW+0.90%	BBB	3,000,000.00	2-Dec-19	3,007,425.76	538825	8,085.76	2-Dec-22	
25-Jan-23	1,250,000.00	3.2593%	BEN Snr FRN (Jan23) BBSW+1.05%	BBB+	1,250,000.00	25-Jan-18	1,258,777.65	536145	7,590.15	25-Oct-22	

# Waverley Council

## Investment Holdings Report - September 2022



Maturity Date	Face Value (\$)	Current Rate (%)	Security Name	Credit Rating	Purchase Price (\$)	Purchase Date	Current Value (\$)	Deal No.	Accrued Interest (\$)	Next Coupon Date	Reference
6-Feb-23	1,100,000.00	3.6550%	NPBS Snr FRN (Feb23) BBSW+ 1.40%	BBB	1,100,000.00	6-Feb-18	1,107,840.14	536174	5,948.14	7-Nov-22	
21-Feb-23	1,700,000.00	3.2501%	GSB Snr FRN (Feb23) BBSW+ 0.90%	BBB	1,700,000.00	21-Feb-20	1,706,659.59	539454	6,054.98	21-Nov-22	
30-Jul-24	2,500,000.00	2.9008%	SUN Snr FRN (Jul24) BBSW+ 0.78%	A+	2,500,000.00	30-Jul-19	2,512,415.84	538331	12,715.84	31-Oct-22	
24-Oct-24	1,000,000.00	3.3293%	GSB Snr FRN (Oct24) BBSW+ 1.12%	BBB	1,000,000.00	24-Oct-19	1,007,912.53	538604	6,202.53	24-Oct-22	
2-Dec-25	2,250,000.00	3.0123%	BEN Snr FRN (Dec25) BBSW+ 0.52%	BBB+	2,250,000.00	2-Dec-20	2,212,477.50	540603	5,385.00	2-Dec-22	
24-Feb-26	1,300,000.00	2.8420%	SUN Snr FRN (Feb26) BBSW+ 0.45%	A+	1,300,000.00	24-Feb-21	1,281,135.43	540958	3,846.43	24-Nov-22	
4-Mar-26	4,000,000.00	3.1711%	NPBS Snr FRN (Mar26) BBSW+ 0.63%	BBB	4,000,000.00	4-Mar-21	3,903,435.46	540983	9,035.46	5-Dec-22	
18-Jun-26	4,000,000.00	3.4910%	BEN Snr FRN (Jun26) BBSW+ 0.65%	BBB+	4,000,000.00	11-Jun-21	3,927,950.90	541523	4,590.90	19-Dec-22	
15-Sep-26	3,750,000.00	3.2334%	SUN Snr FRN (Sep26) BBSW+ 0.48%	A+	3,750,000.00	9-Sep-21	3,680,015.18	541877	5,315.18	15-Dec-22	
23-Dec-26	5,000,000.00	3.3150%	CBA Green Snr FRN (Dec26) BBSW+ 0.41%	AA-	5,000,000.00	21-Sep-21	4,899,982.88	541916	3,632.88	23-Dec-22	
	33,250,000.00	3.2335%			33,250,000.00		32,918,256.30		91,430.75		



# Waverley Council

## Accrued Interest Report - September 2022



Investment	Deal No.	Comments	Face Value (\$)	Settlement Date	Maturity Date	Interest Received (\$)	Days	Interest Yield Accrued (\$)	(% pa)
<b>Floating Rate Note</b>									
TMB Snr FRN (Oct22) BBSW+0.90%	538616		2,400,000.00	28-Oct-19	28-Oct-22	0.00	30	6,012.69	3.05%
BOz 'SRI' Snr FRN (Dec22) BBSW+0.90%	538825		3,000,000.00	2-Dec-19	2-Dec-22	15,998.93	30	8,259.67	3.35%
BEN Snr FRN (Jan23) BBSW+ 1.05%	536145		1,250,000.00	25-Jan-18	25-Jan-23	0.00	30	3,348.60	3.26%
GSB Snr FRN (Feb23) BBSW+0.90%	539454		1,700,000.00	21-Feb-20	21-Feb-23	0.00	30	4,541.23	3.25%
NPBS Snr FRN (Feb23) BBSW+ 1.40%	536174		1,100,000.00	6-Feb-18	6-Feb-23	0.00	30	3,304.52	3.65%
SUN Snr FRN (Jul24) BBSW+0.78%	538331		2,500,000.00	30-Jul-19	30-Jul-24	0.00	30	5,960.55	2.90%
GSB Snr FRN (Oct24) BBSW+ 1.12%	538604		1,000,000.00	24-Oct-19	24-Oct-24	0.00	30	2,736.41	3.33%
BEN Snr FRN (Dec25) BBSW+0.52%	540603		2,250,000.00	2-Dec-20	2-Dec-25	9,844.13	30	5,492.01	2.97%
SUN Snr FRN (Feb26) BBSW+0.45%	540958		1,300,000.00	24-Feb-21	24-Feb-26	0.00	30	3,036.65	2.84%
NPBS Snr FRN (Mar26) BBSW+0.63%	540983		4,000,000.00	4-Mar-21	4-Mar-26	18,665.72	30	9,855.93	3.00%
BEN Snr FRN (Jun26) BBSW+0.65%	541523		4,000,000.00	18-Jun-21	18-Jun-26	24,793.88	30	9,495.18	2.89%
SUN Snr FRN (Sep26) BBSW+0.48%	541877		3,750,000.00	15-Sep-21	15-Sep-26	20,655.58	30	8,458.42	2.74%
CBA Green Snr FRN (Dec26) BBSW+0.41%	541916		5,000,000.00	23-Sep-21	23-Dec-26	27,095.00	30	10,112.12	2.46%
						117,053.24		80,613.98	2.95%
<b>Managed Funds</b>									
NSW T-Corp Defensive Cash Funds	505262				1-Oct-22	0.00	0	2,701.40	1.72%
NSW T-Corp Defensive Cash Funds	411310				1-Aug-23	0.00	0	1,414.44	0.79%
						0.00		4,115.84	1.23%
<b>Term Deposits</b>									
Commonwealth Bank of Australia	541834		2,000,000.00	3-Sep-21	2-Sep-22	6,183.01	1	16.98	0.31%
Great Southern Bank	541899		2,000,000.00	14-Sep-21	13-Sep-22	7,579.18	12	249.86	0.38%
Auswide Bank	540548		2,000,000.00	3-Nov-20	8-Nov-22	0.00	30	1,315.06	0.80%
Westpac Group	542104		3,000,000.00	18-Nov-21	15-Nov-22	0.00	30	1,331.51	0.54%
Westpac Group	542108		3,000,000.00	22-Nov-21	22-Nov-22	0.00	30	1,380.83	0.56%
Westpac Group	542207		3,000,000.00	17-Dec-21	13-Dec-22	5,330.96	30	1,701.37	0.69%
Westpac Group	542247		3,000,000.00	17-Jan-22	10-Jan-23	0.00	30	1,849.32	0.75%

# Waverley Council

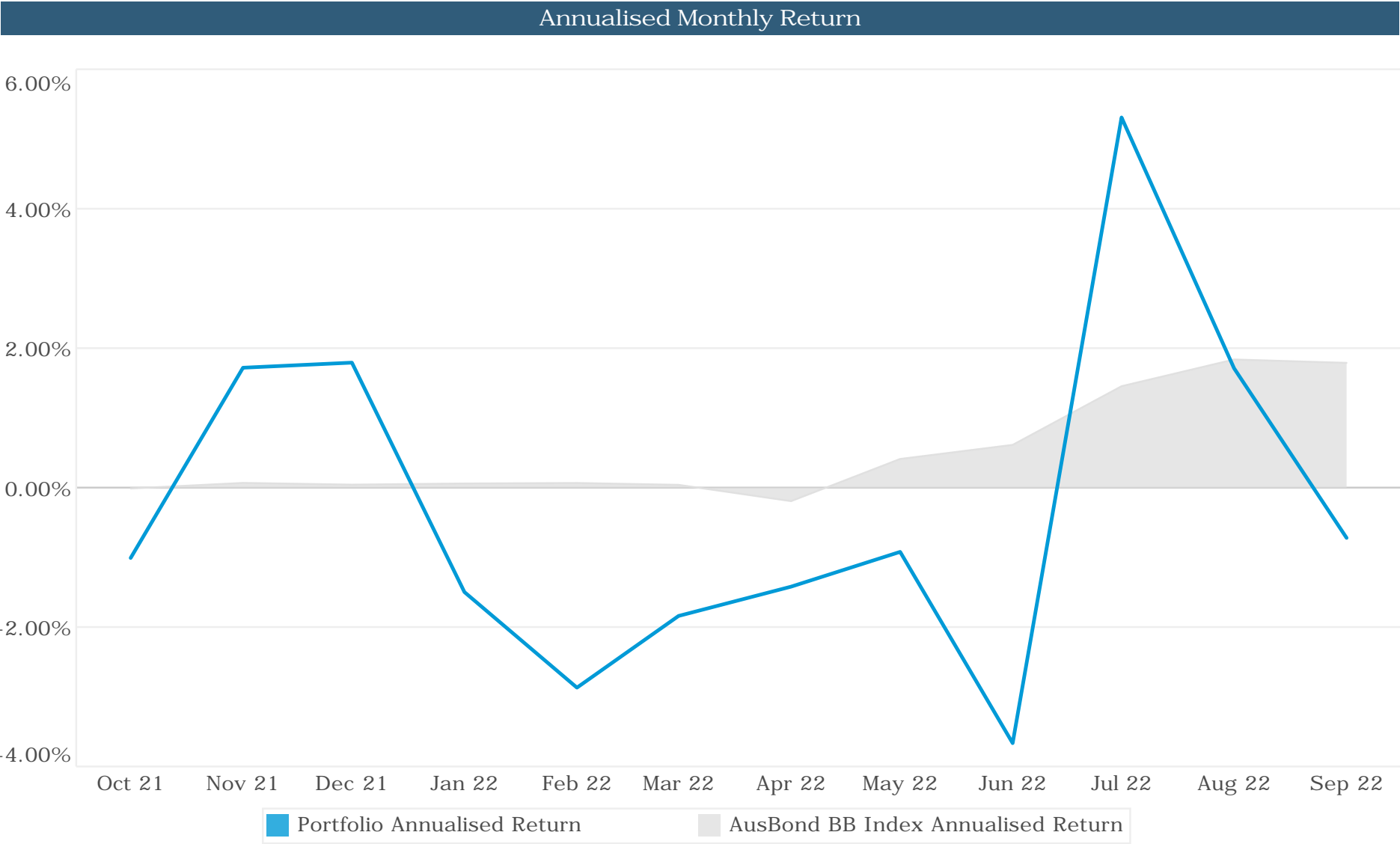
## Accrued Interest Report - September 2022



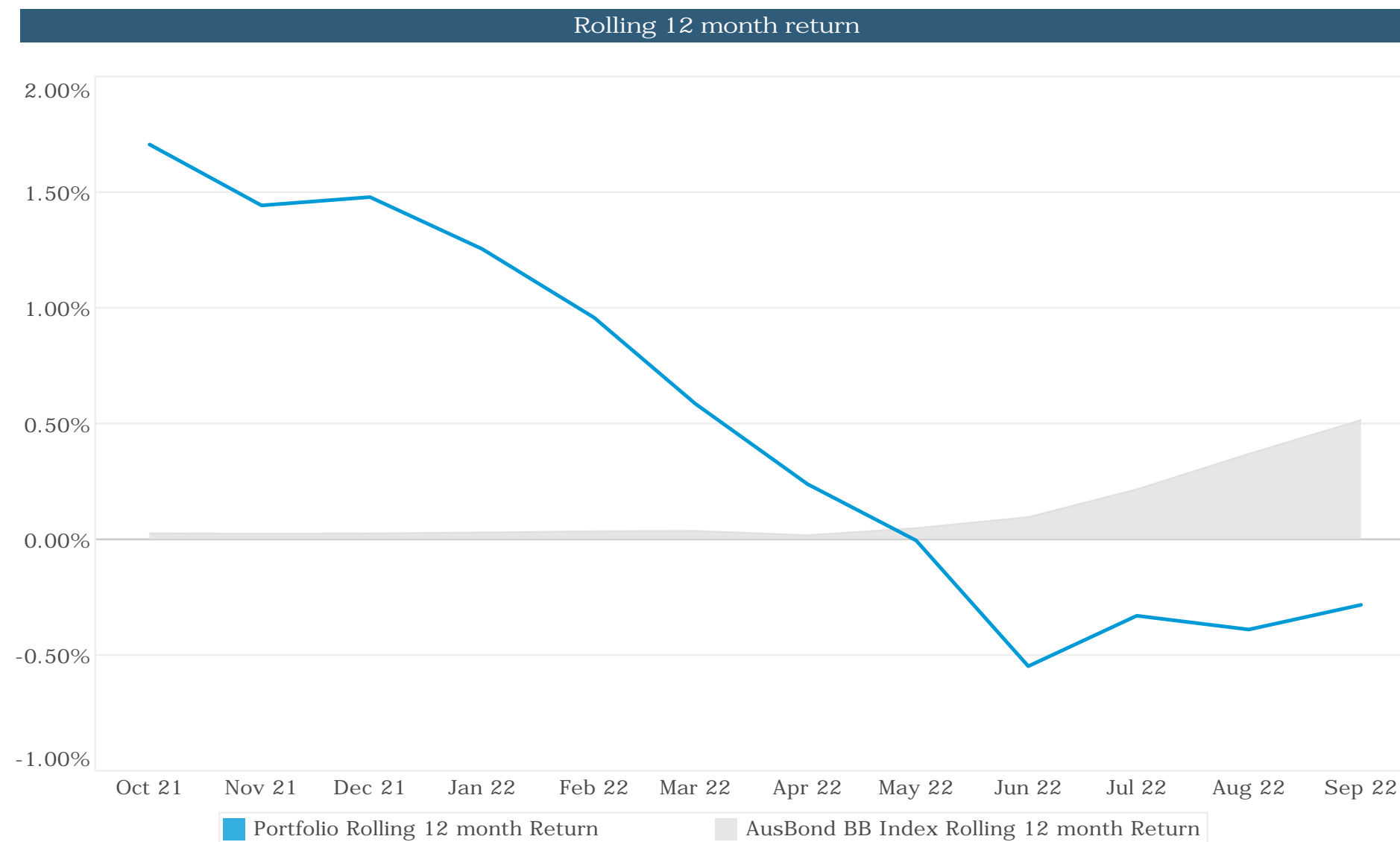
Investment	Deal No.	Comments	Face Value (\$)	Settlement Date	Maturity Date	Interest Received (\$)	Days	Interest Yield Accrued (\$)	(% pa)
Westpac Group	542326		2,000,000.00	9-Feb-22	7-Feb-23	0.00	30	1,446.58	0.88%
Westpac Group	542327		2,000,000.00	9-Feb-22	14-Feb-23	0.00	30	1,446.58	0.88%
Westpac Group	542421		2,500,000.00	9-Mar-22	7-Mar-23	6,490.41	30	2,116.43	1.03%
Westpac Group	542422		2,000,000.00	9-Mar-22	14-Mar-23	5,192.33	30	1,693.15	1.03%
Westpac Group	542423		2,500,000.00	9-Mar-22	21-Mar-23	6,490.41	30	2,116.43	1.03%
Suncorp Bank	542468		3,000,000.00	22-Mar-22	4-Apr-23	0.00	30	3,032.88	1.23%
Bendigo and Adelaide Bank	542860		2,000,000.00	10-Jun-22	6-Jun-23	0.00	30	6,000.00	3.65%
Bendigo and Adelaide Bank	542861		3,000,000.00	10-Jun-22	13-Jun-23	0.00	30	9,000.00	3.65%
Commonwealth Bank of Australia	542878		5,000,000.00	21-Jun-22	20-Jun-23	0.00	30	17,054.79	4.15%
Commonwealth Bank of Australia	543178		3,000,000.00	15-Aug-22	15-Aug-23	0.00	30	9,616.43	3.90%
Commonwealth Bank of Australia	543208		3,000,000.00	23-Aug-22	23-Aug-23	0.00	30	9,789.04	3.97%
Commonwealth Bank of Australia	543240		3,000,000.00	26-Aug-22	24-Aug-23	0.00	30	9,961.64	4.04%
Suncorp Bank	543165		3,000,000.00	10-Aug-22	8-Aug-23	0.00	30	9,690.41	3.93%
Suncorp Bank	543194		3,000,000.00	18-Aug-22	22-Aug-23	0.00	30	9,715.07	3.94%
Suncorp Bank	543202		3,000,000.00	22-Aug-22	5-Sep-23	0.00	30	9,764.39	3.96%
Suncorp Bank	543280		3,000,000.00	2-Sep-22	19-Sep-23	0.00	29	9,653.42	4.05%
Westpac Group	543451		3,000,000.00	30-Sep-22	3-Oct-23	0.00	1	379.73	4.62%
Westpac Group	542328		2,000,000.00	9-Feb-22	20-Feb-24	0.00	30	2,597.26	1.58%
Westpac Group	542424		4,000,000.00	9-Mar-22	5-Mar-24	18,450.41	30	6,016.43	1.83%
Westpac Group	543279		4,000,000.00	2-Sep-22	4-Sep-24	0.00	29	13,983.56	4.40%
Westpac Group	542329		2,000,000.00	9-Feb-22	4-Mar-25	0.00	30	3,320.55	2.02%
						55,716.71		146,239.70	2.48%
<b>Grand Totals</b>						<b>172,769.95</b>		<b>230,969.52</b>	<b>2.58%</b>

# Waverley Council

## Investment Performance Report - September 2022



Historical Performance Summary (% pa)			
	Portfolio	Annualised BB Index	Outperformance
Sep 2022	-0.72%	1.79%	-2.51%
Last 3 months	2.10%	1.69%	0.41%
Last 6 months	0.04%	0.99%	-0.95%
Financial Year to Date	2.10%	1.69%	0.41%
Last 12 months	-0.28%	0.52%	-0.80%



Historical Performance Summary (% actual)			
	Portfolio	Annualised BB Index	Outperformance
Sep 2022	-0.06%	0.15%	-0.21%
Last 3 months	0.53%	0.42%	0.11%
Last 6 months	0.02%	0.49%	-0.47%
Financial Year to Date	0.53%	0.42%	0.11%
Last 12 months	-0.28%	0.52%	-0.80%

# Waverley Council

## Environmental Commitments Report - September 2022



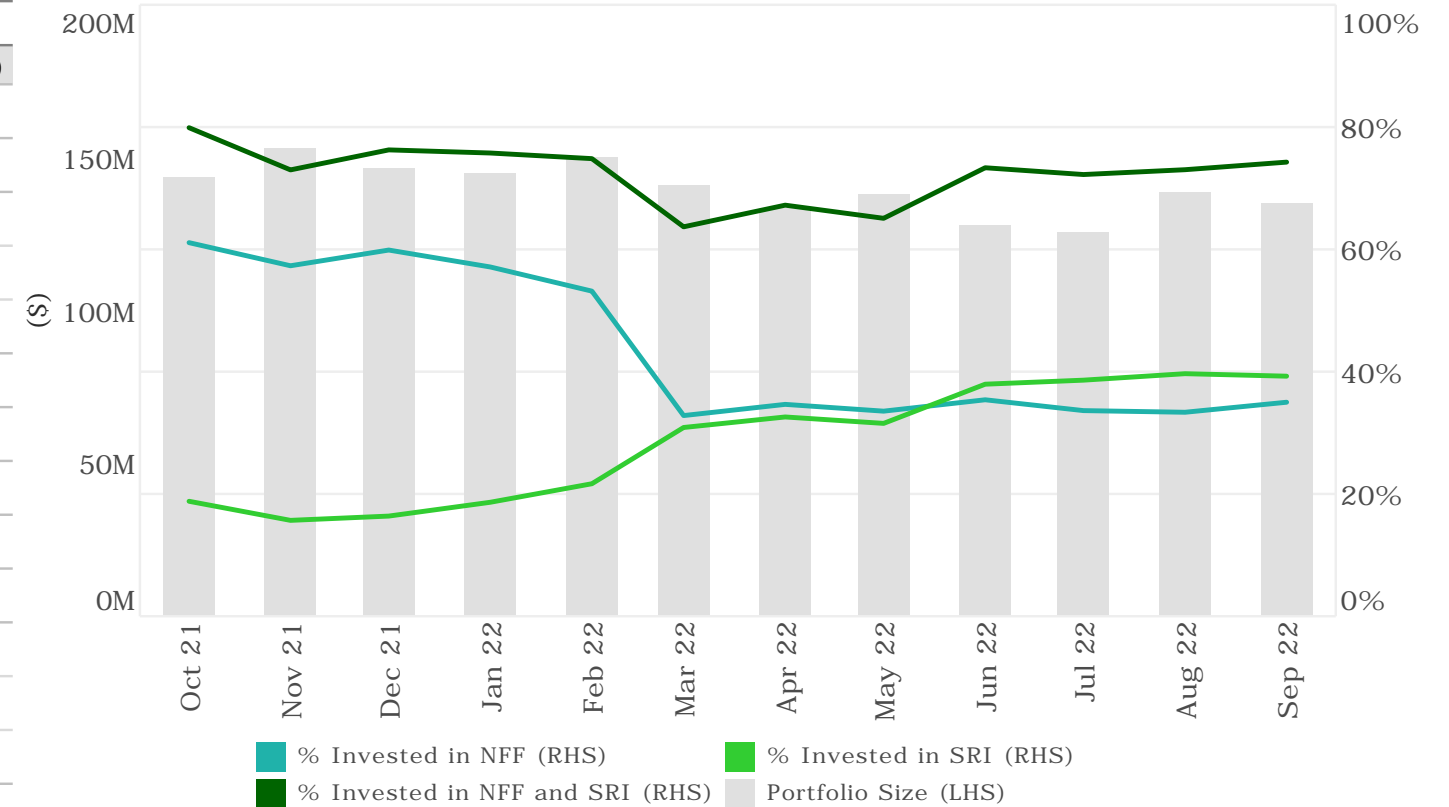
### Current Breakdown

ADI Lending Status *	Current Month (\$)	Previous Month (\$)
<b>Fossil Fuel Lending ADIs</b>		
Commonwealth Bank of Australia	14,896,909	21,979,248
Westpac Group	7,000,000	0
	21,896,909 16%	21,979,248 16%
<b>Non Fossil Fuel Lending ADIs</b>		
Auswide Bank	2,000,000	2,000,000
Bendigo and Adelaide Bank	12,500,000	12,500,000
Great Southern Bank	2,700,000	4,700,000
Newcastle Permanent Building Society	5,100,000	5,100,000
Suncorp Bank	22,550,000	19,550,000
Teachers Mutual Bank	2,400,000	2,400,000
	47,250,000 35%	46,250,000 33%
<b>Other</b>		
NSW T-Corp (Cash)	2,188,994	4,406,381
NSW T-Corp (LT)	10,651,635	11,000,184
	12,840,630 10%	15,406,565 11%
<b>Socially Responsible Investment</b>		
Bank Australia (Sustainability)	3,000,000	3,000,000
CBA (Green)	19,000,000	21,000,000
Westpac Group (Green TD)	31,000,000	31,000,000
	53,000,000 39%	55,000,000 40%
	134,987,538	138,635,813

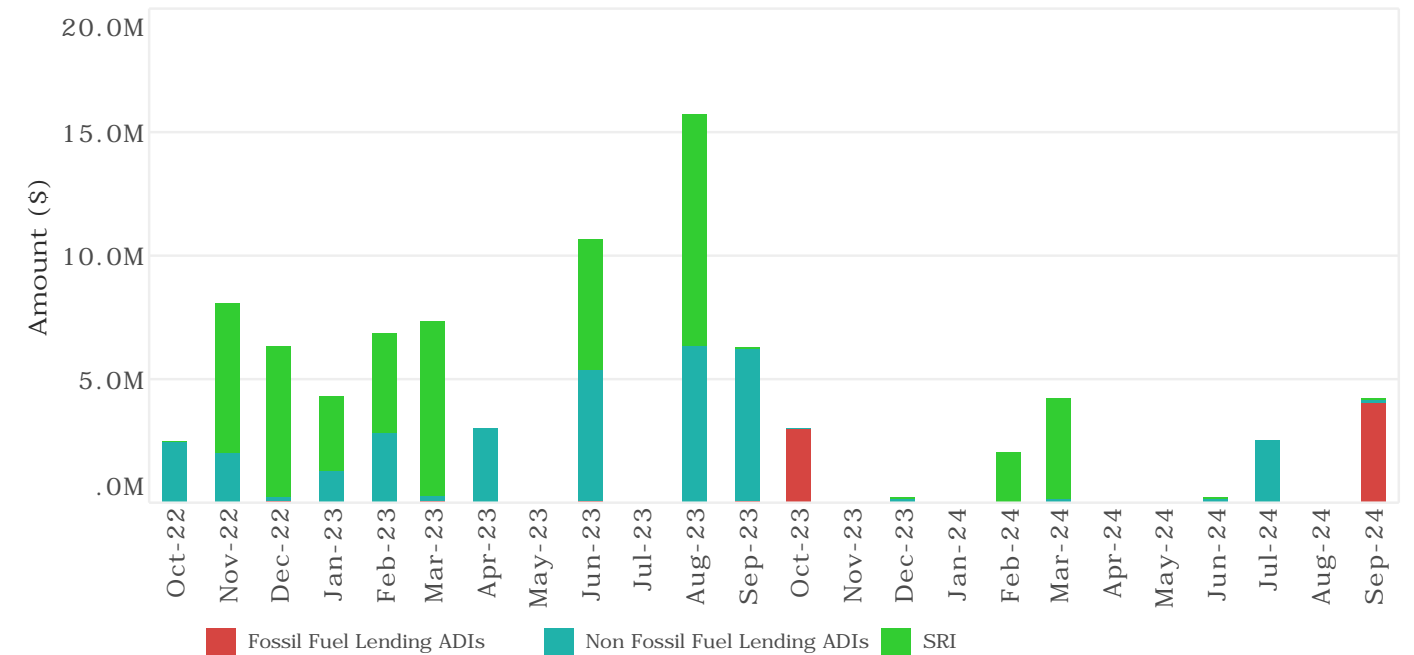
\* source: Marketforces

Percentages may not add up to 100% due to rounding

### Historical Portfolio Exposure to NFF Lending ADIs and SRIs

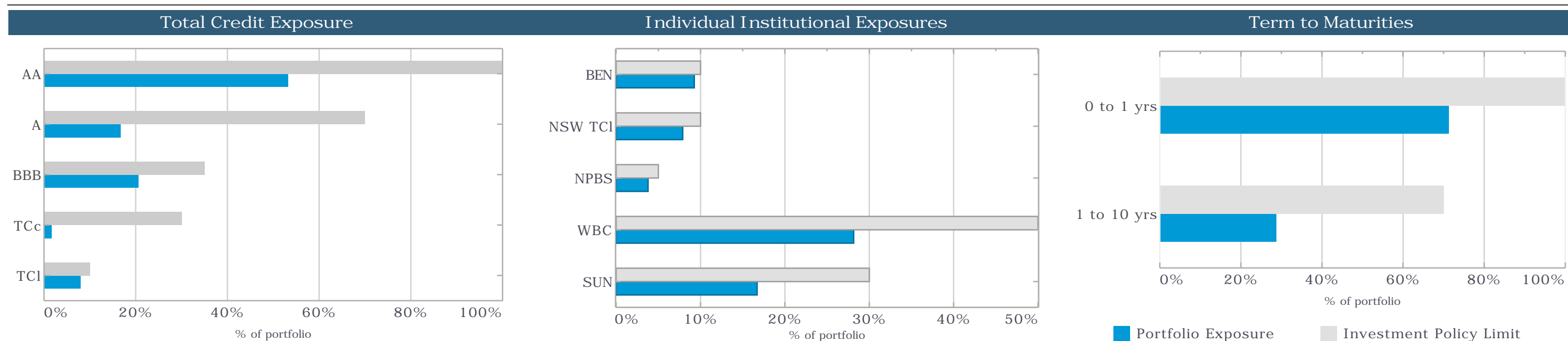


### Upcoming Maturities



# Waverley Council

## Investment Policy Compliance Report - September 2022



Credit Rating Group	Face Value (\$)	% of portfolio	Policy Max	
AA	71,896,909	53%	100%	a
A	22,550,000	17%	70%	a
BBB	27,700,000	21%	35%	a
TCc	2,188,994	2%	30%	a
TCI	10,651,635	8%	10%	a
<b>Total</b>				
<b>134,987,538</b>				

Specific Sub Limits				
BBB+	12,500,000	9%	35%	a
BBB	15,200,000	11%	15%	a

Institution	% of portfolio	Investment Policy Limit	
Bendigo and Adelaide Bank (BBB+)	9%	10%	a
NSW T-Corp (TCI)	8%	10%	a
Newcastle Permanent Building Society (BBB)	4%	5%	a
Westpac Group (AA-)	28%	50%	a
Suncorp Bank (A+)	17%	30%	a
Commonwealth Bank of Australia (AA-)	25%	50%	a
Bank Australia (BBB)	2%	5%	a
Great Southern Bank (BBB)	2%	5%	a
Teachers Mutual Bank (BBB)	2%	5%	a
Auswide Bank (Baa2)	1%	5%	a
NSW T-Corp (TCc)	2%	30%	a

	Face Value (\$)	% of portfolio	Policy Max	
Between 0 and 1 years	96,187,538	71%	100%	a
Between 1 and 10 years	38,800,000	29%	70%	a
<b>Total</b>				
<b>134,987,538</b>				

Specific Sub Limits				
Between 3 and 10 years	20,300,000	15%	50%	a
Between 5 and 10 years	0	0%	25%	a

a = compliant  
r = non-compliant

# Waverley Council

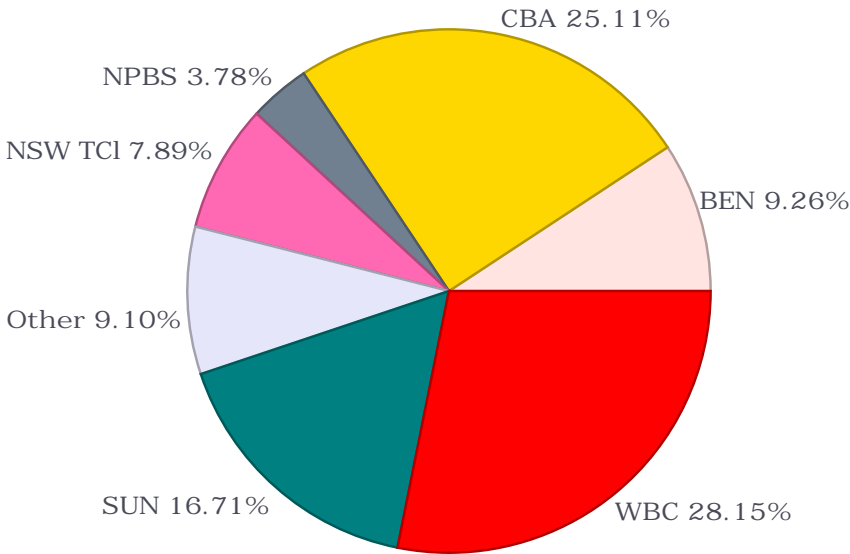
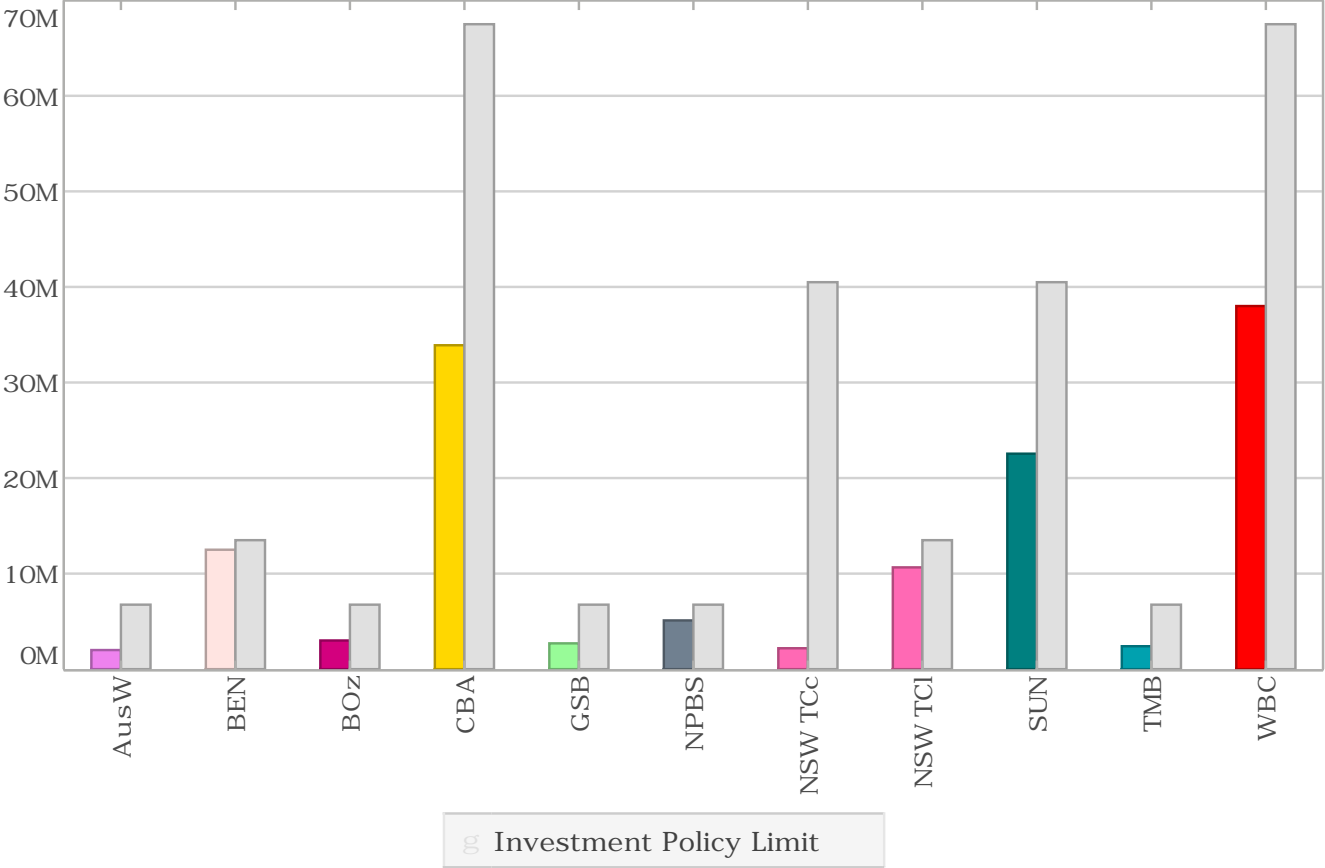
## Individual Institutional Exposures Report - September 2022



Individual Insitutional Exposures

Individual Insitutional Exposure Charts

	Current Exposures		Policy Limit		Capacity
Auswide Bank (Baa2)	2,000,000	1%	6,749,377	5%	4,749,377
Bank Australia (BBB)	3,000,000	2%	6,749,377	5%	3,749,377
Bendigo and Adelaide Bank (BBB+)	12,500,000	9%	13,498,754	10%	998,754
Commonwealth Bank of Australia (AA-)	33,896,909	25%	67,493,769	50%	33,596,860
Great Southern Bank (BBB)	2,700,000	2%	6,749,377	5%	4,049,377
Newcastle Permanent Building Society (BBB)	5,100,000	4%	6,749,377	5%	1,649,377
NSW T-Corp (TCc)	2,188,994	2%	40,496,262	30%	38,307,268
NSW T-Corp (TCI)	10,651,635	8%	13,498,754	10%	2,847,119
Suncorp Bank (A+)	22,550,000	17%	40,496,262	30%	17,946,262
Teachers Mutual Bank (BBB)	2,400,000	2%	6,749,377	5%	4,349,377
Westpac Group (AA-)	38,000,000	28%	67,493,769	50%	29,493,769
	134,987,538				





# Waverley Council

## Cashflows Report - September 2022



### Actual Cashflows for September 2022

Date	Deal No.	Cashflow Counterparty	Asset Type	Cashflow Description	Amount
2-Sep-22	538825	BOz 'SRI' Snr FRN (Dec22) BBSW+0.90%	Floating Rate Note	Coupon Date	15,998.93
				<u>Deal Total</u>	<u>15,998.93</u>
2-Sep-22	540603	BEN Snr FRN (Dec25) BBSW+0.52%	Floating Rate Note	Coupon Date	9,844.13
				<u>Deal Total</u>	<u>9,844.13</u>
2-Sep-22	541834	Commonwealth Bank of Australia	Term Deposit	Maturity: Face Value	2,000,000.00
		Commonwealth Bank of Australia	Term Deposit	Maturity: Interest Received/Paid	6,183.01
				<u>Deal Total</u>	<u>2,006,183.01</u>
2-Sep-22	543279	Westpac Group	Term Deposit	Settlement: Face Value	-4,000,000.00
				<u>Deal Total</u>	<u>-4,000,000.00</u>
2-Sep-22	543280	Suncorp Bank	Term Deposit	Settlement: Face Value	-3,000,000.00
				<u>Deal Total</u>	<u>-3,000,000.00</u>
				Day Total	-4,967,973.93
5-Sep-22	540983	NPBS Snr FRN (Mar26) BBSW+0.63%	Floating Rate Note	Coupon Date	18,665.72
				<u>Deal Total</u>	<u>18,665.72</u>
				Day Total	18,665.72
9-Sep-22	542421	Westpac Group	Term Deposit	During: Interest Received/Paid Dates	6,490.41
				<u>Deal Total</u>	<u>6,490.41</u>
9-Sep-22	542422	Westpac Group	Term Deposit	During: Interest Received/Paid Dates	5,192.33
				<u>Deal Total</u>	<u>5,192.33</u>
9-Sep-22	542423	Westpac Group	Term Deposit	During: Interest Received/Paid Dates	6,490.41
				<u>Deal Total</u>	<u>6,490.41</u>
9-Sep-22	542424	Westpac Group	Term Deposit	During: Interest Received/Paid Dates	18,450.41
				<u>Deal Total</u>	<u>18,450.41</u>
				Day Total	36,623.56
13-Sep-22	541899	Great Southern Bank	Term Deposit	Maturity: Face Value	2,000,000.00
		Great Southern Bank	Term Deposit	Maturity: Interest Received/Paid	7,579.18



# Waverley Council

## Cashflows Report - September 2022



Date	Deal No.	Cashflow Counterparty	Asset Type	Cashflow Description	Amount
<u>Deal Total</u>					2,007,579.18
<u>Day Total</u>					2,007,579.18
15-Sep-22	541877	SUN Snr FRN (Sep26) BBSW+0.48%	Floating Rate Note	Coupon Date	20,655.58
<u>Deal Total</u>					20,655.58
<u>Day Total</u>					20,655.58
19-Sep-22	541523	BEN Snr FRN (Jun26) BBSW+0.65%	Floating Rate Note	Coupon Date	24,793.88
<u>Deal Total</u>					24,793.88
19-Sep-22	542207	Westpac Group	Term Deposit	During: Interest Received/Paid Dates	5,330.96
<u>Deal Total</u>					5,330.96
<u>Day Total</u>					30,124.84
23-Sep-22	541916	CBA Green Snr FRN (Dec26) BBSW+0.41%	Floating Rate Note	Coupon Date	27,095.00
<u>Deal Total</u>					27,095.00
<u>Day Total</u>					27,095.00
30-Sep-22	543451	Westpac Group	Term Deposit	Settlement: Face Value	-3,000,000.00
<u>Deal Total</u>					-3,000,000.00
<u>Day Total</u>					-3,000,000.00
<u>Total for Month</u>					-5,827,230.05

### Forecast Cashflows for October 2022

Date	Deal No.	Cashflow Counterparty	Asset Type	Cashflow Description	Amount
17-Oct-22	542247	Westpac Group	Term Deposit	During: Interest Received/Paid Dates	5,609.59
<u>Deal Total</u>					5,609.59
<u>Day Total</u>					5,609.59
24-Oct-22	538604	GSB Snr FRN (Oct24) BBSW+ 1.12%	Floating Rate Note	Coupon Date	8,300.45
<u>Deal Total</u>					8,300.45
<u>Day Total</u>					8,300.45
25-Oct-22	536145	BEN Snr FRN (Jan23) BBSW+ 1.05%	Floating Rate Note	Coupon Date	10,269.03

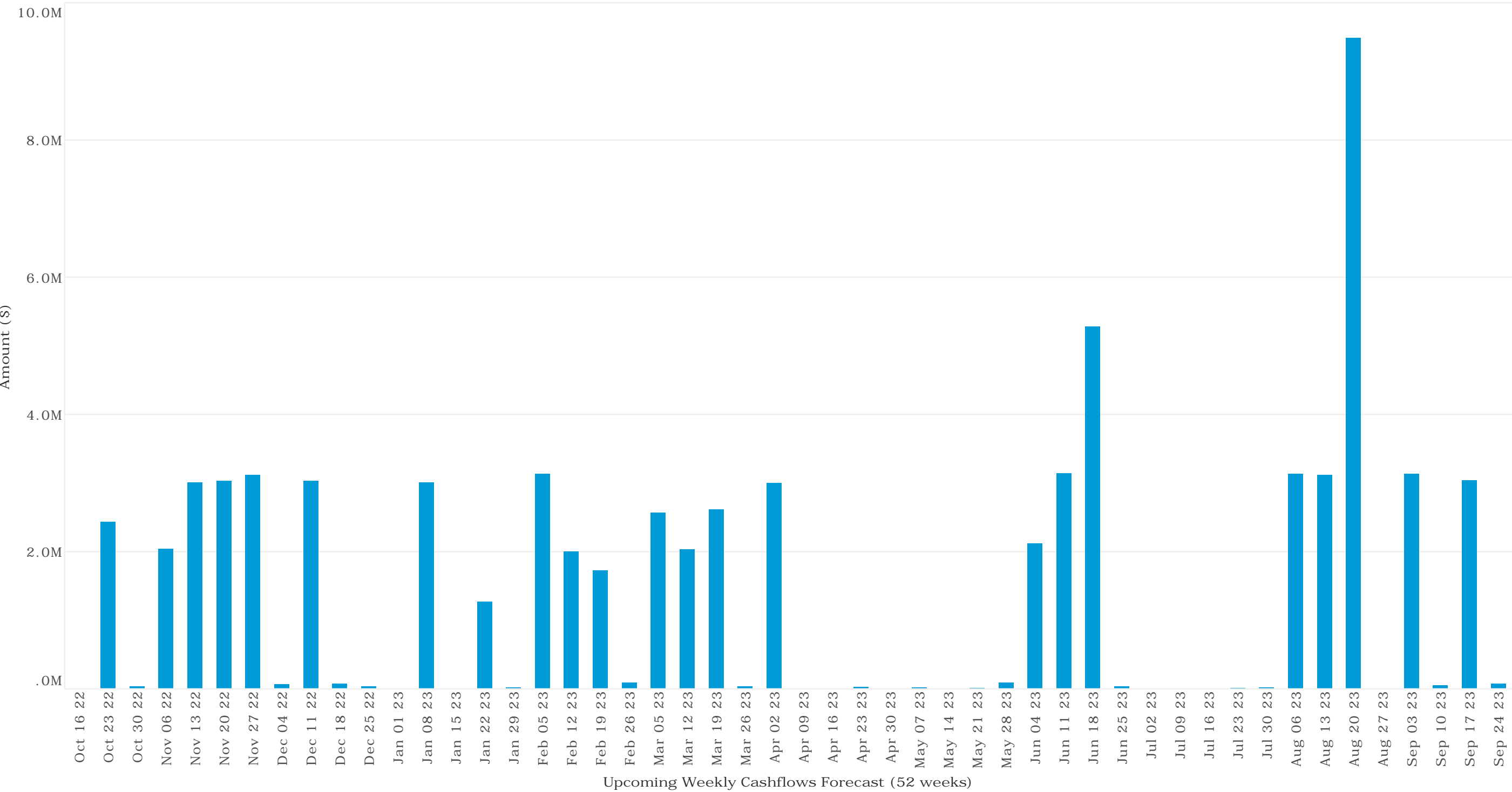
# Waverley Council

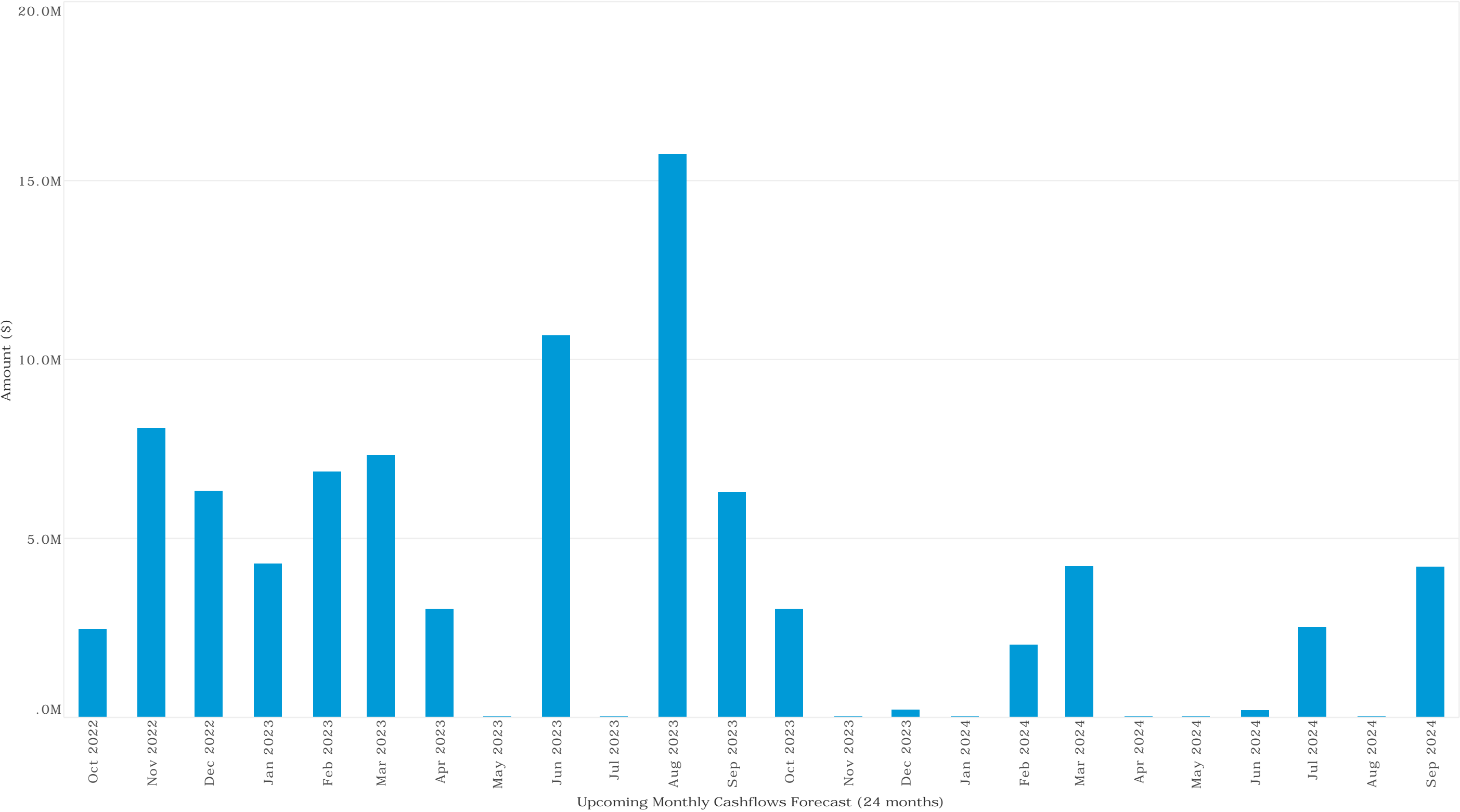
## Cashflows Report - September 2022



Date	Deal No.	Cashflow Counterparty	Asset Type	Cashflow Description	Amount		
					<u>Deal Total</u>	<u>10,269.03</u>	
					Day Total	10,269.03	
28-Oct-22	538616	TMB Snr FRN (Oct22) BBSW+ 0.90%	Floating Rate Note	Coupon Date	18,438.92		
		TMB Snr FRN (Oct22) BBSW+ 0.90%	Floating Rate Note	Maturity	2,400,000.00		
		<u>Deal Total</u>					<u>2,418,438.92</u>
		Day Total					2,418,438.92
31-Oct-22	538331	SUN Snr FRN (Jul24) BBSW+ 0.78%	Floating Rate Note	Coupon Date	18,676.38		
		<u>Deal Total</u>					<u>18,676.38</u>
		Day Total					18,676.38
					<u>Total for Month</u>	<u>2,461,294.36</u>	

Waverley Council  
Cashflows Report - September 2022





**REPORT**  
**CM/7.2/22.10**

**Subject:** Annual Returns Disclosing Interests of Councillors and Designated Persons

**TRIM No:** A21/0564

**Author:** Natalie Kirkup, Governance Officer

**Director:** Tara Czinner, Director, Corporate Services

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**RECOMMENDATION:**

That Council notes the returns of Councillors and designated persons disclosing interests for the period 1 July 2021 to 30 June 2022.

**1. Executive Summary**

This report informs Council of the annual lodgement of returns disclosing the interests of Councillors and designated persons and satisfies the requirement to table the returns at a Council meeting under part 4 of the Code of Conduct for Councillors and the Code of Conduct for Council Staff.

**2. Introduction/Background**

Part 4 of the Code of Conduct for Councillors and the Code of Conduct for Council Staff requires Councillors and designated persons to lodge an annual return with the General Manager disclosing their interests during the period 1 July to 30 June by 30 September each year.

The General Manager is required to keep a register of returns and table the returns at the first Council meeting after 30 September each year.

**3. Relevant Council Resolutions**

Meeting and Date	Item No.	Resolution
Council 12 April 2022	CM/7.7/22.04	That Council notes the returns of Councillors and designated persons disclosing interests for the period December 2021 to March 2022 including Cr Wy Kanak's return, which was received after the due date.
Council 26 October 2021	CM/7.3/21.10	That Council notes the returns of Councillors and designated persons disclosing interests for the period 1 July 2020 to 30 June 2021.

**4. Discussion**

Thirty positions were identified as being required to lodge an annual return: 12 Councillors, the General Manager, six senior staff and 11 other staff. Officers forwarded the prescribed form to each Councillor and

designated person and outlined their responsibilities to complete the return for the period 1 July 2021 to 30 June 2022.

The Executive Manager, Urban Planning, Policy and Strategy is the only designated person that has not yet lodged a return.

*Table 1. Returns received for the period 1 July 2020 to 30 June 2021.*

Councillor x 12
General Manager
Director Community, Assets and Operations
Director Customer Service & Organisation Improvement
Director, Finance and Governance
Chief Information Officer
Executive Manager, Infrastructure Services
Executive Manager, Customer, Cemetery and Lifeguard
Executive Manager, Development Assessment
Executive Manager, Finance
Executive Manager, Major Projects
Executive Manager, Procurement
Manager, Building Certification and Compliance
Manager, Development Assessment

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

### **Financial impact statement**

There is no unbudgeted cost to Council to complete the returns.

### **Consultation**

Not applicable.

### **Time frame**

The returns cover the period from 1 July 2021 to 30 June 2022.

The returns must be lodged with the General Manager by 30 September 2022 and tabled at the next Council meeting after 30 September 2022.

## **6. Conclusion**

The Code of Conduct for Councillors and the Code of Conduct for Council Staff require Councillors and designated persons to lodge an annual return disclosing their interests during the period 1 July to 30 June by 30 September each year. The returns must then be tabled at the first Council meeting after 30 September. This report addresses the requirements of the Code of Conduct.

## **7. Attachments**

Nil .

## REPORT

### CM/7.3/22.10



**Subject:** Petition - Gipps Street, Bronte - Resident Parking Scheme Objection

**TRIM No:** A02/0750

**Author:** Al Johnston, Governance Officer  
Calum Hutcheson, Service Manager, Traffic and Transport

**Director:** Tara Czinner, Director, Corporate Services

#### RECOMMENDATION:

That Council considers the petition objecting to the proposed resident parking scheme in Gipps Street, Bronte, as part of its review of resident parking scheme Area C, which will be reported to the November 2022 Traffic Committee meeting.

#### 1. Executive Summary

Council has received a petition containing 41 signatures of residents of Gipps Street, Bronte, requesting that Council not proceed with the proposed resident parking scheme in the street.

It is recommended that the petition be considered as part of Council's review of resident parking scheme Area C, which will be reported to the November 2022 meeting of the Traffic Committee.

#### 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.

Council conducts a program of resident parking scheme (RPS) surveys to ascertain the level of support for resident parking schemes in particular streets (see Council's resolution in the table below). Gipps Street is in RPS Survey Area C, which has recently been surveyed on the introduction of an RPS. The results of the survey are due to be considered by the Waverley Traffic Committee (WTC) in November 2022. It is recommended that consideration of the petition be included in the officers' report to the WTC.

#### 3. Relevant Council Resolutions

Meeting and Date	Item No.	Resolution
Council 23 September 2021	CM/8.1/21.09	<p>That Council:</p> <ol style="list-style-type: none"> <li>Officers investigate areas/streets with unrestricted parking within the Waverley Ward of the Waverley local government area to determine whether they are suitable for a Resident Parking Scheme (RPS), commencing with, but not limited to, the following streets: <ol style="list-style-type: none"> <li>The western part of Area 11, including Silva Street,</li> </ol> </li> </ol>

		<p>Carlisle Street and Fletcher Street.</p> <p>(b) The eastern part of Area 22, including Paul Street (south of Bondi Road), Dalley Street and Council Street (between Bondi Road and Birrell Street).</p> <p>(c) The north-eastern part of Area 25, including Henrietta Street (north of Victoria Street), Langlee Avenue and Seaview Street.</p> <p>2. Officers survey the areas/streets in Waverley Ward that are deemed suitable for a new or extended RPS and report to the Waverley Traffic Committee on the survey results, with a recommendation to Council.</p> <p>3. Officers expedite the RPS surveys and any approved RPS installations by bringing forward the timetable identified in the General Manager's comments, where possible and subject to resourcing, and maintain the latest schedule on the RPS section of Council's website.</p> <p>4. Notes that the General Manager's comments state that the planned sequence and schedule for RPS surveys by Area is currently as follows:</p> <p>(a) The western part of Area 11 (including Silva, Carlisle, Fletcher, Denham, Illawong, Carlisle, Gaerloch, Alexander) – November 2021.</p> <p>(b) The eastern part of Area 22 (Paul, Dalley, Council), noting that Transport for NSW is the determining authority for parking on Council Street, as it is a State Road – April 2022.</p> <p>(c) The north-eastern part of Area 25 (Henrietta, Langlee, Seaview) – August 2022.</p> <p>(d) The eastern part of Area 15 (Jackaman, Avoca, Tasman, Philip, Imperial, Tamarama, Boonara, Farrellys) – February 2023.</p> <p>(e) Streets within Areas 26 and 12 that do not already have resident parking – June 2023.</p> <p>5. Notes that representations have been received from residents in the RPS areas mentioned above, with residents reporting that parking occupancy rates have increased to undue proportions over the last few years, especially during COVID-19 restrictions and the daylight-saving period.</p> <p>6. Notes that in October 2013, Council unanimously resolved that Council officers have discretion to conduct RPS resident surveys where an on-street parking problem is identified.</p>
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**4. Discussion**

The petition states:

*We, the undersigned, petition the Mayor and Councillors of Waverley to abandon the proposed resident parking scheme for Gipps St Bronte.*

*I object to the significant costs associated with parking permits in order to retain the same quality of life and standard of interaction with family and friends.*

The petition complies with Council's Petitions Policy.

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

There is no unbudgeted cost to Council in receiving the petition.

**6. Conclusion**

It is recommended that the petition be considered as part of Council's review of resident parking scheme Area C, which will be reported to the November 2022 meeting of the Traffic Committee.

**7. Attachments**

Nil.

## REPORT CM/7.4/22.10



**Subject:** Petition - Clyde Street, North Bondi - Parking Restrictions Objection

**TRIM No:** DA-314/2021

**Author:** Al Johnston, Governance Officer  
Calum Hutcheson, Service Manager, Traffic and Transport

**Director:** Tara Czimmer, Director, Corporate Services

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### RECOMMENDATION:

That Council:

1. Refers the petition objecting to the new parking restrictions in Clyde Street, North Bondi, to the Director, Assets and Operations, for consideration.
2. Officers prepare a report to Council on the consideration of the petition.

#### 1. Executive Summary

Council has received a petition containing 18 signatures of residents of Clyde Street, North Bondi, requesting the following:

- Removing the angle parking and signs along the cul-de-sac end of Clyde Street.
- Conducting a further safety assessment of the areas to better redirect vehicular traffic to use alternative nearby streets.
- Designating space to enable cars and garbage trucks to safely manoeuvre and perform a u-turn on the cul-de-sac.
- Installing further lighting and pruning trees along Clyde Street, particularly at blind spots.
- Conducting an area-wide traffic study.
- Alerting the community of any changes to the design.

It is recommended that the petition be forwarded to the Director, Assets and Operations, for consideration, and that a report be prepared to Council on the consideration of the petition.

#### 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.

The NSW Land and Environment Court recently upheld an appeal for alterations and additions and an increase in child numbers at a childcare centre at 140 Clyde Street, North Bondi. The consent conditions for the approved development include a requirement that 'Prior to the issue of any Construction Certificate, the angle parking in Clyde Street proposed in the Revised Traffic and Parking Impact Assessment prepared

by McLaren Traffic Engineering & Road Safety Consultants dated 11 March 2022 is to be installed prior to the issue of any Construction Certificate, at the cost of the Applicant.'

The purpose of the angle parking was to provide four additional on-street parking spaces to address increased parking demands associated with an approved increase in childcare places for 16 children.

The angle parking was installed on 22 August 2022.

In approving the angle parking, the Court has exercised its powers under section 138 of the *Roads Act 1993*.

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

Nil.

### **4. Discussion**

The petition states:

*We, the undersigned residents in the cul-de-sac area of Clyde St, North Bondi, support the submission prepared by Planning Local on behalf of Oliver Freedman of 138A Clyde St, North Bondi, dated 6 September 2022. We petition the General Manager, Mayor and Councillors of Waverley to consider the issues raised in Mr Freedman's submission, namely to:*

- *Remove the angle parking and signs along the cul-de-sac end of Clyde St, where each of the undersigned reside.*
- *Conduct further safety assessment of the areas to better redirect vehicular traffic to use alternate nearby streets.*
- *Designate space to enable cars and garbage trucks to safely manoeuvre and perform a u-turn on the cul-de-sac.*
- *Install further lighting and prune trees along Clyde St, particularly at blind spots.*
- *Conduct an area-wide traffic study.*
- *Alert the community of any changes to the design (this did not happen with the installation of the angled parking signs).*

The submission referred to in the petition is attached to Council's file.

Council's Service Manager, Traffic and Transport, considers that the issues raised by residents in the petition warrant a re-examination of the impacts of the Court's order to change from parallel parking to angle parking. Council has the authority to review the conditions and revert to parallel parking under the 2011 RMS Delegation to Councils.

Any proposed changes will have to be submitted to the Waverley Traffic Committee for review and technical input.

The petition complies with Council's Petitions Policy.

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

There is no unbudgeted cost to Council in receiving the petition.

**6. Conclusion**

It is recommended that the petition be forwarded to the Director, Assets and Operations, for consideration, and that a report be prepared for Council on the outcome.

**7. Attachments**

Nil .

## REPORT

### CM/7.5/22.10



**Subject:** Petition - Avoca Street, Bondi - Resident Parking Scheme

**TRIM No:** A02/0750

**Author:** Al Johnston, Governance Officer  
Calum Hutcheson, Service Manager, Traffic and Transport

**Director:** Tara Czimmer, Director, Corporate Services

#### RECOMMENDATION:

That Council considers the petition requesting a resident parking scheme in Avoca Street, Bondi, as part of the wider resident parking scheme survey scheduled for February 2023.

#### 1. Executive Summary

Council has received a petition containing 66 signatures of residents of Avoca Street, Bondi, requesting that Council give serious and urgent consideration to implementing a resident parking scheme in the street.

It is recommended that the petition be considered as part of the wider resident parking scheme survey scheduled for February 2023.

#### 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.

Avoca Street is in resident parking scheme Area 15. Council conducts a program of resident parking scheme (RPS) surveys to ascertain the level of support for resident parking schemes in particular streets. Avoca Street is scheduled to be surveyed in February 2023 as part of a wider survey (see Council's resolution in the table below).

#### 3. Relevant Council Resolutions

Meeting and Date	Item No.	Resolution
Council 23 September 2021	CM/8.1/21.09	<p>That Council:</p> <ol style="list-style-type: none"> <li>Officers investigate areas/streets with unrestricted parking within the Waverley Ward of the Waverley local government area to determine whether they are suitable for a Resident Parking Scheme (RPS), commencing with, but not limited to, the following streets: <ol style="list-style-type: none"> <li>The western part of Area 11, including Silva Street, Carlisle Street and Fletcher Street.</li> <li>The eastern part of Area 22, including Paul Street</li> </ol> </li> </ol>

		<p>(south of Bondi Road), Dalley Street and Council Street (between Bondi Road and Birrell Street).</p> <p>(c) The north-eastern part of Area 25, including Henrietta Street (north of Victoria Street), Langlee Avenue and Seaview Street.</p> <p>2. Officers survey the areas/streets in Waverley Ward that are deemed suitable for a new or extended RPS and report to the Waverley Traffic Committee on the survey results, with a recommendation to Council.</p> <p>3. Officers expedite the RPS surveys and any approved RPS installations by bringing forward the timetable identified in the General Manager's comments, where possible and subject to resourcing, and maintain the latest schedule on the RPS section of Council's website.</p> <p>4. Notes that the General Manager's comments state that the planned sequence and schedule for RPS surveys by Area is currently as follows:</p> <p>(a) The western part of Area 11 (including Silva, Carlisle, Fletcher, Denham, Illawong, Carlisle, Gaerloch, Alexander) – November 2021.</p> <p>(b) The eastern part of Area 22 (Paul, Dalley, Council), noting that Transport for NSW is the determining authority for parking on Council Street, as it is a State Road – April 2022.</p> <p>(c) The north-eastern part of Area 25 (Henrietta, Langlee, Seaview) – August 2022.</p> <p>(d) The eastern part of Area 15 (Jackaman, Avoca, Tasman, Philip, Imperial, Tamarama, Boonara, Farrellys) – February 2023.</p> <p>(e) Streets within Areas 26 and 12 that do not already have resident parking – June 2023.</p> <p>5. Notes that representations have been received from residents in the RPS areas mentioned above, with residents reporting that parking occupancy rates have increased to undue proportions over the last few years, especially during COVID-19 restrictions and the daylight-saving period.</p> <p>6. Notes that in October 2013, Council unanimously resolved that Council officers have discretion to conduct RPS resident surveys where an on-street parking problem is identified.</p>
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#### **4. Discussion**

The petition states:

*This petition is on behalf of the residents of Avoca St to Waverley Council's Traffic Management Committee to give serious and urgent consideration to implementing a Resident Parking Scheme (RPS) zone on this street.*

*The introduction of the resident parking scheme from Park Parade to Watson Street has created an unacceptable flow-on effect to Avoca St. As a result, Avoca St has become an all-day and all-night parking station for Bondi Rd shop keepers, general commuters, 'car next door' car-share schemes, builders and other local residents. This has left residents of the aforementioned street with little to no parking options close to their homes.*

*We, the residents of Avoca St request 2hr restricted parking to non-permit holders.*

*This petition is an essential next step to ensure residents are given primary and adequate parking options close to their homes. It will also deter parking in Avoca St by random vehicles for extended periods of time.*

*We ask that this consideration be brought to Council's attention immediately.*

The petition complies with Council's Petitions Policy.

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

There is no unbudgeted cost to Council in receiving the petition.

#### **6. Conclusion**

It is recommended that the petition be considered as part of the wider resident parking scheme survey scheduled for February 2023.

#### **7. Attachments**

Nil .

## REPORT CM/7.6/22.10



**Subject:** Petition - Leichhardt Street, Bronte/Waverley - Safety Improvements

**TRIM No:** A03/0042-04

**Author:** Al Johnston, Governance Officer  
Calum Hutcheson, Service Manager, Traffic and Transport

**Director:** Tara Czimmer, Director, Corporate Services

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### RECOMMENDATION:

That Council:

1. Refers the petition requesting safety improvements to Leichhardt Street, Bronte/Waverley, from Macpherson Street to Varna Street, to the Director, Assets and Operations, for consideration.
2. Officers prepare a report to Council on the consideration of the petition.

#### 1. Executive Summary

Council has received a petition containing 166 signatures of residents of Leichhardt Street, Bronte/Waverley, and other streets requesting that Council makes the section of Leichhardt Street from Macpherson Street to Varna Street safer by:

- Lowering the speed limit and creating better road safety for all road users and pedestrians.
- Introducing signage such as 'give way', 'high pedestrian activity', 'local residential zone', 'caution crest' and 'concealed driveway.'
- Installing traffic calming treatments, such as chicanes and speed cushions.

It is recommended that the petition be forwarded to the Director, Assets and Operations, for consideration and that a report be prepared for 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:

*To make Leichhardt Street safe – from round about at top of Macpherson Street to Varna Park at Varna Road.*

*Reduce traffic speed, traffic congestion, road rage and accidents.*

*To eliminate dangerous road hazards for pedestrians when crossing the road and blind spots caused by crest and concealed driveways.*

*We, the undersigned, petition the Mayor and Councillors of Waverley to:*

- 1. Lower the speed limit and create better road safety for all road users and pedestrians.*
- 2. Introduce signage for example giveaway signs, high pedestrian activity, local residential zone, caution crest and concealed driveways*
- 3. Traffic calming treatments for example: chicanes and speed cushions.*

The petition complies with Council's Petitions Policy.

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

There is no unbudgeted cost to Council in receiving the petition.

#### **6. Conclusion**

It is recommended that the petition be forwarded to the Director, Assets and Operations, for consideration and that a report be prepared for Council on the outcome of the consideration.

#### **7. Attachments**

Nil .

## REPORT CM/7.7/22.10



**Subject:** Reconciliation Action Plan (RAP) Advisory Committee - Community Membership

**TRIM No:** A14/0173

**Author:** Rebecca Rodwell, Manager, Community Planning and Partnerships

**Director:** Meredith Graham, Acting Director, Community, Culture and Customer Experience

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### RECOMMENDATION:

That Council appoints Damien Barnes to the Reconciliation Action Plan (RAP) Advisory Committee for a two-year term from October 2022 to October 2024.

#### 1. Executive Summary

The Reconciliation Action Plan Advisory (RAP) Committee currently has two vacancies, after filling three vacancies at the September Finance and Operations and Community Services Committee meeting. Following these appointments, officers received a further application from Damien Barnes to join the committee. Damien is a local Aboriginal resident who has valuable professional and personal skills and experience to bring to the committee.

#### 2. Introduction/Background

In 2021, Council received and approved six applications for membership of the RAP Advisory Committee. For various reasons, two of these members resigned from the committee and one member unfortunately passed away earlier in the year.

The terms of reference allow for up to eight community members, who may be an individual or a representative of a community organisation. The existing members of the committee were Walangari Karntawarra, Aunty Barbara Simms and Micheal Mahoney, both of whom have another year to complete their term of membership. Council appointed three more members at the September Finance, Operations and Community Services Committee meeting, being Gene Ross, Liz Tierney and Dr Sarah Jane Moore for a two-year term.

Through a referral from one of the existing committee members, Damian Barnes submitted an application to join the RAP Advisory Committee as a member in September.

#### 3. Relevant Council Resolutions

Meeting and date	Item No.	Resolution
Finance, Operations and Community Services Committee 6 September 2022	FC/5.3/22.09	That Council appoints the following community members to the Reconciliation Action Plan (RAP) Advisory Committee for a two-year term from August 2022 to August 2024:  1. Elizabeth Tierney  2. Sarah Jane Moore

		3. Gene Ross
Council 25 May 2021	CM/7.10/21.05	<p>That Council appoints the following individuals to the Reconciliation Action Plan (RAP) Advisory Committee for a two-year term from June 2021 to June 2023:</p> <ol style="list-style-type: none"> <li>1. Chris Bonney.</li> <li>2. Peter Cooley.</li> <li>3. Walangari Karntawarra.</li> <li>4. Michael Mahoney.</li> <li>5. Barbara Simms.</li> <li>6. Sally Walker.</li> </ol>

#### 4. Discussion

An application was received from Damien Barnes to join the RAP Advisory Committee.

Damien meets the following criteria for the committee, which is a requirement outlined in the terms of reference:

- An Aboriginal and/or Torres Strait Islander person who lives, works or has a connection to the Waverley and surrounding area.

The maximum number of committee members is eight, and with Council's endorsement of Damien, there will be seven members representing a range of skills and experience and personal and professional backgrounds. The Mayor and Acting Director, Community, Culture and Customer Experience, assessed and supported the recommendation to Council (as per the terms of reference).

Additional information about the candidate has been circulated to Councillors separately.

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

Council has approved a payment for each member of \$200 per meeting, which has been included in the operational budget for 2022–23.

The next Committee meeting is due to take place on Wednesday, 19 October 2022.

#### 6. Conclusion

It is recommended that Council appoints Damien Barnes to the RAP Advisory Committee for a two-year term from October 2022 to October 2024.

#### 7. Attachments

Nil.

## REPORT CM/7.8/22.10



**Subject:** Small Grants Program 2022-23 - Round 1

**TRIM No:** A22/0205

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

**Director:** Meredith Graham, Acting Director, Community, Culture and Customer Experience

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### RECOMMENDATION:

That Council, under the Small Grants Program 2022–23 (Round 1), grants \$35,747 to the individuals and organisations as recommended in Table 1 of the report, subject to any conditions specified in Attachment 1 of the report.

#### 1. Executive Summary

Round 1 of Council's Small Grants Program 2022–23 closed on 5 September 2022. In this round, grants were offered for community and cultural projects with a total of 20 submissions was received. The applications received have been assessed by officers against the relevant selection criteria. Support for nine applications is recommended to the value of \$35,747. An overview of the applications received, and recommendations made is provided in Table 1, and a summary of each of the applications is provided in Attachment 1.

#### 2. Introduction/Background

The Small Grants Program enables Council to support community initiatives through the provision of financial assistance, offered in three streams:

Community and Cultural	Aims to support the delivery of identifiable social, cultural, and recreational benefits to Waverley's community that align with goals in the Waverley Community Strategic Plan.
Environmental	Aims to support environmental improvement projects that align with goals in the Waverley Community Strategic Plan, and Council's Environmental Action Plan.
Creative Streets	Aims to support community contributions to public spaces that align with goals in the Waverley Community Strategic Plan, using an Urban Interventions Framework.

Council allocates a budget of around \$100,000 annually to Small Grants for projects that meet community and cultural, environmental, and creative streets objectives. Grants are offered in two rounds that are advertised in March and August each year.

In July 2019, Council endorsed amendments to the guidelines, including expanding the eligibility criteria, tightening the selection criteria, and increasing the maximum amount available per application from \$3,000 to \$5,000 thousand dollars. Council also endorsed the offer of 'Creative Streets' grants just once a year, to be advertised in March. In March 2020, Council endorsed an overarching Community Grants Policy that covers the Community Services and Cultural Grants, and Small Grants Programs.

### 3. Relevant Council Resolutions

Meeting and date	Item No.	Resolution
Council 17 March 2020	CM/7.4/20.03	That Council adopts the Community Grants Policy attached to this report.
Council 16 July 2019	CM/7.10/19.07	That Council: <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 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>

### 4. Discussion

The Environmental Services team elected to concentrate the limited funds available for the year in a single round to be offered in March 2023. In preparation for the round, Environmental Services is undertaking work to improve alignment of the application and reporting processes, using the Smarty Grants system. This will ensure that funded projects are evaluated against the goals of Council's Environmental Management Plan, and that the stories of success can be shared in a meaningful way.

An invitation for applications to the Community and Cultural grants stream was distributed widely in August through Council's social media channels, community interagencies and special interest email groups. The Round closed on 5 September 2022.

Twenty applications were received from individuals and organisations seeking funds totalling \$93,747, as shown in Table 1. The majority of applications to this round were from community groups seeking to deliver benefit to identified needs groups including people with disability, children and families, and young people. More than half of the applications were from first-time applicants, and the majority sought the maximum grant amount available.

Of note in this round, four applications were proposals for activities relating to young children. All applicants noted the challenges posed for parents of young children by the COVID lockdowns, and the importance in these periods of being able to establish and maintain local connections. Council's Community Programs team will undertake some further exploration of needs in this area in the coming year.

Council officers assessed the applications received against the relevant selection criteria, consulted with sector specialists, and undertook follow up with applicants where necessary. Support for nine proposals is recommended.

The recommended proposals demonstrated clearly articulated aims with a meaningful link to Waverley, well developed project plans, and informative, realistic budgets. They include four projects that acknowledge Waverley's diversity, reject discrimination and promote inclusion (\$15,000); two programs that bring together and 'upskill' parents of young children (\$6,597); and two programs that provide new opportunities for Waverley's young people (\$9,950).

*Table 1. Overview of applications and recommendations.*

No	Project	Applicant	1 <sup>st</sup> Time	Target for benefit	\$ Sought	\$ Recomm
<b>Community</b>						
1	Young Autism Adults Social Skills Project	Autism Mates	Yes	People w Disability	\$4,950	\$4,950
2	Disability Dance Showcase	Switch Dance Co	Yes	People w Disability	\$4,000	-
3	Toddlerastic – Term Break Play Sessions	Jennifer Zimmerman	Yes	Children & Families	\$5,000	-
4	First Aide for Parents	Irish Support Agency		Children & Families	\$1,597	\$1,597
5	Working Women a Visual Insight	The Ying Space	Yes	Children & Families	\$5,000	-
6	The Gathering Place	Emma Early	Yes	Children & Families	\$5,000	\$5,000
7	Bronte Forum	Waverley Action Group		Civic	\$5,000	
8	Simah Community Acupuncture	Joseph Kench	Yes	-	\$5,000	-
9	Cancer Support Group	Life Force Foundation		People w cancer	\$5,000	-
10	Kindness Hampers	Project Kindness		Disadv	\$5,000	-
11	Thrive for Success	Dress for Success Sydney	Yes	Disadv Women	\$4,200	\$4,200
12	Food Relief	St Merkorious Charity Assoc	Yes	Disadv	\$5,000	-
13	Bondi Beats Workshop	Safe and Sound	Yes	Young People	\$5,000	\$5,000
14	For Young Drivers	Road Safety Education	Yes	Young People	\$5,000	-
15	Bondi Badlands Podcast – 2 <sup>nd</sup> Series	Greg Callaghan		Diversity	\$4,000	\$4,000
16	NCJWA NSW Centenary Program	National Council of Jewish Women NSW		Diversity	\$5,000	\$5,000
17	Keff Israeli Dance	Keff Sydney	Yes	Diversity	\$5,000	-
18	Not everyone is going to like you	Alise James	Yes	Diversity	\$5,000	-
19	Chanuka in the	Dover Heights		Diversity	\$5,000	\$3,000

No	Project	Applicant	1 <sup>st</sup> Time	Target for benefit	\$ Sought	\$ Recomm
	Park	Shule				
20	Chanuka by the Sea	Lubavitch Russian Centre		Diversity	\$5,000	\$3,000
	<b>Total</b>				<b>\$93,747</b>	<b>\$35,747</b>

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

Sufficient funds are available in recurrent budgets to cover the grant allocations recommended in this report. Table 2 below provides an overview of the budget for each of the streams and the value of the grants recommended. The disbursement of funds can take place immediately after approval, provided applicants meet any conditions required.

*Table 2. Small Grants Program 2022–23 (Round 1) – Summary of budgets and recommendations*

Grant Category	Budget Round 2	No of applications received	\$ Value of applications received	No of grants recommended	\$ value of total grants recommended
Community and Cultural	\$40,000	20	\$93,747	9	\$35,747

## 6. Conclusion

The Small Grants Program provides Council with a unique opportunity to respond to ideas proposed by members of its community, and to facilitate diverse contributions to Waverley's physical and social infrastructure. This Report recommends that Council approves grants to the value of \$35,747 to individuals and organisations as set out in Table 1 of this report, with conditions where specified in Attachment 1.

## 7. Attachments

1. Small Grants project proposals 2022-23 (Round 1) - Descriptions and recommendations [↓](#) .

## Attachment 1: Description Small Grants Project Proposals Round 1, 2022/23

File Ref: A22/0205

October 2022

**Descriptions and recommendations prepared in consultation with other specialist staff by:**

Leisa Simmons and Julie Jenkinson, Community Programs

### Community

Application 1	Young Autism Adults Social Building Skills Project
Organisation	Autism Mates
The Activity	Funds are sought to support the delivery of 11 (monthly) social sessions in a club or restaurant for up to 15 people with autism aged 17-24, to promote connection and social skills among the participants, and greater awareness of the needs of people with autism in the business and broader community. Funds will cover the cost of arranging and facilitating the sessions. The applicant reports that the program currently runs successfully in Randwick.
Assistance Sought	\$4,950
Background	The objective of Autism Mates is to make the world more inclusive for those on the autism spectrum. Young adults with autism often struggle with new or unfamiliar environments which limits their ability to engage with community life, especially post school. The model aims to support participants to develop coping skills and confidence in a supportive environment, and promote mainstream business awareness of the opportunities available through being disability aware.
Funding History	Nil
Website	<a href="https://autismmates.org.au">https://autismmates.org.au</a>
Comment	The application provides a clear description of the proposed program and the issues it seeks to address. The need for more social opportunities locally was raised during consultation for Council's Disability Inclusion Action Plan (DIAP), and DIAP priorities include actions to promote social opportunities for people with disability and actions to promote broader community awareness and engagement.
Recommendation	<i>\$4,950 recommended</i>

Application 2	Disability Dance Showcase
Organisation	Switch Dance Community (previously run by Danceability)
The Activity	Funds are sought to support the mounting of a dance showcase for participants in the applicant's dance classes for people with disability run in Bondi that includes people with diverse physical and cognitive abilities. The applicant hopes to run the showcase at Waverley School Hall in December 2022.
Assistance Sought	\$4,000
Background	The Switch Dance Community provides dance classes for people of all ages and abilities.



Funding History	Nil
Website	<a href="https://m.facebook.com/switchdancecommunity">https://m.facebook.com/switchdancecommunity</a>
Comment	Although this project has appeal, the application lacks information about the specific needs addressed through the dance classes or the scale of local participation. In officer's assessment, the community benefit flowing from a 'one off' performance showcase is limited.
Recommendation	<i>Not recommended</i>

<b>Application 3</b>	<b>Toddlerstastic – Term Break Play Sessions</b>
Organisation	Jennifer Zimmerman
The Activity	Funds are sought to support free play sessions at Hugh Bamford Reserve for toddlers during spring, summer, autumn and winter term breaks, with facilitation by local toddler friendly providers offering a 'taster' of their services. Activities planned include music/ circle time, an art/fine motor skills activity and sports/ dance activity, and to date, the applicant has secured the support of seven local providers. Participating providers will be promoted through the Project's social media platform.
Assistance Sought	\$5,000
Background	The applicant is a local mum and trained Primary/ Early Childhood teacher who works as a tutor offering play based learning in Bondi for toddlers. She notes how important it was for her to connect locally during the COVID lockdowns, and reports that she and other mums have found a hiatus of activity available during school holiday periods.
Funding History	Nil
Website	<a href="http://www.toddlerstastic.com.au">http://www.toddlerstastic.com.au</a>
Comment	In officer's assessment this proposal principally provides a platform for promotion of those small businesses that have offered 'taste testing' of their services. Whilst this may have value, support through a grant is not recommended.
Recommendation	<i>Not recommended</i>

<b>Application 4</b>	<b>First Aide for Parents</b>
Organisation	Irish Support Agency NSW Inc.
The Activity	Funds are sought to support the provision in February 2023 of a 'one off' 3 hour 'first aid' class for 12 Irish families delivered by CPR Kids and including CPR, and the most common first aid situations affecting children - choking, burns and head injury. The proposed venue is Hugh Bamford Hall, and participants will contribute a \$10 fee to promote applicant retention.
Assistance Sought	\$1,597
Background	The Irish Support Agency provides programs to help promote mental health and well-being, social inclusion and a sense of connection in the Irish Australian community, and front line support for those who find themselves in crisis.

	The Agency reports that the years of COVID lock downs have been especially challenging for people with young families a long way from extended family networks. The Agency ran this program successfully in 2018, when families nominated knowledge of first aid for children as an area of interest. Consequently, the program has been identified as potentially a way of re-connecting families after the lockdowns.
Funding History	Council provided the agency with a small grant in May 2018, which has been acquitted, to support the offer of a similar program.
Website	<a href="http://www.irishsupportagency.org.au">http://www.irishsupportagency.org.au</a>
Comment	The application provides a clear description of the proposed program and the issues it seeks to address. The agency has a track record of successful delivery of the program and increasing knowledge of first aide amongst parents of young children will deliver positive outcomes for the whole community.
Recommendation	<i>\$1,597 recommended</i>

<b>Application 5</b>	<b>Working Women: A Visual Insight</b>
Organisation	The Ying Space – Yvonne Wong
The Activity	<p>Funds are sought to support the creation of an exhibition consisting of interviews and photographs of 18 working mothers for exhibition at the Bondi Pavilion High Tide Room on or about Mother's Day 2023, and via social media. The applicant has secured the support of two local photographers and has prior experience as a writer.</p> <p>The aim of the exhibition is to celebrate these 'unsung heroes', to draw attention to the relentless responsibilities born by working mothers, the comparatively high number of unpaid hours they do to keep families running, and to provoke consideration of options for improving support.</p>
Assistance Sought	\$5,000
Background	The applicant is a local working mum, who leads Friday Playgroups sessions at Kimberley Reserve as a volunteer. She created the Ying Space to host events such as women's circles with like minded mothers, and reports that her proposal was inspired by the women she has met.
Funding History	Nil
Website	-
Comment	Although a proposal to highlight the important role of working mothers is welcomed, in officer's assessment this proposal needs further development with consideration for the selection process for stories to ensure diversity in representation, and the role/ empowerment of participants themselves in the story telling.
Recommendation	<i>Not recommended this round</i>

Application 6	The Gathering Place
Organisation	Emma Early
The Activity	<p>Funds are sought to support the delivery of a series of gatherings for new and expecting parents with each focussing on a topic relating to parenting, supporting parents' mental health, and associated life transitions such as returning to work. The gatherings will be held face to face in accessible venues with a 'pop up' creche facility, and livestreamed, to facilitate digital participation. Participants will be charged a small fee.</p> <p>The focus of the gatherings will be to empower participants to navigate parenthood with peer support, sift through the confusing and often contradictory information available on line and from various service providers, so that they find information and support resources that align with their unique values, lifestyle and family needs.</p>
Assistance Sought	\$5,000 recommended
Background	The applicant is a local resident with experience in event and project management who has been unable to find the 'local village' support she has sought in her journey as a new mum.
Funding History	Nil
Website	-
Comment	Council's early childhood specialists report that there is a gap in the provision of support for new parents post NSW Health's six week program and responded positively to this proposal as an innovative model that recognises the extent to which many parents rely on the internet for information and advice. Officers recommend support as a trial of the model, provided that the applicant works in consultation with Council's Community Programs team, particularly regarding the creche component of the proposal.
Recommendation	<i>\$5,000 recommended provided that the applicant works in consultation with Council's Community Programs Team</i>

Application 7	Bronte Forum
Organisation	Waverley Action Group
The Activity	<p>Funds are sought to support the development of a program for a public forum about the history of Bronte to broaden awareness and appreciation of Bronte's history and heritage and provide an opportunity for the airing of diverse views. The forum would bring together the local community, and people with expertise who can share their research and contribute to discussion about Bronte's history, heritage and preservation.</p> <p>The proposed forum would be hosted by the Bronte Beach Precinct in early 2023. Talks and a record of discussion would be made available in print/digital form as a resource for the future.</p>
Assistance Sought	\$5,000
Background	-

Funding History	The WAG received a small grant in May 21, which has been acquitted, for the production of three videos: 'I Love Charing Cross', 'Precincts', and the 'Waverley Cemetery'.
Website	<a href="https://waverleyactiongroup.org.au">https://waverleyactiongroup.org.au</a>
Comment	Further development of this project proposal is recommended to clarify the objectives and focus of the proposed forum, and the roles of the different parties it is proposed would be involved. In officers' assessment, the provision of a Council grant for the forum, as described in the application, may generate confusion about the roles and responsibilities of the various parties in relation to Bronte's history, heritage and preservation.
Recommendation	<i>Not recommended this round</i>

<b>Application 8</b>	<b>Simah Community Acupuncture</b>
Organisation	Joseph Kench
The Activity	Funds are sought to support the subsidised delivery of group acupuncture services and weekly qigong classes from a community venue 2 days per week.
Assistance Sought	\$5,000
Background	The applicant is a qualified acupuncturist.
Funding History	Nil
Website	<a href="https://www.simahacupuncture.com">https://www.simahacupuncture.com</a>
Comment	The benefits to the community of the proposed program are unclear from the application, and little detail is provided on how it would work in practice.
Recommendation	<i>Not recommended</i>

<b>Application 9</b>	<b>Cancer Support Group</b>
Organisation	Life Force Foundation Ltd
The Activity	Funds are sought to support the provision of weekly support meetings in the Eastern Suburbs in 2022/23 by qualified counsellors for groups of up to 10 people diagnosed with cancer. The applicant reports that sessions have been conducted on-line for the last couple of years, but the group hopes to resume face to face meetings in 2023.
Assistance Sought	\$5,000
Background	The Life Force Cancer Foundation was established in 1993 and achieved charitable status in 1996. It has run support groups in the East and Inner West for many years but has had difficulty with its funding model since at least 2017.
Funding History	Council provided a small grant in October 2017 to help the group continue its work while seeking alternate sources of funding. This grant was not acquitted so an application made in 2018 was unsuccessful.
Website	<a href="https://lifeforce.org.au">https://lifeforce.org.au</a>
Comment	The application is very generalised. It provides no detail about demand/ delivery/ success etc in the East, or reference to prior grants.
Recommendation	<i>Not recommended</i>

<b>Application 10</b>	<b>Kindness Hampers</b>
Organisation	Project Kindness Inc
The Activity	Funds are sought to purchase household items including groceries for inclusion in 25 Kindness Hampers (each costing \$200), to be distributed through case workers over the course of 2023, that enable disadvantaged residents in Waverley to create a loving and supportive home environment. The applicant reports that it currently supports a number of vulnerable and disadvantaged residents in Waverley.
Assistance Sought	\$5,000
Background	<p>Project Kindness Inc is a registered charity with the following goals:</p> <ul style="list-style-type: none"> <li>▪ Reduce the vulnerability and improve the day to living for clients living with disabilities or mental illness</li> <li>▪ Help people by connecting those in need with goods and services that change their lives for the better</li> <li>▪ Provide disadvantaged people with support and an opportunity for social contact to improve their integration into the community</li> <li>▪ Provide a platform for caseworkers and agencies to obtain food and household items for their clients.</li> </ul>
Funding History	The applicant made an unsuccessful application in the April 22 round.
Website	<a href="https://projectkindness.com.au">https://projectkindness.com.au</a>
Comment	The application does not demonstrate the development of local connections, recommended in response to the April application, that would promote access by those in need to ongoing support which may included the provision of life's essentials.
Recommendation	<i>Not recommended</i>

<b>Application 11</b>	<b>Thrive for Success – Career Support Program</b>
Organisation	Dress for Success Sydney
The Activity	Funds are sought to support delivery of DfSS's Career Support Program for clients based in the Waverley LGA with the primary objective of increasing the employability of women in need. The applicant reports that 12 Waverley women have signed up for DfSS's National Career Hub in the last 6 months to access online programs and services.
Assistance Sought	\$4,200
Background	Established in 2009, the primary objective of Dress for Success, according to its web site, is to increase the employability of vulnerable women by building their knowledge skills and confidence, and providing them with tools to secure employment and thrive at work. This is achieved by providing, free of charge, professional clothing, a network of support, coaching and career development tools to help women achieve self-sufficiency.
Funding History	Nil
Website	<a href="https://sydney.dressforsuccess.org">https://sydney.dressforsuccess.org</a>
Comment	The application provides a clear description of the project proposed with a realistic implementation plan, and budget. The proposal includes indicators

	of local need and supporting its implementation may help Council to develop a more detailed understanding of the extent of need, following the disruptions to employment resulting from the COVID-19 pandemic.
Recommendation	<i>\$4,200 recommended</i>

<b>Application 12</b>	<b>Food Relief and Social Support for Waverley Residents in Need</b>
Organisation	St Merkorious Charity Association Inc.
The Activity	Funding is sought to support the provision of hampers containing fresh food items, pantry staples and hygiene essentials to be delivered regularly in 2023 to Waverley residents in need. Hampers will be delivered by a social worker who can provide additional support if needed.
Assistance Sought	\$5,000
Background	St Merkorious Charity was founded in 2013 with a mission to relieve hunger and food insecurity by providing food, clothing, and hygiene products to empower communities in need and inspire hope. It provides 3,500 meals weekly to disadvantaged people across Sydney and holds regular community meals and food pick-up hubs in Rhodes, Fairfield, Blacktown and Parramatta.
Funding History	Nil
Website	<a href="https://stmerkorious.org.au">https://stmerkorious.org.au</a>
Comment	Several local agencies provide assistance that address food insecurity in Waverley. The application does not demonstrate needs that require additional service from an outside agency.
Recommendation	<i>Not recommended</i>

<b>Application 13</b>	<b>Bondi Beats Workshop</b>
Organisation	Safe and Sound - Sebastien Fava Verde
The Activity	Funds are sought to support the delivery of Bondi Beats music workshop and mentor program comprising 8 x 2 hour sessions from November 22 to February 23 at the Bondi Pavilion music studio, including DJing, MCing and music production for young Waverley locals. The program would run in partnership with the Beaches Outreach Project (BOP), and participants would have the opportunity to perform live at Bondi Youth Outreach Pop-Up events. The applicant reports that this program would complement the existing Bondi Wave Program which caters to instrument focussed music (live bands) and address the interests of those young people whose passion is contemporary (electronic) music production and performance.
Assistance Sought	\$5,000
Background	The applicant has an extensive background in electronic music as a performer and producer, has previously established music mentoring and local talent programs, and has been working on the music component of the Bondi Youth Outreach Pop-Up program throughout 2022.

Funding History	Nil
Website	<a href="https://safeandsoundsolutions.com.au">https://safeandsoundsolutions.com.au</a>
Comment	The Bondi Youth Outreach Pop-Up program has been run throughout 2022 by Council in partnership with BOP, WAYS and the Waverley Police to address reports from August 21 of disruptive anti-social youth activity after dark at Bondi Beach. Music programs provide an important opportunity for connection with young people, and the 'Pop Up' group has identified a gap in provision of opportunities that this project aims to address. Officers recommend a grant for a trial of the proposed program in consultation with Council's Community Programs team, and other 'Pop-Up' partners.
Recommendation	<i>\$5,000 recommended</i>

<b>Application 14</b>	<b>For Young Drivers</b>
Organisation	Road Safety Education Ltd
The Activity	Funds are sought to provide subsidy to facilitate participation of Waverley locals 16-18 years old in the RSE's road safety course. The course is arranged through schools, and the applicant reports that four schools currently participate in the program. The average cost per student is \$45, and the subsidy by Council through the grant would reduce the cost per student to \$25. Transport for NSW provides a \$10 subsidy per student for public school students.
Assistance Sought	\$5,000
Background	RSE's program was established to reduce youth road trauma statistics. It provides young people with a best practice, evidence based road safety education program equipping them with the tools they need to make good choices on the road.
Funding History	Nil
Website	<a href="https://rse.org.au">https://rse.org.au</a>
Comment	Waverley has a unique mix of public and private high schools. The application is very general. It does not provide information about what schools do and don't participate in the program, so it is unclear how reducing its cost through a grant may facilitate access to the program for all young drivers in the Waverley community.
Recommendation	<i>Not recommended</i>

<b>Application 15</b>	<b>Bondi Badlands Podcast – 2<sup>nd</sup> Series</b>
Organisation	Greg Callaghan
The Activity	Funds are sought to support the production of a second series in the Podcast Bondi Badlands, which will focus on the current parliamentary inquiry into the murders of gay men at Bondi in the 1980s and 90s. With the human rights conference at its centre, Sydney WorldPride, scheduled for March 2023, will bring renewed attention to those events.
Assistance Sought	\$4,000

Background	<p>Council has supported acknowledgement of the lives and deaths of the gay men murdered at Bondi through support for production of the first series of podcasts, and the erection of a memorial bearing their names. The Bondi Memorial aims to honour victims and survivors, to raise community awareness, and so make a contribution towards healing.</p> <p>The first series of the Bondi Badlands podcast launched in 2021, received over 350,000 downloads.</p>
Funding History	The applicant produced the first podcast series, with support through a small grant received by ACON in May 17, which has been acquitted.
Website	<a href="http://gregcallaghan.com.au">http://gregcallaghan.com.au</a>
Comment	The application provides a clear description of the project proposed with a realistic implementation plan. The applicant has a track record of successful delivery. A second podcast will facilitate continued exploration of a story that has long term social significance for Waverley.
Recommendation	<i>\$4,000 recommended</i>

<b>Application 16</b>	<b>NCJWA NSW Centenary Cultural Program</b>
Organisation	National Council of Jewish Women Australia NSW Division
The Activity	<p>Funds are sought to support the delivery of a centenary program celebrating the history, achievements and contributions of Jewish women to Australia's diverse community with events and activities designed to enhance connections between women of different faiths. The celebration will run from October 22 to March 23, with events and activities including:</p> <ul style="list-style-type: none"> <li>▪ Multicultural pink breakfast in the Sukkah – Will bring together 50 diverse women to raise funds for breast cancer awareness, learn about traditions across cultures and experience the Jewish festival of Sukkot</li> <li>▪ Indian-Jewish Holi-Purim celebration – Will bring together 100 Jewish and Hindu women to celebrate and learn about each other's festivals of Purim and Holi, which occur simultaneously in March 23</li> <li>▪ Women of Diversity Dinner – Will bring together 100 women of diverse backgrounds to celebrate diversity and explore potential for cooperative ventures.</li> </ul>
Assistance Sought	\$5,000
Background	The National Council of Jewish Women is a non profit, volunteer based organisation with a focus on social justice and the provision of services for women, children and families.
Funding History	NCJW has received small grants for its Mum for Mum (May 18) and Cuddle Bundles (May 19) programs, both acquitted.
Website	<a href="https://ncjwansw.org.au">https://ncjwansw.org.au</a>
Comment	The application provides a clear description of a varied and inspiring program to bring together women of diverse backgrounds, with a realistic detailed implementation plan, and evidence of support from the partners required for successful implementation.
Recommendation	<i>\$5,000 recommended</i>



<b>Application 17</b>	<b>Keff Israeli Dance</b>
Organisation	Keff Sydney Inc
The Activity	<p>Funds are sought to support a three day Israeli dance workshop in March 23, where a visiting international teacher will provide instruction. Dance sessions will be held for beginners, intermediate and advanced dancers with a target of 150 participants, and a special workshop will be provided for dance teachers to upskill and update teaching techniques and methods. The event will be held in partnership with the Shalom Institute, and Maccabi, and other communities with an interest in folkloric dance will be invited to attend.</p> <p>The applicant reports that the group holds twice weekly classes mostly attended by older people, and has about 60 members. The workshop would aim to re-engage younger people with this element of their cultural heritage.</p>
Assistance Sought	\$5,000
Background	According to Wikipedia, Israeli folk dance (rikudei 'am) is a popular pastime in Israel and is strongly associated with festivals there. It includes dances choreographed to songs and music drawing on both older Jewish and non-Jewish folk dance traditions, and more modern and professional musical compositions.
Funding History	Nil
Website	-
Comment	It is unclear from the application how the applicant would include others in the community interested in folkloric dance or attract broader community involvement. In officer's assessment the benefit from the proposal would principally flow to a small and specialised interest group.
Recommendation	<i>Not recommended</i>

<b>Application 18</b>	<b>Not everyone is going to like you - Book Reading &amp; Sharing Workshop</b>
Organisation	Alise James
The Activity	<p>Funds are sought to support the delivery of a book reading and workshop at the Bondi Pavilion on 5 November 2022 for up to 200 children and their parents, with 140 places targeted to locals and 60 places for a diverse greater Sydney audience. The book, by the applicant, is called 'Not everyone is going to like you', and aims to promote inclusion through respecting, acknowledging and accepting that everyone is different.</p>
Assistance Sought	\$5,000
Background	<p>The applicant advises that she wrote the book for her daughter, who is part of a 'local and international' family of mixed heritage, not uncommon in Bondi, born in Argentina, with an English born father of Nigerian descent, and an Australian born mother. She is an ambassador for Addi Road community and the family is active in the 'Racism not welcome' campaign.</p>
Funding History	Nil
Website	<a href="http://www.Noteveryoneisgoingtolikeyou.com">http://www.Noteveryoneisgoingtolikeyou.com</a>

Comment	It is unclear from the application how children could actively participate in a book reading workshop with an audience of up to 200 people. Officers recommend that the applicant considers a smaller event at the Waverley Library and works with Council's Community Program team to refine the proposal to ensure that it can achieve its intended outcomes.
Recommendation	<i>Not recommended this round</i>

<b>Application 19</b>	<b>Chanuka in the Park – Dudley Page Reserve</b>
Organisation	Dover Heights Shule
The Activity	Funds are sought to support the delivery of Chanuka in the Park scheduled for 18 December 2022 in Dudley Page Reserve Dover Heights, to include entertainment and the traditional lighting of the menorah, spreading the message of light and hope in the Jewish festival of lights.
Assistance Sought	\$5,000
Background	Chanuka is a Jewish celebration of faith, hope and light.
Funding History	The Shule received a grants in 2020 and 2021 to cover the cost of venue hire for Chanuka in the Park. Both have been acquitted.
Website	<a href="http://www.dhs.org.au">www.dhs.org.au</a>
Comment	The Jewish community, which represents 15% of Waverley's population is strongly represented in the Dover Heights area. The celebration of Chanuka provides a great opportunity to bring the local community together.
Recommendation	<i>A contribution of \$3,000 is recommended to cover the costs of venue hire and associated requirements</i>

<b>Application 20</b>	<b>Chanuka by the Sea</b>
Organisation	Lubavitch Russian Centre Inc.
The Activity	Funds are sought to support the delivery of a Chanuka festival in December in Bondi Park, to include entertainment and the traditional lighting of the menorah, spreading the message of light and hope in the Jewish festival of lights.
Assistance Sought	\$5,000
Background	The Centre is associated with the Bondi Shule which has worked with Council over many years to deliver a Chanuka celebration at Bondi Beach.
Funding History	Nil
Website	-
Comment	The Jewish community represents 15% of Waverley's population. The celebration of Chanuka in Waverley's highest profile location, contributes to public awareness of Waverley's diversity, and Council's commitment to facilitating the inclusion of the whole of its community.
Recommendation	<i>A contribution of \$3,000 is recommended to cover the costs of venue hire and associated requirements</i>

**REPORT**  
**CM/7.9/22.10****Subject:** Waverley Garden Awards 2022**TRIM No:** A05/1736**Author:** Rebecca Rodwell, Manager, Community Planning and Partnerships**Director:** Meredith Graham, Acting Director, Community, Culture and Customer Experience

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**RECOMMENDATION:**

That Council appoints Crs [INSERT NAME] and [INSERT NAME] to participate on the judging panel for the Waverley Garden Awards 2022.

**1. Executive Summary**

The Waverley Garden Awards are taking place this year, with the award ceremony being held on 3 December 2022 at Bronte House. Award nominations opened on 5 September 2022 and will close on 10 October 2022. The judging for the Awards will take place on 28 and 29 October 2022 and officers are seeking Councillor/s to participate on the judging panel.

**2. Introduction/Background**

Waverley's triennial Garden Awards were re-established in 2007 with a focus on sustainable gardening practices, recognising residents and their outstanding private and public space gardens. The Awards were cancelled in 2010 due to lack of nominations, and revitalised in 2012 and hosted by Costa Georgiadis and Myles Baldwin. The Awards in 2012 were the first year that sponsors and media partnerships were included.

In 2015, Myles Baldwin was a guest presenter of the Awards. There was a cross-promotional partnership with Graham Ross's (Better Homes and Gardens) Garden Clinic, and the Wentworth Courier were media partners. There were seven prize partners who were local or national businesses and the Awards attracted 32 entries.

In 2018, Judy Horton was a guest presenter and there were 10 prize partners. Twenty-five entries were received.

The 2021 Awards were delayed due to COVID, and are therefore being held in 2022. Costa Georgiadis will be attending the awards, with a role yet to be determined.

**3. Relevant Council Resolutions**

Meeting and Date	Item No.	Resolution
Operations Committee 4 September 2018	OC/5.3/18.09	That Council appoints Councillors Wakefield and Goltsman to participate on the judging panel for the triennial Waverley Garden Awards 2018.

#### **4. Discussion**

The 2022 Waverley Garden Awards are currently open for a five-week period from 5 September 2022 until 10 October 2022. Based on feedback from 2018, there is one additional category for the 2022 awards: the Second Nature Habitat Garden Award. The 2022 categories are:

- My Beautiful Garden.
- Innovative Garden.
- Special Shared or Street Garden.
- Dirt Kids.
- Second Nature Habitat Garden

Judging of the gardens will take place in late October, with site visits on 28 and 29 October 2022. The judging panel for the Awards will include:

- A representative/s of Council.
- A guest judge.
- An officer from the Open Space Planning team.
- An officer from the Sustainability team.
- An officer from the Open Spaces team.
- The Coordinator, Local Connections.

The Councillor/s should be available during the day on 28 and 29 October 2022 to attend site visits.

The Awards will be presented at a morning tea ceremony at Bronte House on 3 December 2022. Anna van der Gardner, interior designer and current tenant Bronte House, has expressed an interest as this year's guest judge. Some prizes for the Awards have been sourced from a variety of local businesses.

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

The 2022 Garden Awards are already budgeted for in the current financial year.

#### **6. Conclusion**

This report is requesting that Council nominate a Councillor/s for the judging panel.

#### **7. Attachments**

Nil.

**REPORT**  
**CM/7.10/22.10**

**Subject:** Sydney WorldPride 2023 Bondi Beach Party - Fee Waiver and Licence Agreement

**TRIM No:** A19/0568

**Author:** Shaun Munro, Manager, Events

**Director:** Meredith Graham, Acting Director, Community, Culture and Customer Experience

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**RECOMMENDATION:**

That Council:

1. Approves the Sydney WorldPride 2023 Bondi Beach Party at Bondi Beach and Park on Saturday, 4 March 2023.
2. In accordance with section 610E of the *Local Government Act 1993*, waives \$77,000 (excluding GST) in event fees to support Sydney WorldPride in holding the event.
3. Authorises the General Manager or delegate to complete negotiations and execute a licence agreement with Sydney WorldPride.

**1. Executive Summary**

WorldPride is an international biennial festival celebrating LGBTQIA+ culture. Sydney WorldPride 2023 will be held in conjunction with the 2023 Sydney Gay and Lesbian Mardi Gras, and will incorporate the Sydney WorldPride Human Rights Conference, making it one of the largest events in Australia since the Sydney 2000 Olympics.

In June 2021, Council approved Sydney WorldPride 2023's Bondi Beach Party event at south Bondi for the official closing event of Sydney WorldPride 2023, subject to a licence agreement.

Since that time, the date and location for the Bondi Beach Party have changed. The event will now be hosted on Saturday, 4 March 2023. For capacity and event safety reasons, and to minimise impacts on non-event community, the event site location has been moved to the central area of Bondi Park and incorporates the use of the Bondi Pavilion.

Sydney WorldPride organisers have requested financial support in the form of a fee waiver for the High Impact event fees for the use of Bondi Beach and Park. Bondi Pavilion venue hire fees for the use of internal Bondi Pavilion spaces are not included in this request.

Applicable Council event fees and charges total \$77,000 (excluding GST). Waiving these fees is the mechanism through which Council can financially support this major international event.

It is recommended that Council approves the changed date and location of the event, waives the fees and enters into a licence agreement with Sydney WorldPride.

## 2. Introduction/Background

2023 will mark the 50th Australian Gay Pride Week, the 45th Sydney Gay and Lesbian Mardi Gras and the very first WorldPride in the southern hemisphere, in Sydney. Along with the annual Sydney Gay and Lesbian Mardi Gras parade and its large and diverse range of associated events, some of the key highlights of Sydney WorldPride 2023 will be:

- Mardi Gras Fair Day in Victoria Park.
- First Nations Gathering Space at Carriageworks.
- Live and Proud – Sydney WorldPride opening concert in the Domain.
- Pride Villages – Oxford Street and surrounds.
- Mardi Gras Parade & Party.
- Mardi Gras Laneway.
- Domain Dance Party.
- Sydney WorldPride Human Rights Conference at International Convention Centre.
- Blak and Deadly – The First Nations Gala Concert.
- Bondi Beach Party.
- Pride March over the Sydney Harbour Bridge.
- Rainbow Republic in the Domain.

Sydney WorldPride Bondi Beach Party 2023 provides Council with an opportunity to host a major international event that advances Council's strategic goals with respect to inclusivity, diversity, arts and culture, and economic development. This major event with Department of Premier and Cabinet hallmark status celebrates local Indigenous communities, supports Bondi's local businesses and creative industries, connects arts and culture networks, and showcases Bondi Pavilion as a significant Sydney destination venue for arts and culture.

Event organisers have sold 15,000 tickets with an expected release of a further 3,000 tickets upon execution of the licence agreement.

Sydney WorldPride organisers recently engaged event production company SUBVRT to develop all event management delivery plans for Bondi Beach Party. The same event production company was involved in the planning and delivery of Shore Thing New Year's Eve event in the same location several years ago.

## 3. Relevant Council Resolutions

Meeting and date	Item No.	Resolution
Council 17 May 2022	CM/7.6/22.05	<p>That Council:</p> <ol style="list-style-type: none"><li>1. Approves the following program of High Impact 2 events scheduled for the period 1 July 2022 to 30 June 2023:<ol style="list-style-type: none"><li>(a) Bondi Festival (including extended tenure of Ferris wheel).</li><li>(b) City2Surf and Council Marquee Program.</li><li>(c) Festival of the Winds.</li><li>(d) The Drop Live.</li><li>(e) Sculpture by the Sea.</li></ol></li></ol>

		<p>(f) Head On Photo Festival.</p> <p>(g) Diner en Blanc.</p> <p>(h) Dudley Page New Year's Eve.</p> <p>(i) Summer of Surf Series.</p> <p>(j) Nutri Grain Ironperson Series (subject to confirmation).</p> <p>(k) Outdoor Cinema (venue to be confirmed).</p> <p>(l) Latin American Festival.</p> <p>(m) Sydney WorldPride Bondi Beach Party (2023 only).</p> <p>(n) Ocean Lovers Festival.</p> <p>(o) North Bondi RSL ANZAC Day Dawn Service Ceremony.</p> <p>2. Notes the following High Impact 1 and Medium Impact events that are included in the annual calendar of events:</p> <p>(a) Flickerfest (previously High Impact 2, now High Impact 1).</p> <p>(b) Bondi Blitz (previously High Impact 2, now Medium Impact 1).</p> <p>(c) Carols by the Sea (previously High Impact 2, now Medium Impact 1).</p> <p>(d) Bondi to Bronte Swim (previously High Impact 2, now Medium Impact 1).</p> <p>(e) Global Table (previously High Impact 2, now Medium Impact 1).</p> <p>3. Notes that all scheduled High Impact events outlined in Attachment 1 of the report are required to submit a COVID-19 Safety Plan and comply with Council's Events Policy and Event Management Guidelines.</p> <p>4. Authorises the General Manager, or delegated representative, to finalise and execute licence agreements with event organisers as necessary and as noted in the 2022–23 program.</p>
Council 22 June 2021	CM/7.11/21.06	<p>That Council:</p> <p>1. Approves the Bondi Beach Party event at south Bondi for the official closing event of Sydney WorldPride 2023.</p>

		<ol style="list-style-type: none"> <li>2. Notes that the event will remain subject to NSW Public Health Orders at the time.</li> <li>3. Notes that event approval is subject to a fully executed licence agreement, the submission of a draft Event Management and Delivery Plan 12 weeks before the event and final plan four weeks before the event.</li> </ol>
Council 20 August 2019	CM/6.3/19.08	<p>That:</p> <ol style="list-style-type: none"> <li>1. Council supports in-principle the proposed high-impact event to take place at Bondi Beach for the Sydney Gay and Lesbian Mardi Gras Committee's bid to host World Pride 2023.</li> <li>2. Council notes a detailed high-impact event proposal will be brought to Council for approval in due course.</li> <li>3. The Mayor writes to the Sydney Gay and Lesbian Mardi Gras (Sydney Mardi Gras) Committee expressing Council's support in principle.</li> <li>4. Council investigates options for assisting in the winning of the bid.</li> </ol>

#### 4. Discussion

##### Date change

Sydney WorldPride 2023 will plan, deliver and host more than 20 official major events across the city from 17 February to 5 March. Resourcing support from numerous government and independent agencies is required to deliver this slate of events, including the involvement of NSW Police, State Emergency agencies, Sydney Trains, Transport for NSW, several local councils, bus transport provider Transdev, and numerous other events related contractors and suppliers.

To avoid major event congestion, better manage traffic and transport plans and appropriately allocate resources to all Sydney WorldPride events by the various agencies, Sydney WorldPride was required by the NSW State Government to reschedule the Bondi Beach Party to Saturday, 4 March.

##### Location change

Concerns in relation to available space on Bondi Beach to safely build a stage and accommodate 15,000 patrons were raised in the early part of 2022 when Council officers noted safety concerns for running Council's City2Surf Marquee Program on the beach in August. With two major storm events resulting in storm waves surging up to and over the Bondi promenade and resulting in a considerable reduction in beach, a decision was made by Sydney WorldPride to rethink and relocate the event location.

To address the beach safety and patron capacity safety concerns as well as to minimise impacts on Bondi's non-event-going community, the event site has relocated from south Bondi Beach and Park to the central area of Bondi Park incorporating the use of Queen Elizabeth Drive and the Bondi Pavilion.



*Bondi Beach, Park and Promenade*

The increased area now safely accommodates a capacity of up to 15,000 event patrons and eliminates concerns in relation to adequate, available space for event patrons.

The relocation of the event from south to central Bondi reduces impacts upon Bondi Promenade during the pre and post event periods but will require a central section of the promenade to be closed for event day. The event will impact a larger area of Bondi Park than the initial southern location would have, but for a shorter period.

*Queen Elizabeth Drive parking and traffic changes*

Under the revised proposal, Queen Elizabeth Drive will need to be closed for a portion of time from the night before event day until the end of event day. A passenger vehicle 'turn around' system from the northern end of Queen Elizabeth Drive is proposed, like that implemented for Festival of the Winds, to maintain some parking at the northern end of Queen Elizabeth Drive and Park Drive North.

Under the initial proposal for south Bondi, a series of full overnight closures of the whole of Queen Elizabeth Drive would have been required, but no event day closure.

A traffic management plan and traffic guidance schemes will be presented to Traffic Committee before the end of 2022.

**Fee waiver**

Under Council's Fees and Charges, Council may waive fees to support the activities of not-for-profit community organisations that provide identifiable social benefits that respond to community needs.

Sydney WorldPride has requested financial support in the form of a fee waiver for the High Impact event fees for the use of Bondi Beach and Park. It is recommended that \$77,000 (excluding GST) in event fees be waived. This will enable the event organiser to invest these savings directly into the event to support:

- Local queer programming at the event, which will include DJs, vocalists, dancers, and pop-up performers.
- Technical production enhancements such as stage design and lighting at the beach and surrounds, to ensure maximum impact both for attendees and media capturing the event for global coverage.

Venue hire fees for the use of internal Bondi Pavilion spaces are not included in the request, and therefore will be charged as usual.

A licence agreement has been drafted with the support of external legal services, negotiated with Sydney WorldPride event organisers and is ready for execution pending approval of date and location changes and venue in kind financial support.

As outlined in Council's Event Management and Delivery Guidelines and Requirements, which are also outlined in the licence agreement, submission of a draft event management and delivery plan is expected from event organisers by 10 November 2022.

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

### **Financial impact statement**

Bondi Beach and the Waverley area in general is expected to experience considerable economic benefit from event visitation, increased footfall and spending during Sydney WorldPride as a whole, and in particular on the day of the Bondi Beach Party event.

The High Impact Event fee for the use of Bondi Beach and Park for this event is \$77,000 (excluding GST). The waiver of this fee does not represent any financial expenditure by Council.

A cost recovery financial model, like the arrangement with City2Surf organisers, has been negotiated and is represented in the licence agreement where additional Council resources and services are required to enable event delivery. Cost recovery negotiations have been considered alongside the economic benefits to Council and the Local Government Area.

Council will apply cost recovery charges for services and fees related to remediation, parking and staff resourcing. For example, potential cost-recovered services include:

- Waste services and cleaning.
- Ground cleaning and litter management for streets and parks.
- Removal and replacement of infrastructure fixtures and fittings.
- Site safety staff supervision related to event set-up and event pack-down.
- Staff overtime.
- Damage caused to plants, grass and Council assets.
- Lost parking meter revenue.

### **Consultation**

All-agency stakeholder meetings involving NSW Police Force, Destination NSW, Transport for NSW, Department of Premier and Cabinet Major Events, Eastern Suburbs Police Area Command have been ongoing for over 12 months and will continue between now and the event.

Internal consultation is also ongoing, involving numerous Council teams, including Bondi Pavilion Venue Management, Economic Development, Properties and Facilities, Lifeguards, Open Spaces and Parks, Parking, Traffic, Infrastructure Services, Customer Service, Sustainability, Communications and Engagement, and Major Projects.

Officers have facilitated direct consultation and engagement between the event organiser and a Pavilion commercial tenant whose premise will be included in the event site footprint.

Future consultation by event organisers will involve targeted engagement with local residents, the Bondi Beach Precinct, Bondi and Districts Chamber of Commerce, local Surf Life Saving Clubs, Bondi Pavilion commercial tenants and arts and culture partners, local community organisations, local schools, and local artists and creatives.

## **6. Conclusion**

Sydney WorldPride Bondi Beach Party is a major international event supported by all levels of Government. The event provides opportunities for local indigenous communities, Bondi's local businesses and creative industries, and arts and culture networks. It also offers an opportunity to showcase Bondi Pavilion as a significant Sydney destination venue for arts and culture and advances Council's strategic goals with respect to inclusivity, diversity, arts and culture, and economic development.

It is recommended that Council waives the High Impact Event fees to support Sydney WorldPride and authorises the General Manager or delegate to execute a licence agreement with the event organiser.

**7. Attachments**

Nil.

## REPORT CM/7.11/22.10



**Subject:** Centennial Parklands Community Trustee Board -  
Community Representative

**TRIM No:** A03/0943

**Author:** Nikolaos Zervos, Executive Manager, Infrastructure Services

**Director:** Sharon Cassidy, Director, Assets and Operations

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### RECOMMENDATION:

That Council nominates Cr [INSERT NAME] as its community representative on the Centennial Parklands Community Trustee Board of the Greater Sydney Parklands Trust.

#### 1. Executive Summary

This report is to seek a nomination from Council for a community representative on the Centennial Parklands Community Trustee Board under the Greater Sydney Parklands Trust (the Trust). It is noted that adjoining Councils have nominated councillors as their community representatives, including the City of Sydney and Woollahra. Due to the time constraints for nominations, it is recommended that a Councillor be appointed to the Board as community representative.

The deadline for Council nominations close 31 October.

#### 2. Introduction/Background

The new *Greater Sydney Parklands Trust Act 2022* (the Act) commenced on 1 July 2022. One of the first priorities is the establishment of a Consultation and Engagement Framework (see Attachment 1) for the Greater Sydney Parklands Trust, supported by community trustee boards for each of the Trust's five parks: Centennial Parklands (including Moore Park and Queens Park), Western Sydney Parklands, Parramatta Park, Callan Park and Fernhill Estate.

Community trustee boards are an opportunity for the community to get involved and to help shape the future of these significant parklands.

The Trust is seeking Council's assistance in selecting a community representative for the Centennial Parklands Community Trustee Board to serve its purpose and make a positive contribution to the future of Centennial Parklands.

For further background information, refer to Attachment 2 (Council nomination form), Attachment 3 (information pack and collateral) and Attachment 4 (notification letter).

#### 3. Relevant Council Resolutions

Nil.

#### 4. Discussion

As a mechanism for ongoing engagement in the parklands, Greater Sydney Parklands Trust is establishing a community trustee board for each of the five parklands, made up of at least seven members.

This includes:

- A member nominated by each relevant local council as a community representative.
- For Centennial Parklands, there is provision for City of Sydney, Woollahra, Randwick and Waverley councils to each nominate a single representative.
- Three council nominated community representatives in total will be selected by the Minister for Infrastructure, Cities and Active Transport.
- Other council nominated community representatives may attend meetings but are not members.
- At least four other members will be appointed by the Minister for Infrastructure, Cities and Active Transport, including First Nations and heritage representatives.

The community trustee boards will play a key advisory role representing a broad range of community interests and local perspectives on park stewardship, activities and usage, plus environmental, heritage and cultural issues. The Trust Board will consider the views of the community trustee boards, meaning they will have a direct impact on how the parks operate. Membership on the boards will aim to reflect the diversity of the surrounding community, and appoint members who know their park well and can communicate with park users and the local community.

The Minister for Infrastructure, Cities and Active Transport must establish the boards within six months from commencement of the Greater Sydney Parklands Trust Act 2022, anticipated by 31 December 2022.

Council nominations close 31 October and this is a hard deadline to meet governance and Cabinet reporting timelines.

Under the Act, each community trustee board will:

- Be representative of community diversity including in relation to gender, age and cultural background
- Be reflective of the broad range of views and interests of the community and people who use the relevant parkland
- Include representation for local First Nations peoples
- Include a representative who has experience or skills in heritage or heritage management.

The Trust is committed to working in a respectful manner with traditional custodians, Local Aboriginal Land Councils and the First Nations communities of Greater Sydney to facilitate a connection to Country for First Nations peoples that recognises and conserves First Nations peoples' cultural heritage and values and establishes long-term and mutually beneficial partnerships that give effect to the ongoing relationships of First Nations peoples with Country.

Each community trustee board will strive to include representation for local First Nations people. The Trust is requesting Council's assistance to consult and engage with Aboriginal people and communities to achieve this and encourage local Aboriginal and Torres Strait Islander people to nominate for a community trustee board.

The Trust is also seeking Council's assistance to recruit community members with experience in heritage or heritage management for the community trustee boards. The Act includes provision for a representative

with skills or experience in heritage on each community trustee board. The Trust is looking for people who can communicate back to the community and provide local insights, as well as heritage expertise.

### **Who should councils nominate as a community representative?**

According to the Department:

*The decision as to who council nominates as a community representative is up to each individual council. However, Waverley Council's nominee should be able to speak for the broad community, rather than the interests of a particular stakeholder or political group. We recommend that the person nominated is a community member, rather than a council officer or councillor, noting that Greater Sydney Parklands is committed to regular and ongoing engagement with all councils. However, there is nothing in the Act that precludes nomination of a council officer or councillor.*

*Community trustee boards are designed to provide a voice for community members on Centennial Parklands, and to support decision making by the Greater Sydney Parklands Trust through provision of local community advice.*

*For the community trustee boards to work effectively and serve their stated purpose, the boards should be reflective of a broad range of views and interests of the community and park users. They should also reflect community diversity in relation to age, gender and cultural background. To assist with this, a demographic snapshot has been created for each parkland (part of Attachment A). We encourage Waverley Council to consider community members who are passionate about Centennial Parklands, with sound knowledge of the park, and the ability to communicate well with the local community and report local views, concerns and desires back to the community trustee board.*

*As the boards require representation for local First Nations people and heritage experience, Waverley Council may wish to consider a First Nations community member or member of the community who has heritage expertise as its representative.*

It is noted that adjoining Councils have nominated councillors as their community representatives, including the City of Sydney and Woollahra.

The Trust has advised that, ultimately, the process and nomination rests with Council, with a final decision by the Minister.

### **Length of tenure**

A community trustee board member holds office for a period not exceeding five years.

Members will be appointed for two years in the first instance. Members are eligible (if otherwise qualified) for reappointment. However, a member cannot hold office for more than two consecutive terms. Terms of individual members may be staggered to support board continuity and knowledge exchange.

A member may be removed prior to the expiry of their term if:

- The member cannot commit adequate time to their role.
- There has been a disagreement with other members that cannot be resolved.
- There is a conflict of interest that cannot be mitigated.
- The member no longer meets the membership criteria.
- The member has failed to attend an adequate number of meetings without providing an apology or valid reason (i.e. is absent from three consecutive meetings of the board).
- The member breached the community trustee board's Code of Conduct.

If a member steps down or is removed, they may or may not be replaced depending on the remaining term and whether there is a quorum.

It is noted that initial two-year period would run beyond the NSW local government elections in September 2024. However, there will not be a significant lag between the elections and fresh nominations.

### **Reporting obligations**

There are currently no reporting obligations placed on individual community trustee board representatives.

All members of the community will have access to meeting agendas and summary reports, which will be published on the Greater Sydney Parklands website, as part of the Trust's commitment to open dialogue and transparency.

Council has several communications and engagement mechanisms in place to enable the community to contribute feedback to the community trustee board representative to take to quarterly meetings or seek feedback on significant issues of projects at the request of the Trust, including via the Precincts, Have Your Say, e-newsletters and social media. These can be utilised to communicate with residents on Trust issues as they arise.

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

There is no financial impact associated with this process at this time unless Council wishes to run a public nominations process, which would require staff resourcing and advertisement funding.

The trustee board position is voluntary with no entitlement to remuneration. The community trustee board will meet at least four times per year.

### **6. Conclusion**

The community trustee board is an excellent opportunity for a representative from the Waverley community to advocate for and on behalf of the interests of Waverley residents on the ongoing management of Centennial Parklands.

It is recommended Council nominate a representative taking into consideration the guidelines set out by the Greater Sydney Parklands Trust.

### **7. Attachments**

1. Draft Consultation and Engagement Framework [↗](#)
2. Council nomination form [↗](#)
3. Information pack and collateral [↗](#)
4. Notification letter [↗](#) .



# Greater Sydney Parklands

## Draft Consultation and Engagement Framework 2022

How we communicate, engage and advocate







## Acknowledgement of Country

Greater Sydney Parklands acknowledges the traditional custodians of the lands, waters and sky of Dharug, Gundungurra, Dharawal and Eora Country and pays respect to the Elders of these lands past, present and emerging. We recognise First Nations Peoples' unique cultural and spiritual relationships to place and their rich contribution to society.

We acknowledge the rights and interests of First Nations Peoples to be involved in the ongoing management of these traditional lands. We will work in a respectful manner with traditional custodians, Local Aboriginal Land Councils and our First Nations communities of Greater Sydney to facilitate and support their custodianship of the parklands' natural and cultural heritage and to ensure our parklands are places in which First Nations people are included socially, culturally and economically.

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## Continuing the conversation about Sydney's open space and parklands

This document sets out Greater Sydney Parklands' approach to communications, engagement and advocacy with the community and stakeholders. It builds on engagement initiatives undertaken to date by Greater Sydney Parklands and responds to the specific requirements for community consultation set out in the *Greater Sydney Parklands Trust Act 2022* (the Act).

**Engagement is in the DNA** of our organisation, from the way we communicate to the way we make decisions. The Draft Consultation and Engagement Framework has been prepared to meet our requirements under the *Greater Sydney Parklands Trust Act 2022*. But it goes well beyond this. We believe that clear communication and effective engagement is critical to the work we do to support the realisation of Sydney as a city within a park.

**The Draft Consultation and Engagement Framework** shares our commitment to engagement and highlights some of the ways we're already engaging with communities and other stakeholders. It outlines our aspirations to use leading practice approaches to build on how we communicate and engage to reach wider and more diverse audiences. As part of an inclusive approach we will continue to challenge ourselves to go above and beyond what we're already doing – to communicate and engage in ways that are accessible and appeal to community members in all their diversity, including people from culturally and linguistically diverse backgrounds.

**Each of the iconic parklands** in our portfolio is unique in its own right. In recognition of the importance of parklands to local communities, Greater Sydney Parklands is seeking to establish five community trustee boards. The boards will be established to provide advice on parkland matters, and will seek to reflect the diversity of the parklands communities as well as the wide range of ways in which people use the park. Once established later this year, the community trustee boards will be just one of the numerous ways we will continue to engage with Sydneysiders about the future of our city's parklands.

**Community trustee boards** will provide transparency and a voice for community members that speaks to the Greater Sydney Parklands Trust Board (GSPT Board). Community trustee board members will be invited to provide advice on a range of parkland matters to contribute to strategic decision making by Greater Sydney Parklands. This includes providing comment on priorities for parks, master plans, landscape plans, capital works and other projects. All members of the community will have access to meeting agendas and summary reports, which will be published on the Greater Sydney Parklands webpage, as part of our commitment to open dialogue and transparency. If you'd like to find out more about community trustee boards or how to get involved, see page 17 and Appendix B of this document.



## Engagement requirements

As required by the Act, Greater Sydney Parklands must have an approved Consultation and Engagement Framework for the Parklands Estate. The purpose of the Consultation and Engagement Framework is to provide guidance about how Greater Sydney Parklands will consult and engage with park users and visitors, and the community more generally on matters relating to the Parklands Estate including particular parks.

### What's in this document?

This Draft Consultation and Engagement Framework includes:

- Information about how Greater Sydney Parklands will proactively consult and engage with the community and relevant stakeholders about the Parklands Estate and particular parks
- Matters on which Greater Sydney Parklands will consult and engage with the community and relevant stakeholders
- Details relating to the establishment and operation of community trustee boards, as one of a range of mechanisms for ongoing engagement on the Parklands Estate and particular parks.

### How has it been prepared?

Preparation of the Framework has and will involve:

- Consultation and engagement with the community and relevant stakeholders including community groups, First Nations communities, local councils, heritage stakeholders and government sector agencies.
- Use of best practice community consultation and engagement principles to inform a robust approach to ongoing engagement.

### What happens next?

Before the Consultation and Engagement Framework can take effect, it must be provided to the Minister for Infrastructure, Cities and Active Transport for approval. Your feedback on the Draft Consultation and Engagement Framework will be taken on board before a final document is approved by the Minister. It will be published on Greater Sydney Parklands' webpage when finalised. Any subsequent change to the approved Framework would be made in consultation with the community and relevant stakeholders. Greater Sydney Parklands must review the approved Consultation and Engagement Framework at least every five years, under the Act.

## Greater Sydney Parklands: an agency dedicated to open space

As the city-wide voice for public green space and parks, Greater Sydney Parklands brings together some of Sydney's most iconic places: Centennial Parklands (including Moore Park and Queens Park), Western Sydney Parklands, Parramatta Park, Callan Park and Fernhill Estate.

Combined, Greater Sydney Parklands oversees more than 6,000 hectares of parklands across Sydney and hosts over 40 million visits each year.

We know people care deeply about their parks, which is why the priority for Greater Sydney Parklands is to develop new ways to involve Sydneysiders in how parks are meeting local community needs, and to expand and improve public green space and parklands, to reinforce Sydney's global reputation as a "city within a park".

We want genuine community engagement to be at the foundation of everything we do. In partnership with communities, state and federal government agencies, and local councils, Greater Sydney Parklands will champion the NSW Government's [50-Year Vision for Greater Sydney's Open Space and Parklands](#).

Meanwhile, each individual park trust remains in place, along with related legislation, heritage listings and plans of management. These are overseen by a consolidated board and managed by experienced and dedicated staff. The combined expertise of these public parklands professionals has enabled Greater Sydney Parklands to deliver a number of key milestones since its inception in October 2020.

The NSW Minister for Planning and Public Spaces announced the 50-Year Vision in May 2021, following a community wide conversation about how our open and public spaces can grow with us.

Four strategic directions underpin the **50-Year Vision**:





## Our ambitions

As part of our purpose –connecting our community through parklands– Greater Sydney Parklands seeks to:

- Create an environment that is accessible and enjoyable through being inclusive, diverse and engaging for all sectors of the community, including First Nations people, all ages and cultural backgrounds
- Foster public and private partnerships that improve the visitor experience and return value to government and the community over a broad range of policy areas
- Advocate for the implementation of a connected network of waterways and parks, and policies that align with our purpose
- Contribute to long term social, economic and environmental sustainability through the management and growth of the Parklands Estate
- Plan for a growing Parklands Estate with a scalable and efficient operation that allows the agency to grow and develop for all.

Community engagement is fundamental to enable Greater Sydney Parklands to achieve its objectives and to protect, activate and grow our parklands in a sustainable way for future generations.



## Our commitment

Greater Sydney Parklands recognises that open spaces are vital to the whole city. The parklands within the Greater Sydney Parklands portfolio are much loved by their local communities. They are important to First Nations community members across Greater Sydney, to the councils who play a critical role in management of open spaces, and to stakeholders from a range of interest areas.

Our goal is to proactively collaborate with Sydney's communities, local governments, state government agencies, industry and others to realise world-class open space opportunities and outcomes for Sydney.

One of the newly formed Greater Sydney Parklands Trust's first tasks is to establish a Consultation and Engagement Framework that will provide guidance to the Trust and clarity for the community about how it consults and engages with community members and other stakeholders across Sydney and beyond.

The Act also requires a community trustee board to be created for each park, increasing community input and consultation in a way that was previously only legislated for Centennial Park and Moore Park Trust. The community trustee boards will be one mechanism for ongoing community engagement, within the suite of engagement initiatives led by Greater Sydney Parklands.

The Act sets a baseline for what we must do to consult with the community, but we want to go above and beyond this to ensure that community is at the heart of the way Greater Sydney Parklands operates. The conversations about Sydney's open space and parklands have already begun and we look forward to many more.

We will seek to understand and adapt our conversations to meet the needs of parkland users and communities as they grow and change over time.

The Greater Sydney Parklands Draft Consultation and Engagement Framework:

- Establishes our commitment and approach to communicating and engaging with communities, visitors and partners
- Outlines various ways to have meaningful conversations with Sydney's diverse communities
- Provides clear guidance about how these conversations will occur
- Highlights the importance we place on the use of data to drive effective engagement and support robust decision making
- Will be refined as relationships between the agency and communities build and grow.

We want to work closely with Sydney's communities to support the use and enjoyment of all the parklands in our portfolio.



## Framework to guide community engagement

### Purpose

This Draft Consultation and Engagement Framework establishes Greater Sydney Parklands' commitment to engaging with communities, visitors and partners.

We're committed to understanding and responding to the needs and aspirations of all those with a passion for Greater Sydney's open spaces and parklands. This draft document sets out our approach to engagement to 2027. It describes new ways of having conversations with Sydney's diverse communities.



#### How we are **Engaging with stakeholders and communities**

- > Greater Sydney Parklands  
Consultation and Engagement  
Framework 2022

#### How we will continue to **Engage with stakeholders and communities**

- > 2024 – Review of the Framework

We plan to reflect on the feedback provided by stakeholders and communities to refine and finalise this Framework in 2022. We'll continue the process of refinement over the coming years so we can ensure the ways in which we engage are relevant and meaningful to you.

## What do we mean by engagement?

Engaging with the community and other stakeholders is a way of describing the relationships and conversations we have with a wide range of individuals, groups and organisations.

Greater Sydney Parklands engages in three ways:

- We **communicate** with people and communities at the local level, across Greater Sydney and beyond
- We **engage** with people and communities including consulting about policies, projects and programs, and co-designing places and spaces
- We **advocate** for open spaces and parklands city-wide.

## Who do we engage with?

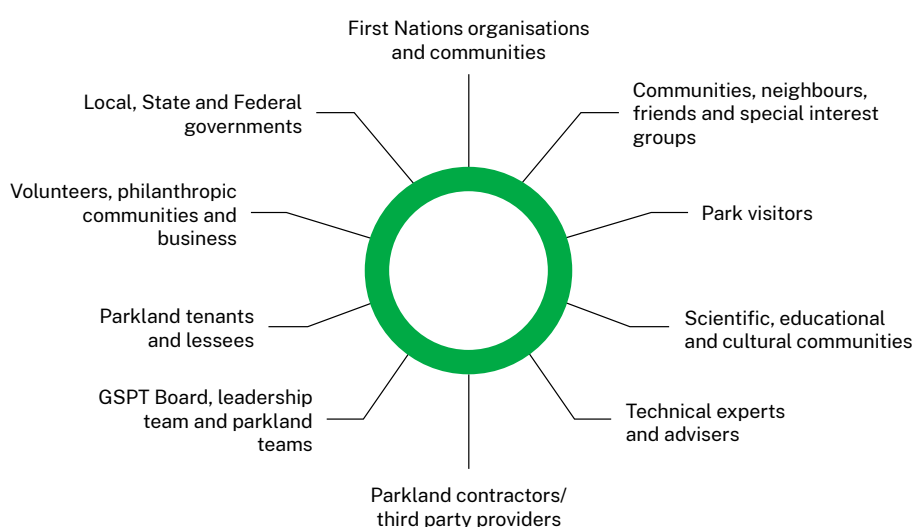
Our communications and engagement activities seek to reach both new and existing audiences to understand the breadth of needs, aspirations and priorities for Sydney's parklands.

First and foremost, engaging with First Nations organisations and communities is central to developing an understanding of and connection with Country.

The communities, stakeholders and partners we engage with play an important role as knowledge holders in an ongoing dialogue about Sydney's open space and parklands. They are broad and diverse. Some are local, while others have a city-wide lens.

The people and organisations we engage with traverse many aspects of Sydney's open space and parklands across culture and heritage, nature and the environment, health and recreation, creativity, learning and business.

A snapshot of the important voices and contributors to the future of our open space and parklands is shown here.

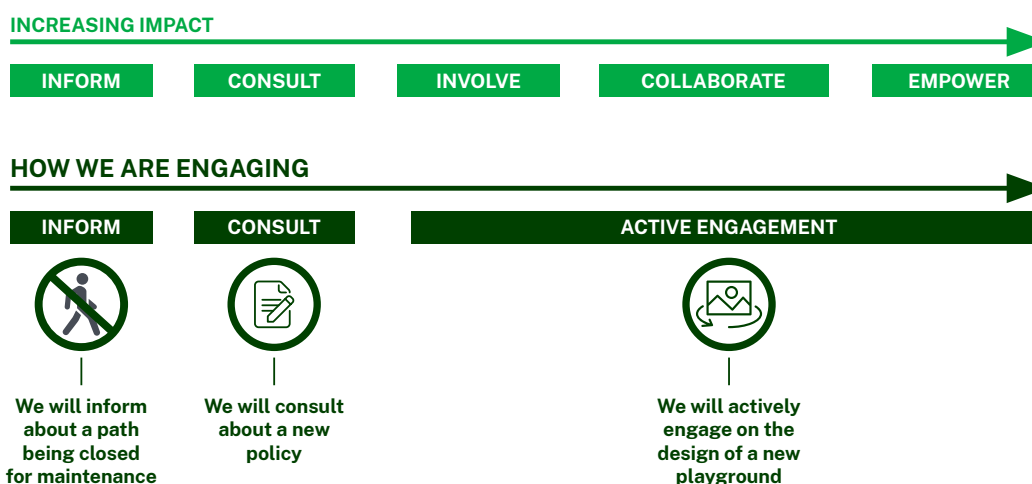


## Engagement spectrum

This Draft Consultation and Engagement Framework has been designed based on the International Association of Public Participation (IAP2) Spectrum of Public Participation. The IAP2 Spectrum identifies the level of participation that defines the public's role in any public participation process. It is reflected in many public participation plans in Australia and around the world.

This Framework focuses on engagement at the Inform, Consult, Involve and Collaborate levels of the IAP2 Spectrum. Engagement activities undertaken by Greater Sydney Parklands will always be used to inform people. Most will include consultation and some will more actively involve or collaborate with people, groups and organisations such as councils.

## Spectrum of Public Participation



## Guiding principles for engagement

Greater Sydney Parklands' approach to community and stakeholder engagement is guided by the principles of:

1. **Inclusiveness**: seeking out people with diverse experiences, ideas and interests
2. **Dialogue**: using an approach that is conversational and continuous
3. **Advice**: being clear about how feedback will be used, and what decisions can and cannot be influenced.

## Guiding principle 1 – Inclusiveness: seeking out people with diverse expertise, ideas and interests

### Reflecting community diversity

As part of our approach to engagement Greater Sydney Parklands will:

- Seek to understand the community and stakeholder landscape for each parkland through use of visitor and local community data
- Be inclusive when engaging with our community – both current and future parkland users, as well as diverse community members
- Use an evidence base to underpin decision making
- Ensure a transparent approach to ‘who’ we engage
- Make it as simple and easy as possible for people to engage and provide feedback.



## Guiding principle 2 – Dialogue: using an approach that is conversational and continuous

### Listening as fundamental to learning

As part of our approach to engagement Greater Sydney Parklands will:

- Respect the knowledge and insights of the people we engage
- Create a feedback loop between the GSPT Board and the community and stakeholders
- Ensure a transparent approach to ‘how’ we engage; for instance, through making agendas and notes of meetings publicly available.



## Guiding principle 3 – Advice: being clear how engagement outcomes will be used and what decisions can and cannot be influenced

### Validating engagement through impact

As part of our approach to engagement Greater Sydney Parklands will:

- Be responsive and accountable
- Make the most of opportunities
- Show and communicate how we’re taking action; for instance, through sharing relevant information with the community via our communications and marketing channels
- Use data to inform decision making
- Ensure a transparent approach to the ‘outcomes’ of engagement; for instance, through reporting of community trustee board meetings to the GSPT Board and publication of meeting summaries on Greater Sydney Parklands’ webpage.



Greater Sydney Parklands reports the outcomes of engagement activities to its Board, leadership team and staff. This transparent approach to reporting on the experience of listening demonstrates the value we place on genuine engagement.

## How we engage

### What are our engagement objectives?

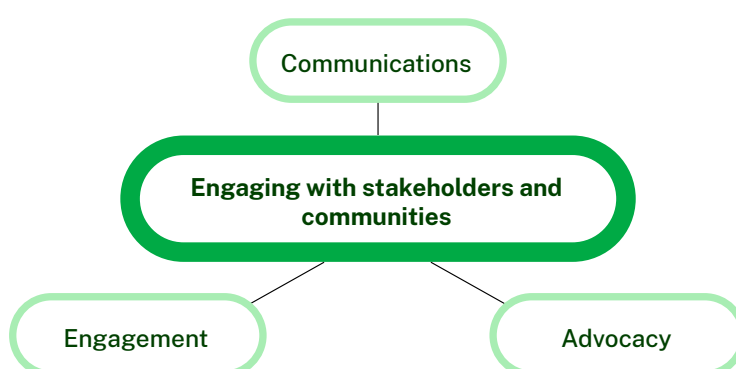
This Draft Consultation and Engagement Framework has been designed to ensure it meets the following engagement objectives:

- Achieve positive outcomes and solutions working with the community and stakeholders
- Understand parkland communities and enhance the experience of current and future parkland users
- Inform planning and delivery of specific projects and everyday operations
- Drive the development of robust partnerships
- Reach a wide range of people and ensure people with diverse needs and interests have a voice on Sydney's open spaces and parklands
- Gather and celebrate the stories of our parklands and the people who love them
- Continually refine our approach to ensure we are conversing with stakeholders and communities on topics and in ways that are relevant to them, using effective tools and platforms.

### Our engagement role

Our engagement role involves three key elements:

- We **communicate** with people and communities at the local level and across Greater Sydney
- We **engage** with people and communities including to consult on policies, plans, projects and programs
- We **advocate** for Greater Sydney's open spaces and parklands with a particular focus on the parklands within our portfolio.



## Communicating

This means:

- Highlighting the role that Greater Sydney Parklands plays in caring for Sydney's parklands
- Raising awareness of the great places we look after
- Establishing accessible channels of communication with the community and other stakeholders
- Promoting parkland events, activities and programs
- Keeping people up-to-date with any operational or service changes
- Letting people know how we manage parkland operations and activities.

## Engaging

This involves:

- Understanding who our audiences are and responding to diverse needs through community conversations
- Engaging early and deeply with First Nations communities to support knowledge sharing, caring for Country and stories of place
- Gathering data to drive effective engagement, communications and decision making
- Ensuring all major parkland projects include engagement
- Listening to local and broader perspectives relating to parkland policies, plans and programs
- Developing a good understanding of parkland users (and potential future users) through research and data so we can respond to current and changing community needs and preferences
- Creating and developing purposeful partnerships
- Fulfilling legislative and regulatory requirements for consultation. For further details of the Act see page 21.







## Advocating

Our role involves:

- Understanding community perspectives to support a strong voice for parks and open space across the city
- Supporting the NSW Government's 50-Year Vision for Greater Sydney's Open Space and Parklands
- Supporting other open space managers (including councils) in achieving a connecting network of waterways and green spaces across the city
- Building a community of practice to support innovation and information sharing in parkland management
- Improving the quality and quantity of parklands across the city
- Securing greater access and connections to parklands
- Promoting conversations about innovative management of parklands.


## When we engage

### Opportunities to get involved



Greater Sydney Parklands uses a wide range of methods to engage with people, communities and other stakeholders on parkland matters.

Our engagement approach includes quick and easy opportunities for people to access information and share their thoughts. It also involves opportunities for people to get involved in deeper conversations about the things that matter most to them.

Each project or initiative will include appropriate methods to ensure we are engaging with all relevant audiences. We aim to grow connections with new and existing stakeholders and communities through proactive and ongoing engagement.

Engagement method	How we engage
Always on: parkland communications channels	<b>Inform</b> 
Greater Sydney Parklands webpage and parklands webpages	
Greater Sydney Parklands e-news	
Social media including Facebook, Instagram, Twitter, YouTube and LinkedIn	
In park signage, QR codes, promotions and advertising	
Media announcements for parkland projects	
Digital Engagement Strategy – to support further initiatives such as a Greater Sydney Parklands website and dedicated platform for all current engagement projects	
Parkland activations, events and programs	
Community, visitor and volunteer programs	
Events and festivals	
Storytelling and exhibitions	



Engagement method	How we engage
Consultation on parkland initiatives	<b>Consult</b> 
In park engagement – bringing the voices of new and existing parkland users into discussions via in park pop-ups, face-to-face and online conversations	
Community and visitor research including surveys and interviews	
Public information sessions	
Meetings, workshops and webinars	
Yarning sessions and walking Country	
Community trustee boards (established under the Act)	
Digital Engagement Strategy – to support further initiatives such as an online feedback portal and Customer Relationship Management (CRM) system	<b>Active engagement</b> 
Parkland advocacy and collaboration	
Stakeholder and agency partnerships including to deliver events and activities such as bushcare and volunteer programs	
Co-design activities in park and online	
Caring for Country and designing with Country initiatives	
Thought leadership discussions and forums	
Liaison and engagement with agencies, councils, stakeholder groups and communities, including regular and project related stakeholder meetings	

## Engagement that's open to new ideas

We welcome your feedback on this Draft Consultation and Engagement Framework. You can share your ideas and comments at [gspengagement.com.au](https://gspengagement.com.au)



Greater Sydney Parklands will continue to explore new forms of engagement. We want to make sure we reach people from across Sydney and beyond, including people of all ages, abilities, backgrounds and areas of interest.

We're also building our digital and online engagement capacity to better understand existing parkland users and broaden the conversation to reach potential future users. New forms of engagement could include engaging through digital technology, interactive signage and data visualisation. This will be undertaken as part of our Digital Engagement Strategy within the next five years.



## Listening and learning from engagement

### Reporting

We listen closely and act on the feedback we receive. The feedback we collect is used by Greater Sydney Parklands to build on our understanding of community ideas and perspectives, and in turn, to improve the work we do.

Greater Sydney Parklands reports the outcomes of engagement activities to the GSPT Board, leadership team and staff.

As part of an open and transparent approach to communication and engagement, we share the results of community engagement with participants and with the wider community through the Greater Sydney Parklands webpage and other communications channels as appropriate.

### Evaluating success

An important part of meaningful engagement is contemplating how the process has contributed to better outcomes for people and parklands. As Greater Sydney Parklands continues to engage with members of the community and stakeholders, we will monitor the success of engagement activities using relevant criteria including:

- Reach of engagement activities
- Level of participation in engagement activities
- Timeliness of engagement processes
- Level of participant satisfaction with engagement processes and outcomes
- Achievement of specific communications and engagement objectives
- Achievement of specific project objectives
- Value for money.

This Draft Framework will be refined to reflect public feedback, before being finalised. It will be revised in full within five years as per legislative requirements. We want to ensure that our engagement approach remains relevant and responsive.

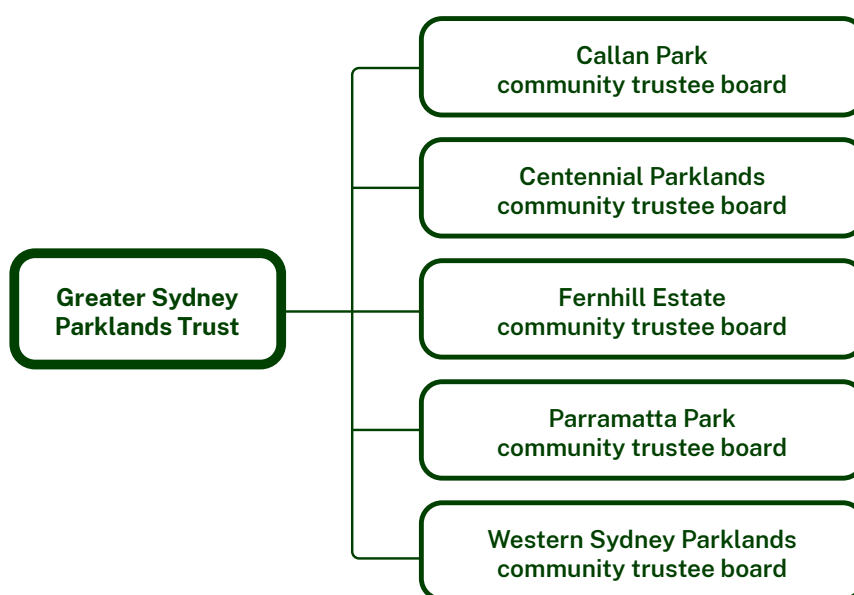
## Community trustee boards

One of the requirements of the *Greater Sydney Parklands Trust Act 2022* is the establishment and operation of community trustee boards, as one mechanism for ongoing engagement on the Parklands Estate and particular parks.

### Approach to community trustee boards

Community trustee boards are a unique opportunity for community members to have a direct impact on decision making in their local park.

Community trustee boards are advisory boards made up of diverse community members that provide advice to Greater Sydney Parklands on parkland matters. A board will be established for each of the five parklands, and will comprise of seven members who meet at least four times per year. Importantly, community trustee boards will provide openness, accountability and transparency to the public through publicly available meeting agendas and summary reports. They will involve discussion of strategic priorities for each park through open dialogue and sharing of meeting summary reports to the GSPT Board.



This Draft Consultation and Engagement Framework identifies the approach to the community trustee boards including:

- How members will be appointed – through expressions of interest and a process for ensuring a diversity of local representation and views, particularly by First Nations people, as well as heritage and relevant local council community representatives
- Procedures for meetings of community trustee boards
- Reporting by the community trustee boards in relation to their functions
- Reporting by Greater Sydney Parklands in relation to how Greater Sydney Parklands and associated Trusts consider and respond to the advice and recommendations of the community trustee boards.





Community trustee boards will operate on three key principles: inclusiveness, dialogue, and advice.

#### **Principle 1 – Inclusiveness**

- Community trustee boards must incorporate representatives with expertise in First Nations culture and with expertise in heritage.
- Community trustee boards must incorporate representatives from local government, with no more than three members on a given board to be council representatives which may occur where numerous councils have a connection to a particular parkland.
- The community trustee boards will seek to reach diverse members of the community who reflect the community as a whole. We want to reach the broad community across the 11 local government areas of Blacktown, City of Sydney, Cumberland, Fairfield, Inner West, Liverpool, City of Parramatta, Penrith, Randwick, Waverley and Woollahra. This approach recognises parkland use as widespread, and responds to the Vision for the future of Greater Sydney's open space and parklands that aspires to create more parkland users over time.
- It is expected that in any community trustee board all criteria for selection of participants would be met by the members as a whole.

#### **Principle 2 – Dialogue**

- The Draft Consultation and Engagement Framework and community trustee boards will be characterised by dialogue through deep listening as a fundamental part of effective engagement.
- Each community trustee board will meet at least four times per year, and feedback from all meetings will be documented with a summary report that will be provided to members within 48 hours of the meeting, for comment and confirmation as an accurate record.
- Community trustee board members will receive an information pack and meeting agenda at least seven days prior to each meeting so they have the opportunity to discuss relevant matters with their community networks.
- Summary reports will be uploaded to the relevant Greater Sydney Parklands or parkland webpage to ensure they are publicly accessible as part of a transparent approach.
- Development of a 'look ahead' program and meeting agendas will be undertaken at the commencement of 2023 and 2024, to frame the conversations that Greater Sydney Parklands and community trustee boards will have in the year ahead, in order to make these conversations meaningful and purposeful.

#### **Principle 3 – Advice**

- A direct feedback loop will be established from community trustee boards to the leadership team and GSPT Board by way of regular summary updates in Board Papers.
- In turn, a summary of the Board response to community trustee board feedback will be provided to community trustee board members at their next meeting (noting that any urgent matters would be identified and addressed in a timely way).
- Further to regular written reporting of community trustee board meetings through summary papers and Board papers, these meetings may also be recorded.

## Establishing the boards

As per the requirements of the Act, five community trustee boards will be established in 2022 and commence operation in early 2023.

The Minister must establish a community trustee board for each of the parks within the Parklands Estate being:

- Callan Park
- Centennial Parklands (including Moore Park and Queens Park)
- Parramatta Park
- Western Sydney Parklands.

A community trustee board will also be established for Fernhill Estate.

Over time additional community trustee boards may be established by the Minister on the recommendation of Greater Sydney Parklands for other parts of the Parklands Estate, should it expand.

## Recruitment of members

Each of the community trustee boards will include seven members as follows:

- One member nominated by each relevant local council
- No more than six further members.

All members must be appointed by the Minister in accordance with this Draft Framework and on the recommendation of Greater Sydney Parklands. Recommendations by Greater Sydney Parklands to appoint members will consider the individual:

- Having sound knowledge of the relevant parkland including activities carried out in the parkland
- Being able to communicate effectively with local residents, local community groups and other people who use the relevant parkland
- The overall membership of the board being reflective of the broad range of views and interests of the community and persons who use the relevant parkland.

Each community trustee board should:

- Be representative of community diversity including in relation to gender, age and cultural background
- Include representation for local First Nations peoples
- Include a representative who has experience or skills in heritage or heritage management.

Applicants will be asked to complete a nomination form to become a community trustee board member or Chair, recognising the community trustee board Terms of Reference (see Appendix B). Following appointment, all members must agree to the Code of Conduct (see Appendix C). Community trustee board Chairs will be appointed by the Minister.



## 8 things you need to know as a member of a community trustee board

1

**Be prepared** – community trustee board members are asked to provide informed advice on the relevant parklands

2

**Turn up** – members will be appointed for an initial two-year period and will be required to attend at least four meetings per year

3

**Contribute local knowledge** – we're keen to hear about the experiences and perspectives of diverse members of your community

4

**Be respectful and inclusive** – you'll be expected to contribute in a way that values the contribution of others

5

**Be mindful of NSW Government requirements** – you'll need to declare any conflicts of interest and act in accordance with the Terms of Reference and Code of Conduct

6

**Protect confidential information** – members have a duty to protect confidential and private information

7

**Speak up** – if another community trustee board member is not acting ethically, you should notify the Chair and/or Greater Sydney Parklands

8

**Communicate effectively** – we're keen to hear from individuals who are clear communicators and chairs should have demonstrated skills and experience running meetings

## Further details

### Requirements

The *Greater Sydney Parklands Trust Act 2022* has the following objects:

- (a) to maintain and improve the Parklands Estate across Greater Sydney and ensure the Parklands Estate is effectively managed and operated to deliver world-class and ecologically sustainable parklands for the public,
- (b) to enable the Greater Sydney Parklands Trust to facilitate a connection to Country for First Nations peoples that —
  - (i) recognises and conserves First Nations peoples' cultural heritage and values through the use of the Parklands Estate, and
  - (ii) establishes long-term and mutually beneficial partnerships that give effect to the ongoing relationships of First Nations peoples with Country,
- (c) to ensure the conservation of the natural and cultural heritage values of the Parklands Estate and the protection of the environment within the Parklands Estate,
- (d) to advocate for a long-term vision to achieve the outcome of quality parklands across Greater Sydney, particularly connectivity of green corridors and public access to open space,
- (e) to encourage the use and enjoyment of the Parklands Estate by the community by promoting and increasing the recreational, historical, scientific, educational, cultural and environmental values of lands within the Parklands Estate,
- (f) to ensure the Parklands Estate may be used by the community in a way that is adaptive and recognises and responds to the diverse needs of the community,
- (g) to provide increased opportunity for community engagement to shape regionally significant parklands in response to diverse community needs.

### References

International Association for Public Participation (IAP2) Federation. 2018. Public Participation Spectrum.

International Association for Public Participation (IAP2). 2020. Quality Assurance Standard for Community and Stakeholder Engagement.

NSW Government. 2022. *Greater Sydney Parklands Trust Act 2022*.

Place, Design and Public Spaces team within the Department of Planning, Industry and Environment. 2021. Open Space: A 50-Year Vision for Greater Sydney's Open Space and Parklands.





## **Appendix A**

### Parkland snapshots

## Callan Park snapshot

A review of recent visitor data suggests that 78% of visitors to Callan Park are residents of the area surrounding the park (Inner West Local Government Area). Parkland visitors travelled a median distance of 2km to Callan Park, with a median travel time of 10 minutes.

This profile reflects the demographic characteristics of the majority of visitors to Callan Park, to support an understanding of parkland users. It has been prepared using data from the Australian Bureau of Statistics (ABS) 2021 Census of Population and Housing for the Inner West Local Government Area (LGA).

The community trustee board for Callan Park will include a maximum of seven positions.

Section 38 of the *Greater Sydney Parklands Trust Act 2022* outlines:

- One board member should be nominated by the relevant local council – Inner West Council – as a community representative.

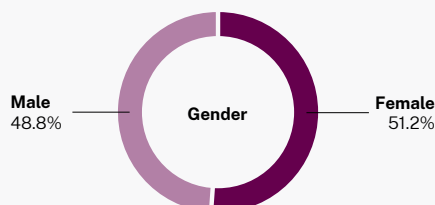
- Six other members will be appointed by the Minister on the advice of the Greater Sydney Parklands Trust.
- The overall membership of the board to be reflective of the broad range of views and interests of the community and people who use Callan Park. Specifically, membership must:
  - Be representative of diversity including, for example, in relation to gender, age and cultural background
  - Include representation for local First Nations peoples, and
  - Include a representative who has experience or skills in heritage or heritage management.

The graphic on the following page provides an overview of the demographic profile of the LGA and can be used as guidance for membership of the community trustee board for Callan Park.

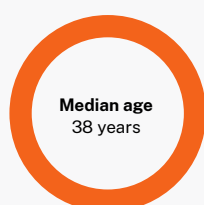


Bay Run, Callan Park

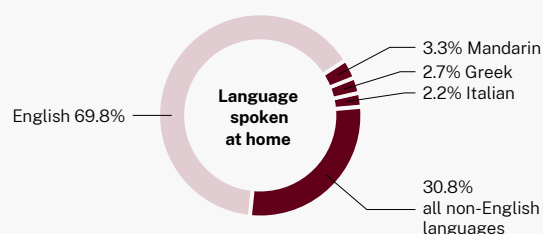
## Callan Park demographic profile



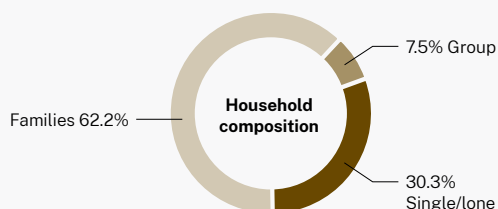
The board will seek to attract a balance of men and women



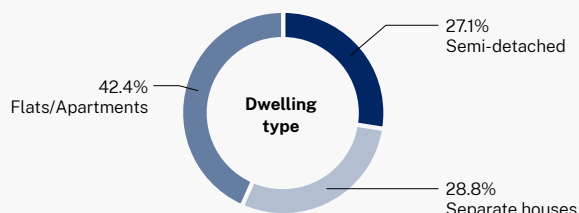
The board will seek to attract a range of age groups including 30 to 40 years



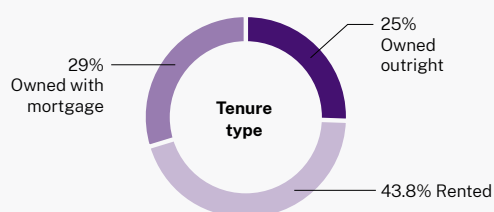
The board will seek to attract members who speak a language other than English



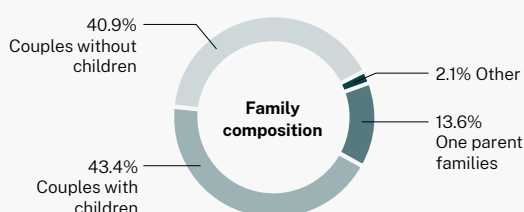
The board will seek to attract members from a range of household types



The board will seek to attract a range of housing types, including apartment dwellers



The board will seek to include both renters and homeowners



The board will seek to attract a range of family types including couples with and without children

## Centennial Parklands snapshot

A review of available 'Human Movement Data' (HMD) data suggests that in the case of Centennial Park over the past year, 48% of visitors lived within 5km of the park. This indicates that Centennial Park and Moore Park combined attract the local market. Based on HMD data, Moore Park and Centennial Park combined visitations are mainly drawing visitations from the 549,000 residents within the 5km distance.

However, at an individual level, Moore Park North has a broader draw with higher visitations from beyond 10km distance. This can be explained by attractions like Entertainment Quarter and Sydney Cricket Ground, making it a destination location.

This profile reflects the demographic characteristics of the majority of visitors to Centennial Park, to support an understanding of parkland users. It has been prepared using data from the ABS 2021 Census of Population and Housing for the LGAs within the 5km radius including Randwick, Bayside, Woollahra, Waverley and Sydney LGAs.

Due to the unique nature of the park, particularly Moore Park, the community trustee board should have allowance for representatives from different distance ranges within Greater Sydney. Please note these characteristics are not included in the profile.

The community trustee board for Centennial Parklands will include a maximum of seven positions.

Section 38 of the *Greater Sydney Parklands Trust Act 2022* outlines:

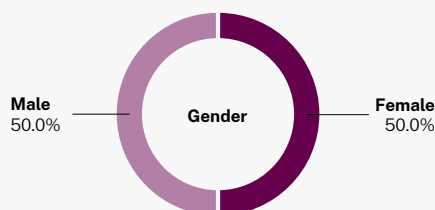
- One board member should be nominated by each relevant local council – Randwick, Woollahra, Waverley and City of Sydney councils – as a community representative. If more than three persons are nominated by relevant local councils, the Minister must choose at least three members from the persons nominated.
- Up to four other members will be appointed by the Minister on the advice of the Greater Sydney Parklands Trust.
- The overall membership of the board will be reflective of the broad range of views and interests of the community and people who use Centennial Parklands. Specifically, membership must:
  - Be representative of diversity including, for example, in relation to gender, age and cultural background
  - Include representation for local First Nations peoples, and
  - Include a representative who has experience or skills in heritage or heritage management.

The graphic on the following page provides an overview of the demographic profile of the LGA and can be used as guidance for membership of the community trustee board for Centennial Parklands.

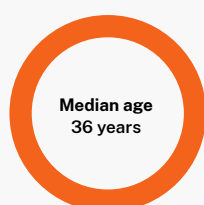


Moore Park, Centennial Parklands

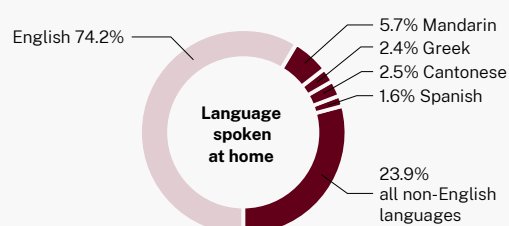
## Centennial Parklands demographic profile



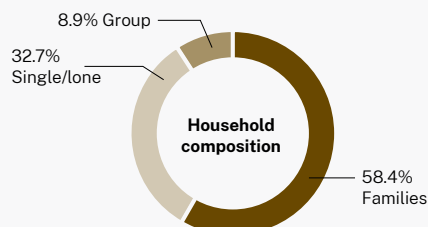
The board will seek to attract a balance of men and women



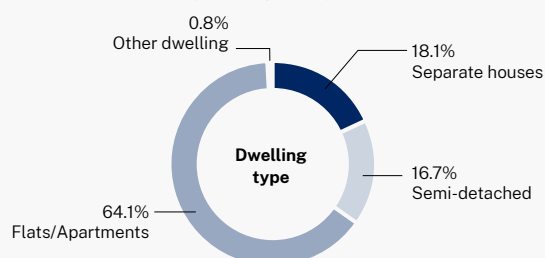
The board will seek to attract a range of age groups including 30 to 40 years



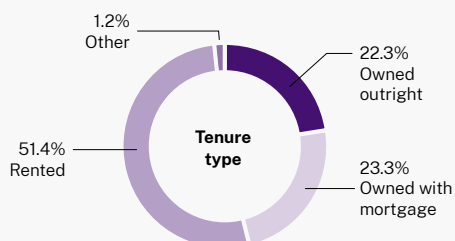
The board will seek to attract members who speak a language other than English, especially Mandarin



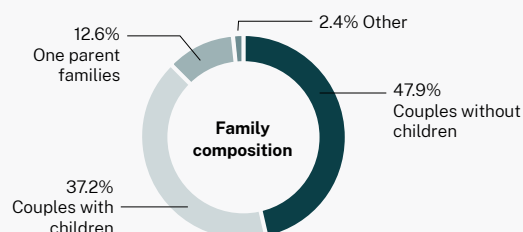
The board will seek to attract members from family and single person households



The board will seek to attract a range of housing types, especially apartments



The board will seek to include renters as a priority, and homeowners



The board will seek to attract a range of family types including couples with and without children



## Fernhill Estate snapshot

As a new park in the Parklands portfolio, visitation to Fernhill Estate has been limited to date, and visitation data is not yet available.

This profile reflects the demographic characteristics of potential visitors to Fernhill Estate from the local area. It has been prepared using data from the ABS 2021 Census of Population and Housing for the Penrith LGA.

The community trustee board for Fernhill Estate will include a maximum of seven positions.

Section 38 of the *Greater Sydney Parklands Trust Act 2022* outlines:

- One board member should be nominated by the relevant local council – Penrith City Council – as a community representative.
- Six other members will be appointed by the Minister on the advice of the Greater Sydney Parklands Trust.

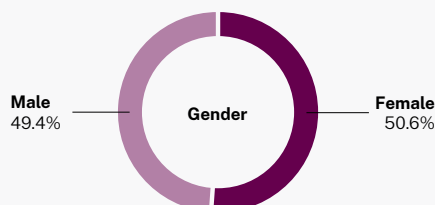
- The overall membership of the board will be reflective of the broad range of views and interests of the community and people who use Fernhill Estate. Specifically, membership must:
  - Be representative of diversity including, for example, in relation to gender, age and cultural background
  - Include representation for local First Nations peoples, and
  - Include a representative who has experience or skills in heritage or heritage management.

The graphic on the following page provides an overview of the demographic profile of the LGA and can be used as guidance for membership of the community trustee board for Fernhill Estate.

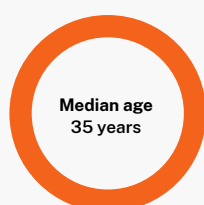


*The Hayshed, Fernhill Estate*

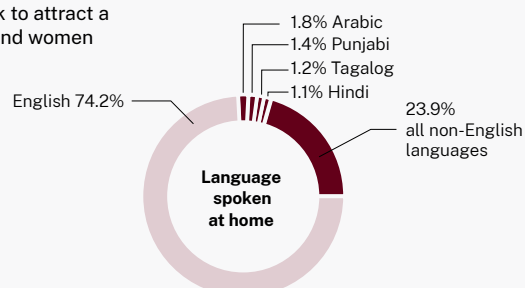
## Fernhill Estate demographic profile



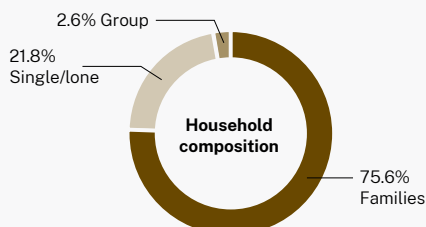
The board will seek to attract a balance of men and women



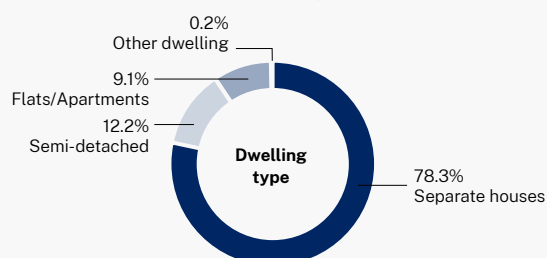
The board will seek to attract a range of age groups including 30 to 40 years



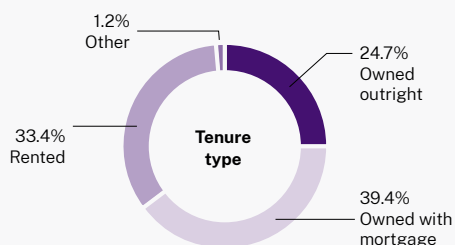
The board will seek to attract members who speak a language other than English



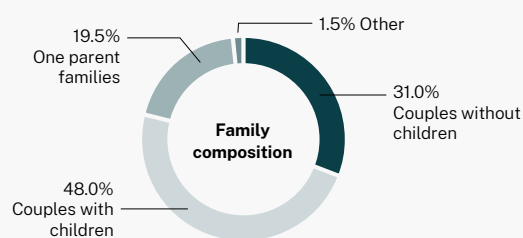
The board will seek to attract members from a range of household types, especially families



The board will seek to attract a range of housing types, especially houses



The board will seek to include renters and homeowners



The board will seek to attract a range of family types



## Parramatta Park snapshot

A review of available parkland visitor data suggests that in the case of Parramatta Park in 2020, 55% of visitors were residents of the area surrounding the park (Parramatta LGA). The remaining 45% of visitors were spread from 25 different Sydney suburbs and a small number from other locations in NSW, Australia or overseas.

The median distance travelled to the parkland was 5km and the median time taken was 15 minutes. Cumberland LGA and The Hills Shire LGA have also been included in this profile, as likely neighbouring visitors to the park within that range.

This profile reflects the demographic characteristics of the majority of visitors to Parramatta Park, to support an understanding of parkland users. It has been prepared using data from the ABS 2021 Census of Population and Housing for the City of Parramatta, Cumberland and Fairfield LGAs.

The community trustee board for Parramatta Park will include a maximum of seven positions.

Section 38 of the *Greater Sydney Parklands Trust Act 2022* outlines:

- One board member should be nominated by each relevant local council – City of Parramatta and Cumberland councils – as a community representative.
- Five other members will be appointed by the Minister on the advice of the Greater Sydney Parklands Trust.
- The overall membership of the board will be reflective of the broad range of views and interests of the community and people who use Parramatta Park. Specifically, membership must:
  - Be representative of diversity including, for example, in relation to gender, age and cultural background
  - Include representation for local First Nations peoples, and
  - Include a representative who has experience or skills in heritage or heritage management.

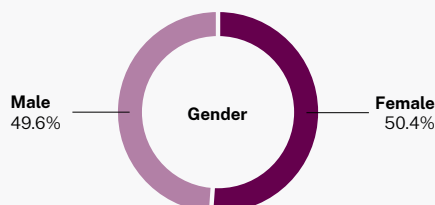
The graphic on the following page provides an overview of the demographic profile of the LGA and can be used as guidance for membership of the community trustee board for Parramatta Park.



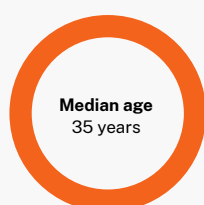
Domain Creek Playground, Parramatta Park



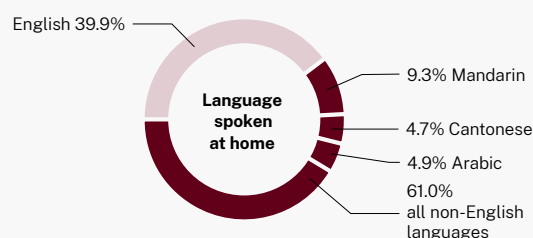
## Parramatta Park demographic profile



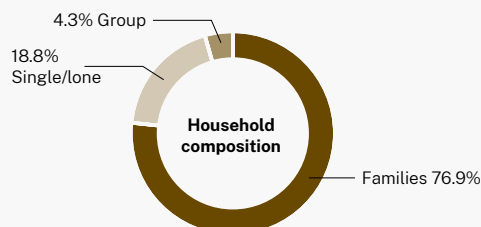
The board will seek to attract a balance of men and women



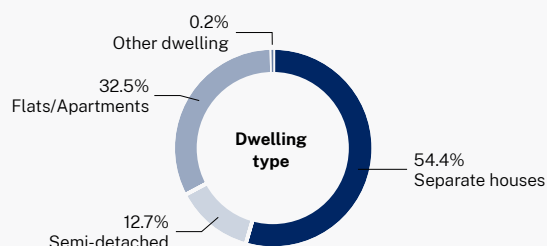
The board will seek to attract a range of age groups including 30 to 40 years



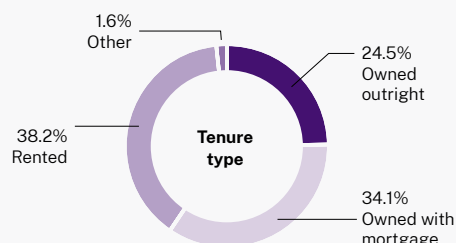
The board will seek to attract members who speak a language other than English, especially Mandarin



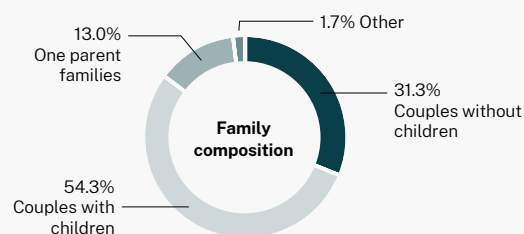
The board will seek to attract members from a range of household types



The board will seek to attract a range of housing types, especially houses and apartments



The board will seek to include renters and homeowners with a mortgage



The board will seek to attract a range of family types including couples with and without children

## Western Sydney Parklands snapshot

A review of available parkland visitor data suggests that in the case of Western Sydney Parklands in 2020, 88% of visitors lived within the local area – which covers the three LGAs of Blacktown, Fairfield and Liverpool.

The median distance travelled to the parkland was 3km and the median time taken was 10 minutes.

This profile reflects the demographic characteristics of the majority of visitors to Western Sydney Parklands, to support an understanding of parkland users. It has been prepared using data from the ABS 2021 Census of Population and Housing for the Blacktown, Fairfield and Liverpool LGAs.

The community trustee board for Parramatta Park will include a maximum of seven positions.

Section 38 of the *Greater Sydney Parklands Trust Act 2022* outlines:

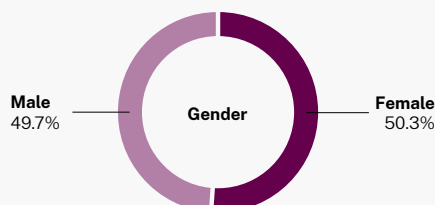
- One board member should be nominated by each relevant local council – Blacktown, Fairfield and Liverpool councils – as a community representative.
- Four other members will be appointed by the Minister on the advice of the Greater Sydney Parklands Trust.
- The overall membership of the board will be reflective of the broad range of views and interests of the community and people who use Western Sydney Parklands. Specifically, membership must:
  - Be representative of diversity including, for example, in relation to gender, age and cultural background
  - Include representation for local First Nations peoples, and
  - Include a representative who has experience or skills in heritage or heritage management.

The graphic on the following page provides an overview of the demographic profile of the LGA and can be used as guidance for membership of the community trustee board for Western Sydney Parklands.

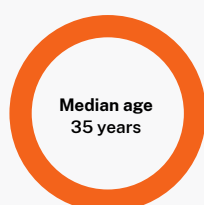


*Bungarribee Park, Western Sydney Parklands*

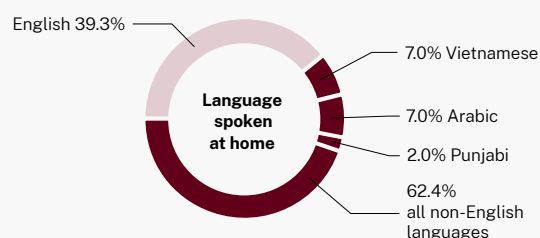
## Western Sydney Parklands demographic profile



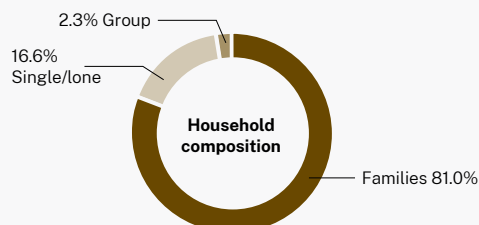
The board will seek to attract a balance of men and women



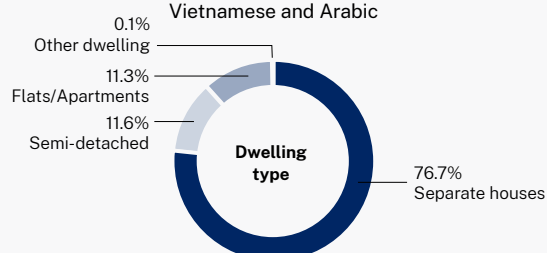
The board will seek to attract a range of age groups including 30 to 40 years



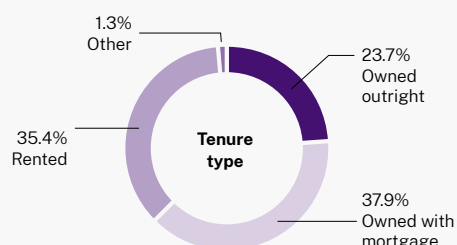
The board will seek to attract members who speak a language other than English, especially Vietnamese and Arabic



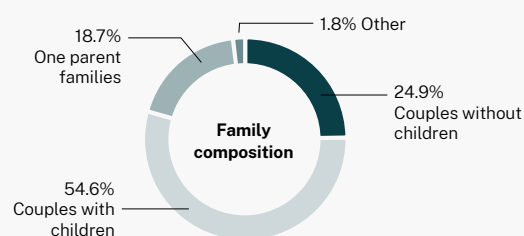
The board will seek to attract members from a range of household types, especially families



The board will seek to attract a range of housing types, especially houses



The board will seek to include renters and homeowners



The board will seek to attract a range of family types including couples with and without children

## **Appendix B**

### Community trustee boards – Terms of Reference



# Terms of Reference

Community trustee board for  
**Callan Park**

September 2022

Greater Sydney Parklands

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## About these Terms of Reference

The community trustee board Terms of Reference identify the membership, responsibilities, authority and operations of the Callan Park community trustee board as part of Greater Sydney Parklands and Transport for NSW (the Department).

## Community trustee board for Callan Park

### Purpose of the community trustee board

The community trustee board has been established to provide advice and recommendations to the Greater Sydney Parklands Trust (GSPT) in relation to the trust lands.

The role of the board is to provide advice, input and recommendations to support the GSPT Board in decision making and actions, in alignment with Greater Sydney Parklands' Consultation and Engagement Framework. As per the *Greater Sydney Parklands Trust Act 2022* (the Act), community trustee boards do not have delegation or decision making powers.

In performing this role, the community trustee board will:

- Provide informed strategic advice to the GSPT Board on matters relating to Callan Park
- Advise, share information and facilitate partnerships that assist Greater Sydney Parklands to develop its plans and increase community connections
- Advocate on behalf of and promote understanding of the needs of and issues affecting the local community, ensuring inclusion and equity of access for community members
- Contribute local knowledge on relevant issues, emerging trends, opportunities and community needs.

## Establishment

The community trustee board for Callan Park has been established by legislation under the Act.

The community trustee board will be established by 1 January 2023, with a view to the first meeting being held in early 2023.

### Responsibilities of the community trustee board

In accordance with section 39 of the Act, the community trustee board for Callan Park has the following responsibilities:

- Provide advice and assistance to the Trust in the development and review of the plan of management for Callan Park and approve the plan of management for the parkland
- Provide advice to the Trust about proposed new or modified services and facilities for Callan Park, including priorities for investment
- Stay informed about current visitor and local community issues relating to the parkland and provide advice to the GSPT Board about the issues
- Be a consultative body for the Trust and the associated Trust for Callan Park in relation to—
  - the development and review of the plan of management for the parkland
  - matters of local relevance to the parkland, including the protection and use of Callan Park and the business, leasing and other activities carried out on, or to be carried out on the parkland, and
- Any other function given to community trustee boards by the Trust under this Act or another Act.

## Responsibilities of the community trustee board Chair

The Chair of the community trustee board for Callan Park will be a board member appointed to the role by the Minister. Applicants seeking to be considered as a community trustee board Chair will be asked to indicate their interest and expertise when nominating. The Chair will be the key point of contact between the community trustee board and Greater Sydney Parklands.

The community trustee board Chair is expected to:

- Personally chair all community trustee board meetings
- Ensure that all matters dealt with by the community trustee board are consistent with the purpose of the community trustee board
- Be independent and impartial with respect to all community trustee board members
- Create an atmosphere of open and constructive participation within the community trustee board
- Actively work with community trustee board members to try and resolve any disputes that may arise during conduct of board activities
- Ensure confidential matters handled by the community trustee board are kept confidential, in accordance with the Code of Conduct
- Liaise with Greater Sydney Parklands to develop the agenda and key discussion items for meetings
- Advise Greater Sydney Parklands as soon as possible of any potential or actual conflict of interest that may affect their ability to fulfil their role as Chair
- Ensure community trustee board members comply with the Code of Conduct, notify any member who does not comply with the Code and refer any matters of concern to Greater Sydney Parklands through the Secretariat Officer
- Oversee the community trustee board's annual self-review and report any concerns to Greater Sydney Parklands through the Secretariat Officer
- Review and approve summary reports from community trustee board meetings for publication on the relevant Greater Sydney Parklands webpage within 14 days of the meeting
- Liaise with GSP staff as required to assist the board to exercise its functions including to arrange their attendance at community trustee board meetings to provide information and respond to queries from members
- If there is an information access application relating to the community trustee board, liaise with the agency and/or Department's GIIPA Unit and the board about the appropriate response.

## Compliance obligations of the board

The following instruments give rise to obligations with which the community trustee board for Callan Park must comply:

- *Greater Sydney Parklands Trust Act 2022*
- Greater Sydney Parklands' Consultation and Engagement Framework.

The following activities and actions will be undertaken to ensure compliance obligations are met:

- Four meetings of the community trustee board will be held each year
- Summary reports will be produced as part of each meeting.

To provide reasonable assurance to the Minister that compliance obligations are met, the GSPT Board will provide annual reports:

- An attestation statement will be co-signed by the Chair of the GSPT Board and Chair of the community trustee board.





## Community trustee board membership

The community trustee board for Callan Park shall be comprised of the following seven positions:

- A member nominated by the relevant local council (i.e. Inner West Council) as a community representative
- Six other members appointed by the Minister on the advice of the Trust

Membership criteria:

- The person has sound knowledge of Callan Park including the activities carried out in the parkland
- The person is able to communicate effectively with local residents, local community groups and other persons who use the parkland
- The overall membership of the board will be reflective of the broad range of views and interests of the community and persons who use Callan Park, and must have regard to the need for the board to:
  - be representative of diversity including, for example, in relation to gender, age and cultural background
  - include representation for local First Nations peoples, and
  - include a representative who has experience or skills in heritage or heritage management.

### Appointment of members

Members are selected by a panel following an Expression of Interest process and appointed by the Minister, in accordance with the approved Consultation and Engagement Framework, on the recommendation of the Trust. The Minister appoints the Chair to the community trustee board for Callan Park, noting that the Chair must have the demonstrated skills and experience to fulfil their role which includes running meetings, communicating effectively and providing recommendations. Further details of the role and function of the Chair are provided in the accompanying Code of Conduct.

The Minister may reappoint the Chair and members of the community trustee board for Callan Park to serve one additional term only.

### Terms of appointment

#### How long is membership for?

A community trustee board member holds office for a period not exceeding five years. Members will be appointed for two years in the first instance.

Members are eligible (if otherwise qualified) for re-appointment. However, a member cannot hold office for more than two consecutive terms.

Terms of individual members may be staggered to support board continuity and knowledge exchange.

#### What happens when new members are appointed?

Once appointed, members will be provided with appropriate documentation as part of a process of onboarding and induction. Each member must acknowledge in writing their acceptance of these documents and declare any conflicts of interest before commencing as a board member.

### Resignations/terminations

The Minister may remove an appointed community trustee board member or the Chair at any time.

A member may be removed prior to the expiry of their term if:

- The member cannot commit adequate time to their role
- There has been a disagreement with other members that cannot be resolved
- There is a conflict of interest that cannot be mitigated
- The member no longer meets the membership criteria
- The member has failed to attend an adequate number of meetings without providing an apology or valid reason (i.e. is absent from three consecutive meetings of the board)
- The member breached the community trustee board's Code of Conduct.

## Meeting arrangements

### Support during meetings

All records, including the agenda, outcomes and any reports or recommendations, will be prepared and kept by the officer responsible for secretariat support.

The secretariat will coordinate with Greater Sydney Parklands and the Chair of the community trustee board as appropriate to draft and prepare the agenda for each board meeting. Agendas will be circulated to members one week prior to the meeting.

The secretariat support must also coordinate with the Chair of the board to ensure that the summary report of the meeting is promptly finalised, signed by the Chair, and distributed to members for confirmation as soon as is practicable after each meeting.

The summary report of the previous meeting should also be tabled at the next board meeting for approval.

### Meeting frequency

The community trustee board for Callan Park will meet at least four times per year.

A notice of each meeting confirming the date, time, venue and agenda will be sent to each member of the community trustee board as soon as practicable prior to the meeting date. Meeting dates for the full calendar year are set in advance to enable members to schedule meetings.

Board meetings may be held in a range of formats, including online using the relevant technology as agreed to by majority of members of the community trustee board, in order to provide flexibility and accessibility for members.

### Business outside of meetings

The community trustee board for Callan Park may, for urgent issues, consider a matter out-of-session by the circulation of papers among all the members. The resolution is to be approved in writing by a majority of members.

Matters decided by a community trustee board out-of-session must be noted by the board at the next formal meeting and be recorded in the summary report of that meeting.

### Attendees

The community trustee board for Callan Park may grant permission for non-member attendees to be present on the recommendation of the GSPT Board.

NSW Government MPs are welcomed and encouraged to attend meetings; however, they are not eligible to propose motions or vote on recommendations.

The persons nominated by relevant local councils (i.e. Inner West Council) as community representatives, but not chosen by the Minister, may attend meetings of the board but are not members of the board, and are not entitled to participate or vote at a meeting of the board.

### Quorum

The quorum for a meeting of the board requires the following conditions to be met:

- Although not a decision-making body, a quorum is required for recommendations
- The quorum for a meeting of the community trustee board is a majority of its members.



## Publication of decisions

The confirmed summary report of the meeting will be made publicly available. The summary report, including actions and recommendations, will be published on Greater Sydney Parklands' or the relevant parkland webpage within 14 days of each meeting, referred to the GSPT Board and circulated to members.

If Greater Sydney Parklands provides secretariat support and holds documents of the community trustee board, those documents may be subject to an information access application under the Government Information (Public Access) Act 2009 (GIPA Act). If there is an information access application relating to the board, the agency and/or Department's GIPA Unit will liaise with the board about the appropriate response.

Please note that the Department is the decision maker in relation to GIPA applications made to it for documents it holds even though those documents that relate to the work of the community trustee board.

## Conduct of members

The community trustee board will abide by the board Code of Conduct.

### Conflicts of interest

Conflicts of interest must be disclosed and dealt with by the community trustee board for Callan Park in a transparent way and in accordance with Departmental policy.

A conflict of interest arises in relation to a person's duties as a member of the community trustee board, if for example:

- The member has interests which could improperly influence the performance of his or her responsibilities as a board member
- There is the potential for a board member to personally benefit or provide benefits to associates from access to non-public information, or the results of non-public discussions, or decision-making processes.

### Communication with the media and third parties

Views that are publicly expressed by a community trustee board member may be perceived or construed by the broader community as those of the community trustee board for Callan Park, Greater Sydney Parklands and/or the Department. Community trustee board members may speak to the media about their own views but must not purport to represent Greater Sydney Parklands.

Any requests from the media to a community trustee board member or Chair should be forwarded to Greater Sydney Parklands' Director Community, Engagement and Partnerships who will liaise with the Chair regarding the media request.

General correspondence and enquiries should be made through the Secretariat Officer.

Submissions to the community trustee board for Callan Park must be addressed to the Chair.

The Chief Executive is the designated media spokesperson for Greater Sydney Parklands.

## Remuneration and allowances

### Remuneration and out of pocket expenses

In line with the Act, positions on the community trustee board for Callan Park are voluntary and not remunerated.

The Chair and members of community trustee board for Callan Park are not entitled to out of pocket expenses.

## Review

### Periodic reporting on performance

Unless otherwise provided for by the establishing legislation, the community trustee board for Callan Park will conduct an annual evaluation of its performance and self-evaluate its level of effectiveness. The evaluation framework will be prepared by the Secretariat and endorsed by the members. The evaluation report should identify:

- How the board or committee is delivering on its objectives including a summary of key activities undertaken during the period
- Meetings held during the period and attendance
- Current membership and any changes that have occurred during the period
- Risk management strategies
- Results of any reviews undertaken, and
- Ratification of the terms of reference and any subsequent amendments.

### Board review

Formal reviews are generally undertaken every five years. Greater Sydney Parklands must review the approved Consultation and Engagement Framework at least every five years, under the Act. An evaluation and review of the community trustee board's performance may be considered as part of this review.

A formal review of a community trustee board and its members may consider whether:

- The board is fulfilling its functions and objectives, its successes and the outcomes of its work in respect of its Terms of Reference and the legislation
- Delivery through the board is the most cost-effective approach
- The board has an appropriate number of members for the functions being performed
- Members have the appropriate mix of skills, experience, and diversity, and/or
- Individual members are fulfilling their responsibilities.

### Review of Terms of Reference

The Greater Sydney Parklands Trust Board will review the Terms of Reference annually to ensure they remain consistent with the community trustee board's objectives and responsibilities.

## Agreement

These terms of reference are agreed by the community trustee board for Callan Park as at / / [Insert Date] and remain in force until otherwise amended, replaced or voided.

Chair [Insert Name]:

Signature:

Date: / /

Callan Park

# Terms of Reference

Community trustee board for  
**Centennial Parklands**

September 2022

Greater Sydney Parklands



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## About these Terms of Reference

The community trustee board Terms of Reference identify the membership, responsibilities, authority and operations of the Centennial Parklands community trustee board as part of Greater Sydney Parklands and Transport for NSW (the Department).

## Community trustee board for Centennial Parklands

### Purpose of the community trustee board

The community trustee board has been established to provide advice and recommendations to the Greater Sydney Parklands Trust (GSPT) in relation to the trust lands.

The role of the board is to provide advice, input and recommendations to support the GSPT Board in decision making and actions, in alignment with Greater Sydney Parklands' Consultation and Engagement Framework. As per the *Greater Sydney Parklands Trust Act 2022* (the Act), community trustee boards do not have delegation or decision making powers.

In performing this role, the community trustee board will:

- Provide informed strategic advice to the GSPT Board on matters relating to Centennial Parklands
- Advise, share information and facilitate partnerships that assist Greater Sydney Parklands to develop its plans and increase community connections
- Advocate on behalf of and promote understanding of the needs of and issues affecting the local community, ensuring inclusion and equity of access for community members
- Contribute local knowledge on relevant issues, emerging trends, opportunities and community needs.

## Establishment

The community trustee board for Centennial Parklands has been established by legislation under the Act.

The community trustee board will be established by 1 January 2023, with a view to the first meeting being held in early 2023.

### Responsibilities of the community trustee board

In accordance with section 39 of the Act, the community trustee board for Centennial Parklands has the following responsibilities:

- Provide advice and assistance to the Trust in the development and review of the plan of management for Centennial Parklands and approve the plan of management for the parkland
- Provide advice to the Trust about proposed new or modified services and facilities for Centennial Parklands, including priorities for investment
- Stay informed about current visitor and local community issues relating to the parkland and provide advice to the GSPT Board about the issues
- Be a consultative body for the Trust and the associated Trust for Centennial Parklands in relation to —
  - the development and review of the plan of management for the parkland
  - matters of local relevance to the parkland, including the protection and use of Centennial Parklands and the business, leasing and other activities carried out on, or to be carried out on the parkland, and
- Any other function given to community trustee boards by the Trust under this Act or another Act.





## Responsibilities of the community trustee board Chair

The Chair of the community trustee board for Centennial Parklands will be a board member appointed to the role by the Minister. Applicants seeking to be considered as a community trustee board Chair will be asked to indicate their interest and expertise when nominating. The Chair will be the key point of contact between the community trustee board and Greater Sydney Parklands.

The community trustee board Chair is expected to:

- Personally chair all community trustee board meetings
- Ensure that all matters dealt with by the community trustee board are consistent with the purpose of the community trustee board
- Be independent and impartial with respect to all community trustee board members
- Create an atmosphere of open and constructive participation within the community trustee board
- Actively work with community trustee board members to try and resolve any disputes that may arise during conduct of board activities
- Ensure confidential matters handled by the community trustee board are kept confidential, in accordance with the Code of Conduct
- Liaise with Greater Sydney Parklands to develop the agenda and key discussion items for meetings
- Advise Greater Sydney Parklands as soon as possible of any potential or actual conflict of interest that may affect their ability to fulfil their role as Chair
- Ensure community trustee board members comply with the Code of Conduct, notify any member who does not comply with the Code and refer any matters of concern to Greater Sydney Parklands through the Secretariat Officer
- Oversee the community trustee board's annual self-review and report any concerns to Greater Sydney Parklands through the Secretariat Officer
- Review and approve summary reports from community trustee board meetings for publication on the relevant Greater Sydney Parklands webpage within 14 days of the meeting
- Liaise with GSP staff as required to assist the board to exercise its functions including to arrange their attendance at community trustee board meetings to provide information and respond to queries from members
- If there is an information access application relating to the community trustee board, liaise with the agency and/or Department's GIIPA Unit and the board about the appropriate response.

## Compliance obligations of the board

The following instruments give rise to obligations with which the community trustee board for Centennial Parklands must comply:

- *Greater Sydney Parklands Trust Act 2022*
- Greater Sydney Parklands' Consultation and Engagement Framework.

The following activities and actions will be undertaken to ensure compliance obligations are met:

- Four meetings of the community trustee board will be held each year
- Summary reports will be produced as part of each meeting.

To provide reasonable assurance to the Minister that compliance obligations are met, the GSPT Board will provide annual reports:

- An attestation statement will be co-signed by the Chair of the GSPT Board and Chair of the community trustee board.

## Community trustee board membership

The community trustee board for Centennial Parklands shall be comprised of the following seven positions:

- A member nominated by the relevant local councils (i.e. Randwick, Waverley, Woollahra and City of Sydney councils) as a community representative
- Six other members appointed by the Minister on the advice of the Trust
- If more than three persons are nominated by relevant local councils (i.e. Randwick, Waverley, Woollahra and City of Sydney councils) as community representatives —
  - a. the Minister must choose at least three members from the persons nominated, and
  - b. the persons nominated, but not chosen by the Minister, may attend meetings of the board but are not members of the board, and are not entitled to vote at a meeting of the board.

Membership criteria:

- The person has sound knowledge of Centennial Parklands including the activities carried out in the parkland
- The person is able to communicate effectively with local residents, local community groups and other persons who use the parkland
- The overall membership of the board will be reflective of the broad range of views and interests of the community and persons who use Centennial Parklands, and must have regard to the need for the board to:
  - be representative of diversity including, for example, in relation to gender, age and cultural background
  - include representation for local First Nations peoples, and
  - include a representative who has experience or skills in heritage or heritage management.

### Appointment of members

Members are selected by a panel following an Expression of Interest process and appointed by the Minister, in accordance with the approved Consultation and Engagement Framework, on the recommendation of the Trust. The Minister appoints the Chair to the community trustee board for Centennial Parklands, noting that the Chair must have the demonstrated skills and experience to fulfil their role which includes running meetings, communicating effectively and providing recommendations. Further details of the role and function of the Chair are provided in the accompanying Code of Conduct.

The Minister may reappoint the Chair and members of the community trustee board for Centennial Parklands to serve one additional term only.

### Terms of appointment

#### How long is membership for?

A community trustee board member holds office for a period not exceeding five years. Members will be appointed for two years in the first instance.

Members are eligible (if otherwise qualified) for re-appointment. However, a member cannot hold office for more than two consecutive terms.

Terms of individual members may be staggered to support board continuity and knowledge exchange.

#### What happens when new members are appointed?

Once appointed, members will be provided with appropriate documentation as part of a process of onboarding and induction. Each member must acknowledge in writing their acceptance of these documents and declare any conflicts of interest before commencing as a board member.



## Resignations/terminations

The Minister may remove an appointed community trustee board member or the Chair at any time.

A member may be removed prior to the expiry of their term if:

- The member cannot commit adequate time to their role
- There has been a disagreement with other members that cannot be resolved
- There is a conflict of interest that cannot be mitigated
- The member no longer meets the membership criteria
- The member has failed to attend an adequate number of meetings without providing an apology or valid reason (i.e. is absent from three consecutive meetings of the board)
- The member breached the community trustee board's Code of Conduct.

## Meeting arrangements

### Support during meetings

All records, including the agenda, outcomes and any reports or recommendations, will be prepared and kept by the officer responsible for secretariat support.

The secretariat will coordinate with Greater Sydney Parklands and the Chair of the community trustee board as appropriate to draft and prepare the agenda for each board meeting. Agendas will be circulated to members one week prior to the meeting.

The secretariat support must also coordinate with the Chair of the board to ensure that the summary report of the meeting is promptly finalised, signed by the Chair, and distributed to members for confirmation as soon as is practicable after each meeting.

The summary report of the previous meeting should also be tabled at the next board meeting for approval.

### Meeting frequency

The community trustee board for Centennial Parklands will meet at least four times per year.

A notice of each meeting confirming the date, time, venue and agenda will be sent to each member of the community trustee board as soon as practicable prior to the meeting date. Meeting dates for the full calendar year are set in advance to enable members to schedule meetings.

Board meetings may be held in a range of formats, including online using the relevant technology as agreed to by majority of members of the community trustee board, in order to provide flexibility and accessibility for members.

### Business outside of meetings

The community trustee board for Centennial Parklands may, for urgent issues, consider a matter out-of-session by the circulation of papers among all the members. The resolution is to be approved in writing by a majority of members.

Matters decided by a community trustee board out-of-session must be noted by the board at the next formal meeting and be recorded in the summary report of that meeting.

### Attendees

The community trustee board for Centennial Parklands may grant permission for non-member attendees to be present on the recommendation of the GSPT Board.

NSW Government MPs are welcomed and encouraged to attend meetings; however, they are not eligible to propose motions or vote on recommendations.

The persons nominated by relevant local councils (i.e. Randwick, Waverley, Woollahra and City of Sydney councils) as community representatives, but not chosen by the Minister, may attend meetings of the board but are not members of the board, and are not entitled to participate or vote at a meeting of the board.

## Quorum

The quorum for a meeting of the board requires the following conditions to be met:

- Although not a decision-making body, a quorum is required for recommendations
- The quorum for a meeting of the community trustee board is a majority of its members.

## Publication of decisions

The confirmed summary report of the meeting will be made publicly available. The summary report, including actions and recommendations, will be published on Greater Sydney Parklands' or the relevant parkland webpage within 14 days of each meeting, referred to the GSPT Board and circulated to members.

If Greater Sydney Parklands provides secretariat support and holds documents of the community trustee board, those documents may be subject to an information access application under the Government Information (Public Access) Act 2009 (GIPA Act). If there is an information access application relating to the board, the agency and/or Department's GIPA Unit will liaise with the board about the appropriate response.

Please note that the Department is the decision maker in relation to GIPA applications made to it for documents it holds even though those documents that relate to the work of the community trustee board.

## Conduct of members

The community trustee board will abide by the board Code of Conduct.

### Conflicts of interest

Conflicts of interest must be disclosed and dealt with by the community trustee board for Centennial Parklands in a transparent way and in accordance with Departmental policy.

A conflict of interest arises in relation to a person's duties as a member of the community trustee board, if for example:

- The member has interests which could improperly influence the performance of his or her responsibilities as a board member
- There is the potential for a board member to personally benefit or provide benefits to associates from access to non-public information, or the results of non-public discussions, or decision-making processes.

### Communication with the media and third parties

Views that are publicly expressed by a community trustee board member may be perceived or construed by the broader community as those of the community trustee board for Centennial Parklands, Greater Sydney Parklands and/or the Department. Community trustee board members may speak to the media about their own views but must not purport to represent Greater Sydney Parklands.

Any requests from the media to a community trustee board member or Chair should be forwarded to Greater Sydney Parklands' Director Community, Engagement and Partnerships who will liaise with the Chair regarding the media request.

General correspondence and enquiries should be made through the Secretariat Officer.

Submissions to the community trustee board for Centennial Parklands must be addressed to the Chair.

The Chief Executive is the designated media spokesperson for Greater Sydney Parklands.

## Remuneration and allowances

### Remuneration and out of pocket expenses

In line with the Act, positions on the community trustee board for Centennial Parklands are voluntary and not remunerated.

The Chair and members of community trustee board for Centennial Parklands are not entitled to out of pocket expenses.



## Review

### Periodic reporting on performance

Unless otherwise provided for by the establishing legislation, the community trustee board for Centennial Parklands will conduct an annual evaluation of its performance and self-evaluate its level of effectiveness. The evaluation framework will be prepared by the Secretariat and endorsed by the members. The evaluation report should identify:

- How the board or committee is delivering on its objectives including a summary of key activities undertaken during the period
- Meetings held during the period and attendance
- Current membership and any changes that have occurred during the period
- Risk management strategies
- Results of any reviews undertaken, and
- Ratification of the terms of reference and any subsequent amendments.

### Board review

Formal reviews are generally undertaken every five years. Greater Sydney Parklands must review the approved Consultation and Engagement Framework at least every five years, under the Act. An evaluation and review of the community trustee board's performance may be considered as part of this review.

A formal review of a community trustee board and its members may consider whether:

- The board is fulfilling its functions and objectives, its successes and the outcomes of its work in respect of its Terms of Reference and the legislation
- Delivery through the board is the most cost-effective approach
- The board has an appropriate number of members for the functions being performed
- Members have the appropriate mix of skills, experience, and diversity, and/or
- Individual members are fulfilling their responsibilities.

### Review of Terms of Reference

The Greater Sydney Parklands Trust Board will review the Terms of Reference annually to ensure they remain consistent with the community trustee board's objectives and responsibilities.

## Agreement

These terms of reference are agreed by the community trustee board for Centennial Parklands as at / / [Insert Date] and remain in force until otherwise amended, replaced or voided.

Chair [Insert Name]:

Signature:

Date: / /



Centennial  
Parklands



# Terms of Reference

Community trustee board for  
**Fernhill Estate**

September 2022

Greater Sydney Parklands

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## About these Terms of Reference

The community trustee board Terms of Reference identify the membership, responsibilities, authority and operations of the Fernhill Estate community trustee board as part of Greater Sydney Parklands and Transport for NSW (the Department).

## Community trustee board for Fernhill Estate

### Purpose of the community trustee board

The community trustee board has been established to provide advice and recommendations to the Greater Sydney Parklands Trust (GSPT) in relation to the trust lands.

The role of the board is to provide advice, input and recommendations to support the GSPT Board in decision making and actions, in alignment with Greater Sydney Parklands' Consultation and Engagement Framework. As per the *Greater Sydney Parklands Trust Act 2022* (the Act), community trustee boards do not have delegation or decision making powers.

In performing this role, the community trustee board will:

- Provide informed strategic advice to the GSPT Board on matters relating to Fernhill Estate
- Advise, share information and facilitate partnerships that assist Greater Sydney Parklands to develop its plans and increase community connections
- Advocate on behalf of and promote understanding of the needs of and issues affecting the local community, ensuring inclusion and equity of access for community members
- Contribute local knowledge on relevant issues, emerging trends, opportunities and community needs.

## Establishment

The community trustee board for Fernhill Estate has been established by legislation under the Act.

The community trustee board will be established by 1 January 2023, with a view to the first meeting being held in early 2023.

### Responsibilities of the community trustee board

In accordance with section 39 of the Act, the community trustee board for Fernhill Estate has the following responsibilities:

- Provide advice and assistance to the Trust in the development and review of the plan of management for Fernhill Estate and approve the plan of management for the parkland
- Provide advice to the Trust about proposed new or modified services and facilities for Fernhill Estate, including priorities for investment
- Stay informed about current visitor and local community issues relating to the parkland and provide advice to the GSPT Board about the issues
- Be a consultative body for the Trust and the associated Trust for Fernhill Estate in relation to —
  - the development and review of the plan of management for the parkland
  - matters of local relevance to the parkland, including the protection and use of Fernhill Estate and the business, leasing and other activities carried out on, or to be carried out on the parkland, and
- Any other function given to community trustee boards by the Trust under this Act or another Act.

## Responsibilities of the community trustee board Chair

The Chair of the community trustee board for Fernhill Estate will be a board member appointed to the role by the Minister. Applicants seeking to be considered as a community trustee board Chair will be asked to indicate their interest and expertise when nominating. The Chair will be the key point of contact between the community trustee board and Greater Sydney Parklands.

The community trustee board Chair is expected to:

- Personally chair all community trustee board meetings
- Ensure that all matters dealt with by the community trustee board are consistent with the purpose of the community trustee board
- Be independent and impartial with respect to all community trustee board members
- Create an atmosphere of open and constructive participation within the community trustee board
- Actively work with community trustee board members to try and resolve any disputes that may arise during conduct of board activities
- Ensure confidential matters handled by the community trustee board are kept confidential, in accordance with the Code of Conduct
- Liaise with Greater Sydney Parklands to develop the agenda and key discussion items for meetings
- Advise Greater Sydney Parklands as soon as possible of any potential or actual conflict of interest that may affect their ability to fulfil their role as Chair
- Ensure community trustee board members comply with the Code of Conduct, notify any member who does not comply with the Code and refer any matters of concern to Greater Sydney Parklands through the Secretariat Officer
- Oversee the community trustee board's annual self-review and report any concerns to Greater Sydney Parklands through the Secretariat Officer
- Review and approve summary reports from community trustee board meetings for publication on the relevant Greater Sydney Parklands webpage within 14 days of the meeting
- Liaise with GSP staff as required to assist the board to exercise its functions including to arrange their attendance at community trustee board meetings to provide information and respond to queries from members
- If there is an information access application relating to the community trustee board, liaise with the agency and/or Department's GIIPA Unit and the board about the appropriate response.

## Compliance obligations of the board

The following instruments give rise to obligations with which the community trustee board for Fernhill Estate must comply:

- *Greater Sydney Parklands Trust Act 2022*
- Greater Sydney Parklands' Consultation and Engagement Framework.

The following activities and actions will be undertaken to ensure compliance obligations are met:

- Four meetings of the community trustee board will be held each year
- Summary reports will be produced as part of each meeting.

To provide reasonable assurance to the Minister that compliance obligations are met, the GSPT Board will provide annual reports:

- An attestation statement will be co-signed by the Chair of the GSPT Board and Chair of the community trustee board.



## Community trustee board membership

The community trustee board for Fernhill Estate shall be comprised of the following seven positions:

- A member nominated by the relevant local council (i.e. Penrith City Council) as a community representative
- Six other members appointed by the Minister on the advice of the Trust

Membership criteria:

- The person has sound knowledge of Fernhill Estate including the activities carried out in the parkland
- The person is able to communicate effectively with local residents, local community groups and other persons who use the parkland
- The overall membership of the board will be reflective of the broad range of views and interests of the community and persons who use Fernhill Estate, and must have regard to the need for the board to:
  - be representative of diversity including, for example, in relation to gender, age and cultural background
  - include representation for local First Nations peoples, and
  - include a representative who has experience or skills in heritage or heritage management.

### Appointment of members

Members are selected by a panel following an Expression of Interest process and appointed by the Minister, in accordance with the approved Consultation and Engagement Framework, on the recommendation of the Trust. The Minister appoints the Chair to the community trustee board for Fernhill Estate, noting that the Chair must have the demonstrated skills and experience to fulfil their role which includes running meetings, communicating effectively and providing recommendations. Further details of the role and function of the Chair are provided in the accompanying Code of Conduct.

The Minister may reappoint the Chair and members of the community trustee board for Fernhill Estate to serve one additional term only.

### Terms of appointment

#### How long is membership for?

A community trustee board member holds office for a period not exceeding five years. Members will be appointed for two years in the first instance.

Members are eligible (if otherwise qualified) for re-appointment. However, a member cannot hold office for more than two consecutive terms.

Terms of individual members may be staggered to support board continuity and knowledge exchange.

#### What happens when new members are appointed?

Once appointed, members will be provided with appropriate documentation as part of a process of onboarding and induction. Each member must acknowledge in writing their acceptance of these documents and declare any conflicts of interest before commencing as a board member.

### Resignations/terminations

The Minister may remove an appointed community trustee board member or the Chair at any time.

A member may be removed prior to the expiry of their term if:

- The member cannot commit adequate time to their role
- There has been a disagreement with other members that cannot be resolved
- There is a conflict of interest that cannot be mitigated
- The member no longer meets the membership criteria
- The member has failed to attend an adequate number of meetings without providing an apology or valid reason (i.e. is absent from three consecutive meetings of the board)
- The member breached the community trustee board's Code of Conduct.

## Meeting arrangements

### Support during meetings

All records, including the agenda, outcomes and any reports or recommendations, will be prepared and kept by the officer responsible for secretariat support.

The secretariat will coordinate with Greater Sydney Parklands and the Chair of the community trustee board as appropriate to draft and prepare the agenda for each board meeting. Agendas will be circulated to members one week prior to the meeting.

The secretariat support must also coordinate with the Chair of the board to ensure that the summary report of the meeting is promptly finalised, signed by the Chair, and distributed to members for confirmation as soon as is practicable after each meeting.

The summary report of the previous meeting should also be tabled at the next board meeting for approval.

### Meeting frequency

The community trustee board for Fernhill Estate will meet at least four times per year.

A notice of each meeting confirming the date, time, venue and agenda will be sent to each member of the community trustee board as soon as practicable prior to the meeting date. Meeting dates for the full calendar year are set in advance to enable members to schedule meetings.

Board meetings may be held in a range of formats, including online using the relevant technology as agreed to by majority of members of the community trustee board, in order to provide flexibility and accessibility for members.

### Business outside of meetings

The community trustee board for Fernhill Estate may, for urgent issues, consider a matter out-of-session by the circulation of papers among all the members. The resolution is to be approved in writing by a majority of members.

Matters decided by a community trustee board out-of-session must be noted by the board at the next formal meeting and be recorded in the summary report of that meeting.

### Attendees

The community trustee board for Fernhill Estate may grant permission for non-member attendees to be present on the recommendation of the GSPT Board.

NSW Government MPs are welcomed and encouraged to attend meetings; however, they are not eligible to propose motions or vote on recommendations.

### Quorum

The quorum for a meeting of the board requires the following conditions to be met:

- Although not a decision-making body, a quorum is required for recommendations
- The quorum for a meeting of the community trustee board is a majority of its members.

### Publication of decisions

The confirmed summary report of the meeting will be made publicly available. The summary report, including actions and recommendations, will be published on Greater Sydney Parklands' or the relevant parkland webpage within 14 days of each meeting, referred to the GSPT Board and circulated to members.

If Greater Sydney Parklands provides secretariat support and holds documents of the community trustee board, those documents may be subject to an information access application under the Government Information (Public Access) Act 2009 (GIPA Act). If there is an information access application relating to the board, the agency and/or Department's GIPA Unit will liaise with the board about the appropriate response.

Please note that the Department is the decision maker in relation to GIPA applications made to it for documents it holds even though those documents that relate to the work of the community trustee board.



## Conduct of members

The community trustee board will abide by the board Code of Conduct.

### Conflicts of interest

Conflicts of interest must be disclosed and dealt with by the community trustee board for Fernhill Estate in a transparent way and in accordance with Departmental policy.

A conflict of interest arises in relation to a person's duties as a member of the community trustee board, if for example:

- The member has interests which could improperly influence the performance of his or her responsibilities as a board member
- There is the potential for a board member to personally benefit or provide benefits to associates from access to non-public information, or the results of non-public discussions, or decision-making processes.

### Communication with the media and third parties

Views that are publicly expressed by a community trustee board member may be perceived or construed by the broader community as those of the community trustee board for Fernhill Estate, Greater Sydney Parklands and/or the Department. Community trustee board members may speak to the media about their own views but must not purport to represent Greater Sydney Parklands.

Any requests from the media to a community trustee board member or Chair should be forwarded to Greater Sydney Parklands' Director Community, Engagement and Partnerships who will liaise with the Chair regarding the media request.

General correspondence and enquiries should be made through the Secretariat Officer.

Submissions to the community trustee board for Fernhill Estate must be addressed to the Chair.

The Chief Executive is the designated media spokesperson for Greater Sydney Parklands.

## Remuneration and allowances

### Remuneration and out of pocket expenses

In line with the Act, positions on the community trustee board for Fernhill Estate are voluntary and not remunerated.

The Chair and members of community trustee board for Fernhill Estate are not entitled to out of pocket expenses.

## Review

### Periodic reporting on performance

Unless otherwise provided for by the establishing legislation, the community trustee board for Fernhill Estate will conduct an annual evaluation of its performance and self-evaluate its level of effectiveness. The evaluation framework will be prepared by the Secretariat and endorsed by the members. The evaluation report should identify:

- How the board or committee is delivering on its objectives including a summary of key activities undertaken during the period
- Meetings held during the period and attendance
- Current membership and any changes that have occurred during the period
- Risk management strategies
- Results of any reviews undertaken, and
- Ratification of the terms of reference and any subsequent amendments.

## Board review

Formal reviews are generally undertaken every five years. Greater Sydney Parklands must review the approved Consultation and Engagement Framework at least every five years, under the Act. An evaluation and review of the community trustee board's performance may be considered as part of this review.

A formal review of a community trustee board and its members may consider whether:

- The board is fulfilling its functions and objectives, its successes and the outcomes of its work in respect of its Terms of Reference and the legislation
- Delivery through the board is the most cost-effective approach
- The board has an appropriate number of members for the functions being performed
- Members have the appropriate mix of skills, experience, and diversity, and/or
- Individual members are fulfilling their responsibilities.

## Review of Terms of Reference

The Greater Sydney Parklands Trust Board will review the Terms of Reference annually to ensure they remain consistent with the community trustee board's objectives and responsibilities.

## Agreement

These terms of reference are agreed by the community trustee board for Fernhill Estate as at / / [Insert Date] and remain in force until otherwise amended, replaced or voided.

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Chair [Insert Name]:

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Signature:

Date: / /

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Fernhill Estate

# Terms of Reference

Community trustee board for  
**Parramatta Park**

September 2022

Greater Sydney Parklands





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## About these Terms of Reference

The community trustee board Terms of Reference identify the membership, responsibilities, authority and operations of the Parramatta Park community trustee board as part of Greater Sydney Parklands and Transport for NSW (the Department).

## Community trustee board for Parramatta Park

### Purpose of the community trustee board

The community trustee board has been established to provide advice and recommendations to the Greater Sydney Parklands Trust (GSPT) in relation to the trust lands.

The role of the board is to provide advice, input and recommendations to support the GSPT Board in decision making and actions, in alignment with Greater Sydney Parklands' Consultation and Engagement Framework. As per the *Greater Sydney Parklands Trust Act 2022* (the Act), community trustee boards do not have delegation or decision making powers.

In performing this role, the community trustee board will:

- Provide informed strategic advice to the GSPT Board on matters relating to Parramatta Park
- Advise, share information and facilitate partnerships that assist Greater Sydney Parklands to develop its plans and increase community connections
- Advocate on behalf of and promote understanding of the needs of and issues affecting the local community, ensuring inclusion and equity of access for community members
- Contribute local knowledge on relevant issues, emerging trends, opportunities and community needs.

## Establishment

The community trustee board for Parramatta Park has been established by legislation under the Act. The community trustee board will be established by 1 January 2023, with a view to the first meeting being held in early 2023.

### Responsibilities of the community trustee board

In accordance with section 39 of the Act, the community trustee board for Parramatta Park has the following responsibilities:

- Provide advice and assistance to the Trust in the development and review of the plan of management for Parramatta Park and approve the plan of management for the parkland
- Provide advice to the Trust about proposed new or modified services and facilities for Parramatta Park, including priorities for investment
- Stay informed about current visitor and local community issues relating to the parkland and provide advice to the GSPT Board about the issues
- Be a consultative body for the Trust and the associated Trust for Parramatta Park in relation to —
  - the development and review of the plan of management for the parkland
  - matters of local relevance to the parkland, including the protection and use of Parramatta Park and the business, leasing and other activities carried out on, or to be carried out on the parkland, and
- Any other function given to community trustee boards by the Trust under this Act or another Act.



## Responsibilities of the community trustee board Chair

The Chair of the community trustee board for Parramatta Park will be a board member appointed to the role by the Minister. Applicants seeking to be considered as a community trustee board Chair will be asked to indicate their interest and expertise when nominating. The Chair will be the key point of contact between the community trustee board and Greater Sydney Parklands.

The community trustee board Chair is expected to:

- Personally chair all community trustee board meetings
- Ensure that all matters dealt with by the community trustee board are consistent with the purpose of the community trustee board
- Be independent and impartial with respect to all community trustee board members
- Create an atmosphere of open and constructive participation within the community trustee board
- Actively work with community trustee board members to try and resolve any disputes that may arise during conduct of board activities
- Ensure confidential matters handled by the community trustee board are kept confidential, in accordance with the Code of Conduct
- Liaise with Greater Sydney Parklands to develop the agenda and key discussion items for meetings
- Advise Greater Sydney Parklands as soon as possible of any potential or actual conflict of interest that may affect their ability to fulfil their role as Chair
- Ensure community trustee board members comply with the Code of Conduct, notify any member who does not comply with the Code and refer any matters of concern to Greater Sydney Parklands through the Secretariat Officer
- Oversee the community trustee board's annual self-review and report any concerns to Greater Sydney Parklands through the Secretariat Officer
- Review and approve summary reports from community trustee board meetings for publication on the relevant Greater Sydney Parklands webpage within 14 days of the meeting
- Liaise with GSP staff as required to assist the board to exercise its functions including to arrange their attendance at community trustee board meetings to provide information and respond to queries from members
- If there is an information access application relating to the community trustee board, liaise with the agency and/or Department's GIIPA Unit and the board about the appropriate response.

## Compliance obligations of the board

The following instruments give rise to obligations with which the community trustee board for Parramatta Park must comply:

- *Greater Sydney Parklands Trust Act 2022*
- Greater Sydney Parklands' Consultation and Engagement Framework.

The following activities and actions will be undertaken to ensure compliance obligations are met:

- Four meetings of the community trustee board will be held each year
- Summary reports will be produced as part of each meeting.

To provide reasonable assurance to the Minister that compliance obligations are met, the GSPT Board will provide annual reports:

- An attestation statement will be co-signed by the Chair of the GSPT Board and Chair of the community trustee board.

## Community trustee board membership

The community trustee board for Parramatta Park shall be comprised of the following seven positions:

- A member nominated by the relevant local councils (i.e. Cumberland City Council and City of Parramatta Council) as a community representative
- Five other members appointed by the Minister on the advice of the Trust.

Membership criteria:

- The person has sound knowledge of Parramatta Park including the activities carried out in the parkland
- The person is able to communicate effectively with local residents, local community groups and other persons who use the parkland
- The overall membership of the board will be reflective of the broad range of views and interests of the community and persons who use Parramatta Park, and must have regard to the need for the board to:
  - be representative of diversity including, for example, in relation to gender, age and cultural background
  - include representation for local First Nations peoples, and
  - include a representative who has experience or skills in heritage or heritage management.

### Appointment of members

Members are selected by a panel following an Expression of Interest process and appointed by the Minister, in accordance with the approved Consultation and Engagement Framework, on the recommendation of the Trust. The Minister appoints the Chair to the community trustee board for Parramatta Park, noting that the Chair must have the demonstrated skills and experience to fulfil their role which includes running meetings, communicating effectively and providing recommendations. Further details of the role and function of the Chair are provided in the accompanying Code of Conduct.

The Minister may reappoint the Chair and members of the community trustee board for Parramatta Park to serve one additional term only.

### Terms of appointment

#### How long is membership for?

A community trustee board member holds office for a period not exceeding five years. Members will be appointed for two years in the first instance.

Members are eligible (if otherwise qualified) for re-appointment. However, a member cannot hold office for more than two consecutive terms.

Terms of individual members may be staggered to support board continuity and knowledge exchange.

#### What happens when new members are appointed?

Once appointed, members will be provided with appropriate documentation as part of a process of onboarding and induction. Each member must acknowledge in writing their acceptance of these documents and declare any conflicts of interest before commencing as a board member.

### Resignations/terminations

The Minister may remove an appointed community trustee board member or the Chair at any time.

A member may be removed prior to the expiry of their term if:

- The member cannot commit adequate time to their role
- There has been a disagreement with other members that cannot be resolved
- There is a conflict of interest that cannot be mitigated
- The member no longer meets the membership criteria
- The member has failed to attend an adequate number of meetings without providing an apology or valid reason (i.e. is absent from three consecutive meetings of the board)
- The member breached the community trustee board's Code of Conduct.



## Meeting arrangements

### Support during meetings

All records, including the agenda, outcomes and any reports or recommendations, will be prepared and kept by the officer responsible for secretariat support.

The secretariat will coordinate with Greater Sydney Parklands and the Chair of the community trustee board as appropriate to draft and prepare the agenda for each board meeting. Agendas will be circulated to members one week prior to the meeting.

The secretariat support must also coordinate with the Chair of the board to ensure that the summary report of the meeting is promptly finalised, signed by the Chair, and distributed to members for confirmation as soon as is practicable after each meeting.

The summary report of the previous meeting should also be tabled at the next board meeting for approval.

### Meeting frequency

The community trustee board for Parramatta Park will meet at least four times per year.

A notice of each meeting confirming the date, time, venue and agenda will be sent to each member of the community trustee board as soon as practicable prior to the meeting date. Meeting dates for the full calendar year are set in advance to enable members to schedule meetings.

Board meetings may be held in a range of formats, including online using the relevant technology as agreed to by majority of members of the community trustee board, in order to provide flexibility and accessibility for members.

### Business outside of meetings

The community trustee board for Parramatta Park may, for urgent issues, consider a matter out-of-session by the circulation of papers among all the members. The resolution is to be approved in writing by a majority of members.

Matters decided by a community trustee board out-of-session must be noted by the board at the next formal meeting and be recorded in the summary report of that meeting.

### Attendees

The community trustee board for Parramatta Park may grant permission for non-member attendees to be present on the recommendation of the GSPT Board.

NSW Government MPs are welcomed and encouraged to attend meetings; however, they are not eligible to propose motions or vote on recommendations.

### Quorum

The quorum for a meeting of the board requires the following conditions to be met:

- Although not a decision-making body, a quorum is required for recommendations
- The quorum for a meeting of the community trustee board is a majority of its members.

### Publication of decisions

The confirmed summary report of the meeting will be made publicly available. The summary report, including actions and recommendations, will be published on Greater Sydney Parklands' or the relevant parkland webpage within 14 days of each meeting, referred to the GSPT Board and circulated to members.

If Greater Sydney Parklands provides secretariat support and holds documents of the community trustee board, those documents may be subject to an information access application under the Government Information (Public Access) Act 2009 (GIPA Act). If there is an information access application relating to the board, the agency and/or Department's GIPA Unit will liaise with the board about the appropriate response.

Please note that the Department is the decision maker in relation to GIPA applications made to it for documents it holds even though those documents that relate to the work of the community trustee board.

## Conduct of members

The community trustee board will abide by the board Code of Conduct.

### Conflicts of interest

Conflicts of interest must be disclosed and dealt with by the community trustee board for Parramatta Park in a transparent way and in accordance with Departmental policy.

A conflict of interest arises in relation to a person's duties as a member of the community trustee board, if for example:

- The member has interests which could improperly influence the performance of his or her responsibilities as a board member
- There is the potential for a board member to personally benefit or provide benefits to associates from access to non-public information, or the results of non-public discussions, or decision-making processes.

### Communication with the media and third parties

Views that are publicly expressed by a community trustee board member may be perceived or construed by the broader community as those of the community trustee board for Parramatta Park, Greater Sydney Parklands and/or the Department. Community trustee board members may speak to the media about their own views but must not purport to represent Greater Sydney Parklands.

Any requests from the media to a community trustee board member or Chair should be forwarded to Greater Sydney Parklands' Director Community, Engagement and Partnerships who will liaise with the Chair regarding the media request.

General correspondence and enquiries should be made through the Secretariat Officer.

Submissions to the community trustee board for Parramatta Park must be addressed to the Chair.

The Chief Executive is the designated media spokesperson for Greater Sydney Parklands.

## Remuneration and allowances

### Remuneration and out of pocket expenses

In line with the Act, positions on the community trustee board for Parramatta Park are voluntary and not remunerated.

The Chair and members of community trustee board for Parramatta Park are not entitled to out of pocket expenses.

## Review

### Periodic reporting on performance

Unless otherwise provided for by the establishing legislation, the community trustee board for Parramatta Park will conduct an annual evaluation of its performance and self-evaluate its level of effectiveness. The evaluation framework will be prepared by the Secretariat and endorsed by the members. The evaluation report should identify:

- How the board or committee is delivering on its objectives including a summary of key activities undertaken during the period
- Meetings held during the period and attendance
- Current membership and any changes that have occurred during the period
- Risk management strategies
- Results of any reviews undertaken, and
- Ratification of the terms of reference and any subsequent amendments.



## Board review

Formal reviews are generally undertaken every five years. Greater Sydney Parklands must review the approved Consultation and Engagement Framework at least every five years, under the Act. An evaluation and review of the community trustee board's performance may be considered as part of this review.

A formal review of a community trustee board and its members may consider whether:

- The board is fulfilling its functions and objectives, its successes and the outcomes of its work in respect of its Terms of Reference and the legislation
- Delivery through the board is the most cost-effective approach
- The board has an appropriate number of members for the functions being performed
- Members have the appropriate mix of skills, experience, and diversity, and/or
- Individual members are fulfilling their responsibilities.

## Review of Terms of Reference

The Greater Sydney Parklands Trust Board will review the Terms of Reference annually to ensure they remain consistent with the community trustee board's objectives and responsibilities.

## Agreement

These terms of reference are agreed by the community trustee board for Parramatta Park as at / / [Insert Date] and remain in force until otherwise amended, replaced or voided.

Chair [Insert Name]:

Signature:

Date: / /







# Terms of Reference

Community trustee board for  
**Western Sydney Parklands**

September 2022

Greater Sydney Parklands

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## About these Terms of Reference

The community trustee board Terms of Reference identify the membership, responsibilities, authority and operations of the Western Sydney Parklands community trustee board as part of Greater Sydney Parklands and Transport for NSW (the Department).

## Community trustee board for Western Sydney Parklands

### Purpose of the community trustee board

The community trustee board has been established to provide advice and recommendations to the Greater Sydney Parklands Trust (GSPT) in relation to the trust lands.

The role of the board is to provide advice, input and recommendations to support the GSPT Board in decision making and actions, in alignment with Greater Sydney Parklands' Consultation and Engagement Framework. As per the *Greater Sydney Parklands Trust Act 2022* (the Act), community trustee boards do not have delegation or decision making powers.

In performing this role, the community trustee board will:

- Provide informed strategic advice to the GSPT Board on matters relating to Western Sydney Parklands
- Advise, share information and facilitate partnerships that assist Greater Sydney Parklands to develop its plans and increase community connections
- Advocate on behalf of and promote understanding of the needs of and issues affecting the local community, ensuring inclusion and equity of access for community members
- Contribute local knowledge on relevant issues, emerging trends, opportunities and community needs.

## Establishment

The community trustee board for Western Sydney Parklands has been established by legislation under the Act.

The community trustee board will be established by 1 January 2023, with a view to the first meeting being held in early 2023.

### Responsibilities of the community trustee board

In accordance with section 39 of the Act, the community trustee board for Western Sydney Parklands has the following responsibilities:

- Provide advice and assistance to the Trust in the development and review of the plan of management for Western Sydney Parklands and approve the plan of management for the parkland
- Provide advice to the Trust about proposed new or modified services and facilities for Western Sydney Parklands, including priorities for investment
- Stay informed about current visitor and local community issues relating to the parkland and provide advice to the GSPT Board about the issues
- Be a consultative body for the Trust and the associated Trust for Western Sydney Parklands in relation to —
  - the development and review of the plan of management for the parkland
  - matters of local relevance to the parkland, including the protection and use of Western Sydney Parklands and the business, leasing and other activities carried out on, or to be carried out on the parkland, and
- Any other function given to community trustee boards by the Trust under this Act or another Act.

## Responsibilities of the community trustee board Chair

The Chair of the community trustee board for Western Sydney Parklands will be a board member appointed to the role by the Minister. Applicants seeking to be considered as a community trustee board Chair will be asked to indicate their interest and expertise when nominating. The Chair will be the key point of contact between the community trustee board and Greater Sydney Parklands.

The community trustee board Chair is expected to:

- Personally chair all community trustee board meetings
- Ensure that all matters dealt with by the community trustee board are consistent with the purpose of the community trustee board
- Be independent and impartial with respect to all community trustee board members
- Create an atmosphere of open and constructive participation within the community trustee board
- Actively work with community trustee board members to try and resolve any disputes that may arise during conduct of board activities
- Ensure confidential matters handled by the community trustee board are kept confidential, in accordance with the Code of Conduct
- Liaise with Greater Sydney Parklands to develop the agenda and key discussion items for meetings
- Advise Greater Sydney Parklands as soon as possible of any potential or actual conflict of interest that may affect their ability to fulfil their role as Chair
- Ensure community trustee board members comply with the Code of Conduct, notify any member who does not comply with the Code and refer any matters of concern to Greater Sydney Parklands through the Secretariat Officer
- Oversee the community trustee board's annual self-review and report any concerns to Greater Sydney Parklands through the Secretariat Officer
- Review and approve summary reports from community trustee board meetings for publication on the relevant Greater Sydney Parklands webpage within 14 days of the meeting
- Liaise with GSP staff as required to assist the board to exercise its functions including to arrange their attendance at community trustee board meetings to provide information and respond to queries from members
- If there is an information access application relating to the community trustee board, liaise with the agency and/or Department's GIIPA Unit and the board about the appropriate response.

## Compliance obligations of the board

The following instruments give rise to obligations with which the community trustee board for Western Sydney Parklands must comply:

- *Greater Sydney Parklands Trust Act 2022*
- Greater Sydney Parklands' Consultation and Engagement Framework.

The following activities and actions will be undertaken to ensure compliance obligations are met:

- Four meetings of the community trustee board will be held each year
- Summary reports will be produced as part of each meeting.

To provide reasonable assurance to the Minister that compliance obligations are met, the GSPT Board will provide annual reports:

- An attestation statement will be co-signed by the Chair of the GSPT Board and Chair of the community trustee board.



## Community trustee board membership

The community trustee board for Western Sydney Parklands shall be comprised of the following seven positions:

- A member nominated by the relevant local councils (i.e. Blacktown, Fairfield and Liverpool councils) as a community representative
- Four other members appointed by the Minister on the advice of the Trust.

Membership criteria:

- The person has sound knowledge of Western Sydney Parklands including the activities carried out in the parkland
- The person is able to communicate effectively with local residents, local community groups and other persons who use the parkland
- The overall membership of the board will be reflective of the broad range of views and interests of the community and persons who use Western Sydney Parklands, and must have regard to the need for the board to:
  - be representative of diversity including, for example, in relation to gender, age and cultural background
  - include representation for local First Nations peoples, and
  - include a representative who has experience or skills in heritage or heritage management.

### Appointment of members

Members are selected by a panel following an Expression of Interest process and appointed by the Minister, in accordance with the approved Consultation and Engagement Framework, on the recommendation of the Trust. The Minister appoints the Chair to the community trustee board for Western Sydney Parklands, noting that the Chair must have the demonstrated skills and experience to fulfil their role which includes running meetings, communicating effectively and providing recommendations. Further details of the role and function of the Chair are provided in the accompanying Code of Conduct.

The Minister may reappoint the Chair and members of the community trustee board for Western Sydney Parklands to serve one additional term only.

### Terms of appointment

#### How long is membership for?

A community trustee board member holds office for a period not exceeding five years. Members will be appointed for two years in the first instance.

Members are eligible (if otherwise qualified) for re-appointment. However, a member cannot hold office for more than two consecutive terms.

Terms of individual members may be staggered to support board continuity and knowledge exchange.

#### What happens when new members are appointed?

Once appointed, members will be provided with appropriate documentation as part of a process of onboarding and induction. Each member must acknowledge in writing their acceptance of these documents and declare any conflicts of interest before commencing as a board member.

### Resignations/terminations

The Minister may remove an appointed community trustee board member or the Chair at any time.

A member may be removed prior to the expiry of their term if:

- The member cannot commit adequate time to their role
- There has been a disagreement with other members that cannot be resolved
- There is a conflict of interest that cannot be mitigated
- The member no longer meets the membership criteria
- The member has failed to attend an adequate number of meetings without providing an apology or valid reason (i.e. is absent from three consecutive meetings of the board)
- The member breached the community trustee board's Code of Conduct.

## Meeting arrangements

### Support during meetings

All records, including the agenda, outcomes and any reports or recommendations, will be prepared and kept by the officer responsible for secretariat support.

The secretariat will coordinate with Greater Sydney Parklands and the Chair of the community trustee board as appropriate to draft and prepare the agenda for each board meeting. Agendas will be circulated to members one week prior to the meeting.

The secretariat support must also coordinate with the Chair of the board to ensure that the summary report of the meeting is promptly finalised, signed by the Chair, and distributed to members for confirmation as soon as is practicable after each meeting.

The summary report of the previous meeting should also be tabled at the next board meeting for approval.

### Meeting frequency

The community trustee board for Western Sydney Parklands will meet at least four times per year.

A notice of each meeting confirming the date, time, venue and agenda will be sent to each member of the community trustee board as soon as practicable prior to the meeting date. Meeting dates for the full calendar year are set in advance to enable members to schedule meetings.

Board meetings may be held in a range of formats, including online using the relevant technology as agreed to by majority of members of the community trustee board, in order to provide flexibility and accessibility for members.

### Business outside of meetings

The community trustee board for Western Sydney Parklands may, for urgent issues, consider a matter out-of-session by the circulation of papers among all the members. The resolution is to be approved in writing by a majority of members.

Matters decided by a community trustee board out-of-session must be noted by the board at the next formal meeting and be recorded in the summary report of that meeting.

### Attendees

The community trustee board for Western Sydney Parklands may grant permission for non-member attendees to be present on the recommendation of the GSPT Board.

NSW Government MPs are welcomed and encouraged to attend meetings; however, they are not eligible to propose motions or vote on recommendations.

### Quorum

The quorum for a meeting of the board requires the following conditions to be met:

- Although not a decision-making body, a quorum is required for recommendations
- The quorum for a meeting of the community trustee board is a majority of its members.

### Publication of decisions

The confirmed summary report of the meeting will be made publicly available. The summary report, including actions and recommendations, will be published on Greater Sydney Parklands' or the relevant parkland webpage within 14 days of each meeting, referred to the GSPT Board and circulated to members.

If Greater Sydney Parklands provides secretariat support and holds documents of the community trustee board, those documents may be subject to an information access application under the Government Information (Public Access) Act 2009 (GIPA Act). If there is an information access application relating to the board, the agency and/or Department's GIPA Unit will liaise with the board about the appropriate response.

Please note that the Department is the decision maker in relation to GIPA applications made to it for documents it holds even though those documents that relate to the work of the community trustee board.



## Conduct of members

The community trustee board will abide by the board Code of Conduct.

### Conflicts of interest

Conflicts of interest must be disclosed and dealt with by the community trustee board for Western Sydney Parklands in a transparent way and in accordance with Departmental policy.

A conflict of interest arises in relation to a person's duties as a member of the community trustee board, if for example:

- The member has interests which could improperly influence the performance of his or her responsibilities as a board member
- There is the potential for a board member to personally benefit or provide benefits to associates from access to non-public information, or the results of non-public discussions, or decision-making processes.

### Communication with the media and third parties

Views that are publicly expressed by a community trustee board member may be perceived or construed by the broader community as those of the community trustee board for Western Sydney Parklands, Greater Sydney Parklands and/or the Department. Community trustee board members may speak to the media about their own views but must not purport to represent Greater Sydney Parklands.

Any requests from the media to a community trustee board member or Chair should be forwarded to Greater Sydney Parklands' Director Community, Engagement and Partnerships who will liaise with the Chair regarding the media request.

General correspondence and enquiries should be made through the Secretariat Officer.

Submissions to the community trustee board for Western Sydney Parklands must be addressed to the Chair.

The Chief Executive is the designated media spokesperson for Greater Sydney Parklands.

## Remuneration and allowances

### Remuneration and out of pocket expenses

In line with the Act, positions on the community trustee board for Western Sydney Parklands are voluntary and not remunerated.

The Chair and members of community trustee board for Western Sydney Parklands are not entitled to out of pocket expenses.

## Review

### Periodic reporting on performance

Unless otherwise provided for by the establishing legislation, the community trustee board for Western Sydney Parklands will conduct an annual evaluation of its performance and self-evaluate its level of effectiveness. The evaluation framework will be prepared by the Secretariat and endorsed by the members. The evaluation report should identify:

- How the board or committee is delivering on its objectives including a summary of key activities undertaken during the period
- Meetings held during the period and attendance
- Current membership and any changes that have occurred during the period
- Risk management strategies
- Results of any reviews undertaken, and
- Ratification of the terms of reference and any subsequent amendments.

## Board review

Formal reviews are generally undertaken every five years. Greater Sydney Parklands must review the approved Consultation and Engagement Framework at least every five years, under the Act. An evaluation and review of the community trustee board's performance may be considered as part of this review.

A formal review of a community trustee board and its members may consider whether:

- The board is fulfilling its functions and objectives, its successes and the outcomes of its work in respect of its Terms of Reference and the legislation
- Delivery through the board is the most cost-effective approach
- The board has an appropriate number of members for the functions being performed
- Members have the appropriate mix of skills, experience, and diversity, and/or
- Individual members are fulfilling their responsibilities.

## Review of Terms of Reference

The Greater Sydney Parklands Trust Board will review the Terms of Reference annually to ensure they remain consistent with the community trustee board's objectives and responsibilities.

## Agreement

These terms of reference are agreed by the community trustee board for Western Sydney Parklands as at     /     /     [Insert Date] and remain in force until otherwise amended, replaced or voided.

Chair [Insert Name]:

---

Signature:

Date:     /     /

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## **Appendix C**

### Community trustee boards – Code of Conduct

## TRANSPORT

# Code of Conduct

## Community trustee boards

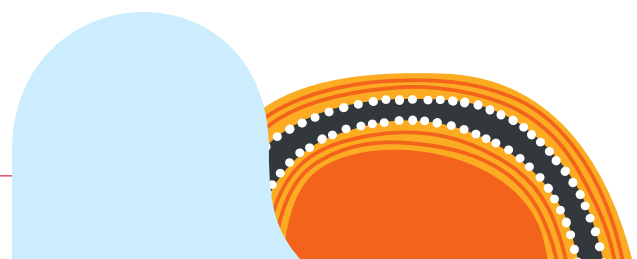
September 2022

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## About this Code of Conduct

**This Code of Conduct (the Code) supports the delivery of Greater Sydney Parklands Trust's (GSPT) community trustee boards.**

As set out in Greater Sydney Parklands' Consultation and Engagement Framework, the agency is committed to engaging with communities in a way that is reflective of community diversity, recognises listening as fundamental to learning, and seeks to validate engagement through impact. Community trustee boards are one of a number of important mechanisms for ongoing and proactive engagement.

The Code provides a summary of community trustee board member responsibilities and sets out expected standards for their behaviour.

As public officials, members of community trustee boards have obligations to act in the public interest. Board members are required to demonstrate standards of professional behaviour that will preserve public trust and deliver the best possible outcomes for the people of NSW.

Members of community trustee boards must comply with a broad range of whole of Government regulations and policies including those outlined in legislation, regulations, Ministerial Memoranda, Department of Premier and Cabinet circulars, Treasury publications and Public Service Commission policy documents.

They must provide advice to Greater Sydney Parklands as members of the communities surrounding the parklands and not as representatives of any particular group or organisation.

### Values

The NSW Government core values, as set out in the *Government Sector Employment Act 2013*, are:

- Integrity
- Trust
- Service
- Accountability.

These values are at the heart of how the NSW Government works and through consistent application they help us to maintain public trust.

**Greater Sydney Parklands'** approach is informed by the values of:

- Customer focus – we place the customer at the centre of everything we do
- Collaboration – we value each other and create better outcomes by working together
- Integrity – we take responsibility and communicate openly
- Safety – we prioritise safety for our people and our customers
- Solutions – we deliver sustainable and innovative solutions to NSW's active transport needs.

## Standards of conduct

In exercising their functions, it is the personal responsibility of each community trustee board member to comply with this Code.

The Code has been developed to ensure that community trustee board members:

- Commit to upholding a high degree of professional service and ethical leadership
- Act in a way that promotes public confidence in board conduct
- Have a clear understanding of their public duty and legal responsibilities
- Act for proper purposes without exceeding their powers
- Exercise due diligence in all their functions.

### General conduct

A community trustee board member must:

- Act honestly and exercise a reasonable degree of care and diligence in carrying out their functions
- Act for a proper purpose in carrying out their functions
- Not use their membership for personal advantage
- Not use their membership to the detriment of the community trustee board
- Disclose any interest (whether pecuniary or otherwise) that could conflict with the proper performance of their functions and avoid performing any function that could involve such a conflict of interest.

### Meeting principles

Members are expected to:

- Participate in discussions and offer opinions and knowledge
- Treat others with respect and have due regard to the opinions, rights and responsibilities of others
- Act with integrity
- Attend each meeting where practical
- Disclose any pecuniary interests and declare any conflicts of interest, and
- Maintain the confidentiality of information.

### Work health and safety

Greater Sydney Parklands sits within Transport for NSW. Ensuring people working for Greater Sydney Parklands have a safe place to work is a top priority, as is public safety. Community trustee board members are considered ‘workers’ for the purposes of the *Work Health and Safety (WHS) Act and Regulation 2011*. Greater Sydney Parklands is committed to eliminating and minimising WHS risks as far as reasonably practicable.

Community trustee board members are responsible for:

- Being aware of the safety systems and practices that help keep everyone safe and well
- Looking for hazards, taking action if a safety risk is identified and it is safe to do so
- Reporting all WHS incidents, including near misses, using the Incident Reporting System (CAMMS), with reports provided to the board and committee Secretariat, GSPT Board, Audit Risk and Compliance Committee (ARCC) and DPE WHS.

## Respect and inclusion

Respect and inclusion are fundamental to a harmonious, productive and psychologically safe workplace where people feel safe to speak up. Greater Sydney Parklands is committed to ensuring a safe environment where everyone can achieve their potential. Greater Sydney Parklands has no tolerance for harassment or victimisation.

Community trustee board members are responsible for:

- Treating people with dignity and respect, and contributing to a positive and productive environment
- Making sure people feel valued and are able to fully participate
- Not discriminating against, harassing or victimising anyone on any grounds including:
  - sex, gender identity or sexual orientation
  - age
  - race or ethnicity
  - physical or intellectual disability
  - political or religious conviction
- Demonstrating inclusive behaviours and using inclusive language
- Creating an environment that is safe from sexual, physical and psychological harm
- Preventing bullying.

## Conflicts of interest

### What is a conflict of interest?

A conflict of interest exists when a reasonable person might perceive that a public official's personal interest(s) could be favoured over their public duties.

There are four elements to consider when determining whether a conflict of interest exists:

- Does the member have a personal interest?
- Does the member have a public duty?
- Is there a connection between the personal interest and the public duty?
- Could a reasonable person perceive that the personal interest might be favoured?

Conflicts of interest do not, in themselves, usually constitute corrupt conduct. Corrupt conduct can, however, arise when a conflict of interest is concealed, understated, mismanaged or abused.

Conflicts of interest can arise where a community trustee board member has any of the following that relates to the subject matter of their work with the community trustee board:

- Other directorships or employment
- Professional and business interests and associations
- Investment interests or the investment interests of friends or relatives
- Family relationships
- Participation in party political activities
- Personal beliefs or attitudes that affect impartiality.

The above list is indicative only. Other situations could also lead to a real or perceived conflict of interest.

### How to mitigate a conflict of interest?

Members must mitigate any conflict of interest by:

- Disclosing any actual or perceived conflict of interest which may exist as soon as they become aware of the issue

- Declaring any actual or perceived conflict of interest on any agenda item at the start of the relevant meeting. The relevant interest/s in question are to be recorded in the summary report of the meeting
- Not participating in discussions, potentially being excused from the room and not voting on any issues where an actual or perceived conflict of interest has been identified.

Conflicts of interest that cannot be effectively mitigated may give rise to dismissal from membership to the community trustee board.

A register of such interests must be maintained by the community trustee board and must be made available on request.

## Gifts, benefits and hospitality

Membership of community trustee boards is voluntary and unpaid.

Community trustee board members should be aware that it is illegal to seek, offer or receive money or gifts in order to obtain a benefit or favour. Members must not accept gifts or benefits that could place them under an actual or perceived financial or moral obligation to another organisation or individual.

Offers (other than light refreshment) should be politely refused. Members are required to report all offers of gifts, benefits or hospitality that are offered to them in their role as a community trustee board member.

## Departmental resources

### Appropriate use of resources

Departmental resources should only be used for Departmental purposes. Furniture, equipment, staff and other resources may be provided to a community trustee board to enable the board to perform its functions, and should be used only in relation to those functions. This includes Greater Sydney Parklands staff members providing information and responding to questions as part of community trustee board meetings.

## Communications

### Confidential and private information

During the course of their duties, community trustee board members may have access to sensitive, personal and/or commercially confidential information that is only to be used for the purposes of the work of the community trustee board.

Members are expected to protect the integrity and security of any verbal and written information for which they are responsible and to adhere to the principles of the *Privacy and Personal Information Protection Act 1998* and the Departmental *Privacy Management Plan*.

Members have an ongoing duty to protect confidential and private information even after their membership of the community trustee board ceases.

Examples of misuse of official information or documents include:

- Speculating on shares, commodities or property on the basis of confidential information about the affairs of a business or of proposed Government actions
- Seeking to take advantage of another person, for personal reasons, on the basis of information held in official records
- Disclosing sensitive information to members of the public, political parties, clients, lobby groups, other public servants, other government organisations or members of Parliament, without proper authority
- Providing or trading confidential information for use by private investigators, banks and credit agencies.

Members must:



- Use confidential or official information only in relation to their community trustee board role and consistent with their obligation to act impartially
- Be cautious and use sound judgement when discussing sensitive information with others
- Not use information gained in their capacity as a committee member for personal gain
- Not improperly collect, use or disclose the personal information of individuals including community and staff members
- Not use information gained in the course of their community trustee board role to cause harm or detriment to government or any person or organisation
- Safely and securely store any community trustee board records, including emails and electronic information
- Not remove official information from government premises unless needed for board purposes.

## Release of information

The *Government Information (Public Access) Act 2009* (GIPA Act) applies to public sector agencies including the community trustee boards that meet the definition of public sector agency in the GIPA Act. Community trustee boards are encouraged to proactively release decisions of their meetings in accordance with the NSW Government's Open Government policy unless there is an overriding public interest against disclosure.

Where a community trustee board has delegated its obligations under the GIPA Act to the Department, or is considered a subsidiary agency under Schedule 3 of the GIPA Regulation, requests for information from the Information Access and Privacy Unit should be responded to promptly. All documents should be provided and any sensitivities clearly articulated to the Information Access Officer handling the case.

## Communicating with the media and third parties

Members should ensure that any public comments are made in a personal capacity and not attributed as official comments by the community trustee board.

Community trustee board members must not:

- Initiate contact with the media on matters or issues that have been subject to discussion by the board
- Make public comment on behalf of the board, Greater Sydney Parklands or the Department
- Make public comment on any matter or issue that has been subject to discussion by the board (including to the media or on social media)
- Share any board records with the media or on social media.

## Speaking up and reporting matters

Greater Sydney Parklands can only resolve problems and create improvements if people speak up and make Greater Sydney Parklands aware of a concern or situation.

Greater Sydney Parklands will support community trustee board members who speak up, by listening and providing feedback on the actions they have taken and the reasons for these actions. Speaking up is more likely to be effective if it takes place early and in a constructive, courteous way. This should be undertaken through the community trustee board Chair or to the Greater Sydney Parklands' Chief Executive.

## Reporting allegations of impropriety and corrupt conduct

**It is important that the conduct of community trustee board members reflects the principles and ethical requirements set out in this Code at all times.** If allegations about inappropriate conduct are made or aired in the public domain which, if true, would constitute a breach of this Code, the member concerned may be removed from the board.

*Corrupt* conduct is the dishonest or partial exercise of official functions by a public official including the improper use of power or position as a board member for personal gain or the advantage of others.

*Maladministration* is conduct that involves action or inaction of a serious nature that is contrary to law, unreasonable, unjust, oppressive or improperly discriminatory or based wholly or partly on improper motives. It is more serious than a technical breach of policy or procedures.

*Fraud* is dishonestly obtaining a benefit, or causing a loss, by deception or other means including the unlawful use of information obtained as a board member or equipment provided by the Department for personal use.

The *Public Interest Disclosures Act 1994* provides protection to board members who voluntarily report suspected corrupt conduct. Members can make reports to the community trustee board Chair or to the Greater Sydney Parklands' Chief Executive, in accordance with the agency's internal reporting guidelines. Members can also report directly to the following investigative bodies:

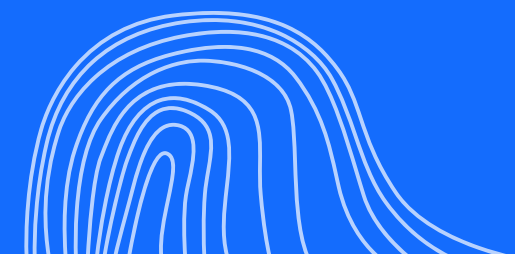
- Disclosures concerning corrupt conduct should be made to the [ICAC](#).
- Disclosures concerning maladministration should be made to the [NSW Ombudsman](#).
- Disclosures concerning serious and substantial waste of public money should be made to the [NSW Auditor General](#).

## Breach of this Code

It is important to remember that community trustee board members are representatives of the NSW Government and are conducting work on behalf of the NSW Government. If a member does not comply with the Code, the community trustee board Chair may request the member to take action to rectify their conduct, or may determine that further work should be undertaken by the member until the breach is rectified. If the Chair is in breach of the Code, members of the board may take similar relevant actions.

If members of the community trustee board do not adhere to the Code of Conduct or are seen to display inappropriate ethical standards of behaviour, the Department may take action. Where suspected breaches are related to the conduct of a member or the entire board, the board must consult with the Department.

In the case of a serious breach, the Chair may need to refer to the appropriate Minister and consider appropriate action. Any action taken will consider the seriousness of the breach, whether there is a pattern of such conduct, the intent of the member concerned, and the effect it is having on the work of the board. Action will also be taken as soon as practicable.



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## Community trustee board – Member nomination form

### **Nomination details**

I hereby nominate to be a member on the community trustee board for \_\_\_\_\_ [insert name of relevant parkland].

I accept that selection and appointment to the board will be subject to my:

- Having knowledge of the parkland and activities carried out in the parkland
- Being able to communicate effectively with local residents, local community groups and other persons who use the parkland
- Being willing to adhere to the board's Code of Conduct.

### **Information requirements**

1. Full name including
  - a. Title:
  - b. First Name:
  - c. Middle Name:
  - d. Surname:
2. Any post-nominals of the nominee (e.g. PhD / CPA)
3. Full residential address:
4. Date of Birth:
5. Gender:
6. A mobile phone contact number:
7. A valid email address:
8. Diversity Confirmations (Yes/No/Choose not to say)
  - a. Person with a disability (PWD):
  - b. Aboriginal and/or Torres Strait Islander (ATSI):
  - c. Culturally and/or Linguistically Diverse (CALD):
9. Is the appointee (Yes/No):
  - a. A public sector employee:
  - b. On the Lobbyist Register:
  - c. A member of other Government boards and committees:
10. Heritage skills or experience (Yes/No)
11. Any relevant qualifications or expertise

### **Signed declaration**

If appointed to the board, I:

- Confirm that I am aware of my responsibility as a member on the community trustee board
- Accept that the position is voluntary with no entitlement to remuneration
- Agree to sign and comply with the board's Code of Conduct agreement.

Signature and date: \_\_\_\_\_

## About Greater Sydney Parklands

Greater Sydney Parklands is the city-wide voice for Greater Sydney's urban parks, bringing together some of Sydney's most iconic parks: Centennial Parklands (including Moore Park and Queens Park), Western Sydney Parklands, Parramatta Park, Callan Park and Fernhill Estate.

The priority for Greater Sydney Parklands is to develop new ways to involve Sydneysiders in meeting local community needs; to expand, connect, and improve public green space and parklands; and to reinforce Sydney's global reputation as a 'city within a park'. In partnership with communities and stakeholders, state and federal government agencies, and local councils, we will champion the NSW Government's [50-Year Vision for Greater Sydney's Open Space and Parklands](#).

The new [Greater Sydney Parklands Trust Act 2022](#) (the Act) commenced on 1 July 2022. One of the first priorities is the establishment of a Consultation and Engagement Framework for Greater Sydney Parklands, supported by community trustee boards for each of our five parks. This is an opportunity for the community to get involved and to help shape the future of our parklands.

## Commencement of engagement and recruitment

Greater Sydney Parklands is seeking assistance from your organisation with promotion to support:

- Broad recruitment for community trustee board members and public participation in the consultation process for the Draft Consultation and Engagement Framework
- Recruitment of local First Nations community members
- Recruitment of community members with heritage experience.

Information about the Consultation and Engagement Framework and community trustee boards is available on a dedicated website – [www.gspengagement.com.au](http://www.gspengagement.com.au)

The website includes:

- a) The Draft Framework for download
- b) Information on community trustee boards and an FAQ page
- c) A survey to provide feedback on the Draft Framework
- d) An email address to provide further feedback
- e) The community trustee board 'Nomination form' – for community members to fill out and self-nominate for their selected board
- f) A webinar registration link – which will be held on Monday 26 September by the project team for community and stakeholders to ask questions through Q&A discussion.

We would greatly appreciate your assistance in sharing this information and promoting through your website / Have Your Say page / social media / newsletters / other channels.

Draft collateral is provided for your use on page 3. We welcome you to adapt the material as you wish, while ensuring that the messaging remains clear.

## Relevant background information

### Draft Consultation and Engagement Framework

Greater Sydney Parklands launched public consultation on our Draft Consultation and Engagement Framework on Tuesday 13 September. The Draft Consultation and Engagement Framework shares our commitment to engagement and highlights some of the ways we're already engaging with councils, communities and other stakeholders. It also discusses our aspirations to communicate and engage using leading practice approaches that build on existing approaches, to reach wider and more diverse audiences. We are welcoming public feedback on the Draft Framework from 13 September to 10 October 2022.

## Community trustee boards

As a mechanism for ongoing engagement on our parklands, Greater Sydney Parklands is establishing a community trustee board for each of our five parklands, made up of at least seven members.

The community trustee boards will play a key advisory role representing a broad range of community interests and local perspectives on park stewardship, activities and usage, plus environmental, heritage and cultural issues. The Greater Sydney Parklands Trust Board will consider the views of the community trustee boards, meaning they will have a direct impact on how our parks operate.

Along with the consultation on the Draft Framework from 13 September to 10 October, we will be calling for nominations to the community trustee boards for each of our five parks. The Draft Consultation and Engagement Framework provides further detail about the community trustee boards, as does Appendix B – Terms of Reference and Appendix C – Code of Conduct.

The Minister for Infrastructure, Cities and Active Transport will establish the boards within 6 months from commencement of the *Greater Sydney Parklands Trust Act 2022*, anticipated by 31 December 2022.

Under the Act, each community trustee board will:

- Be representative of community diversity including in relation to gender, age and cultural background
- Be reflective of the broad range of views and interests of the community and people who use the relevant parkland
- Include representation for local First Nations peoples
- Include a representative who has experience or skills in heritage or heritage management.

## Information for sharing

### ***Information that can be shared with First Nations connections or other relevant networks (if relevant):***

We would greatly appreciate your assistance promoting consultation and recruitment with First Nations community members, to encourage nominations from local First Nations people on our community trustee boards.

Greater Sydney Parklands is committed to working in a respectful manner with traditional custodians, Local Aboriginal Land Councils and the First Nations communities of Greater Sydney to facilitate a connection to Country for First Nations peoples that recognises and conserves First Nations peoples' cultural heritage and values and establishes long-term and mutually beneficial partnerships that give effect to the ongoing relationships of First Nations peoples with Country.

Each community trustee board will strive to include representation for local First Nations people. We are interested in your assistance to consult and engage with Aboriginal people and communities to achieve this – through one-on-one sessions and general promotion of material through your connections – and ask you to encourage local Aboriginal and Torres Strait Islander people to nominate for a community trustee board.

Please provide any contacts we should engage with, and distribute the message through your connections and channels.

### ***Information that can be shared with heritage connections or other relevant networks (if relevant):***

We would appreciate your assistance promoting consultation on the Draft Framework and recruitment of community members with experience in heritage or heritage management for the community trustee boards.

The Act includes provision for a representative with skills or experience in heritage on each community trustee board. We are looking for people who can communicate back to the community and provide local insights, as well as heritage expertise.

We are interested in your assistance to achieve this through promotion of material through your relevant networks and connections – and ask you to encourage local people with heritage expertise to nominate for a community trustee board.

## Collateral

**Website:** [www.gspengagement.com.au](http://www.gspengagement.com.au)

You are welcome to use key messaging from the website homepage.

### ***Social media posts:***

#### **Help shape the future of your park**

- 1) Have your say on the Draft Consultation and Engagement Framework for Greater Sydney Parklands
- 2) Be a local voice on a new community trustee boards for one of Sydney's iconic parks – Centennial Parklands, Callan Park, Fernhill Estate, Parramatta Park or Western Sydney Parklands [please choose the park that is relevant to your Local Government Area]

Find out more at [gspengagement.com.au](http://gspengagement.com.au)

#### **Help shape the future of your park**

1. Have your say on the Draft Consultation and Engagement Framework – tell Greater Sydney Parklands how to engage with you to progress the vision for Greater Sydney's Open Space and Parklands
2. Get involved – register to become a member of a community trustee board and provide advice on parkland matters for the next two years.

Find out more at [gspengagement.com.au](http://gspengagement.com.au)

Greater Sydney Parklands is inviting the community to comment on its Draft Consultation and Engagement Framework to involve the community in decisions about its parks – Centennial Parklands, Callan Park, Fernhill Estate, Parramatta Park and Western Sydney Parklands. Share your feedback by visiting [gspengagement.com.au](http://gspengagement.com.au).

Are you passionate about [park name]? Be a local voice on a new community trustee board for [park name]. Community trustee boards will play a key advisory role to Greater Sydney Parklands representing a broad range of community interests and local perspectives. Head to [gspengagement.com.au](http://gspengagement.com.au) to nominate now.

Would you like to provide advice to Greater Sydney Parklands as a valued member of the parkland community? Head to [gspengagement.com.au](http://gspengagement.com.au) to nominate as a member of a community trustee board for Centennial Parklands, Callan Park, Fernhill Estate, Parramatta Park or Western Sydney Parklands.

### ***Newsletter content:***

Greater Sydney Parklands is the city-wide voice for Greater Sydney's urban parks – including Centennial Parklands, Callan Park, Fernhill Estate, Parramatta Park and Western Sydney Parklands. Greater Sydney Parklands is looking to strengthen how they consult and engage with you to enhance the way they plan and manage our parks and ensure they respond to local community needs and aspirations now and into the future.

We encourage you to *have your say* on the Draft Consultation and Engagement Framework and *nominate* for one of the new community trustee boards being established for each park. Head to [gspengagement.com.au](http://gspengagement.com.au) to get involved and read on to find out more.

The Draft Framework sets out the way Greater Sydney Parklands will continue to communicate, engage and advocate for their iconic parklands as they work towards the [50 Year Vision for Greater Sydney's Open Space and Parklands](#) for Sydney to become a 'city within a park'.

As a mechanism of ongoing engagement, they are calling for nominations for the new community trustee boards, which will be established for each park to allow for an expanded level of local participation and consultation. Each board will have at least seven members who provide local advice to Greater Sydney Parklands, representing a broad



range of community interests and local perspectives on park stewardship, activities and usage, plus environmental, heritage and cultural issues.

The community trustee boards will include First Nations representation, and a representative with skills in heritage or heritage management. Greater Sydney Parklands is committed to working in a respectful manner with traditional custodians, Local Aboriginal Land Councils and the First Nations communities of Greater Sydney, and encourages Aboriginal and Torres Strait Islander people to nominate.

The boards will also aim to reflect the diversity of the surrounding community, and appoint members who know their park well and can communicate with park users and the local community. If this sounds like you, consider **nominating now**.

Head to [gspengagement.com.au](https://gspengagement.com.au) to get involved.

16 September 2022

Ms Emily Scott  
General Manager  
Waverley Council

Via email: [emily.scott@waverley.nsw.gov.au](mailto:emily.scott@waverley.nsw.gov.au)

Dear Emily

On behalf of the team at Greater Sydney Parklands, I would like to thank Waverley Council for your time and feedback as part of the recent session focused on the ***Draft Consultation and Engagement Framework*** (Draft Framework) for Greater Sydney Parklands and establishment of a new ***community trustee board for Centennial Parklands***.

Further to the session, we would like to provide you with further information to support:

1. Council nomination of a member for the community trustee board
2. Community nominations for membership of the community trustee board and promotion of opportunities for community members to have their say on the Draft Framework (Attachment A).

#### **1. Council nomination of a member for the community trustee board for Centennial Parklands**

The [Greater Sydney Parklands Trust Act 2022](#) specifies that each board will have at least seven members.

This includes:

- A member nominated by each relevant local council as a community representative.
- For Centennial Parklands, there is provision for City of Sydney, Woollahra, Randwick and Waverley councils to each nominate a single representative.
- Three council nominated community representatives in total will be selected by the Minister for Infrastructure, Cities and Active Transport
- Other council nominated community representatives may attend meetings but are not members
- At least four other members will be appointed by the Minister for Infrastructure, Cities and Active Transport, including First Nations and heritage representatives.

We encourage Waverley Council to nominate a local *community member* as your representative. The following page includes more details on the nomination process and timing. A demographic profile of Centennial Parklands is included in Attachment A to this letter, to help guide member selection and ensure that the community trustee board is representative of the diverse local community.

We would appreciate it if you could please provide the details of your nominated community trustee board member to Greater Sydney Parklands via [hello@gspengagement.com.au](mailto:hello@gspengagement.com.au) as soon as possible to assist in the recruitment process. A council nomination form is attached to this email (Attachment B). The final deadline for council nominations is 31 October 2022.

#### **Information to support council nomination of a community trustee board member**

As recently discussed, the *Greater Sydney Parklands Trust Act 2022* notes that the community trustee board for Centennial Parklands should include a community representative nominated by each relevant council.

The Act is not prescriptive about *how* this process should occur, or *the type of person* that councils should nominate.

***Process for nomination and timing***

We encourage councils to undertake the necessary steps to nominate an individual, and appreciate that each council may have its own preferred process (e.g. some may require endorsement through a council meeting). Greater Sydney Parklands will work with you to support the requirements of your council. For instance, we can provide you (and any relevant members of your team) with a briefing note for your use, or with a further briefing.

Each community trustee board member will need to be appointed by the Minister by 31 December 2022. As this is the first time the boards will be established, the appointments will also need to go to Cabinet. In order to meet this program, we request that you provide us with the name of your nominated community representative by no later than 5pm on Monday 31 October 2022. We appreciate the limited timeframe for nominations and would be pleased to support Waverley Council to meet this closing date.

*Please let us know if you require further assistance to progress the council nomination process.*

***Who should councils nominate as a community representative?***

The decision as to who council nominates as a community representative is up to each individual council. However, Waverley Council's nominee should be able to speak for the broad community, rather than the interests of a particular stakeholder or political group. We recommend that the person nominated is a *community member*, rather than a council officer or councillor, noting that Greater Sydney Parklands is committed to regular and ongoing engagement with all councils. However, there is nothing in the Act that precludes nomination of a council officer or councillor.

Community trustee boards are designed to provide a voice for community members on Centennial Parklands, and to support decision making by the Greater Sydney Parklands Trust through provision of local community advice.

For the community trustee boards to work effectively and serve their stated purpose, the boards should be reflective of a broad range of views and interests of the community and park users. They should also reflect community diversity in relation to age, gender and cultural background. To assist with this, a demographic snapshot has been created for each parkland (part of Attachment A). We encourage Waverley Council to consider community members who are passionate about Centennial Parklands, with sound knowledge of the park, and the ability to communicate well with the local community and report local views, concerns and desires back to the community trustee board.

As the boards require representation for local First Nations people and heritage experience, Waverley Council may wish to consider a First Nations community member or member of the community who has heritage expertise as its representative.

Ultimately, the process and nomination rests with council, with a final decision by the Minister, and we trust that Waverley Council will make a robust decision that supports the community trustee board to serve its purpose and make a positive contribution to the future of Centennial Parklands.

**2. Promotion of opportunities for community members to have their say on the Draft Framework**

Greater Sydney Parklands is also seeking assistance from Waverley Council with promotion to support:

- Broad recruitment for community trustee board members and public participation in the consultation process for the Draft Framework
- Recruitment of local First Nations community members
- Recruitment of community members with heritage experience.

Please read Attachment C for all relevant information to share with your communication and engagement teams.

## **Background**

Greater Sydney Parklands launched public consultation on our Draft Framework on Tuesday 13 September. The Draft Framework shares our commitment to engagement and highlights some of the ways we're already engaging with councils, communities and other stakeholders. It also discusses our aspirations to communicate and engage using leading practice approaches that build on existing approaches, to reach wider and more diverse audiences. We are welcoming public feedback on the Draft Framework from 13 September to 10 October 2022.

As a mechanism for ongoing engagement on our parklands, Greater Sydney Parklands is establishing a community trustee board for each of our five parklands, including Centennial Parklands.

The community trustee boards will play a key advisory role representing a broad range of community interests and local perspectives on park stewardship, activities and usage, plus environmental, heritage and cultural issues. The Greater Sydney Parklands Trust Board will consider the views of the community trustee boards, meaning they will have a direct impact on how our parks operate.

Under the Act, each community trustee board will:

- Be representative of community diversity including in relation to gender, age and cultural background
- Be reflective of the broad range of views and interests of the community and people who use the relevant parkland
- Include representation for local First Nations peoples
- Include a representative who has experience or skills in heritage or heritage management.

## **More information**

More information on the Draft Framework and community trustee boards, including FAQs, can be found at [www.gspengagement.com.au](http://www.gspengagement.com.au)

Thank you for your continued interest and support for Centennial Parklands. Please do not hesitate to get in touch with Greater Sydney Parklands' Director Community, Engagement and Partnerships Laura Stevens at [laura.stevens@gsp.nsw.gov.au](mailto:laura.stevens@gsp.nsw.gov.au) for further information.

We greatly appreciate your support and value our strong working relationship with Waverley Council, and we look forward to continuing to strengthen our partnership with you.

Attachment A: Draft Consultation and Engagement Framework including Centennial Parklands snapshot

Attachment B: Council nomination form

Attachment C: Collateral to assist with promotion

Yours sincerely



**Joshua French**  
Chief Executive  
Greater Sydney Parklands

## REPORT CM/7.12/22.10



**Subject:** Float to Survive

**TRIM No:** A21/0023

**Author:** Shane Smith, Executive Manager, Waste, Cleansing and Fleet

**Director:** Sharon Cassidy, Director, Assets and Operations

---

### RECOMMENDATION:

That Council:

1. Endorses a pilot of the 'Float to Survive' water safety campaign in collaboration with Randwick City Council.
2. Officers prepare a report to Council on the outcome of the pilot.

#### 1. Executive Summary

In 2022, Australia recorded its highest drowning rates in the last 10 years.

In August 2022, Surf Educators International (SEI) approached Randwick City Council and Waverley Council seeking support for a pilot study for a new 'Float to Survive' Campaign. SEI is dedicated to reducing drowning rates around the world.

Internationally, a similar 'Float to Live' campaign in the UK has been delivered by the Royal National Lifeboat Institution, which has seen a corresponding reduction in drownings since 2017.

Interest has been expressed from the Federal Government in the Float to Survive campaign; however, further validation is required on testing the 'Float to Survive' message in Australia.

A collaborative partnership is proposed between Randwick and Waverley councils in support of the UNSW Beach Safety Research Group to test the message over the 2023 summer period (December 2022 to April 2023) and provide the results to the Federal Government for further national consideration.

Professor Rob Brander ('Dr Rip') from UNSW has developed a proposed study to evaluate the 'Float to Survive' campaign.

The 'Float to Survive' message will be promoted alongside and complement the traditional beach safety message of Surf Life Saving NSW's 'always swim between the red and yellow flags' and the rock fishing safety campaign.

The study will allow analysis on whether the promotional campaign was successful in terms of improving beachgoer awareness of the message by comparing responses from those who live in the Randwick/Waverley local government areas (LGAs) or travel to these LGAs and those who do not.

## 2. Introduction/Background

In 2022, Australia recorded its highest drowning rates in the last 10 years. As such some of our beaches are now classified as some of the most dangerous in the country.

This report aims to inform Council of a new 'Float to Survive' developed by Surf Educators International (SEI). It is recommended that a collaborative partnership is developed between Randwick and Waverley Councils for the campaign's pilot study in support of UNSW to determine the effectiveness of the 'Float to Survive' message in our communities.

In August 2022, SEI President Bruce Hopkins, founder Craig Riddington and Ken Holloway approached Randwick City Council and Waverley Council seeking interest in the support of a pilot study of a new 'Float to Survive' Campaign (see Attachment 1).

SEI is dedicated to reducing drowning rates around the world. It has evolved from a need for more consistent surf education messages and programs. Formed in Australia in 2010, it now invites global membership from associations, industry groups and professionals committed to the same goal of saving lives in our waterways.

Royal Lifesaving Australia's *National Drowning Report 2022* (Attachment 2) shows in the last year, Australia experienced its worst rate of drownings on record with 339 deaths (with over 50% in NSW) and an estimated further 686 people experiencing a non-fatal drowning incident.



Figure 1. Remoteness of drowning location (source: National Drowning Report 2022).

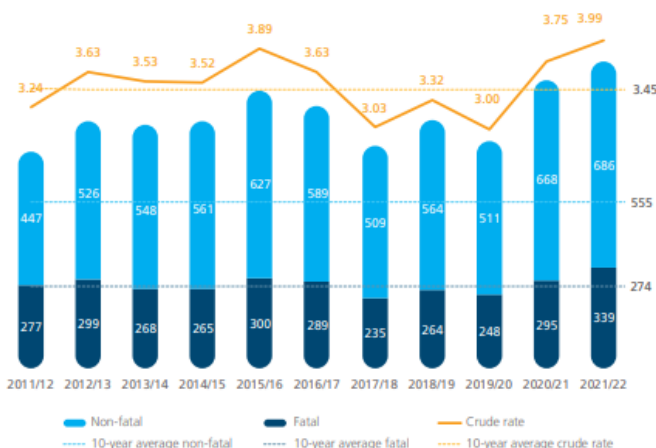


Figure 2. - Comparison of fatal and non-fatal drowning incidents and averages over 10 years (source: National Drowning Report 2022).

Locally, the Coastal Operational Update reported by the Manger, Public Safety and Aquatics, to the September Randwick Coastal Advisory Committee showed that while visitation was down at Randwick's patrolled beaches by 6% in 2021–22, rescues were significantly higher at 540 (30% increase from 2021).

In consideration of this confronting reality, the campaign looks to reduce these shocking statistics by teaching people one simple skill: to float to survive, a skill that can be adapted to all water safety initiatives worldwide.

Internationally, a similar 'Float to Live' campaign in the UK has been delivered by the National Water Safety Forum – Royal National Lifeboat Institution, with evidence of a significant reduction in drownings since 2017.



*Figure 3. Float to Live campaign*

### **Float to Survive campaign – Pilot study proposal**

Interest has been expressed from the Federal Government in the 'Float to Survive' campaign; however, further validation is required of the message in the Australian context.

A collaborative partnership is proposed between Randwick and Waverley to support the UNSW Beach Safety Research Group to test the message over the 2023 summer period (December 2022 to April 2023) and provide the results to the Federal Government for further national consideration.

Professor Rob Brander ('Dr Rip') from UNSW has developed a proposed study to evaluate the 'Float to Survive' campaign. The overview of the study notes that the 'Float to Survive' message will be promoted over the coming summer alongside and complement the traditional beach safety message of Surf Life Saving NSW's 'always swim between the red and yellow flags' and the rock fishing safety campaign.





*Figure 4. Float to Survive campaign.*

### **The study**

The study will involve both visual and text-based safety information presented in physical form located at beaches and public locations where practical, and in digital formats, including various social media platforms and as part of a short public service announcements.

Dissemination of the campaign will be restricted to the Randwick and Waverley LGAs in summer with dates to be determined.

Prior to the roll out of the campaign, a short anonymous survey questionnaire (five minutes or less) will be developed that will be disseminated via tablets/smartphones at popular beaches in the Randwick and Waverley LGAs and some control areas over a two-week period.

Once the campaign has been implemented/promoted, online, anonymous surveys of beachgoers at the same Randwick/Waverley beaches and control beaches will be done on two occasions over a period of two weeks.

### **Goal**

The overall goal of an evaluation of the 'Float to Survive' message is to see if the campaign/message:

- Is recognised, understood and recalled by the general public/beachgoers.
- Has altered public/beachgoer self-reported knowledge and behaviour in relation to how to react if they find themselves in trouble in the water.

### **Outcome**

The study will allow analysis of whether the promotional campaign was successful in terms of improving beachgoer awareness (and acceptance) of the message by comparing responses from those who live in the Randwick/Waverley LGAs or travel to these LGAs and those who do not.



## Limitations

It is strongly emphasised that it will likely be difficult to determine the effectiveness of the message in influencing the behaviour/reactions of those who were caught in rips/or in trouble due to what will likely be a small sample size.

As the survey will be anonymous, it will not be possible to compare responses for specific individuals before, during and after the campaign.

It is suggested that the 'Float to Survive' message is transferable and relevant in the rock fishing safety messaging and, as such, may complement this strategic approach.

## 3. Relevant Council Resolutions

Nil.

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

Several sessions have been facilitated by officers at both Randwick and Waverley and collaborative support for the study has been suggested by way of:

Material	Cost		Sub - Total
	In-Kind	Direct Cost	
Graphics development	\$0		
E-news Etc	\$0		
Media campaign	\$0		
Social media campaign		\$1,000	\$1,000
Video/social content		\$5,000	\$5,000
Handouts (print cost)		\$1,000	\$1,000
Visual and digital messaging boards	\$0		\$0
Verbal messaging (Lifeguards, beach ambassadors)	\$0		\$0
Study contribution		\$9,000	\$9,000
<b>TOTAL</b>			<b>\$16,000.00</b>

These costs would be shared between Waverley and Randwick Councils, with Waverley's \$8,000 contribution from the current operations budget.

## 5. Conclusion

The drownings on Australia's cost line are at an all-time high. Locally, some of both Randwick and Waverley's Beaches are now classified as some of the most hazardous and dangerous in the country. Surf Educators International (SEI) is seeking support in the development of a 'Float to Survive' Campaign to reduce drownings.

It is recommended that Randwick and Waverley Councils collaborate with UNSW to implement the pilot study. The results of the study will be reported to the Federal Government for consideration of a national campaign.

## **6. Attachments**

1. UNSW Beach Safety Group - Float to Survive Campaign - Proposed study [↓](#)
2. RLS National Drowning Report 2022 [↓](#) .



# UNSW Beach Safety Research Group

## Evaluation of 'Float to Survive' Pilot Study Campaign: Proposed Study

Professor Rob Brander and the UNSW Beach Safety Research Group (Dr Amy Peden, William Koon), UNSW Sydney

1/09/2022

### Campaign Overview

The 'Float to Survive' safety message proposed by Bruce Hopkins/Ken Holloway and Surf Educate Australia/APOLA at a meeting organised by MP Matt Thistlewaite on 23/08/22 is to be promoted during the 2022/2023 summer in the Waverley and Randwick Council LGAs.

This message will be promoted alongside the traditional beach safety message of 'always swim between the red and yellow flags'. Development and promotion of this safety campaign will be a collaborative effort between SEI/APOLA, Surf Life Saving Australia (SLSA), Surf Life Saving NSW (SLSNSW) and Randwick and Waverley Councils.

At this stage, it is not known what form this pilot safety intervention will take, but will likely involve visual and text-based safety information presented in physical poster/billboard form located at beaches, public transport locations, public venues, within brochures; and digital formats including various social media platforms and as part of a short public service announcement at movie theatres. Dissemination of the campaign will be restricted to within the Randwick/Waverley LGA's at summer dates to be determined. The budget to support the campaign has yet to be determined.

The UNSW Beach Safety Research Group at UNSW Sydney is a multidisciplinary team of researchers and practitioners dedicated to keeping people safe at the beach and has been asked to design an evaluation of this beach safety education pilot study.

It should be noted that while the 'Float to Survive' campaign applies to all waterways, in this case the focus will be on beaches. It could/should be extended to rock platforms, however this application may prove difficult due to the logistical difficulties of rock fishing (location, demographics), which is the primary use of these environments.

### Proposed Evaluation

The overall goal of an evaluation of the 'Float to Survive' message is to see if the campaign/message:

- i) is recognised, understood and recalled by the general public/beachgoers; and
- ii) has altered public/beachgoer self-reported knowledge and behaviour in relation to how to react if they find themselves in trouble in the water.



UNSW Beach Safety Research Group  
University of New South Wales  
Sydney, Australia  
[beachsafetyresearch.com](http://beachsafetyresearch.com)



The key to evaluating the effectiveness and uptake of any safety message is to have a baseline of information prior to dissemination of the campaign. It is also important to administer the evaluation in both the Randwick/Waverley LGAs, which is receiving the campaign and a control area, which is not.

## Stage 1: Baseline Study

Prior to the roll out of the campaign, a short anonymous survey questionnaire (5 minutes or less) will be developed that will be disseminated via iPad/Smartphone at popular beaches in the Randwick/Waverley LGAs and some control areas over a two-week period:

Bondi/Tamarama/Bronte (Waverley)  
Coogee/Maroubra (Randwick)  
Manly/Cronulla (controls)

### Potential Stage 1 Survey Questions:

- Age <provide range>
- Gender
- Residence <postcode>
- How often do you go to the beach <range of choices>
- What would you do if you got caught in a rip current while swimming at the beach? <choices or open answer>
- Which of the following beach safety messages have you heard before <choose all that apply>:
  - Always swim between the red and yellow flags
  - If we can't see you we can't save you
  - The Think Line: Stop Look Plan
  - To escape a rip swim parallel to the beach
  - If you get caught in a rip current, know your options
  - Float to survive

## Stage 2: Message Uptake

Once the campaign has been implemented/promoted, online, anonymous surveys of beachgoers at the same Randwick/Waverley beaches and control beaches will be done on two occasions over a period of two weeks:

- i) Mid-way through the campaign/summer on busy beach days (e.g. holidays/weekends);
- ii) At the end of the campaign/summer period on busy beach days

### Potential Stage 2 Survey Questions

- Age <provide range>
- Gender





# UNSW Beach Safety Research Group

- Residence <postcode>
- How often do you go to the beach <range of choices>
- What would you do if you got caught in a rip current while swimming at the beach? <choices or open answer>
- Which of the following beach safety messages have you heard before <choose all that apply>:
  - Always swim between the red and yellow flags
  - If we can't see you we can't save you
  - The Think Line: Stop Look Plan
  - To escape a rip swim parallel to the beach
  - If you get caught in a rip current, know your options
  - Float to survive
- Have you seen the Float to Survive beach safety messaging promoted in Waverley and Randwick during the summer? <Yes/No/Unsure>
  - If yes:
    - Where/how did you see this message? <possible list depending on how message is promoted/disseminated>
    - What did you think was the meaning of this message? <open answer>
- Did you get caught in a rip current, or in other trouble in the water, this summer? <Yes/No>
  - If Yes - How did you react in this situation? <possible list or open answer>
    - If you saw the Float to Survive message during the summer, did you remember this message when you found yourself in trouble? <Yes/No>
    - If 'Yes' – did it help you deal with the situation you were in? <Yes/No>
- Do you think that Float to Survive is a message that should be continued to be promoted?

## Expected Outcomes

These surveys will allow us to comment on whether the promotional campaign was successful in terms of improving beachgoer awareness of the message by comparing responses from those who live in the Randwick/Waverley LGAs or travel to these LGAs and those who do not.

However, it is strongly emphasised that it will likely be difficult to determine the effectiveness of the message in influencing the behaviour/reactions of those who were caught in rips/or in trouble due to what will likely be a small sample size (capturing people who had been caught in a rip AND remembered and acted upon the message) as well as needing to rely on self-reported data only.

It is also emphasised that it is inherently difficult to determine the effectiveness of the campaign based on an evaluation that is carried over during a single summer period. It will be impossible to relate the campaign to any trends in fatal or non-fatal beach drowning.



UNSW Beach Safety Research Group  
University of New South Wales  
Sydney, Australia  
[beachsafetyresearch.com](http://beachsafetyresearch.com)

**Limitations**

As the survey will be anonymous, it will not be possible to compare responses for specific individuals prior to, during, and after the campaign.

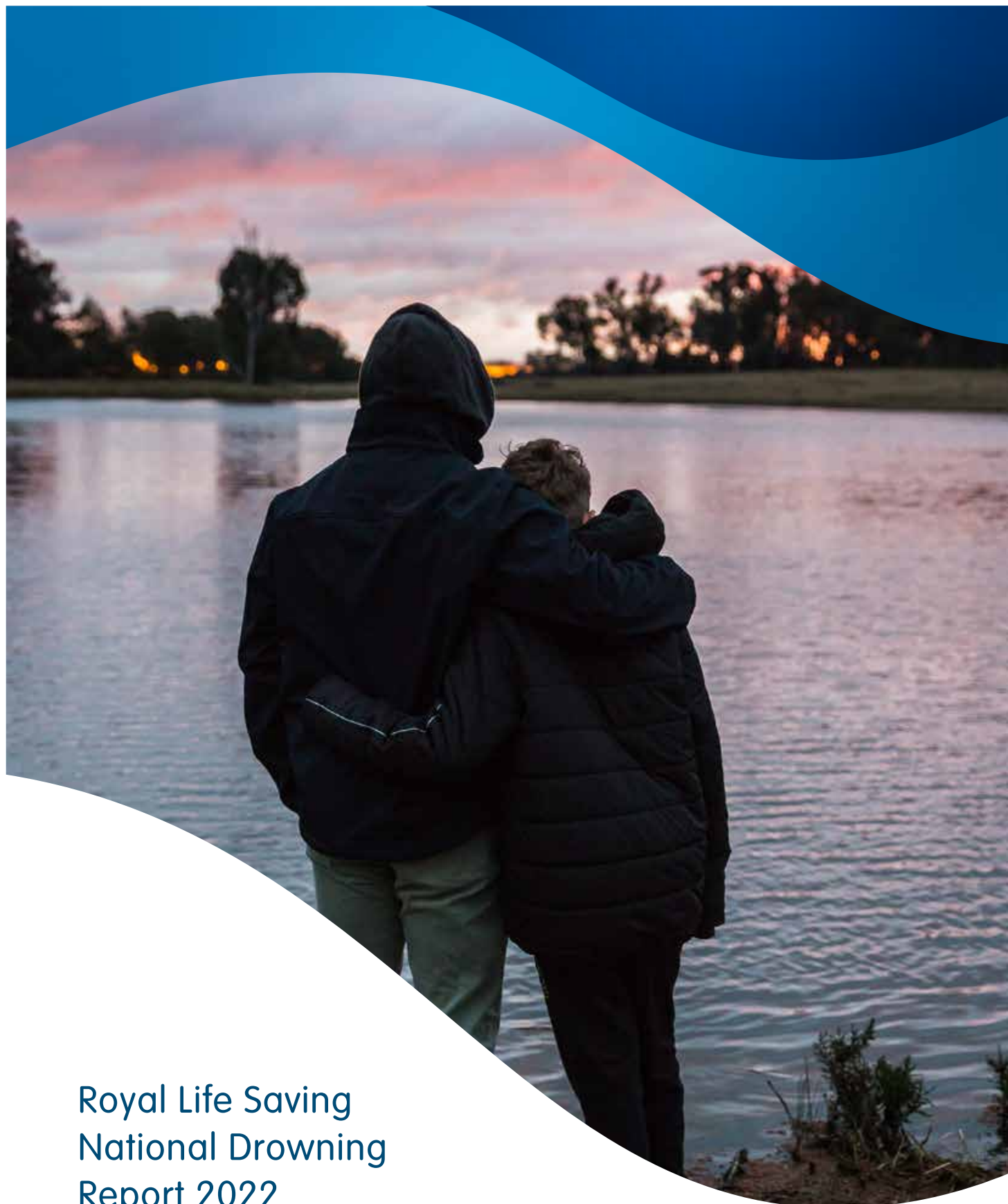
**Logistics and Budget**

The UNSW BSRG will be responsible for developing the surveys, gaining UNSW Human Research Ethics Approval (which can take several months) and interpreting results and generating a final report. Administering the surveys would require research assistants and/or student volunteers from UNSW, but would also benefit from assistance from Surf Life Savers.

An overall budget for this program evaluation would be on the order of \$4500 per Council.

DRAFT





## Royal Life Saving National Drowning Report 2022

339 people drowned  
in Australian waterways



**ROYAL LIFE SAVING**  
AUSTRALIA

SUPPORTED BY



Australian Government



## > FOREWORD

As we present the National Drowning Report for 2022, we remain ever mindful of the people whose lives have been lost or impacted by drowning, including the many families affected by the loss or long-term injury of a loved one.

The COVID-19 pandemic has left a mark on families, workplaces and communities. Changes to routines, livelihoods and leisure will take time to process and move past. The temporary closure of aquatic facilities and swim schools during the worst of the pandemic is likely to impact Australians for years to come, with children missing long periods of swimming and water safety education, the aquatic industry now struggling to recruit instructors and lifeguards.

New behaviours have also emerged, with Australians increasingly seeking out secluded and often unpatrolled waterways to visit or finding a new enthusiasm for domestic tourism taking them further away from the safety of their local pool or patrolled beach.

This report presents our analysis of fatal and non-fatal drowning across Australia between 1st July 2021 and 30th June 2022. During this time, 339 people lost their lives to drowning and we estimate a further 686 people experienced a non-fatal drowning incident.

This is terribly sad and confronting, especially given this reported figure reverses years of progress.

### **This year's findings show that:**

- > Drowning deaths increased by 15% compared to the previous year, but 24% compared to the 10-year average
- > 82% of drowning deaths were males
- > There were 17 drowning deaths among children aged 0-4 years; this is a 29% decrease on last year and a 23% decrease on the 10-year average, an improvement after a rising tragically during covid lockdowns
- > 15 drowning deaths occurred in children aged 5-14 years, a 7% increase on last year and a 36% increase on the 10-year average, perhaps a reflection of children missing out on swimming lessons
- > 94 drowning deaths occurred in people aged over 65 years, 34% increase on last year and a 57% increase on the 10-year average. 28% of drowning occurred in people over 65 years
- > 114 drowning deaths occurred in rivers and creeks; 39 were flood related
- > Rivers and creeks were the leading location for drowning (34%), followed by beaches (21%) and ocean/harbour locations (13%)

## > OUR VISION

**A water-loving nation  
free from drowning.**



## Rivers and creeks

Rivers and creeks were the leading location for drowning in 2021/22. In part, this was due to significant flooding in New South Wales and Queensland as a result of intense rainfall. Climate change will continue to impact drowning in Australia. Predictions of increased extreme heat events and more intense heavy rainfall events are likely to result in increased drowning risk. Royal Life Saving Australia is committed to supporting emergency management agencies and those organisations responsible for flood response and recovery.

## National Water Safety Summit

Recognising that Summer 21/22 was tragic, and that next summer is fast approaching, we convened more than 200 water safety experts from across Australia and New Zealand for the National Water Safety Summit in August 2022. The Summit was designed around the key at-risk groups identified in the Australian Water Safety Strategy 2030. Presenters included researchers, water safety experts, state and local governments and educators. Over two days of intense discussion, the key themes that emerged were prevention, collaboration, co-design, and the value of working together. Core issues of concern raised included the effects of COVID-19 on children learning to swim, and the ongoing workforce pressures after many young people were forced to leave the industry over the past two years. The program also focused on accessibility of swimming locations, with investment into harbour and river swimming locations to enable more Australians to enjoy the water.

## Swimming skills

It has been clear, over many years, that swimming skills are critical to safety and our enjoyment water activities. We remain concerned about all the children who missed lessons due to pandemic related health and economic factors. We should be doing everything possible to ensure that these children don't become a generation of non-swimmers. Equally, we see adults rediscovering water recreation, but needing to first refresh their swimming skills. Some of these incidents are a consequence of poor decision making like combining drugs and alcohol with swimming or boating. In other cases, a simple health check may have alerted a strong lifelong swimmer to a medical issue posing risk in the water. In all cases, swimming and water safety skills are so critical to enjoying our waterways safely.

**Justin Scarr**

Chief Executive Officer  
Royal Life Saving Society – Australia

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### ACKNOWLEDGEMENT OF COUNTRY

Royal Life Saving Society – Australia acknowledges the Aboriginal and Torres Strait Islander people of this nation. We pay our respects to their Elders past, present and emerging recognising their continued connection to land, waters and communities.



**ROYAL LIFE SAVING**  
AUSTRALIA

SUPPORTED BY  
  
Australian Government

339

## PEOPLE DROWNED IN AUSTRALIAN WATERWAYS

1 July 2021 to 30 June 2022

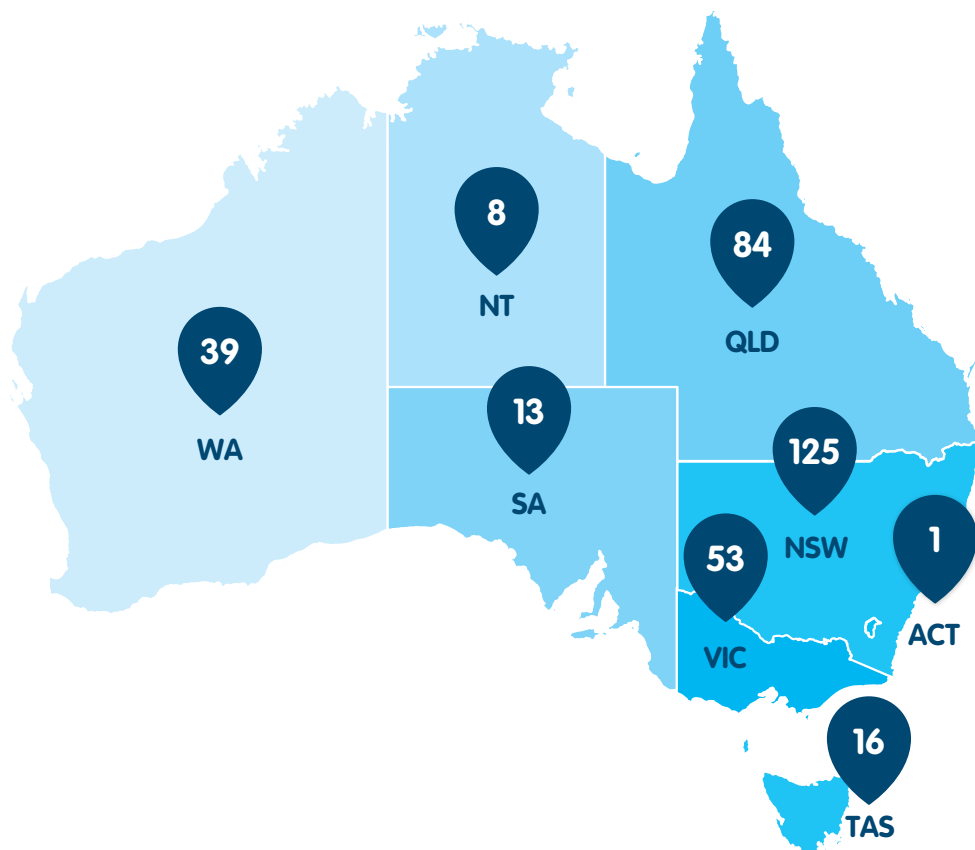


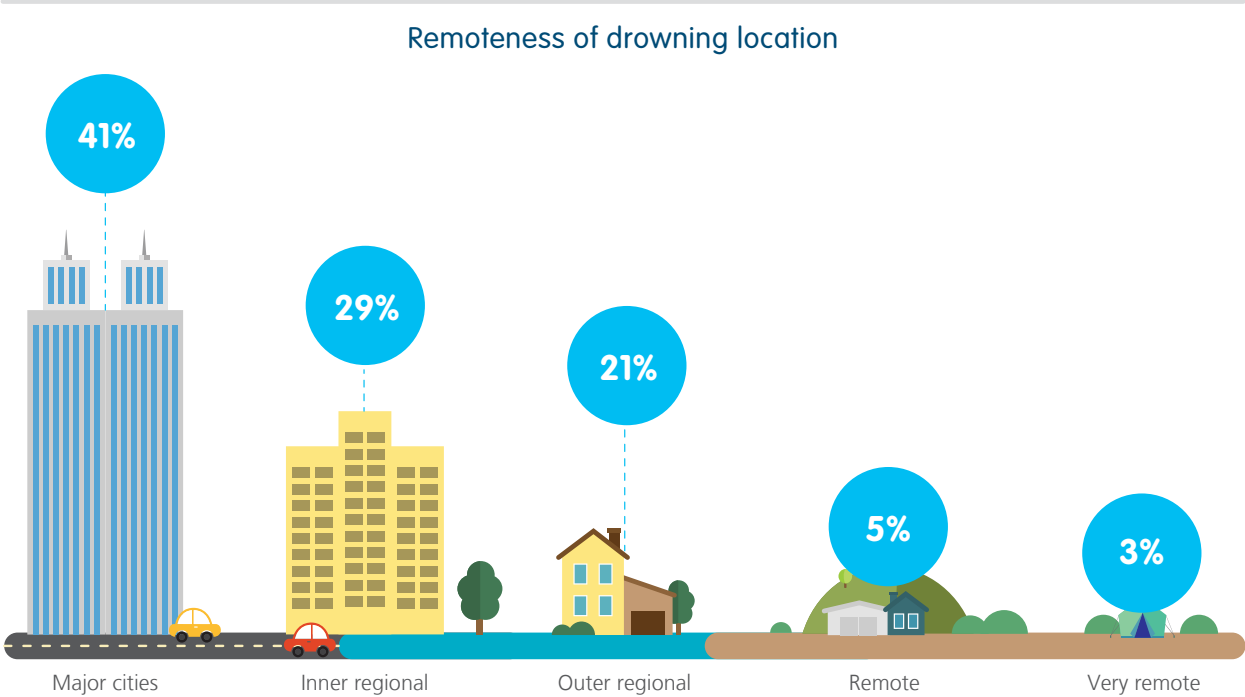
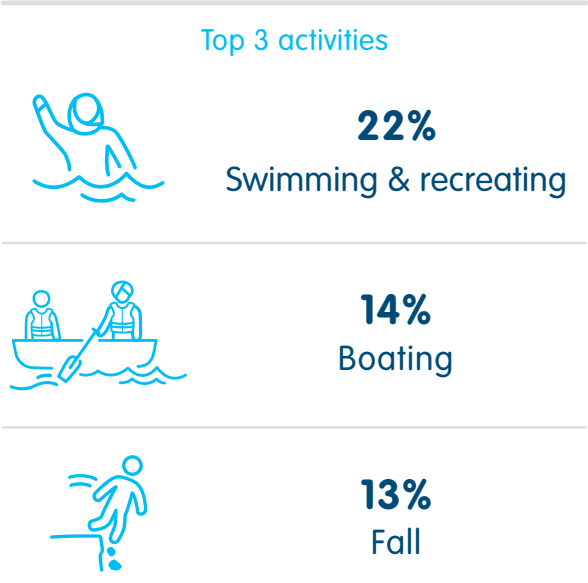
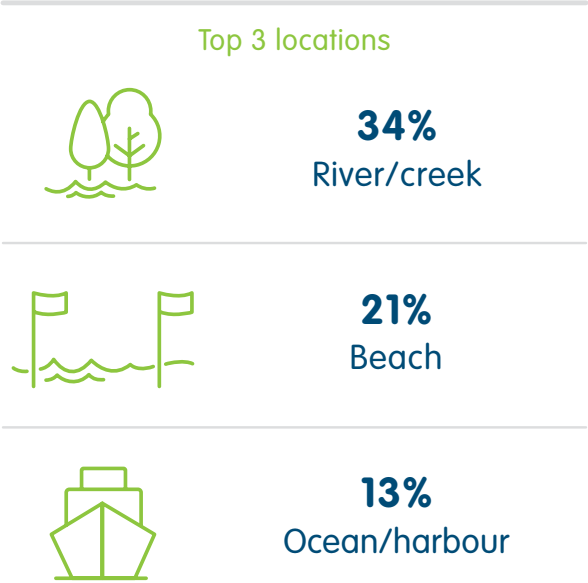
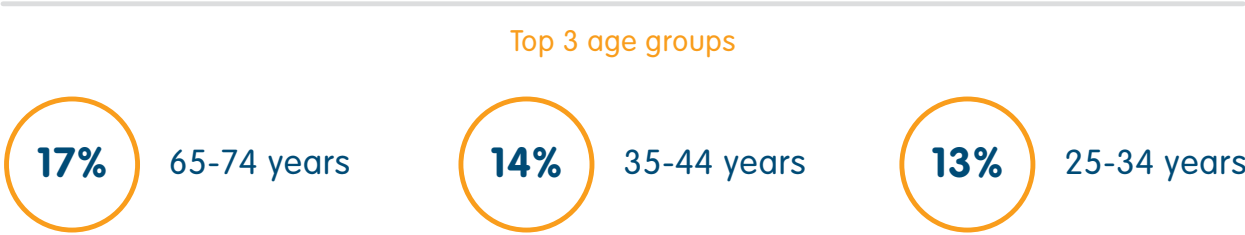
**82%**  
of all drowning deaths  
were males



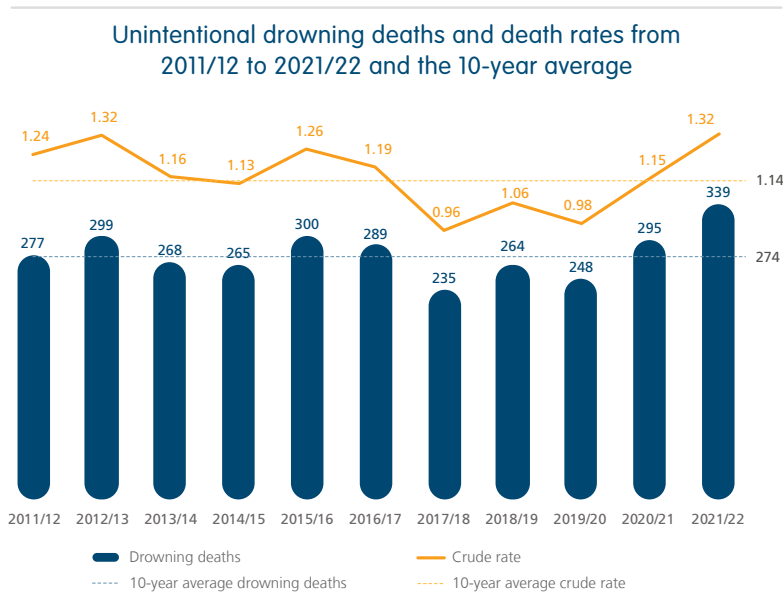
**13%**  
of all drowning deaths  
were flood-related

### State and Territory breakdown

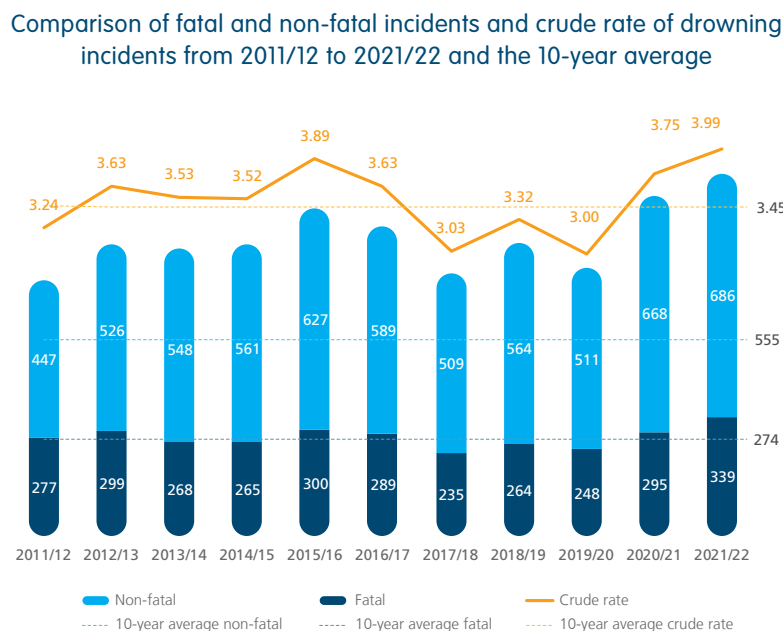
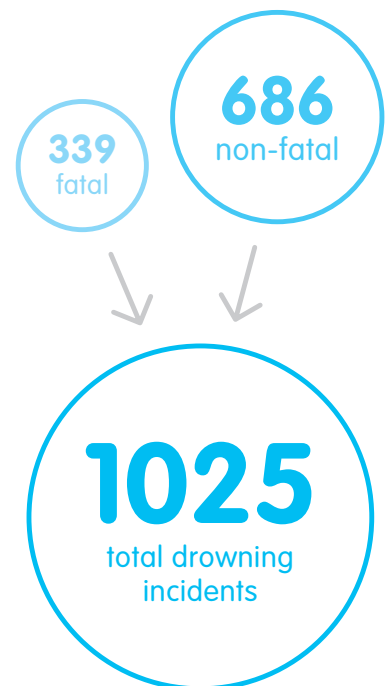




## > FATAL AND NON-FATAL DROWNING IN AUSTRALIA



When fatal and non-fatal drowning incidents are combined, a total of 1025 drowning incidents occurred in Australia, representing a crude drowning rate of 3.99 drowning incidents per 100,000 population.



> WHO DROWNS?



of drowning deaths  
were male

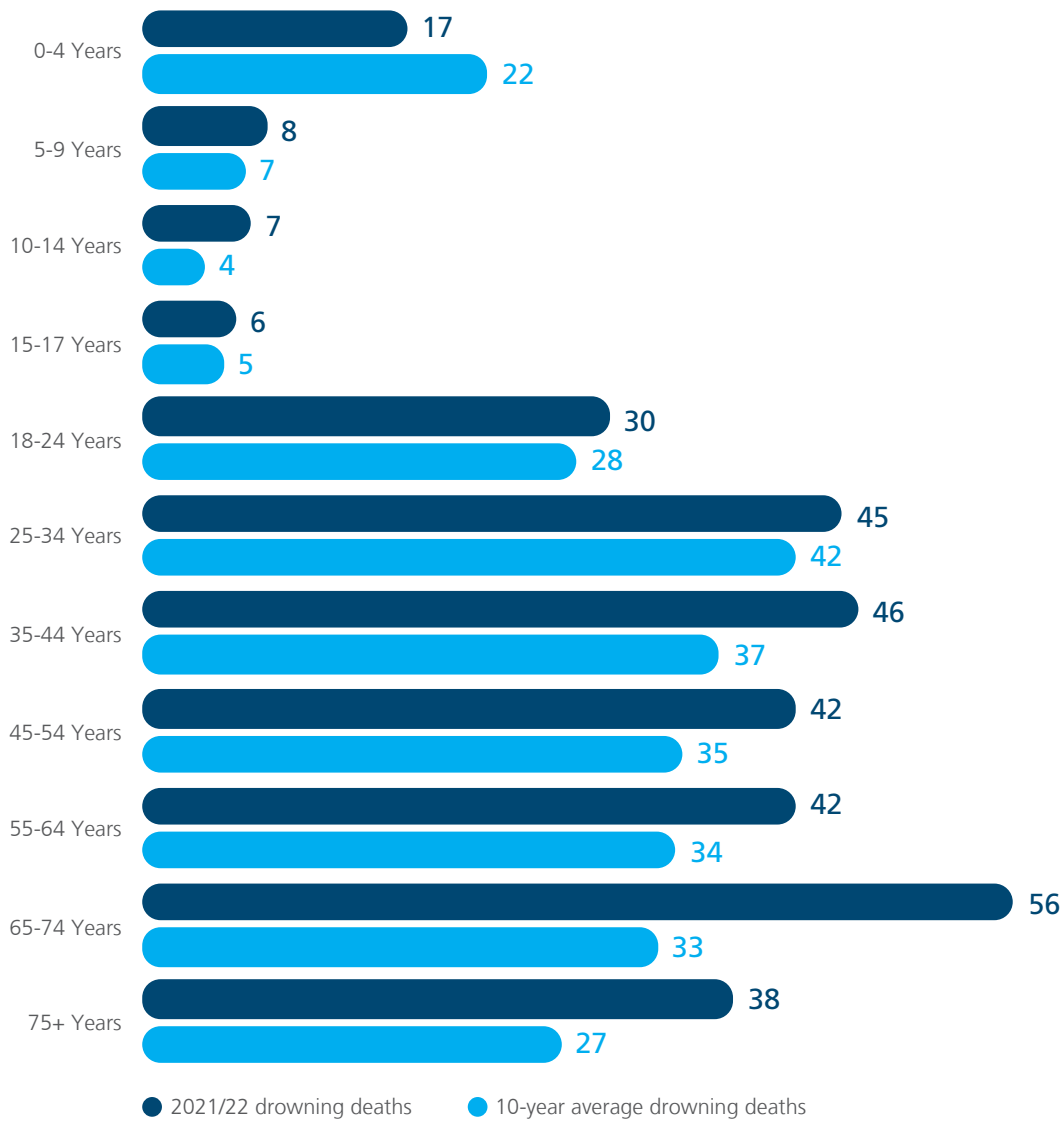


age group recorded  
the largest number of  
drowning deaths



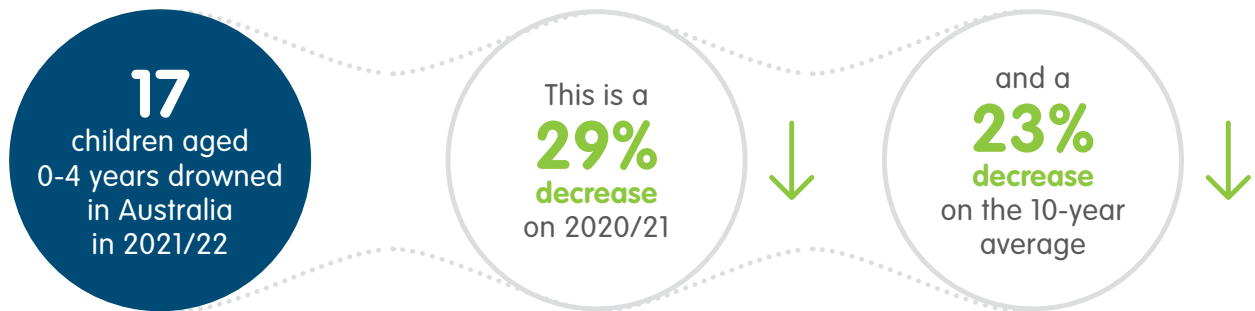
increase in 65-74 years  
age group compared with  
the 10-year average

Drowning deaths by age group in 2021/22 compared with the 10-year average



\*Age unavailable for two deaths in 2021/22

## > DROWNING DEATHS BY LIFE STAGES: CHILDREN AGED 0-4 YEARS

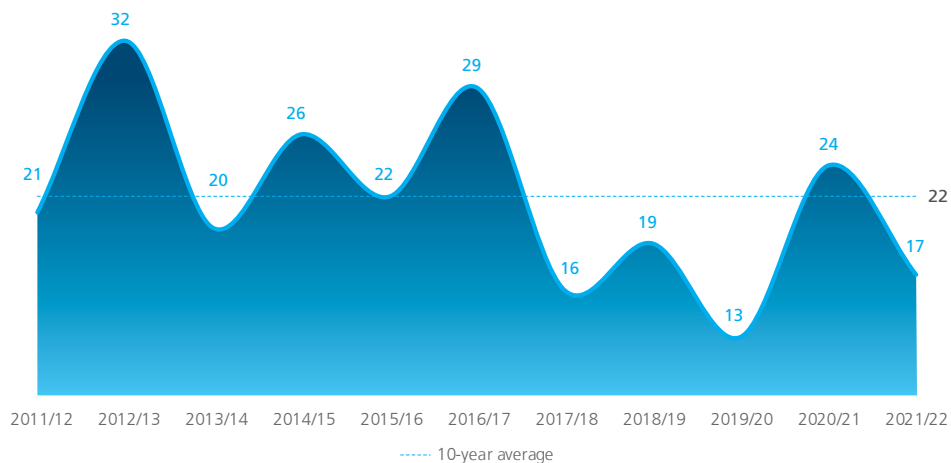


**65%**  
of all drowning deaths in this age group were males

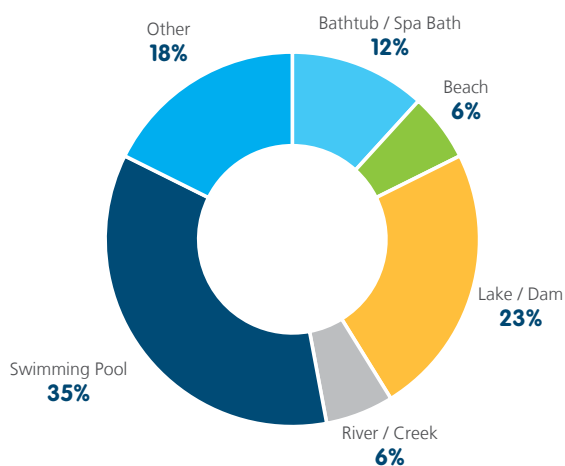


**0%**  
of drowning deaths were flood-related

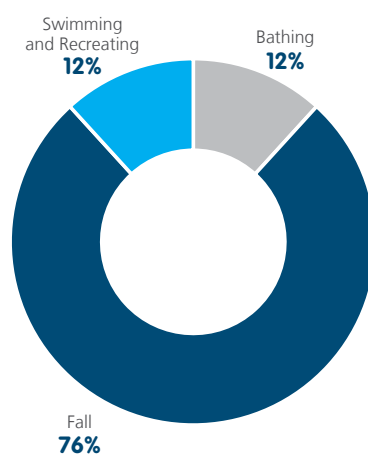
Drowning deaths of children aged 0-4 years from 2011/12 to 2021/22 and the 10-year average



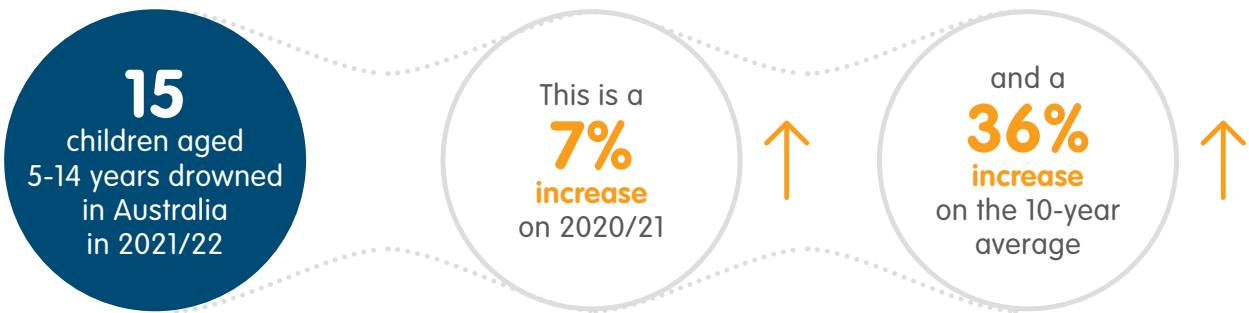
Drowning deaths of children aged 0-4 years by location, 2021/22



Drowning deaths of children aged 0-4 years by activity, 2021/22



> DROWNING DEATHS BY LIFE STAGES: **CHILDREN AGED 5-14 YEARS**

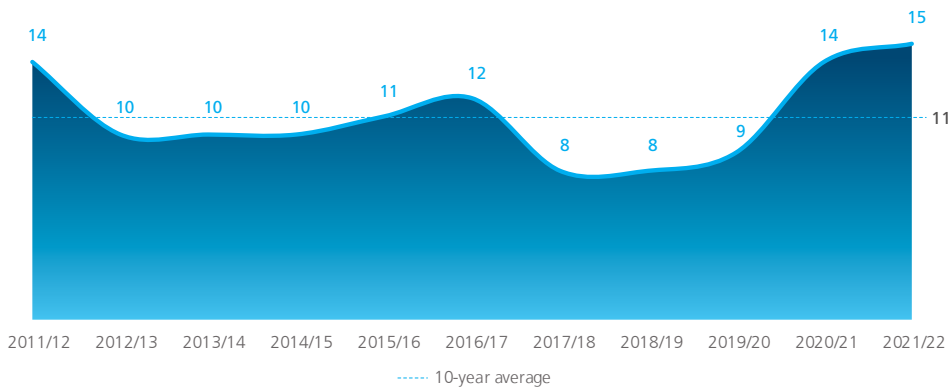


**73%**  
of all drowning deaths in this age group were males

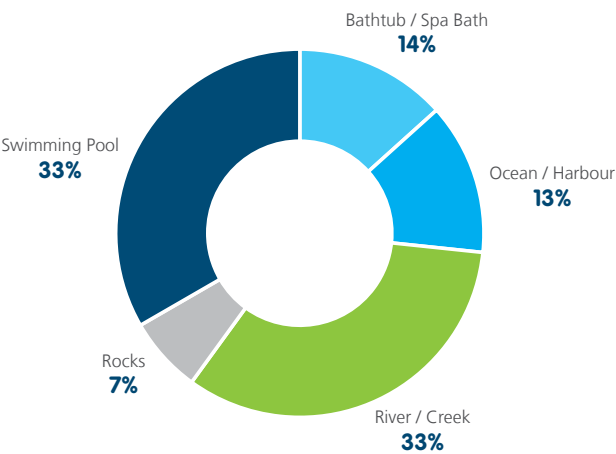


**7%**  
of drowning deaths were flood-related

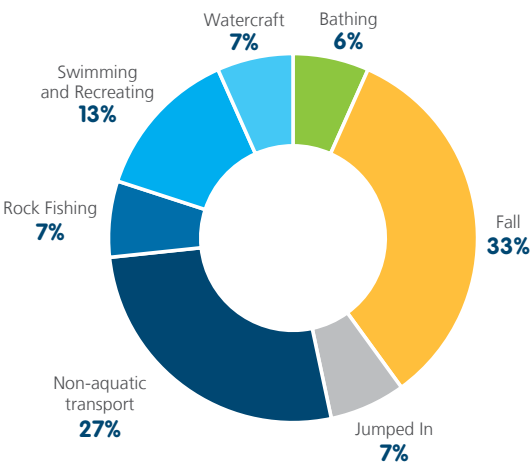
Drowning deaths of children aged 5-14 years from 2011/12 to 2021/22 and the 10-year average



Drowning deaths of children aged 5-14 years by location, 2021/22



Drowning deaths of children aged 5-14 years by activity, 2021/22

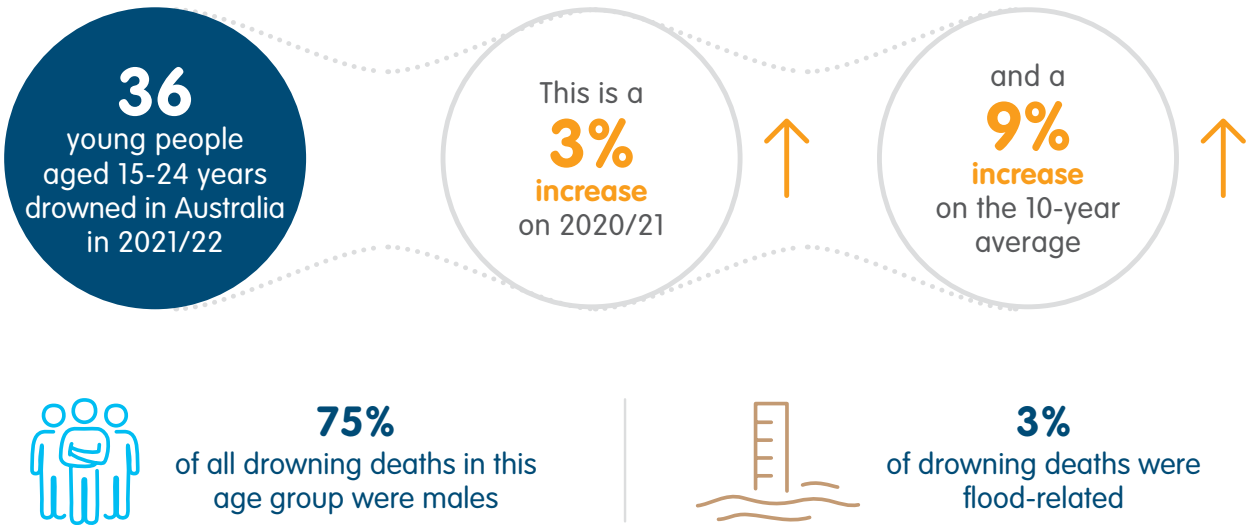




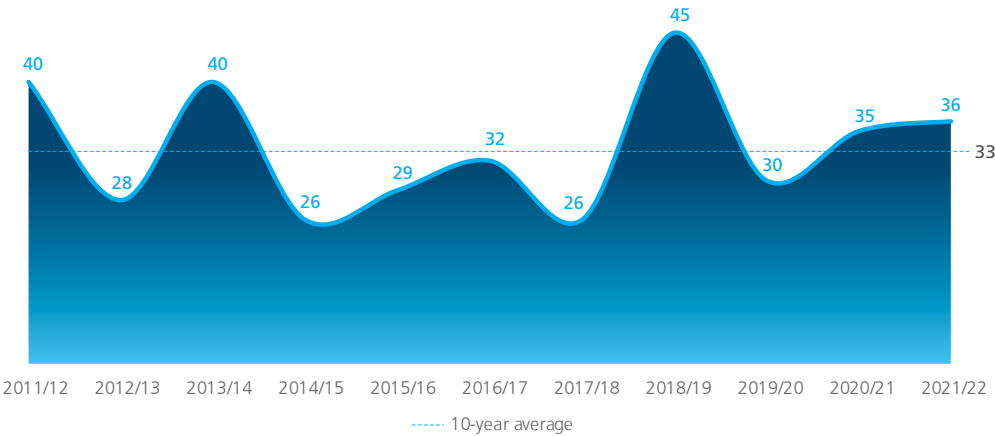




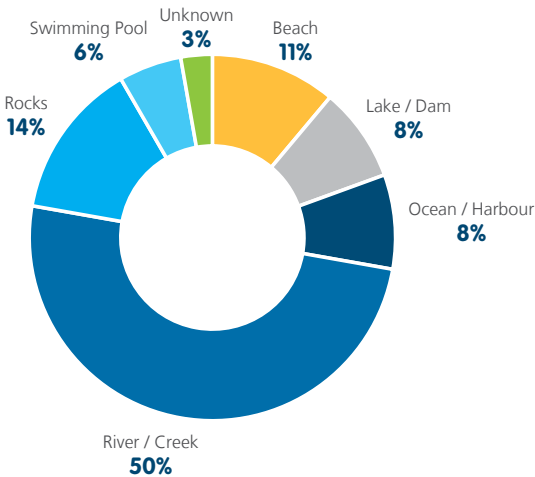
> DROWNING DEATHS BY LIFE STAGES: **YOUNG PEOPLE AGED 15-24 YEARS**



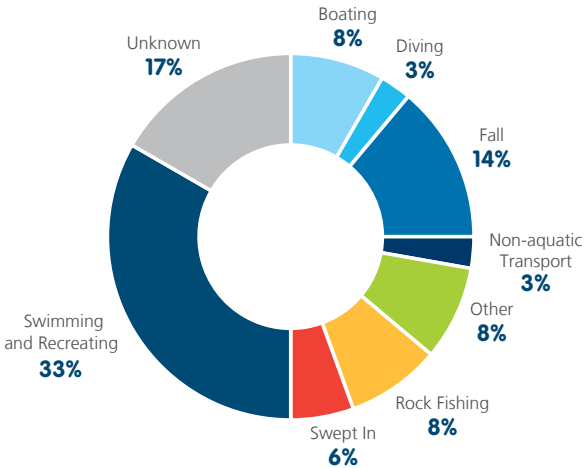
Drowning deaths of young people aged 15-24 years from 2011/12 to 2021/22 and the 10-year average



Drowning deaths of young people aged 15-24 years by location, 2021/22



Drowning deaths of young people aged 15-24 years by activity, 2021/22



## > DROWNING DEATHS BY LIFE STAGES: ADULTS AGED 25-64 YEARS

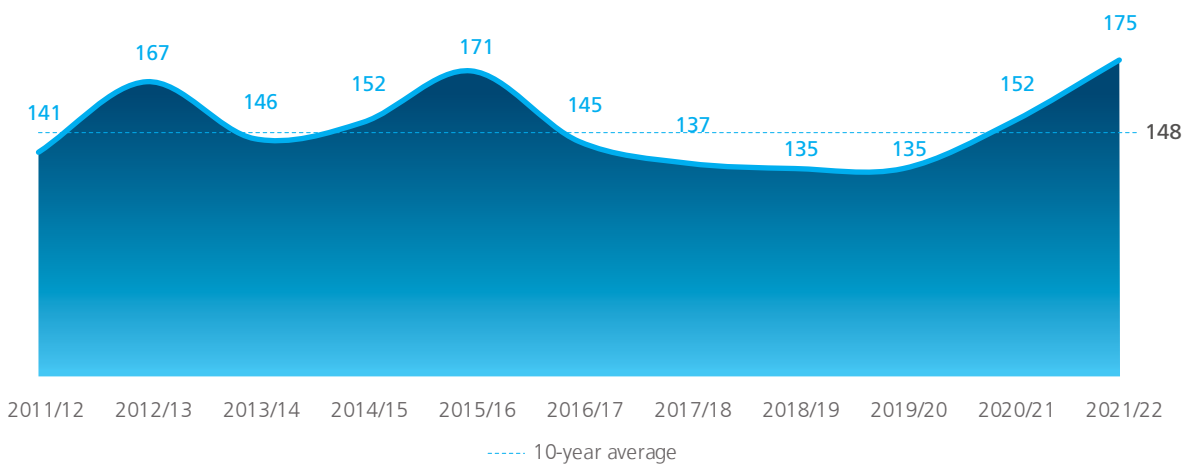


**85%**  
of all drowning deaths in this age group were males

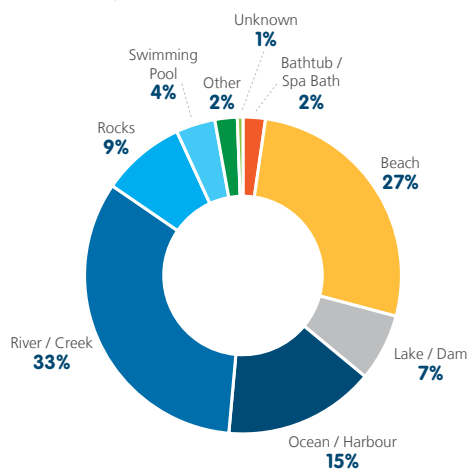


**16%**  
of drowning deaths were flood-related

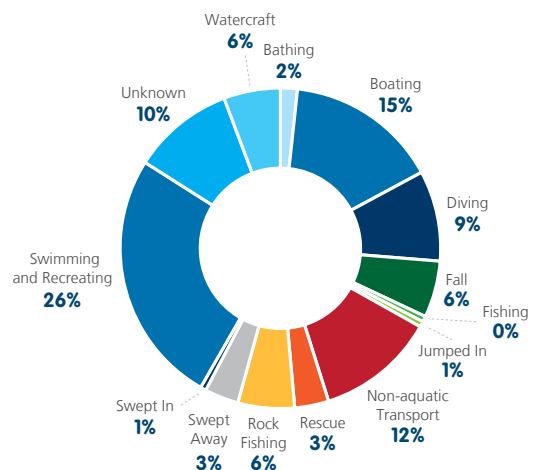
Drowning deaths of adults aged 25-64 years from 2011/12 to 2021/22 and the 10-year average



Drowning deaths of adults aged 25-64 years by location, 2021/22

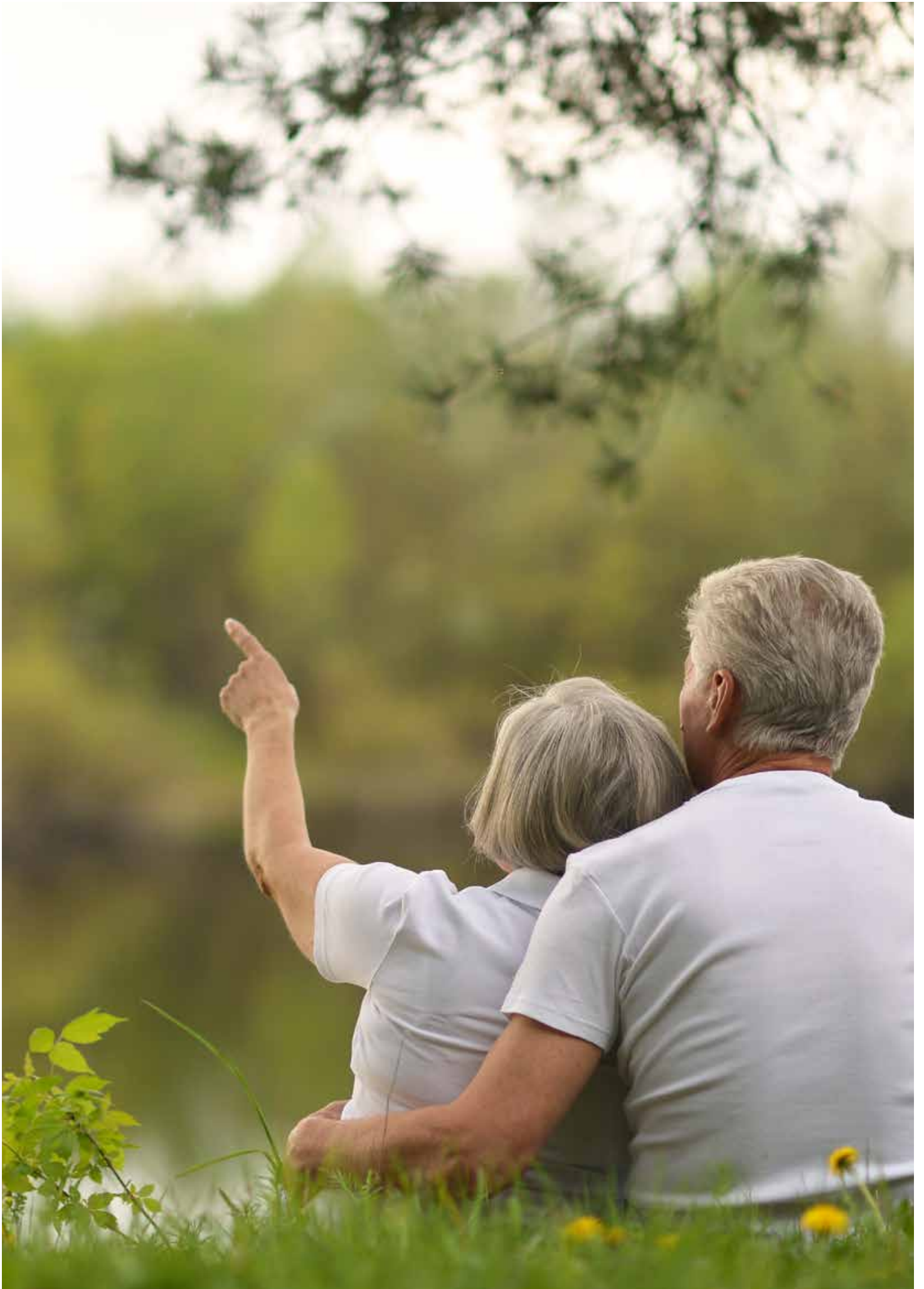


Drowning deaths of adults aged 25-64 years by activity, 2021/22

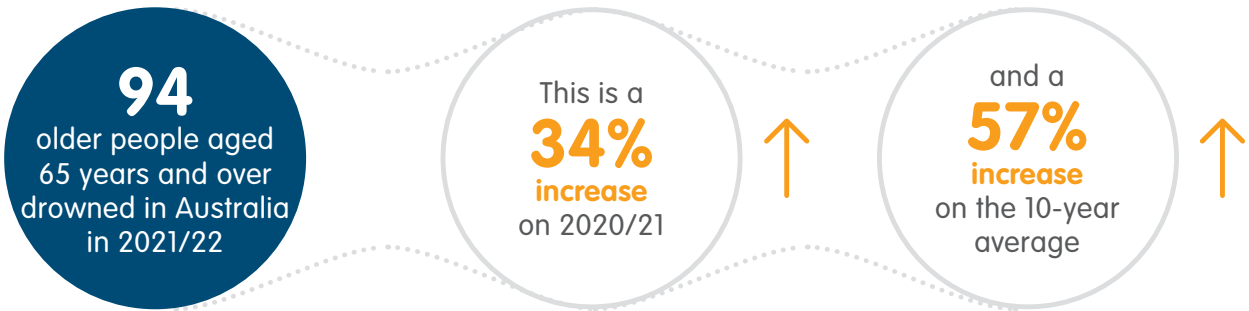








> DROWNING DEATHS BY LIFE STAGES: **OLDER PEOPLE AGED 65 YEARS AND OVER**

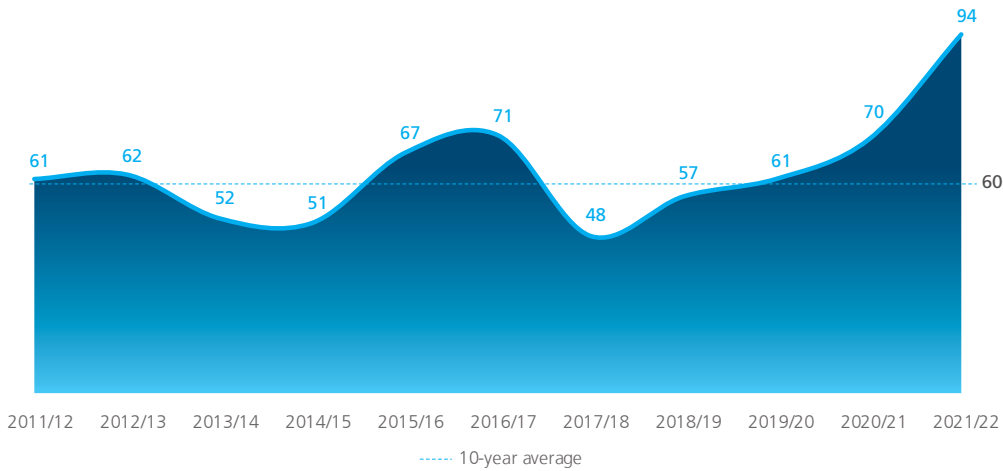


**82%**  
of all drowning deaths in this  
age group were males

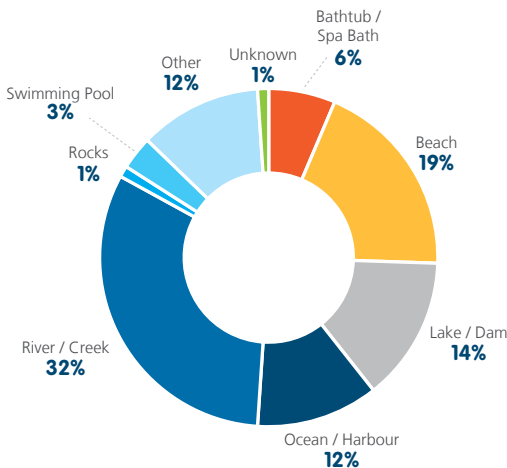


**14%**  
of drowning deaths were  
flood-related

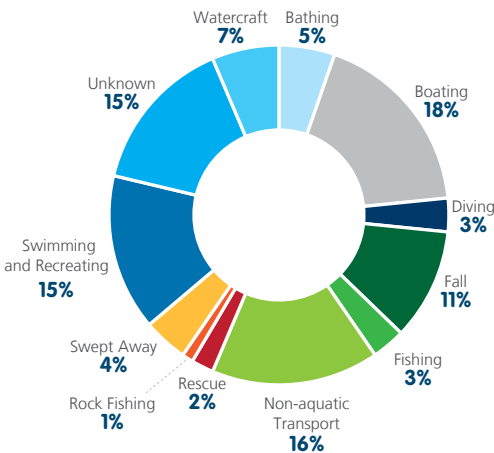
Drowning deaths of older people aged 65 years and over from 2011/12 to 2021/22 and the 10-year average



Drowning deaths of older people aged 65 years and over by location, 2021/22



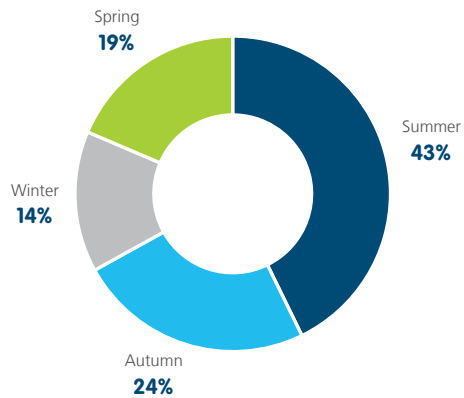
Drowning deaths of older people aged 65 years and over by activity, 2021/22



## > WHEN DO DROWNING DEATHS OCCUR?

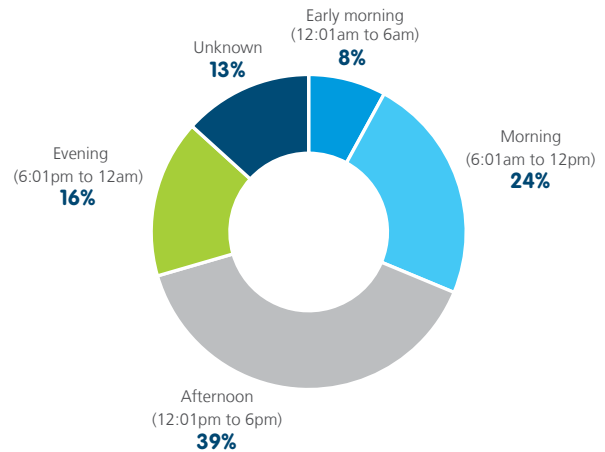
### Season

Drowning deaths occur in all seasons, with the largest number occurring in the summer months (43%).



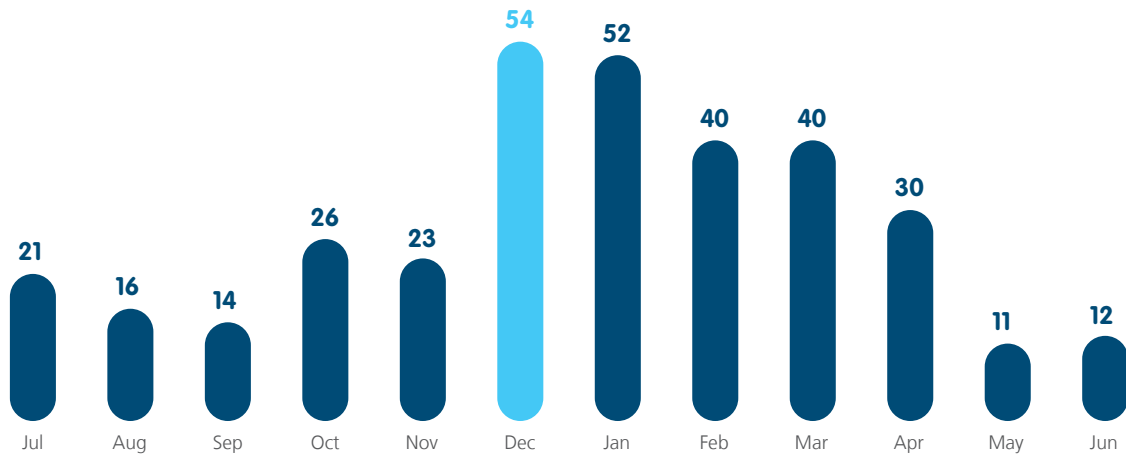
### Time of the day

More than a third (39%) of all drowning deaths occurred during the afternoon.



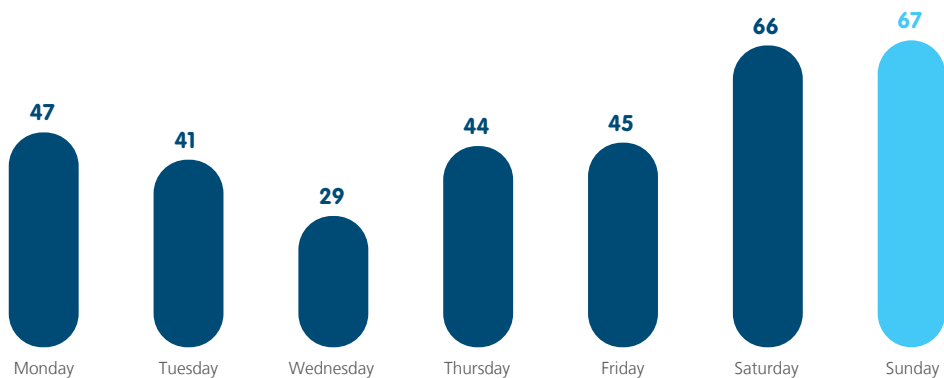
### Month

By month, drowning peaked in December with 54 deaths, followed by January with 52 deaths.



### Day of the week

Sunday was the most common day of the week for drowning, accounting for 20% of deaths.





> IN FOCUS

Summer drowning deaths

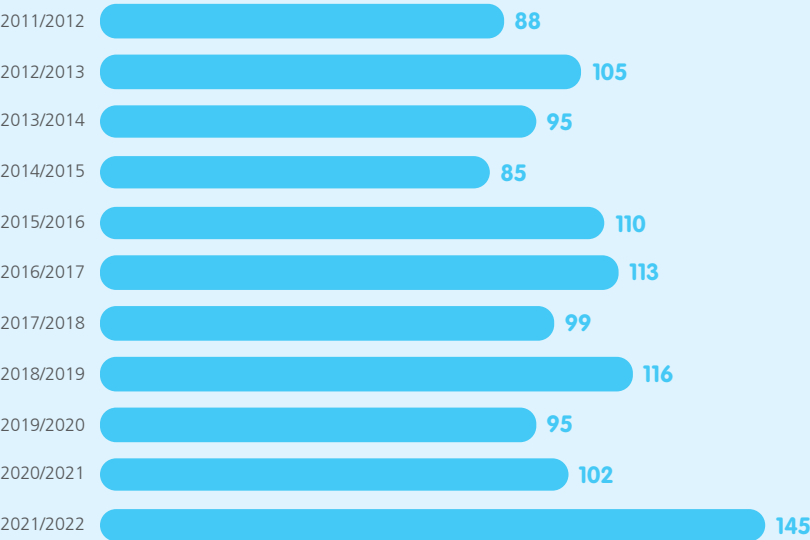
There were 145 drowning deaths over summer in 2021/22. This is a 44% increase on the 10-year average of 101 deaths.

In 2021/22, half of all beach and lake/dam drowning deaths occurred during summer (50%).

More than half of all deaths while swimming and recreating occurred during the summer months (56%).

Royal Life Saving research has shown an increased risk of drowning during public holidays and school holidays. During summer there are three national public holidays (Christmas Day, Boxing Day and Australia Day), as well as individual State/Territory public holidays and school holiday periods.

Drowning deaths in summer from 2011/12 to 2021/22

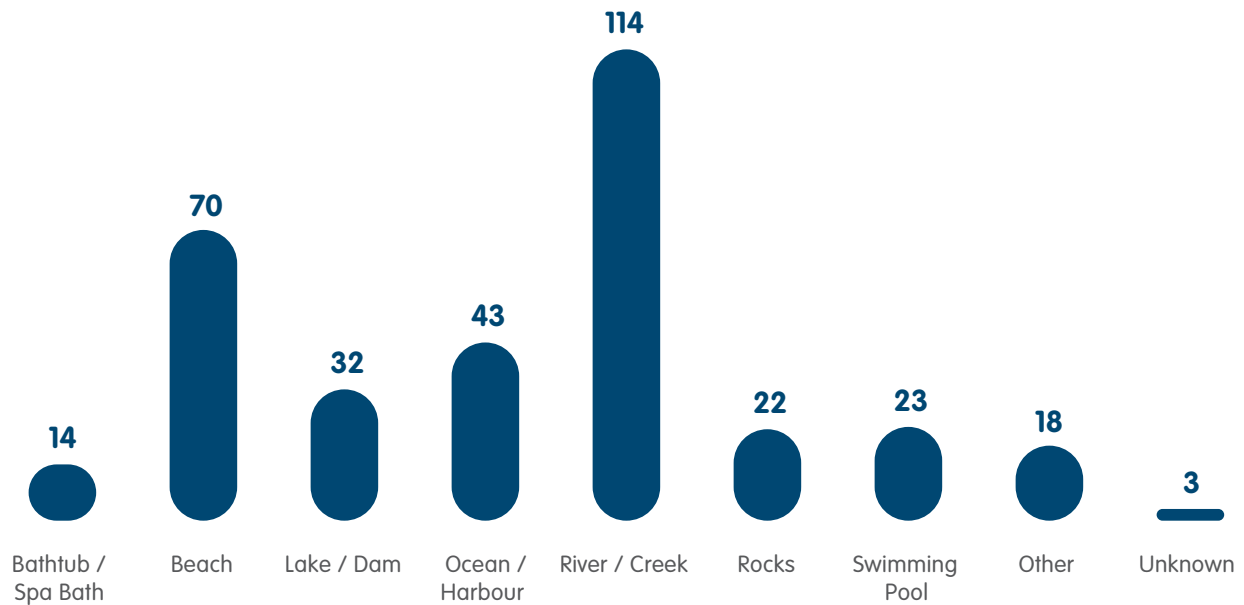




## > WHERE AND HOW DO DROWNING DEATHS OCCUR?

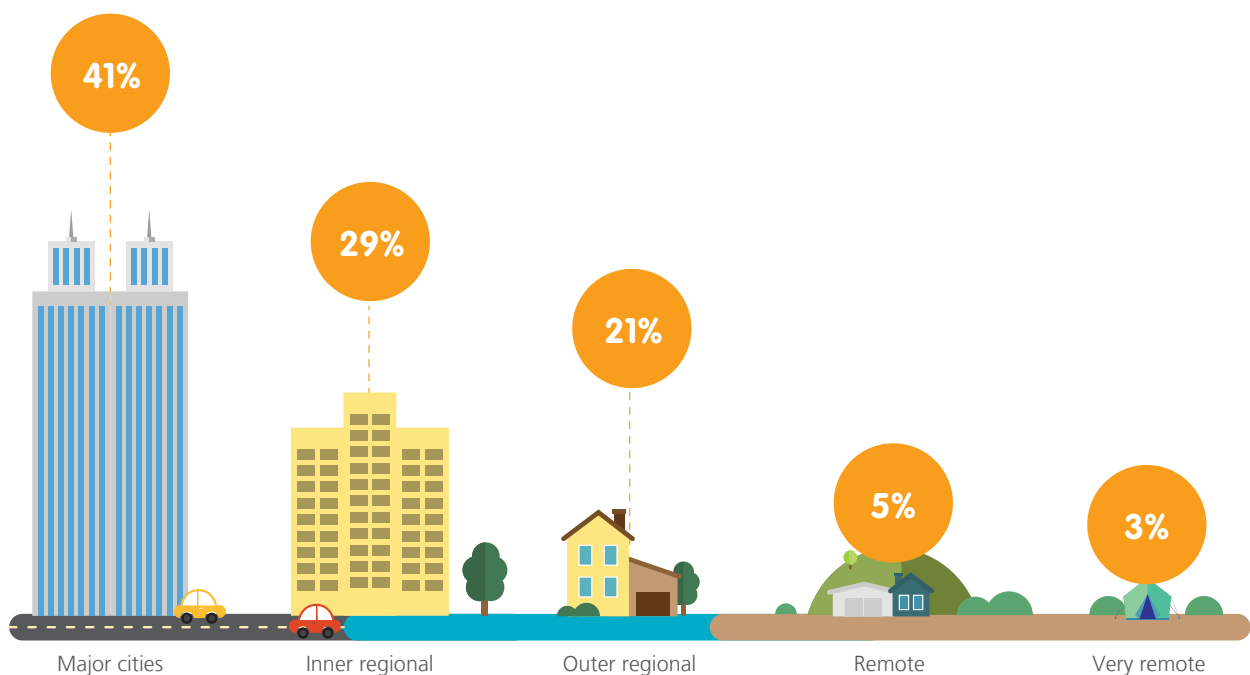
### Location

Rivers and creeks continue to be the location with the largest number of drowning deaths, accounting for 34% of all deaths. River/creek locations recorded a 65% increase compared with the 10-year average, while beaches recorded a 25% increase and lake/dam locations recorded a 28% increase.



### Remoteness

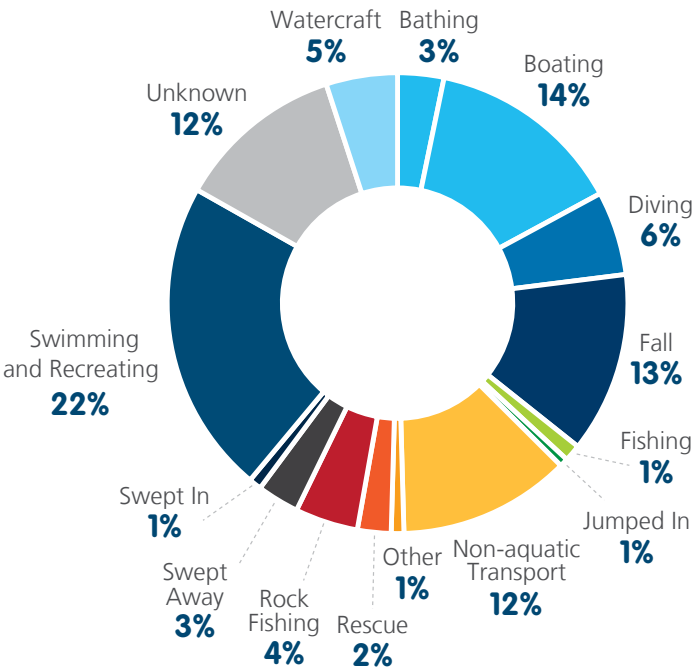
The largest proportion of drowning deaths occurred in areas classified as major cities (41%), with the number of deaths decreasing as remoteness increases.





Activity

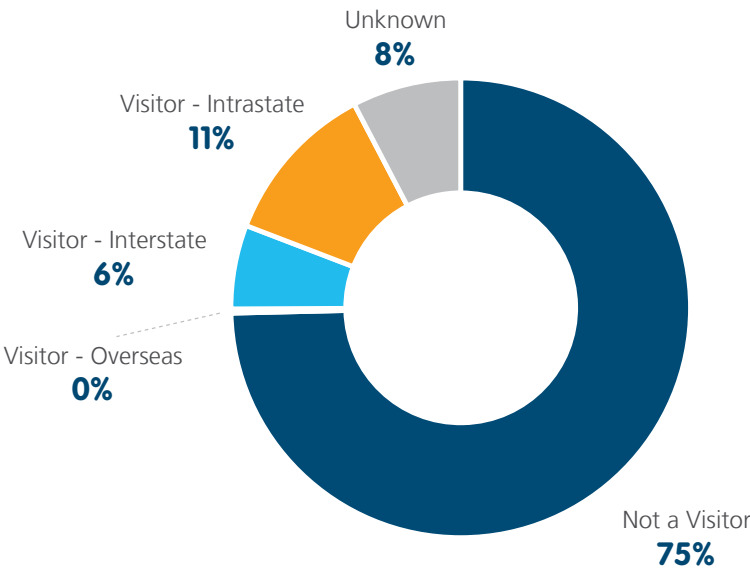
Swimming and recreating was the leading activity being undertaken immediately prior to drowning (22%), followed by boating (14%) and a fall into water (13%).

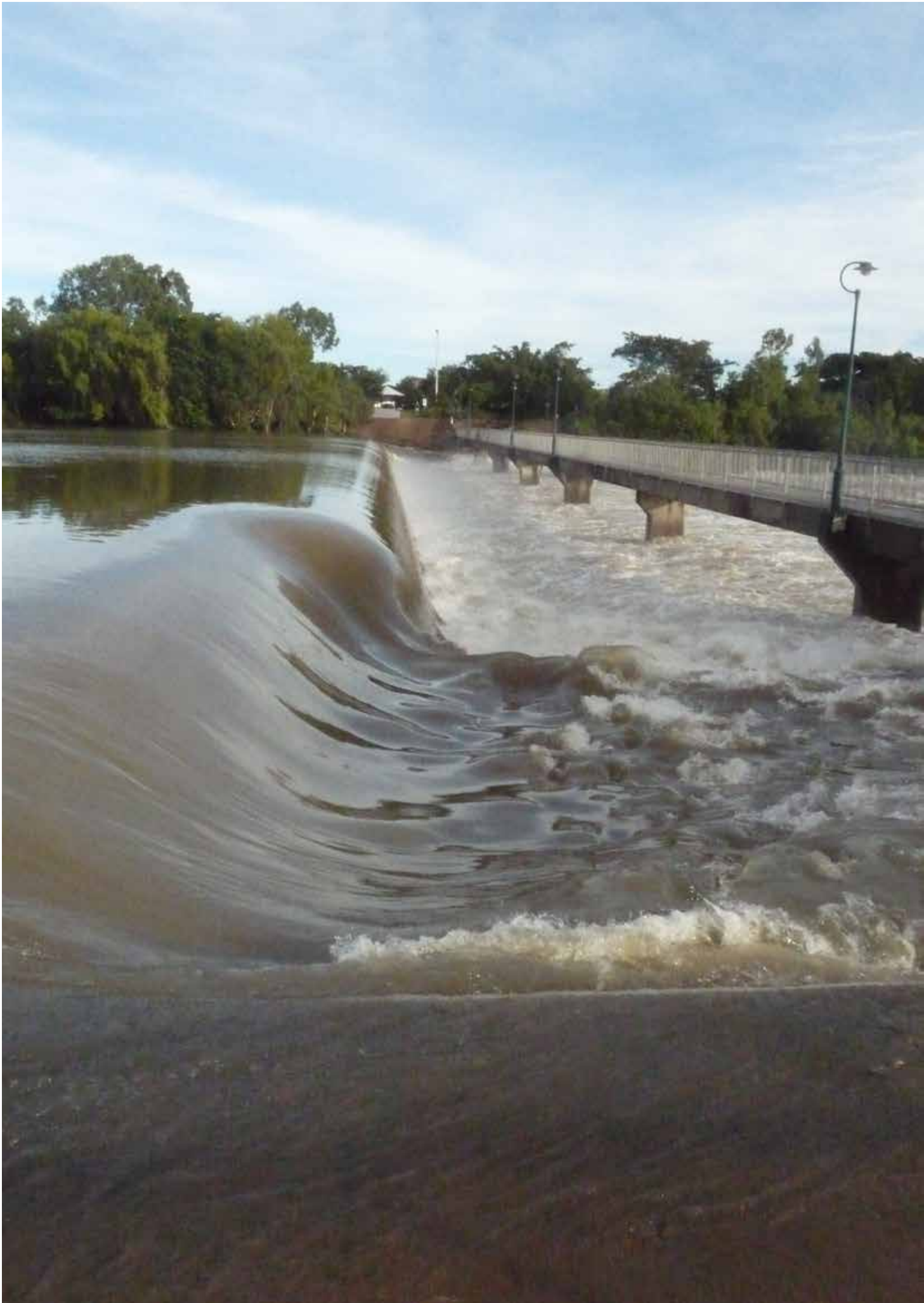


Visitor status

Most of those who drowned were not visitors (75%), that is, they drowned within 100km of where they lived.

In 60 cases (18%) the person who drowned was known to be a visitor to the location of the incident. Of those who were known to be visitors, 39 people (11%) drowned within their own State or Territory in a postcode that was 100km or further from their residential postcode. A further 20 people (6%) were visiting a different State or Territory when they drowned.



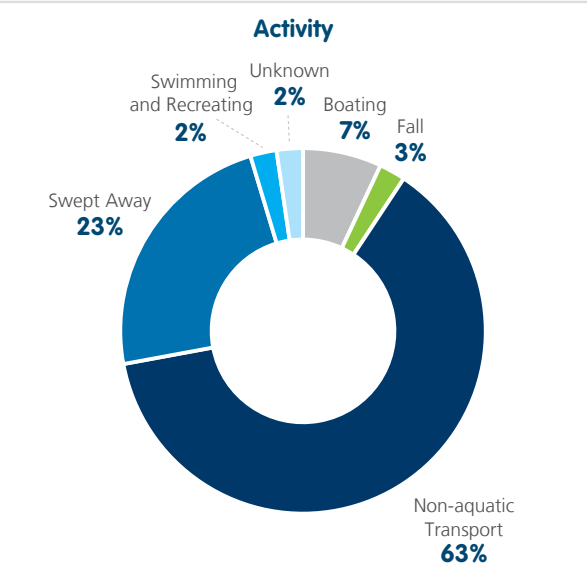
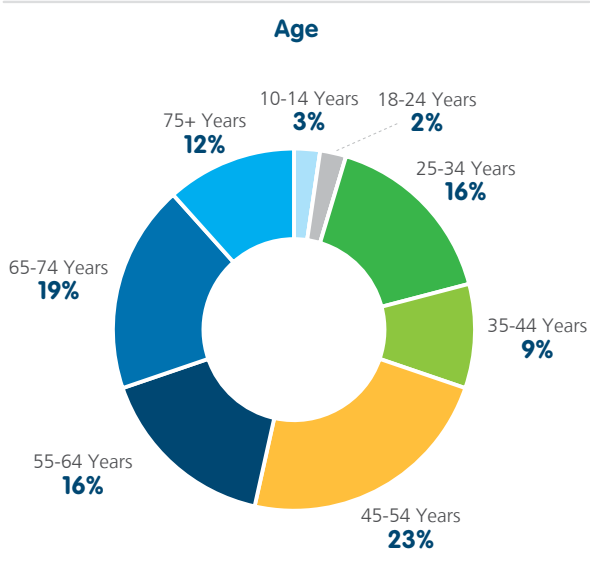
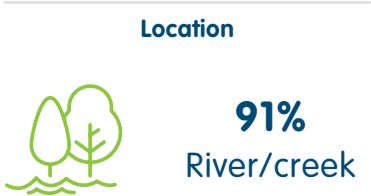
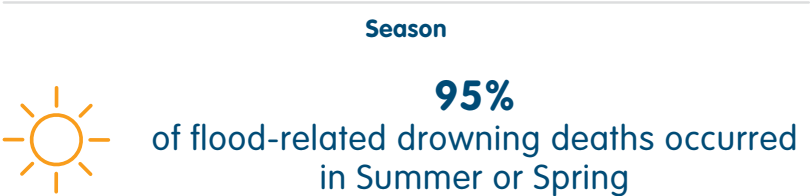
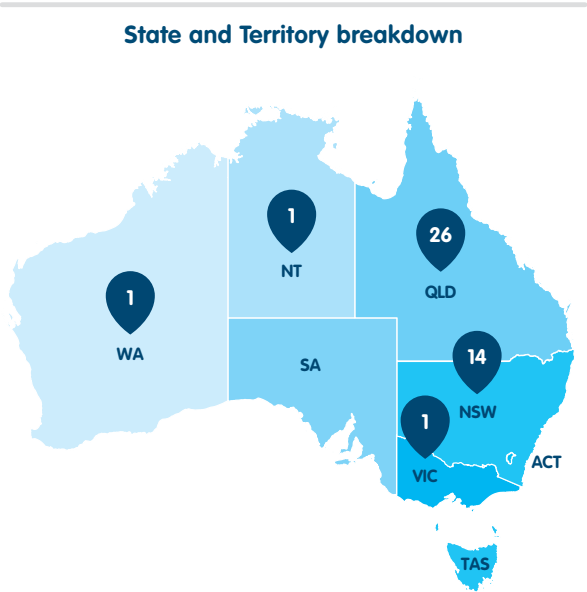


> IN FOCUS

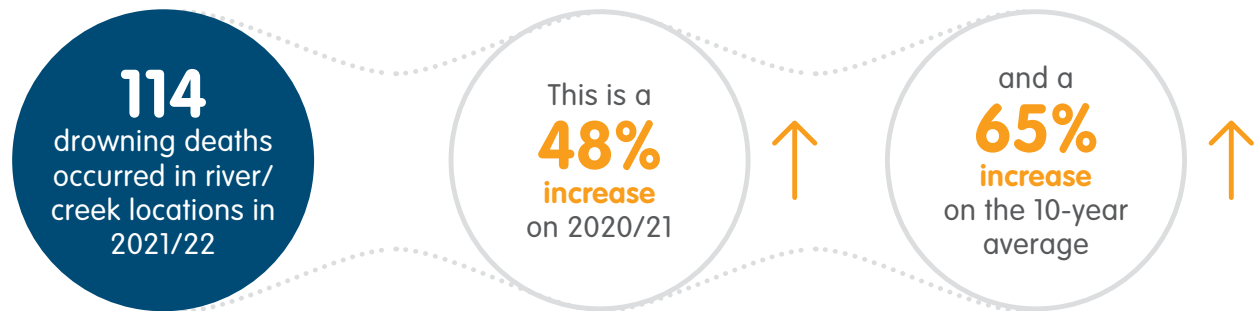
Flooding-related drowning deaths



Flood-related drowning deaths  
1 July 2021 to 30 June 2022



## > DROWNING DEATHS BY KEY LOCATIONS: **RIVER/CREEK**

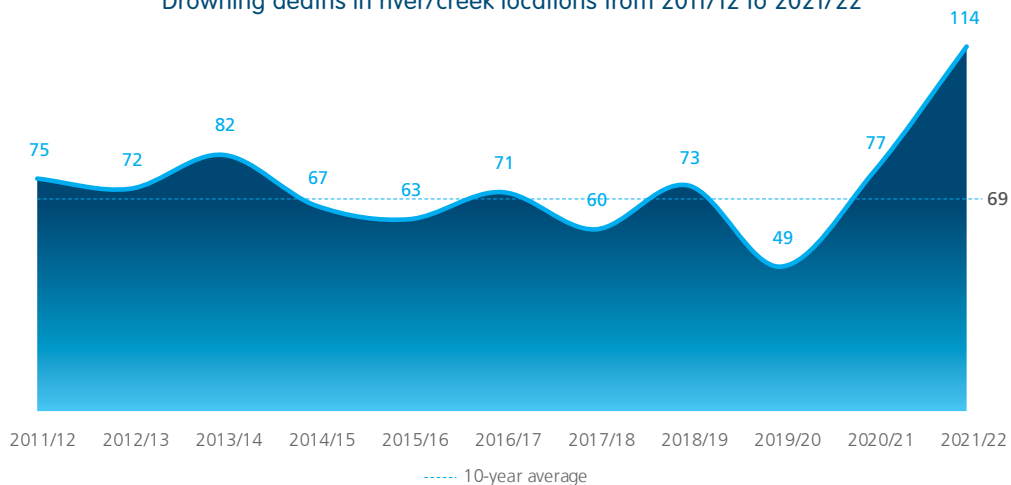


**82%**  
of all drowning deaths in this location were males

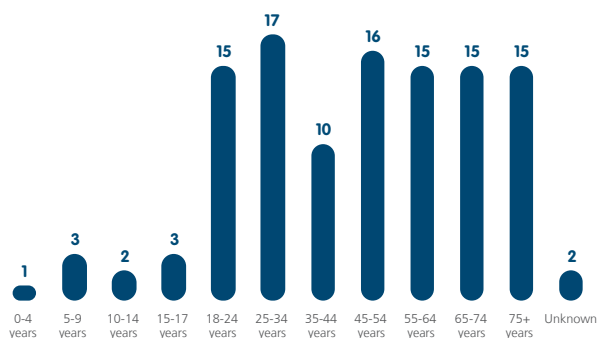


**34%**  
of drowning deaths were flood-related

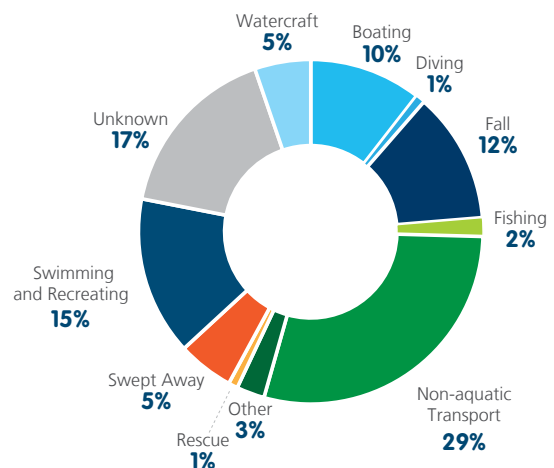
Drowning deaths in river/creek locations from 2011/12 to 2021/22



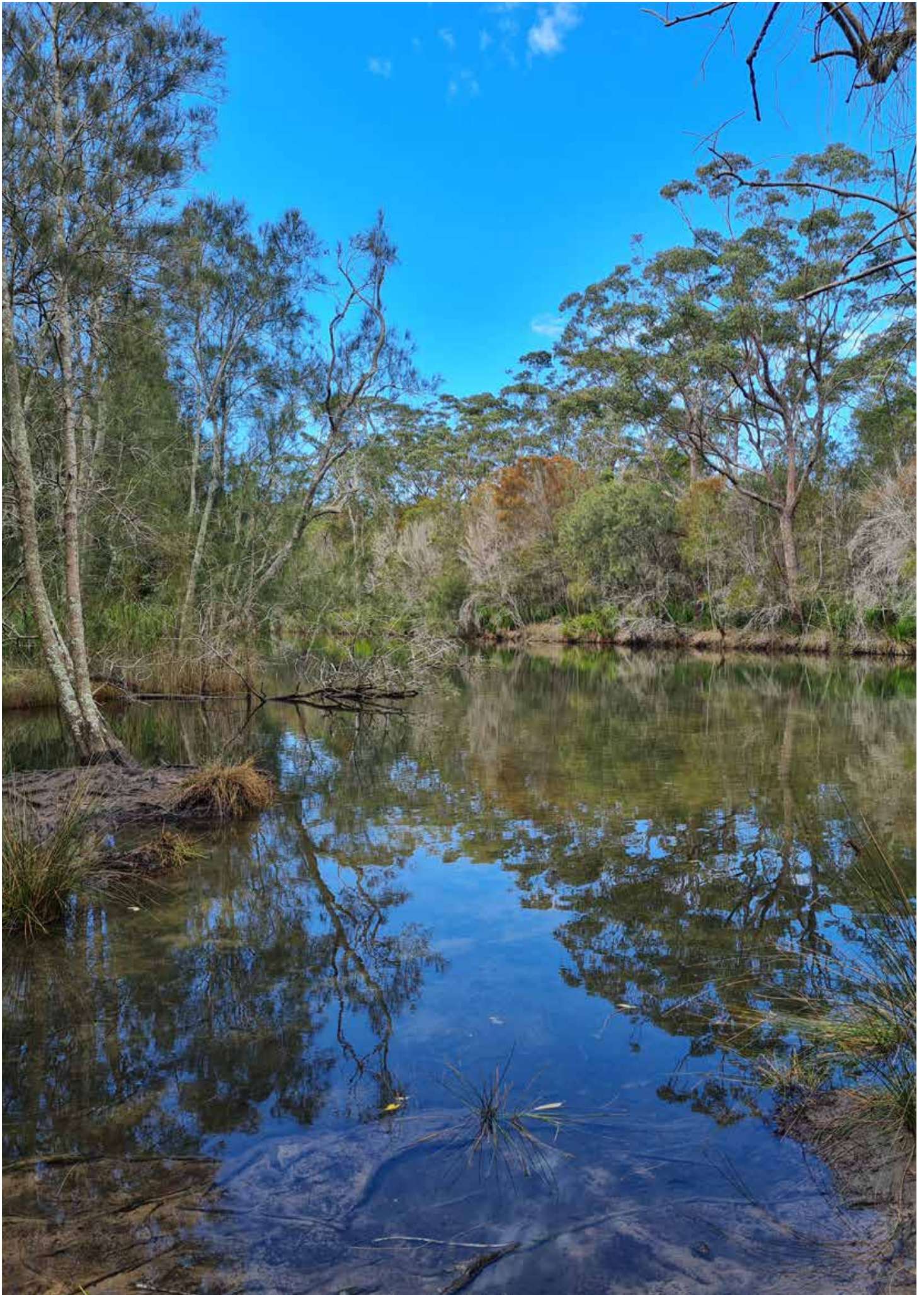
Drowning deaths in river/creek locations by age, 2021/22



Drowning deaths in river/creek locations by activity, 2021/22

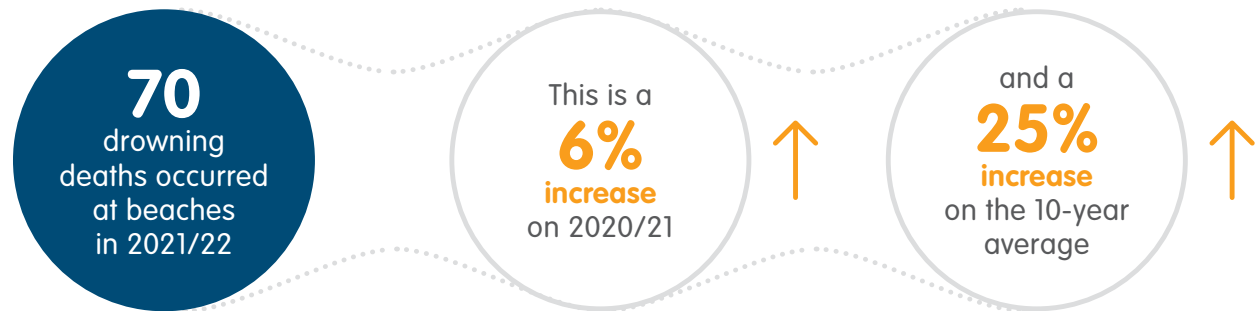








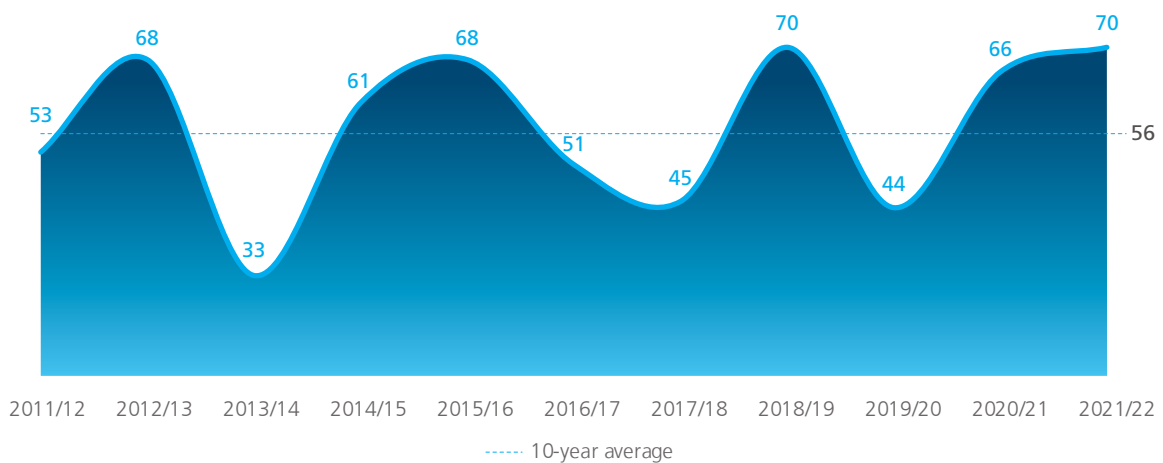
## > DROWNING DEATHS BY KEY LOCATIONS: **BEACH**



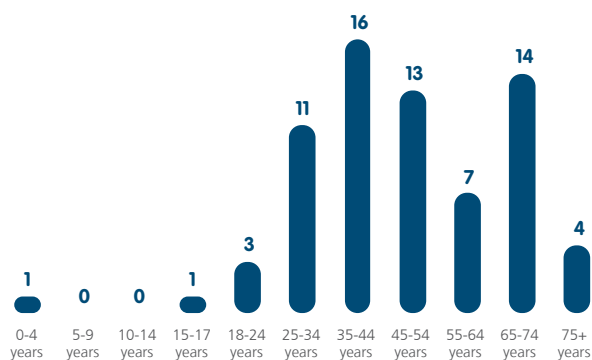
**87%** of all drowning deaths in this location were males



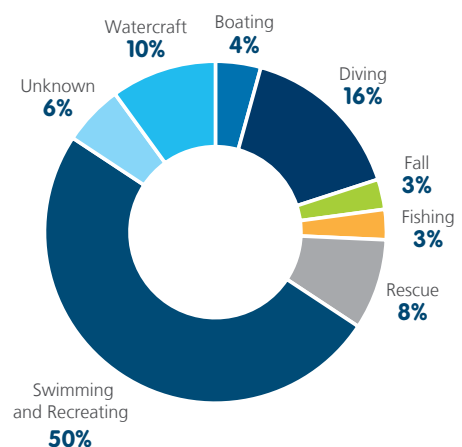
Drowning deaths at beaches from 2011/12 to 2021/22



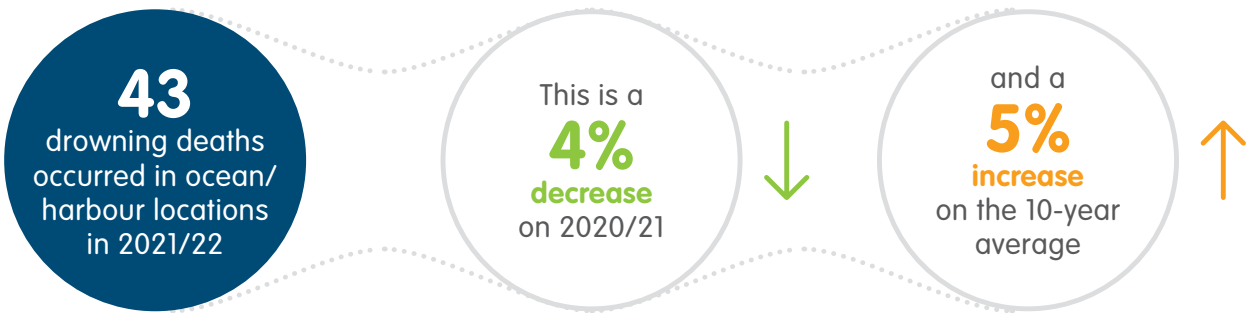
Drowning deaths at beaches by age, 2021/22




Drowning deaths at beaches by activity, 2021/22

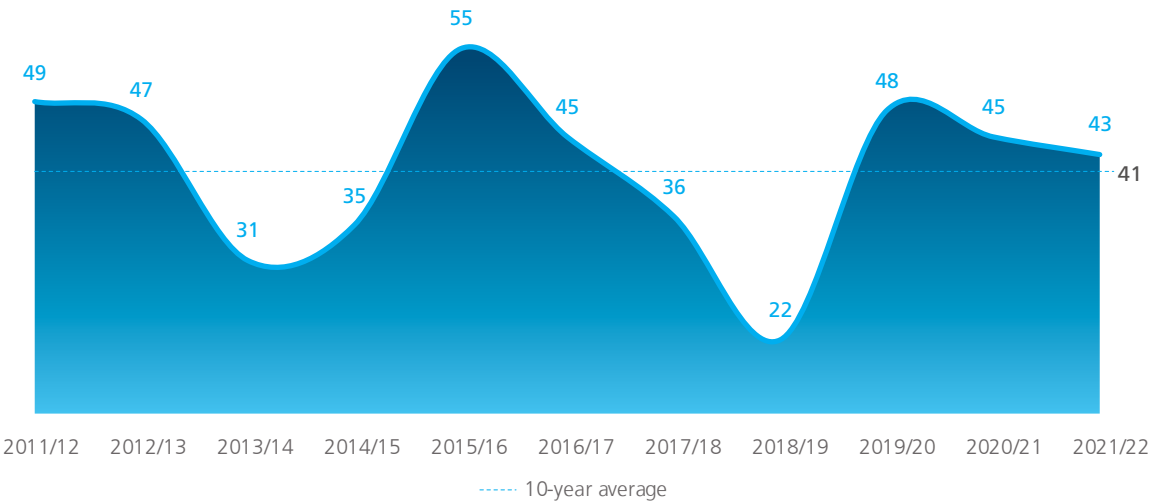


> DROWNING DEATHS BY KEY LOCATIONS: **OCEAN/HARBOUR**

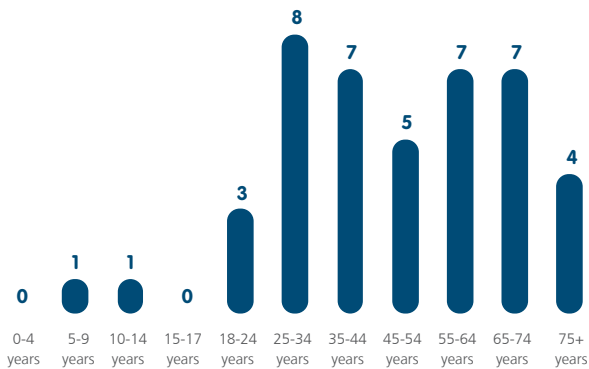


**93%** of all drowning deaths in this location were males 

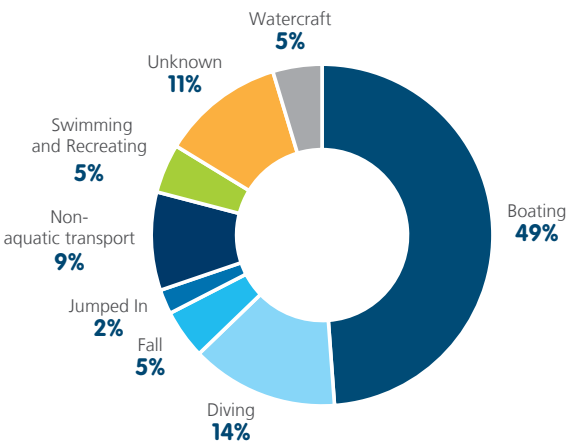
Drowning deaths in ocean/harbour locations from 2011/12 to 2021/22



Drowning deaths in ocean/harbour locations by age, 2021/22



Drowning deaths in ocean/harbour locations by activity, 2021/22



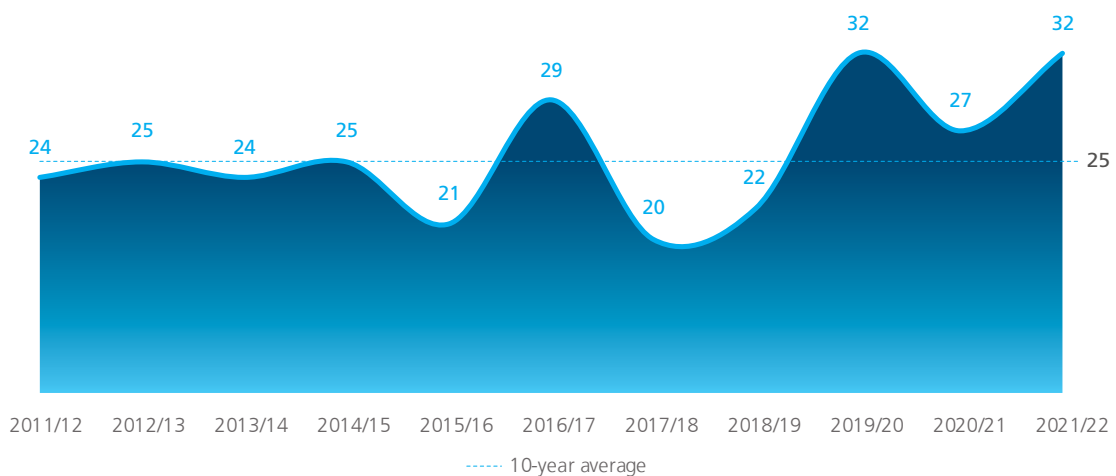
## > DROWNING DEATHS BY KEY LOCATIONS: LAKE/DAM



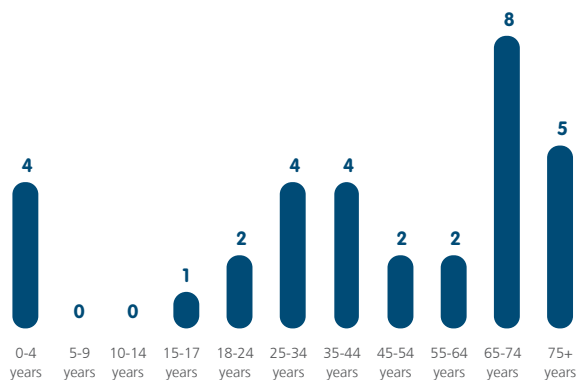
**84%** of all drowning deaths in this location were males



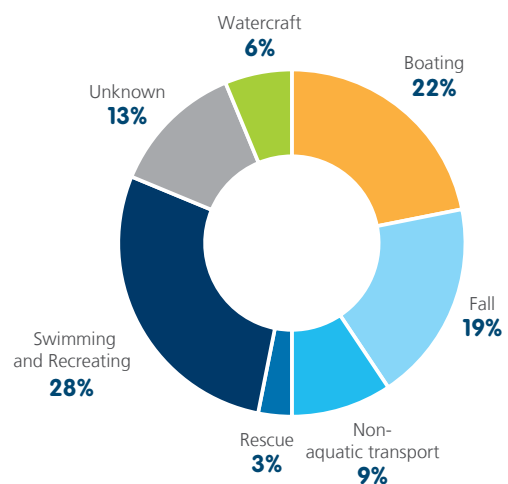
Drowning deaths in lake/dam locations from 2011/12 to 2021/22



Drowning deaths in lake/dam locations by age, 2021/22



Drowning deaths in lake/dam locations by activity, 2021/22





## > IN FOCUS

### Multiple fatality events

There were 10 multiple fatality events in 2021/22 that claimed the lives of 45 people. This is an 80% increase on the 10-year average.

A detailed analysis of these events found:

- > Males accounted for 71% of all multiple fatality events
- > Two thirds of deaths occurred in river/creek locations (67%), with ocean/harbour locations accounting for a further 22%
- > The leading activity related to deaths was non-aquatic transport (58%), followed by boating (20%) and being swept away (16%)
- > Queensland recorded 25 deaths as a result of a multiple fatality event, while New South Wales recorded 17
- > Flood-related deaths accounted for 69% of all multiple fatality events

Multiple fatality events are tragic with far-reaching effects on the victims' families, communities and rescue personnel. In order to reduce the number of multiple fatality events each year, as well as reduce the number of lives lost, a number of drowning prevention strategies can be undertaken.

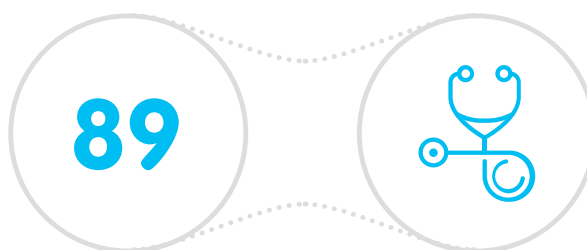
These include ensuring lifejackets are worn when boating or rock fishing, ensuring boats are seaworthy and fitted with appropriate safety equipment and monitoring weather reports and water conditions before and during activity.

Flooding was a significant risk factor for multiple fatality events in 2021/22. Local conditions can change rapidly following heavy rainfall. Important safety messages are shared with the community before, during and after flooding events. This information relates to planning, preparation and recovery, including advice against driving through or swimming in floodwaters.



## > FATAL DROWNING RISK FACTORS IN 2021/22

Sex, age and socioeconomic status can increase a person's risk of drowning, as well as the presence of pre-existing medical conditions and consumption of alcohol and/or drugs.



drowning deaths were known to involve  
a **pre-existing medical condition**

Those with known pre-existing medical conditions were mostly **male (82%)** and almost half were **aged 65 years and over (44%)**.

The most common pre-existing medical conditions among those who drowned were **cardiac conditions**, such as ischaemic heart disease and coronary artery atherosclerosis. Cardiac conditions were recorded in **71%** of cases where a pre-existing medical condition was known to be present.

Other commonly occurring medical conditions included **respiratory conditions (12%)**, **epilepsy or other seizure disorders (10%)** and **mental health conditions (7%)**.



drowning deaths were known to involve **alcohol**

Alcohol was deemed to be a contributory factor in **64%** of these cases

At the time of publication, presence of alcohol was unknown in **70%** of all cases

Alcohol consumption can increase the risk of drowning by impairing judgement and reaction time, increasing risk-taking behaviour and reducing coordination.



drowning deaths were known to involve **drugs**



**Legal**  
(prescription or over the counter medication)



**Illegal**  
(commonly cannabis and methamphetamine)



**Both**  
(legal and illegal drugs)



**Unknown**

At the time of publication, presence of drugs was unknown in **70%** of all cases

Medications can cause drowsiness, affect alertness and impair reaction time. Illegal drugs can numb the senses, reduce inhibitions and distort the perception of risk. There is also the potential for additive effects when alcohol consumption is combined with drug use.

> STATE AND TERRITORY  
DROWNING DEATHS

39  
↑ 8%

Western  
Australia

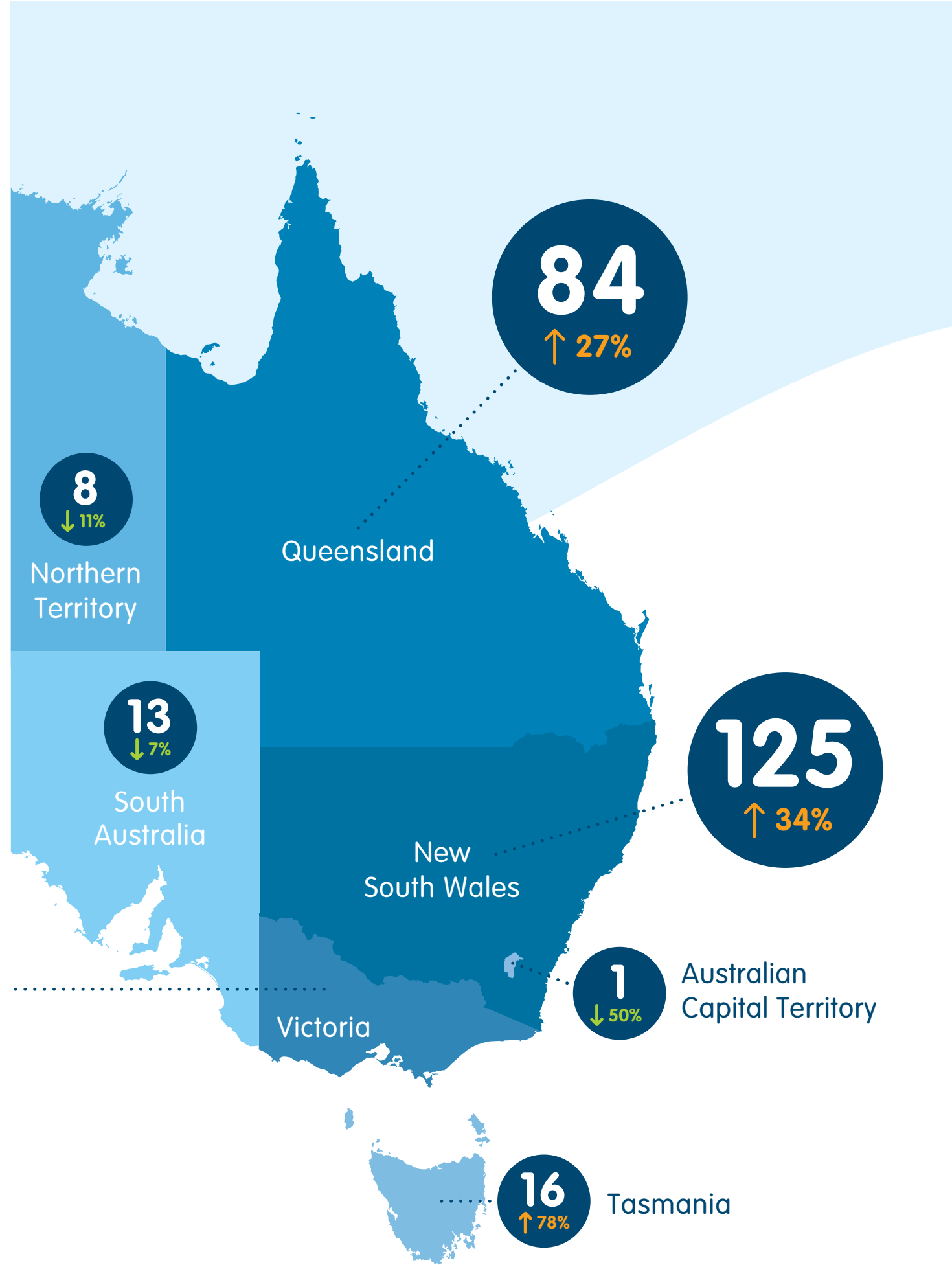
53  
↑ 15%

New South Wales recorded the largest number of drowning deaths (125), followed by Queensland (84). Tasmania recorded a 78% increase against the 10-year average, while the Northern Territory recorded an 11% decrease.

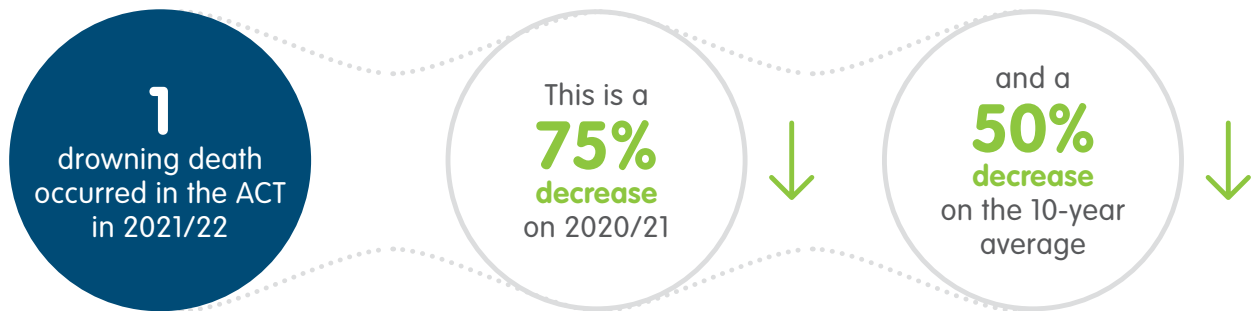
The Northern Territory recorded the highest fatal drowning rate at 3.21 per 100,000 population. The Australian Capital Territory recorded the lowest fatal drowning rate at 0.22 per 100,000 population.



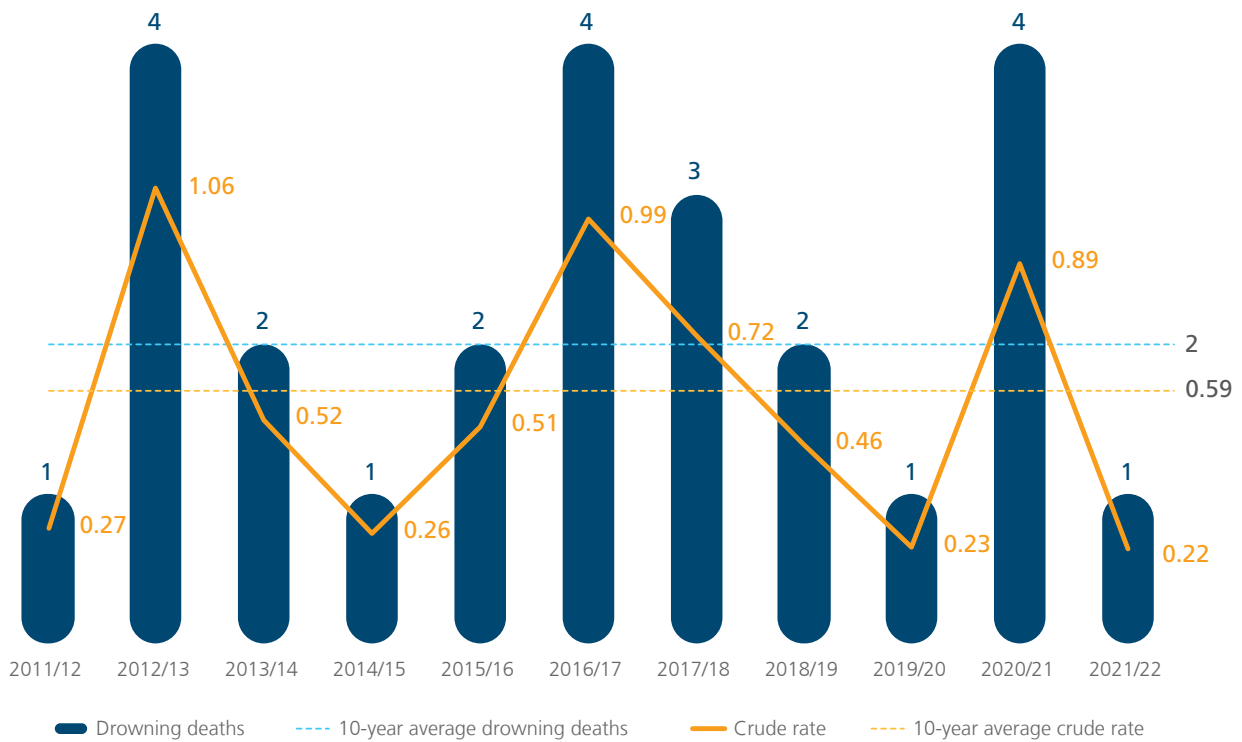
Arrows reflect 2021/22 changes  
against the 10-year average



## > AUSTRALIAN CAPITAL TERRITORY



Drowning deaths and death rates in the Australian Capital Territory from 2011/12 to 2021/22 and the 10-year average





## > ACT CASE STUDY

### ACT Infant CPR Awareness course

During April and June 2022, Royal Life Saving ACT offered free Infant CPR awareness sessions for new parents and caregivers in the ACT, with a child under 12 months old. Over 80 parents and caregivers have attended the free 90min sessions, focusing on CPR awareness and knowledge specific to infants.

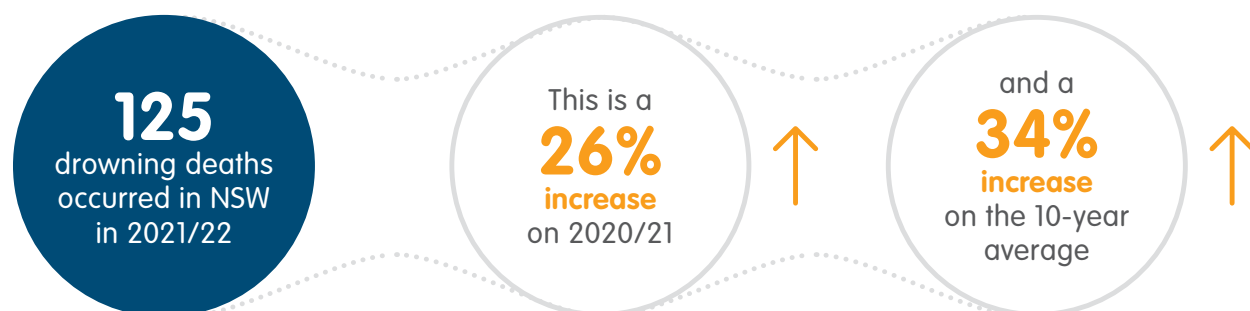
Along with CPR awareness, parent responsibility around water is a key focus of the workshop. A supporting resource has been developed, targeted at Dads and their role in maintaining vigilance for their own safety around water, as much as their baby's. A "Dear Daddy..." letter is written from the baby's point of view and asks Dads to look after themselves when in and around the water.

The reason for focusing on Dad's specifically, is that adult males are consistently and tragically over-represented in drowning statistics, making up over 80% of drowning deaths in Australia, with many families losing fathers, grandfathers, sons and uncles every year. The resource was designed to prompt Dads to not just consider water safety for their children but for themselves and set a good example as role models for their children throughout their early formative years.

Royal Life Saving ACT has partnered with local stakeholders to continue to offer this program free to new ACT parents for the remainder of 2022.



## > NEW SOUTH WALES

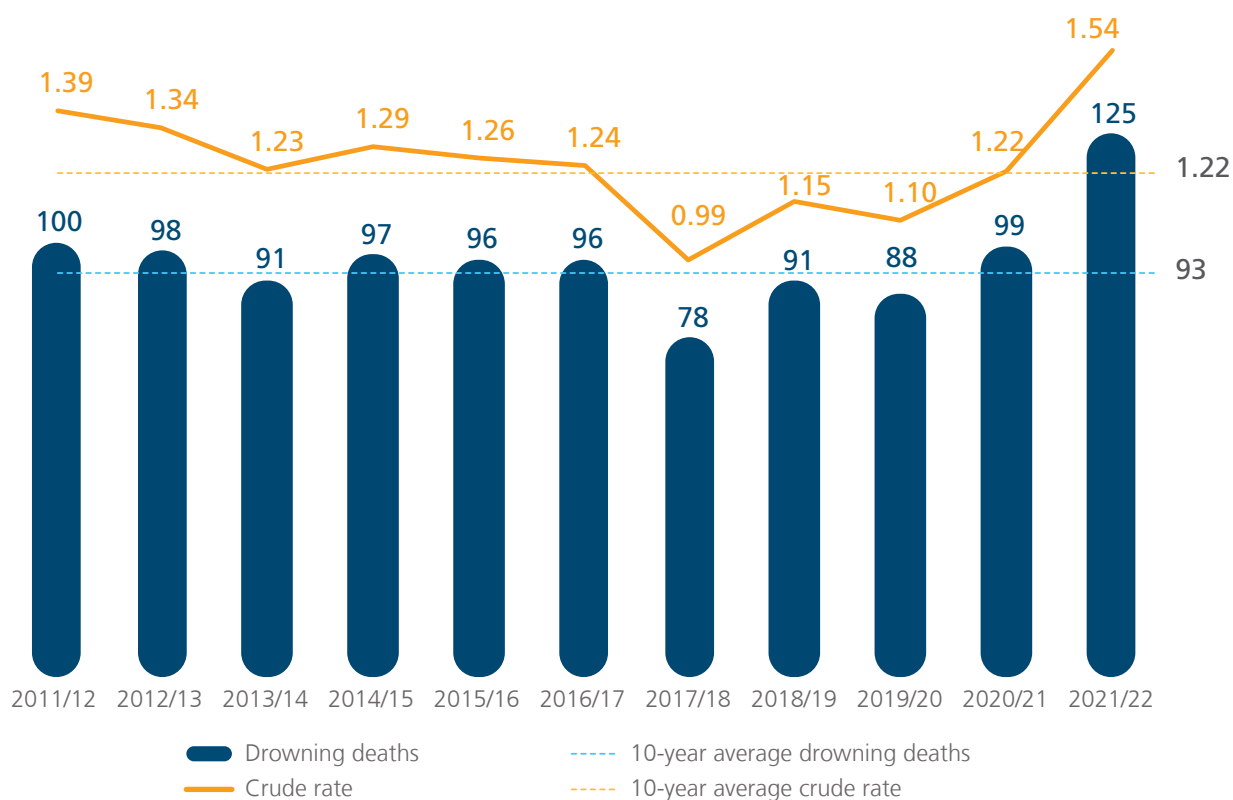


**83%**  
of those who drowned in  
New South Wales were male

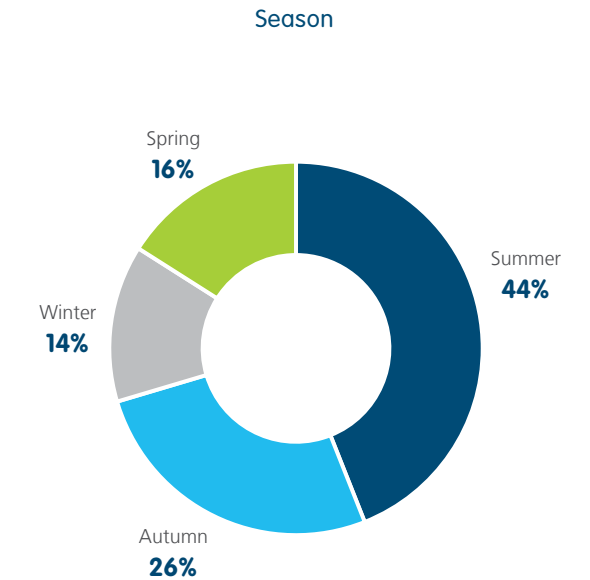
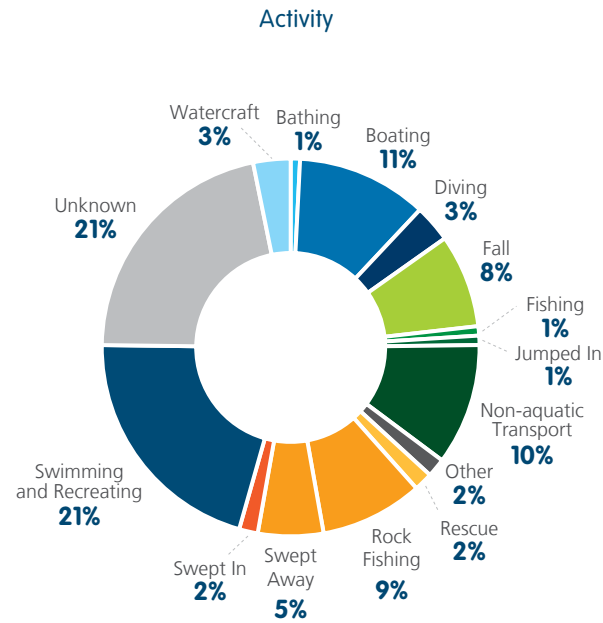
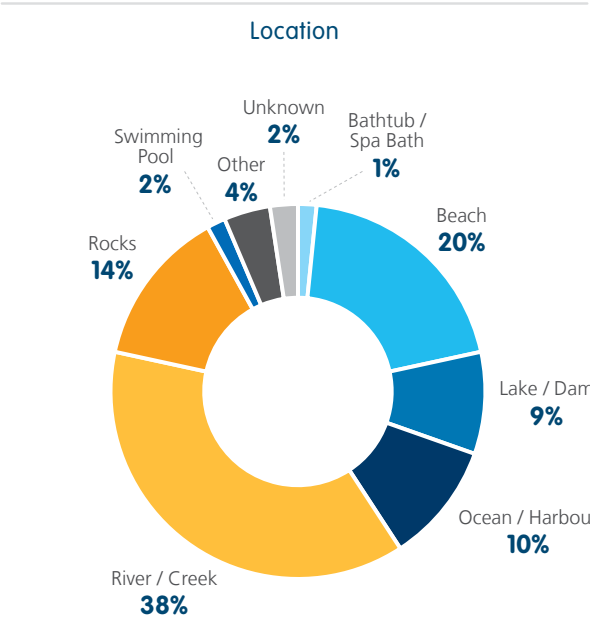
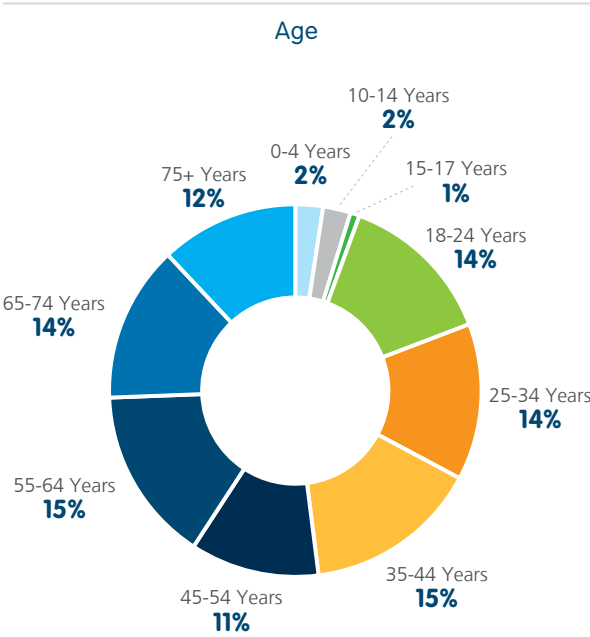


**11%**  
of drowning deaths were  
flood-related

Drowning deaths and death rates in New South Wales from 2011/12 to 2021/22  
and the 10-year average







**NSW reported a significant increase in drowning across 2021/22 against previous year, and the ten-year average.**

- This is the first time drowning in NSW is reported to be over 100 deaths since 2011
- This is the highest number of reported drownings in NSW on record (since 2002/03)
- NSW did not record the highest % increase, but exceeds all other states by numbers
- 1 in 10 drowning deaths in NSW were flood-related
- The highest impact of flooding deaths is on those over 65 years
- Flooding accounts for 11% of the drowning in NSW
- Without the NSW floods in February / March 2022, drowning would still be up
- 1 in 4 drowning deaths in NSW is a person over the age of 65 years
- Child drowning (0-4 years) is down in NSW, along with a decrease in drowning among primary school age children (5-14 years)
- **This may be** an indication that programs and campaigns targeted to children and their parents may be making an impact and it is important to continue focusing drowning prevention efforts on children
- Rivers and lakes account for almost 50% but note that flooding impacts on this proportion

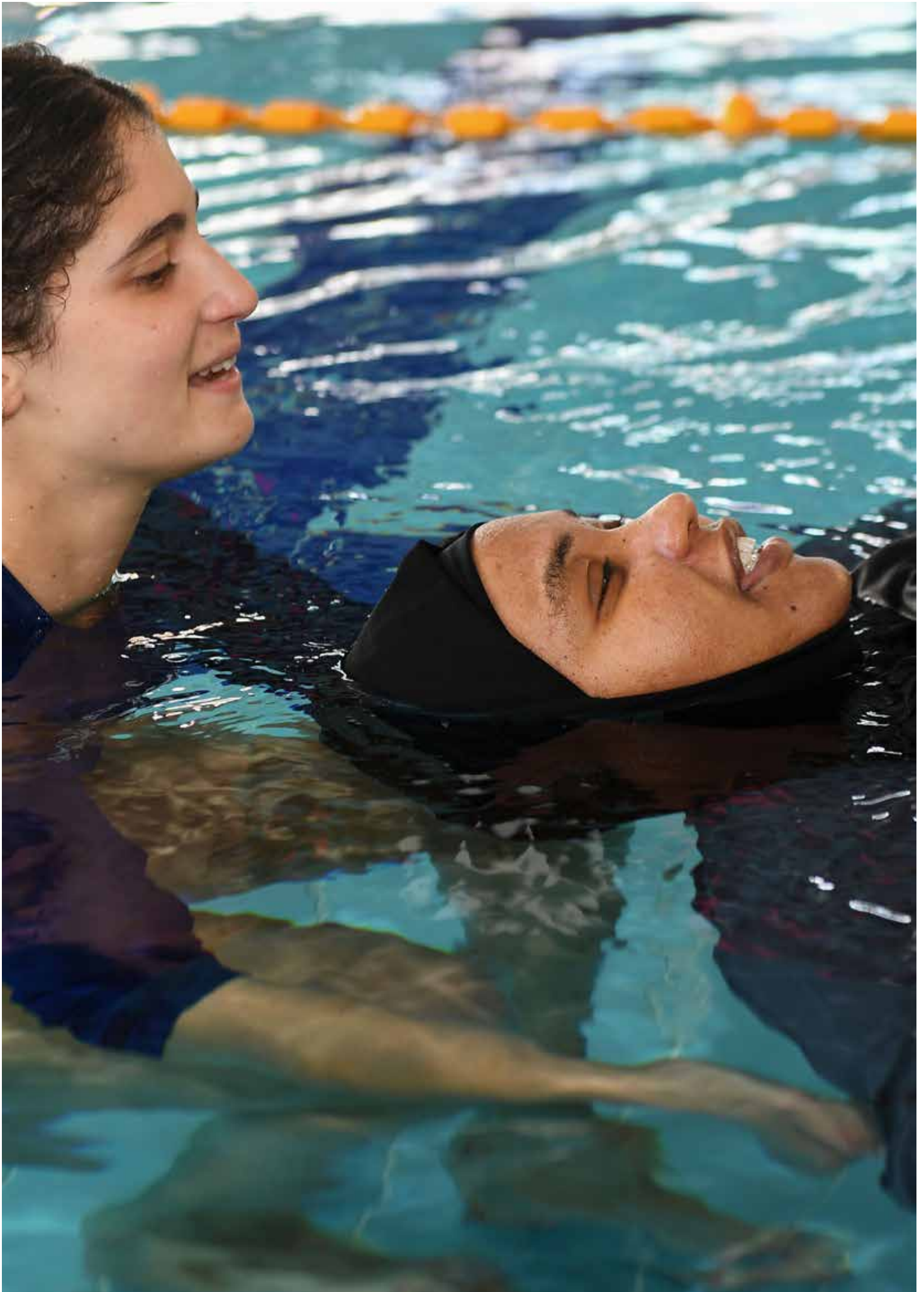
## ➤ NSW CASE STUDY

### **Everyone can learn to swim**

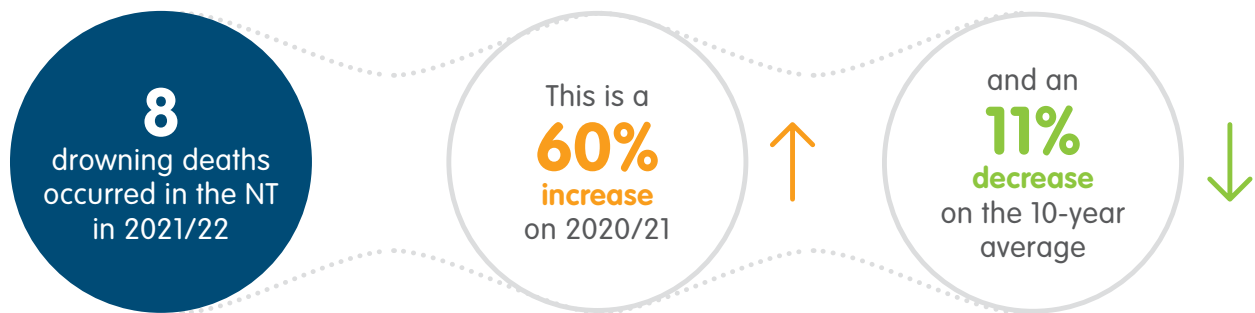
Royal Life Saving NSW, with support from the NSW Government's Office of Sport, launched a new Learn to Swim campaign for multicultural communities, to increase swimming lesson participation across NSW.

The new Everyone can learn how to swim campaign focuses on six people from diverse backgrounds and personal stories of how they overcame barriers to enjoy the many health and social benefits swimming can deliver.

The campaign provides resources for local communities to understand and navigate the barriers to swimming. This support will assist the aquatic industry to provide consistent and easy-to-understand information to their diverse local community. Translated guides are available in key language groups including Arabic, Chinese, Hindi and Nepali.



## > NORTHERN TERRITORY

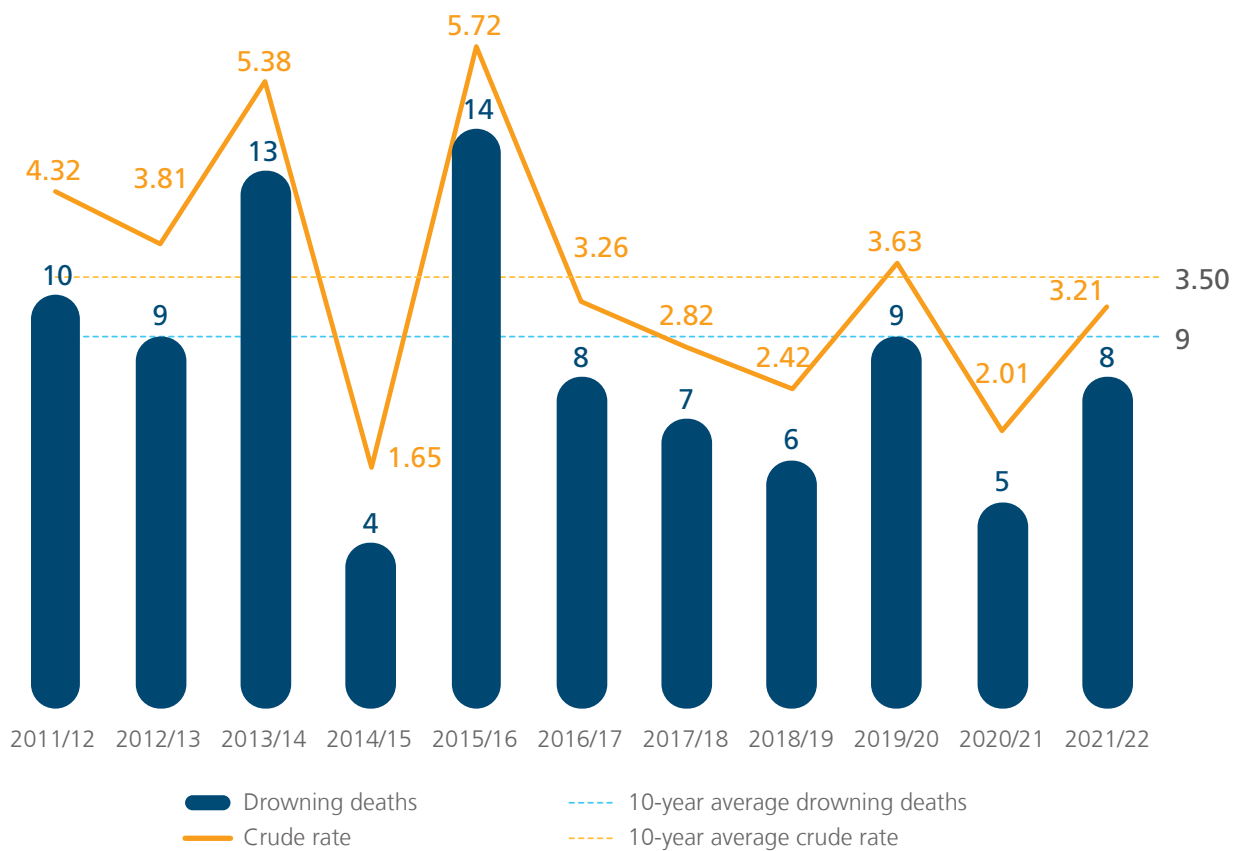


**75%**  
of those who drowned in the Northern Territory were male

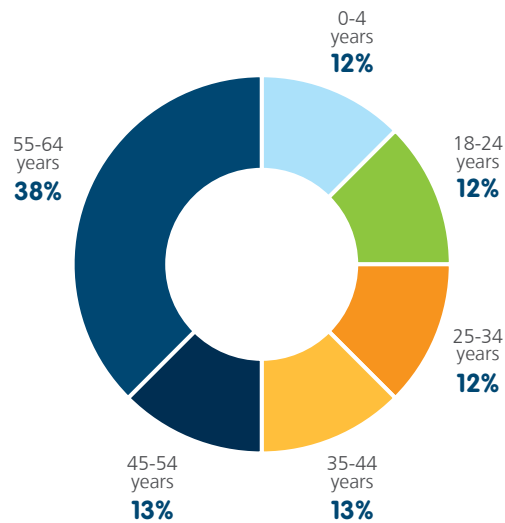


**13%**  
of drowning deaths were flood-related

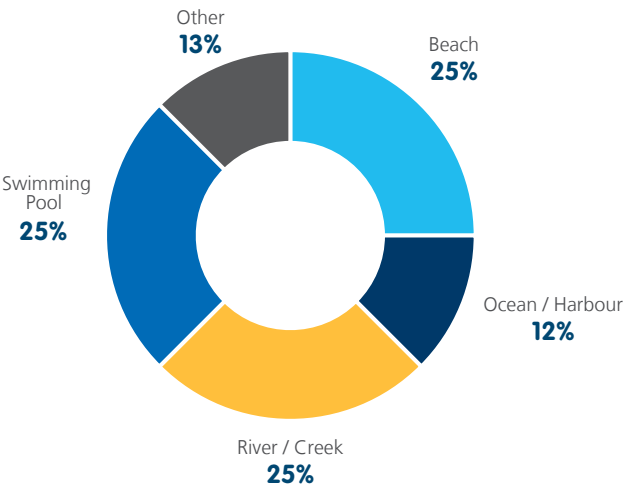
Drowning deaths and death rates in the Northern Territory from 2011/12 to 2021/22 and the 10-year average



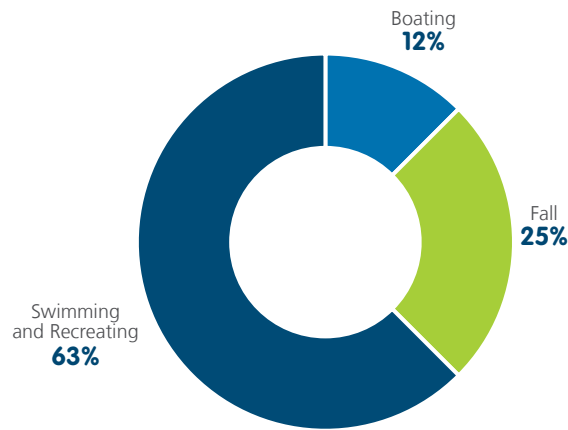
Age



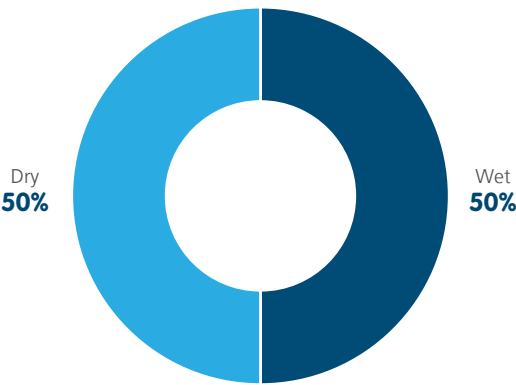
Location



Activity



Season



**NT experienced a 60% increase in drowning on 2020/21 and a 11% decrease on the ten-year average.**

- › Eight people drowned in the NT in 2021/22, up three from the previous year
- › NT recorded the highest national fatal drowning rate at 3.21 per 100,000 population
- › The highest impact was among adults aged 45 years and over
- › This age group (45 years and over) makes up over 50% of drowning this year
- › There were no drowning deaths in this age group in the previous year
- › No school age-children (5 – 17 years) drowned in the NT for the second year in a row, and no children aged 10 – 17 years have drowned since 2014/15
- › This may be an indication that programs and campaigns targeted to children and their parents may be making an impact and it is important to continue focusing drowning prevention efforts on children.
- › 13% of drowning deaths were flood-related
- › Despite 50% of drowning deaths occurring in the wet season, only one drowning death was flood-related
- › One in four people (25%) entered the water due to an unexpected fall into water

## › NT CASE STUDY

### **Water Safety Awareness Program**

The Water Safety Awareness Program is a Northern Territory Government initiative, as a part of the Five Point Water Safety Plan introduced in 2002 to reduce the rate of drowning and non-fatal drowning among children aged under five years old. Since 2002, approximately 22,000 NT families have received water safety messages through the program.

The Water Safety Awareness Program provides families with critical education in emergency care, resuscitation skills and water awareness utilising both in and out of water activities. The program is underpinned by Royal Life Saving's four key messages specific to reducing drowning among young children: 1) Supervision 2) Restrict access 3) Water familiarisation and 4) CPR awareness.

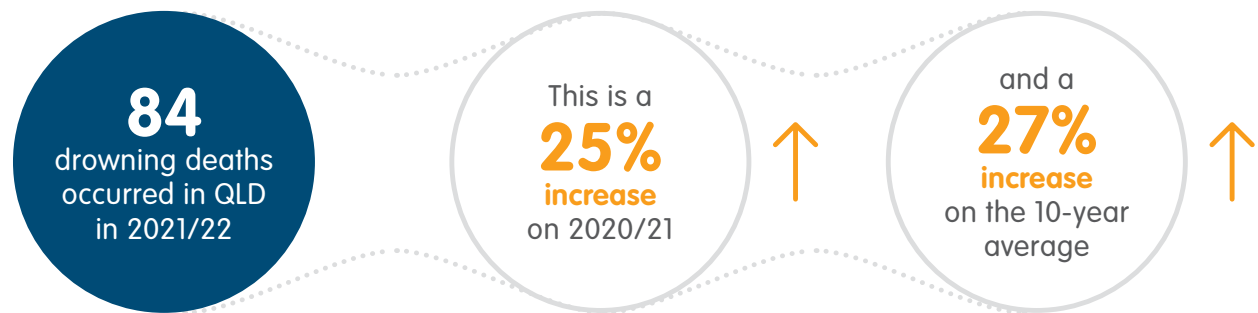
The program consists of five free sessions which both the parent/guardian and the child attend. These sessions provide instruction in emergency care, resuscitation skills and water awareness utilising both in and out of water activities.

The Water Safety Awareness Program has been funded by the Northern Territory Government through the Department of Tourism and Culture since 2003 and is delivered annually in Darwin, Palmerston, Katherine, Nhulunbuy, Tennant Creek and Alice Springs.





## > QUEENSLAND

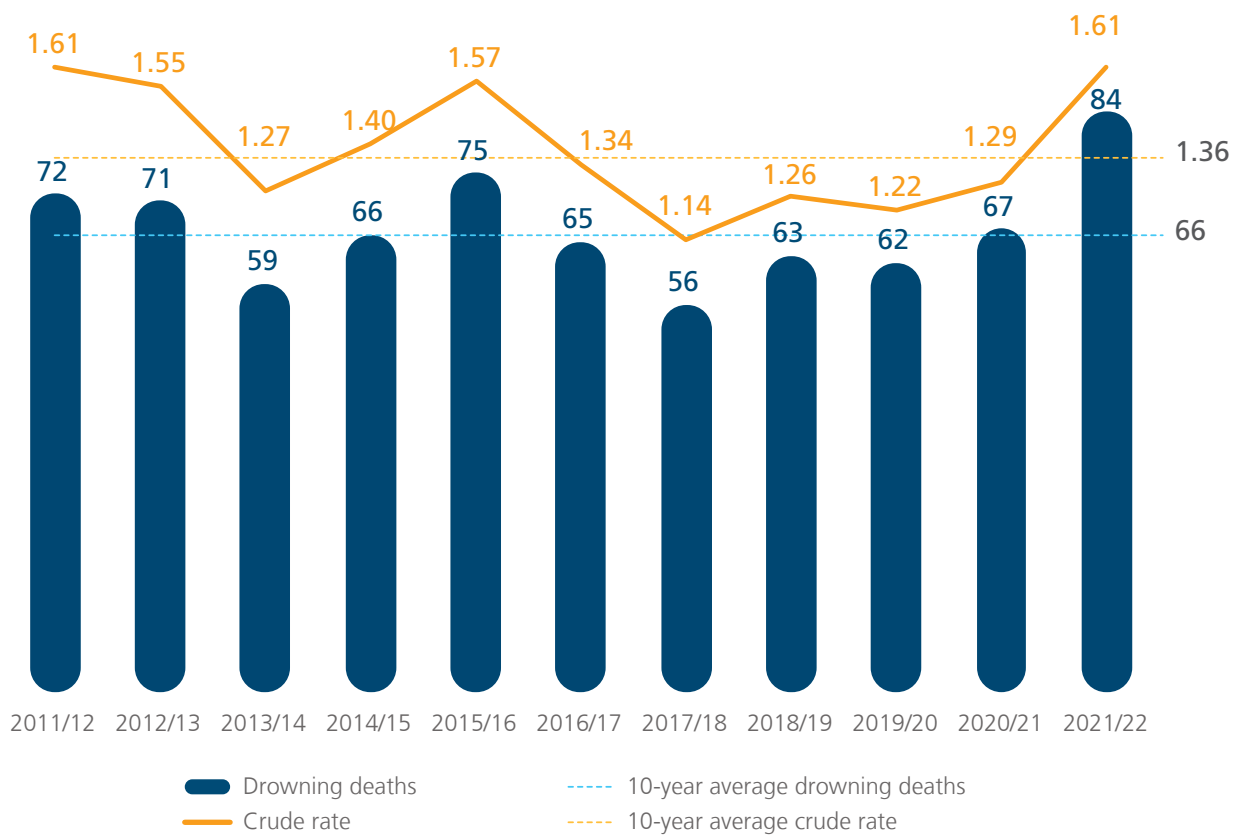


**77%**  
of those who drowned in Queensland were male



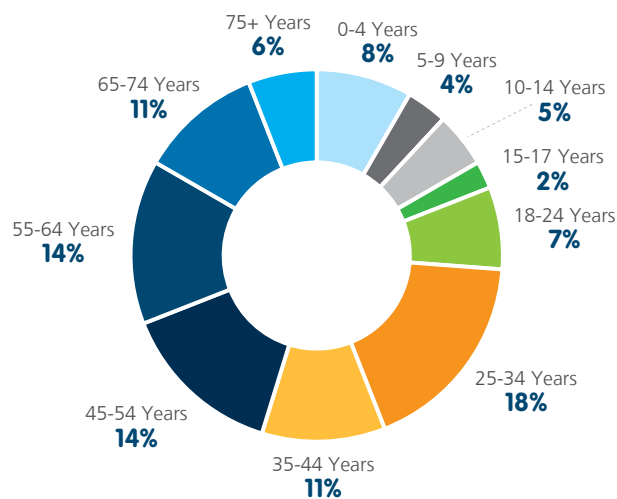
**31%**  
of drowning deaths were flood-related

Drowning deaths and death rates in Queensland from 2011/12 to 2021/22 and the 10-year average

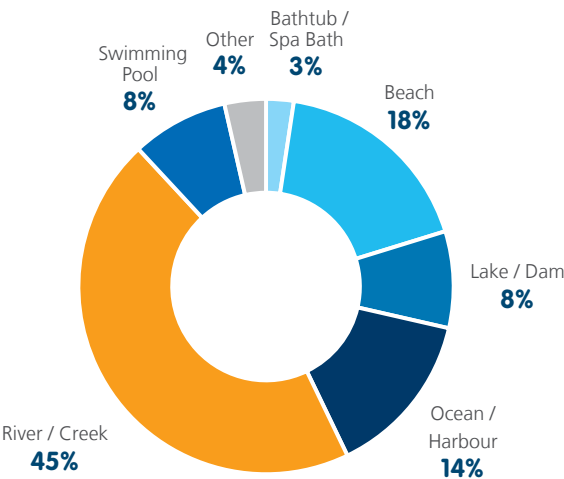




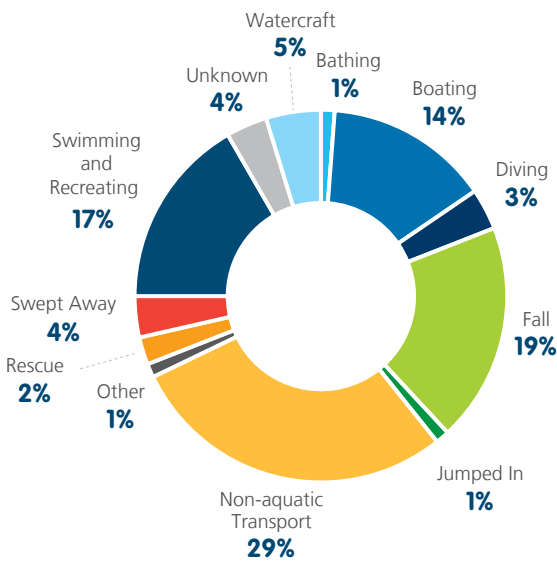
Age



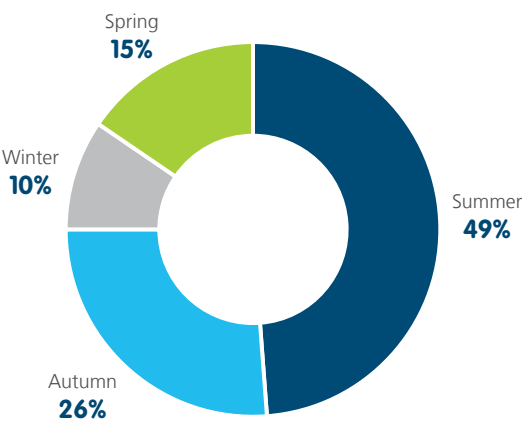
Location



Activity



Season



**Queensland experienced a 25% increase on 2020/21 and a 27% increase on the 10-year average.**

- This is the highest number of drowning deaths in Queensland in the previous ten years
- 31% of drowning deaths were flood-related
- Drowning more than doubled among the 45 – 55 years age group compared to the previous year (14% vs. 6% in 2020/21)
- The age groups with the biggest decreases were of children 0-4 years and adults aged 25 – 34 years
- Almost a third of all drowning deaths were due to non-aquatic transport, taking over from swimming and recreating as the leading activity prior to drowning
- This is largely due to flooding and people driving through floodwater or being trapped in their vehicles in floodwater
- Drowning in rivers was up by 30% this year, largely due to flooding compared to drowning at beaches which was down by 14%

## ➤ QLD CASE STUDY

### **The Ipswich Migrant Learn to Swim program**

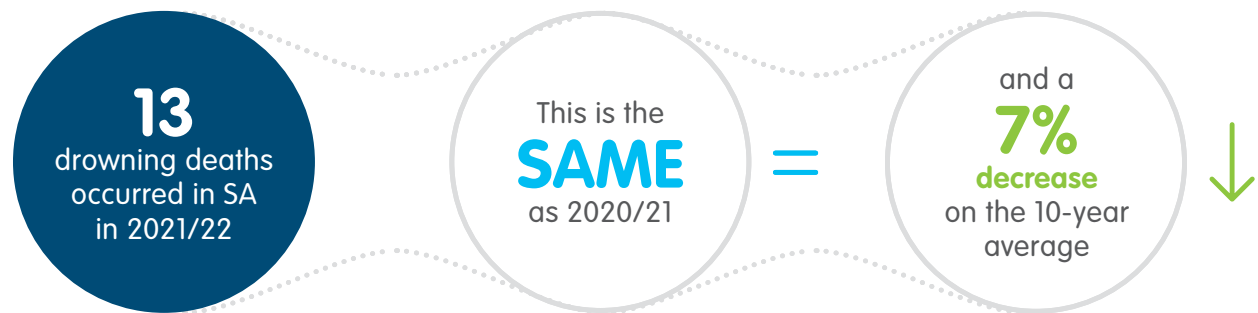
The Ipswich Adult Learn to Swim was a free learn to swim program delivered by Royal Life Saving Society Queensland in partnership with Ipswich City Council at Orion Lagoon in Ipswich. The program came about in response to local community interest for adult swimming programs. While the Ipswich Adult Learn to Swim Program was targeted to all adults, there was a focus on adults from multicultural communities, including those born overseas and local multicultural community members with little to no water experience.

Many of the participants had never had swim lessons or any water safety education with some having a negative water experience prior to the program.

The aim of the program was to educate, inform and provide practical water safety skills that will enable adults and their extended families to recreate and swim safely in local waterways.



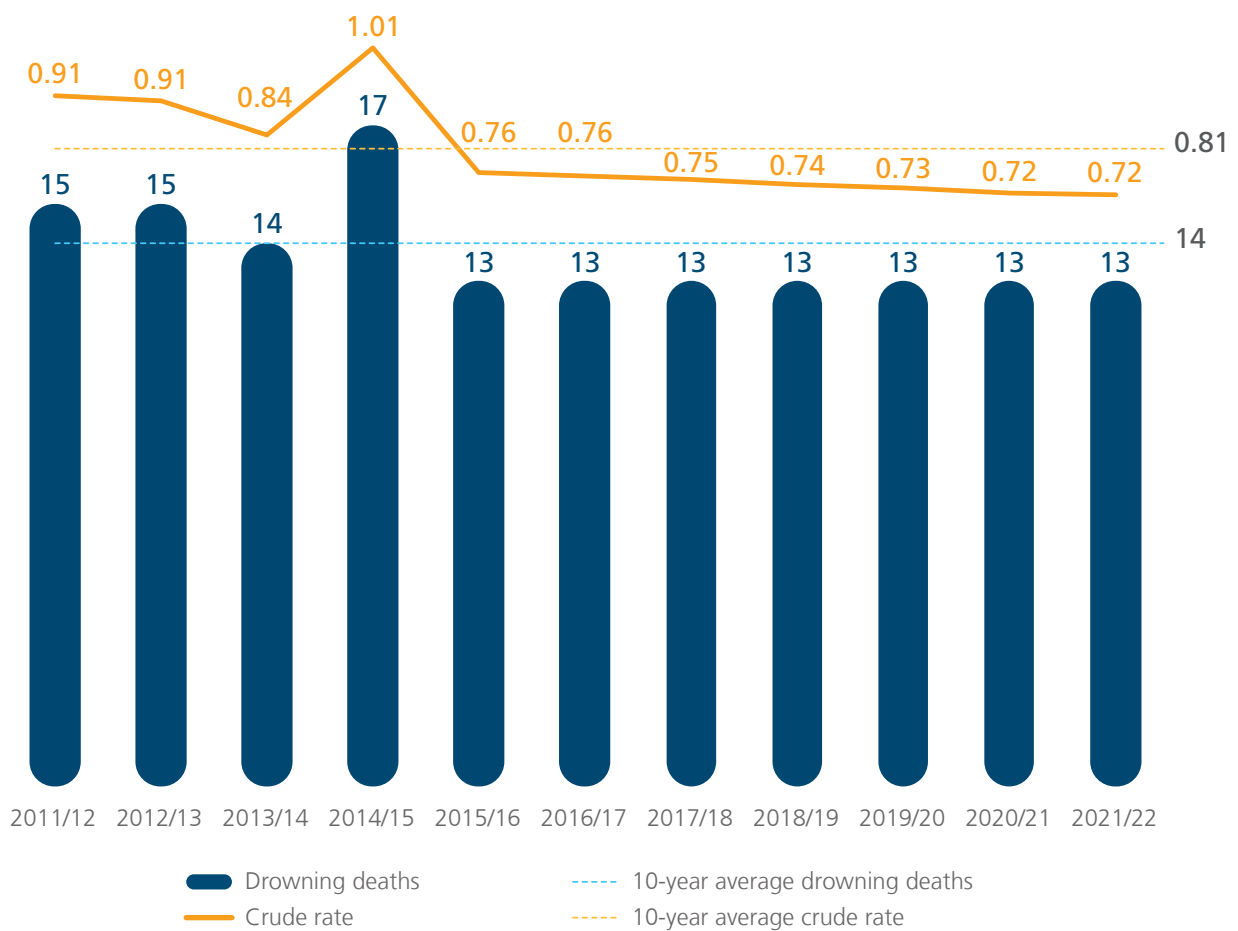
## > SOUTH AUSTRALIA



92% of those who drowned in South Australia were male

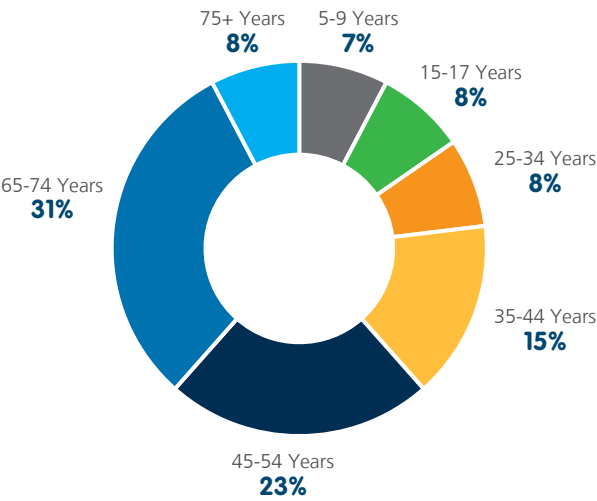


Drowning deaths and death rates in South Australia from 2011/12 to 2021/22 and the 10-year average

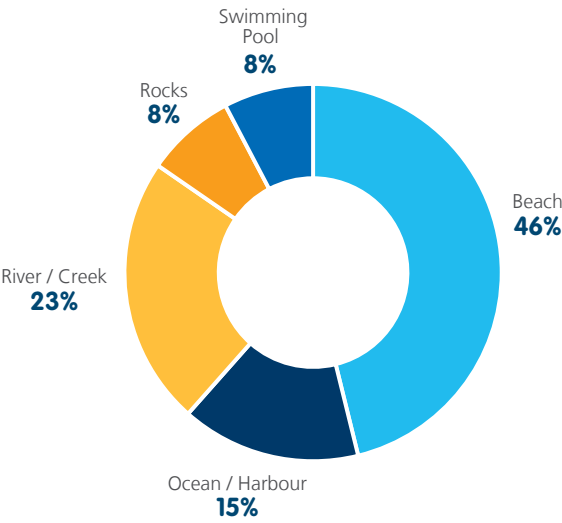




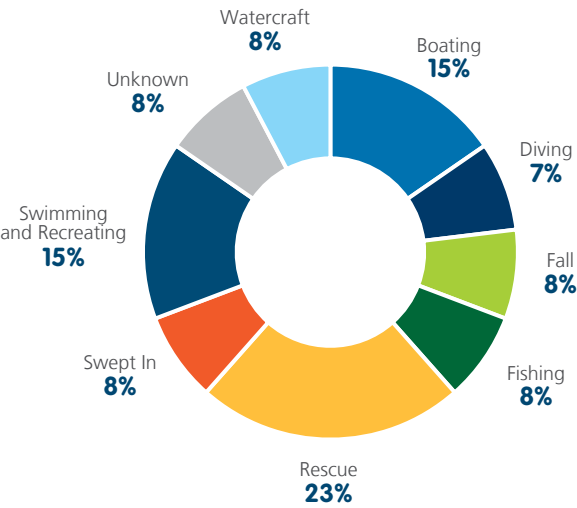
Age



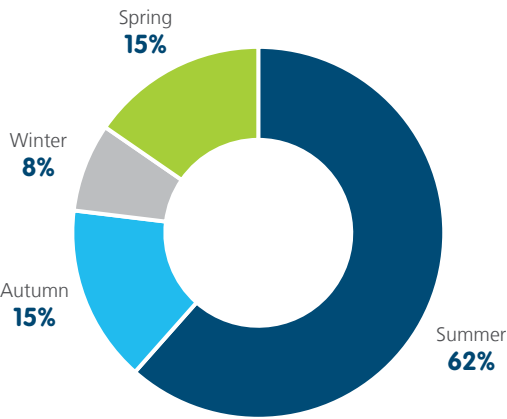
Location



Activity



Season



**The number of annual drowning deaths in SA has remained the same since 2015/16, however, the rates of drowning per 100,000 people have slightly decreased over time.**

- › All drowning deaths in SA were males
- › The biggest impact was recorded among older adults aged 65 – 74 years, which was almost a third of all drowning deaths in South Australia. This compared to no drowning deaths in this age group the previous year.
- › In total, people aged 55 years and over made up almost half (49%) of all drowning deaths this year in South Australia
- › There were no drowning deaths recorded among children 0-4 years for the second year in a row, and no children aged 10-14 years have drowned in SA since 2015/16
- › This may be an indication that programs and campaigns targeted to children and their parents may be making an impact and it is important to continue focusing drowning prevention efforts on children
- › Drowning at beaches was up by 30%, and up by 8% in rivers and swimming pools
- › Sadly, the leading activity prior to drowning was due to attempting a rescue, which nearly tripled from the previous year (23% compared to 8% in 2020/21)

## › SA CASE STUDY

### **Multicultural Swim and Survive English Literacy Program**

An 8-week program for over 100 adults from culturally and linguistically diverse backgrounds was delivered in Adelaide between May-July 2022. Participants were aged between 18-60 years old and most had only recently moved to Adelaide.

The program accommodated all abilities, with the aim of teaching practical water safety skills for use at inland and coastal waterways. In addition to swimming skills, participants learnt how to perform reach and throw rescues, and how to identify dangers in, on and around water.

On the final day of program, City of Adelaide Deputy Lord Mayor - Councillor Arman Abrahamzadeh OAM presented certificates to participants. Mr Abrahamzadeh shared his own story and congratulated participants for their courage in participating in the program.

A pathway program was established to help participants to continue their water safety education beyond their initial 8-week program. Thanks to the City of Adelaide for their commitment to water safety education for CALD communities, and to the Adelaide Aquatic Centre for being an inclusive space for everyone.

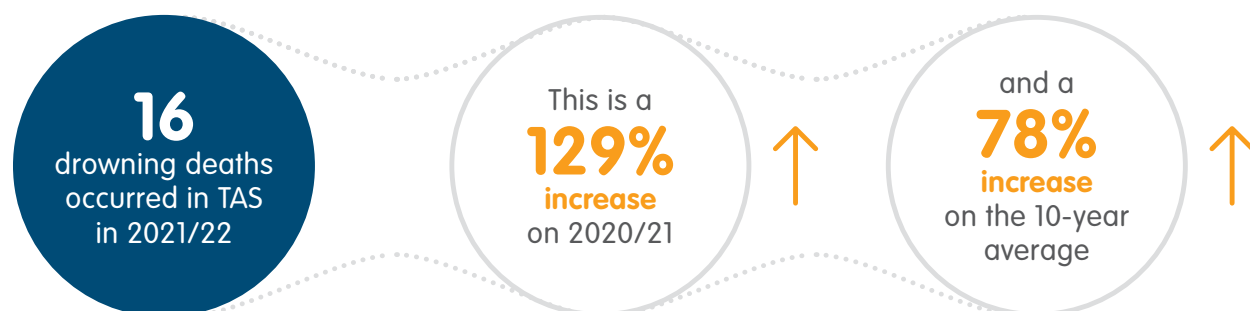
**"I came into the Swim and Survive program with a fear of water bred for decades, and scepticism of whether I can overcome my anxiety. The incredible team at The Royal Life Saving and Adelaide Aquatic Centre welcomed me into their family and introduced me to the methods by which I can keep myself safe in and around the water and helped me overcome my fear of the water; that too in just 8 weeks! Thank you, Royal Life Saving, especially Jake, Jayne, and Karen for putting a smile on my face and giving me a chance at appreciating the water safely!"**

**Male participant**





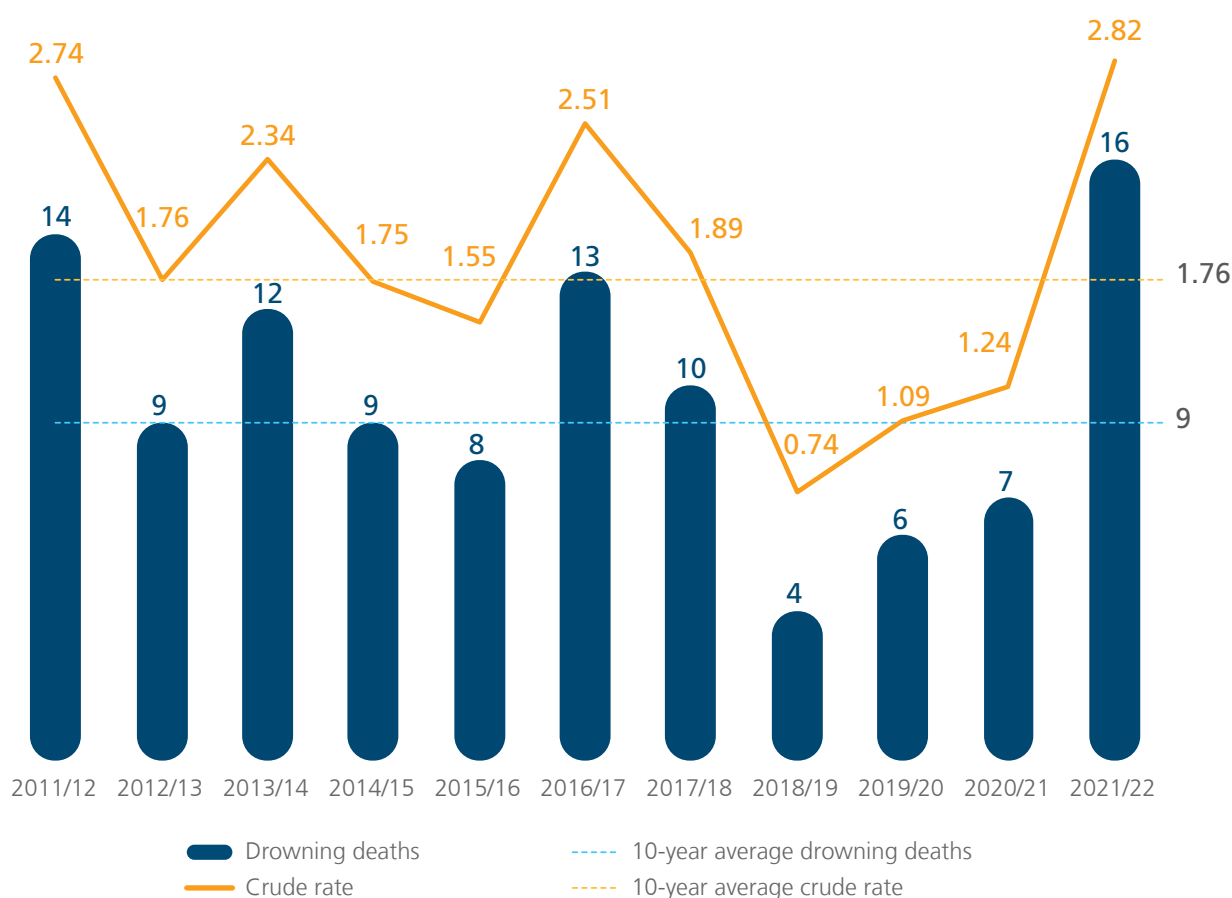
## > TASMANIA



81% of those who drowned in Tasmania were male

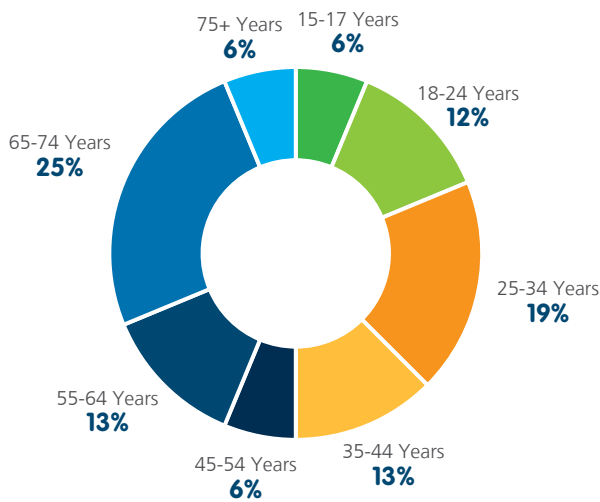


Drowning deaths and death rates in Tasmania from 2011/12 to 2021/22 and the 10-year average

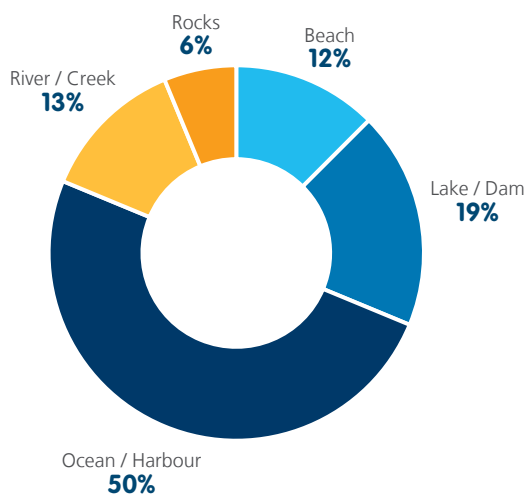




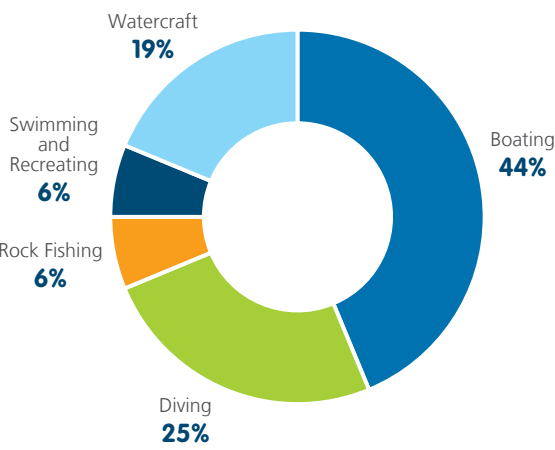
Age



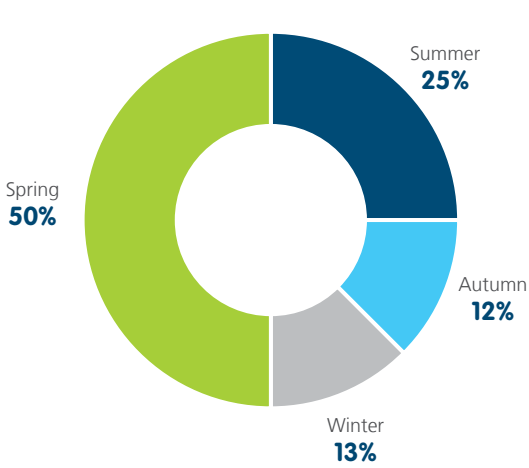
Location



Activity



Season



**Tasmania experienced a 129% increase in drowning on 2020/21 and a 78% increase on the ten-year average.**

- › This is the highest number and rate of drowning deaths in Tasmania in the previous ten years
- › This is the highest increase in drowning of all States/Territories this year
- › The biggest impact was among adults aged 25 – 55 years, totaled 38% compared to zero deaths in the age bracket the previous year
- › No children aged 0-14 years drowned in Tasmania in 2021/22
- › No children 5-9 years have drowned in Tasmania since 2012/13
- › No children aged 10-14 years have drowned since 2017/18
- › This may be an indication that programs and campaigns targeted to children and their parents may be making an impact and it is important to continue focusing drowning prevention efforts on children
- › Half of all drowning deaths were in the ocean/harbour
- › One-third of all drowning occurred at rivers, lakes or dams, similar to last year
- › Activity trends are different in Tasmania compared to the rest of the country
- › The leading activities prior to drowning are boating, diving and using watercraft
- › Interestingly, when compared to the previous 2 years (2020/21 and 2019/20), falls into water attributed for the leading activities (29% and 50%), compared to zero this year
- › More drowning deaths occur outside of the summer months, in comparison to the peak time for drowning for the rest of the country

These statistics may indicate the increased number of people boating in Tasmania, who may not have the experience or skills, or returning to boating and diving after a number of years and haven't refreshed their knowledge, skills or have the same fitness levels as previously.

## › TAS CASE STUDY

### **Aquatic Survival Program for migrant students**

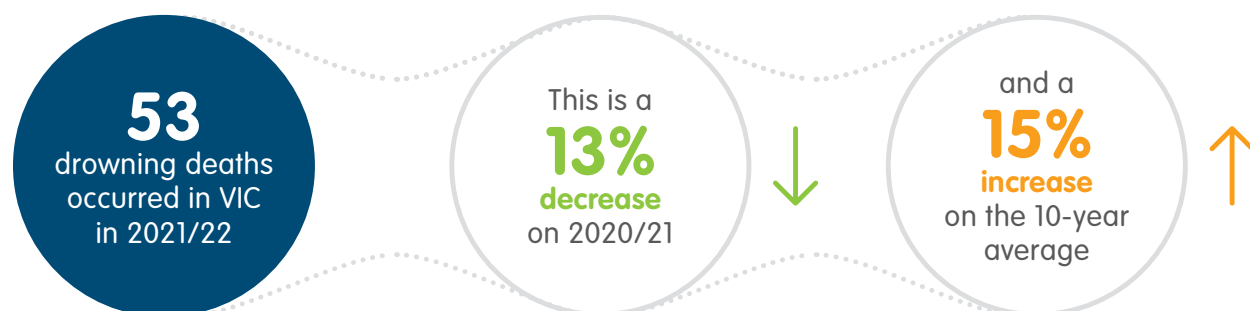
Royal Life Saving Tasmania conducted an intensive Aquatic Survival Program for migrant students in Launceston, with the assistance of the Migrant Resource Centre – Northern Tasmania and Scotch Oakburn College staff and students. The students aged between 6 and 12 years were from Bhutan and Afghanistan and had very little previous exposure to water.

This program provided students with the opportunity to learn how to be safe in and around the water with their newly acquired aquatic skills. For many of the students, who were still in primary school, it was a chance to develop their swimming and water safety skills and to catch up to their peers with their water safety knowledge.

The program is held on an annual basis, providing much needed aquatic experiences for the Tasmanian migrant community and was Federally funded through the Royal Life Saving Inland Waterways Project.



## > VICTORIA

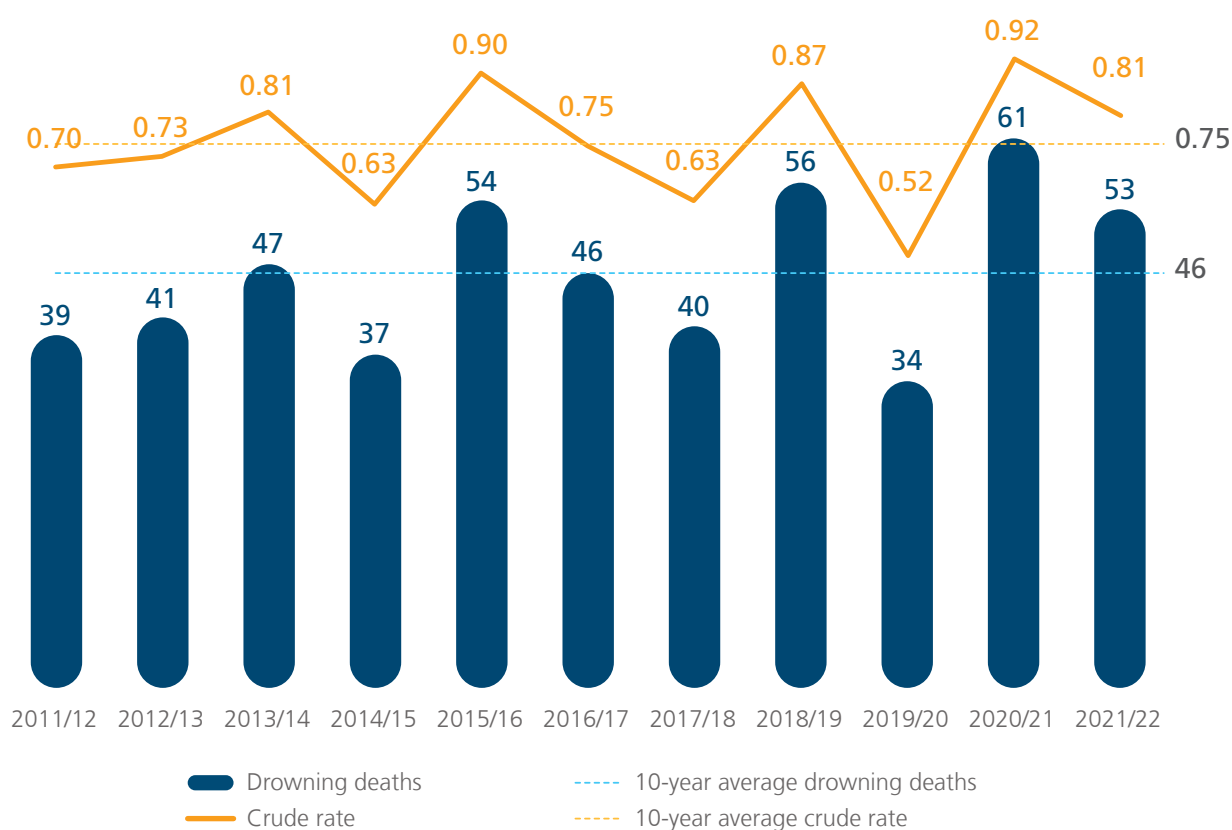


**75%**  
of those who drowned in  
Victoria were male



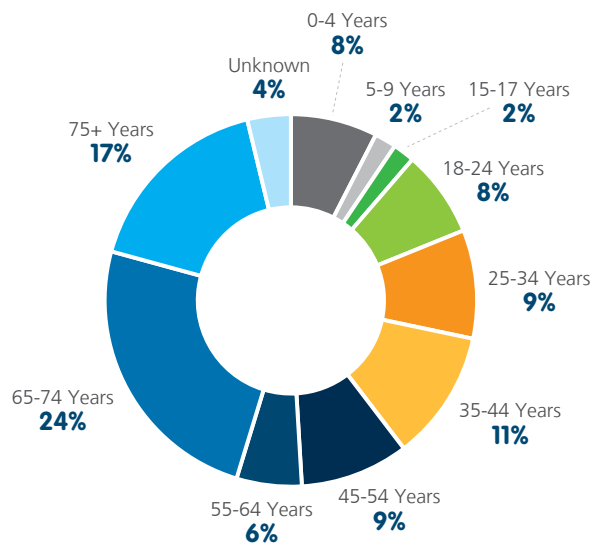
**2%**  
of drowning deaths were  
flood-related

Drowning deaths and death rates in Victoria from 2011/12 to 2021/22  
and the 10-year average

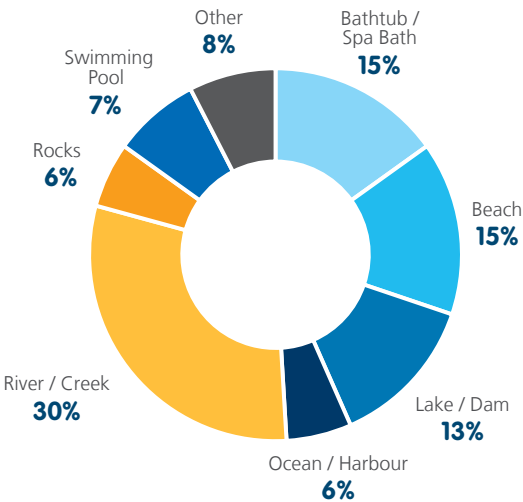




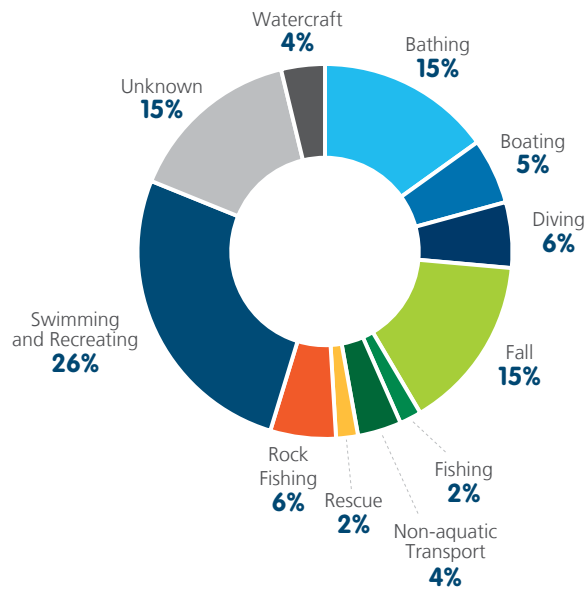
Age



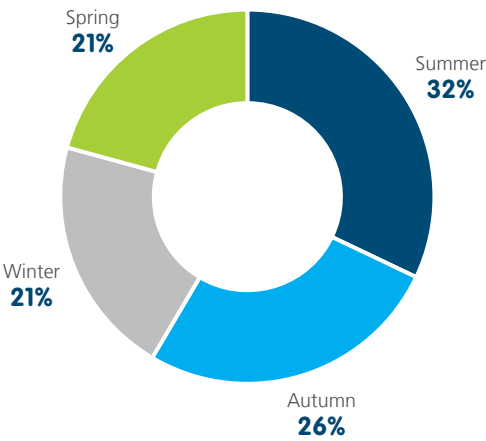
Location



Activity



Season



**Victoria experienced a 13% decrease in drowning compared to 2020/21 and a 15% increase compared to the ten-year average.**

- › Noting that 2020/21 was highest number of drowning deaths on record
- › 2% of drowning deaths were flood-related
- › Drowning deaths among children (0-14 years) decreased by 15%
- › No children aged 5-9 years drowned
- › This may be an indication that programs and campaigns targeted to children and their parents may be making an impact and it is important to continue focusing drowning prevention efforts on children
- › The biggest impact was among older people aged 65 – 74 years, who made up almost a quarter of all drowning deaths in Victoria, compared to only 5% the previous year
- › 41% of drowning deaths in Victoria were 65 years and older, compared to 23% the previous year
- › While rivers were the location with the highest number of drowning deaths, drowning in bathtubs / spas almost doubled this year
- › Swimming and recreating remained the leading activity prior to drowning
- › Drowning while bathing and rock fishing was slightly up compared to last year
- › Drowning linked to falls into water recorded the biggest decrease from last year, down by 14%

## › VIC CASE STUDY

### **Seniors back in the pool with Life Saving Victoria**

Life Saving Victoria (LSV) launched a new seniors recreation program in 2022 after lockdowns impacted accessibility to public pools, particularly for older Victorians.

More than 150 people aged between 50 - 90 years old participated in the three-week program across six aquatic facilities. The program aims to reduce social isolation, re-establish water confidence and increase safety skills, encouraging participants to continue using aquatic facilities in future. The program covers multiple in water activities including walking and talking in water, aqua exercise hydrotherapy and spa time.

This program was developed in response to the increase in drowning among people aged 65 and over in recent years, which shows that a lack of awareness of the risk factors affecting older Victorians around water, such as prescription medications and medical conditions, may be a contributing factor.

“There are many benefits both from a personal wellbeing perspective, as well as improving social connections, general health and water safety,” LSV’s manager – business development diversity and inclusion Trudy Micallef said.

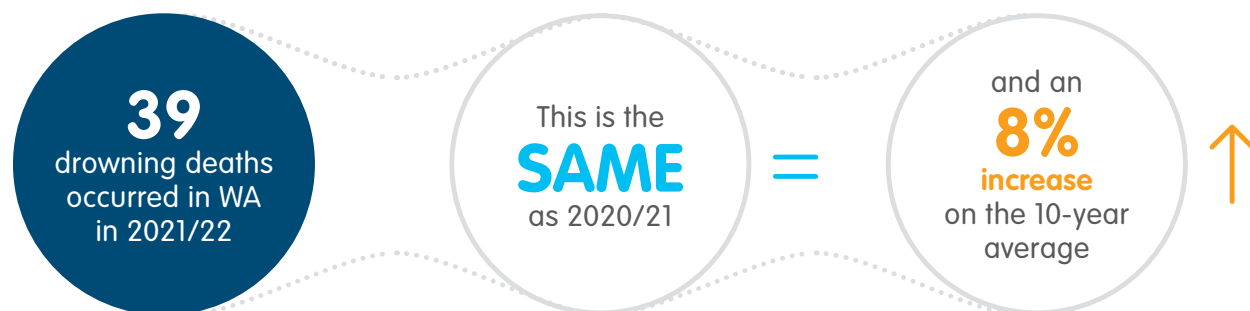
“While our participants are having fun and getting fitter, they are also developing a better understanding of water safety, exploring their own limitations and water safety risks as they age, and the benefits of adding water-based exercise to their normal routine.

“We always finish with a coffee together too, ensuring there is dedicated time to socialise and build friendships. Hopefully we also see grandparents or caregivers who participated in the program bringing their grandkids to the pool over the school holidays, so they can have a new fulfilling and fun activity together,” says Ms Micallef





## > WESTERN AUSTRALIA

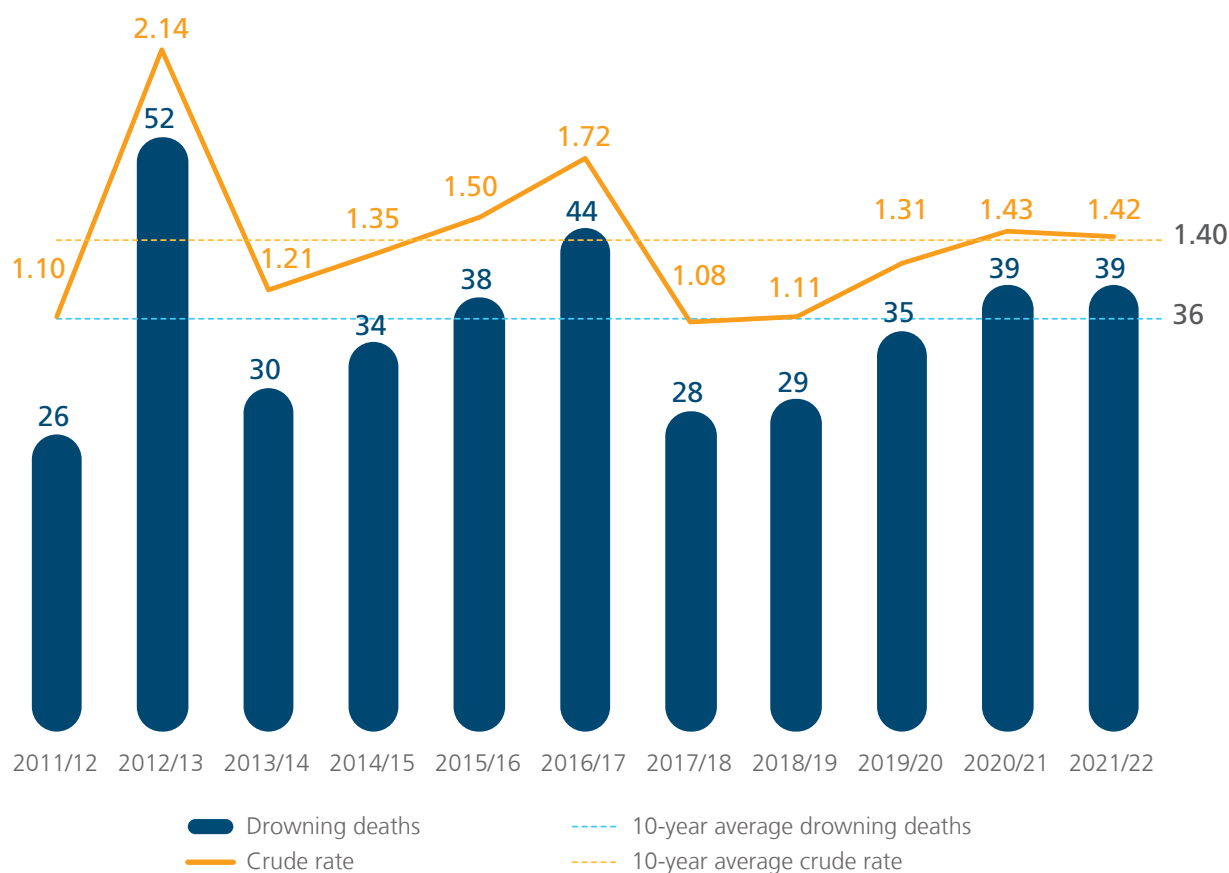


**92%**  
of all drowning deaths in Western Australia were males



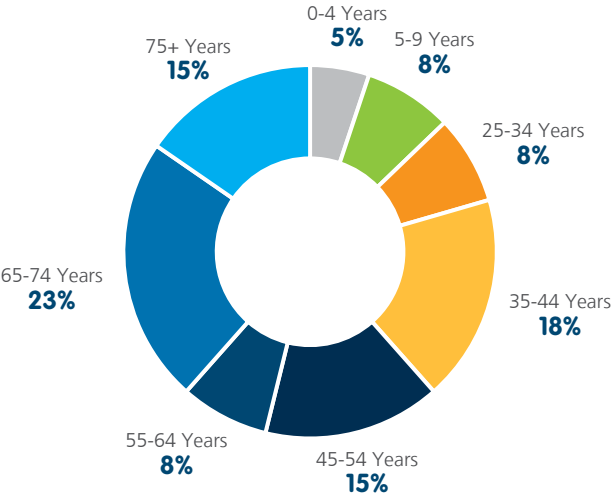
**3%**  
of drowning deaths were flood-related

Drowning deaths and death rates in Western Australia from 2011/12 to 2021/22 and the 10-year average

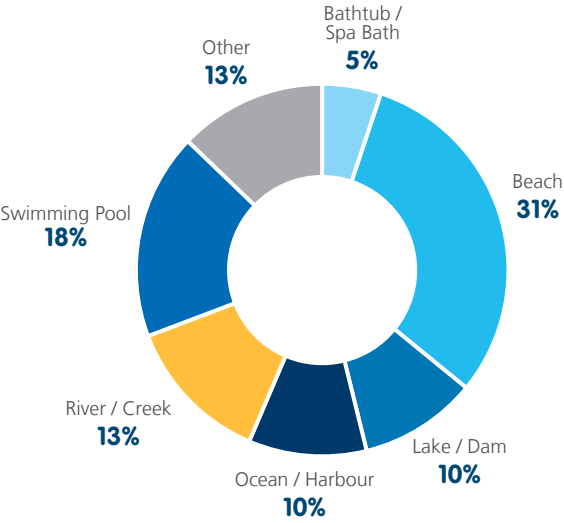




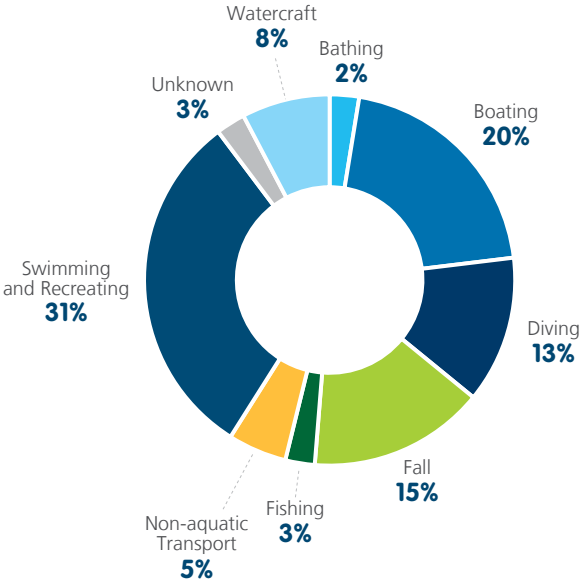
Age



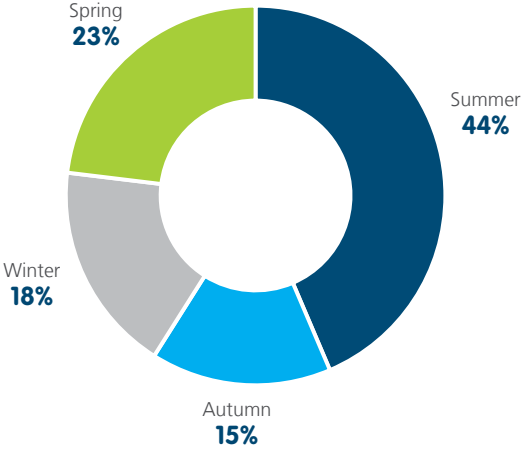
Location



Activity



Season



**The number of drowning deaths in WA was the same as 2020/21, which was the highest number since 2016/17.**

- Adults aged 65 – 74 years recorded the highest proportion of drowning deaths
- The biggest increases in drowning were among adults aged 35-44 years (by 10%)
- Drowning in children 5-14 years increased to 8%, compared to zero the previous year
- Drowning was down in adults aged 25 – 34 years by 10% compared to the previous year
- Zero young adults (15-17 years and 18-24 years) drowned
- Zero children in the 10-14 years age group drowned for the third year in a row, indicating that programs and campaigns targeted to children and their parents may be making an impact and it is important to continue focusing on children
- Drowning at beaches was up by 13%
- The biggest decreases in drowning were recorded at ocean/harbour locations and around rocks (down by 16% and 10%)
- Swimming and recreating remained the leading activity prior to drowning, with boating, diving related-drowning, and falls into water all up from last year
- 3% of drowning deaths were flood-related

## ➤ WA CASE STUDY

### **Kimberley children enjoy their first Spirit Carnival**

Western Australia's Kimberley region has the second highest drowning rate of any region in WA, with Aboriginal Australians making up one third of drowning deaths, the largest proportion of any region in WA.

Working hard to address these statistics, Royal Life Saving WA is focused on providing swimming opportunities for children in remote Aboriginal communities, including the inaugural Kimberley Spirit Carnival. Fifty children from across the region came together for the event, learning valuable lifesaving techniques while showcasing the skills they learnt throughout the year in their Swim and Survive and Swim for Fruit programs.

The schools involved in the carnival included Yiyili Aboriginal Community School, Warlawurra Catholic School, Ngalangangpum School and Halls Creek District High School, with the children collectively taking a round trip of more than 600 kilometres to attend the event.

Royal Life Saving WA Senior Manager Education, Trent Hotchkin, says the hope is that the children involved in this carnival will make a real difference in the future of their communities.

**"By enabling these children to take part in events like the Spirit Carnival we hope to see them lead a generational change, learning skills to become future lifesavers in remote and regional WA," he said.**

The Kimberley Spirit Carnival was made possible thanks to support from Lotterywest and the Department of Local Government Sport and Cultural Industries.





## > METHODS

### Fatal drowning

The information presented in the Royal Life Saving National Drowning Report 2022 has been collated from the National Coronial Information System (NCIS), State and Territory Coronial offices and year-round media monitoring. Cases are collated in partnership with Royal Life Saving State and Territory Member Organisations (STMOs) and Surf Life Saving Australia and analysed by Royal Life Saving Society – Australia. Information contained within the NCIS is made available by the Victorian Department of Justice and Community Safety.

Royal Life Saving uses a media monitoring service for broadcast, print and online all year round to identify drowning deaths reported in the media. This information is then corroborated with information from the NCIS, police reports and Royal Life Saving STMOs before being included in the National Drowning Report.

Great care is taken to ensure that the information in this report is as accurate as possible. Figures may change depending on ongoing coronial investigations and findings, as 91% of cases are still under investigation (i.e., open) as this report went to press. Royal Life Saving regularly publishes ongoing studies, which provide detailed information on long-term data trends.

Information on drowning cases is correct as of 11 August 2022. Historical drowning data are correct as of 1 July 2022 in accordance with Royal Life Saving's ongoing data quality assurance policy. All cases in the Royal Life Saving National Fatal Drowning Database are checked against those in the NCIS on a regular basis and figures are updated in annual National Drowning Reports as cases close. The 10-year averages in this report are calculated from drowning death data from 2011/12 to 2020/21 inclusive.

Drowning rates per 100,000 population are calculated using population data from the Australian Bureau of Statistics (ABS) publication 'Australian Demographic Statistics' (Cat 3101.0). Percentages and averages are presented as whole numbers and have been rounded up or down accordingly.

### Exclusions and categorisations

Drowning deaths as a result of suicide or homicide, deaths from natural causes, shark and crocodile attacks, or hypothermia have been excluded from this report. All information presented in this report relates to drowning deaths or deaths where drowning is a contributory cause of death.

'Non-aquatic transport' relates to drowning deaths involving a means of transport that is not primarily designed or intended for aquatic use such as cars, motorbikes, bicycles and aeroplanes among others.

Means of transport primarily used for aquatic purposes are categorised under 'boating' (water-based wind or motor-powered vessels, boats, ships and personal watercraft, such as boats, jet skis, sail boats and yachts). 'Watercraft' refer to water-based non-powered recreational equipment such as those that are rowed or paddled (e.g., rowboats, surfboats, kayaks, canoes, boogie boards).

Within this report, 'swimming pool' includes home swimming pools, public swimming pools, hotel and motel pools, and portable swimming pools among others.



## Non-fatal drowning

In the absence of up-to-date data on non-fatal drowning, non-fatal drowning incidents in 2017/18, 2018/19, 2019/20, 2020/21 and 2021/22 were estimated using the observed ratios of fatal to non-fatal incidents for each age group and sex between 2002/03 and 2014/15.

The applicable average ratio of fatal to non-fatal incidents over that period was then used to project the likely number of non-fatal incidents based on the number of fatal incidents for that age group and sex in 2017/18, 2018/19, 2019/20, 2020/21 and 2021/22.

Since available counts of non-fatal incidents do not include all drowning incidents, the proportion of missing incidents was estimated based on a four-year sample of fatal incident data which compared incident counts using both broad and restrictive definitions of 'drowning'.

The estimated proportion of drowning incidents not captured in existing non-fatal data for each age group was then used to scale-up estimates of non-fatal incidents to arrive at a projection comparable with the broad definition of drowning used to count fatal drowning incidents in this report.

## Acknowledgements

Royal Life Saving would like to thank the following people and organisations for their assistance in producing the Royal Life Saving National Drowning Report 2022:

- Royal Life Saving State and Territory Member Organisations (STMOs)
- The National Coronial Information System (NCIS)
- Victorian Department of Justice and Community Safety
- Surf Life Saving Australia
- The Queensland Family and Child Commission (QFCC)
- Shane Daw and Dr Jaz Lawes (Surf Life Saving Australia)
- Dr Bernadette Matthews and Dr Hannah Calverley (Life Saving Victoria)
- Lauren Nimmo and Rachel Murray (Royal Life Saving WA)
- Rick Carter (Studio One Another)

The drowning prevention research of the Royal Life Saving Society – Australia is supported by the Australian Government.

This report was compiled and written by Alison Mahony, Principal Research and Policy Officer and Stacey Pidgeon, National Manager – Research and Policy, Royal Life Saving Society – Australia.

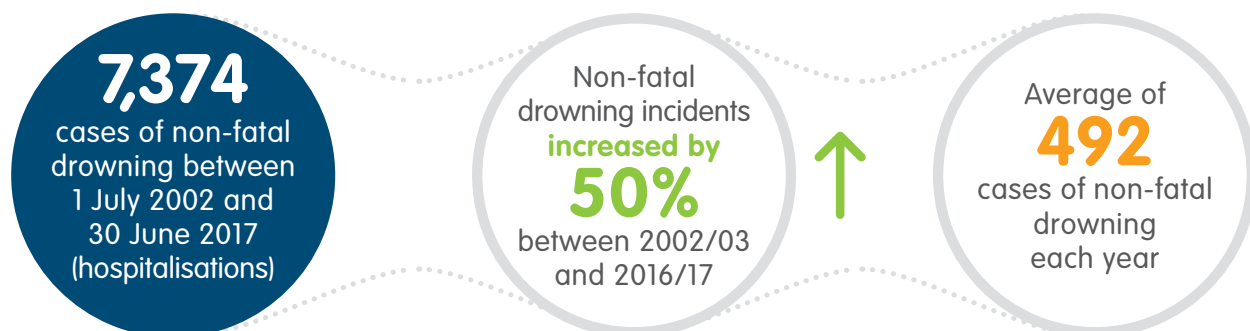




Royal Life Saving's research and policy contribution in 2021/22 has been diverse and continues to impact drowning prevention policy and programs.



## > NON-FATAL DROWNING IN AUSTRALIA



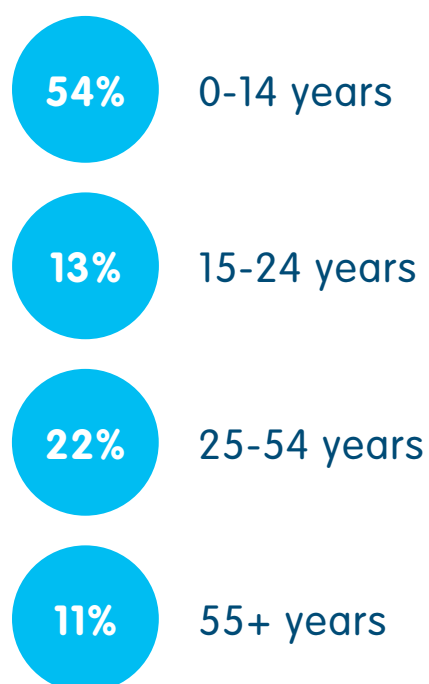
**66%** of all non-fatal drowning incidents were males



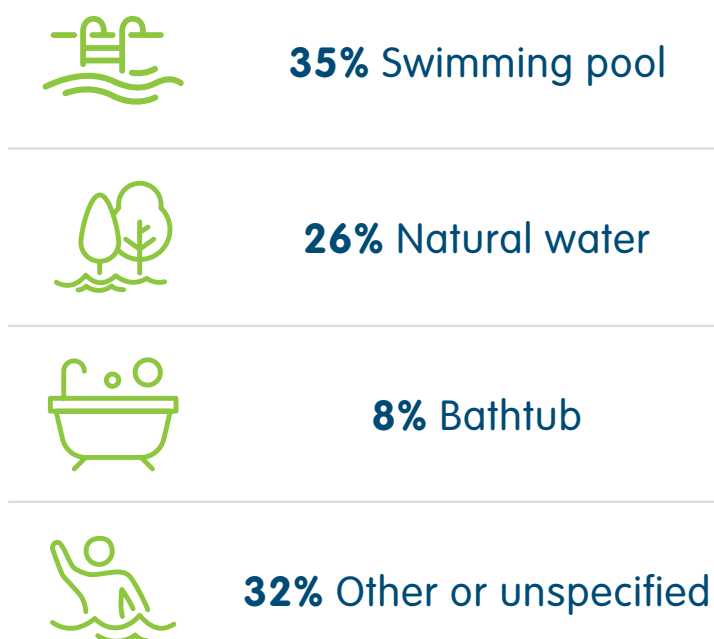
### Remoteness classification



### Age



### Locations





## Length of hospital stay

**2.3  
DAYS****Overall average****1.5  
DAYS****Average stay for  
children 0-4 years****5.9  
DAYS****Average stay for  
adults 75+ years****3.0  
DAYS****Average stay for  
natural water****1.9  
DAYS****Average stay for  
swimming pools****1.7  
DAYS****Average stay for  
bathtubs**

## Intensive care (ICU)

**65  
CASES****Average number of  
cases involving time  
in ICU each year****69  
HOURS****Average duration  
of hours in ICU**

## Continuous ventilatory support (CVS)

**50  
CASES****Average number of  
cases involving time  
on CVS each year****61  
HOURS****Average duration  
of hours on CVS**

## REPORT HIGHLIGHTS

➤ The incidence of non-fatal drowning is rising, with hospitalisations increasing by 50% between 2002/03 and 2016/17.

- By comparison, fatal drowning has decreased over this time. It is important that all drowning prevention campaigns include information on non-fatal drowning and promote the importance of cardiopulmonary resuscitation (CPR) and lifesaving skills.

➤ Males account for approximately two thirds of all non-fatal drowning cases. Although overrepresented, this is less than the 80% of fatal drowning which occurs among males.

- This indicates that the outcome of a drowning incident is more likely to be fatal among males than females. The reasons for this are unclear but could be related to situational risk, such as swimming or recreating alone.

➤ Children are disproportionately affected by non-fatal drowning, with 0–14-year-olds accounting for more than half of all non-fatal drowning incidents.

- Drowning prevention campaigns should include information about non-fatal drowning to raise awareness of the heightened risk in this demographic. It is important that parents and carers know how to prevent child drowning, fatal and non-fatal.

➤ Children 0-4 years recorded the shortest hospital stays, while older people aged 75 years and over recorded the longest stays.

- Pre-existing medical conditions are more likely among older people, suggesting longer hospital stays are partly explained by more complex medical care. Particular caution with young children among medical practitioners may result in a large number of short admissions to allow observation in hospital.

➤ The average duration of time in ICU and CVS increased substantially between 2013/14 and 2016/17.

- As there is no clear trend in the number of cases requiring ICU or CVS treatment, this increase in treatment duration suggests an increase in incident severity. Further research is required to investigate this occurrence.

## Sources:

Mahony, A, Pidgeon, S (2021) Non-Fatal Drowning in Australia. Part 1: Non-fatal drowning trends over time. Royal Life Saving Society – Australia: Sydney.

Mahony, A, Pidgeon, S (2021) Non-Fatal Drowning in Australia. Part 2: Impact of non-fatal drowning. Royal Life Saving Society – Australia: Sydney.

> DROWNING AMONG OLDER PEOPLE: RISK FACTORS FOR FALLS INTO WATER

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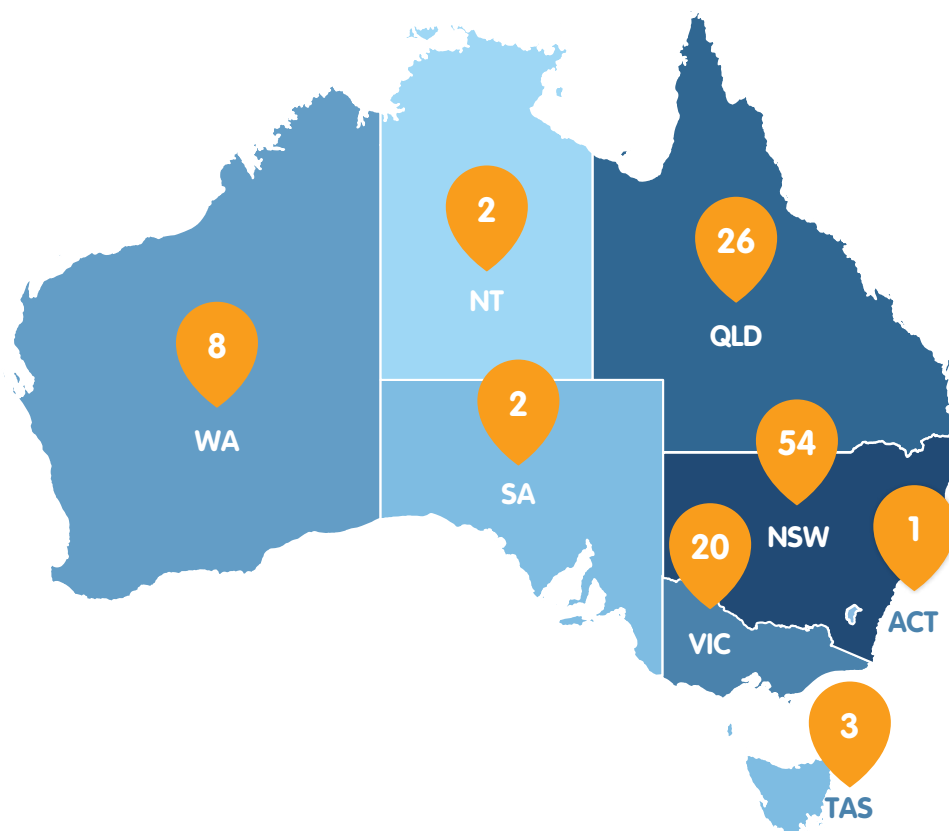
Between 2009/10 and 2018/19  
people aged 65 years and over drowned in  
Australia as a result of a fall into water

72% were males



Age	Location	Driving time between resident and incident location
37% 65-74 years	32% River/creek	50% At home
63% 75 years and over	32% Swimming pool	35% Within 15 minutes of home

State and Territory breakdown



## Risk factors



**89%**  
Pre-existing  
medical condition



**19%**  
BAC  $\geq$  0.05%



**60%**  
Medication



**24%**  
Impaired mobility



**13%**  
Mobility aid



**14%**  
History of falls



**6%**  
Visual  
impairment



**19%**  
Environmental  
hazard



**84%**  
Wearing regular  
clothes

## REPORT RECOMMENDATIONS

## Research

- Prioritise ongoing monitoring of drowning trends among older people
  - In the context of an ageing population, fall-related drowning deaths will require sustained attention and responsiveness
- Explore ways to engage older people in aquatic activity, including an assessment of the suitability of existing programs and facilities which cater towards this demographic
- Evaluate existing drowning prevention programs which aim to reduce risk among older people

## Policy

- Integrate drowning prevention with healthy ageing and falls prevention policies and plans
  - Partner, and align messaging, with healthy ageing and falls prevention sectors
- Review opportunities to incorporate aquatic activity into physical activity guidelines for older people, highlighting the low impact nature of water-based exercise and demonstrated benefit of exercise in reducing falls risk

## Advocacy

- Raise awareness of drowning risk among older people, particularly the risk of unexpectedly falling into water rather than deliberate entry for recreational purposes
  - Ensure education is also directed towards medical professionals who are often best placed to raise awareness of drowning among their patients
- Encourage older people to attend regular medical checkups with their doctor and take any prescribed medication as directed
  - Older people should be advised to speak with their doctor or pharmacist to obtain individual advice relevant to their lifestyle
- Promote aquatic facilities as safe venues for physical activity and rehabilitation in a controlled environment
  - Recreation and exercise at aquatic facilities can provide physical, mental and emotional health benefits while reducing the risk of drowning due to the presence of lifeguards and reduced environmental hazards

Source: Mahony A, Pidgeon S (2022) Drowning among older people: Risk factors for falls into water. Royal Life Saving Society – Australia. Sydney.

## > AUSTRALIAN POLICY AND CASE LAW FOR PUBLIC SAFETY IN INLAND WATERWAYS: A REVIEW AND RECOMMENDATIONS 2022

### Background

Inland waterways provide a significant social and economic value to Australia, such as clean and safe drinking water, wildlife habitats, water for agricultural activity, and a space for aquatic recreation. However, they are the most prominent location for unintentional fatal drownings in Australia.

Engaging with natural aquatic environments can increase the risk of drowning due to rapidly changing conditions and hidden dangers, such as strong currents, submerged objects, slippery or crumbling banks, and cold water. Unlike other aquatic locations, inland waterways are not regularly patrolled by a lifesaving or maritime service. In the case of an emergency, timely medical assistance may be impacted by geographic isolation and a lack of telecommunication facilities.

There are no national standards for public safety that extend beyond water quality management concerning inland waterways in Australia. Guidance is lacking to:

- Support how landowners can safely manage access to and recreation in, on, and around inland waterways.
- Set an appropriate standard of care to be applied to users of waterways and the surrounding recreation areas.
- Outline effective strategies that reasonably and practicably reduce risk in line with approaches taken in public swimming pools and ocean beaches.

This review undertook an examination of legal cases involving inland waterway drowning cases and found a concerning lack of nationally consistent minimum standards and/or regulations to support the safety of inland waterway users. This is in stark contrast to public ocean beaches and public swimming pools.

In 2021, RLSSA released a draft Guidelines for Inland Waterway Safety for comment. The Guidelines are evidence-based and provide practical guidance to owners and operators of inland waterways and organisations who use them, to reduce and prevent drowning. This report reviewed the legislation, civil, and coronial cases and supports a clear necessity of Inland Waterway Safety Guidelines to ensure a reduction in the number of drowning deaths that occur in inland waterways.

### Summary of key findings

Examination of inland waterway drownings cases presents the following key findings:

1. Multiple preventable deaths have occurred in inland waterways over the past decade.
2. There is a considerable gap in the standard of water safety management between inland waterways and beaches and pools.
3. A lack of prescriptive guidelines and regulations for inland waterways may contribute to a lack of practical safety measures being implemented, which could see drownings continue if left unaddressed.
4. Many patrons of inland waterways clearly did not possess adequate knowledge to take care and responsibility when using waterways, but the onus, in many cases, was placed directly on them.
5. The law is reluctant to find any acts of negligence by public authorities, owners, and operators of inland waterways when serious injury or death occurs because there is no authoritative guidance to follow in this area. A policy framework could assist adjudicators in making inland waterway public safety recommendations for owners and operators clearer and more consistent.
6. In the absence of standards, Coroners have provided detailed recommendations for specific locations that nationally-consistent standards could enhance.
7. Some deaths could have been avoided with basic risk management practices that would be considered standard for beaches and swimming pools, such as safety signage. Without further prescriptive intervention, the risk of harm to the public will continue.
8. There is a need for cross-collaboration between stakeholders to ensure risk is effectively and extensively mitigated across a range of settings and applications.

Source: Schiavone, C., Houston, R., Cherfils, B. & Pidgeon, S. (2022) Australian Policy and Case Law for Public Safety in Inland Waterways – A Review and Recommendations. Royal Life Saving Society - Australia, Sydney.

### Reducing Drowning in Inland Waterways Key Policy Needs

Reducing drowning in inland waterways will require the resources and support of many policy-making bodies and stakeholders. To create safer aquatic places and spaces, a suite of activities is needed to reduce drownings in these environments.

Goal	Reduce drowning in inland waterways				
How	By enabling owners/operators to adopt best practices in drowning prevention				
What	Develop a policy framework that provides practical guidance to stakeholders on the reasonably practicable measures to take to improve public safety at inland waterways				
Priority Areas	Risk Management	Engineering and Infrastructure	Policy, Regulation, and Enforcement	Collaboration	Public Awareness and Communication
Focusing On	<ul style="list-style-type: none"> <li>› Risk assessment of waterways and recreation areas near water</li> <li>› Development of Local Water Safety Strategies</li> <li>› Supervision</li> <li>› Rescue equipment</li> <li>› Zoning of waterways</li> </ul>	<ul style="list-style-type: none"> <li>› Safe waterfront design and management</li> <li>› Vegetation</li> <li>› Egress and access</li> <li>› Drain/inlet coverings</li> <li>› Flood/surge warning systems</li> </ul>	<ul style="list-style-type: none"> <li>› Development of nationally consistent safety standards</li> <li>› Designated swimming and recreation areas</li> <li>› Prohibition and enforcement of alcohol and drugs</li> <li>› Deterrent and enforcement strategies for trespassing, e.g. fines</li> </ul>	<ul style="list-style-type: none"> <li>› Multi-sectoral/multiagency collaboration</li> <li>› Engagement with key stakeholders</li> <li>› Tailored approaches to local contexts</li> <li>› Building consensus around strategies</li> <li>› Consultation with experts</li> </ul>	<ul style="list-style-type: none"> <li>› Australian Standard signage</li> <li>› Encouraging life jacket use</li> <li>› Local campaigns and programs</li> <li>› Media and communications</li> <li>› Partnering with the aquatic industry and providers</li> <li>› Alert systems for patrons</li> </ul>



> 10-YEAR ANALYSIS OF DROWNING IN CHILDREN 5-14 YEARS IN AUSTRALIA

105

Children aged 5 – 14 years drowned in Australia  
between 2011/12 and 2020/21

The fatal drowning rate of  
children aged 5 – 14 years was  
**0.35/100,000** population.

Average of **10 child (5-14 years)**  
**drowning deaths** per year.

71% were males (2.5 males: 1 female)

Age groups

62%

**5-9 years**

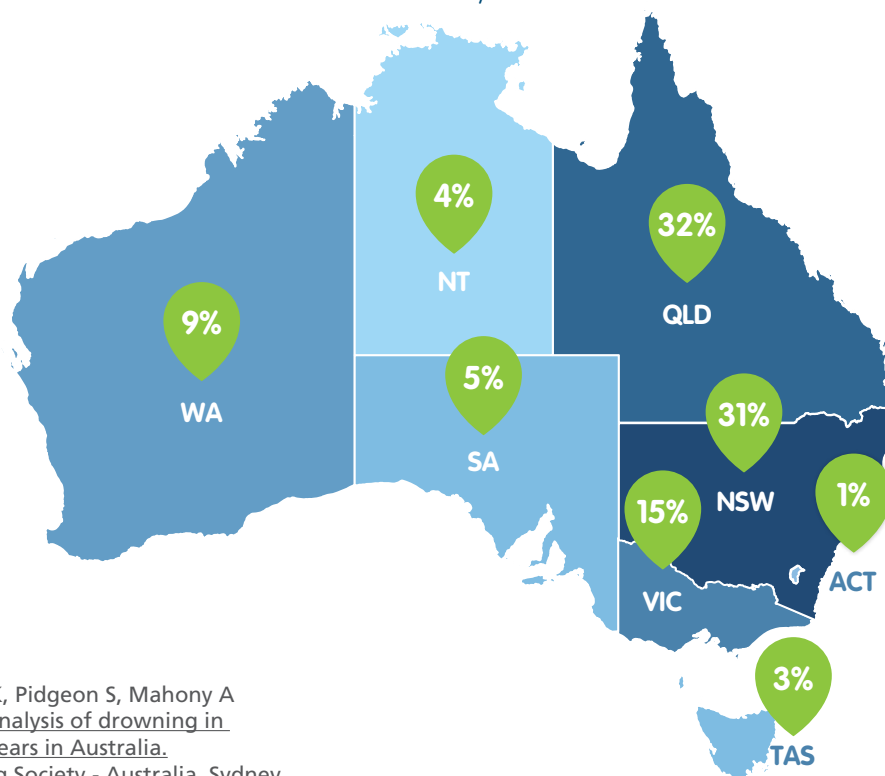
Fatal drowning rate for children aged 5-9 years  
was **0.42/100,000** population.

38%

**10-14 years**

Fatal drowning rate for children aged 10-14 years  
was **0.27/100,000** population.

State and Territory breakdown



Source: Pickles K, Pidgeon S, Mahony A  
(2022) 10-year analysis of drowning in  
children 5 - 14 years in Australia.  
Royal Life Saving Society - Australia. Sydney.



## Pre-existing medical condition



**26%**  
of children who drowned  
had a pre-existing  
medical condition.

The fatal drowning rate for children aged 5 – 14 with a pre-existing medical condition was **0.09/100,000** population.

## Non-Fatal Drowning



estimated  
non-fatal incidents  
in 5-9 years  
**1 fatal: 7 non-fatal**



estimated  
non-fatal incidents  
in 10-14 years  
**1 fatal: 6 non-fatal**

## Top three pre-existing medical conditions were

**9%**

Epilepsy or other  
seizure disorder

**6%**

Autism

**4%**

Asthma

## Activity



**52%**  
Swimming & recreating



**14%**  
Fall



**8%**  
Bathing

## Location



**24%**  
Swimming Pools



**22%**  
River/Creek



**20%**  
Lake/Dam

## Swimming pool locations

**60%**

were home swimming  
pools/spas

**28%**

were public pools

**12%**

were communal or publicly  
accessible swimming pools  
(hotel/motel/resort pools)

## ➤ ANALYSIS OF ADULT SWIM SKILLS

### Background

The Australian Water Safety Strategy 2030 identifies swimming and water safety skills as a key factor for reducing drowning among all age groups. The National Swimming and Water Safety benchmarks are linked to age; however it is unknown how many adults can achieve these minimum swimming and water safety competencies. There is limited information available on what adults are being taught and are learning in swimming programs, and what skillsets they are gaining.

This study analysed the swimming skills of adults from both publicly accessible (e.g., public pools) and funded swimming programs across Australia, against the updated National Swimming and Water Safety Framework milestones.

### Aims

- To understand who is attending adult swimming programs, how long they are in lessons and how much adults are spending on their own lessons.
- To explore the types of adult swimming and water safety programs currently being offered (i.e., content, lesson duration, number of lessons, funded and publicly accessible).
- To analyse skill progression of adults in swimming programs against the National Swimming and Water Safety Framework.

### Recommendations

- Develop specific programs for adults that go beyond 10 lessons, to help build skills and knowledge aligned to the National Benchmarks outlined in the National Swimming and Water Safety Framework.
- Deliver adult programs / lessons outside of work hours and provide options for childcare to support greater enrolment of adult swimmers.
- Partner with community agencies to better understand the needs of males wanting to improve their swimming and water safety skills.
- Develop broad aquatic education programs and partner with other water safety organisations to develop and deliver programs that focus on common activities adults participate in, e.g., boating, fishing, snorkelling, diving, surfing.
- Provide opportunities for subsidised programs across Australia where adults from all backgrounds can access lessons and continue to attend for a longer duration.
- Develop adult swimming programs with a broader focus on health promotion, physical health and overall wellness.
- Conduct research in regional areas to better understand access and availability and the gaps in adult program delivery.
- Conduct qualitative research to better understand the barriers preventing adults from attending and/or continuing in swimming lessons.
- Develop an evaluation framework that can be utilised by swim schools / teachers to collect information that will inform development and delivery of future programs.
- Collect demographic information such as cultural background, language and prior experience in the water to enable tailoring of programs where possible.

### Conclusion

This study highlighted that more women than men are attending swimming and water safety programs, despite adult males accounting for the biggest population for drowning. Men continue to be overrepresented in drowning statistics and are thought to over-estimate their ability and skills around water. The Australian Water Safety Strategy 2030 recognises a lack of swimming and water safety skills as one contributing factor to drowning.

There is a need to ensure that men and women of all ages, backgrounds and abilities can access high quality swimming and water safety education programs. This study adds to the research gap around the skills and water competencies of adults and has broadly identified what adults are learning and achieving in swimming programs across Australia. It is hoped that this research will inform the development of future programs that best meet the needs of adult swimmers, to reduce drowning among adults and support their safe enjoyment of Australia's diverse waterways.



## Profile of adults attending swimming programs

61% female



38

Average age

40%

Are aged  
35-44 years

## Time in lessons

77% of adult swimming lessons were  
attending one 30-minute group lesson per week

9

Average number of  
lessons attended5 hours  
average lesson time

6%

Of adults stay in lessons  
for 12 months or more

\$

\$21.00 average cost of an adult swimming lesson

## Skills

14%

could swim 25m  
or more by the end  
of their lessons

8%

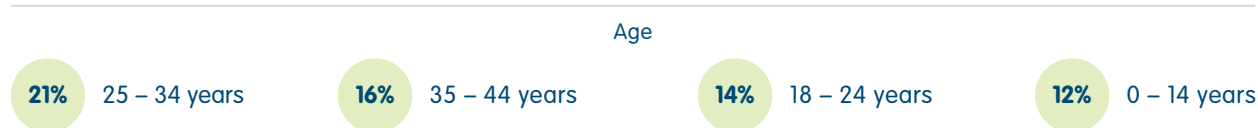
could achieve  
50m or more

49%

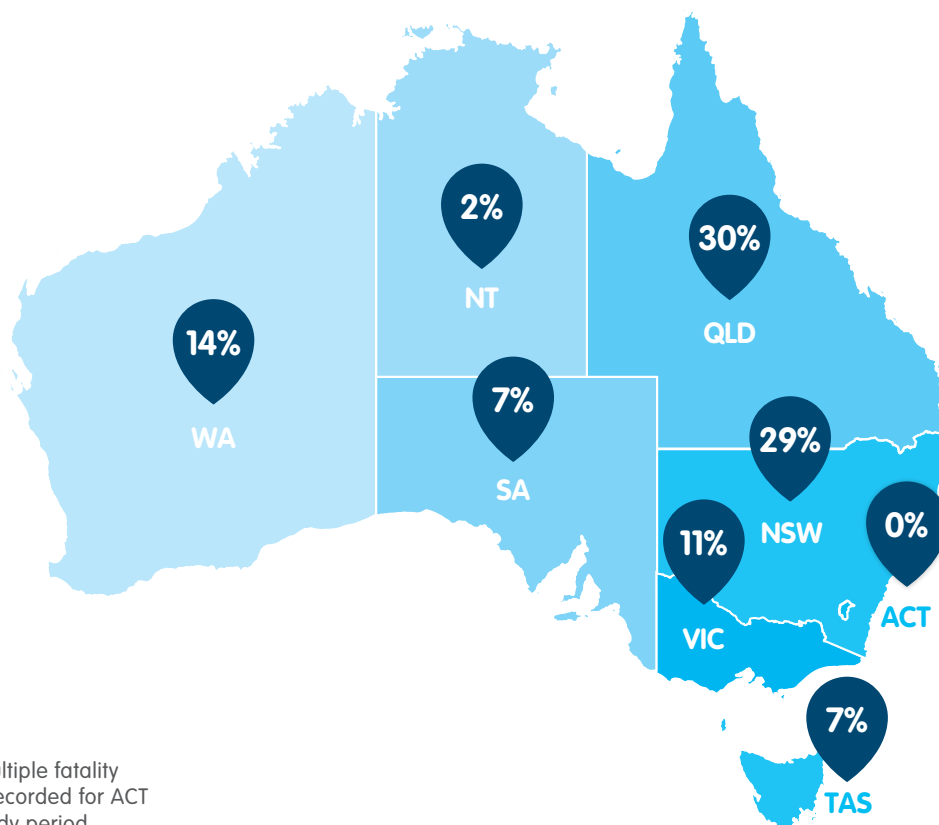
of adults attending  
lessons are at beginner  
stage of acquiring skillsSource: Pidgeon, S, Larsen P. (2022) Analysis of Adult Swim Skills. Royal Life Saving Society – Australia: Sydney.

## > MULTIPLE FATALITY DROWNING ANALYSIS

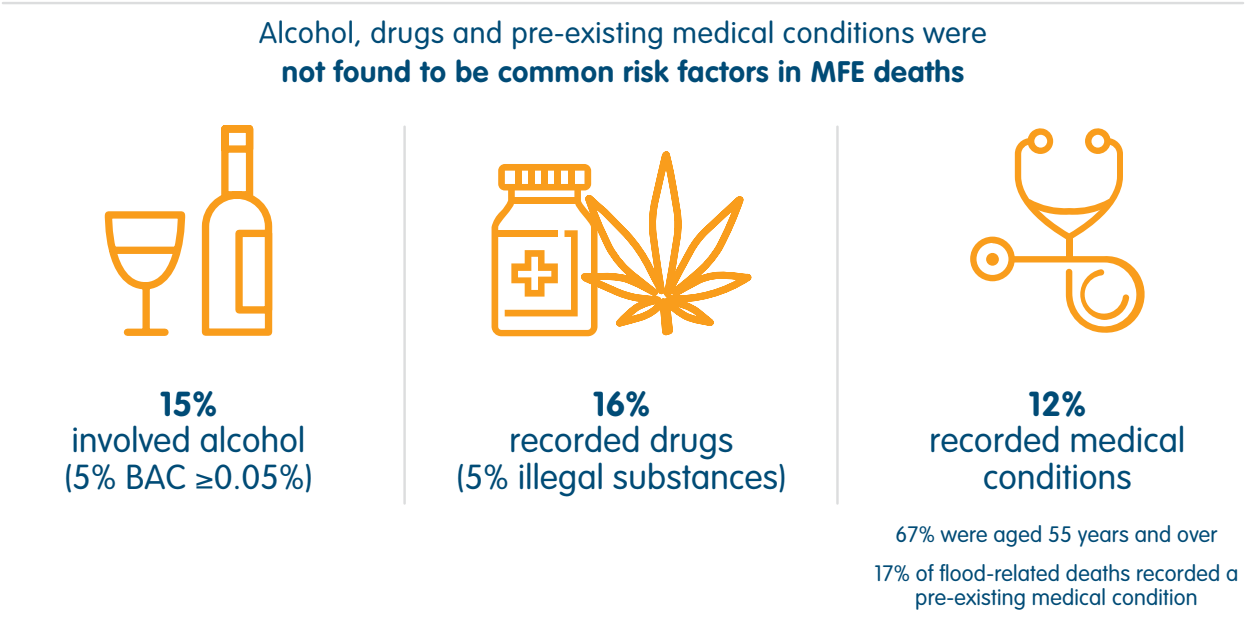
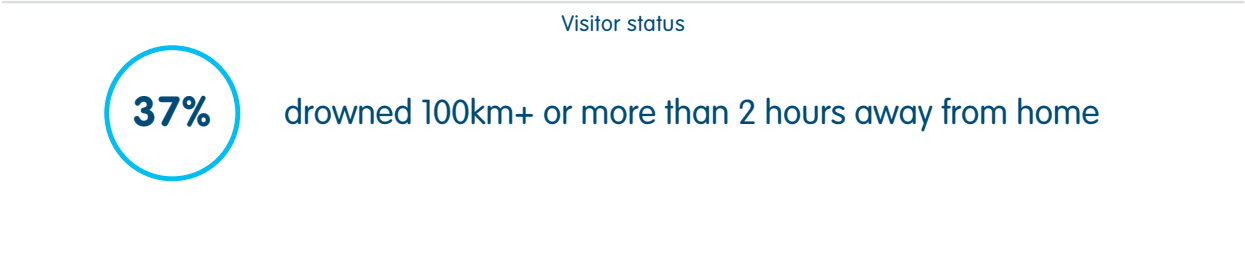
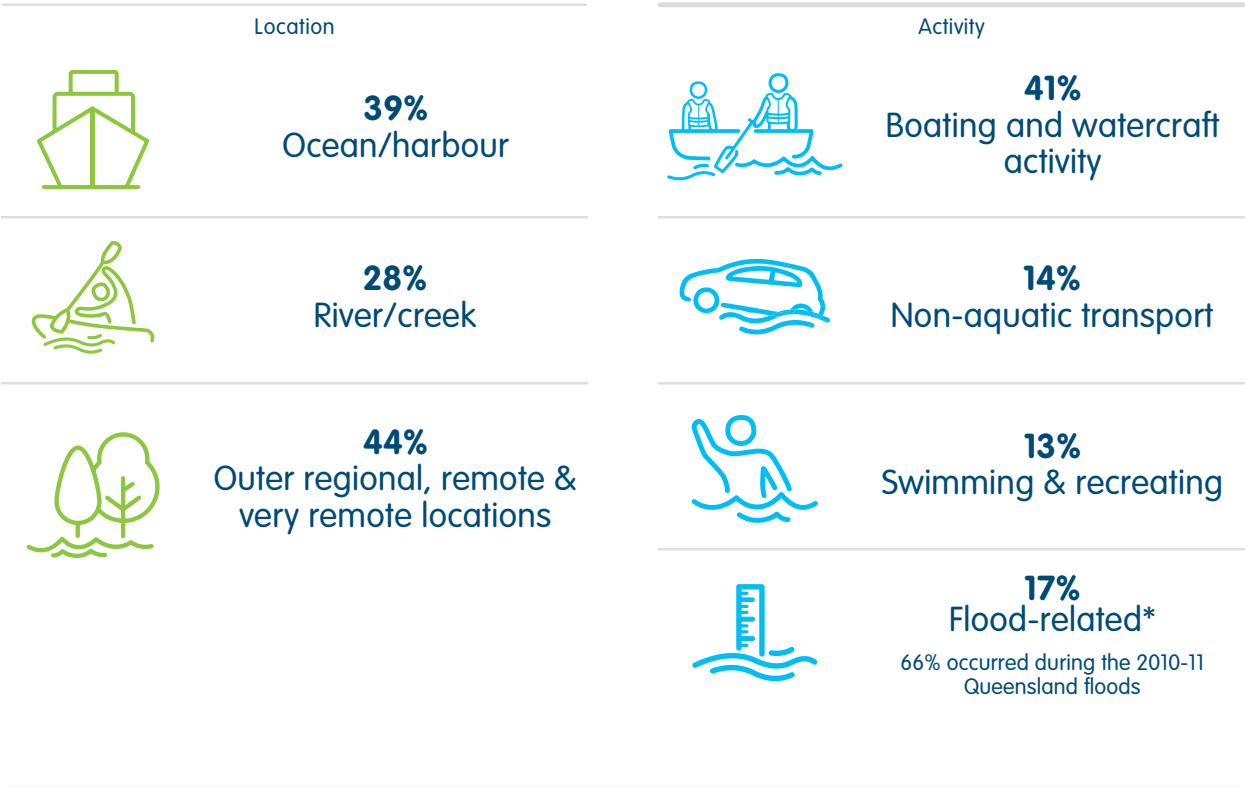
Between 2010/11 and 2019/20



State and Territory breakdown



Note: Zero multiple fatality events were recorded for ACT during the study period.



Source: Pidgeon, S & Mahony A. 2022 Multiple drowning fatality analysis. Royal Life Saving Society – Australia.



**ROYAL LIFE SAVING**  
AUSTRALIA

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FOR MORE INFORMATION

Call 02 8217 3111

Email [info@rlssa.org.au](mailto:info@rlssa.org.au)

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SHOW YOUR SUPPORT

[#RLSDrowningReport2022](#)

## NOTICE OF MOTION CM/8.1/22.10



**Subject:** West Oxford Street and Mill Hill Conservation Zone - Local Area Traffic Study

**TRIM No:** A14/0193

**Submitted by:** Councillor Masselos

---

### MOTION:

That Council:

1. Notes that:
  - (a) The development at 194 Oxford Street and 2 Nelson Street, Bondi Junction, has now been approved for more than 90 units.
  - (b) There will be a commensurate increase in vehicles and consequently traffic as a result of this development.
  - (c) The intersection of York Road and Oxford Street is a very busy intersection in Bondi Junction, being one of the main entries into Waverley.
  - (d) Residents are anecdotally reporting an increase in traffic on their local streets given the perceived impact of the separated cycleway.
  - (e) The local area traffic study for Bondi Junction is scheduled for delivery in the 2023–24 financial year.
2. Seeks to:
  - (a) Extend the Bondi Junction Local Area Traffic study into the Mill Hill conservation zone to include the area bounded by Oxford Street, York Road, Birrell Street, Bronte Road and Grafton Street.
  - (b) Consider the impact of the new development on local traffic.
3. Receives a report that considers potential options to address identified local traffic issues.

### Background

According to anecdotal observations by residents, the installation of the separated cycleway in Oxford Street is creating traffic problems, forcing cars into nearby local streets. The expected increase in traffic congestion created by the new development at 194 Oxford Street is also causing consternation. It is timely for Council to undertake a local area traffic study in the area to consider existing and potential traffic and parking challenges and to begin planning for how to address these.

**General Manager's comment**

Bondi Junction is evolving due to changes in land uses, transportation modal shift and overall densification of the precinct. A review of traffic movements and potential mitigation/improvement strategies should be commissioned.

To address the motion, officers would undertake a Local Area Traffic Management (LATM) study for the suburb of Bondi Junction and include additional areas within the Mill Hill Conservation area.

Officers are not currently undertaking this LATM, as work is currently underway within a separate zone in the Bondi Beach area, with a comprehensive LATM process being implemented.

Delivering an LATM such as this requires extensive investigation/planning and is resource-intensive both for Council officers and working with a specialist consultant. As such, based on current staff resourcing, the Bondi Junction LATM can be scheduled to begin in the 2023–24 financial year. Alternatively, additional staff resources and associated budget and additional budget for consultants would need to be allocated.

**Sharon Cassidy**  
**Director, Assets and Operations**

## NOTICE OF MOTION CM/8.2/22.10



**Subject:** Bondi Pavilion - Bike Parking Options

**TRIM No:** A11/0267

**Submitted by:** Councillor Goltsman  
Councillor Nemesh

---

### MOTION:

That Council:

1. Notes that officers are installing 20 bike hoops along Queen Elizabeth Drive, on either side of the central stairs to Bondi Beach, over the coming months.
2. Monitors the occupancy of the 20 bike hoops, which can facilitate up to 40 bikes over the upcoming summer months.
3. Investigates opportunities to incorporate additional bike parking as part of the renewal of the Park Drive and Beach Road exit at the rear of the Pavilion, which is due to be constructed in winter 2023.

### Background

Promoting and advocating for more effective, sustainable transportation is vital.

While several bicycle facilities are currently proposed to be installed within the front section of the Bondi Pavilion in the existing plan; none are now available at the rear.

Many bike users are less likely to use the suggested hoops, primarily if the events occur within the rear courtyard or in that vicinity.

Additionally, having additional designated installations at the rear of the building also promotes greater bike security.

It discourages bikes from being left unattended, scattered or left in places that might otherwise become a trip hazard.

### General Manager's comment

In 2018, officers undertook a comprehensive assessment of the bike parking requirements/demand for Bondi Beach. As such, the then 15 bike hoops that facilitated up to 30 bikes were assessed as not adequate for the immediate area in front of the Bondi Pavilion.

A further five bike hoops for a total of 20 have since been installed very recently as part of the Bondi Pavilion Restoration project. This brings the capacity to 40 bike storage. Officers will monitor occupancy to assess if further demand exists in the upcoming summer period.



Officers are confident that additional bike parking can be facilitated with the upcoming renewal works at the Park Drive and Beach Rd entrance at the rear of the Pavilion. These works are scheduled to be completed in the winter of 2023. These additional spaces would assist with providing alternative bike parking when riders are likely to have Bondi Pavilion and not the beach as their destination.

**Sharon Cassidy**  
**Director, Assets and Operations**

## NOTICE OF MOTION CM/8.3/22.10



**Subject:** Strategic Communications to Inform the Community of Council Activities

**TRIM No:** A22/0187

**Submitted by:** Councillor Keenan

---

### MOTION:

That Council:

1. Investigates the reinstatement of *Waverley in Focus*, a quarterly newsletter distributed via letterbox drop to all Waverley households that updates residents on recent Council news and achievements, upcoming projects and consultations, and any relevant customer service information.
2. Assesses the feasibility of developing a six-month forward program of upcoming community consultations to be made available on Council's website.
3. Investigates the development of a Council meeting wrap-up summary on Council's website after each Council meeting with a short video that summarises the decisions of Council.
4. Officers prepare a report to Council on the cost implications of these initiatives, possible time frames for implementation and potential funding sources.

### Background

Council successfully developed and distributed the *Waverley in Focus* quarterly newsletter in hard copy to all Waverley households for many years. The newsletter was an important strategic communication and marketing tool to disseminate important information to Waverley residents.

During COVID, the production of the newsletter stopped due to financial and public health order constraints. With COVID restrictions now eased and the budget in recovery mode, the reintroduction of a Council newsletter is worthy of consideration and investigation.

Feedback from the community is also very important. The Have Your Say (HYS) page has up to 15 various reports on the page for comment, which can be confusing for the community. A concern is that the reports are missed by the community and unless residents are checking the page regularly, they miss the opportunity to provide feedback.

Providing a programmed plan of capital works and Council reports that will be placed on the HYS page at the beginning of the year, or every six months, may assist residents to identify their areas of interest and improve the level of community feedback.

Randwick Council provides a written wrap-up on their website, and a short video by the Mayor, of all decisions made by Council the day after their Council meeting. Providing something similar would improve our communication and transparency to the community.

**General Manager's comment**

Officers support the proposed initiatives outlined in this motion and they are in line with the Operational Plan 2022–2023 objectives. If resolved by Council, officers would investigate these initiatives and report back to Council accordingly.

**Emily Scott**

**General Manager**

## NOTICE OF MOTION CM/8.4/22.10



**Subject:** Bondi Road Beautification

**TRIM No:** A03/0586

**Submitted by:** Councillor Fabiano

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### MOTION:

That Council:

1. Notes that from the corner of Penkivil Street to Wellington Street on Bondi Road, Bondi, there is a minimal amount of greenery.
2. Officers investigate and provide a report to Council on the feasibility of increasing the number of suitable trees and/or planter boxes along the route to provide shade and soften the surrounding areas from the hard surfaces.

### Background

The reason for this notice of motion is that this area of Bondi Road needs upgrading in order to provide cooling for the surrounding surfaces and the increased greenery/trees to provide better health outcome for birds/insects and us humans.

Also, a number of community members have commented that Bondi Road is quite unattractive and fairly often suffers from emissions generated from buses and traffic congestion.

### General Manager's comment

Council officers are in the process of evaluating the previously implemented program called 'Local Village Beautification', which is currently at its 12-month completion date. As part of the program, officers committed to reporting to Council on the outcomes of the planter box, tree planters and hanging basket installations across six to seven locations across the local government area.

A key expectation in this upcoming report is to assess success, value and potential expansion of such a program to other key commercial areas including Bondi Road. The report is scheduled for the December Council meeting.

Furthermore, tree planting is not easily facilitated in this corridor due to awnings and the heavy bus movements within the zone. Where existing hedging exists, it causes ongoing complaints and requires regular upkeep to keep the hedges small so as to not obstruct sightlines.

**Sharon Cassidy**  
**Director, Assets and Operations**

## NOTICE OF MOTION CM/8.5/22.10



**Subject:** RESCISSION MOTION - CM/7.10/22.09 - Waverley Park  
Play Space Concept Design - Stage 2 Consultation  
Outcomes

**TRIM No:** A21/0103

**Submitted by:** Councillor Betts  
Councillor Goltsman  
Councillor Kay

---

### MOTION:

That Council rescinds resolution CM/7.10/22.09 – Waverley Park Play Space Concept Design – Stage 2 Consultation Outcomes, passed at the Council meeting on 20 September 2022.

### Background

This matter was last considered by Council at its meeting on 20 September 2022. On 7 October 2022, Crs Betts, Goltsman and Kay submitted a notice of motion to rescind the resolution and foreshadowed the following motion:

### FORESHADOWED MOTION

That Council:

1. Approves the Waverley Park Play Space Concept Designs for Stage 1 (Central Play Space), Stage 2 (Adventure/Nature Play Space), and Stage 3 (Picnic and Intergenerational Fitness Area) of the project attached to the 20 September 2022 Council report (Attachment 3) to proceed to detailed design.
2. Proceeds to tendering for Stage 1, Stage 2 and Stage 3 in a combined tender, allowing for Stage 3 to be a provisional component pending funding allocation.
3. Notes that the current construction schedule will now result in the project being delivered over two financial years, with estimated construction for Stages 1 and 2 to commence in late February 2023 and be completed by August/September 2023.
4. Officers identify options to source funds for Stage 3 of the Waverley Park Play Space project in or before the 2023–24 financial year annual budgeting process, so that all three stages can be completed consecutively, and present funding recommendations to Councillors at the earliest opportunity.

BELOW IS A MINUTE EXTRACT FROM THE COUNCIL MEETING ON 20 SEPTEMBER 2022:

**CM/7.10/22.09                      Waverley Park Play Space Concept Design - Stage 2 Consultation Outcomes  
(A21/0103)**

**MOTION / UNANIMOUS DECISION**

Mover:        Cr Masselos


Seconder:    Cr Keenan

That Council approves the Waverley Park Play Space Concept Designs for Stage 1 (Central Play Space), Stage 2 (Adventure/Nature Play Space), and Stage 3 (Picnic and Intergenerational Fitness Area) of the project attached to the report (Attachment 3) to proceed to detailed design, with Stage 1 and 2 proceeding to tendering for construction.

**Attachments**

1.     Stage 2 Consultation Summary Report - Waverley Park Play Space [↓](#)
2.     Waverley Park Play Space Upgrade - Staging Plan [↓](#)
3.     Waverley Park Play Space Concept Design July 2022 [↓](#)





# Stage 2 Consultation Summary Report

## Waverley Park Play Space 2022



Waverley Council acknowledges the Bidjigal and Gadigal people, who traditionally occupied the Sydney Coast and we acknowledge all Aboriginal and Torres Strait Islander Elders both past and present.

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## Executive summary

This report summaries the second round of community consultation for the Waverley Park play space upgrade. Consultation was open between 5 August to 4 September 2022.

The first engagement was carried out as part of the Waverley Park Plan of Management at the end of 2021. The feedback gathered from stage 1 advised Council on the types of play experiences people preferred and the community's appetite to expand the footprint of the play space, restore the Rocket, provide a parallel Launch Tower and include intergenerational play and fitness activities. From this, a concept design was developed.

Council officers used a range of methods to maximise opportunities for community participation. Among the normal communications tactics, key stakeholders were contacted directly to provide feedback and overall, there were around 2073 engagements with the process.

There were 82 responses to the survey, five face to face opportunities (including three online) and six people who emailed their written submission.

Overall, there was resounding support for the design presented by Council and, from the community feedback, it is recommended to continue to the next stage of the process.

## Background

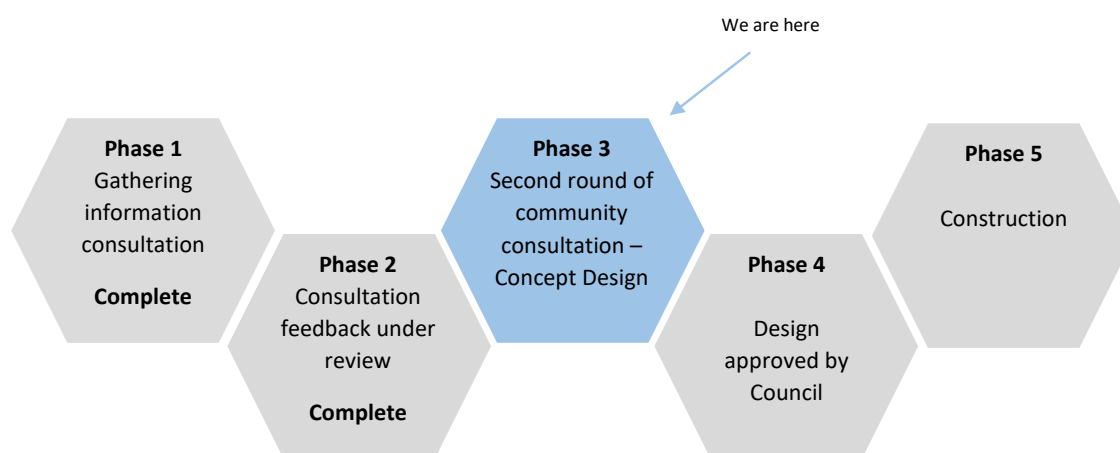
The Waverley Park Play Space needs to be upgraded and Waverley Council received a grant from the NSW Government's Public Spaces Legacy Program for \$1.4million allocated to fund Stage 1 to be built in 2023.

This was the second round of community consultation on the play space. The first, was part of the Waverley Park Plan of Management at the end of 2021. This initial feedback was used to guide the development of the new play space concept design.

The concept design shown to the community in second round of consultation included a:

- New Rocketship and launch control play tower
- Accessible and inclusive play options throughout the entire concept design
- Active play areas (swings, spinners and see-saw)
- Toddler play area (combination play unit, rockers, picnic setting and seating)
- Nature/adventure and sensory play areas (rope climbing, balancing, water play and musical equipment)
- Two embankment slides (one large and one accessible)
- Accessible picnic area with tables, BBQ and bubbler
- Accessible intergenerational fitness area (aimed at senior's health and wellbeing)
- The play space upgrade restores the historical footprint of the original playground and enhances the existing open space for our all to enjoy.

The play space will be upgraded to a district level play space catering to all visitors as identified in Waverley Council's Play Space Strategy, Inclusive Play Space Study and Waverley Plan of Management.



## Engagement methodology, objectives and data overview

In this consultation, the concept design included the change to size, age range (toddlers to early teens) and the types of play including accessible and inclusive experiences.

The space reflected community feedback and expanded the equipment under the trees for nature and wild play and an adventure climbing area for older kids.

This consultation was 5 August to 4 September 2022. The objectives were:

- To gauge whether the design reflects the community's feedback from the first consultation

- Work with the community to refine the specific play areas to suit

The engagement methodology used for this second phase consultation aligned with IAP2 spectrum for public participation.

A range of methods were used to maximise opportunities for community participation. Key stakeholders were contacted by Council officers to participate. They included previous participants, precincts, industry experts and over 10,000 residents. Overall, there were around 2073 people who engaged with the process. The tactics used and their results are detailed in the table.

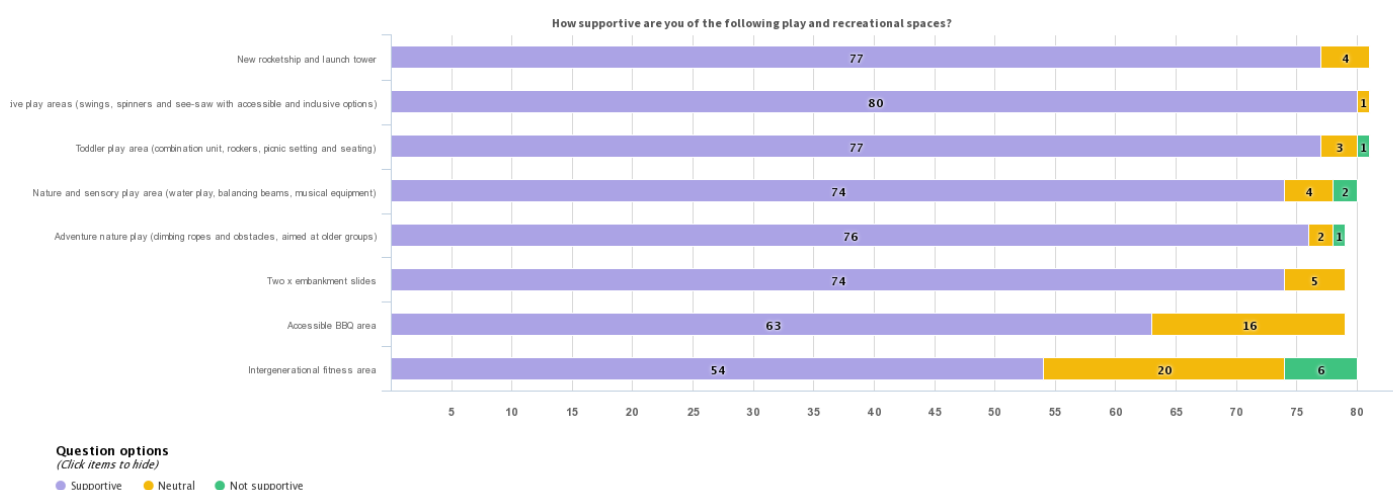
Method	Overview	Date	Response
<b>Have Your Say website</b>	Council's Have Your Say Waverley website had a dedicated page for this project:	5 Aug to 4 Sept	1.2k visitors to the page
<b>Letter</b>	800m radius - dropped to 10,000 residents (appendix a)	w/c 5 Aug	117 scans of QR code
<b>Media release</b>	Distributed at the beginning of the project	w/c 5 Aug	
<b>Social media posts (Facebook)</b>	Post 1: Launch of consultation Post 2: Explaining the reproduction of the rocket (appendix b)	12 August 15 August	8654 total reach  207 total engagements
<b>Social media posts (Instagram)</b>	Post 1: Launch of consultation Post 2: Explaining the reproduction of the rocket (appendix b)	11 August 17 August	3975 total reach 220 likes 20 comments
<b>Online info session</b>	There were two people who attended the online info session. They spoke with Council officers of 1hr 15 min.	17 August	2 people attended
<b>Have Your Say Days</b>	There were two have your say days held on site at Waverley Park	13 August 21 August	40+ people spoke to 23 surveys completed
<b>Waverley Weekly newsletter</b>	Explained the project and directed people to the HYS page (appendix c)	11 August	243 clicks
<b>Engagement newsletter</b>	1: Broad enews sent to 7306 people (appendix c) 2: specific enews sent to previous participants of Waverley PoM	16 August 10 August	59.8% opened the enews 348 clicks
<b>Posters</b>	Posters were installed around the park with QR codes to the HYS site.	w/c 5 August	24 QR code scans

## Survey

There were 82 people who participated in the survey on Have Your Say. Of the participants, the goal of the survey was to find out:

- Support for the specific play and recreational spaces
- General support for the space as a whole
- Support for recreating the rocket
- If there was anything else they wanted to add.

All the proposed play and recreational spaces had over 88% support with active play receiving the most support (96%). The two with the least support were the accessible BBQ area with 75% and the intergenerational fitness area with 65% support, 24% neutral and 7% not supportive.



75% said they were supportive of the design, 25% they were supportive but wanted a few changes including those themes outlined in the table below:

Themes / Ideas	Question /comment (number of respondents)	Council Response
Skatepark	A skatepark (3 people)	A skate park is not an option for the play space or picnic area, but can be further considered in the Draft Waverley Park Plan of Management. No changes required to play space design.
Additional equipment / activities	Outdoor table tennis (2 people)	The most successful outdoor table tennis facilities in parks are those that are co-managed by café / kiosk who can provide patrons with bats and balls thus enabling drop-in use. This can be further considered in the Draft Waverley Park Plan of Management and in consultation with the future café leasee. No changes required to play space design.
	Flying fox (2 people)	A Flying fox was considered as part of the playground space, however they take up significant space for a single use activity. There are also important considerations from a safety perspective to discourage children running under the path of

		travel. Unfortunately the play space is not big enough to accommodate this type of equipment where it is suitably located out of the way of other activities. Installing this type of equipment would come at the expense of installing other play activity aspirations for the site including being able to cater for the broader age range.
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Survey participants were asked if they supported the new design and play features of the new Rocket Ship and Launch Tower design. 92% of responses were supportive of the updated concepts for the reimagined Rocket and Launch Tower combination.

Survey participants were also given the opportunity to provide further feedback. 51 of 82 participants took the opportunity to add further commentary and common main themes are outlined in the table below:

Themes / Ideas	Question /comment (number of respondents)	Council Response
Support the concept Design	Really like the design (9 people)	Noted No changes required to play space design.
Skatepark	A skatepark (3 people)	A skate park is not an option for the play space or picnic area, but can be further considered in the Draft Waverley Park Plan of Management. No changes required to play space design.
Shade	Provide adequate shade (3)	It's a balancing act to ensure appropriate solar access to the space to have shade in summer and sun in winter. We are fortunate to have existing mature trees which already provide adequate shade over the play space. The toddler play space in particular has been located under the shade of a large tree. We also need to be mindful not to impact the views up to the heritage listed water tower. Additional shade sails are not recommended.
Seating & Picnic Tables	Additional seats and picnic tables (3)	Noted. Detailed design will look at including as many seating options as possible within the play spaces and picnic areas.
Fence and Gates	Fence and gates around the play space (2)	The main play space is fully fenced and gated. No changes required to play space design.
Water play	More water play (2) Less water play (1)	A simple water play area using pumps for potable water has been included in the design. A larger scale water play area is not considered suitable for this shady site. A large scale water play facility would require more space and expensive water treatment and pumping systems beyond the scope and budget for this play space.
Bike / scooter park	More opportunities for bike / scooter park in the park (2)	Noted and can be further considered in the Draft Waverley Park Plan of Management. No changes required to play space design.
Facilities for older children	More activities for older children to do in the park (2)	Noted and can be further considered in the Draft Waverley Park Plan of Management. No changes required to play space design.
Staging	Build all stages together (2)	We will aim to secure additional funding for at least stage 1 and stage 2. But stage 3 may have to be delayed. We will report funding options back

		to Council for consideration.
--	--	-------------------------------

## Written submissions

Six people submitted submissions via email. Of the submissions five were supportive of the design and one was neutral.

There main points were:

Topic	Question /comment (number of respondents)	Council Response
Support the concept Design	Like the design (5)	Noted No changes required to design
Intergenerational Connection to place	Family has a historical connection to the playground over several generations and supports the upgrade (1)	Noted No changes required to design
Tree protection	Wanted to make sure the trees were maintained (1)	Works around trees will be supervised by Arborist as part of the construction works. No changes required to design
Variety of play experiences	Likes the variety of spaces indicated in the proposal (1)	Noted No changes required to design
Café	Wants to have the café reopend (1)	Separate EOI process to this project. No changes required to design
Play Equipment Ideas	Climbing nets An enclosed slid	These elements have been considered in the design: <ul style="list-style-type: none"> <li>Climbing style net access is provided in the Launch Tower to access the top deck</li> <li>More climbing nets and climbing equipment will be part of the adventure play / nature play area.</li> <li>The Launch Tower main slide is a fully enclosed slide.</li> </ul>

## Stakeholder meetings

### Bondi Heights Precinct meeting

7pm 1 August

Topic	Question /comment	Council Response
Accessibility	Great to see an inclusive play space, as opposed to Barrcluff	Noted No changes required to design
Construction	How are you going to manage the movement of heavy vehicles through the park	Works will need to be contained within the fenced work area and larger vehicles are likely to access the site via park entrance on the corner of Birrell St and Parks Drive. Contractors will be



		responsible for safe movement of construction vehicles through the park escorting vehicles into the site with traffic controllers. The remainder of the park will remain open for public use and access particularly the shared path will remain open. No changes required to design. Noted to form part of Traffic and Pedestrian Management Plan for the construction contract.
	When is it going to be finished	We are aiming to start construction in Feb 2023 and be completed in the middle of the year assuming we get positive support from the community on the concept design.
The rocket	If the rocket is coming on a crane, it should be publicised. Council should invite local schools to come and watch the spectacle of the large crane lifting the rocket into place.	Not sure of the construction methodology for the Rocket just yet. Given issues accessing the site it may come in smaller pieces to be assembled onsite rather than one large rocket – TBC with fabrication and construction teams.
	Love it. Good to see the rocket being used (reproduction).	Noted No changes required to design.
	Points raised about the rocket missing the top-level deck like the original and was worried if this would affect the structural stability.	The top deck needed to be removed in the new design to meet current playground safety standards as it creates an enclosed space at the top of the structure that would be difficult to access in the event of an emergency. No changes required to design.
	What is happening with the old rocket	The rocket will have to be removed from site as we can no longer get structural certification for it to stay. We looked at options to repurpose the rocket, however, it is in such a bad state that it would represent an ongoing public liability issue if it were to remain in the park. We are looking at documenting the rocket's history and salvaging the original 'Dick West' fabrication identification plate for our local history library and will include interpretation signage of the rocket with our new play space signage.
	The rocket is a heritage item	The rocket is not a listed heritage item unlike other items in the park like the war memorial. The whole park has a Local Landscape Heritage Conversation area listing, the intent of which is to ensure the parkland and landscape character and historical uses are retained which is covered in both the Waverley PoM 2009 and the current Draft PoM. The playground is already a complying development under the Waverley PoM 2009 and supports the continued historical uses of the park
	Can the old rocket be donated to the Powerhouse Museum	Council was approached by Powerhouse Museum in 2018 to see if they could borrow and restore or have our rocket for an exhibition. However, after inspecting the poor condition of the rocket they politely withdrew their request.
Picnic area	How many picnic tables will there be,	There will be three accessible picnic tables with

	at the moment there is only two?	the new accessible BBQs. Two picnic tables down on the grass accessible off the footpath to Margaret Whitlam Centre (MWC) and we are proposing three picnic setting on the open grass terrace above MWC to take advantage of the fabulous view to the coast and soak up the sun. We want to provide users with choice of where they'd like to sit and picnic.
	Will taps be included	We can review the need for taps and potential locations, but we will be providing new accessible water bubblers in the play space and picnic area.
	Need to be mindful that alcohol is a problem at night and the residents will cop the noise	Acknowledge these issues around anti-social behaviour have been raised in the Waverley Park PoM. We have upgraded lighting down the main shared path and will be upgrading lighting as part of the play space and picnic area upgrades. There have also recently been CCTV cameras installed as part of a security upgrade in different locations around the park.
<b>Embankment</b>	Participant reminisced over sliding down the grass hill on cardboard when he was growing and wanted to know if we could capture more of the embankment inside the fence line to encourage more of that type of free spirited play.	Unfortunately, the embankment is within the Sate Heritage Listed curtilage of the Reservoir and it's unlikely we'd get permission from NSW Heritage for any other additional structures or fences up on the embankment due to visual impacts. Sydney Water owns the asset, and the Dam Safety Committee would reject any activities on the embankment that might cause erosion and destabilise the slope.
<b>Café</b>	Is the WMRC cafe opening again	A tender was issued seeking interested business to apply and that is still being assessed. However, once the playground is built it will certainly make the business more viable particularly during the slower mid-week times.
<b>Footprint</b>	Is this covering an area larger than the current total footprint? I am sick of Council putting hard surfaces in the park. It is becoming a sporting park and not a passive park.	The play space is expanding in size back to its original footprint and some areas are expanding under the adjoining trees. The increase in size to cater for a district level play space was consulted and adopted in Council's Play Space Strategy and Waverley PoM 2009. We checked back in with the community on the first stage of consultation that they still supported this direction and received overwhelming support. The play space will require some areas of pavement and rubber softfall to ensure the space is accessible for everyone in the community including those with mobility issues. Council is committed to improving equity of access to all our facilities.

## Charing Cross Precinct Meeting

Wednesday 10 August 2022 – 14 participants

Topic	Question / comment	Answer
Design Precident	Why not copy the playground in Queens Park on perimeter of Darly Rd	Each of our playgrounds are designed based on feedback from community consultation on their needs and suitability to the site they are installed into. Queens Park is a much smaller play space on a flat site with a limited age range targeting preschool to primary school aged children. Waverley Park play space in on a sloped site with lots of existing trees to work around and the age range much greater from toddler to pre-teen.
Rocket	Do we need the rocket?	We asked the community and they came back with 86% supportive
Consultation	How many in numbers not % participated in the survey last time?	96 people provided feedback on the survey last time
Footprint	How much bigger will it be?	We are restoring the original footprint from the 80's playground. It is a district level playground.
	Why not keep the playground small as it now?	We need to cater for an increased demand for our cohort. It aligns with our Play Space Study. We give people choice and variety across the Waverley Local Government Area. Waverley Park is suitable for this sized play space and has existing facilities such as toilets and a kiosk to support vistors who will want to stay longer at this type of facility.
District level play space	What do you mean about District level play space	It catchment is 1km (15 – 20min walk) from the play space. It caters for up to 65 people who will spend on average 1 to 2hrs at the play space. The age range is much broader catering from toddlers to pre-teens and therefore the number of play expreicnes and equipment on offer is expanded requiring more space to accommodate all the facilities. Bondi is regional, Waverley sits underneath that as a District level, there is a neighbourhood park which is smaller, then pocket park is smaller than that.
Indoor cricket facility	Is the indoor cricket facility going to be built to the south of this? Every Saturday all the fields are full, and the children's playground is fine. We don't want the closed cricket facility.	We are not building the Indoor Cricket Facility on top of MWRC anymore.
Green space	Is there an opportunity for people make their own play in a park? Does there have to be so much equipment	Waverley Park contains a significant proption of unprogrammed passive recreation space particularly around the hilltop areas. There is

	provided to people? We will be losing our green space.	nothing preventing able bodied users from accessing and playing in these spaces. However, we also need to cater for other people's needs in our community including those who are mobility challenged. An inclusive play space provides a safe play environment that everyone in our community can access and enjoy.
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### Online Information Session

Council Officers presented an online information session on 17 August 12pm – 1pm attended by two participants. Following the presentation participants provided the following feedback:

Topic	Question / comment	Answer
Intergenerational fitness station	Does the intergenerational fitness station include PTs	The intergenerational space is a very different type of exercise aimed at Seniors exercise for mental health and wellbeing, aiding in fall prevention and rehabilitation, improving strength, balance, agility, dexterity, coordination and cognitive function.
		Commercial activities at our outdoor fitness stations are prohibited.
Budget and staging	Three phase process will feel like it is constantly under construction. Our Council who they pay rates to haven't funded this? It is very disappointing. The play space strategy was developed 9 years ago. We have waited a long time for this park, to still have it as staged is incredibly disappointing. Make space in the budget.	Council's income has reduced significantly throughout the Covid-19 pandemic and therefore we need to be financially prudent and balance our spending across all activities and services Council provides like playground upgrade works and community programs. It is a balancing act. We will aim to secure additional funding for at least stage 1 and stage 2. But stage 3 may have to be delayed. We will report funding options back to Council for consideration.
	How do we advocate to get this done?	Speak at council, send the link to participants.
Materials	Materials and colours - for heat and rust issues?	We use robust materials or higher quality paint coatings on the steel or use stainless steel to suite the exposure to coastal conditions. We use neutral or natural colours to complement the design.
	Doesn't want metal materials in playground. Metal on slides can burn. Barracluff materials on the slide and centennial park makes it less stressful for a parent	For slides, particularly stainless steel slides, we ensure these are either under shade and / or face south to limit exposure to the hot midday sun. In the toddler area we will look at using a plastic slide.
	Wants an environment where kids can take risks but be safe. – materials are important	The playground and equipment are designed to meet current Australian playground safety standards and we undertake play safety audits biannually.
Shade	Will it be in full sun?	

	Will there be a shade cloth?	It's a balancing act to ensure appropriate solar access to the space to have shade in summer and sun in winter. We are fortunate to have existing mature trees which already provide adequate shade over the play space. The toddler play space in particular has been located under the shade of a large tree. We also need to be mindful not to impact the views up to the heritage listed water tower.
Embankment slide	How much shorter is the embankment slide? The size of the slide is iconic	Currently 13 1/2 m long coming down to 7m, slightly longer than the one at Dickson. Would love to put in a double barrelled slide but it all comes back to cost.
	Will it have scramble rocks up to it (embankment slide)	There will be options. Steps or scramble rocks.
Fencing	Will there be fencing?	There is fencing around the entire play space
	As a parent of a child with autism, thank you for the fencing.	
Dogs	Is there anything you could do to defer dog owners from using the nature park area	We will look at that options including signage, perimeter planting and our low garden fence along the boundary of this space.

## Next steps

All feedback received has been considered by the project team and Council officers. This report will be attached to a report presented to Councillors.

With the overwhelming support shown for all areas of the concept design it is recommended to continue to the next step for Councillor approval.

## Appendix A – letter and distribution map



Waverley Council  
PO Box 9, Bondi Junction NSW 1555  
DX 12006, Bondi Junction  
Customer Service Centre  
55 Spring Street, Bondi Junction NSW 2022  
ABN: 12 502 583 808

Our ref: A21/0103

5 August 2022

[Title Firstname Surname]  
[Position]  
[Company]  
[Address]  
[SUBURB] NSW [Post Code]

### Re: Waverley Park Play Space

Waverley Council is upgrading the play space and picnic area at Waverley Park.

After consulting the community on the Draft Waverley Park Plan of Management at the end of 2021, we have used the feedback to create a concept design for the play space and picnic area. The community supported the upgrade to increase the size, age range (toddlers to early teens) and expand the types of play experiences.

The proposed concept design reflects the community's feedback by including things like restoring the historically larger footprint, moving into areas under the trees for nature, adventure and wild play, providing upgrades to the picnic area and creating an accessible and inclusive facility to cater for everyone in the community.

#### The concept design includes:

- New rocketship and launch control play tower
- Accessible and inclusive play options throughout the entire concept design
- Active play areas (swings, spinners and see-saw)
- Toddler play area (combination play unit, rockers, picnic setting and seating)
- Nature / adventure and sensory play areas (rope climbing, balancing, water play and musical equipment)
- Two x embankment slides (one large and once accessible)
- Accessible picnic area with tables, BBQ and bubbler
- Accessible intergenerational fitness area (aimed at seniors health and wellbeing)

This play space achieves Waverley's vision as identified in Waverley Council's Play Space Strategy, Inclusive Play Space Study and Waverley Park Plan of Management.

#### How can I be involved?

Consultation with the community is fundamental to the success of the upgrade, and we want to hear your feedback on the concept design to make sure we get it right. Submissions close 4 September 2022.

To find out more about the project and have your say, please visit our project page and fill out an online survey at: [haveyoursaywaverley.nsw.gov.au/waverley-play-space-upgrade](https://haveyoursaywaverley.nsw.gov.au/waverley-play-space-upgrade) or scan the QR code



Contact us  
9083 8000  
[info@waverley.nsw.gov.au](mailto:info@waverley.nsw.gov.au)  
[www.waverley.nsw.gov.au](https://www.waverley.nsw.gov.au)

Connect with us  
f [whatsonwaverley](https://www.facebook.com/waverley)  
@ [waverleycouncil](https://www.instagram.com/waverleycouncil)



Waverley Council  
PO Box 9, Bondi Junction NSW 1555  
DX 12006, Bondi Junction  
Customer Service Centre  
55 Spring Street, Bondi Junction NSW 2022  
ABN: 12 502 583 808

You can also provide feedback in person at the following times and locations:

#### Charing Cross Precinct Meeting

Wednesday 10 August, 7pm – 8pm

(online meeting - registration essential by emailing [gharingcrossprecinct@gmail.com](mailto:gharingcrossprecinct@gmail.com))

#### Have Your Say Day in the Playground!

Saturday 13 August, 9am – 12pm

Waverley Park Play Space

#### Online information session

Wednesday 17 August, 12pm – 1pm

(online registration essential, link available on the have your say page)

#### Have Your Say Day in the Playground!

Sunday 21, 9am – 12pm

Waverley Park Play Space

We look forward to hearing your feedback!

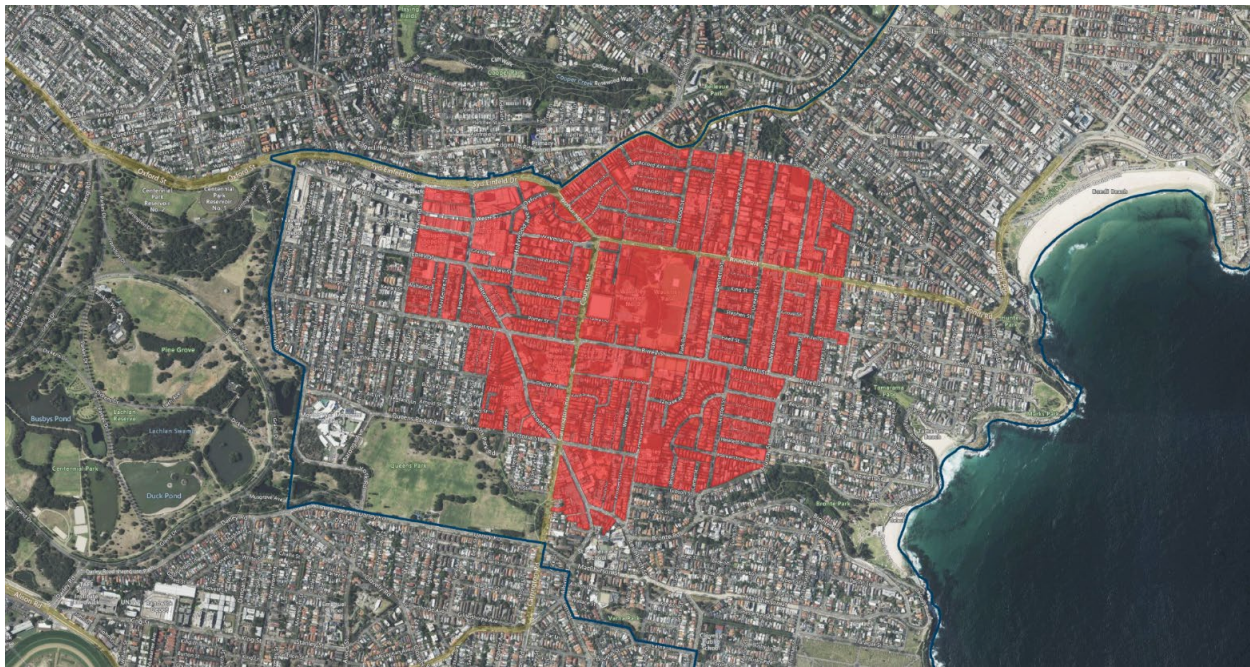
Carl Nugent

Service Manager Open Space and Recreation  
Waverley Council  
[openspaceplanning@waverley.nsw.gov.au](mailto:openspaceplanning@waverley.nsw.gov.au)

Contact us  
9083 8000  
[info@waverley.nsw.gov.au](mailto:info@waverley.nsw.gov.au)  
[www.waverley.nsw.gov.au](https://www.waverley.nsw.gov.au)

Connect with us  
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@ [waverleycouncil](https://www.instagram.com/waverleycouncil)





## Appendix B – social media posts

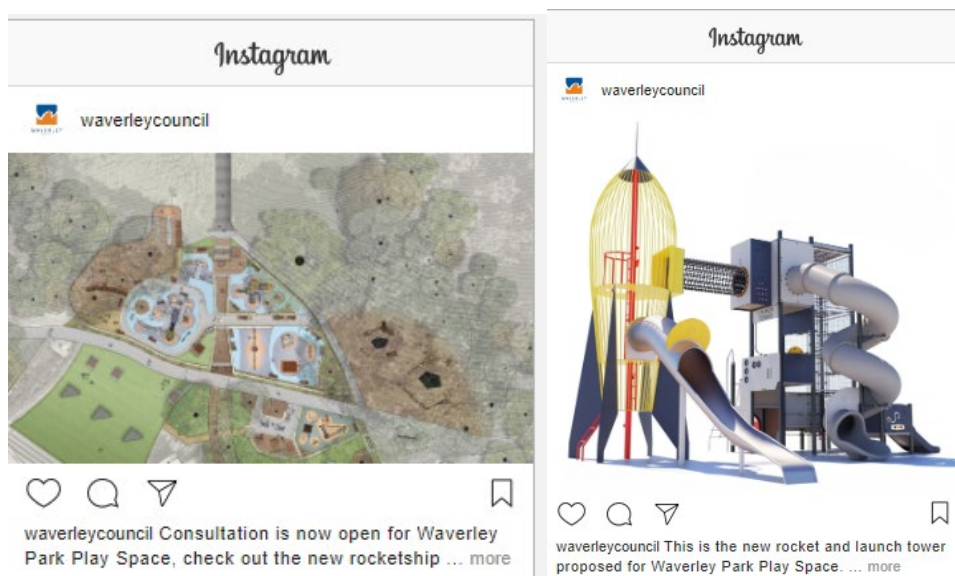
**Waverley Council**  
Published by Sprout Social · 15 August at 11:07 · 🌐

This is the new rocket and launch tower proposed for Waverley Park Play Space.  
What do you think? Let us know by filling in a quick survey or join us on Wednesday 17 August at 12pm for an online info session.  
Registration essential via <https://bit.ly/3JAq7sE>

**Waverley Council**  
Published by Sprout Social · 12 August at 10:22 · 🌐

Consultation is now open for Waverley Park Play Space, check out the new rocketship and launch control play tower, swings, toddler play area, nature and adventure play and two embankment slides. Fill in a quick survey to provide feedback: <https://bit.ly/3JAq7sE>





## Appendix C – enews


WAVERLEY COUNCIL

### Waverley Park Play Space open for feedback

A new rocketship and launch control climbing tower, two embankment slides, swings, spinners, a see-saw with accessible and inclusive options, toddler, adventure, music and small water play areas, accessible BBQ and picnic tables and an intergenerational fitness area. It's got it all! Let us know what you think!

MORE



### Waverley Park Play Space open for round 2 consultation

Thank you for participating in the consultation for the Waverley Park Plan of Management at the end of 2021, we have used the feedback you provided to create a concept design for the play space and picnic area.

The concept design includes:

- New rocketship and launch control play tower
- Accessible and inclusive play options throughout the entire concept design
- Active play areas (swings, spinners and see-saw)
- Toddler play area (combination play unit, rockers, picnic setting and seating)
- Nature / adventure and sensory play areas (rope climbing, balancing, water play and musical equipment)
- Two x embankment slides (one large and once accessible)
- Accessible picnic area with tables, BBQ and bubbler
- Accessible intergenerational fitness area (aimed at seniors health and wellbeing)

Consultation is open until 4 September 2022. There are lots of ways to get involved including

Filling the in survey or attending on of the in-person opportunities below

- **Have Your Say Day in the Playground!** Saturday 13 August, 9am – 12pm at Waverley Park Play Space
- **Online information session** Wednesday 17 August, 12pm – 1pm (online registration essential, link available on the have your say page)
- **Have Your Say Day in the Playground!** Sunday 21, 9am – 12pm at Waverley Park Play Space

We look forward to hearing your feedback!

Open spaces team.



## PROJECTS OPEN FOR COMMUNITY INPUT

- We are changing the guidelines Development Applications are assessed against - provide feedback on the updated [Waverley Development Control Plan](#) by 19 September.
- [Public notice](#): Proposal by Council to grant three Licences to Transdev John Holland Buses (NSW) Pty Ltd for access to a toilet facility and meal room for use of bus drivers and supervisors by transport operator staff. Submissions open until 2 September.
- We are inviting the community to have its say about our new [draft Inter-War Flat Building Design Guidelines](#) to help protect, maintain and modify our wonderful Inter-War residential flat building heritage. Open until 19 September.
- After consulting the community on the draft Waverley Park PoM at the end of 2021 we have used the feedback to create a concept design for [Waverley Park play space](#) and picnic area. Provide feedback by 4 September.
- Applications for the next round of [Waverley Artist Studios](#) close on Sunday 25 September 2022 for the studio residency period of 1 March 2023 - 28 February 2024. Apply today!



Appendix F – posters

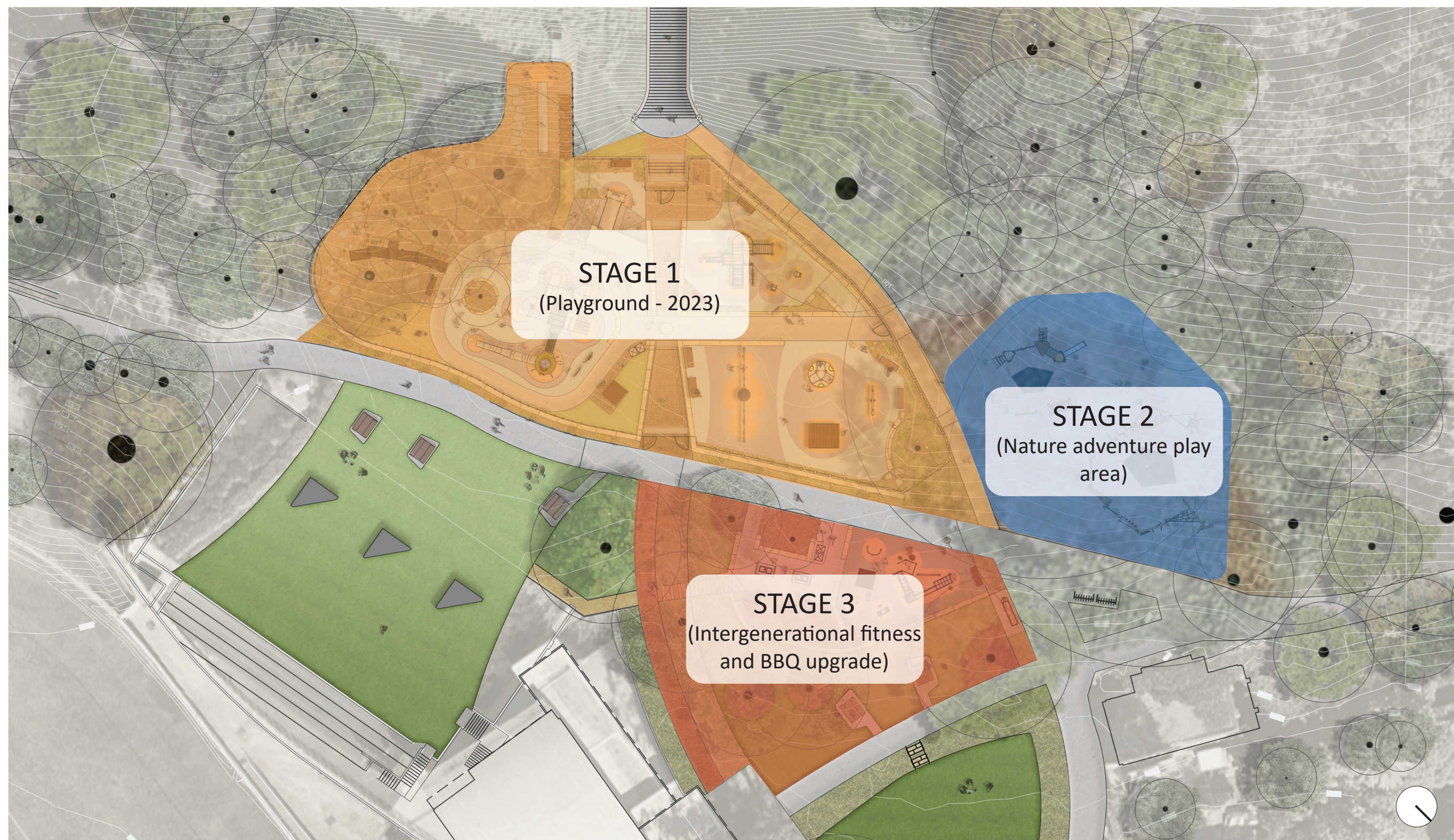
Panels installed around Waverley Park





# WAVERLEY PARK | PLAY SPACE UPGRADE

## Staging Plan





# Concept Plan - Masterplan

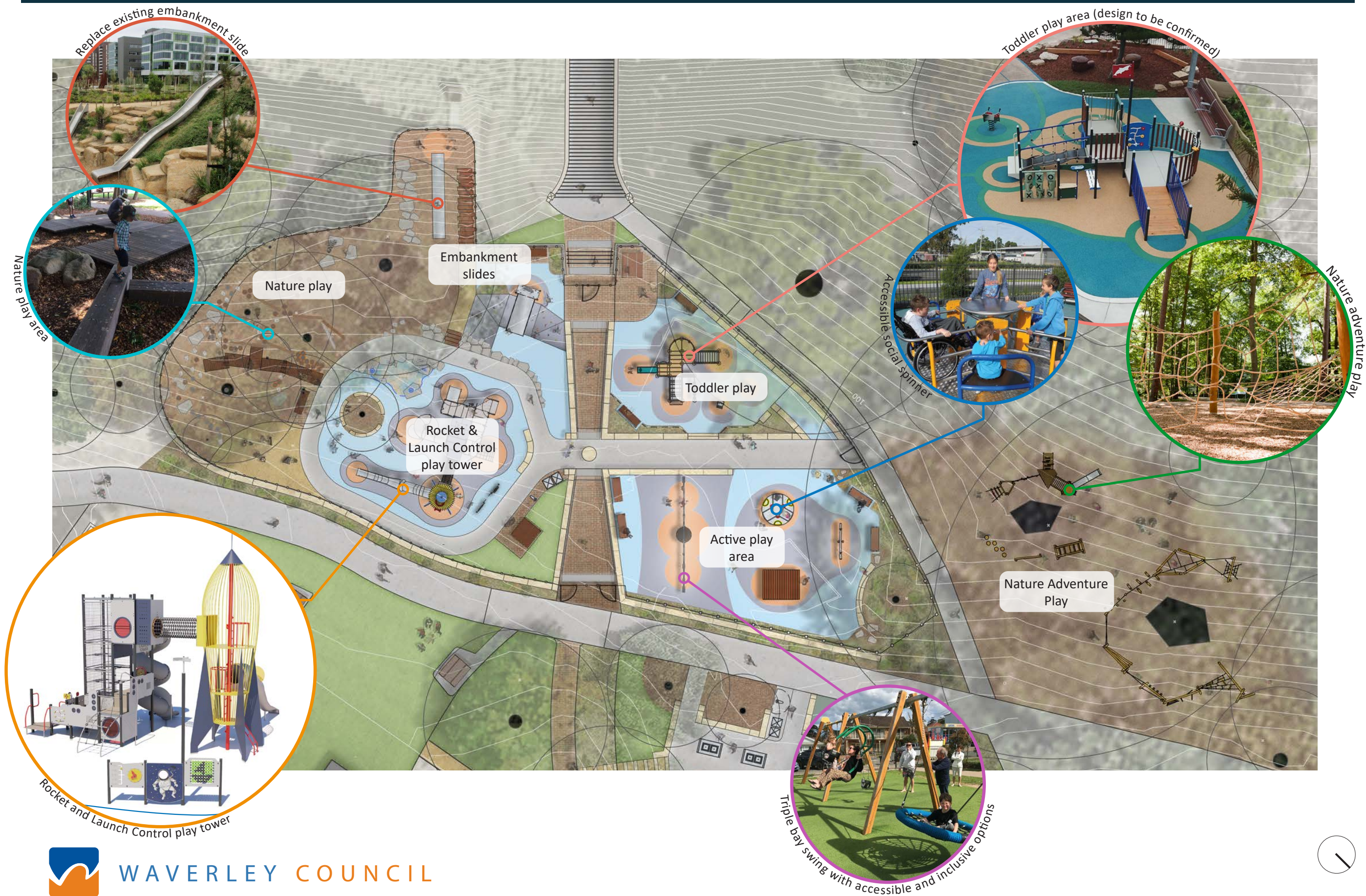


- ① **Embankment slide** - new embankment slide in place of existing to meet current safety standards
- ② **Nature play** - to test and develop children's balance skills
- ③ **Musical play** - providing a sensory play experience
- ④ **Rocket Ship and Launch Control** - new reproduction Rocket Ship connected to Launch Control play tower in place of existing
- ⑤ **Grass area** - on gentle grade with furniture including a seat table, drinking fountain and bins
- ⑥ **Main entry** - double gated entry to the play space
- ⑦ **Central focal point** - bespoke sculptural central piece to the playground
- ⑧ **Water play** - small water jets spilling over carved rocks for children to interact with
- ⑨ **Accessible embankment slide** - accessible wide embankment slide with transfer platforms accessed via central ramp
- ⑩ **Top entry** - gated entry to the park at the bottom of the existing staircase
- ⑪ **Toddler play area** - dedicated toddler play area under shade of existing tree to include combination unit, rockers, picnic setting and seating
- ⑫ **Side entry** - gated entry connection to nature adventure play area
- ⑬ **Active play area** - dynamic motion equipment to encourage swinging, rocking and spinning. including accessible group spinner, mouse wheel, see-saws and variety of swings
- ⑭ **Quiet play area** - incorporating steppers and play sculptures under the existing Norfolk Island pine
- ⑮ **Nature adventure area** - aimed at older age groups, a series of ropes, obstacles and nature play under the existing mature fig trees to test and challenges children's skills as the navigate the course
- ⑯ **Intergenerational fitness** - outdoor exercise area aimed at seniors featuring equipment to help improve balance, mobility and co-ordination
- ⑰ **Upgraded BBQ area** - new accessible layout to maximise space. To include bins, accessible bubbler, accessible BBQs and accessible picnic settings
- ⑱ **Path link** - low key gravel path links through gardenbeds to link picnic areas together





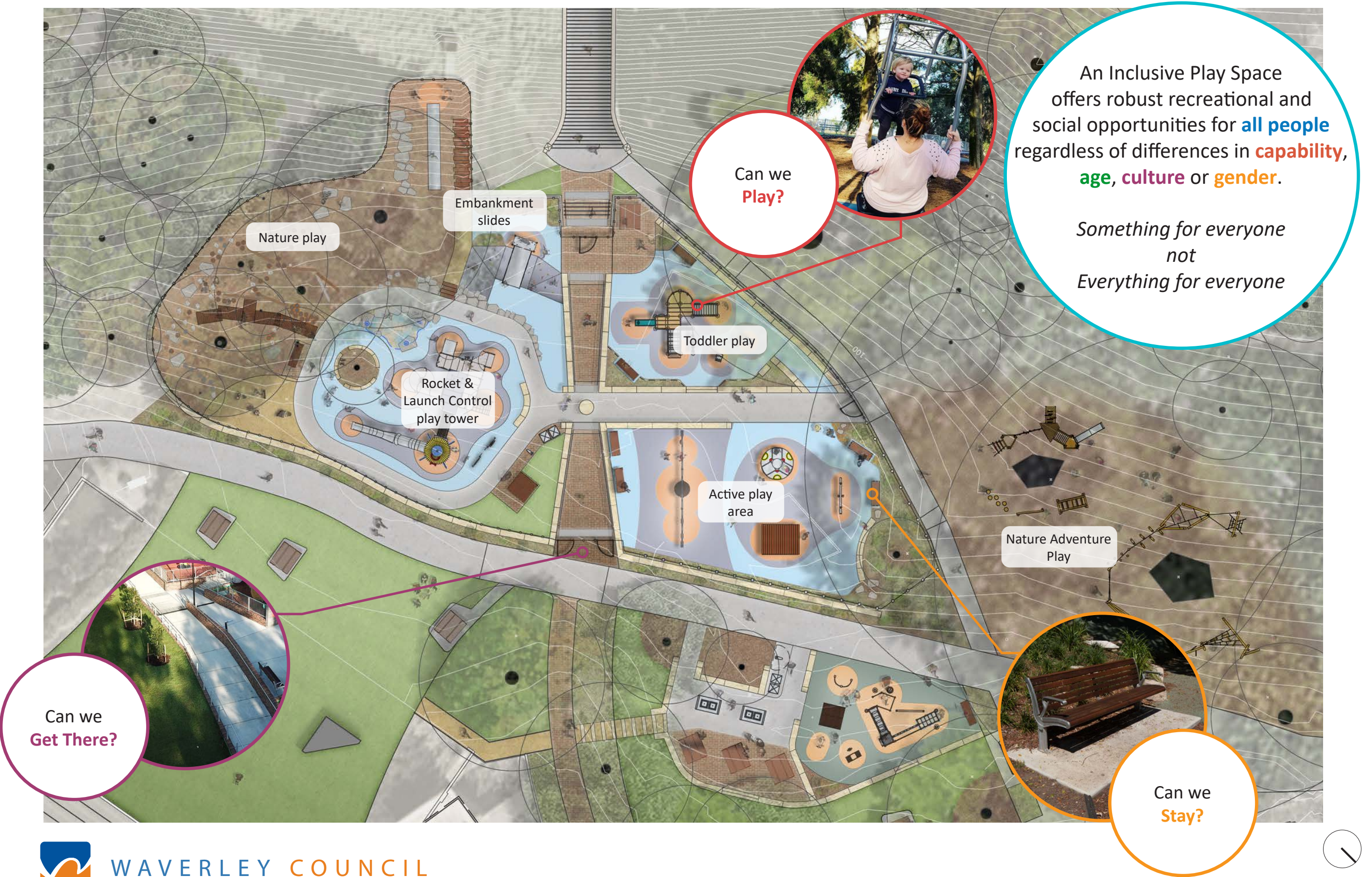
# Concept Plan - Play Zones



WAVERLEY COUNCIL



# Inclusive Play Design





# Playground Rocket and Launch Control Play Tower

## Rocket Ship History

A Structural Engineering assessment has found the rocket has reached the end of its useful life and cannot be restored

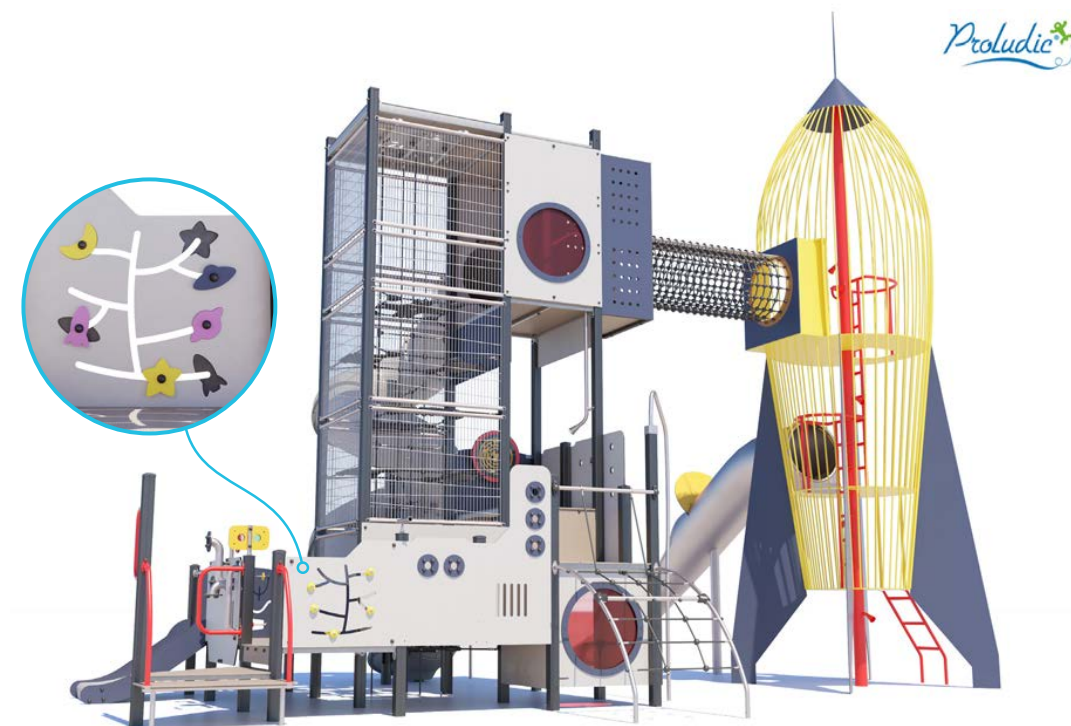


Rocket and Waverley Park, childrens playground and radio tower; 1980s



Waverley Park, old Ernie Page and children's playground; 1974

## Reproduction Rocket Ship

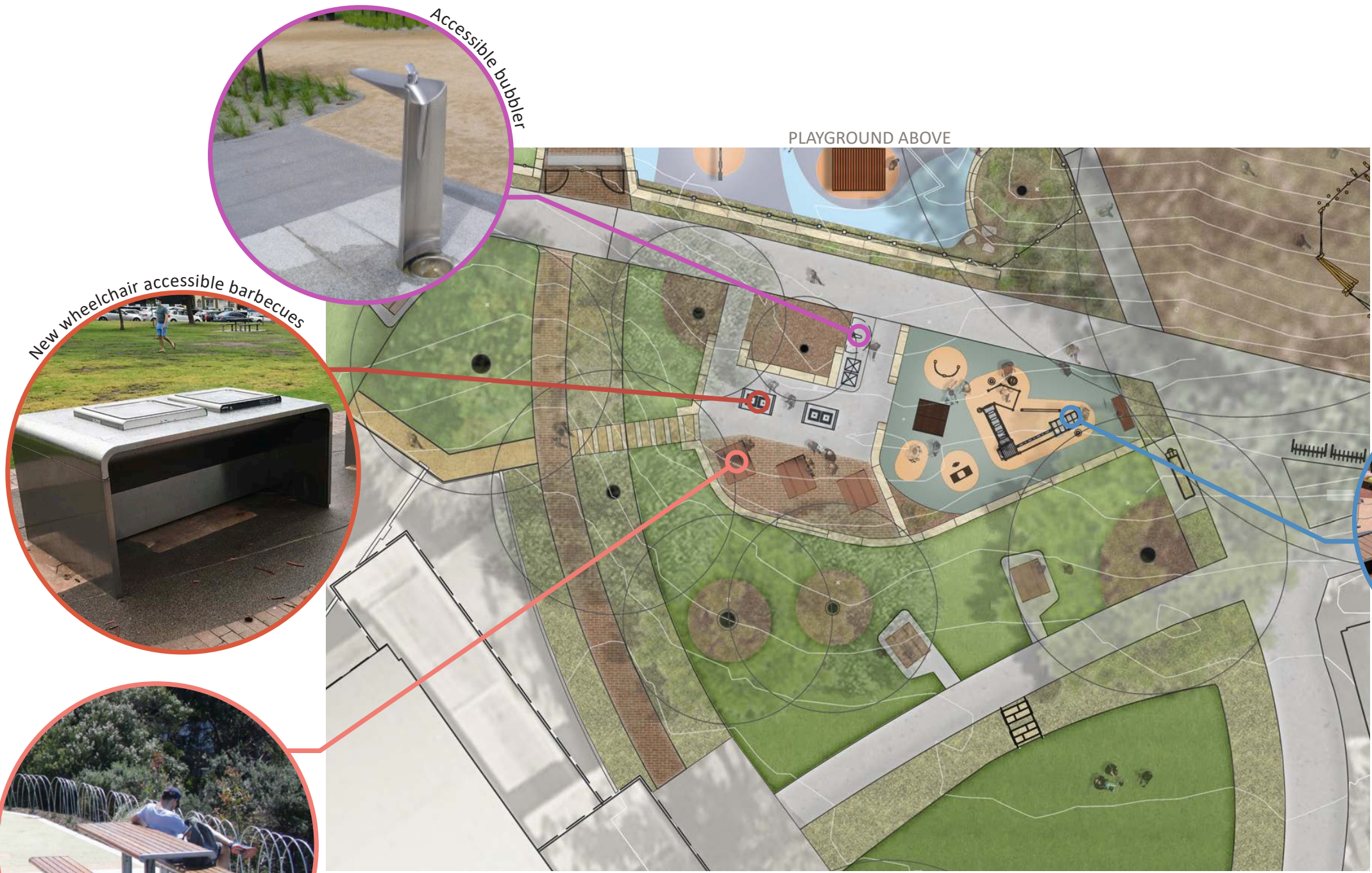


WAVERLEY COUNCIL



# Concept Plan - Intergenerational Fitness and BBQ Area

Adult exercise equipment co-located with children's play areas



New wheelchair accessible barbecues



New wheelchair accessible picnic settings



Intergenerational fitness

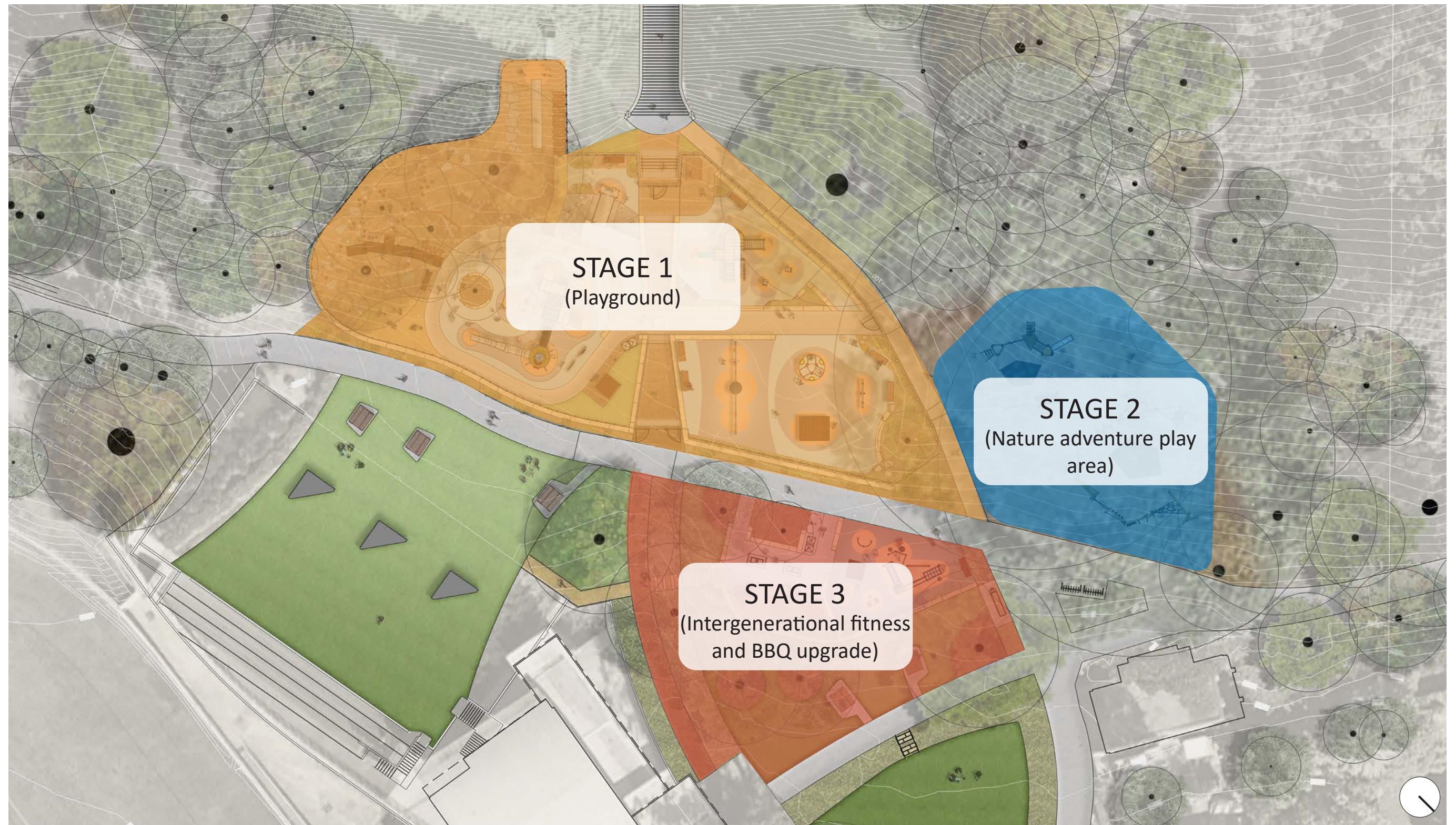
## Intergenerational Fitness Goals

- Targeted at seniors' fitness
- Aid in fall prevention and rehabilitation
- Promote social, mental health and general wellbeing

Balance and agility  
Strength  
Dexterity Cognitive  
Co-ordination



# Staging Plan





## NOTICE OF MOTION CM/8.6/22.10



**Subject:** Citizenship Ceremonies

**TRIM No:** A22/0240

**Submitted by:** Councillor Wy Kanak

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### MOTION:

That Council:

1. Explores shared seating number options and logistics to enable partners, friends, family and supporters of new citizens to be present at the Bondi Pavilion Community Cultural Centre Theatre to share that special moment with people who become new citizens.
2. In consultation with citizenship administrators, considers options such as:
  - (a) Reducing the numbers of new citizens at each Bondi Pavilion citizenship ceremony so that theatre seating space is available to share with the partners, friends, family and supporters of new citizens.
  - (b) Live-streaming the citizenship ceremony.
  - (c) Using other first floor Bondi Pavilion rooms (Ocean, Seagull) or other Pavilion rooms that have been set up to receive audio-visual images of the citizenship ceremony live-streaming from the Bondi Pavilion theatre, and those Pavilion rooms be available to partners, friends, family and supporters who may at least want to be close to the Bondi Pavilion Theatre location at the time of the ceremony.
  - (d) Simultaneously using other spaces in the Bondi Pavilion Community Cultural Centre where a mix of new citizens and partners, friends, family and supporters can be co-located for the ceremony.
  - (e) Temporarily using a larger space that can co-locate new citizens and partners, friends, family and supporters until the backlog of new citizens are sworn in, so that special moment can be shared with co-celebrators in the 'spirit of community.'
  - (f) Any other suitable option that allows Council to facilitate new citizens sharing that special moment in situ with co-celebrators.
3. Features a singing of the Australian National Anthem in First Nations language as part of its citizenship ceremonies.

### Background

Community disappointment has been expressed to Councillors about partners, friends and families not being able to share in that special moment for new citizens based on the restricted seating numbers situation at the Bondi Pavilion Community Cultural Centre Theatre for Council's recent and ongoing citizenship ceremony schedule.

Community Elders officiating at the ceremony have raised the subject of the Australian National Anthem being sung in an Aboriginal First Nations language. There are various recorded examples of such National Anthem versions.

The United Nations General Assembly has declared the period between 2022 and 2032 as the International Decade of Indigenous Languages to draw attention to the critical status of many Indigenous languages across the world and encourage action for their preservation, revitalisation and promotion. Featuring a National Anthem sung in an Aboriginal/Torres Strait Islander language would be one way of celebrating and focussing on this UN International Decade.

For further background see <https://www.arts.gov.au/what-we-do/indigenous-arts-and-languages/international-decade-indigenous-languages-2022-2032>

### **General Manager's comment**

26 November 2022 is the final ceremony with no guests permitted. After this date, Events officers will have processed more than 500 conferees in three ceremonies in two months, with staff working six days a week, two weeks in a row to achieve this. For Australia Day 2023, the 120 conferees (down from 188) will be able to bring one guest each. Guests will be seated outside the High Tide Room, with the doors open so they will see the ceremony. Officers are planning a special Australia Day program that will include a smoking ceremony and possibly some ceremonial dance and music, and a bush tucker offering, budget permitting.

'Citizenship administrators' take their cues from Council officers who are trusted to make the decision based on the space available for conducting ceremonies at our venues:

- After Australia Day, numbers are expected to be at a more manageable level. This will enable a modestly reduced number of conferees, allowing for guests. Final numbers will be dependent on the available space for use at the time.
- Events officers are in discussion with Venue officers regarding displays in the Bondi Pavilion theatre foyer and bar to relay the ceremony in the theatre. This is likely to be the only space in which we can do this, since other rooms are in use with regular and ad hoc hires.
- Live-streaming may be difficult to achieve given existing constraints in the citizenship ceremonies budget. However, after November, officers expect to return to modest numbers of conferees, which will allow for guests and eliminate the need for a live-streaming option.
- Once back to modest numbers, guests will be accommodated.

Officers are in discussion with Aunty Maxine about the anthem being sung in an Aboriginal First Nations language. It is intended that this will be a feature of the event program by the ceremony on 26 November or Australia Day 2023 at the latest.

**Meredith Graham**

**Acting Director, Community, Culture and Customer Experience**

## NOTICE OF MOTION CM/8.7/22.10



**Subject:** Affordable Housing - Purchase of Stock

**TRIM No:** A07/0597

**Submitted by:** Councillor Keenan

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### MOTION:

That Council:

1. Develops criteria for the purchase of affordable housing to increase Council's affordable housing stock.
2. Investigates options to engage a buyer's agent to investigate and provide recommendations to Council of suitable properties for Council to purchase.
3. Continues to work to establish a partnership with a community housing provider to facilitate the provision of affordable housing.
4. Officers prepare a report on the above actions for the December 2022 meeting of the Finance, Operations and Community Services Committee.

### Background

The need for affordable housing continues to grow with both the State and Federal Governments providing commitments to build more affordable housing.

Council's affordable housing reserve currently holds \$6.93 million. While this is a substantial amount of money, there have been no affordable housing properties purchased by Council since 2016 when we entered a joint purchase with Randwick Council for a small block of units at 8–10 Roberts Avenue, Randwick.

Many reasons are given for the lack of purchases of properties over the last six years, including the increase in property costs, developers offering inflated prices to build an increased number of units on the land, and Council not being aware of what properties are on the market, particularly small unit blocks.

However, a review of recent sales within the eastern suburbs highlights that there are small blocks of flats within the current affordable housing reserve of \$6.93 million; see <https://www.realestate.com.au/sold/property-unitblock-in-eastern+suburbs,+nsw/list-1>

Council needs to be more active in its pursuit of properties and one way of doing this is to engage a buyer's agent to scout for affordable housing, including small unit blocks. Council would then be in a position to increase its stock and so assist local frontline workers such as nurses and aged care staff to live close to work. The final decision in relation to any purchase of property would need to be approved by Council.

### **General Manager's comment**

At the Strategic Planning and Development Committee meeting on 3 May 2022, Council passed a resolution (PD/5.2/22.05) that endorsed:

*...entering a new partnership with a community housing provider to deliver additional housing stock under a delivery contract via an open tender process, noting that the partnership will allow Council to leverage off a community housing provider's access to significant State and Federal funding to increase Council's affordable housing portfolio, with a report to be prepared to Council to endorse the award of the contract.*

This is a medium-term objective with the short-term focus on the tender process to enter into a new contract with a community housing provider (CHP) to manage the existing portfolio.

Should Council seek to allocate the existing Social and Affordable Housing Contributions Reserve (circa \$6.4 million) to purchase a block of units outright, this would significantly deplete the reserve. Without funds to contribute to the proposed CHP partnership, it would be necessary to delay the project until the reserve could be replenished.

Should Council's priority be for outright purchase, officers can action clauses 1 and 2 of the motion and provide a report to the December meeting.

**Sharon Cassidy**  
**Director, Assets and Operations**



**URGENT BUSINESS**  
**CM/10/22.10****Subject:** Urgent Business**Author:** Emily Scott, General Manager

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/11/22.10**



**Subject:** Moving into Closed Session  
**Author:** Emily Scott, General Manager

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**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* for the reasons specified:

CM/11.1/22.10      CONFIDENTIAL REPORT - Shop 1, 276-278 Bronte Road, Waverley - Lease

This matter is considered to be confidential in accordance with Section 10A(2)(c) of the *Local Government Act*, and the 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/11.2/22.10      CONFIDENTIAL REPORT - Bronte House Gardening and Horticultural Services Tender - Negotiation Phase Outcome

This matter is considered to be confidential in accordance with Section 10A(2)(d)(i) of the *Local Government Act*, and the 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 section 10A(1), 10(2) and 10A(3) of the *Local Government Act*, 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*.
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*.

**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 2021*, 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/12/22.10**

**Subject:** Resuming in Open Session  
**Author:** Emily Scott, 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.