



## **FINANCE, OPERATIONS AND COMMUNITY SERVICES COMMITTEE MEETING**

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

**7.00 PM, TUESDAY 1 NOVEMBER 2022**

Emily Scott  
**General Manager**

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## Delegations of the Finance, Operations and Community Services Committee

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

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



## **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 Meeting**

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

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

## AGENDA

### PRAYER AND ACKNOWLEDGEMENT OF INDIGENOUS HERITAGE

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

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

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

#### 1. Apologies/Leaves of Absence

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

#### 3. Addresses by Members of the Public

#### 4. Confirmation of Minutes

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#### 5. Reports

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#### 6. Urgent Business

#### 7. Closed Session ..... 163

The following matters are proposed to be dealt with in Closed Session and have been distributed to Councillors separately with the Agenda:

FC/7.1/22.11	CONFIDENTIAL REPORT - Bondi Pavilion - Bar and Catering Service Trial - Licence
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9. Meeting Closure

## CONFIRMATION OF MINUTES FC/4.1/22.11



**Subject:** Confirmation of Minutes - Finance, Operations and  
Community Services Committee Meeting - 6 September  
2022

**TRIM No:** SF21/6064

**Author:** Natalie Kirkup, Governance Officer

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### RECOMMENDATION:

That the minutes of the Finance, Operations and Community Services Committee meeting held on 6 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 committee meetings must be confirmed at a subsequent meeting of the committee, in accordance with clause 20.23 of the Code of Meeting Practice.

### Attachments

1. Finance, Operations and Community Services Committee Meeting Minutes - 6 September 2022.



**MINUTES OF THE FINANCE, OPERATIONS AND COMMUNITY SERVICES COMMITTEE MEETING  
HELD AT WAVERLEY COUNCIL CHAMBERS, CNR PAUL STREET AND BONDI ROAD, BONDI JUNCTION ON  
TUESDAY, 6 SEPTEMBER 2022**

**Present:**

Councillor Dominic Wy Kanak (Chair)	Bondi Ward
Councillor Paula Masselos (Mayor)	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 Tony Kay	Waverley Ward
Councillor Steven Lewis	Hunter Ward
Councillor Will Nemesh	Hunter Ward

**Staff in attendance:**

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

*At the commencement of proceedings at 7.00 pm, those present were as listed above.*

*Crs Goltsman, Kay and Keenan attended the meeting by audio-visual link.*

**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 Chair read the following Acknowledgement of Indigenous Heritage:

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

**1. Apologies**

Apologies were received from Cr Tim Murray.

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

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

**3. Addresses by Members of the Public**

- 3.1 M Gould – FC/5.7/22.09 – Destination Hall Street – Street as Shared Space (SASS).
- 3.2 E Constantinou (President, Bondi and Districts Chamber of Commerce) – FC/5.7/22.09 – Destination Hall Street – Street as Shared Space (SASS).
- 3.3 L Cossar (on behalf of Bondi Precinct) – FC/5.7/22.09 – Destination Hall Street – Street as Shared Space (SASS).
- 3.4 A Lewis – FC/5.8/22.09 – Tamarama Surf Life Saving Club – Kiosk Feasibility.

**ITEMS BY EXCEPTION****MOTION / UNANIMOUS DECISION**

Mover: Cr Wy Kanak  
Seconder: Cr Masselos

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

- FC/4.1/22.09 Confirmation of Minutes – Finance, Operations and Community Services Committee Meeting – 2 August 2022.
- FC/5.2/22.09 Housing Advisory Committee – Community Membership.
- FC/5.3/22.09 Reconciliation Action Plan (RAP) Advisory Committee – Community Membership.

FC/5.4/22.09 Arts and Culture Advisory Committee – Community Membership Extension.

FC/5.5/22.09 Public Art Committee – Community Membership Extension.

#### **4. Confirmation of Minutes**

**FC/4.1/22.09 Confirmation of Minutes - Finance, Operations and Community Services Committee Meeting - 2 August 2022 (SF21/6064)**

**MOTION / UNANIMOUS DECISION**

Mover: Cr Wy Kanak

Seconder: Cr Masselos

That the minutes of the Finance, Operations and Community Services Committee Meeting held on 2 August 2022 be received and noted, and that such minutes be confirmed as a true record of the proceedings of that meeting.

#### **5. Reports**

**FC/5.1/22.09 Status of Mayoral Minutes and Notices of Motions (SF22/3521)**

**MOTION / UNANIMOUS DECISION**

Mover: Cr Masselos

Seconder: Cr Nemesh

That Council notes the status of outstanding mayoral minutes and notices of motions adopted by Council from September 2017 to July 2022, as set out in the attachments to the report.

**FC/5.2/22.09 Housing Advisory Committee - Community Membership (A10/0353)**

**MOTION / UNANIMOUS DECISION**

Mover: Cr Wy Kanak

Seconder: Cr Masselos

That Council:

1. Extends the term of the community members of the Housing Advisory Committee until 1 December 2022.
2. Adopts the Housing Advisory Committee terms of reference attached to the report (Attachment 1), noting the extension of the membership term from 12 to 24 months.
3. Calls for expressions of interest for new community members of the Housing Advisory Committee at the end of the current term.
4. Receives and notes the minutes of the Housing Advisory Committee meetings held on 21 July and 20 October 2021 attached to the report (Attachments 2 and 3).

**FC/5.3/22.09                      Reconciliation Action Plan (RAP) Advisory Committee - Community Membership (A14/0173)****MOTION / UNANIMOUS DECISION**

Mover:        Cr Wy Kanak  
Seconder:     Cr Masselos

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

**FC/5.4/22.09                      Arts and Culture Advisory Committee - Community Membership Extension (A19/0092)****MOTION / UNANIMOUS DECISION**

Mover:        Cr Wy Kanak  
Seconder:     Cr Masselos

That Council extends the term of the community members of the Arts and Culture Advisory Committee for 12 months until 31 January 2024.

**FC/5.5/22.09                      Public Art Committee - Community Membership Extension (A20/0106)****MOTION / UNANIMOUS DECISION**

Mover:        Cr Wy Kanak  
Seconder:     Cr Masselos

That Council extends the term of the community members of the Public Art Committee for 12 months until 30 September 2023.

**FC/5.6/22.09                      Latin American Festival 2024-2026 - Financial Assistance (A22/0248)****MOTION / UNANIMOUS DECISION**

Mover:        Cr Masselos  
Seconder:     Cr Wy Kanak

That Council:

1.     In accordance with section 356(2) of the *Local Government Act 1993*, publicly exhibits for a minimum of 28 days the proposal to grant \$71,090 in financial assistance over three years to Canvas Events Pty Ltd to support the cost of the Latin American Festival at Bondi Pavilion in 2024, 2025 and 2026.
2.     Officers prepare a report to Council following the exhibition period.



**FC/5.7/22.09 Destination Hall Street - Street as Shared Space (SASS) (SF21/5511)****MOTION**

Mover: Cr Masselos

Seconder: Cr Keenan

That Council:

1. Does not proceed with the Streets as Shared Spaces (SASS) Trial at Hall Street, Bondi Beach, also known as Destination Hall Street.
2. Continues, as a matter of urgency, an expanded local area traffic study bounded by Warners Avenue, Campbell Parade, Francis Street and Old South Head Road, with officers to prepare a report to Council.
3. Brings forward \$100,000 in funding from the 2023–2024 Long Term Financial Plan to commence consultation and concept designs for a full streetscape upgrade between Glenayr Avenue and Campbell Parade.
4. Receives a report at the February 2023 Council meeting that:
  - (a) Details a community and business consultation and engagement strategy to determine parameters for a full streetscape upgrade between Glenayr Avenue and Campbell Parade.
  - (b) Considers a shared 10 km/h zone in O'Brien Street between Hall Street and Roscoe Street.
  - (c) Considers upgrading the small plaza at the intersection of Glenayr, O'Brien and Hall Streets.
  - (d) Aligns with the:
    - (i) Our Liveable Places Strategy 2022–2036.
    - (ii) People, Movement and Places Strategy.
    - (iii) Sustainable Visitation Strategy 2019–2024.
    - (iv) Creative Lighting Strategy 2018–2028.
    - (v) Cultural Diversity Strategy 2021–2031.
    - (vi) Reconciliation Action Plan.

THE MOVER OF THE MOTION THEN ACCEPTED AMENDMENTS TO CLAUSES 1, 2, 4(a) AND (b) AND THE ADDITION OF A NEW CLAUSE 5.

THE MOTION AS AMENDED WAS THEN PUT AND DECLARED CARRIED.

**DECISION**

That Council:

1. Does not proceed with the Streets as Shared Spaces (SASS) Trial at Hall Street, Bondi Beach, also known as Destination Hall Street and notifies the Precincts, Chamber of Commerce, community and other relevant stakeholders.

2. Continues, as a matter of urgency, an expanded local area traffic study bounded by Warners Avenue, Blair Street from Warners Avenue to Wairoa Avenue, Wairoa Avenue, Campbell Parade, Francis Street and Old South Head Road, with officers to prepare a report to Council.
3. Brings forward \$100,000 in funding from the 2023–2024 Long Term Financial Plan to commence consultation and concept designs for a full streetscape upgrade between Glenayr Avenue and Campbell Parade.
4. Receives a report at the February 2023 Council meeting that:
  - (a) Details a community and business consultation and engagement strategy to determine parameters for a full streetscape upgrade of Hall Street between Glenayr Avenue and Campbell Parade.
  - (b) Considers a shared 10 km/h zone in O’Brien Street between Hall Street and Roscoe Street and in Gould Street between Curlewis and Hall Street.
  - (c) Considers upgrading the small plaza at the intersection of Glenayr, O’Brien and Hall Streets.
  - (d) Aligns with the:
    - (i) Our Liveable Places Strategy 2022–2036.
    - (ii) People, Movement and Places Strategy.
    - (iii) Sustainable Visitation Strategy 2019–2024.
    - (iv) Creative Lighting Strategy 2018–2028.
    - (v) Cultural Diversity Strategy 2021–2031.
    - (vi) Reconciliation Action Plan.
5. Investigates the addition of some parklets, other measures to strengthen economic viability in Hall Street and surrounding streets, and improvements to pedestrian safety, amenity and accessibility in Hall Street, east of Glenayr Avenue. This could include consideration of ‘long weekend’ temporary upgrades for Hall Street (east) to attract pedestrians to the area following COVID-related lockdowns.

**Division**

**For the Motion:** Crs Betts, Burrill, Fabiano, Gray, Kay, Keenan, Lewis, Masselos and Wy Kanak.

**Against the Motion:** Crs Goltsman and Nemesh.

*M Gould, E Constantinou (President, Bondi and Districts Chamber of Commerce) and L Cossar (on behalf of Bondi Precinct) addressed the meeting.*

**FC/5.8/22.09 Tamarama Surf Life Saving Club - Kiosk Feasibility (A19/0445)****MOTION**

Mover: Cr Lewis  
Seconder: Cr Fabiano

That Council:

1. Supports in principle the location of a kiosk on the western side of the Tamarama Surf Life Saving Club, in accordance with Option 2A or 2B set out in the report, subject to the outcomes of community consultation.
2. Requires Tamarama Surf Life Saving Club to undertake an independent community consultation on the kiosk proposal.
3. Officers prepare a report to Council on the outcomes of the community consultation undertaken by Tamarama Surf Life Saving Club prior to providing landowner consent to lodge a development application.

THE MOVER OF THE MOTION THEN ACCEPTED AMENDMENTS TO CLAUSES 1 AND 2 SUCH THAT THE MOTION NOW READS AS FOLLOWS:

That Council:

1. Supports in principle the location of a kiosk on the western side of the Tamarama Surf Life Saving Club, in accordance with Option 2A or 2B set out in the report, subject to Council consideration of the outcomes of community consultation and further design processes, including any operational impacts on local properties.
2. Requires Tamarama Surf Life Saving Club to undertake an independent community consultation on the kiosk proposal, with oversight provided by Council.
3. Officers prepare a report to Council on the outcomes of the community consultation undertaken by Tamarama Surf Life Saving Club prior to providing landowner consent to lodge a development application.

**AMENDMENT**

Mover: Cr Kay  
Seconder: Cr Burrill

That clause 3 be amended to read as follows:

‘Officers prepare a report to Council on the outcomes of the community consultation and further design processes, including recommendations for noise mitigation to neighbouring properties (1) from set-up and crowd congestion at the start of operations, (2) while disposing of the waste and (3) during deliveries, prior to Council determining whether to provide landowner consent to lodge a development application.’

THE AMENDMENT WAS PUT AND DECLARED CARRIED UNANIMOUSLY.

THE MOVER OF THE MOTION THEN ACCEPTED THE ADDITION OF A NEW CLAUSE 4.

THE MOTION AS AMENDED WAS THEN PUT AND DECLARED CARRIED.

**DECISION**

That Council:

1. Supports in principle the location of a kiosk on the western side of the Tamarama Surf Life Saving Club, in accordance with Option 2A or 2B set out in the report, subject to Council consideration of the outcomes of community consultation and further design processes, including any operational impacts on local properties.
2. Requires Tamarama Surf Life Saving Club to undertake an independent community consultation on the kiosk proposal, with oversight provided by Council.
3. Officers prepare a report to Council on the outcomes of the community consultation and further design processes, including recommendations for noise mitigation to neighbouring properties (1) from set-up and crowd congestion at the start of operations, (2) while disposing of the waste, and (3) during deliveries, prior to Council determining whether to provide landowner consent to lodge a development application.
4. Undertakes a further assessment of the financial impacts of a second kiosk on the existing kiosk over the summer period.

**Division**

**For the Motion:** Crs Fabiano, Gray, Keenan, Lewis, Masselos and Wy Kanak.

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

*A Lewis addressed the meeting.*

**FC/5.9/22.09 Tender Evaluation - Bondi Park - Stage 1 Electrical Upgrades (A22/0227)****MOTION / UNANIMOUS DECISION**

Mover: Cr Masselos

Seconder: Cr Wy Kanak

That Council:

1. Treats the tender evaluation attached 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 tender evaluation contains commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person(s) who supplied it.
2. Under clause 178(1)(a) of the *Local Government (General) Regulation 2021*, accepts the preferred tenderer Wilken Service Pty Ltd for head contractor services for Stage 1 electrical upgrades at Bondi Park for the sum of \$469,211.00 (excl GST).
3. Authorises the General Manager, or delegated representative, to enter into contract on behalf of Council with the preferred tenderer Wilken Service Pty Ltd.
4. Notifies unsuccessful tenderers of the decision in accordance with clause 179 of the *Local Government (General) Regulation 2021*.

**6. Urgent Business**

There were no items of urgent business.

**7. Meeting Closure**

**THE MEETING CLOSED AT 8.41 PM.**

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**SIGNED AND CONFIRMED**  
**CHAIR**  
**1 NOVEMBER 2022**

## REPORT

### FC/5.1/22.11



**Subject:** Draft Councillor Expenses and Facilities Policy - Exhibition

**TRIM No:** SF22/3722

**Author:** Richard Coelho, Executive Manager, Governance

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

#### RECOMMENDATION:

That Council:

1. Publicly exhibits the draft Councillor Expenses and Facilities Policy attached to the report for 28 days.
2. Officers prepare a report to Council following the exhibition period.

#### 1. Executive Summary

Under section 252 of the *Local Government Act 1993* (the Act), Council must adopt a Councillor Expenses and Facilities Policy within 12 months of each term of Council. Officers have reviewed the current policy and are proposing a number of changes to address issues that have arisen since the last review and to make the policy more flexible. Minor housekeeping amendments have also been made. Before adopting the new policy, Council must publicly exhibit it for 28 days.

#### 2. Introduction/Background

In addition to receiving an annual fee, Councillors may be reimbursed for expenses they incur in undertaking their civic duties. Council may also provide Councillors with facilities. However, Council must not pay expenses or provide facilities otherwise than in accordance with a policy adopted in accordance with the *Local Government Act*.

Council's current Councillor Expenses and Facilities Policy was adopted in May 2018. It is based on the Office of Local Government's (OLG) template, which was released in June 2017.

Section 252 of the *Local Government Act* states that Council must adopt a Councillor Expenses and Facilities Policy within 12 months of the commencement of a Council term. Officers have reviewed the current policy and are recommending a number of changes. The changes are not significant.

#### 3. Relevant Council Resolutions

Meeting and date	Item No.	Resolution
Council 15 May 2018	CM/7.7/18.05	That Council: <ol style="list-style-type: none"> <li>1. Adopts the Councillor Expenses and Facilities Policy attached to this report subject to the following amendments:               <ol style="list-style-type: none"> <li>(a) Subject to compliance with the relevant</li> </ol> </li> </ol>

		<p>legislation, one beach parking permit be provided to each councillor.</p> <p>(b) One name badge be provided to each councillor.</p> <p>2. Notes that all yearly allowances will:</p> <p>(a) Commence on 1 July of each year.</p> <p>(b) Be allocated each financial year.</p> <p>(c) Be applied on a pro rata basis in the final year of the term.</p> <p>3. Notes that the term allowance for information and communications technology (ICT) equipment will be adjusted to account for:</p> <p>(a) The current term being only three years (i.e. \$6,000).</p> <p>(b) Expenses already incurred in this Council term by each respective Councillor.</p> <p>4. Allocates an additional \$33,500 in the 2018/19 budget to meet the anticipated additional costs associated with the new Councillor Expenses and Facilities policy.</p>
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#### 4. Discussion

The aim of the review was to:

- Address issues that have arisen since the last review in 2017–2018.
- Streamline the policy and make it more flexible.
- Assess whether the maximum allowances were still appropriate.
- Make minor housekeeping amendments.

The main changes to the policy are set out in the table below.

*Table 1. Main changes to policy.*

Clause	Change
General expenses (cls 5.1–5.2)	<ul style="list-style-type: none"> <li>• Amend cl 5.2 to allow the General Manager, in extenuating circumstances—and in consultation with the Executive Manager, Governance—to approve the payment of expenses or provide facilities not explicitly addressed in the policy. The aim of this change is to address any inequity that could arise from a strict application of the policy. It does not allow the payment of general expenses.</li> </ul>

Long-distance travel (cls 6.5–6.12)	<ul style="list-style-type: none"> <li>Reduce budget from \$12,000 to \$2,000 per year. This expense is rarely incurred and is less relevant with the increased use of videoconferencing. In addition, the cost of long-distance travel to conferences is covered by the conference budget.</li> </ul>
Professional development (cls 6.24–6.26 and appendix 2)	<ul style="list-style-type: none"> <li>Broaden definition as follows:  ‘Includes a seminar, conference, training course, program, event, or other education/development opportunity relevant to the role of a Councillor or the Mayor that may further their professional development, as well as membership of professional bodies.’</li> <li>Add a statement of commitment to the ongoing professional development of Councillors, as recommended by the OLG’s Councillor Induction and Professional Development Guidelines.</li> </ul>
Conferences (cls 6.29–6.32)	<ul style="list-style-type: none"> <li>Amend definition to clarify that this expense is for forums where Councillors are attending on behalf of Council, e.g. the Local Government NSW Annual Conference and the National General Assembly of Local Government (i.e. not professional development).</li> <li>Increase budget from \$15,000 to \$30,000 per year, as Councillors are now regularly attending the National General Assembly of Local Government.</li> </ul>
ICT equipment (cls 6.33)	<ul style="list-style-type: none"> <li>Broaden definition as follows:  ‘including: <ul style="list-style-type: none"> <li>Computers (desktops/laptops) and tablets.</li> <li>Printers and scanners.</li> <li>Mobile phones.</li> <li>Accessories, e.g. keyboards, mice, hard drives, headphones, cases.</li> <li>Maintenance, support and insurance of ICT equipment.</li> <li>Any other ICT equipment approved by the General Manager in consultation with the Executive Manager, Governance.’</li> </ul> </li> <li>Move home office equipment (e.g. desks, chairs, filing cabinets) to home office clause/budget.</li> </ul>
ICT usage (cls 6.33)	<ul style="list-style-type: none"> <li>Broaden definition as follows:  ‘including: <ul style="list-style-type: none"> <li>Phone plans.</li> <li>Internet/data plans.</li> <li>SIM cards.</li> <li>Software and software subscriptions.</li> <li>Cloud storage.</li> <li>Newspaper subscriptions (digital and/or hard copy).’</li> </ul> </li> </ul>
Carer expenses (cls 6.36–6.41)	<ul style="list-style-type: none"> <li>For budgeting purposes only and to reflect past expenditure, reduce budget from \$2,000 per Councillor per year (\$24,000) to \$5,000 in</li> </ul>



	<p>total per year for all Councillors. Under the policy, Councillors can claim \$40 per hour in carer expenses to attend official business. There is currently no cap, and therefore an arbitrary allowance of \$2,000 per year is allocated per Councillor. Past expenditure across all Councillors has been low or nil, and therefore a reduced and 'pooled' amount is recommended. There is no change to the hourly rate. Officers will monitor spend against this budget and increase it in future years if required.</p>
Home office (cl 6.42)	<ul style="list-style-type: none"> <li>• Broaden definition as follows:      'including             <ul style="list-style-type: none"> <li>○ Stationery.</li> <li>○ Printer ink cartridges.</li> <li>○ Desks and chairs.</li> <li>○ Filing cabinets.'</li> </ul> </li> <li>• Increase budget from \$1,200 to \$1,800 per year to address past shortfalls.</li> <li>• Allow the second year's allowance to be spent in the first 12 months of a term to account for home office equipment now being covered by this clause.</li> </ul>
Facilities (cls 9.1–9.7)	<ul style="list-style-type: none"> <li>• Combine Resident Parking Permit (Councillor) and Beach Parking Permit into a single Councillor Parking Permit to reflect current practice.</li> </ul>
Approval, payment and reimbursement arrangements (s 11)	<ul style="list-style-type: none"> <li>• Add clause recommending that Councillors consult the IT department before purchasing ICT equipment to achieve best value for money and to ensure that adequate security, maintenance and insurance are provided. Similarly, under cl 11.5, allow Council to directly pay the cost of ICT equipment (with the amount deducted from the relevant Councillor expenses budget). These changes address an outstanding internal audit recommendation.</li> <li>• Add new clauses (11.16–11.19) to clarify the allocation of budgets, including in the first and final years of a term.</li> <li>• No change to the time frame for reimbursement (six months) is proposed based on past Councillor feedback, noting that the OLG template and an outstanding internal audit recommendation recommend three months.</li> </ul>

A Councillor briefing on the amended policy was held on 13 September 2022. The following proposals flagged at the briefing have not been included in the amended policy following consultation with Finance:

*Table 2. Proposed changes not proceeding.*

Original proposal	Comment
Allowances: make GST-inclusive to make the policy more user-friendly.	Leave as GST-exclusive for accounting reasons.
Professional development: make a term allowance.	For budget reasons, leave as a yearly allowance. However, Councillors will still be able to expend the second year's allowance in the first 12 months of a term.

Following the briefing, a marked-up version of the policy showing all changes was circulated to Councillors. The following feedback was received:

*Table 3. Councillor feedback.*

Feedback	Comment
Home office: further increase allowance from the proposed \$1,800.	Officers consider \$1,800 to be a reasonable amount based on the past expenditure of all Councillors. If a Councillor's needs exceed the allowance, this can be accommodated by cls 11.13 and 5.2 of the policy.
Home office: make a term allowance.	The allowance cannot be term-based for budget reasons. However, to account for home office equipment being moved from ICT equipment to the home office clause/budget, it is now proposed that Councillors be allowed to spend the second year's allowance in the first 12 months of the term—consistent with professional development.
Home office: if a Councillor is reimbursed for home office equipment before the commencement of the new policy, will the cost be reallocated from the ICT equipment budget to the home office budget?	No; all costs incurred before 31 December 2022 will be allocated to existing budgets.
Approval, payment and reimbursement arrangements: clarify cls 11.16—11.19.	The wording has been amended

## 5. Financial impact statement/Timeframe/Consultation

### Financial impact statement

The changes to the policy will result in an overall reduction to the Councillor expenses budget of \$6,800 per year (excluding GST) compared with the current policy and budget, as set out in Table 4 below. The reduction is primarily to better account for the carer allowance.

The financial changes are based on an analysis of past expenditure over the previous and current term. Officers do not recommend an across-the-board consumer price index (CPI) increase to the allowances due to past actuals not exceeding maximums—except for home office, which two Councillors exceeded last term by a small amount. The budget for home office expenses has therefore been increased.

Table 4. Financial impact.

Expense	Current policy/budget	New policy/budget	Change
Long-distance travel	\$12,000 total for all Councillors per year	\$2,000 total for all Councillors per year	–\$10,000
Conferences	\$15,000 total for all Councillors per year	\$30,000 total for all Councillors per year	+\$15,000
Carer	\$24,000 (\$2,000 per Councillor per year)	\$5,000 total for all Councillors per year	–\$19,000
Home office	\$14,400 (\$1,200 per Councillor per year)	\$21,600 (\$1,800 per Councillor per year)	+\$7,200
TOTAL CHANGE			–\$6,800

The budget will be adjusted at the second quarter budget review (Q2).

### Time frame

Council must adopt a Councillor Expenses and Facilities Policy within 12 months of each term of Council even if the policy is the same as the existing policy.

In accordance with s 253(1) of the *Local Government Act*, Council must also publicly exhibit the policy for at least 28 days to allow public submissions to be made. Before adopting the policy, Council is required to consider the submissions and make changes, if appropriate.

Officers will prepare a report to Council in December 2022 to consider the final policy for adoption. The amended policy will commence on 1 January 2023.

### Consultation

A Councillor briefing on the amended policy was held on 13 September 2022. Following the briefing, a marked-up version of the policy was circulated to Councillors for feedback (see discussion above). The Finance department has been consulted on the budget.

The policy will be also exhibited for 28 days to allow for public submissions (see time frame above).

## 6. Conclusion

Council is required to adopt a Councillor Expenses and Facilities Policy each term. Officers have reviewed the policy and are proposing some changes. Councillors have been consulted. Before adopting the policy, Council must publicly exhibit it. Any submissions received will be considered in the report to Council in December 2022 recommending the adoption of the new policy. The amended policy will commence on 1 January 2023.

## 7. Attachments

1. Draft Councillor Expenses and Facilities Policy.



# Councillor Expenses and Facilities Policy

<b>Responsible Officer</b>	Executive Manager, Governance
<b>Date adopted by Executive Leadership Team</b>	N/A
<b>Date adopted by Council</b>	
<b>Version</b>	1
<b>Review date</b>	September 2025
<b>TRIM reference</b>	A22/0413

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## Policy summary

This policy takes effect on 1 January 2023 and enables the reasonable and appropriate reimbursement of expenses and provision of facilities to Councillors to help them undertake their civic duties.

It ensures accountability and transparency, and seeks to align Councillor expenses and facilities with community expectations. Councillors must not obtain private or political benefit from any expense or facility provided under this policy.

The policy has been prepared in accordance with the *Local Government Act 1993* (the Act) and *Local Government (General) Regulation 2021* (the Regulation), and complies with the Office of Local Government's Guidelines for the payment of expenses and provision of facilities to Mayors and Councillors in NSW.

The policy sets out the maximum amounts Council will pay for specific expenses and facilities.

The main expenses and facilities are summarised in the table below. Additional costs incurred by a Councillor in excess of these maximum amounts are considered a personal expense that is the responsibility of the Councillor. All monetary amounts are exclusive of GST.

Expense or facility	Maximum amount	Frequency
General travel expenses	\$750 per Councillor \$750 for the Mayor  Note: allowances for the use of a private vehicle will be reimbursed by kilometre at the rate contained in the Local Government (State) Award	Per year
Interstate, overseas and long-distance intrastate travel expenses	\$2,000 total for all Councillors	Per year
Accommodation and meals	As per the NSW Crown Employees (Public Service Conditions of Employment) Reviewed Award 2009, adjusted annually	Per meal/night
Professional development	\$2,500 per Councillor	Per year, except in the first 12 months of a Council term where the second year's allowance can be expended
Conferences	\$30,000 total for all Councillors	Per year
ICT equipment	\$8,000 per Councillor	Per term The permissible ICT equipment allowance in the final 12 months of the term is to be a maximum of \$2,500

		and only for the replacement or repair of existing equipment
ICT usage	\$4,200 per Councillor	Per year
Carer expenses	\$40 per hour per Councillor (\$5,000 total per year for all Councillors)	As required for attendance at official business
Home office expenses	\$1,800 per Councillor	Per year, except in the first 12 months of a Council term where the second year's allowance can be expended
Parking permits	One Councillor Parking Permit per Councillor	Per term
Access to facilities in a Councillor common room	Provided to all Councillors	Not relevant
Name badge	One per Councillor	Per term
Council vehicle with fuel card and Councillor Parking Permit,	Provided to the Mayor	Not relevant
Reserved parking space at Council offices	Provided to the Mayor	Not relevant
Furnished office	Provided to the Mayor	Not relevant
Number of exclusive staff supporting Mayor	Two full-time staff	Not relevant



## Part A – Introduction

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### 1. Introduction

- 1.1. The provision of expenses and facilities enables Councillors to fulfil their civic duties as the elected representatives of Waverley Council.
- 1.2. The community is entitled to know the extent of expenses paid to Councillors, as well as the facilities provided.
- 1.3. The purpose of this policy is to clearly state the facilities and support that are available to Councillors to assist them in fulfilling their civic duties.
- 1.4. Council staff are empowered to question or refuse a request for payment from a Councillor when it does not accord with this policy.
- 1.5. Expenses and facilities provided by this policy are in addition to fees paid to Councillors. The minimum and maximum fees a Council may pay each Councillor are set by the Local Government Remuneration Tribunal as per section 241 of the Act and reviewed annually. Council must adopt its annual fees within this set range.

### 2. Policy objectives

- 2.1. The objectives of this policy are to:
  - Enable the reasonable and appropriate reimbursement of expenses incurred by Councillors while undertaking their civic duties.
  - Enable facilities of a reasonable and appropriate standard to be provided to Councillors to support them in undertaking their civic duties.
  - Ensure accountability and transparency in reimbursement of expenses and provision of facilities to Councillors.
  - Ensure facilities and expenses provided to Councillors meet community expectations.
  - Support a diversity of representation.
  - Fulfil Council's statutory responsibilities.

### 3. Principles

- 3.1. Council commits to the following principles:
  - Proper conduct: Councillors and staff acting lawfully and honestly, exercising care and diligence in carrying out their functions.
  - Reasonable expenses: providing for Councillors to be reimbursed for expenses reasonably incurred as part of their role as Councillor.
  - Participation and access: enabling people from diverse backgrounds, underrepresented groups, those in carer roles and those with special needs to serve as a Councillor.
  - Equity: there must be equitable access to expenses and facilities for all Councillors.
  - Appropriate use of resources: providing clear direction on the appropriate use of Council resources in accordance with legal requirements and community expectations.
  - Accountability and transparency: clearly stating and reporting on the expenses and facilities provided to Councillors.

#### **4. Private or political benefit**

- 4.1. Councillors must not obtain or seek to obtain private or political benefit from any expense or facility provided under this policy.
- 4.2. Private use of Council expenses, equipment and facilities by Councillors may occur from time to time.
- 4.3. Such incidental private use does not require a compensatory payment back to Council.
- 4.4. Councillors should avoid obtaining any greater private benefit from Council than an incidental benefit. Where substantial private use occurs, Councillors must reduce their claim by the approximate percentage of private use or reimburse Council..
- 4.5. Campaigns for re-election are considered to be a political benefit. The following are examples of what is considered to be a political interest during a re-election campaign:
  - Production of election material.
  - Use of Council resources and equipment for campaigning.
  - Use of official Council letterhead, publications, websites or services for political benefit.
  - Fundraising activities of political parties or individuals, including political fundraising events.

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### **Part B – Expenses**

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#### **5. General expenses**

- 5.1. All expenses provided under this policy will be for a purpose specific to the functions of holding civic office. Allowances for general expenses are not permitted under this policy.
- 5.2. Expenses or facilities not explicitly addressed in this policy will not be paid, reimbursed or provided except in extenuating circumstances and only where approved by the General Manager in consultation with the Executive Manager, Governance

#### **6. Specific expenses**

##### **General travel arrangements and expenses**

- 6.1. All travel by Councillors should be undertaken using the most direct route and the most practicable and economical mode of transport.
- 6.2. Each Councillor may be reimbursed up to a total of \$750 per year, and the Mayor may be reimbursed up to a total of \$750 per year (in addition to the use of the Mayoral vehicle; see section 10 of this policy), for travel expenses incurred while undertaking official business or professional development. This includes reimbursement for:
  - Public transport fares.
  - The use of a private vehicle or hire car.
  - Parking costs for Council and other meetings.
  - Tolls.
  - Taxi fares/ride-share. Upon request, a maximum of four Cabcharge tickets will be issued by the Governance department to a Councillor at any one

time. No further tickets will be issued until all receipts associated with previously issued tickets have been submitted to the Governance department.

- 6.3. Allowances for the use of a private vehicle will be reimbursed by kilometre at the rate contained in the Local Government (State) Award

Note: The award does not allow for claims under 3 kilometres.

- 6.4. Councillors seeking reimbursement for use of a private vehicle must set out the date, distance and purpose of travel being claimed..

#### **Interstate, overseas and long-distance intrastate travel expenses**

- 6.5. This clause has been deleted.
- 6.6. In accordance with section 4 of this policy, Council will scrutinise the value and need for Councillors to undertake overseas travel. Councillors should avoid interstate, overseas and long-distance intrastate trips unless direct and tangible benefits can be established for Council and the local community. This includes travel to sister and friendship cities.
- 6.7. Total interstate, overseas and long-distance intrastate travel expenses for all Councillors will be capped at a maximum of \$2,000 per year. This amount will be set aside in Council's annual budget.
- 6.8. Councillors seeking approval for any interstate and long-distance intrastate travel must submit a case to, and obtain the approval of, the General Manager prior to travel.
- 6.9. Councillors seeking approval for any overseas travel must submit a case to, and obtain the approval of, a full Council meeting prior to travel.
- 6.10. The case should include:
- Objectives to be achieved in travel, including an explanation of how the travel aligns with current Council priorities and business, the community benefits which will accrue as a result, and its relevance to the exercise of the Councillor's civic duties.
  - Who is to take part in the travel.
  - Duration and itinerary of travel.
  - A detailed budget including a statement of any amounts expected to be reimbursed by the participant/s.
- 6.11. For interstate and long-distance intrastate journeys by air of less than three hours, the class of air travel is to be economy class.
- 6.12. For interstate journeys by air of more than three hours, the class of air travel may be premium economy.
- 6.13. For international travel, the class of air travel is to be premium economy if available. Otherwise, the class of travel is to be economy.
- 6.14. Bookings for approved air travel are to be made through the General Manager's office.
- 6.15. For air travel that is reimbursed as Council business, Councillors will not accrue points from the airline's frequent flyer program. This is considered a private benefit.

#### **Travel expenses not paid by Council**

- 6.16. Council will not pay any traffic or parking fines or administrative charges for road toll accounts.

**Accommodation and meals**

- 6.17. This clause has been deleted.
- 6.18. Council will reimburse costs for accommodation and meals while Councillors are undertaking prior approved travel or professional development outside metropolitan Sydney.
- 6.19. The daily limits for accommodation and meal expenses within Australia are to be consistent with those set out in Part B Monetary Rates of the NSW Crown Employees (Public Service Conditions of Employment) Reviewed Award 2009, as adjusted annually.
- 6.20. The daily limits for accommodation and meal expenses outside Australia are to be determined in advance by the General Manager, being mindful of clause 6.19.
- 6.21. Councillors will not be reimbursed for alcoholic beverages.

**Refreshments for Council-related meetings**

- 6.22. Appropriate refreshments will be available for Council meetings, Council committee meetings, Councillor briefings, approved meetings and engagements, and official Council functions as approved by the General Manager.
- 6.23. As an indicative guide for the standard of refreshments to be provided at Council related meetings, the General Manager must be mindful of Part B Monetary Rates of the NSW Crown Employees (Public Service Conditions of Employment) Reviewed Award 2009, as adjusted annually.

**Professional development**

- 6.24. Council is committed to supporting the continued professional development of Councillors. To this end, Council will set aside \$2,500 per Councillor per year to facilitate professional development. In the first 12 months of a Council term, the second year's allowance can be expended.
- 6.25. In the first 12 months of a Council term, Council will provide a comprehensive induction program for all Councillors which considers any guidelines issued by the Office of Local Government (OLG). The cost of the induction program will be in addition to the ongoing professional development funding.
- 6.26. Annual membership of professional bodies will only be covered where the membership is relevant to the exercise of the Councillor's civic duties, the Councillor actively participates in the body and the cost of membership is likely to be fully offset by savings from attending events as a member.
- 6.27. Approval for professional development activities is subject to a prior written request to the General Manager outlining the:
- Details of the proposed professional development.
  - Relevance to Council priorities and business.
  - Relevance to the exercise of the Councillor's civic duties.
- 6.28. In assessing a Councillor request for a professional development activity, the General Manager must consider the factors set out in clause 6.27, as well as the cost of the professional development in relation to the Councillor's remaining budget.

**Conferences**

- 6.29. Council is committed to ensuring its Councillors are up to date with contemporary issues facing Council and the community, and local government in NSW.
- 6.30. Council will set aside a total amount of \$30,000 annually in its budget to facilitate

Councillor attendance at conferences, including the Local Government NSW Annual Conference, the National General Assembly of Local Government and other similar forums where Councillors are attending on behalf of Council. This allocation is for all Councillors and includes seminars held at conferences. The General Manager will ensure that access to expenses relating to conferences and seminars is distributed equitably.

- 6.31. Approval to attend a conference is subject to a Council resolution or a written request to the General Manager. In assessing a Councillor request, the General Manager must consider factors including the:
- relevance of the topics and presenters to current Council priorities and business and the exercise of the Councillor's civic duties
  - cost of the conference in relation to the total remaining budget.
- 6.32. Council will meet the reasonable cost of registration fees, transportation (including any long-distance travel) and accommodation associated with attendance at conferences approved by the General Manager. Council will also meet the reasonable cost of meals when they are not included in the conference fees. Reimbursement for accommodation and meals not included in the conference fees will be subject to clauses 6.18–6.21.

#### **Information and communications technology (ICT) expenses**

- 6.33. Council will reimburse Councillors for expenses associated with:
- ICT equipment up to a limit of \$8,000 per term for each Councillor, including:
    - Computers (desktops/laptops) and tablets.
    - Printers and scanners.
    - Mobile phones.
    - Accessories, e.g. keyboards, mice, hard drives, headphones, cases.
    - Maintenance, support and insurance of ICT equipment.
    - Any other ICT equipment approved by the General Manager in consultation with the Executive Manager, Governance.

The permissible ICT equipment allowance in the final 12 months of the term (e.g. September to August inclusive) is to be a maximum of \$2,500 and only for the replacement or repair of existing equipment.
  - ICT usage up to a limit of \$4,200 per year for each Councillor, including:
    - Phone plans.
    - Internet/data plans.
    - SIM cards.
    - Software and software subscriptions.
    - Cloud storage.
    - Newspaper subscriptions (digital and/or hard copy)
- 6.34. Reimbursements will be made only for ICT equipment and services used for Councillors to undertake their civic duties, such as:
- Receiving and reading Council business papers.
  - Relevant phone calls and correspondence.
  - Diary and appointment management.
- 6.35. This clause has been deleted.

### Special requirement and carer expenses

- 6.36. Council encourages wide participation and interest in civic office. It will seek to ensure Council premises and associated facilities are accessible, including provision for sight or hearing-impaired Councillors and those with other disabilities.
- 6.37. Transportation provisions outlined in this policy will also assist Councillors who may be unable to drive a vehicle.
- 6.38. In addition to the provisions above, the General Manager may authorise the provision of reasonable additional facilities and expenses in order to allow a Councillor with a disability to perform their civic duties.
- 6.39. Councillors who are the principal carer of a child or other elderly, disabled and/or sick immediate family member will be entitled to reimbursement of carer's expenses up to a maximum of \$40 per hour for attendance at official business (\$5,000 total per year for all Councillors). For the purposes of this clause, official business is attendance at:
- Statutory meetings i.e. Council and Council Standing Committees
  - Councillor workshops
  - Advisory Committee meetings, but only if in the capacity as a committee member
  - Precinct meetings
  - Events as the Mayor or the Mayor's delegate
  - Professional development.
  - Any other event with the approval of the General Manager in consultation with the Executive Manager, Governance
- 6.40. Childcare expenses may be claimed for children up to and including the age of 16 years where the carer is not a relative.
- 6.41. In the event of caring for an adult person, Councillors will need to provide suitable evidence to the General Manager that reimbursement is applicable. This may take the form of advice from a medical practitioner.

### Home office expenses

- 6.42. In addition to ICT expenses (clauses 6.33–6.35), each Councillor may be reimbursed up to \$1,800 per year for costs associated with the maintenance of a home office, including:
- Stationery.
  - Printer ink cartridges.
  - Desks and chairs.
  - Filing cabinets.

In the first 12 months of a Council term, the second year's allowance can be expended.

## 7. Insurances

- 7.1. In accordance with section 382 of the *Local Government Act*, Council is insured against public liability and professional indemnity claims. Councillors are included as a named insured on this policy.
- 7.2. Insurance protection is only provided if a claim arises out of or in connection with the Councillor's performance of his or her civic duties, or exercise of his or her functions as a Councillor. All insurances are subject to any limitations or conditions

set out in the policies of insurance.

- 7.3. Council shall pay the insurance policy excess in respect of any claim accepted by Council's insurers, whether defended or not.
- 7.4. Appropriate travel insurances will be provided for any Councillors travelling on approved interstate and overseas travel on Council business.

## **8. Legal assistance**

- 8.1. Council may, if requested, indemnify or reimburse the reasonable legal expenses of:
- A Councillor defending an action arising from the performance in good faith of a function under the Act provided that the outcome of the legal proceedings is favourable to the Councillor.
  - A Councillor defending an action in defamation, provided the statements complained of were made in good faith in the course of exercising a function under the Act and the outcome of the legal proceedings is favourable to the Councillor.
  - A Councillor for proceedings before an appropriate investigative or review body, provided the subject of the proceedings arises from the performance in good faith of a function under the Act and the matter has proceeded past any initial assessment phase to a formal investigation or review and the investigative or review body makes a finding substantially favourable to the Councillor.
- 8.2. In the case of a code of conduct complaint made against a Councillor, legal costs will only be made available where the matter has been referred by the General Manager to a conduct reviewer and the conduct reviewer has commenced a formal investigation of the matter and makes a finding substantially favourable to the Councillor.
- 8.3. Legal expenses incurred in relation to proceedings arising out of the performance by a Councillor of his or her functions under the Act are distinguished from expenses incurred in relation to proceedings arising merely from something that a Councillor has done during his or her term in office. For example, expenses arising from an investigation as to whether a Councillor acted corruptly would not be covered by this section.
- 8.4. Council will not meet the legal costs:
- Of legal proceedings initiated by a Councillor under any circumstances.
  - Of a Councillor seeking advice in respect of possible defamation, or in seeking a non-litigious remedy for possible defamation.
  - For legal proceedings that do not involve a Councillor performing their role as a Councillor.
- 8.5. Reimbursement of expenses for reasonable legal expenses must have Council approval by way of a resolution at a Council meeting prior to costs being incurred.

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## Part C – Facilities

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### 9. General facilities for all Councillors

#### Facilities

- 9.1. Council will provide the following facilities to Councillors to assist them to effectively discharge their civic duties:
- A Councillor common room appropriately furnished to include computers, a printer/scanner, accessories, phones and pigeon-holes/lockers.
  - A Councillor Parking Permit, which entitles the holder to park in all Resident Parking Scheme areas, Council Authorised spaces and metered spaces for an unlimited time without payment, including Queen Elizabeth Drive and Park Drive, Bondi Beach, and Bronte Cutting.
- 9.2. Councillors may book meeting rooms for official business in a specified Council building at no cost. Rooms may be booked through a specified officer in the Mayor's office or other specified staff member.
- 9.3. The provision of facilities will be of a standard deemed by the General Manager as appropriate for the purpose.
- 9.4. On request, Council will also provide the following to Councillors each year:
- E-letterhead, to be used only for correspondence associated with civic duties.
  - Business cards up to a value of \$150 per year.
  - One name badge per Councillor.
- 9.5. This clause has been deleted.

#### Administrative support

- 9.6. Council will provide administrative support to Councillors to assist them with their civic duties only. Administrative support may be provided by staff in the Mayor's office or by a member of Council's administrative staff as arranged by the General Manager or their delegate.
- 9.7. As per section 4 of this policy, Council staff are expected to assist Councillors with civic duties only, and not assist with matters of personal or political interest, including campaigning.

### 10. Additional facilities for the Mayor

- 10.1. Council will provide to the Mayor a maintained vehicle to a similar standard of other Council vehicles, with a fuel card and Councillor Parking Permit. The vehicle will be supplied for use on official business, professional development and attendance at the Mayor's office.
- 10.2. This clause has been deleted.
- 10.3. The Mayor's expenses budget or annual fee will be reduced to cover the cost of any private travel calculated on a per kilometre basis by the rate set by the Local Government (State) Award.
- 10.4. A parking space at Council's offices will be reserved for the Mayor's Council-issued vehicle for use on official business, professional development and attendance at the Mayor's office.
- 10.5. Council will provide the Mayor with a furnished office and meeting space,



including a computer (desktop/laptop), printer/scanner, accessories and phone.

- 10.6. In performing his or her civic duties, the Mayor will be assisted by a small number of staff providing administrative and secretarial support, as determined by the General Manager.
- 10.7. The number of exclusive staff provided to support the Mayor and Councillors will not exceed two full-time equivalents.
- 10.8. As per section 4 of this policy, staff in the Mayor's office are expected to work on official business only, and not for matters of personal or political interest, including campaigning.

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## Part D – Processes

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### 11. Approval, payment and reimbursement arrangements

- 11.1. Expenses should only be incurred by Councillors in accordance with the provisions of this policy.
- 11.2. Approval for incurring expenses, or for the reimbursement of such expenses, should be obtained before the expense is incurred.
- 11.3. Up to the maximum limits specified in this policy, approval for the following expenses may be sought after the expense is incurred:
  - General travel.
  - Carer.
  - ICT equipment and ICT usage. However, Councillors should consult the IT department before purchasing ICT equipment to achieve best value for money and to ensure that adequate security, maintenance and insurance are provided.
  - Home office.
- 11.4. Final approval for payments made under this policy will be granted by the General Manager or Executive Manager, Governance.

#### Direct payment

- 11.5. Council may approve and directly pay the cost of conferences, professional development and ICT equipment, with the amount deducted from the relevant Councillor expenses budget.

#### Reimbursement

- 11.6. All claims for reimbursement of expenses incurred:
  - Must be made on the prescribed form, supported by appropriate receipts and tax invoices as evidence of goods/services purchased and paid for.
  - Should be submitted monthly, where possible, to the Governance department (see also clause 11.15).

#### Advance payment

- 11.7. This clause has been deleted.
- 11.8. This clause has been deleted.
- 11.9. This clause has been deleted.
- 11.10. This clause has been deleted.

**Notification**

- 11.11. If a claim is approved, Council will reimburse the Councillor through accounts payable within a month of the approval.
- 11.12. If a claim is refused, Council will inform the Councillor in writing that the claim has been refused and the reason for the refusal.

**Reimbursement to Council**

- 11.13. If Council has incurred an expense on behalf of a Councillor that exceeds a maximum limit, exceeds reasonable incidental private use or is not provided for in this policy:
- The amount will be deducted from elsewhere in the Councillor's expenses budget, or
  - Council will invoice the Councillor for the expense, and the Councillor will reimburse Council for that expense within 14 days of the invoice date.
- 11.14. If the Councillor cannot reimburse Council within 14 days of the invoice date, they are to submit a written explanation to the General Manager. The General Manager may elect to deduct the amount from the Councillor's annual fee..

**Time frame for reimbursement**

- 11.15. Unless otherwise specified in this policy, Councillors must provide all claims for reimbursement within six months of an expense being incurred. Claims made after this time cannot be approved except in extenuating circumstances and only where approved by the General Manager in consultation with the Executive Manager, Governance. To assist end-of-year financial processes, all outstanding expenses should be submitted no later than two weeks following the financial year end.

**Carry-over**

- 11.16. Unexpended monetary amounts do not carry over year to year unless otherwise specified in this policy.

**Yearly allowances**

- 11.17. All yearly allowances commence on 1 July each year and are allocated each financial year.
- 11.18. In the first year of a term (e.g. from September to 30 June), a full year's allowance will be allocated.
- 11.19. In the final financial year of a term (e.g. from 1 July to August inclusive), the yearly allowance will be allocated on monthly basis.

**Term allowances**

- 11.20. Where the frequency of an expense or facility is specified 'per term', this equates to a four-year term. Where a term is longer or shorter than four years, the allocation will be adjusted on a monthly basis.

**12. Disputes**

- 12.1. If a Councillor disputes a determination under this policy, the Councillor should discuss the matter with the General Manager.
- 12.2. If the Councillor and the General Manager cannot resolve the dispute, the Councillor may submit a notice of motion to a Council meeting seeking to have the dispute resolved.

**13. Return or retention of facilities**

- 13.1. All unexpended facilities and/or equipment supplied under this policy are to be relinquished immediately upon a Councillor or Mayor ceasing to hold office or at the cessation of their civic duties.
- 13.2. Should a Councillor desire to keep any equipment obtained under this policy, they must purchase the equipment from Council. The General Manager will determine an agreed fair market price or written down value for the item of equipment.
- 13.3. The prices for all equipment purchased by Councillors under clause 13.2 will be recorded in Council's annual report.

**14. Publication**

- 14.1. This policy will be published on Council's website.

**15. Reporting**

- 15.1. Council will report on the provision of expenses and facilities to Councillors as required in the Act and Regulations.
- 15.2. Detailed reports on the provision of expenses and facilities to Councillors will be publicly tabled at a Council meeting every six months and published in full on Council's website. These reports will include expenditure summarised by individual Councillor and as a total for all Councillors.

**16. Auditing**

- 16.1. The operation of this policy, including claims made under the policy, will be included in Council's audit program and an audit undertaken at least every two years.

**17. Breaches**

- 17.1. Suspected breaches of this policy are to be reported to the General Manager.
- 17.2. Alleged breaches of this policy shall be dealt with by following the processes outlined for breaches of the Code of Conduct, as detailed in the Code and in the Procedures for the Administration of the Code.

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## Part E – Appendices

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### Appendix 1 – Related legislation, guidance and policies

#### Relevant legislation and guidance:

- *Local Government Act 1993*, sections 252 and 253
- *Local Government (General) Regulation 2021*, sections 217 and 403
- Guidelines for the payment of expenses and the provision of facilities for Mayors and Councillors in NSW, 2009
- Local Government Circular 09-36 Guidelines for Payment of Expenses and Facilities
- Local Government Circular 05-08 Legal assistance for Councillors and Council Employees.

#### Related Council policies:

- Code of Conduct
- Procedures for the Administration of the Code of Conduct

## Appendix 2 – Definitions

The following definitions apply throughout this policy:

Term	Definition
appropriate refreshments	Means food and beverages, excluding alcohol, provided by Council to support Councillors undertaking official business
Act	Means the <i>Local Government Act 1993</i> (NSW)
clause	Unless stated otherwise, a reference to a clause is a reference to a clause of this policy
Code of Conduct	Means the Code of Conduct adopted by Council or the Model Code if none is adopted
Councillor	Means a person elected or appointed to civic office as a member of the governing body of Council who is not suspended, including the Mayor
General Manager	Means the General Manager of Council and includes their delegate or authorised representative
incidental private use	Means use that is infrequent and brief and use that does not breach this policy or the Code of Conduct
long-distance intrastate travel	Means travel to other parts of NSW of more than three hours duration by private vehicle
maximum limit	Means the maximum limit for an expense or facility provided in the text and summarised in the policy summary
official business	Means functions that the Mayor or Councillors are required or invited to attend to fulfil their legislated role and responsibilities for Council or result in a direct benefit for Council and/or for the local government area, including <ul style="list-style-type: none"> <li>• Meetings of Council and Committees.</li> <li>• Meetings of committees facilitated by Council.</li> <li>• Civic receptions hosted or sponsored by Council.</li> <li>• Meetings, functions, workshops and other events to which attendance by a Councillor has been requested or approved by Council.</li> </ul>
professional development	Includes a seminar, conference, training course, program, event, or other education/development opportunity relevant to the role of a Councillor or the Mayor that may further their professional development, as well as membership of professional bodies
Regulation	Means the <i>Local Government (General) Regulation 2021</i> (NSW)
this clause has been deleted	Means the clause from the Office of Local Government template from June 2017 has been deleted from the Waverley policy as it was not applicable to Waverley. This phrase has been used as replacement text to preserve the numbering throughout the document
year	Means the financial year (i.e. the 12-month period commencing on 1 July each year), unless otherwise specified in this policy

**REPORT**  
**FC/5.2/22.11****Subject:** Sports Fields and Outdoor Courts Hire - 2022-2023**TRIM No:** A22/0369**Author:** Neal Ames, Recreation and Open Space Planner**Director:** Sharon Cassidy, Director, Assets and Operations

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**RECOMMENDATION:**

That Council:

1. In accordance with section 47A of the *Local Government Act 1993*, publicly notifies and exhibits for a minimum of 28 days Council's proposal to grant licences of three years with one two-year option for the long-term hire of the following sports fields and outdoor courts:
  - (a) Waverley Park Oval.
  - (b) Waverley Park #2 (synthetic).
  - (c) Waverley Park #3.
  - (d) Waverley Park netball courts.
  - (e) Waverley Park multipurpose courts.
  - (f) Waverley Park Southern Club Room (Margaret Whitlam Recreation Centre).
  - (g) Hugh Bamford Reserve sports field.
  - (h) Rodney Reserve sports field.
  - (i) Dudley Page Reserve.
  - (j) Barracluff Park sports field.
2. Undertakes an expression of interest (EOI) process for a minimum of 42 days for the long-term hire of the sports fields and outdoor courts above.
3. Officers prepare a report to Council following the EOI period.

**1. Executive Summary**

Council's sports facilities are licensed out to community sporting groups through both short-term hire and long-term licence arrangements. This report seeks endorsement of the expression of interest (EOI) process that needs to be undertaken to ascertain those sports clubs interested in entering into a long-term licence arrangement with Council. Officers have informed current licence holders that an EOI will be undertaken by June 2023.

In addition, section 47A of the *Local Government Act 1993* states that if a council proposes to grant a lease or licence respect of community land for a period of five years or less, it must publicly and exhibit the proposal for at least 28 days.

## 2. Introduction/Background

Council provides and maintains a great variety of facilities to cater for the recreational and play pursuits of the community. Council's commitment to the community is to provide affordable recreation and play opportunities through the provision of high-quality infrastructure that will increase participation and enhance the physical activity undertaken by the community.

Council is also committed to the sustainable management of Waverley's open spaces. Both environmental and cultural character and values are protected within our open spaces. Council acknowledges the value that traditional owners bring to our open spaces and is committed to promoting and protecting traditional owner engagement and values.

Council's Community Strategic Plan 2022-2032 details the following objective and strategy for our open spaces:

### *Objective*

- 2.7 *Ensure public spaces, parks, open spaces and facilities have equitable access, are safe day and night, meet community needs for recreation and are well maintained*

### *Strategy*

- 2.7.1 *Provide safe, accessible and diverse spaces and facilities for different users*

Council's Open Space and Recreation Strategy (OSRS) sets out the vision for Waverley open spaces:

*Waverley's parks and reserves are available to everyone, supporting healthy and active lifestyles. Our parks provide a green sanctuary, protecting and supporting biodiversity and provide an opportunity to implement the ongoing Aboriginal and traditional custodianship of land which forms our local government area. Park design responds to the community's recreation and social aspirations while telling the story of the place, of today's generation and those before ours. Spaces are welcoming, safe and well cared for. A sustainable approach to management allows future generations to enjoy these spaces.*

The OSRS notes that there are approximately 20 different clubs and schools in Waverley who regularly book fields and courts in the local government area (LGA). The OSRS further highlights the shortage of sports fields in Waverley, and the demand from the public for sports fields. It notes that there is more demand than there is capacity to meet that demand. Therefore, an EOI process is undertaken to select the most appropriate sports clubs to hold long-term licence.

## 3. Relevant Council Resolutions

Meeting and date	Item No.	Resolution
Council 15 March 2022	CM/8.5/22.03	That Council:  1. Ensures that sporting organisations and clubs that receive grants and funding from Council provide:  (a) Equal prize money for both boys and girls, and

		<p>men and women, at all levels of competition.</p> <p>(b) Equal opportunity (entry positions, space, time, training, resources) for girls and boys, and men and women to participate in events including competitions and training.</p> <p>(c) An actionable strategy to increase the participation, engagement and ongoing support of women and girls at all levels of competition.</p> <p>2. Affirms that organisations and clubs that do not currently satisfy these criteria can still receive support if they have concrete plans to implement these by 2025.</p>
<p>Council 18 February 2020</p>	<p>CM/7.9/20.02</p>	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. Approves, in principle, new licence agreements for the use of Council's sports fields by Easts Football Club, Queens Park Football Club and Clan na Gael Gaelic Athletics Club for a period up to August 2023, applying the charity/community/not-for-profit rates under Council's Pricing Policy, Fees and Charges.</li> <li>2. Notes that direct negotiations will take place with the respective clubs on the details of the hours of use and location of fields of the licence agreements.</li> <li>3. Delegates authority to the General Manager to approve and sign the new licence agreements.</li> </ol>

#### 4. Discussion

The Waverley public open space portfolio is not large enough to meet the needs of our community, especially for sport. With four functional full-sized sports fields we are significantly below the standard benchmark for sport provision per head of population. With a significant open space supply and demand issue Waverley Council needs to undertake an open EOI process that is based on the highest community need.

The main sport facility in the Waverley local government area is Queens Park, which provides sport services for a large cohort of Waverley residents. However, Queens Park is not managed by Council, but rather the Centennial Park Trust. Council therefore has no control over who uses the fields. After Queens Park, Waverley Park is the largest sport facility in the area, at 11 ha, with 33% of the park allocated to sport.

Out of Council's larger flat sport fields, only three are full sized competition with three training-sized and of these only five (two competition and three training) have sports lighting enabling evening sports use.



Also included in the EOI are the hardcourts, including the netball courts and the multi-purpose courts in Waverley Park all lit for night-time use. The amenity building co-located with the multi-purpose courts is available to be included in the licence to the successful club.

Detailed below in the table are all the fields available to Waverley sports clubs.

Sport ovals and fields								
Reserve / Site Name	Fields	Size	Support Facilities	Irrigation	Parking	Condition description	Linemarking	Lighting
Waverley Park Oval and Cricket wicket	1	115 x 70m	toilets in park	Yes	on street	grass - good turf - good	yes	yes
Waverley Park Field 2	1	100 x 68m	toilets in park	n/a	on street	synthetic - excellent	yes	yes
Waverley Park Field 3	1	50 x 50m	toilets in park	Yes	on street	grass - worn, pot holes	no	yes
Waverley Park Cricket nets (including 4 synthetic cricket nets with grass runnup)	1			n/a	on street	good		
Barracluff Park	0.5	73 x 47m	none	Yes	on street	grass - good	yes	yes
Dudley Page Reserve	1	90 x 55m	cricket pitch (synthetic)	n/a	on street	grass - good	no	no
Hugh Bamford Reserve	0.5	70 x 50m	none	Yes	15 space carpark	grass - good	yes	one side of field
Rodney Reserve	1	100 x 70m	none	Yes	on street	grass - good	yes	no
Queens Park (including 9 soccer fields, 2 soccer / football fields, 5 touch football fields, 9 synthetic cricket wickets, 2 natural turf wickets)	16	various	storage, toilets, change and kiosk		on street	grass - good	yes	no

Figure 1. Active recreation facilities in the LGA (source: Open Space and Recreation Strategy).

### Legislative requirements

Section 46 of the *Local Government Act 1993* allows leases and licences to be granted in respect of community land.

Section 47A of the *Local Government Act 1993* states that if a council proposes to grant a lease or licence in respect of community land for a period of five years or less, it must publicly and exhibit the proposal for at least 28 days.

The following community land is proposed to be licensed:

- Waverley Park Oval.
- Waverley Park #2 (synthetic).
- Waverley Park #3.
- Waverley Park netball courts.
- Waverley Park multipurpose courts.
- Waverley Park Southern Club Room (Margaret Whitlam Recreation Centre).
- Hugh Bamford Reserve sports field.
- Rodney Reserve sports field.
- Dudley Page Reserve.
- Barracluff Park sports field.

The purpose of each licence will be for the playing of recreational and competitive sport.

The term of each licence will be for three years with one two-year option at the sole discretion of Council and conditional on performance criteria being met. The licences are not exclusive use and the facilities will still be publicly accessible and bookable by casual hirers.

The licensees will be determined by the EOI process.

### **Plans of management**

Where there is an existing and approved plan of management (PoM) for a specific park or reserve, whether they be crown land or community land, those plans of management stipulate that licences are authorised to be entered into by Council as the Crown Land Manager (CLM) on behalf of the state, as per the *Crown Land Management Act 2016*). Council has a number of PoMs awaiting Ministerial approval, or in draft at present. Crown Lands has indicated that council has the authority to enter into licences while a draft plan of management is awaiting approval, and conditional on the draft PoM being subject to a community consultation phase on approval. This community consultation will be undertaken in early 2023 for those PoMs awaiting approval.

### **Equal opportunity**

Council resolution CM/8.5/22.03, as detailed above, highlights the aspiration for sports clubs to implement equal access and equal opportunities in their services and programs, wherever possible.

Council plays a role in ensuring that every member of the Waverley community has equal access to the facilities and services that Council provides.

Strategies which seek to achieve equality of opportunity for sport access have been implemented by sporting bodies, at the national, state and regional level, with local clubs being encouraged to align their programs with those strategies. At this point no identified sport equity strategies are enforceable but are guides only.

Sports bodies, and councils understand that sports clubs are community organisations, and are run by volunteers. Therefore, enforcement, for any issue, is discouraged.

In addition, there are limitations in facility provision, from both a supply and demand perspective, as well as from a functional perspective, that create barriers to participation that clubs are unable to overcome, such as not enough sports fields, having two changerooms and not four, and a general lack of players from targeted minority cohorts.

To encourage parity in opportunity it is recommended that equality criteria be included in the long-term licence EOI process, which will guide applying clubs on what actions they should be undertaking to achieve equality in their clubs.

These will take into consideration the NSW Office of Sport's eight 8 key steps club committees should follow to create safe and fair clubs. These are essential foundations to preventing discrimination and other issues and include:

- Club's policies should align with their affiliated peak sporting body, national, state or association level.
- Club's policies should express the values of club to foster positive culture. Values could include respect, fair play, fun, appreciation, inclusion and safety.
- Club's policies must reflect current relevant laws. These are generally issue based. For example, there are laws in Australia and NSW governing child protection, discrimination, liquor licensing, privacy, food handling, work, health and safety, match fixing and more. Clubs must understand and comply with their legal responsibilities.

- Clubs must have established rules and policies. Rules and policies are an important foundation for creating fair and safe clubs. They allow you to set clear expectations and deal with inappropriate behaviour. Every sport and every club will be different, but some of the common types of rules and policies you may have to support fair and safe sport include:
  - Club constitution and by-laws which may contain, for example, disciplinary processes
  - Codes of Conduct – for players, administrators, coaches, officials, spectators
  - Policies, which may cover (standalone or combined)
    - Member protection.
    - Complaints management.
    - Technology/social media/e-safety.
    - Child protection or safeguarding children.
    - Bullying, harassment, and discrimination
    - Inclusion
    - Varying safety-related issues; e.g. heat policy, injuries, concussion.
    - Team selections.
    - Privacy.
- Clubs should have an education program for members and a communication plan. Strong education and communication to members is essential to achieving a safe and fair club.
- Clubs should consider how they can proactively engage and manage the club and have in place strategies and guidelines to deal with matters promptly, professionally, transparently and according to your established rules and processes.
- Appoint a club 'champion', president or board of club representatives to help drive and represent the club and be responsible for ensuring club policies are enacted.
- Set in place an annual review process for club policies and codes of conduct to ensure the club continues to operate in alignment with its values, rules and regulations and legal responsibilities.

### **EOI evaluation criteria for sports fields and courts**

#### *Objectives*

- Council aims to provide community facilities that are accessible to local residents, community groups and organisations and which meet the needs of the local community.
- The expression of interest process aims to ensure fair access and equity within the hiring of Council's community facilities.
- Council aims to provide a wide range of activities across our community venues that benefit people of all ages, backgrounds and skill levels.

To assist in meeting these objectives Council officers will take the following evaluation criteria into account when assessing applications through the EOI process.

#### *Community contribution*

- Is the group based in the Waverley LGA?
- What is the estimated percentage of attendees that live in the Waverley LGA?
- What is the estimated percentage of attendees that are from the Eastern Suburbs Area?
- Does the applicant have a long-standing connection to Waverley or history in utilising Council facilities?

#### *Financial*

- Does the applicant have a debt to Council?

*Community sport and recreational outcomes*

- Is the activity aligned with Council's Community Strategic Plan and other strategic plans such as the Recreational Needs Study.
- Does the activity encourage participation by all Waverley residents, including residents of diverse backgrounds and ages?

*Governance*

- Does the applicant have Club policies and codes of conduct in place to create equitable, safe and fair clubs?
- Does the applicant have a current Certificate of Currency for Public Liability Insurance (PLI)?
- If the applicant is an existing hirer, have they acted in accordance with Council's Terms and Conditions of hire under previous hire agreements?

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

The EOI process and ongoing management of sporting licence requires staff resourcing which covered under existing operational budget.

The EOI process will be advertised for a minimum of 42 days to allow interested sporting clubs to make a submission. The EOI process will run through February and March 2023 and be advertised through various mechanisms including notifications to existing clubs and advertisement via Wentworth Courier, Council's website, e-newsletter, and social media platforms. The section 47A exhibition process will be conducted at the same time for 28 days, as required by the *Local Government Act 1993*.

The merit of EOI submissions will be assessed and a report with recommendations to award licence will be reported to Council in May 2023.

In addition to the general community consultation to be undertaken through the EOI and section 47A processes, an information session for existing and potential applicants will also be conducted. This is expected to take place in early 2023. This workshop will brief the stakeholders on the process and how it will work. It is recommended that Councillors be invited as observers.

**6. Conclusion**

Council is one of very few LGAs in Australia that undertakes an EOI process to enter long-term licence for sports facilities. This indicates the supply and demand issue that Council faces. For a fair process, that favours local residents and the clubs that they belong to, it is necessary to undertake this process. There may well be clubs that apply for a licence and are not successful. Council always seeks the best outcome for our community.

**7. Attachments**

Nil.

**REPORT**  
**FC/5.3/22.11**

**Subject:** Barracluff Park Dog Management Options - Consultation Outcomes

**TRIM No:** A22/0336

**Author:** Neal Ames, Recreation and Open Space Planner  
Carl Nugent, Service Manager, Open Space and Recreation

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

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**RECOMMENDATION:**

That Council:

1. Approves Barracluff Park as a designated timed dog off-leash area between 3 pm and 10 am daily, except for the playground and within 10 metres of the playground, in accordance with the *Companion Animals Act 1998*.
2. Installs a low fence with pedestrian gated access around the sports field to:
  - (a) Separate dog on-leash and off-leash activities and sports users.
  - (b) Enable officers to close the field as necessary for scheduled maintenance, repairs and wet weather.
  - (c) Sustainably manage wear and tear on the playing surface as required.
3. Sets rules and regulations for dog off-leash activity on the sports field prohibiting dog off-leash and on-leash access during sporting activities and signposts these rules and regulations at each pedestrian gate entrance.
4. Upgrades the sports field surface, irrigation, drainage and new fencing at Barracluff Park as recommended in the Open Space and Recreation Strategy and detailed in the Sports Field Improvement Program, with funding allocated in the Long Term Financial Plan.
5. On completion of the field renovation and fencing works, undertakes a three-month community education program on the new rules and regulations for the use of Barracluff Park.
6. Enforces the new rules and regulations once the three-month education program is completed.

**1. Executive Summary**

The purpose of this report is to present to Council the results from the community engagement for dog management options at Barracluff Park. Consultation was open from 29 August–26 September 2022.

Overall, there were 5,360 engagements with the consultation process, including 426 responses to the survey, 60 participants across the three face to face sessions, two briefings with identified stakeholder groups, and 21 email submissions.

Across all channels of feedback, there was no clear preference for any of the four options outlined in the Feasibility Study. There was, however, general support for a timed off-leash arrangement to facilitate sport and continue off-leash dog use within the park.

Based in the feedback the following actions are recommended:

- Barracluff Park is designated as a timed dog off leash area between 3pm and 10am daily, except for the playground and within 10 metres of the playground in accordance with the Companion Animals Act 1998. This would align with other designated timed off leash areas in Waverley LGA.
- Upgrade the sports field to improve drainage, replace the irrigation system and upgrade the play surface to meet best practice sports field turf management in accordance with recommendations from the Sports Field Improvement Program.
- Provide a low fence with pedestrian gated access around the sports field to separate dog on and off leash activities and sports users and enable operational staff to close the field as necessary for scheduled maintenance, repairs, wet weather and to sustainably manage wear and tear on the playing surface as required to manage its carrying capacity.
- Set rules and regulations for dog off leash activity on the sports field prohibiting dog off and on leash access during sporting activities and sign post these rules and regulations of use at each pedestrian gate entrance.

## **2. Introduction/Background**

According to benchmarks and Council's Open Space and Recreation Strategy, the Waverley local government area (LGA) does not have enough open space for its community. Sports fields are even more limited, with only four competition fields for 76,000 people. It is therefore guaranteed that there will be clashes of uses, as is the case at Barracluff Park.

Council, in providing and embellishing open space and sports fields, seeks to find balance between compatible uses that can be sustainably managed. One specific user group should not have exclusive use of an open space but be shared among multiple compatible user groups.

Council has directed that where possible high quality and well-maintained natural turf fields are to be provided. To achieve that outcome sports fields will need to be upgraded, but more importantly, a contemporary sports field maintenance program will need to be implemented.

Where Council has entered into a lease or hirer agreement for any of our facilities, including natural turf sports field, Council is duty bound to provide a safe usable facility.

The current state of field surface at Barracluff Park, specifically the uneven, rough surface and holes dug in the playing surface, has meant that several sports clubs have ceased to use the field due to safe and injury concerns for its players. The state of the field has been caused by overuse by dogs as reported in the Sports Field Improvement Program (SFIP).

From 29 August to 26 September 2022, a community engagement process was undertaken. The engagement was based on the Feasibility Study, which was presented to Council on 2 August 2022, including four possible options to manage the conflict between users.

The options presented to the community included

- Option 1 – Barracluff Park fenced sports field and timed off-leash.

- Option 2 – Barracluff Park dog off-leash area (excluding sports field).
- Option 3 – Beach Road Reserve fenced off-leash area (FOLA).
- Option 4 – Beach Road Reserve and Simpson Street closure – 2 x FOLAs.

Refer to Attachment 2 for details.

### 3. Relevant Council Resolutions

Meeting and date	Item No.	Resolution
Council 2 August 2022	PD/5.5/22.08	That Council: <ol style="list-style-type: none"> <li>Publicly exhibits the Feasibility Study options and master plans for an off-leash dog area at Barracluff Park attached to the report (Attachments 1 and 2) for 28 days.</li> <li>Officers prepare a report to Council following the exhibition period.</li> </ol>
Council 20 July 2021	CM/8.3/21.07	That Council: <ol style="list-style-type: none"> <li>Investigates introducing a dog off-leash period in Barracluff Park that does not conflict with sporting activities and could be separated from the sports ground and playground by a fence and/or plantings.</li> <li>As part of the investigation, considers any other necessary upgrades, such as dog poo bag dispensers and dog bubbler facilities.</li> <li>Undertakes community consultation and officers prepare a report to Council following the investigation and consultation process.</li> </ol>

### 4. Discussion

#### Waverley Council's Strategic Directions

Several strategic plans are relevant and guide the proposed recommendations of this report including the Community Strategic Plan 2022-32 and Open Space and Recreation Strategy (OSRS) as follows:

##### *Community Strategic Plan 2022-32*

Objectives and strategic directions in the CSP seek to provide safe facilities that can cater to a variety of users as follows:

*2.7 - Ensure public spaces, parks, open spaces and facilities have equitable access, are safe day and night, meet community needs for recreation and are well maintained.*

*2.7.1 - Provide safe, accessible and diverse spaces and facilities for different users.*

*2.7.2 - Increase the capacity of existing active recreation spaces through embellishment and upgrade works.*

### 2.7.3 Leverage opportunities to provide new and extended spaces in strategic locations.

Consultation findings from the OSRS identified the need for more dog off-leash areas, particularly in the North Bondi area. The Strategy states that:

*There is a gap in the provision of dog off-leash areas in the Bondi Basin area. Currently Barracluff Park is being used to exercise dogs. This is reflective of a need for off-leash areas in this neighbourhood.*

The Action Plan from the OSRS states:

*Increase provision and capacity of dog off-leash areas. Consult on the introduction of access for dog off-leash activities in North Bondi and Bondi Beach. Identify measures to enforce compliance with timed access. If trial proves to be successful, implement dog off-leash area. Investigate means of improving turf and support facilities such as signage, water bubblers and bins at dog off-leash parks*

And:

*Investigate opportunities to extend the size of the field at Barracluff Park to increase the capacity of the field for match play and training activities. While supporting a broader mix of activities, such as casual play and dog off-leash (timed access), and providing amenities such as toilets to support an increase of users.*

Therefore, the endorsed Council strategy outlines a balance between sport training, on a high-quality surface, and timed off-leash dog activity.

#### **Community engagement summary**

Council officers used a range of methods to maximise opportunities for community participation, including an online survey, two Have Your Say days at Barracluff Park, and an online information session. In addition, key stakeholders were contacted directly and asked to provide feedback.

Overall, there were 5,360 engagements with the consultation process, including 426 responses to the survey, 60 participants across the three face-to-face sessions, two briefings with identified stakeholder groups, and 21 email submissions.

Across all channels of feedback, there was no clear preference for any of the four options outlined in the Feasibility Study. Of the four options presented 47% of respondents (201) ranked Option 1 as their first preference.

There was, however, general support for a timed off-leash arrangement to facilitate sport and continue off-leash dog use within the park.

Respondents most commonly walk their dogs at the following times:

- Weekday evenings after 4 pm.
- Weekday mornings before 9 am.
- Weekends in the middle of the day, 9 am–4 pm.

86% of survey respondents supported the need for more off-leash dog areas in Bondi and there was strong support for the whole park to be made off-leash, with some suggesting the park be fenced to prevent dogs running out onto the road.



Regarding the potential fenced off-leash areas (FOLAs) outlined in Options 3 and 4, there were clear concerns about the negative impact this would have on services and programs at the synagogue adjacent to Beach Road Reserve and Simpson Street road closure. A large number of respondents also noted that the FOLAs presented in Options 3 and 4 were too small and therefore not suitable. These options have very little support from the community.

Some community members also emphasised the need to promote responsible dog ownership either through more enforcement, improved park signage or education programs.

It should be noted that, overall, the engagement feedback was dominated by dog owners with 75% of respondents (320) indicating they owned a dog.

Only one sports club representative provided limited feedback during the consultation period, as most clubs had already cancelled their hire agreements. Several clubs provided written feedback to Council when they cancelled their hire agreements citing conflict with dog off-lead use as the reason for cancelling agreements, as reported to Council on 2 August 2022 (PD/5.5/22.08).

Therefore, the results are heavily biased towards providing dog activity at Barracluff Park.

Respondents to the survey were encouraged to provide comments. The top five comments were:

- The whole park should be made an off-leash area (34) and, if so, should be fenced to prevent dogs running out onto the road (13). (It should be noted many responses called to 'leave the park as it is' or 'keep the status quo', which shows a misconception that the park is currently designated as off-leash.)
- FOLAs in Beach Road Reserve and Simpson Street road closure would have significant impacts on the adjacent synagogue. Respondents noted it would impede access, be disrespectful to Jewish culture, and take away two open areas that are currently used to socialise before and after services (34).
- Proposed FOLAs are too small and therefore not suitable (33).
- Dog owners in the area are not responsible and leave dog poo in the park or let dogs enter the playground area off-leash (27).
- Consider a timed off-leash arrangement where dogs are permitted off-leash when no sport is being played (20).

The Consultation Report is included at Attachment 1.

### **Engagement analysis**

As the majority of respondents were dog owners, it is not surprising that there was overwhelming support for off-leash dog walking at the park. The most quoted statement was 'don't change anything.' However, officers pointed out that something needed to change, as the park is not currently designated as an off-leash park.

The majority of respondents did not support options that would change the reserve, especially the FOLA options (Options 3 and 4). Many dog owners were concerned about dogs running on to nearby streets and so there was support for installing a boundary fence around the park, which would effectively make the entire park a FOLA.

Fencing the whole park will not solve the current clash between users and will not provide sport services to the community. It will just continue the current issues within the park.

A substantial number of respondents supported sports training taking place at the park, however, there were just as many respondents who stated that the park should be for dogs primarily, and that this was supported by current usage.

Even though the majority of the community supported 'do nothing', constructive steps do need to be taken as dogs off-leash are currently a prohibited activity in the park.

It is therefore recommended that the following actions be endorsed:

- Barracluff Park is designated as a timed dog off-leash area between 3 pm and 10 am daily, except for the playground and within 10 metres of the playground, in accordance with the *Companion Animals Act 1998*. This would align with other designated timed off leash areas in Waverley LGA.
- Upgrade the sports field to improve drainage, replace the irrigation system and upgrade the play surface to meet best practice sports field turf management in accordance with recommendations from the Sports Field Improvement Program.
- Provide a low fence with pedestrian gated access around the sports field to separate dog on and off leash activities and sports users and enable operational staff to close the field as necessary for scheduled maintenance, repairs, wet weather and to sustainably manage wear and tear on the playing surface as required to manage its carrying capacity.
- Set rules and regulations for dog off leash activity on the sports field prohibiting dog off and on leash access during sporting activities and sign post these rules and regulations of use at each pedestrian gate entrance.

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

Funding for the sports field upgrade is covered in the Long-Term Financial Plan 6 – SAMP Recreational Asset Renewal, with \$589,000 allocated in 2023–24. Given the timing of the funding allocation, the next available sports season that the field could support is winter 2024.

Officers will identify options to fund the required \$150,000 required for fencing the sports field in or before the 2023–24 financial year annual budgeting process, so that both elements can be delivered concurrently.

On completion of field renovation and fencing works, it is recommended Council officers from Open Space Planning and Compliance undertake a three-month community education program on the new rules and regulations of the use of Barracluff Park. Following the three-month education program, Council Rangers would need to commence enforcement of the new rules and regulations of the use of Barracluff Park to ensure compliance.

## **6. Conclusion**

Barracluff Park is a key component of the overall Waverley open space portfolio. Its location, multi-purpose offering and recent play space upgrade indicates that the park would be currently experiencing more than 750,000 visitations per year.

The sports field is one of only a small number of fields available for local clubs to train and play. These are highly valued spaces that need to be sustainably managed whilst also fulfilling the desire for dog off-leash use.

The Open Space and Recreation Strategy, as well as relevant Council resolutions, highlight the need for the management of dogs in our parks, including the enforcement of the *Companion Animals Act 1998*.

The issues faced at Barracluff Park reflect the supply and demand issues faced on Waverley public open spaces. We have more users trying to use a very limited number of public open spaces for an increasing variety of recreation activities. At the same time the carrying capacity of each park is being exceeded, in some cases, such as Barracluff Park, significantly exceeded. Managing different uses is one of a number of different management strategies. An improvement in enforcement, and an improvement in the maintenance program are also required.

## **7. Attachments**

1. Barracluff Park Dog Management Options - Consultation Report - October 2022 [↓](#)
2. Barracluff Park Dog Off-leash Area - Options [↓](#)





# BARRACLUFF PARK DOG MANAGEMENT OPTIONS

## CONSULTATION REPORT - OCTOBER 2022



Waverley Council acknowledges the Bidjigal, Birrabirragal and Gadigal people, who traditionally occupied the Sydney Coast, and we pay respect to all Aboriginal and Torres Strait Islander Elders both past and present.

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## Executive summary

This report summarises community feedback received in relation to four possible dog management options in Barracluff Park, North Bondi. Consultation was open from 29 August – 26 September 2022.

Council officers used a range of methods to maximise opportunities for community participation, including an online survey, two Have Your Say days at Barracluff Park, and an online information session. In addition, key stakeholders were contacted directly and asked to provide feedback.

Overall, there were 5,360 engagements with the consultation process, including 426 responses to the survey, 60 participants across the three face to face sessions, two briefings with identified stakeholder groups, and 21 email submissions.

Across all channels of feedback, there was no clear preference for any of the four options outlined in the Feasibility Study. There was however general support for a timed off-leash arrangement to facilitate sport and continue off-leash dog use within the park.

86% of survey respondents supported the need for more off-leash dog areas in Bondi and there was strong support for the whole park to be made off-leash, with some suggesting the park be fenced to prevent dogs running out onto the road.

With regards to the potential fenced off-leash areas (FOLAs) outlined in options 3 and 4, there were clear concerns about the negative impact this would have on services and programs at the Synagogue adjacent to Beach Road Reserve and Simpson Street Road Closure. A large number of respondents also noted that the FOLAs presented in options 3 and 4 were too small and therefore not suitable.

Some community members also emphasised the need to promote responsible dog ownership either through more enforcement, improved park signage or education programs.

Recommendations:

- Investigate timed off-leash solutions to facilitate sport and permit off-leash dog use in Barracluff Park
- Investigate designating Barracluff Park as an off-leash area
- Review fencing and consider alternative options
- Investigate constructing a dedicated fenced off-leash area in another location to address demand
- Promote responsible dog ownership in Waverley

## Background

Barracluff Park in North Bondi is used by sporting groups, local residents and the wider community. The field which is shared by all these groups is also frequently used as an off-leash dog park. There are no fenced off-leash dog parks in Waverley.

In 2021, Council engaged an external consult to produce a Sportsfield Improvement Program (SFIP) which analysed the current state of the sports fields in Waverley, what is causing any issues and how to improve them. The SFIP stated that the field at Barracluff Park was unviable for sport with the main reason being unauthorised off-leash activity.

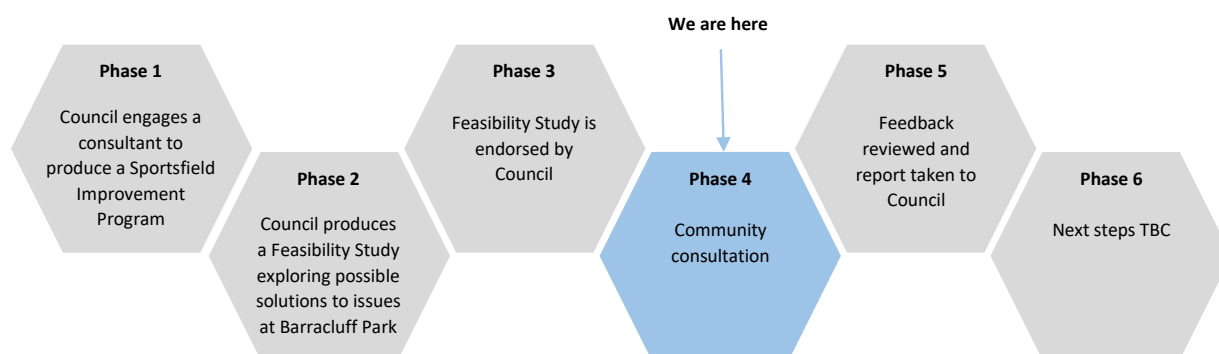
To address this issue, in July 2022, Council produced a Feasibility Study to explore possible options for the management of dogs in Barracluff Park. The Feasibility Study identified four viable options:

- **Option 1:** Fenced sportsfield with timed off-leash dog use.
- **Option 2:** Fenced sportsfield and dogs permitted off-leash in the surrounding park area. Dogs prohibited on the sportsfield at all times.

- **Option 3:** Fenced off-leash dog area (FOLA) in Beach Road Reserve. Barracluff Park remains on-leash only and dogs are prohibited on the sportsfield at all times.
- **Option 4:** Two FOLAs to cater for dogs of different sizes, one in Beach Road Reserve for large dogs and one in Simpson Street Road Closure for small dogs. Barracluff Park remains on-leash only and dogs are prohibited on the sportsfield at all times.

All options require an upgrade to the sportsfield surface and, in accordance with the Companion Animals Act 1998, dogs are prohibited within 10m of the play space (assistance dogs excepted).

The goal of this consultation was to gather feedback on the four options to determine the best outcome for all park users. Feedback will be presented to Council for consideration.



## Objectives

This consultation had two key objectives:

1. To inform the community about the issues at Barracluff Park
2. To seek feedback on four possible options for the management of dogs in Barracluff Park to determine the best outcome for all park users

## Engagement methodology

A range of engagement methods were used to maximise the opportunity for community participation. The engagement process aligned with Waverley Council's adapted IAP2 model for community engagement.

Method	Overview	Date	Response
<b>Have Your Say website</b>	Dedicated page created on Council's Have Your Say website.  URL: <a href="https://haveyoursay.waverley.nsw.gov.au/barracluff-park-dogs">https://haveyoursay.waverley.nsw.gov.au/barracluff-park-dogs</a>	29 August 2022 - Present	2,920 page visits 2,327 aware visitors 289 new registrations 706 document downloads
<b>Notification letter</b>	Letter delivered to 1,860 residences (appendix A).	29 August 2022	43 QR code scans

<b>Media release</b>	URL: <a href="https://www.waverley.nsw.gov.au/top_link_pages/news_and_media/council_news/news/have_your_say_about_our_furry_friends_at_barracluff_park">https://www.waverley.nsw.gov.au/top_link_pages/news_and_media/council_news/news/have_your_say_about_our_furry_friends_at_barracluff_park</a>	7 September 2022	N/A
<b>Social media posts</b>	Facebook (appendix C) <ul style="list-style-type: none"> <li>Three posts to promote the consultation in general</li> <li>One post to promote the online information session</li> </ul>	29 August 2022 2 September 2022 14 September 2022 23 September 2022	Total: 9,007 reach 1,752 engagements
	Instagram (appendix C) <ul style="list-style-type: none"> <li>Two posts to promote the consultation in general</li> <li>One post to promote the online information session</li> <li>One Instagram story to promote the Have Your Say day on Tuesday 13 September</li> </ul>	29 August 2022 2 September 2022 13 September 2022 13 September 2022	Total: 6,078 reach 186 engagements 50 shares 141 likes
<b>Have Your Say days</b>	Council officers were at Barracluff Park from 9am–12pm to talk to park users and collect feedback.	4 September 2022	Spoke to 35 people
	Council officers were at Barracluff Park from 4–6pm to talk to park users and collect feedback.	13 September 2022	Spoke to 20 people
<b>Online information session</b>	A one hour session hosted on Microsoft Teams for participants to ask questions and provide feedback.	15 September 2022	12 registrations 5 attendees
<b>Online survey</b>	Hosted on the Have Your Say website.	29 August – 26 September 2022	426 responses
<b>Waverley Weekly e-newsletter</b>	Story included in Council's weekly e-newsletter (appendix D).	1 September 2022	6,916 recipients 48.4% opens 121 link clicks
		8 September 2022	6,893 recipients 50.9% opens 129 link clicks
<b>Engagement e-newsletter</b>	Story included in Council's monthly Have Your Say e-newsletter (appendix D).	16 September 2022	7,639 recipients 56.1% opens
<b>Stakeholder outreach</b>	Emails sent to identified stakeholders to invite them to provide feedback: <ul style="list-style-type: none"> <li>Precincts</li> <li>Bondi Mizrahi Synagogue</li> <li>Sporting clubs</li> <li>Participants from the Barracluff Park Playground Upgrade consultation</li> </ul>	30 August 2022	Two requests for project briefings with Council officers
<b>Posters</b>	Four posters were installed at Barracluff Park to notify park users of the opportunity to provide feedback (appendix E).	29 August – 26 September 2022	133 QR code scans



## Detailed results – Have Your Say days

Council Officers spoke to approximately 55 people across two Have Your Say days in Barracluff Park. All participants were talked through the four possible options and asked to complete the survey or provide other comments.

The majority of people at the Have Your Say days had already submitted feedback via the online survey, therefore their feedback was not recorded a second time. All surveys completed on the day were input into the online form and analysed together with all survey feedback on pages 6-7.

Although option one was preferred by some, overall there was not a high level of support for any of the four possible options, with many respondents noting none of the proposed options were suitable.

Date	Location of HYS day	# of participants	Support for possible options
4 September 2022	Barracluff Park	Spoke to 35 people  5 surveys 11 comments	<ul style="list-style-type: none"> <li>Option 1 (3)</li> <li>Option 2 (3)</li> <li>Option 3 (0)</li> <li>Option 4 (1)</li> <li>None (5)</li> </ul>
13 September 2022	Barracluff Park	Spoke to 20 people  1 survey 11 comments	<ul style="list-style-type: none"> <li>Option 1 (3)</li> <li>Option 2 (0)</li> <li>Option 3 (0)</li> <li>Option 4 (0)</li> <li>None (8)</li> </ul>

Feedback is summarised below.

Theme	Comment	# of mentions
<b>Make it an off-leash park</b>	Make the whole park off-leash	9
<b>Fenced off-leash areas (FOLAs)</b>	Proposed FOLAs in options 3 and 4 are too small	5
<b>Timed off-leash</b>	Timed off-leash won't work in this space	2
	Timed off-leash hours should work around sport, not be set hours	2
<b>Signage</b>	Need more signage displaying park rules	3
<b>Fencing</b>	Fence the whole park	3
	Don't add fencing, it will cause dirt to build up and will prevent emergency vehicles entering the park	1
<b>Sportsfield</b>	Make the sportsfield smaller so the space is shared more equitably	2
	Make the sportsfield a synthetic surface field so it can be used in all weather and is more durable	2
<b>Impact of sport</b>	Sporting groups leave rubbish in the park	2
	Sporting groups cause parking issues in the area	1
<b>Enforcement</b>	Rules need to be enforced	1

## Detailed results – Survey

The online survey hosted on the Have Your Say webpage received 462 submissions. The survey aimed to collect feedback on the four options identified in the Feasibility Study; it asked participants to rank the four options in order of preference and to provide further ideas or comments in an open text field.

### Participant demographics

61% of respondents live in North Bondi, 31% live in the wider Waverley area and 4% don't live in the area but visit often.

70% of respondents visit Barracluff Park to walk their dog, 39% visit the park to exercise, and 34% visit the park to use the playground.

75% of respondents own a dog, 15% do not and 11% don't currently own a dog but might in the future. Participants most commonly walk their dogs at the following times:

- Weekday evenings after 4pm
- Weekday mornings before 9am
- Weekends in the middle of the day, 9am-4pm

The large majority of dog owners who responded to the survey indicated their dog is an adult (1-7 years) and described their dog's size as medium.

More information is available at appendix F.

### Support for a dedicated dog off-leash area in the Bondi area

When asked if there was a need for a dog off-leash area in the Bondi area, 86% of respondents said *yes*, 11% said *no* and 3% did not have an opinion. Of the respondents that said *yes*, 84% indicated they own a dog.

### Preferred dog management options

Respondents were asked to rank the four possible options identified in the Feasibility Study from one to four, with one being their top preference. The option with the lowest average rank therefore indicates the top preference.

Overall the preferred option was option one, with 47% of respondents (201) ranking it as their first preference. Across the board the second, third and fourth preferences were options two, three and four, respectively.

OPTIONS	AVG. RANK
Option 1 - fenced sportsfield with timed off-leash area	2.06
Option 2 - fenced sportsfield and dogs permitted off-leash in surrounding park area	2.21
Option 3 - fenced off-leash area in Beach Road Reserve (for dogs of all sizes)	2.85
Option 4 - two fenced off-leash areas close to Barracluff Park (Beach Road Reserve for large dogs and Simpson Street Road Closure for small...	2.88

## Open field responses

69% of respondents (293) provided extra comments or feedback in an open field text box. Of these, 12% (35) reiterated the need for more off-leash areas in the Bondi area as gauged earlier in the survey.

Comments were grouped using tags to show common themes.

### The top five comments were:

- The whole park should be made an off-leash area (34) and if so, should be fenced to prevent dogs running out onto the road (13).  
It should be noted many responses called to “leave the park as it is” or “keep the status quo”, which shows a misconception that the park is currently designated as off-leash.
- FOLAs in Beach Road Reserve and Simpson Street Road Closure would have significant impacts on the adjacent Synagogue. Respondents noted it would impede access, be disrespectful to Jewish culture, and take away two open areas which are currently used to socialise before and after services (34)
- Proposed FOLAs are too small and therefore not suitable (33)
- Dog owners in the area are not responsible and leave dog poo in the park or let dogs enter the playground area off-leash (27)
- Consider a timed off-leash arrangement where dogs are permitted off-leash when no sport is being played (20)

### All other feedback is summarised below:

Theme	Comment	# of mentions	% of open field responses
<b>Enforcement</b>	More enforcement will be needed to ensure rules are respected	19	6.5
<b>Fencing</b>	Dogs need fenced areas	14	4.8
	Don't add fencing, it will be restrictive and ruin the visual appeal	6	2
	Fence the playground to keep kids safe and dogs out	2	0.7
<b>Sportsfield</b>	Make the sportsfield smaller and relocate it sportsfield within the park so the space is shared more equitably	3	1
	Barracuff Park is not suitable for sport – there are no facilities/parking and there is poor drainage	2	0.7
	Fence a larger area for sport so there is room on the sidelines	2	0.7
<b>Synthetic field</b>	Make the sportsfield a synthetic surface field so it can be used in all weather and is more durable	6	2
<b>Drainage</b>	Fix drainage issue in the park	8	2.8
<b>Dog behaviour</b>	Large and small dogs should be separated	9	3.1
	Council needs to promote responsible dog ownership and provide education programs	2	0.7
<b>Agility equipment</b>	Build agility equipment for dogs	3	1
<b>Other locations for off-leash dog areas</b>	Other locations across the Waverley area were suggested, including Bondi Beach (North and South)	8	2.8

## Detailed results – Online information session

Five people attended the online information session. Council officers provided some background about the project and discussed the four possible options for management of dogs in the park.

The general sentiment of participants was that the whole park should be fenced and made off-leash.

### Feedback/comments (verbatim) and number of mentions

- *It seems it's more popular to use with dogs rather than structured sport so it would be good to preference dogs. Keep the status quo, possibly with more fencing of the park, making off-leash legal (3)*
- *It would be preferable to make the field a dog park (1)*
- *There is training on Wednesday nights at Barracluff, not just Tuesday and Thursday nights (1)*

### Questions and Council's response

Topic	Question	Council response
State of the field	Isn't the park on a flood plain, meaning it is going to be flooded anyway?	Barracluff Park is a flood retention and flood detention zone. It is one of very few detention basins for flood water and the primary purpose of the space is to ensure flood waters don't enter nearby properties.
	Would growing trees across the field reduce the flooding?	We usually don't plant trees in flood detention zones. As it is a basin it's designed to hold water and many species don't survive well in these conditions. Furthermore, it would mean the park is no longer a large open space.
	Can the consultant report (Sportsfield Improvement Program) be circulated publicly?	It is an operational document and has not been made publicly available. We will follow up on this request.
	Why spend the money upgrading the oval?	Barracluff Park is designated for sport training, therefore we have to get the field surface up to a standard where it can be used for sport.
Park usage	Is there much demand for it [Barracluff Park] to be used as a formal sportsfield compared to it being used by dogs?	The field at Barracluff Park is a junior sized field so it is not used as a formal sportsfield for competitions. From a sport perspective, it is designated for training. When we talk about sport, we are referring to not for profit structured sport clubs using it for training.
	If there isn't demand for structured sport, could the park be reprioritised for dogs?	We are accepting all feedback during the consultation period and will report back to Council for a decision to be made.
Fencing	Has Council considered a fence along Warners Ave to stop dogs running out onto the road, if we go ahead with options 1 or 2?	It is a possibility

<b>Timed off-leash</b>	Is there an option to keep the whole area open to dogs and possibly have some timing for off-leash?	We are accepting all feedback during the consultation period and will report back to Council for a decision to be made.
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## Detailed results – Email

21 submissions were received via email, expressing mixed views on how dogs should be managed in the park.

### The top three comments were:

- Make the whole park off-leash (6)
- Reduce the size of the sportsfield so the space is more equitably shared with dogs (3)
- Support for timed off-leash to facilitate sport (3). Two pieces of feedback also commented that in addition, dogs should be permitted off-leash in the park area outside of the fenced sportsfield.

### All other feedback is summarised below:

Topic	Question/comment	# of mentions
<b>Fencing</b>	Don't fence the park, it will be restrictive and ruin the visual appeal	2
	Fence the whole park to make it safer	2
	Fence the playground and nearby sloped area to make it a dog-free zone	2
<b>Enforcement</b>	More enforcement is needed to ensure rules are adhered to	2
<b>Dogs in Barracluff Park</b>	Establish an alternative area where dogs are permitted off-leash, not within Barracluff Park	1
	Keep dogs off the field	1

## Detailed results – Stakeholder meetings

Council officers invited identified stakeholder groups to meet and discuss the project in more detail, including Bondi Mizrahi Synagogue, Precincts, and local sporting groups. Two stakeholders responded and requested to meet with Council officers and feedback from these sessions is summarised below.

### Meeting with Bondi Mizrahi Synagogue and BINA Jewish Wisdom

Council officers met with representatives of the Synagogue and BINA Jewish Wisdom on 6 September 2022 and following this meeting, both stakeholders submitted feedback via email.

It was requested that options 3 and 4 be reconsidered due to the impacts fenced off-leash areas would have on the Synagogue with regards to access, impact on prayer services and the inability to continue to use Beach Road Reserve and Simpson Street Road Closure for socialising before and after programs and services.

Feedback is summarised below.

Topic	Question/comment
<b>Access</b>	The primary entry/exit to the Synagogue is in Beach Road Reserve. The addition of a FOLA will overcrowd the park and make it an unattractive and

	uncomfortable environment.
	Undercover parking in the BINA building may become a refuge during wet weather and the driveway may become a pickup/drop off point for pet owners coming by car. Vehicles coming in and out during the day will be dangerous for animals.
<b>Impact on services</b>	The off-leash areas proposed in options 3 and 4 are directly next to the Synagogue's main hall, which is regularly used as a place of prayer. FOLAs right next to a place of worship will detract from prayer, and it is not appropriate to conduct prayer next to an area where dogs are barking, urinating, and defecating.
	The off-leash areas proposed in options 3 and 4 will result in an increase in dog faeces which will disrupt religious classes if the windows are opened. In addition, dog owners who do pick up after their pets often use the BINA garbage bins.
<b>Current use of Beach Road Reserve and Simpson Street Road Closure</b>	These areas are used to congregate and socialize before, during and after services. There is concern that losing these areas will have a direct impact of the community's enjoyment and utilisation of the area.
	During BINA programs Beach Road reserve is used by children attending the centre to play games and run youth activities. The majority of community members and their children do not have dogs or other pets and their children are afraid of dogs and thus will not venture into Barracluff Park. Enclosing this area only for animals would take away this open space.

### **North Bondi Precinct Meeting**

Council officers attended the North Bondi Precinct meeting on 21 September 2022. Precinct members expressed desire to work with Council to address the issue and the following ideas were put forward:

- Trial a timed off-leash area in the park (option 1)
- Construct two fenced off-leash areas (option 4)
- Make the whole park off-leash
- Council should develop a Dog Management Strategy to address dog ownership across the Waverley area

A summary of all feedback and questions from the session is below.

Topic	Question/comment	# of mentions	Council response
<b>Park usage</b>	We want to respect sport activity but also need space to walk dogs as there is limited area for dogs to run around in Bondi. How can we work with Council to make it an off-leash park?	2	The community consultation seeks feedback on what the community would like done with the park. Feedback from this Precinct meeting will be included in that.
	It's important to acknowledge that sport is no longer played there due to dogs.	1	Noted.
	Has there been consideration for nearby parking?	1	It's difficult to find a solution to parking, which is an issue across the LGA.
<b>Benefits of dog ownership</b>	Companion animals bring mental health benefits.	1	Noted.
<b>Timed off-leash</b>	Has there been consideration to set a time for off-leash? Could do a trial. (2)	2	Option 1 suggests that idea and off-leash times could be designated into

			blocks. Keep in mind we have seen in other parks that dog owners don't adhere to designated off-leash times.
<b>Option 4</b>	Support for option 4 as it will contain dogs and give them a place to dig rather than impacting sporting surfaces. It will save Council money.	1	Noted.
<b>Responsible dog ownership</b>	Are the dog owners that use Barracluff Park responsible?	1	Anecdotally, dog owners appear to be responsible.
	Dog numbers are increasing significantly. Does Council have plans to have a Dog Strategy and/or plans to focus on dog use in the LGA?	1	At the moment Council focuses on specific parks, Council does not have a Dog Management Strategy, but it would be beneficial. This consultation was instigated by a Council motion which asked officers to investigate the construction of a dog park in the area.
	What does current dog enforcement look like?	1	We have rangers that do periodic inspections of the park.
	Acknowledge that dog off-leash is illegal and want to work with Council to make it work.	2	Noted.
<b>Council's recommendation</b>	What would be the correct solution for you [the Council officer]?	2	No comment, it is Council's decision.

## Conclusion and next steps

This consultation did not reveal a clear solution as to how the community believes dogs should be managed in Barracluff Park. While there was support to make the whole park off-leash and fence the park to stop dogs running out onto the road, the community also showed support for a timed off-leash arrangement to facilitate sport and continue off-leash dog use within the park.

The FOLAs put forward in options 3 and 4 were not supported; there were clear concerns about the negative impact this would have on services and programs at the Synagogue adjacent to Beach Road Reserve and Simpson Street Road Closure. In addition, a large number of respondents also noted the FOLAs were too small and therefore not suitable.

The majority of respondents support the need for more off-leash areas in Bondi, however it was also noted that responsible dog ownerships needs to be promoted either through more enforcement, improved park signage or education programs.

Recommendations:

- Investigate timed off-leash solutions to facilitate sport and permit off-leash dog use in Barracluff Park
- Investigate designating Barracluff Park as an off-leash area
- Review fencing and consider alternative options
- Investigate constructing a dedicated fenced off-leash area in another location to address demand
- Promote responsible dog ownership in Waverley

## Appendix A – Notification letter

### Page one



Waverley Council  
PO Box 9, Bondi Junction NSW 1555  
DX 12006, Bondi Junction  
Customer Service Centre  
55 Spring Street, Bondi Junction NSW 2022  
ABN: 12 502 383 608

Our ref: A22/0336

31 August 2022

[Title Firstname Surname]  
[Address]  
[SUBURB] NSW [Post Code]

Re: Have your say - dog management options in Barracluff Park, North Bondi

Dear Resident

Waverley Council is consulting the community to determine how dogs can be managed in Barracluff Park, North Bondi.

Over the years there has been a clash between users of the park, namely between dog owners and organised sport. The sportsfield has deteriorated due to extensive use by dogs and can no longer be used for organised sport.

In July 2022, Council produced a Feasibility Study which identifies four possible options for the management of dogs in Barracluff Park:

- Option 1: Fenced sportsfield with timed off-leash dog use.
- Option 2: Fenced sportsfield and dogs permitted off-leash in the surrounding park area. Dogs prohibited on the sportsfield at all times.
- Option 3: Fenced off-leash dog area in Beach Road Reserve. Barracluff Park remains on-leash only and dogs are prohibited on the sportsfield at all times.
- Option 4: Two fenced off-leash dog areas to cater for dogs of different sizes, one in Beach Road Reserve for large dogs and one in Simpson Street Road Closure for small dogs. Barracluff Park remains on-leash only and dogs are prohibited on the sportsfield at all times.

All options involve upgrading the sportsfield surface and in accordance with the Companion Animals Act 1998, dogs are prohibited within 10m of the play space (assistance dogs excepted).

More information is available at  
[www.haveyoursay.waverley.nsw.gov.au/barracluff-park-dogs](http://www.haveyoursay.waverley.nsw.gov.au/barracluff-park-dogs)



You are now invited to provide feedback on the dog management options to help us ensure Barracluff Park continues to be enjoyed by the entire community. Consultation closes Monday 26 September.





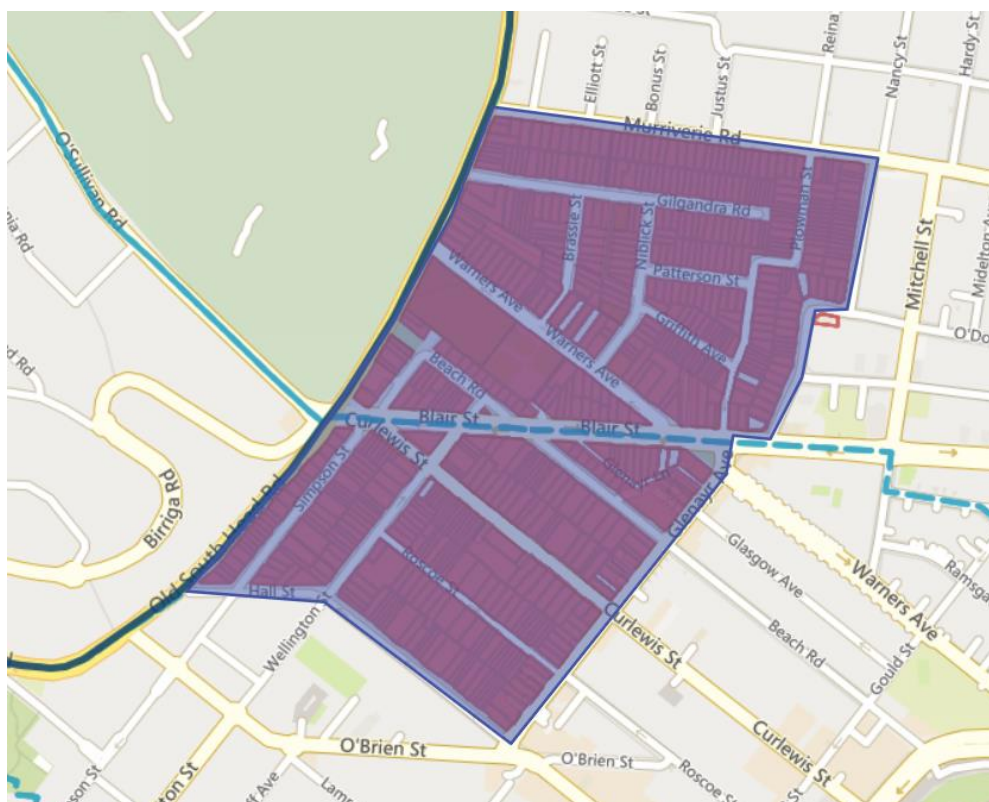
**Waverley Council**  
PO Box 9, Bondi Junction NSW 1333  
DX 12006, Bondi Junction  
**Customer Service Centre**  
33 Spring Street, Bondi Junction NSW 2022  
ABN: 12 502 383 608

- Complete a short survey at [www.haveyoursay.waverley.nsw.gov.au/barracuff-park-dogs](http://www.haveyoursay.waverley.nsw.gov.au/barracuff-park-dogs)
- Talk to Council officers at a Have Your Say day at Barracuff Park
  - Sunday 4 September, 9am–12pm near the play space
  - Tuesday 13 September, 4–6pm near the sportsfield
- Join our online information session on Thursday 15 September, 6–7pm. Register at the link above.
- Email [openspaceplanning@waverley.nsw.gov.au](mailto:openspaceplanning@waverley.nsw.gov.au)

Kind regards

## Appendix B – Letter distribution area

Approx. 1,860 properties




## Appendix C – Social media posts

### Facebook

26 August 2022

**Waverley Council**  
Published by Sprout Social · August 29 at 5:48 PM · 🌐

Do you visit Barracuff Park in North Bondi? The sportsfield surface has deteriorated due to overuse by dogs so we've come up with four possible solutions. Take a look at <https://haveyoursay.waverley.nsw.gov.au/barracuff-park-dogs> and have your say! Feedback closes Monday 26 September.



See insights and ads [Boost post](#)

👍 30      💬 46 Comments      ➦ 13 Shares

👍 Like      💬 Comment      ➦ Share

2 September 2022

**Waverley Council**  
Published by Sprout Social · September 2 at 10:37 AM · 🌐

The field at Barracuff Park needs upgrading. We want your feedback to ensure the park can be enjoyed by sporting groups, residents and dogs. There are plenty of ways to get involved:

- Complete a short survey
- Talk to us at a Have Your Say day at Barracuff Park on Sunday 4 Sep (9am-12pm) or Tuesday 13 Sep (4-6pm)
- Join an online info session on Thursday 15 Sep, 6-7pm (registration essential)

For more info and to have your say, visit <https://haveyoursay.waverley.nsw.gov.au/barracuff-park-dogs> before 26 September.



See insights and ads [Boost post](#)

👍 18      💬 9 Comments      ➦ 4 Shares


👍 Like      💬 Comment      ➦ Share

14 September 2022

**Waverley Council**  
Published by Sprout Social · September 14 at 11:39 AM · 🌐

Join our online information session tomorrow night (Thursday 15 September, 6-7pm) to learn more about the dog management options we've come up with for Barracuff Park in North Bondi. We want to make sure everyone can enjoy the park and make use of the field. 🐕🏡🏡

Ask questions and provide your feedback during the session! Register here: <https://bit.ly/3RXLuB>



See insights and ads [Boost post](#)


👍 4      💬 2 Comments      ➦ 1 Share

👍 Like      💬 Comment      ➦ Share

23 September 2022

**Waverley Council**  
Published by Sprout Social · 2d · 🌐

Last chance to have your say! We're seeking feedback about how dogs should be managed in Barracuff Park. Check out one of the four possible options below and share your ideas via a short online survey at <https://haveyoursay.waverley.nsw.gov.au/barracuff-park-dogs>. Feedback closes Monday 26 September.



See insights and ads [Boost post](#)

👍 5      💬 1 Comment      ➦ 1 Share

👍 Like      💬 Comment      ➦ Share

26 August 2022

2 September 2022

14 September 2022



## Appendix D – E-newsletters

### Have Your Say

16 September 2022



### Have Your Say Waverley — September 2022


[Council livestreams all Council meetings](#) and meetings of the Operations and Community Services Committee and the Strategic Planning and Development Committee. The next Council Meeting is at 7pm, 20 September 2022 and the agenda is available [on this page](#).

#### PROJECTS OPEN FOR COMMUNITY INPUT

- We're collecting feedback on [how dogs should be managed in Barracluff Park, North Bondi](#). We want to make sure the park can be enjoyed by sporting groups, residents, and our furry friends. Have your say by 26 September.
- Are you a local artist or create in the local area? [Register now](#) to be involved in arts and culture programs, residencies, grants, events, industry offers and discounts on performances and presentations.

### Waverley Weekly

1 September 2022





#### Barracluff Park Dog Management Options

Have your say! Consultation is now open to determine how dogs should be managed in Barracluff Park, North Bondi.

**MORE**

8 September 2022

 Waverley Council



### Barracuff Park Dog Management Options

We're seeking feedback to ensure Barracuff Park can be enjoyed by sporting groups, residents and our furry friends. Consultation closes Monday 26 September.

[MORE](#)

## Appendix E – Site poster

# Barracluff Park Dog Management Options



The sportsfield at Barracluff Park has deteriorated due to extensive use by dogs. We've come up with four options to ensure the sportsfield remains useable and cater for the number of dogs in the area. Let us know what you think!

## HAVE YOUR SAY

Consultation open 29 August – 26 September



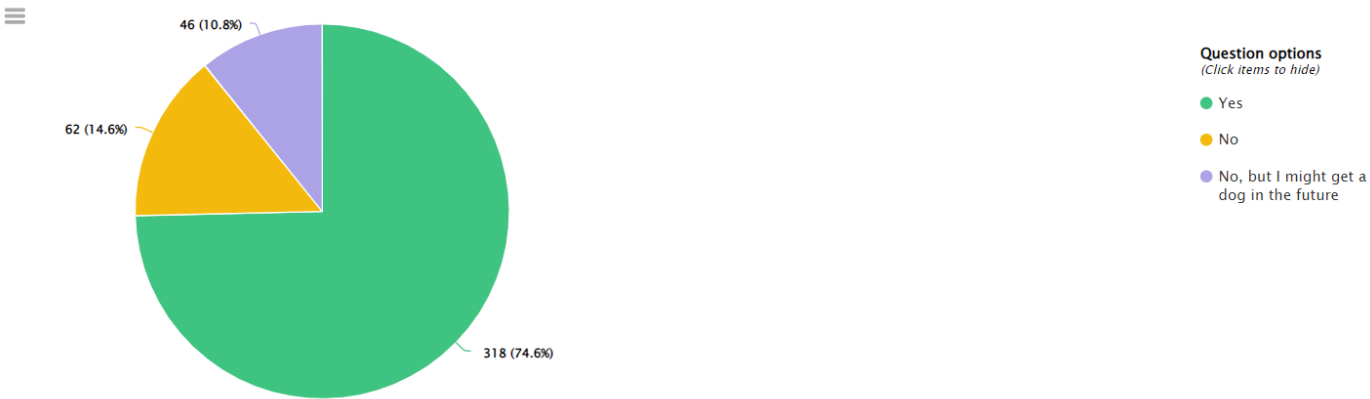
Further information and to provide feedback:  
[haveyoursay.waverley.nsw.gov.au/barracluff-park-dogs](https://haveyoursay.waverley.nsw.gov.au/barracluff-park-dogs)



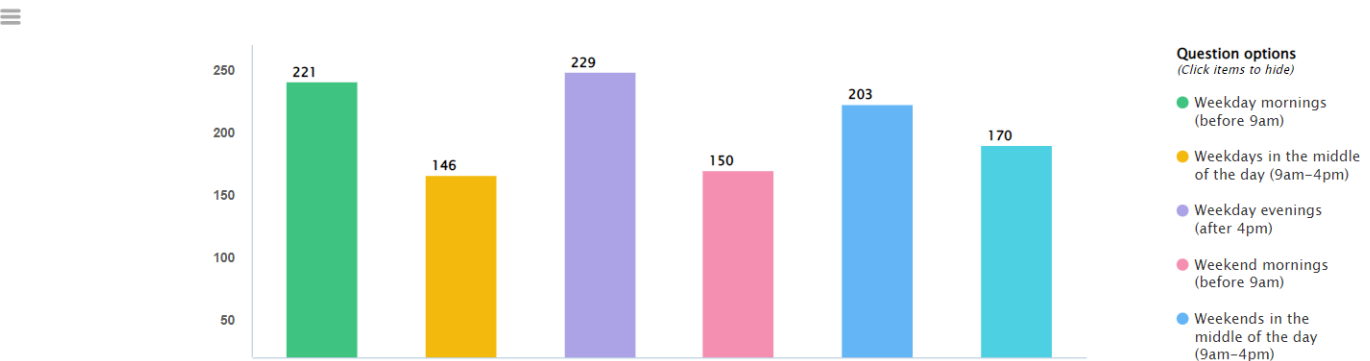
Appendix F – Survey responses

Dog ownership

Q4 Are you a dog owner or dog walker?



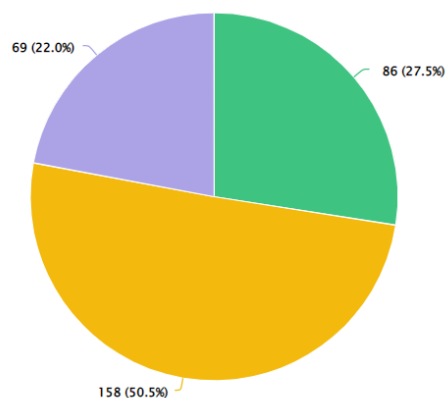
Q5 What times do you regularly walk your dog?



Q6 How old is your dog?



Q7 How would you describe your dog's size?

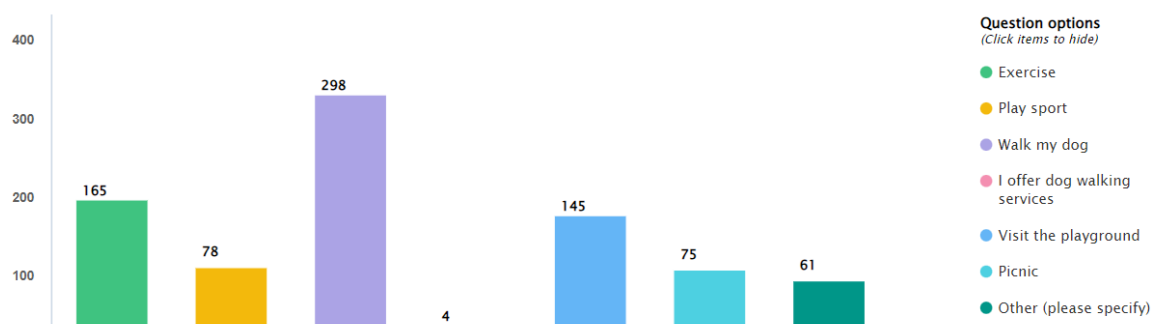


**Question options**  
(Click items to hide)

- Small
- Medium
- Large

## Respondent demographics

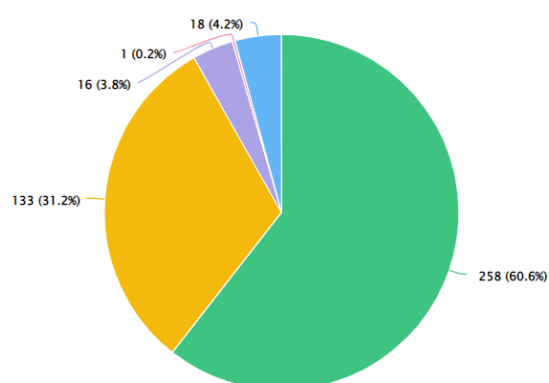
Q8 Why do you visit Barracluff Park? Select all that apply.



**Question options**  
(Click items to hide)

- Exercise
- Play sport
- Walk my dog
- I offer dog walking services
- Visit the playground
- Picnic
- Other (please specify)

Q9 Which of the following best describes you?

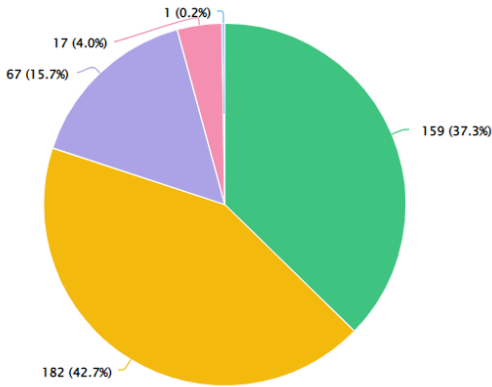


**Question options**  
(Click items to hide)

- I live in North Bondi
- I live in the Waverley area
- I don't live in the area but visit often
- I own a business in the area
- Other (please specify)



Q10 How often do you visit Barracluff Park?



- Question options**  
*(Click items to hide)*
- Everyday
  - 1-2 times a week
  - 1-2 times a month
  - 1-2 times a year
  - Never



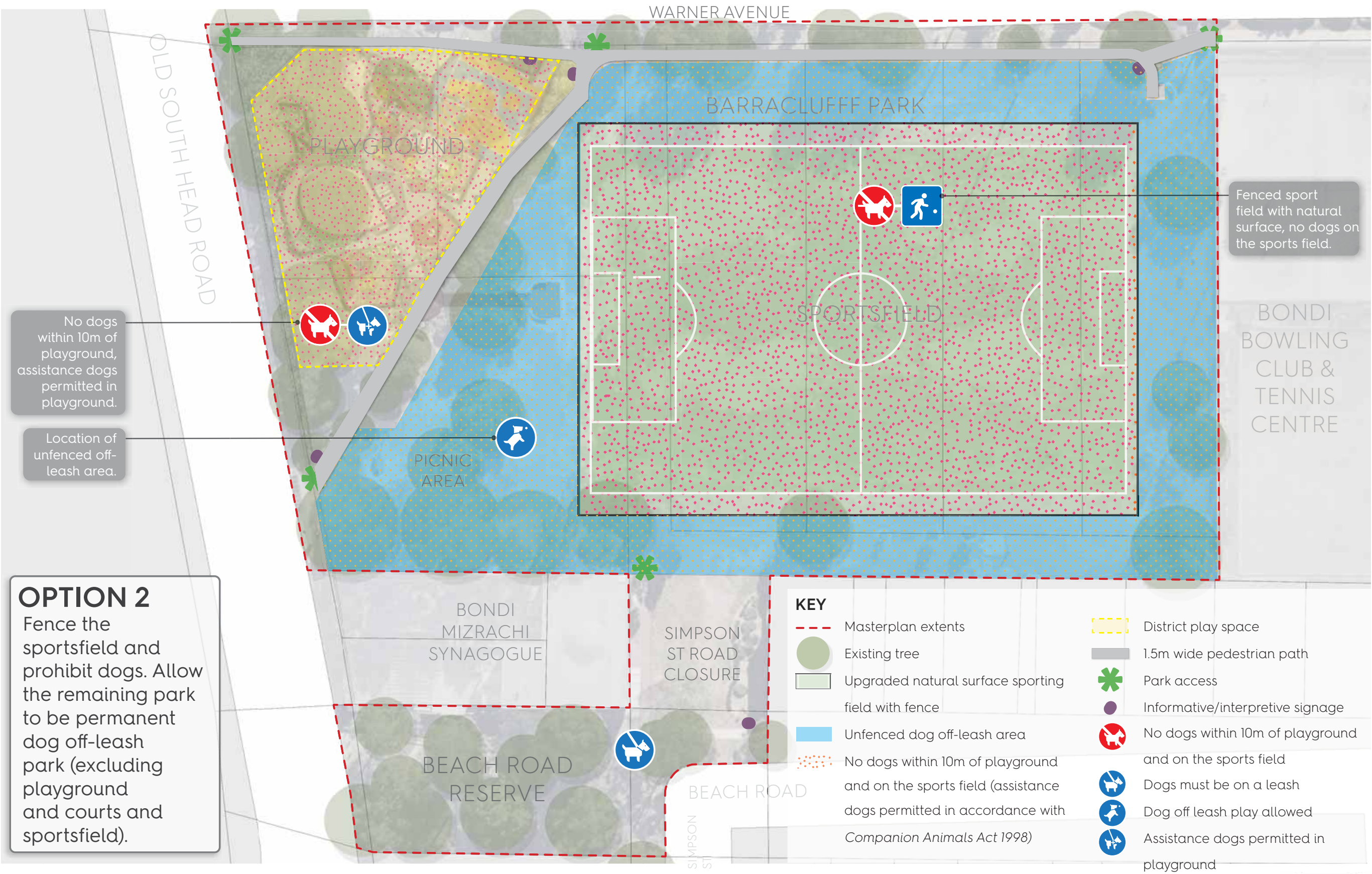
Project Title: **BARRACLUFF PARK**  
**DOG OFF-LEASH AREA STUDY**

Drawing Name: **OPTION 1**  
**FENCED SPORTSFIELD & TIMED DOG OFF-LEASH**  
Drawing No: MP-01

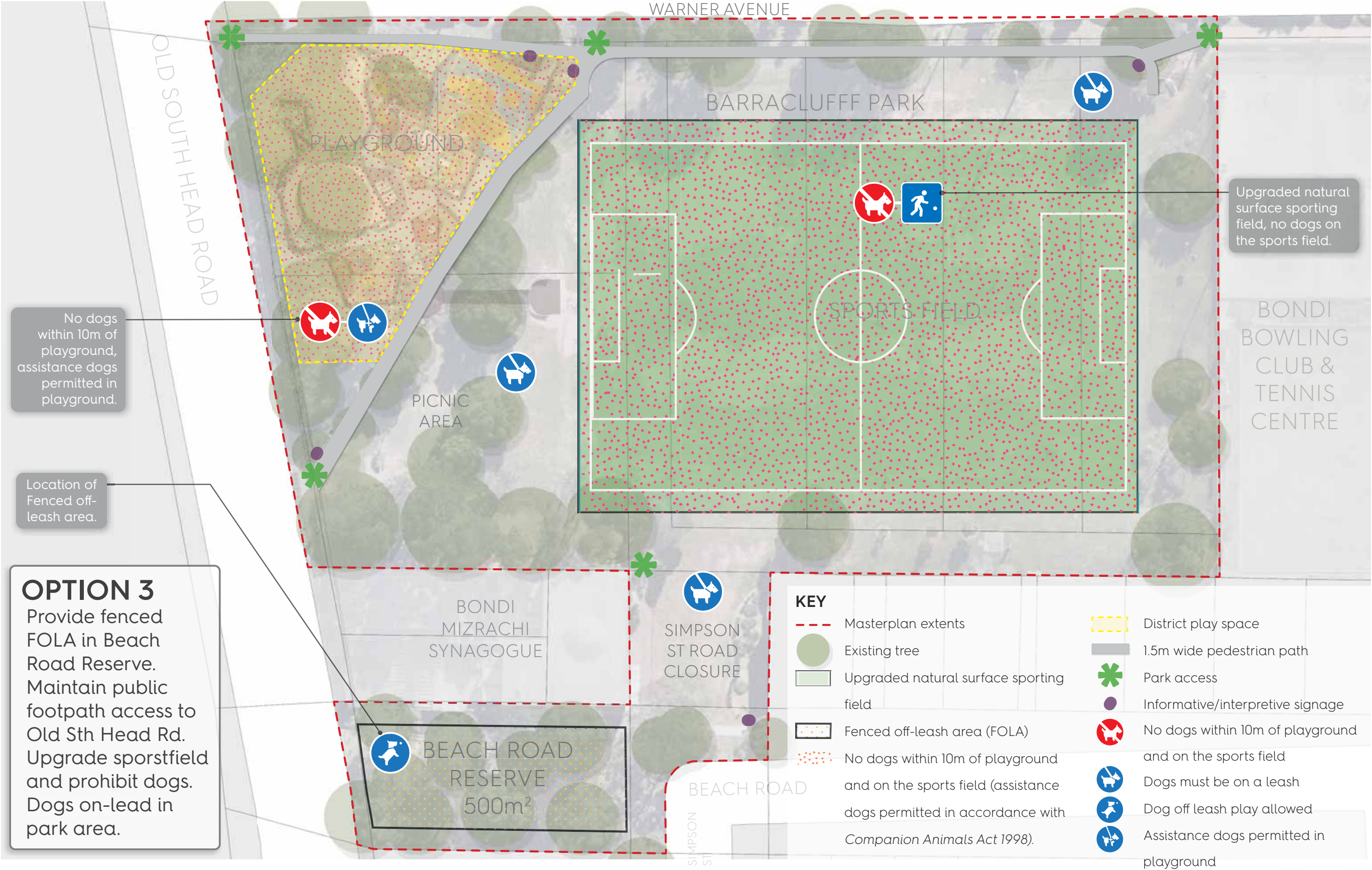
Date: 21.07.2022  
Drawn by: JQ  
Scale: 1:500 @A3



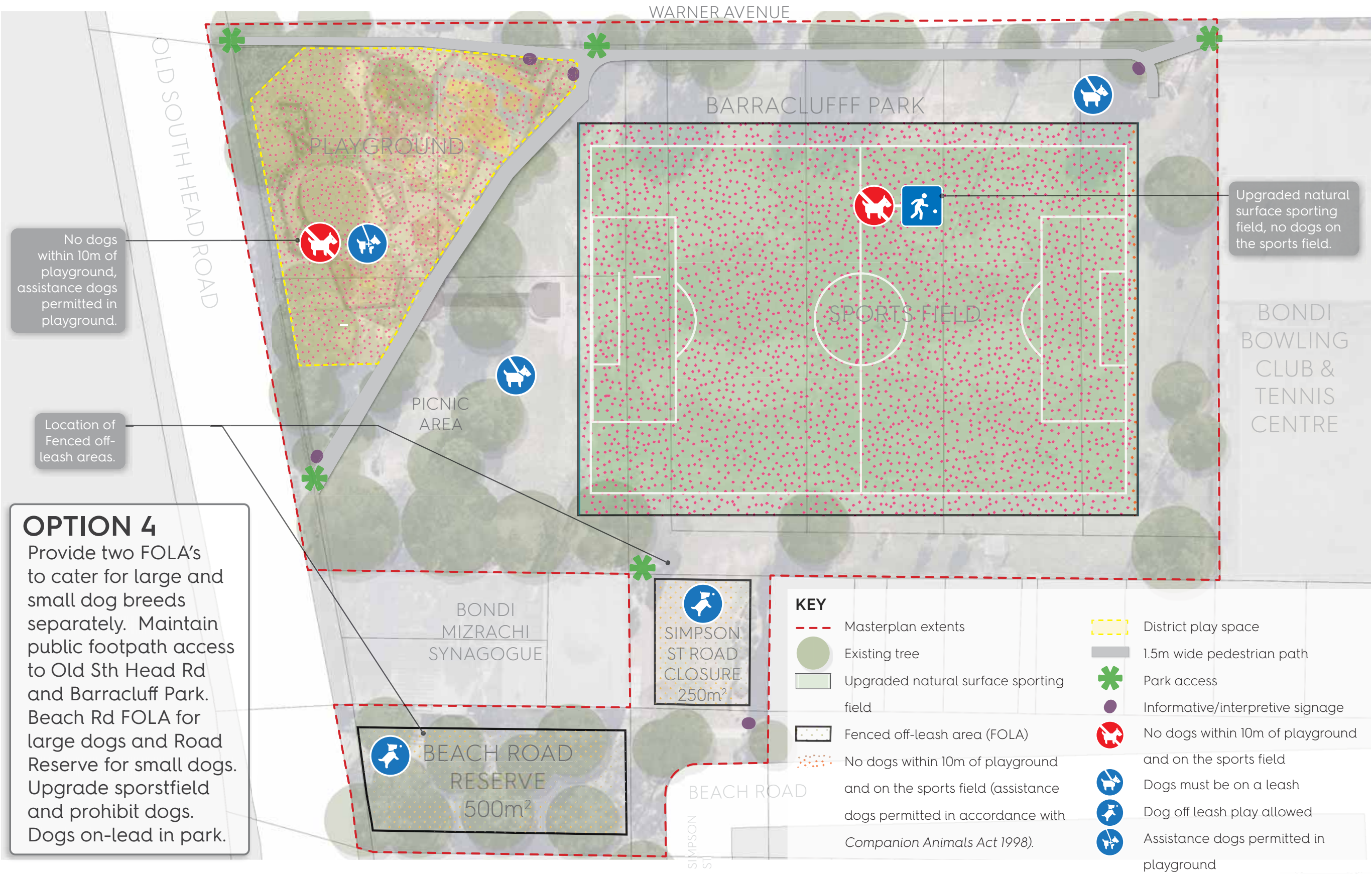












**REPORT**  
**FC/5.4/22.11**

**Subject:** Tamarama Fitness Station - Mitigation of Amenity Impacts

**TRIM No:** A17/0353

**Author:** Carl Nugent, Service Manager, Open Space and Recreation

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

---

**RECOMMENDATION:**

That Council:

1. Notes the community consultation feedback received during the draft Tamarama Plan of Management in support of the fitness station and proposed buffer planting.
2. Following the completion of the Tamarama Surf Life Saving Club Building Upgrade, re-establishes and maintains appropriate screen planting to provide a buffer between the fitness station and neighbouring properties
3. Notes that the approved plans for the development at 21 Gaerloch Avenue, Tamarama, adequately dealt with the privacy and amenity of the development, which directly adjoins a Crown Reserve and is in proximity to the fitness station and the busy Coastal Walk.

**1. Executive Summary**

The purpose of this report is to update Council on investigations into the Tamarama fitness station and claims of residential amenity impacts to the adjoining neighbour at 21 Gaerloch Avenue.

Based on the investigations and outcome of the consultation undertaken in the development of the draft Plan of Management it is recommended, following the completion of the Tamarama Surf Life Saving Club (SLSC) redevelopment that appropriate screen planting be re-established and maintained to provide a buffer.

**2. Introduction/Background**

The Coastal Walk fitness stations were upgraded in 2019 following extensive community consultation in 2017 to replace the pre-existing dilapidated fitness stations built circa 2006.

In accordance with Council adopted Community Strategic Plan, Council strives to support broader community recreation and health outcomes by offer updated facilities and infrastructure that a freely accessible to everyone in our community. This includes upgrading dilapidated fitness equipment with modern equipment that meets the needs and aspirations of the broader community and is designed to meet current Australian Standards for outdoor fitness equipment safety and design.

The equipment chosen and installed are improved versions of the 2014 equipment installed at Bondi Beach in materials more durable to the coastal environment. Equipment selections were based on the pre-existing exercise activities along the Coastal Walk, offering the same activities and not reducing the activities.

The fitness stations were benched into the landscape and required retaining walls. The walls became an opportunity to provide additional steps for plyometric exercises, subscribing to Council's forwarding thinking approach of providing more rather than less community assets.

The location of the Tamarama Fitness station is roughly in the same location as the previous station and remains directly behind 21 Gaerloch Avenue due to the large amount of rock between the station and the surf lifesaving club. The fitness station has been benched down into the landscape to meet the adjoining levels of the Coastal Walk providing step free access into the facility. Of the three Coastal Walk fitness stations built, it remains the only one that provides an equitable/accessible experience for people in mobility devices being linked to Pacific Avenue and mobility parking spot via an accessible ramp.

Currently, the fitness station is closed off from public use as the area is being used for site sheds and storage for the Tamarama SLSC redevelopment project. Following the completion of this project, the fitness station will be reopened for public use and enjoyment.

### 3. Relevant Council Resolutions

Meeting and date	Item No.	Resolution
Council 20 September 2022	CM/8.1/22.09	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.
Council 18 February 2020	CM/8.13/20.02	That: <ol style="list-style-type: none"> <li>1. Council investigates measures to mitigate privacy and noise impacts on residents at 21, 23 and 25 Gaerloch Avenue, Tamarama, from the adjacent, upgraded Tamarama fitness station located on the coastal walk close to the Tamarama Surf Life Saving Club, including, but not limited to, changing the height, style and location of the current fitness equipment.</li> <li>2. Council officers consult the above adjoining neighbours and other interested parties on the matter.</li> <li>3. Council receives recommendations in a formal report.</li> <li>4. The investigation also cover the issue of potential non-compliance with a development consent condition at 21 Gaerloch Avenue, Tamarama, in relation to how it might improve the privacy and noise impacts of the fitness station.</li> </ol>

### 4. Discussion

Council recognises the importance of Tamarama Park and beach to the community for social and recreation activities and the role it plays in the social and physical health and wellbeing of the community and have



commenced updating the Tamarama Park and Beach Plan of Management (PoM). The fitness station is contained within the Crown reserves that make up the areas covered under the PoM.

Between 10 May and 7 June 2022, Council undertook Stage 1 community consultation on the draft PoM to understand user patterns, gauge community sentiment and gather feedback on the park and beach and the proposed key ideas that were generated through research and analysis, before creating the new draft PoM.

Overall, there were 340 engagements with the consultation period spread across a range of communication channels. These included, a face-to-face Have Your Say Day at Tamarama Park, an online webinar, a meeting with Tamarama Gully residents, posters displayed on site, 5,000+ flyers delivered to homes in the immediate area (including to residents of 21, 23 and 25 Gaerloch Avenue), an advert in *The Beast*, social media posts on Facebook and Instagram and e-newsletters. Feedback was gathered via online survey (63 submissions) and direct written submissions (13 submissions).

To address the residential amenity concerns raised by Council via resolution CM/8.13/20.02, Council officers tested with the community a key idea in the draft PoM to provide buffer planting between properties and the fitness station. See Figure 1 below.



Figure 1. Buffer planting key idea from draft PoM Stage 1 community consultation.

90% (53 of 56) of people supported the proposal to provide buffer planting along the park/residential boundary at the fitness station. The survey also asked how satisfied people were with the current fitness station with 71% (42 of 59) of respondents where supportive or very supportive of the fitness station.

Based on the above, it is recommended that Council, following the completion of the SLSC redevelopment, re-establishes and maintains appropriate screen planting to provide a buffer.

## 21 Gaerloch Avenue, Tamarama – Amenity and privacy

Through a review of the approved DA documents, the following three key issues are observed:



- The developer removed planting on Council-managed land and this was not reinstated as part of the development works. Council undertook the replanting of buffer planting as part of the fitness station upgrade works using development bond fees covering the public domain.
- A gate has been built on the southern boundary of the property opening out into the reserve behind the fitness station. This gate is not documented on the approved plans.
- The current landscape within the property now varies from the previously approved plans. There is therefore no screen planting along the southern boundary that would have provided an increased level of privacy along this boundary from the fitness station and Coastal Walk. There is also no tree planting and screen vegetation along the northern boundary leaving the pool, decks and areas of the private building exposed to full views from the elevated public footpath and road along Pacific Avenue.



Figure 2. Google Street View (October 2014) of pre-existing site conditions.



Figure 3. Drone photo (April 2017). Photo prior to commencement of fitness station upgrades.

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

Financial impacts related to the recommendations of this report are limited to operational expenses associated with staff resourcing.

**6. Conclusion**

Based on the investigations and outcome of the consultation undertaken in the development of the draft Plan of Management it is recommended, following the completion of the Tamarama SLSC redevelopment, that appropriate screen planting be re-established and maintained behind the fitness station to provide a buffer.

**7. Attachments**

Nil.

**REPORT**  
**FC/5.5/22.11**

**Subject:** Thomas Hogan Reserve - Drainage

**TRIM No:** SF22/4259

**Author:** Carl Nugent, Service Manager, Open Space and Recreation

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

---

**RECOMMENDATION:**

That Council:

1. Investigates the options set out in the report to improve drainage and mitigate flooding at Thomas Hogan Reserve as part of a future Floodplain Risk Management Study and Plan.
2. Includes these stormwater management solutions for Thomas Hogan Reserve in the Local Parks Plan of Management when it is reviewed in 2023–24.
3. In the short-term:
  - (a) Raises the gravel path at Thomas Hogan Reserve to ensure the footpath link remains viable for pedestrian use in wet conditions but does not impede water flow out of the central basin.
  - (b) Continues to assess the central basin grass areas of the park and close this area to public access as required until conditions are suitable for returfing works to be completed.

**1. Executive Summary**

This report is in response to ongoing drainage issues within the open space areas of Thomas Hogan Reserve and issues raised by residents and Councillors via a notice of motion at Council meeting of 16 August 2022.

Thomas Hogan is a natural landscape subject to natural process which include periodic flooding events. This may render the open central areas of the basin unusable for extended periods of time. The report presents options undertaken as part of a Water Quality Improvement Feasibility Study in 2017.

Any future stormwater interventions need to consider the critically important flood mitigation function the basin area already provides and does not inadvertently shift the flooding issues further downstream of the site. This will be guided by the outcomes of the future Floodplain Risk Management Study and Plan.

It is recommended in the short-term that Council's operational staff raises the level of the gravel path to ensure the footpath link remains viable for pedestrian use in wet conditions but does not impede water flow out of the central basin. Based on safety concerns, operational staff assesses the central grass areas of the park and close this area to public access until conditions are suitable for returfing works to be completed.

## 2. Introduction/Background

Thomas Hogan Reserve is recognised as being a unique pocket of lush open space with mature trees that sits within an enclosed steep sheltered gully surrounded by residential development. The Reserve provides a fauna habitat, playground, community hall and meeting space for the local community. Hence the concerned interest by residents to ensure this important place is improved by Council providing appropriate drainage.

## 3. Relevant Council Resolutions

Meeting and date	Item No.	Resolution
Council 16 August 2022	CM/8.1/22.08	That Council: <ol style="list-style-type: none"> <li>Notes local residents' concerns about the poor drainage in Thomas Hogan Reserve, with muddy conditions and flooding of the paths resulting in the inability to use the park for extended periods after rain.</li> <li>Requests a report including indicative costing and schedule, and possible funding sources for drainage improvements works.</li> </ol>
Strategic Planning and Development Committee 13 April 2021	PD/5.5/21.04	That Council: <ol style="list-style-type: none"> <li>Endorses the Waverley LGA Flood Study attached to the report as Council's current understanding of flood behaviour within the local government area.</li> <li>Uses the knowledge derived from the Waverley LGA Flood Study to mitigate flood risk through applying planning controls to proposed development activities on land identified as flood-affected.</li> <li>Notes the recent grant application to the Department of Planning, Industries and Environment for the Floodplain Risk Management Study and Plan.</li> </ol>

## 4. Discussion

Council recognises the importance of Thomas Hogan Reserve to the community for social and recreation activities and the role it plays as a natural gully ecosystem in the Bondi basin.

### Site context and stormwater issues

Being a natural gully landscape means it captures water from all the surrounding areas, this includes overland flow and subsurface ground water flow, which is then concentrated within the natural basin area within the lower portions of the park.

Pre-subdivision, the park area would have been the head of a natural gully that captured and fed water to the coastal lagoon systems in the lower Bondi/Rose Bay basin area. Subsequent development over time has surrounded the park with residential development trapping water flow in the lower portions of the park.

The lowest portion of the site is located around community hall. The parkland area is subject to periodic flooding with residential flats to the north and eastern sides and rising topography of the park to all sides trapping water at this natural low point.

The historical subdivision does not include a stormwater easement or any stormwater pipe connections from the lower portions of the park or trapped low point around the hall, to Francis St.

Historically, water remains trapped within the park basin slowly absorbing through the sandy soil profile over time.

With the current La Niña weather pattern, we have seen unprecedented above average rain events occurring in Sydney and this is predicted to persist through spring and summer 2022.

Excessive rain has led to the ground in many of our parks remaining saturated for months. In natural gully and basin areas, like Thomas Hogan, the ground saturation is amplified by subsurface water flows continuing to naturally percolate through the gully system keeping the ground waterlogged for a very long period of time.

This will persist until the natural water table subsides. The only way to alleviate that issue, at a number of our parks, is extended dry weather periods.

Compounding excessive water in the gully are the residential developments that surrounds the park on three sides with roof and hard pavement areas historically discharging into the gully.

The gully is also heavily vegetated meaning access to extended periods of natural sunlight to the basin is limited. This effects how quickly the space can dry out and how successful or not grass coverage will be and how quickly it can recover from periodic inundation.

The reserve is situated within the Penkivil catchment which ultimately discharges to Bondi Beach. Due to the flood issues downstream of the reserve, Thomas Hogan's ability to capture and slowly discharge water into the downstream system is a critically important flood mitigation function.

Council will be undertaking a Floodplain Risk Management Study and Plan which will include recommendation and actions for the Penkivil catchment. Any solutions for drainage upgrades and flood mitigation within Thomas Hogan Reserve will need to consider the findings of this report.

### **Thomas Hogan Reserve Plan of Management**

The Thomas Hogan Reserve Plan of Management sets the strategic direction for how the reserve will be managed and maintained including capital works improvements.

Periodic flooding of lower portions of the site, particularly the central grass area and around the hall, are issues identified in the Plan of Management (PoM); e.g. 'Action A9 – Investigate improvements to drainage at low point near hall.' This is a medium-term action in the PoM with the aim of improving access to the hall and green space.

### **2020 Hall and Park Upgrade**

In late 2020, Council completed upgrades to the hall and park. Part of this works was to alleviate some of the flooding around the hall in a local raingarden and install a raised ramp access and wide deck to the hall to allow access and usable outdoor space when periodic flooding occurs.

Works in the park included providing a slightly elevated gravel circulation footpath in the central green space to provide a drier link between around this space to link the Martins Ave staircase and other footpaths on the northern side of the park. The gravel path has been designed with a slight depression mid-point to enable trapped water to slowly escape the central basin area.

### **Water quality improvement project feasibility studies**

In 2017, Council engaged McGregor Coxall to investigate opportunities to trap and treat stormwater, across the local government area (LGA), to improve stormwater discharge quality to our marine environments in accordance with Council's broader environmental goals.

The feasibility report investigated 10 stormwater quality improvement projects. The project sites were selected through a LGA wide study focussed on opportunities in public open spaces.

Thomas Hogan was one of the sites investigated based on site issues identified in the PoM and it is natural location within the low point of the Penkivil catchment enabling the potential catchment and treatment of two sub-catchments totalling 18.4 ha of mixed residential area. That would be a local catchment just around the park of 1.4 ha and a larger catchment to the south-east of 17 ha, which extends almost to Waverley Park.

Three high-level options were considered suitable for the site. All options require further feasibility assessment to confirm viability. The Feasibility Report is included at Attachment 1.

### **Option 1 – Treatment and infiltration of local catchment flow**

To alleviate nuisance drainage issues within the park and to provide a level of stormwater treatment, an unlined drainage swale is proposed around the perimeter of the park, at the base of the slope. The swale length is approximately 160 m with an area of approximately 350 m<sup>2</sup> would capture water in a series of raingardens to allow on site absorption. Overflow would be collected in an underground storage and infiltration system near the community hall.

This options still retains the water at Thomas Hogan but tries to capture and retain it in a series of raingardens and below ground structures. The raingardens would take away open green space within the park for permanent gardens which would need to be tested with the community. The system would only capture and treat the localised catchment of 1.4 ha. The system would still be overwhelmed by excessive rain events causing flooding.

Capital costs: \$175,000.

Maintenance cost: \$20,000 per annum.

Costing indexed to 2022 (excluding GST).

### **Option 2 – Flood detention and treatment (includes Option 1)**

Option 2 takes the option one proposal and converts the open grass area into an extended underground storage and infiltration system (1600 m<sup>3</sup> approx.) with stormwater overflow connected via deep underground pipes (3.6 m deep) under the driveway and down Francis St until a connection could be achieved into the stormwater network. A detention/infiltration basin has the potential to help alleviate localised flooding at the intersection of Francis and Simpson Street.

The feasibility of this option requires further investigation as it would require a significantly large area of the park central to be dug up to create the large underground storage with significant impacts to the park and trees. Coupled to this is the feasibility of the stormwater connection due to its significant depth. The system would however capture and treat the whole 18.4Ha and have capacity to act as flood detention.

Capital costs: \$3,325,000.  
Maintenance cost: \$355,500 per annum.  
Costing indexed to 2022 (excl GST).

### **Option 3 – Treatment and infiltration of local and 17 ha catchment**

Option 3 is the same as Option 2 but on a smaller scale only capturing and treating the 18.4 ha catchment but with no extended flood detention capacity.

Capital costs: \$988,500.  
Maintenance cost: \$45,000.00 per annum.  
Costing indexed to 2022 (excl GST).

Options 2 and 3 capital and ongoing costs were deemed not financially viable for the level of treatment and long-term environmental benefits they would achieve over their life time.

Option 1 would alleviate, but not eliminate, localised flooding events and relies on creating a larger water sensitive urban design (WSUD) flood detention raingarden directly in front of the community hall. Capital and ongoing costs were deemed not financially viable for the level of treatment and long-term environmental benefits they would achieve over their lifetime when compared to investing in stormwater treatment at ocean outfalls.

Option 1 would create a series of raingardens that would cut off overland flow to the central open grass spaces. This would control some of the standing water impacting the central lawn space during smaller rain events. The central lawn area would still need to be able to flood and retain water during major flooding events to alleviate any downstream effects on residential properties.

However, Option 1 would have impacts to the reserve reducing open green lawn space to convert it to raingardens. This has not been tested with the community.

The recommendations and findings of the Floodplain Risk Management Study and Plan will better inform which of the above options is most suitable to warrant further investigation and funding allocation.

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

Each option requires a capital outlay and ongoing recurrent maintenance costs not currently budgeted for in the Long Term Financial Plan 6.

The Floodplain Risk Management Study and Plan will open up further grant funding opportunities to assist in funding future capital works.

Short-term funding is available in this year's capital works budget for gravel footpath repair works and returfing works to improve the quality, amenity and usability of the reserve.

## **6. Conclusion**

Thomas Hogan is a natural landscape subject to natural process which include periodic flooding events. This may render the open central areas of the basin unusable for extended periods of time.

Stormwater connections will be an expensive project and will not alleviate the damp conditions in this natural gully landscape, particularly with the current cycle of unprecedented rain events.

Any future stormwater interventions need to consider the critically important flood mitigation function the basin area already provides and does not inadvertently shift the flooding issues further downstream of the site. This will be guided by the outcomes of the future Floodplain Risk Management Study and Plan.

It is recommended in the short-term that Council's operational staff raises the level of the gravel path to ensure the footpath link remains viable for pedestrian use in wet conditions but does not impede water flow out of the central basin. Based on safety concerns, operational staff assess the central grass areas of the park and close this area to public access until conditions are suitable for returfing works to be completed.

It is recommended that findings and actions from the Floodplain Risk Management Study and Plan be reviewed in conjunction with the upcoming Local Parks Plan of Management, which will include Thomas Hogan, in 2023–24. Options to alleviate the impacts of local flooding in the reserve can be tested with the community at that time.

## **7. Attachments**

1. McGregor Coxall - Waverley Water Quality Improvement Project Feasibility Study - Thomas Hogan Feasibility Report - January 2018 [↓](#)





# WAVERLEY WATER QUALITY IMPROVEMENT PROJECT FEASIBILITY STUDY - THOMAS HOGAN

FEASIBILITY REPORT | JANUARY 2018





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LANDSCAPE ARCHITECTURE  
URBANISM  
ENVIRONMENT  
BIO-CITY RESEARCH





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WAVERLEY WATER QUALITY IMPROVEMENT PROJECT FEASIBILITY STUDY

Overview & Catchment Context

Background

This report is one of 10 stormwater quality improvement project feasibility studies developed for Waverley Council. The project sites were selected through a LGA wide study focussed on opportunities in public open spaces.

The concept plans developed in these reports are for the purpose of indicating technically feasible locations for stormwater treatment based on available information. The concept options also consider how the stormwater treatment element could be integrated into the program and amenity of the park.

The potential projects in these reports however are subject to more detailed site and strategy analysis as well as community consultation and approvals. The costings provided in these reports are high level and included to give council an indication of potential cost for the purpose of comparison.

Site Overview

Thomas Hogan Reserve is a reserve located in a natural gully on Francis St, Bondi. The gully is surrounded by multiresidential buildings.

significant bird habitat through its dense undergrowth and numerous mature trees.

The reserve has a number of built amenities including a community hall, new playground and open space for passive recreation. A recent masterplan has been developed for the site which provides a comprehensive documentation of the reserve and its value as well as planned works to ameliorate the site (Thomas Hogan Reserve Plan of Management, 2011-2021). Key to this feasibility study are issues of drainage within the park and in the downstream streets (near the corner of Francis and Simpson St). Poor drainage within the park has been identified primarily in the vicinity of the community hall which is a localised low point.

Council have undertaken a soil investigation study at Thomas Hogan Reserve which indicate that the soils are sandy to a depth of approximately 1.5m. The soil properties beyond this depth are not known.

Given the drainage and flooding issues within and downstream of the site, this feasibility study investigates a number of options that consider both water quality and stormwater detention solutions.

BELOW LEFT. Location Map shows Waverley LGA boundary (white dashline), and site location (red)

BELOW RIGHT. Catchment drainage map



WAVERLEY WATER QUALITY IMPROVEMENT PROJECT FEASIBILITY STUDY



Drainage and Topography Context

There are two catchments upstream of Thomas Hogan Reserve. These are:

- A small local catchment with an area of 1.4ha comprised of the multiresidential blocks at the top of the gully adjacent the reserve and the gully itself within the reserve. Note that that exact boundary of this catchment is unknown and for the purpose of this study it has been assumed that only the back half of the residential lots drain to the reserve while the front half of the lots drain to the streets.

- A larger 17 ha mixed residential catchment to the west of the Reserve extending almost to Waverley Park.

The reserve is situated within the Penkivil catchment which ultimately discharges to Bondi Beach. The primary target pollutants are therefore sediments (and their associated pollutants) and gross pollutants.

Due to the flood issues downstream of the reserve, flow reduction is also a significant objective considered in this study.



WAVERLEY WATER QUALITY IMPROVEMENT PROJECT FEASIBILITY STUDY

Option 1: Treatment & Infiltration of Local Catchment Flow

Proposed Treatment System - overview





WAVERLEY WATER QUALITY IMPROVEMENT PROJECT FEASIBILITY STUDY

The local catchment stormwater that flows into Thomas Hogan Reserve causes ponding to occur at the low points, in particular around the entrance to the community center, where the ground is compacted. To alleviate nuisance drainage issues within the park and to provide a level of stormwater treatment, an unlined drainage swale is proposed around the perimeter of the park, at the base of the slope. The swale length is approximately 160m with an area of approximately 350m<sup>2</sup>. The swale would be graded towards community center, following the natural topography of the park. The swale grade would be achieved with small check dams that cause water to pond in shallow pools within the swale to encourage infiltration. At the downstream end of the swale, in the open space adjacent the community center, it is proposed that the swale expand to a basin with an area of approximately 150m<sup>2</sup>. There is potential to install a storage and infiltration system such as Ausdrain or Hydrocon underground within the basin

to enhance infiltration potential if it is required. At this stage it is considered that as no additional catchment area is being added to the park, the swale and basin will be sufficient to drain away local runoff and that outlet drainage or additional storage and infiltration infrastructure is not required.

**Note:**  
The design principle for stormwater quality treatment (e.g. raingardens) in parks is to integrate it into the space so that it enhances amenity and allows some degree of public interaction.

There is a low level of risk associated with contact with untreated stormwater in raingardens however it is considered that the risk is no greater than in other public spaces where stormwater may be present. The risk is also mitigated by the fact that raingardens are fast draining and typically dry systems.

1 Infiltration swale with checkdams



2 Pedestrian bridge



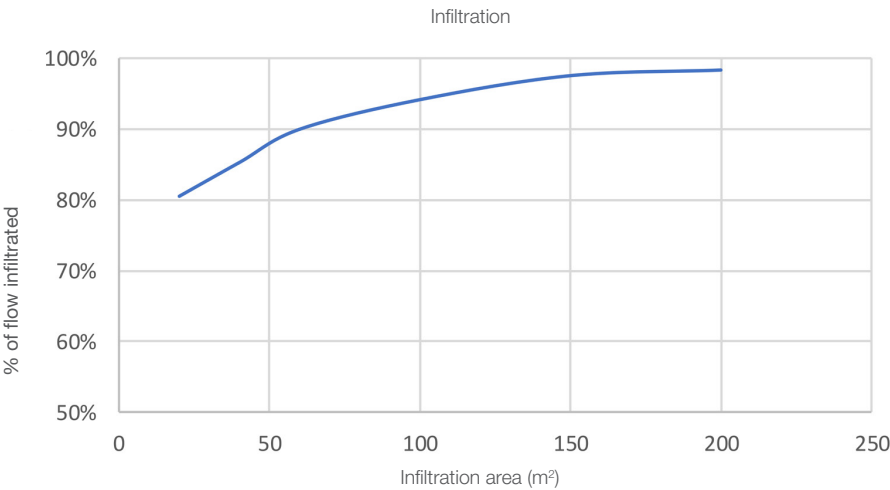
3 Infiltration basin



LEGEND			
	1m contour		Telstra
	Site boundary		Infiltration swale
	Existing council stormwater pipes		New native planting
	Sydney Water Stormwater pipes		Pedestrian bridge
	Existing stormwater pits		Water Fixture
	Light		Check dam (indicative location)
	Underground Electric		
	Sewer		

WAVERLEY WATER QUALITY IMPROVEMENT PROJECT FEASIBILITY STUDY

Option 1: Treatment & Infiltration of Local Catchment Flow  
Treatment System Sizing and Performance Analysis



Infiltration area required to infiltrate stormflows from local catchment.

MUSIC modelling of this option shows that an infiltration area of approximately 150m<sup>2</sup> is required to soak away 98% of runoff from the upstream catchment including runoff from the Community Center roof. This demonstrates that that the swale and basin areas (approximately 450m<sup>2</sup>) will be sufficient to infiltrate the local catchment runoff without need for additional underground storage and infiltration infrastructure (e.g. Hydrocon/Ausdrain).

MUSIC modelling of the water quality performance of this option shows that the proposed system could remove approximately 49% of TSS, 25% of TP and 6% of TN from the total catchment. The treatment performance of this system is summarised in the table below.

	CATCHMENT GENERATION	OUTFLOW	POLLUTANT LOAD REDUCTION	POLLUTANT LOAD REDUCTION (%)
Flow (ML/yr)	10.3	4.7	5.6	54%
Total Suspended Solids (kg/yr)	1,120	572	549	49%
Total Phosphorus (kg/yr)	2.4	2	0.6	25%
Total Nitrogen (kg/yr)	19	17	1.2	6%
Gross Pollutants (kg/yr)	217	0	217	100%



## WAVERLEY WATER QUALITY IMPROVEMENT PROJECT FEASIBILITY STUDY

### Cost Estimate

A high level cost estimate has been developed for this concept design for the purpose of comparison between potential projects and high level budgetary planning. The cost estimate captures major costs associated with construction of the option and includes allowances for design, investigation and a 30% contingency. The cost

estimate rates are based on The Australian Construction Handbook (Rawlinsons, 2017) and professional experience with design and construction of water quality improvement system, and associated works.

	Item	Quantity	Unit	Unit Cost	Total Cost
Site General	Preliminaries, site and project establishment, setout	1	no	\$ 9,168	\$ 9,168
Site General	Allowance for tree removal (estimate 8 trees)	1	no	\$ 1,600	\$ 1,600
Earthworks	Relocate spoil on site compact and returf	250	cum	\$ 35	\$ 8,750
Swale	Excavation for swale + basin	250	m3	\$ 40	\$ 10,000
Swale	Supply and install geotextile liner in swale + basin	495	m2	\$ 5	\$ 2,475
Swale	Topsoil 150mm deep in swale + basin	75	m3	\$ 100	\$ 7,500
Swale	Supply and install d50=150 sandstone spalls in swale + basin	150	m3	\$ 200	\$ 30,000
Swale	Allowance to supply and install check dams	1	no	\$ 5,000	\$ 5,000
Swale	Supply and install planting for swale (6/sqm)	350	m2	\$ 23	\$ 8,050
Amenity	Supply and install footbridge over swale	8	sqm	\$ 2,000	\$ 16,000
Amenity	(6/sqm)	100	sqm	\$ 23	\$ 2,300
<b>Subtotal</b>					<b>\$ 100,800</b>
<i>Design Cost</i>				<b>10%</b>	<b>\$ 10,100</b>
<i>Site Investigations</i>				<b>10%</b>	<b>\$ 10,100</b>
<i>Contingency</i>				<b>30%</b>	<b>\$ 30,300</b>
<b>Total Capital Cost</b>					<b>\$ 151,300</b>
<i>Annual swale + basin maintenance cost (\$)/yr</i>				<i>\$5/m2/yr</i>	<i>\$ 2,500</i>
<i>Annual value (\$)/TN Removed</i>				<i>\$6,645/kg TN</i>	<i>\$ 7,974</i>
<i>Annual value (\$)/TSS Removed</i>				<i>\$12.40/kg TS</i>	<i>\$ 6,808</i>

### Design Considerations

#### Pros:

- Low cost option to provide some level local water quality and drainage improvement
- Enhances amenity of the site without imposing significantly on the existing open space.
- Addresses drainage issues on site identified in the Thomas Hogan Reserve Plan of Management
- May tie in with proposed capital works at Thomas Hogan Reserve
- Minimal excavation required
- No pit and pipe works required
- Option will enhance local ecosystem, replacing weedy undergrowth with native sandstone gully vegetation.

#### Cons:

- Treatment system is necessarily oversized in order to capture runoff around the perimeter of the gully
- Potential loss of trees

#### General Design Considerations

- Confirmation of catchment area to refine the required swale cross section.
- Identification of any stormwater discharge points in the gully is recommended to determine if there are any point sources of stormwater.



WAVERLEY WATER QUALITY IMPROVEMENT PROJECT FEASIBILITY STUDY

Option 2 Flood Detention & Treatment (includes Option 1)  
Proposed Treatment System - overview





WAVERLEY WATER QUALITY IMPROVEMENT PROJECT FEASIBILITY STUDY

The large open space at Thomas Hogan Reserve provides the opportunity to develop a detention/ infiltration basin to help alleviate flooding at the intersection of Francis and Simpson Street, and to improve runoff water quality. Option 2 involves diverting approximately 660L/s of flow from the 1,050 mm Sydney Water stormwater pipe on Francis Street, which drains a 17ha residential catchment, into a new underground basin located in the open area of the reserve via a CDS GPT unit for pre-treatment. The estimated basin volume is approximately 1,600m<sup>3</sup> (1,600m<sup>2</sup> x 1m depth). The basin would be unlined to allow diverted flows to infiltrate into the surrounding soils. Note that option 1 – Treatment and Infiltration of Local Catchment Flow could be implemented in conjunction with this option as shown in the concept plan but has not been included in costing or modelling for the purpose of comparison.

Diversion into and out from the site requires approximately 250m of new pipe, at a depth of up to approximately 3.6m at its deepest location. The

inlet and outlet pipe will need to cross a number of services, including Ausgrid cables, Telstra, and sewer located in the footpath at the front of the reserve.

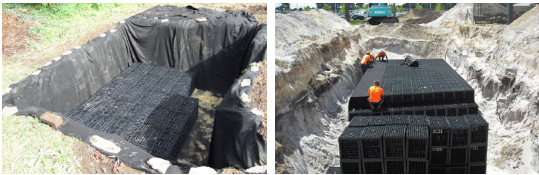
**Note:**  
The design principle for stormwater quality treatment (e.g. raingardens) in parks is to integrate it into the space so that it enhances amenity and allows some degree of public interaction.

There is a low level of risk associated with contact with untreated stormwater in raingardens however it is considered that the risk is no greater than in other public spaces where stormwater may be present. The risk is also mitigated by the fact that raingardens are fast draining and typically dry systems.

1 CDS GPT unit



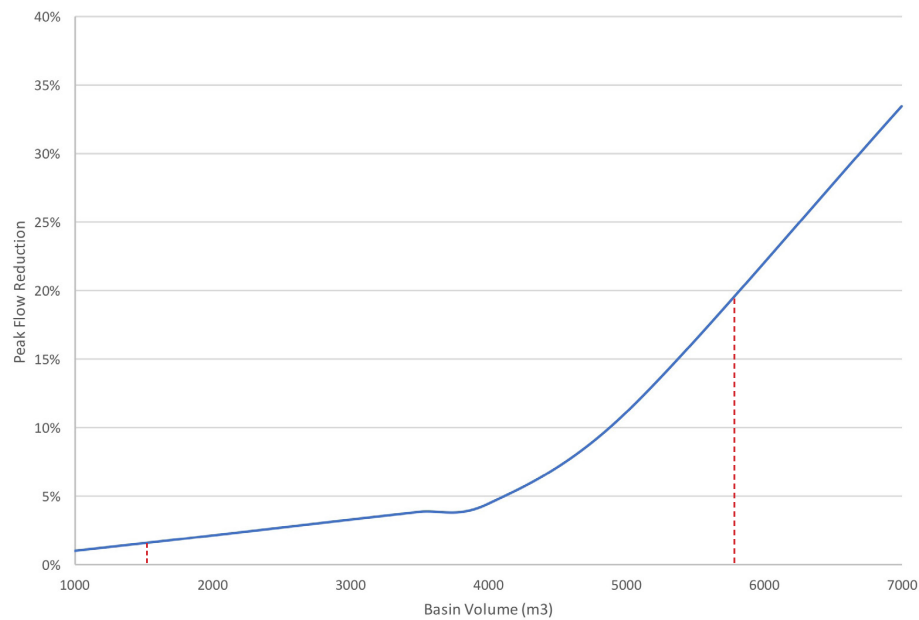
2 Ausdrain detention basin



LEGEND			
-----	1m contour	●	CDS unit
- - - - -	Site boundary	●	Light
—————	Existing council stormwater pipes	—————	Underground Electric
—————	Sydney Water Stormwater pipes	—————	Sewer
—————	New pipes (showing flow direction)	—————	Telstra
●	Existing stormwater pits	■	Underground detention/infiltration basin
●	New pits		
●	Water Fixture		

WAVERLEY WATER QUALITY IMPROVEMENT PROJECT FEASIBILITY STUDY

Option 2 Flood Detention & Treatment (includes Option 1)  
Treatment System Sizing and Performance Analysis



Detention Basin Sizing Analysis Results

Detention basin sizing analysis was conducted using DRAINS software to estimate the detention volume required to reduce peak flow from the 17ha upstream catchment from post-development to pre-development flow rates. Results of this analysis indicate that the increase in peak flow from pre-development to post-development is 1.3m³/s, equivalent to approximately 20% of the pre-development flow. Approximately 5,800m³ of detention storage is required to reduce the post-development peak flow by 20%, back to pre-development levels, as shown in the graph above.

The maximum area available for detention storage at the site is approximately 1,600m² and the known depth of sandy soil is 1.5m. Based on these conditions, a detention/infiltration basin with an area of 1600m² and 1m storage depth was modelled for

peak flow reduction and water quality improvement performance. A range of inflow and outflow configurations were modelled to optimise the system performance. Results of this analysis indicated that a 1600m³ basin could reduce the post-development peak flow from the 17ha catchment by approximately 10% (0.66m³/s), if the diversion was limited to 0.7m³/s.

Water quality performance of the infiltration/detention basin was modelled in MUSIC. Results of the water quality analysis, shown in the table below, indicate that the proposed system with low flow diversion rate of 0.7m³/s would divert approximately 75% of catchment flows. Infiltration of the diverted flows could reduce TSS by 68%, TP by 34%, and TN by 3%.

	CATCHMENT GENERATION	OUTFLOW	POLLUTANT LOAD REDUCTION	POLLUTANT LOAD REDUCTION (%)
Flow (ML/yr)	166	43	123	74%
Total Suspended Solids (kg/yr)	28,100	9,110	18,990	68%
Total Phosphorus (kg/yr)	47	31	16	34%
Total Nitrogen (kg/yr)	352	343	9	3%
Gross Pollutants (kg/yr)	4,030	240	3,790	94%

## WAVERLEY WATER QUALITY IMPROVEMENT PROJECT FEASIBILITY STUDY

### Cost Estimate

A high level cost estimate has been developed for this concept design for the purpose of comparison between potential projects and high level budgetary planning. The cost estimate captures major costs associated with construction of the option and includes allowances for

design, investigation and a 30% contingency. The cost estimate rates are based on The Australian Construction Handbook (Rawlinsons, 2017) and professional experience with design and construction of water quality improvement system, and associated works.

	Item	Quantity	Unit	Unit Cost	Total Cost
Site General	Preliminaries, site and project establishment, setout	1	no	\$ 97,675	\$ 97,675
Site General	Allowance for tree removal (estimate 13 trees)	1	no	\$ 3,000	\$ 3,000
Earthworks	Offsite disposal of excess spoil (assume GSW)	1600	cum	\$ 320	\$ 512,000
Earthworks	Backfill excavated material over detention basin and re-turf	800	cum	\$ 30	\$ 24,000
Diversion	Supply and install diversion pit on existing pipe with trafficable lid	1	no	\$ 7,500	\$ 7,500
Diversion	Supply and install diversion pipe (525 mm)	80	m	\$ 323	\$ 25,800
Diversion	Excavate diversion trench across road including backfill	14	cum	\$ 130	\$ 1,755
Diversion	Excavate diversion trench in park including backfill	115	cum	\$ 50	\$ 5,738
GPT	Supply and install CDS GPT unit	1	no	\$ 80,000	\$ 80,000
Detention Basin	Excavate for detention basin	2400	cum	\$ 40	\$ 96,000
Detention Basin	Supply and install detention/infiltration system including geofabric and preparations (Ausdrain or equivalent)	1600	cum	\$ 650	\$ 1,040,000
Outlet	Excavate outlet trench in park including backfill	187	cum	\$ 50	\$ 9,350
Outlet	Excavate outlet trench in verge and across road including backfill	142	cum	\$ 130	\$ 18,460
Outlet	Allowance for excavation in rock (estimate only)	100	cum	\$ 500	\$ 50,000
Outlet	Supply and install pits for outlet arrangement	4	no	\$ 7,500	\$ 30,000
Outlet	Supply and install outlet pipe (225 mm)	150	m	\$ 150	\$ 22,500
Inlet/Outlet	Road surface reinstatement over trenching	135	sqm	\$ 120	\$ 16,200
Inlet/Outlet	Park and verge surface reinstatement over trenching	140	sqm	\$ 80	\$ 11,200
<b>Subtotal</b>					<b>\$ 2,051,200</b>
<i>Design Cost</i>				<b>5%</b>	<b>\$ 102,600</b>
<i>Site Investigations</i>				<b>5%</b>	<b>\$ 102,600</b>
<i>Contingency</i>				<b>30%</b>	<b>\$ 615,400</b>
<b>Total Capital Cost</b>					<b>\$ 2,871,800</b>
<i>GPT maintenance cost</i>				<i>\$1,500/clean</i>	<i>\$ 9,000</i>
<i>Annual swale + basin maintenance cost (\$/yr)</i>				<i>\$5/m2/yr</i>	<i>\$ 2,500</i>
<i>Annual value (\$/TN Removed)</i>				<i>\$6,645/kg TN</i>	<i>\$ 59,805</i>
<i>Annual value (\$/TSS Removed)</i>				<i>\$12.40/kg TS</i>	<i>\$ 235,476</i>

### Design Considerations

#### Pros:

- Approximately 10% reduction in peak flows which may contribute to reducing flood issues at Simpson and Francis St.
- Significant pollutant load reduction (however option 3 is more efficient at pollutant removal).
- No negative impact on surface amenity and public open space
- Large scale project with multiple potential benefits (flooding and drainage mitigation)
- Potential for funding from Sydney Water as it involves works with Sydney Water Infrastructure
- May tie in with proposed capital works at Thomas Hogan Reserve

#### Cons:

- Significant excavation to install subsurface detention basin and deep excavation for laying pipes

- Crossing of multiple services increases project risk and potential cost
- Potential loss of trees
- Option does not address local drainage issues without implementation of Option 1 as well.

#### General Design Considerations

- Further investigation of soil profile and bedrock depth is required to further assess feasibility and performance of this option.
- Investigation of flood causes and effects recommended to validate effectiveness of the proposed system for flood alleviation.
- Further investigation of services locations and depths along Francis St including potholing. Service relocation may be required within the park as well.
- Depth of 1050mm pipe has been estimated based on existing data and must be verified



WAVERLEY WATER QUALITY IMPROVEMENT PROJECT FEASIBILITY STUDY

Option 3 Treatment & infiltration of local & 17ha catchment

Proposed Treatment System - overview





WAVERLEY WATER QUALITY IMPROVEMENT PROJECT FEASIBILITY STUDY

This option offers a design to maximise the water quality improvement performance of the available surface treatment area within Thomas Hogan Reserve. This option proposes a low flow diversion of 300L/s from the 1,050mm stormwater pipe in Francis St to treat approximately 67% of the flows from the 17 ha catchment upstream. The treatment system would also treat local runoff from the adjacent residential blocks, the Community Center roof and the gully area. As per Option 1, the location of the infiltration swale and basin would alleviate the poor drainage issues across the park.

To maximise the potential treatment of this system it is proposed that the 150m<sup>2</sup> basin area be underlaid with subsurface leaky storage infrastructure such as Ausdrain or Hydrocon. The subsurface storage capacity has been modelled with a capacity of 150m<sup>3</sup>.

Diversion into and out from the site requires approximately 200m of new pipe, at a depth of up

to approximately 3.6m at its deepest location. The inlet and outlet pipe will need to cross a number of services, including Ausgrid cables, Telstra, and sewer located in the footpath at the front of the reserve. Services within the park that service the park lighting will also be crossed. Services within the park that service the park lighting will also be crossed.

**Note:**  
The design principle for stormwater quality treatment (e.g. raingardens) in parks is to integrate it into the space so that it enhances amenity and allows some degree of public interaction.

There is a low level of risk associated with contact with untreated stormwater in raingardens however it is considered that the risk is no greater than in other public spaces where stormwater may be present. The risk is also mitigated by the fact that raingardens are fast draining and typically dry systems.

1 CDS GPT unit



2 Infiltration swale with checkdams



3 Infiltration basin with Ausdrain or Hydrocon

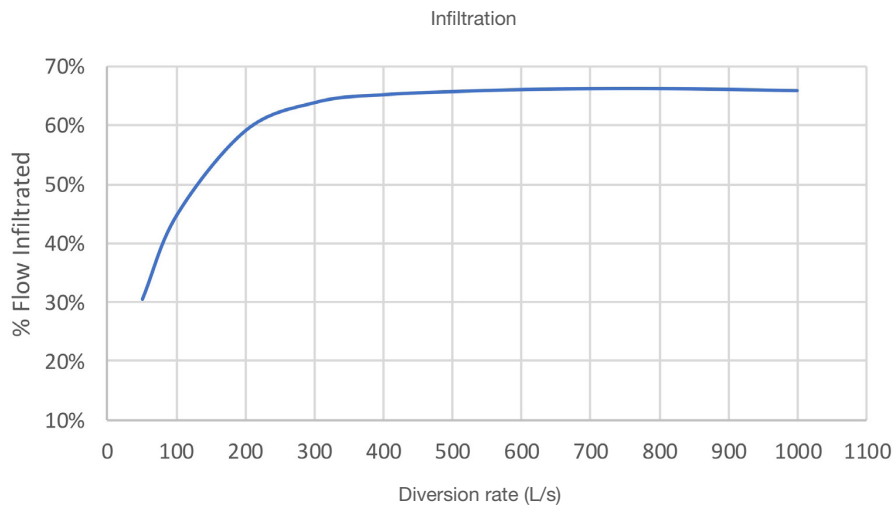


LEGEND			
	1m contour		CDS unit
	Site boundary		Light
	Existing Council Stormwater pipes		Underground Electric
	Sydney Water Stormwater pipes		Sewer
	New pipes		Telstra
	Existing stormwater pits		Underground detention/infiltration
	New pits		
	Water Fixture		

WAVERLEY WATER QUALITY IMPROVEMENT PROJECT FEASIBILITY STUDY

Option 3 Treatment & infiltration of local & 17ha catchment

Treatment System Sizing and Performance Analysis



MUSIC modelling was undertaken to determine the optimal low flow diversion rate from the 1,050mm stormwater pipe on Francis St to the treatment area within the park estimated to be approximately 500m<sup>2</sup>. Modelling results showed that the available treatment area is appropriately sized for a maximum flow rate of approximately 300L/s after which additional flows would bypass the system without treatment. The optimal diversion rate curve is shown below. A 300L/s diversion rate captures approximately 67% of the total catchment flows.

This option was modelled therefore with a 300L/s low flow diversion from the 17 ha catchment, treated in a CDS GPT unit prior to entering the infiltration swale and infiltration basin. The local 1.4 ha catchment including the Community Center roof area was also directed into the treatment system (without GPT pre-treatment).

The water quality performance results for this option shows that the proposed system could remove approximately 53% of TSS, 24% of TP and 1% of TN from the total catchment. The treatment performance of this system is summarised in the table below.

	CATCHMENT GENERATION	OUTFLOW	POLLUTANT LOAD REDUCTION	POLLUTANT LOAD REDUCTION (%)
Flow (ML/yr)	176	75	101	58%
Total Suspended Solids (kg/yr)	29,300	13,712	15,588	53%
Total Phosphorus (kg/yr)	50	38	12	24%
Total Nitrogen (kg/yr)	369	365	4	1%
Gross Pollutants (kg/yr)	4,240	623	3,617	15%



## WAVERLEY WATER QUALITY IMPROVEMENT PROJECT FEASIBILITY STUDY

### Cost Estimate

A high level cost estimate has been developed for this concept design for the purpose of comparison between potential projects and high level budgetary planning. The cost estimate captures major costs associated with construction of the option and includes allowances for

design, investigation and a 30% contingency. The cost estimate rates are based on The Australian Construction Handbook (Rawlinsons, 2017) and professional experience with design and construction of water quality improvement system, and associated works.

	Item	Quantity	Unit	Unit Cost	Total Cost
Site General	Preliminaries, site and project establishment, setout	1	no	\$ 48,496	\$ 48,496
Site General	Allowance for tree removal (estimate 8 trees)	1	no	\$ 1,600	\$ 1,600
Earthworks	Relocate spoil on site compact and returf	330	cum	\$ 35	\$ 11,550
Earthworks	Backfill excavated material over detention basin and compact	75	cum	\$ 30	\$ 2,250
Diversion	Excavate diversion trench across road including backfill	14	cum	\$ 130	\$ 1,755
Diversion	Excavate diversion trench in park including backfill	54	cum	\$ 40	\$ 2,160
Diversion	Supply and install diversion pit on existing pipe with trafficable lid	1	no	\$ 7,500	\$ 7,500
Diversion	Supply and install diversion pipe	40	m	\$ 250	\$ 10,000
GPT	Supply and install CDS GPT unit	1	no	\$ 80,000	\$ 80,000
Swale	Excavation for swale	180	m3	\$ 40	\$ 7,200
Swale	Supply and install geotextile liner	480	m2	\$ 5	\$ 2,400
Swale	Topsoil 150mm deep	71	m3	\$ 100	\$ 7,088
Swale	Supply and install d50=150 sandstone spalls in swale	144	m3	\$ 200	\$ 28,800
Swale	Allowance to supply and install check dams	1	no	\$ 5,000	\$ 5,000
Swale	Supply and install planting for swale (6/sqm)	350	m2	\$ 23	\$ 8,050
Infiltration Basin	Excavate for infiltration basin	225	cum	\$ 40	\$ 9,000
Infiltration Basin	Supply and install infiltration system including geofabric and preparations (Ausdrain or equivalent)	150	cum	\$ 650	\$ 97,500
Infiltration Basin	Supply and install d50=150 sandstone spalls in basin	45	m3	\$ 200	\$ 9,000
Infiltration Basin	Supply and install planting for basin (6/sqm)	150	m2	\$ 23	\$ 3,450
Outlet	Excavate outlet trench in park including backfill	209	cum	\$ 40	\$ 8,360
Outlet	Excavate outlet trench in verge and across road including backfill	142	cum	\$ 130	\$ 18,460
Outlet	Allowance for excavation in rock (estimate only)	100	cum	\$ 500	\$ 50,000
Outlet	Supply and install pits for outlet arrangement	5	no	\$ 7,500	\$ 37,500
Outlet	Supply and install outlet pipe	160	m	\$ 150	\$ 24,000
Inlet/Outlet	Road surface reinstatement over trenching	135	sqm	\$ 120	\$ 16,200
Inlet/Outlet	Park and verge surface reinstatement over trenching	223	sqm	\$ 80	\$ 17,840
Amenity	Supply and install footbridge over swale	8	sqm	\$ 2,000	\$ 16,000
Amenity	Supply and install additional native planting (6/sqm)	100	sqm	\$ 23	\$ 2,300
<b>Subtotal</b>				<b>\$</b>	<b>533,500</b>
<i>Design Cost</i>				<b>10%</b>	<b>\$ 53,300</b>
<i>Site Investigations</i>				<b>20%</b>	<b>\$ 106,700</b>
<i>Contingency</i>				<b>30%</b>	<b>\$ 160,000</b>
<b>Total Capital Cost</b>				<b>\$</b>	<b>853,500</b>
<i>GPT maintenance cost</i>				<i>\$1,500/clean</i>	<i>\$ 9,000</i>
<i>Annual swale + basin maintenance cost (\$/yr</i>				<i>\$5/m2/yr</i>	<i>\$ 2,500</i>
<i>Annual value (\$/TN Removed</i>				<i>\$6,645/kg TN</i>	<i>\$ 26,580</i>

### Design Considerations

#### Pros:

- Moderate cost option
- Maximises water quality treatment potential of available treatment area within Thomas Hogan Reserve without imposing significantly on the existing open space
- Addresses drainage issues on site identified in the Thomas Hogan Reserve Plan of Management
- May tie in with proposed capital works at Thomas Hogan Reserve
- Option will enhance local ecosystem, replacing weedy undergrowth with native sandstone gully vegetation.
- Potential for funding from Sydney Water as it involves works with Sydney Water Infrastructure

#### Cons:

- Deep excavation required for laying of inlet and outlet pipes

- Potential loss of trees
- Crossing of multiple services increases project risk and potential cost

#### General Design Considerations

- Confirmation of local catchment area and optimal flow rate to refine the required swale cross section.
- Identification of any stormwater discharge points in the gully is recommended to determine if there are any point sources of stormwater.
- Further investigation of services locations and depths along Francis St including potholing. Service relocation may be required within the park as well.
- Depth of 1050mm pipe has been estimated based on existing data and must be verified







**REPORT**  
**FC/5.6/22.11**

**Subject:** Bronte Pool - Pump House Upgrade and Pump Replacement

**TRIM No:** SF21/750

**Author:** Amanda Tipping, Project Manager, Major Projects

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

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**RECOMMENDATION:**

That Council:

1. Approves Option 2 (new pump house and stairs), as set out in Attachment 1 of the report, for the Bronte Pool pump house to address structural issues and access requirements.
2. Incorporates a wider pipe intake and new pump, as well as best practice filters and strainers, into the design and construction of the pump house to improve pool water quality,
3. Publicly exhibits the concept design for the new pump house and stairs for a period of 28 days.
4. Officers prepare a report to Council following the exhibition period.
5. Notes that in parallel with the pump house upgrade, officers will investigate options for replacing the pool surface.

**1. Executive Summary**

The purpose of this report is to seek Council's endorsement to progress the upgrade of the Bronte pool pump house which is at its end of serviceable life and pool pump to improve safety, pool water quality and avoid potential long periods of pool closure.

Council has undertaken a series of upgrades in recent years to the Bronte Pool pump and pump house. An assessment and report by specialist pump consultancy Civile identified that these upgrades have significantly improved the operation of the pool pump and pool water quality. However, this assessment also identified that future upgrades and/or replacements are required to:

- Address structural issues with Bronte Pool pump house.
- Further improve pool pump performance, especially during low tides.
- Address difficulties with long lead times and obtaining replacement parts for the current pool pump system.

Council officers have completed works on an interim solution in September 2022, repairing the pool pump to mitigate any risk of failure during the summer months.

In parallel with the pump and pump house design, officers will investigate the appropriateness and cost effectiveness of reverting to the original style of pool surface of lime as well as other suitable surfaces that

are able to withstand a hostile ocean environment and are flexible enough to accommodate the movement of the pool.

## 2. Introduction/Background

Bronte Ocean Pool is a popular and iconic heritage listed swimming pool. It was constructed in the late 1800s and upgraded in the 1920s to include a pool pump and pump house. Waverley Council have undertaken a series of upgrades including in 2018 and 2019. An upgrade of the pool pump electrical, valve, suction line and operational components was undertaken in 2018. In 2019, Council undertook works to improve the pump system including remote Wi-Fi operating system.

In response to a Council resolution (CM/8.1/19.02) passed at the Council meeting on 19 February 2019, an assessment and report (Attachment 2) on the operation of the Bronte Ocean Pool pump and its associated infrastructure was undertaken by specialist consultancy Civile over the 2020–21 summer peak pool use period. Subsequent more detailed investigations and options analysis were undertaken to address issues raised in the Civile report.

A Councillor briefing was held on 7 June 2022 to update Councillors on the Bronte pool pump and pump house issues, present the options and gain feedback to inform the next stage of the project.

### Pool pump repair

In August 2022, SAS Water Solutions conducted a service review of the pool pump. It was noted that the pool pump is wearing and losing efficiency and recommend that budgeting and planning is undertaken for the system in the short-term plan, prior to the new pool pump and pump house project works.

### Pool lining

The pool was resurfaced in 2016; however, pieces of the surface of the pool have lifted as a result of the constant movement of the pool creating sharp edges, which can pose a hazard to swimmers and other users of the pool. Officers make safe any sharp edges as required each time the pool is emptied for cleaning.

## 3. Relevant Council Resolutions

Meeting and date	Item No.	Resolution
Council 19 July 2022	CM/8.1/22.05	<p>That Council:</p> <ol style="list-style-type: none"> <li>1. Notes that: <ol style="list-style-type: none"> <li>(a) There has been considerable time, effort and money spent on resurfacing Bronte Pool to ensure it operates and is maintained at a level that is appropriate given its popularity and is safe to use.</li> <li>(b) The last major pool resurfacing occurred in 2016, which saw the pool closed for over five weeks.</li> <li>(c) Large pieces of the surface of the pool have lifted as a result of the constant movement of the pool.</li> <li>(d) Sections of the pool floor and wall, and the steps at the top of the pool, have lifted creating sharp edges, which also pose a hazard to swimmers and other</li> </ol> </li> </ol>

		<p>users of the pool.</p> <p>(e) The old lime lining of Bronte Pool appeared to weather well and accommodate the ongoing pool movements.</p> <p>(f) Officers make safe any sharp edges as required each time the pool is emptied for cleaning.</p> <p>2. Officers:</p> <p>(a) Continue to make safe the Bronte Pool surfaces as necessary.</p> <p>(b) Investigate:</p> <p>(i) The appropriateness and cost effectiveness of reverting to the original style of pool surface of lime.</p> <p>(ii) Other suitable surfaces that are able to withstand a hostile ocean environment and are flexible enough to accommodate the movement of the pool.</p> <p>(c) Advise of potential costs and budget allocation.</p> <p>3. Receives a report outlining findings and options on how to proceed.</p>
Council 19 February 2019	CM/8.1/19.02	<p>That Council:</p> <p>1. Considers previous work in assessing the water intake pipe, which was undertaken as part of the recent renovation of the Bronte Pool.</p> <p>2. Investigates options for extending the water intake pipe further out into the ocean to ensure that the pump can work at low tide.</p> <p>3. Investigates the Wi-Fi pump starting system and gets it working again.</p> <p>4. Officers report back to Council. The report is to include a budget estimate and timing to have the water intake pipe extended and fitted with suitable filters.</p>

#### 4. Discussion

Civille identified that the upgrades undertaken by Council have significantly improved the operation of the pool pump, however, there is potential for further improvements to be undertaken. The key improvements realised include the elimination of the need for the daily manual operation of valves and minimising the time the pump is out of operation.

Key opportunities for improvement include widening the inlet pipe, replacing filters and strainers. Civile identified that the current pump intake is not able to operate the lowest tides (approximately two hours per day). The diameter of inlet into the pump sump is too small and restricts flows at low tide. Civile identified that extending the pipe further into the ocean is not required.

Gray Diving Services undertook a dive study as part of the 2018 upgrade works and did not find any evidence of an inlet pipe extending out along the rock platform. A larger diameter inlet would enable the pump to operate during lowest tides. This would be less costly, easier to construct, less maintenance and have less impacts on the existing marine environment than a pipe extension into the ocean.

Ongoing difficulties were also identified, with six-month-plus lead times to obtain refurbished pool pump parts (new pump parts are no longer available) and importing them from overseas. Other potential improvements identified include:

- Automated backwash strainer to avoid blockages (primarily from seaweed) to the prime chamber valve outlet and the associated pump downtime for maintenance contractors to attend and clear the blockage.
- Automated backwash strainer to suction pump inlet to avoid Council operational staff having to manually clean the strainer basket of the suction pump (of seaweed) daily.

Civile also identified structural deterioration of the pump house that warranted further investigation. A structural review was undertaken in 2016 by TOP Consulting that found that the pump house building was skinned with a new outer shell in 1999–2000. Asset Technologies Pacific (ATP) undertook a condition assessment in 2019 of the Bronte Pool pump-house as part of a broader Council asset assessment program. ATP identified the building as fit for purpose but with significant defects.

More detailed investigation of structural issues identified that the current building is at the end of its serviceable life. These investigations were undertaken by sub-consultancy structural engineers ACOR and coastal engineer Peter Horton who identified that the inner 1920s skin of the pump house building is compromised by severe concrete spalling as is not fit for purpose and there is potential for failure of eastern wall/roof junction in severe storms. Therefore, augmentation and/or rebuild of the pump house is required to counter this possible failure. Do nothing is not an option.

As a result, Council engaged head consultancy Panovscott and sub-consultancy Civile to undertake an options analysis to first identify the preferred future location of the pool pump having consideration to Bronte Park and Beach Plan of Management actions to review the location of the Bronte Pool pump (D2.1 and F2.2). The first options analysis undertaken by head consultancy Civile investigated the preferred location for the pump system including the existing location, and a new location adjacent to the amenities. The existing pump-house location is preferred as it has the least environmental impacts to the marine environment, is the safest for swimmers and the least uncertainties over operation such as sand ingress and structural stability. Further to this, if the pump system was placed adjacent to the amenities the intake pipe would compromise the swimming area outside the pool. The issues to address with this option are safe access to the pump house (for construction and operation) and the structural instability of the existing pump house.

A second options analysis was then undertaken by head consultancy Panovscott in collaboration with Civile, ACOR and Peter Horton, as well as other specialists to compare repair, encase, rebuild and reimagine scope options for the upgrade of the pump house and pump. Replacement of the pool pump with best practice strainers and filters is included in each option due to the long lead time in obtaining replacement parts for the current pump and opportunity to implement the preferred energy efficient dual pump system to further reduce risk of pump down time.

Reconstruction of the existing stairs at the southern end of Bronte Pool were also included in each option as they have been identified as being non-compliant with standards and important for providing safe access to the pump house for operation.

The repair option was not supported by the structural engineers as a feasible option due to the extent of reconstruction work required as well as retention of existing fabric which will require ongoing maintenance. Therefore, it was removed from further assessment.

A summary of advantages and disadvantages of the encase, rebuild and reimagine options is outlined in the table below.

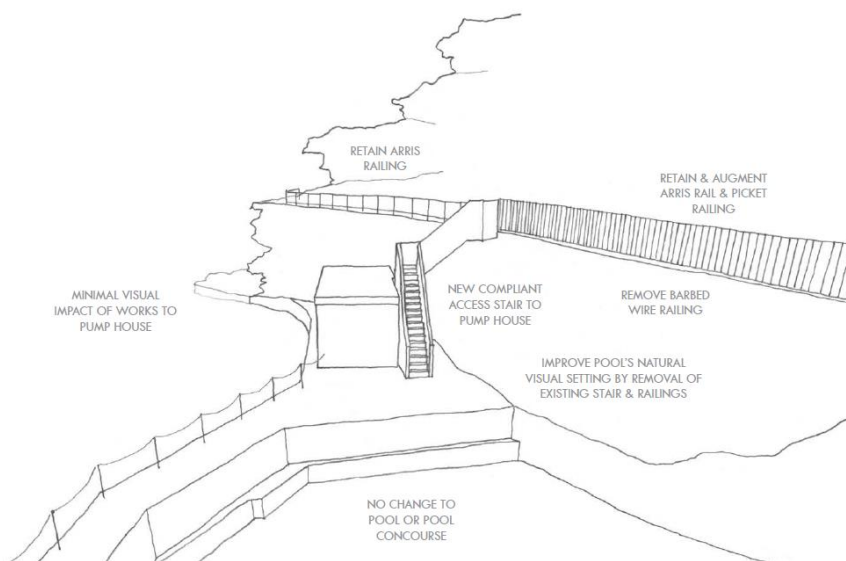
*Table 1. Options analysis.*

	<b>Option 1 – Encase</b>	<b>Option 2 – Rebuild</b>	<b>Option 3 – Reimagine</b>
	<b>Encase existing pump house &amp; new stairs</b>	<b>New pump house and new stairs</b>	<b>New pump house and new spectator seating stairs</b>
<b>Cost Estimate</b>	\$1M	\$1.1M	\$1.3M
<b>Lifespan</b>	15+ years	50+ years	50+ years
<b>Structural engineer's recommendation</b>	Not the preferred option from a structural engineering point of view due to retention of existing fabric that will require ongoing monitoring and maintenance	To reconstruct the pump house is preferred from a structural engineering point of view due to removal of all existing fabric and construction of all elements as new	To reconstruct the pump house is preferred from a structural engineering point of view due to removal of all existing fabric and construction of all elements as new
<b>Construction consideration</b>	Not preferred due to reduced ease of construction. Working with limited space around existing building. Additional time required to repair as well as construct new works	Preferred due to increased ease of construction. Removal of existing pump house allows clear work platform for greater access	Preferred due to increased ease of construction. Removal of existing pump house allows clear work platform for greater access
<b>Public benefit</b>	Public benefit is limited to improved operation and water quality of the pool, improved access to the southern end of pool and improved visual setting of the pool's interface with the rockface	Public benefit is improved operation and water quality of the pool, improved access to the southern end of pool and improved visual setting of the pool's interface with the rockface	Public benefit is improved operation and water quality of the pool, improved access to the southern end of pool and improved visual setting of the pool's interface with the rockface Due to the high number of people using the pool the spectator seating is identified as a risk. By increasing the seating area around the pool could increase the number of users and potentially create a safety issue. It could also

			encourage anti-social behavior by encouraging more people to be able to gather around the pool
<b>Work health and safety</b>	Improved safety via new stair access to pump house & via automated pump systems requiring reduced access by staff. This option also mitigates risk of collapse of the building but requires ongoing monitoring and maintenance of the retained fabric. Access during periods of high tide and inclement weather remain	Improved safety via new stair access to pump house & via automated pump systems requiring reduced access by staff. This option also mitigates risk of collapse of the building and reduces the need for building maintenance. Access during periods of high tide and inclement weather remain	Improved safety via new stair access to pump house & via automated pump systems requiring reduced access by staff. This option also mitigates risk of collapse of the building and reduces the need for building maintenance. Access during periods of high tide and inclement weather remain
<b>Maintenance cost</b>	Reduced pump maintenance costs, but ongoing building maintenance costs	Reduced pump maintenance costs	Reduced pump maintenance costs
<b>Environmental and heritage impact</b>	Low degree of heritage impact	This option is classed as 'neutral' in heritage terms and would require a Development Application	This option has a major impact to the existing environment and would require a Development Application
<b>Recommendation</b>	Not preferred, as would require ongoing monitoring and maintenance of structure.	Preferred, as new structure provided, better constructability and neutral heritage impact	Not preferred, as would have major impact on existing environment

Option 2 is preferred as it provides a longer life span, lowers maintenance costs, improves safety around access requirement, provides a better buildability platform and improves public space without significantly affecting existing environmental and heritage conditions.





*Figure 1. Preferred Option 2.*

For further details, refer to Attachment 1 of this report.

The next phase of the project would include: further development of the pump system requirements, construction methodology workshops, additional site surveys, coastal engineering advice, risk assessments, Work Health Safety (WHS) design development, planning pathways and preparation of the concept design and preliminary costings.

### **Pool pump repair**

Following a service review in August 2022 SAS Water Solutions recommended that the pump requires repair works as it is wearing and losing efficiency. There was a risk that it could fail during the summer months when the pool is in peak use.

The interim repair works to the pool pump required refurbishment to the pump and closure of the pool for 2 to 3 weeks and were undertaken in September 2022.

### **Pool lining**

In parallel with the pump and pump house design, Council officers will investigate the appropriateness and cost effectiveness of reverting to the original style of pool surface of lime as well as other suitable surfaces that are able to withstand a hostile ocean environment and are flexible enough to accommodate the movement of the pool.

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

### **Financial impact**

The cost estimate for the preferred option is \$1.1M.

Funds for construction are allocated in Council's Long Term Financial Plan:

- SAMP Building Renewal Program.

- SAMP Recreational Asset Renewal Program.
- SAMP Building Renewal Program.

The project would be created in the 2023–24 Capital Works Program funded from these SAMP Programs.

### Consultation

To inform the options analysis assessment, consultation was undertaken with Council officers from Environmental Sustainability, Asset Maintenance, Infrastructure Services, Urban Planning Policy and Strategy, Heritage and Major Projects. The Project Control Group comprises representatives from these areas. Detailed consultation was also undertaken with Council's pump maintenance contractor, SAS.

Pre-design consultation is to be undertaken with the Bronte Pool community to ensure all issues are considered as part of concept design development.

Community consultation, including consultation with key stakeholders and Bronte Pool community, on the concept design will take place for 28 days in early 2023.

Key activities are outlined below:

- Notification email to all identified stakeholders, including (but not limited to): Councillors, Precinct Committees, Bronte Surf Lifesaving Club, swim clubs, Bronte Pool community, Council staff.
- Notifications to community via mail.
- Have Your Say page where community members can review the design for comment.
- A Have Your Say Day at Bronte Beach.
- Meeting with Precinct Committees.
- Social media campaign.
- Suitable advertising.
- Workshops/conversations as required with specific groups.

### Time frame

The proposed time frame for concept design and community consultation (subject to decision making) is as follows:

*Table 2. Time frame.*

Activity	Time frame
Concept design development	November 2022–January 2023
Community consultation	February 2023
Council meeting	March 2023

## 6. Conclusion

An assessment identified that upgrades undertaken by Council have significantly improved the operation of the Bronte Ocean Pool pump. However, additional opportunities have been identified to further improve pump operation and an upgrade to the pump house is required to improve safety, water quality and reduce risk of pool closure. It is recommended that Council proceed with design and documentation for Option 2 (new pool pump, pump house and stairs) for the Bronte Pool pump house upgrade and pump replacement project and proceed to community consultation.

During the interim period, prior to works starting on the new pool pump, pump house and stairs, Council officers engaged a contractor to carry out pool pump repair works to address the issues identified in August 2022 and to reduce any risk of pool closure in the summer months.

In parallel with the pump and pump house design, Council officers will investigate options for replacement of the pool surface.

## **7. Attachments**

1. Panovscott - Bronte Pump House Upgrade and Pump Replacement - Option 2 [↓](#)
2. Civile - Bronte Ocean Pool - Pump Upgrade Concept Design Options Report [↓](#)





BRONTE PUMP HOUSE UPGRADE & PUMP REPLACEMENT

PREPARED FOR  
WAVERLEY COUNCIL  
21 DECEMBER 2021   REV C

panovscott

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2.0 BACKGROUND

This section introduces the physical context and provides project background.

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View looking south from Bronte Beach towards South Bronte Community & Change Rooms (R) and Bronte Pool with Pump House beyond (L)





View looking north across  
Bronte Pool and Pump House  
towards Bronte Beach beyond.





View looking south towards Bronte Pump House from Bronte Pool edge



View looking north towards Bronte Pump House from boulders behind





Subject site without overlay, with pump house coloured red

Maps extracted from 'Discover' Waverley Council Interactive Mapping Tool



Subject site with Waverley Local Environment Plan 2012 Land Zoning overlay

- E2: Environmental Conservation
- RE1: Public Recreation
- R2: Low Density Residential



Subject site with Waverley Local Environment Plan 2012 Heritage overlay

- Conservation Area - Landscape
- General item



Subject site circled red, with Bronte Coogee Aquatic Reserve overlay

Map extracted from Department of Primary Industries website

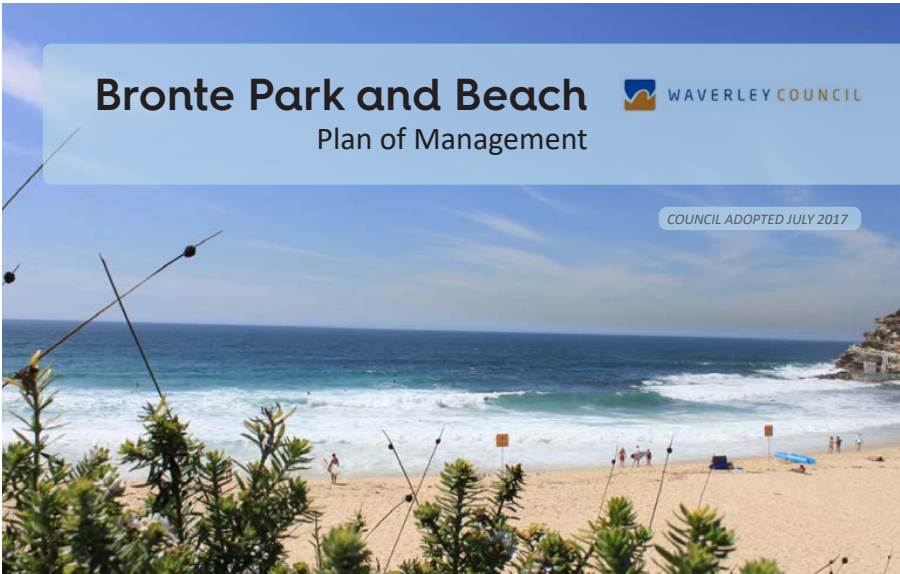
- Bronte Coogee Aquatic Reserve

PLANNING BACKGROUND & PATHWAY FOR APPROVAL

ASquare Planning have provided a preliminary planning statement and pathway for approval, which notes the land on which the pump house is located is zoned RE1, it located in a heritage conservation area and is listed as a heritage item, and is located adjacent the Bronte Coogee Aquatic Reserve.

The proposed works are permissible, with various pathways for approval identified in the analysis of each option. The preliminary planning statement is provided as an appendix to this report.





BRONTE PARK AND BEACH PLAN OF MANAGEMENT  
Part 4 Site Analysis of the Bronte Park and Beach Plan of Management Revision G (POM) identifies the vulnerability of the pool infrastructure to storm and extreme weather damage, along with the safety issue of staff access to the pump house.

Part 6 The Master Plan and Action Plan of the POM requires, in relation to the effects of climate change, the implementation of the findings of the Bronte Seawall Technical Study, which includes mitigation of damage to the pool infrastructure by wave overtopping, and the consideration of relocation of the pool pump.

Part 6, in relation to the requirement for facilities to be well maintained and serviced, also requires a review of the location of the pump, as well as the overall operation of the system to reduce maintenance requirements and improve serviceability.

It is important to note that the relocation of the pump equipment has been subject to detailed investigation, with the resolution taken that the equipment should remain in its current location - refer Section 3.0.

4. Site Analysis

4.4.7. Major Issues

- i. From time to time foxes and other pests require management.
- ii. Planting selection and design in the Park does not currently consider the biodiversity corridor.
- iii. The crib retaining wall in the upper gully needs to be backfilled and planted.
- iv. There is some evidence of soil contamination.
- v. From time to time stormwater quality needs to be managed.
- vi. Weed control is difficult to manage on steep slopes in the Bronte Gully.
- vii. Continued and further support to volunteer Bushcare groups.
- viii. Park and pool infrastructure is not currently set up for climate change, being vulnerable to storm and extreme weather damage.
- ix. The entry to the underground stormwater pipe (trapezoid) in the Bronte Gully is not secure, posing a safety risk for people or animals being washed into the pipe.
- x. Some remnant vegetation is in poor condition.
- xi. Tree replacement is currently unplanned.

4.6.1. Major Issues

- i. Accommodation for Parks Staff is not adequate; additional storage space is required for tools and green waste.
- ii. Bin management in the park and upper gully is ad hoc, is labour-intensive with high turnover of bins, with no unobtrusive location for corral, storage and pickup.
- iii. Driveways and turn-around areas are insufficient for the size of trucks servicing the bin area.
- iv. Some picnic shelters are currently in a poor state of repair.
- v. Vehicle access into the park is unsecured, as the gate is typically left open, allowing unauthorised vehicles to access the park.
- vi. There are frequent reports of vandalism and antisocial behaviour in the Bronte Gully.
- vii. Maintenance vehicle access to the southern amenities building via the promenade poses a risk to pedestrians.
- viii. Large sections of the irrigation system are not in working order.
- ix. There is a wide spectrum of views about dog use, from too lenient or too strict.
- x. There should be more frequent, more focused maintenance of amenities.
- xi. The location of the pool pump-house is a safety issue for staff who need access via the pool edge.
- xii. Regulation and enforcement of user behaviour in accordance with legislation is difficult with the aging signage, examples include dogs off leash outside of permissible hours, and unlicensed fitness trainers utilising the park.

6. The Master Plan and Action Plan

D2. Monitor and adapt to the effects of climate change.				
D2.1	Implement the findings of the Bronte Seawall Technical Study: <ul style="list-style-type: none"><li>i. Repair and stabilise the seawall as required and develop a long-term repair strategy.</li><li>ii. Ensure potential damage to the promenade and landward infrastructure by wave overtopping is mitigated.</li><li>iii. Consider moving the Bronte Pool pump to a more secure location.</li></ul>	S	Sustainable Waverley, Creating Waverley, Project Waverley	TBC
F2. Ensure facilities are well-maintained and appropriately serviced.				
F2.2	Maintain the Bronte Baths Pump: <ul style="list-style-type: none"><li>i. Review the location of the Bronte Bath pump control and relocate it to an area more accessible for management and maintenance.</li><li>ii. Replace pipes and other infrastructure as necessary.</li><li>iii. Consider an automated system to reduce maintenance requirements.</li></ul>	M	Clean and Attractive Waverley, Project Waverley	TBC





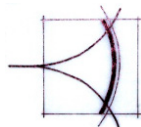
- Above photographs of Bronte pool from 1888 (left) and 1910 (right)

HERITAGE BACKGROUND

To inform the assessment of the options to repair, to encase and to reconstruct the pump house, an historical overview and a draft Statement of Heritage Impact has been prepared by Ari Anderson of Insite Land Solutions.

The photographs on this and the following page are taken from this research, which also establishes that the construction of the pump house occurred during the early 1920's.

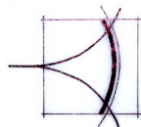
The proposed works are able to be support, with a preliminary assessment of heritage impact provided in the analysis of each option. The draft Statement of Heritage Impact is provided as an appendix to this report.







- Above photographs of Bronte pool from mid1920's (left & centre) and 1930's (right)



SUMMARY OF PREVIOUS INVESTIGATIONS

Listed below are the key previous investigations, undertaken prior to or in conjunction with and have informed the preparation of this analysis:

1. Structural review of the Pump House by TOP Consulting Group (2016), which relied solely on visual inspection and concluded that the building is in a critical state of deterioration and recommended reconstruction.
2. Bronte Ocean Pool Assessment by Trisley Hydraulic Services (2017) and subsequent pool pump system upgrade (2018) which resulted in improved and automated pump operation and control, and introduction of remote monitoring to the system.
3. Waverley Council Storage Facilities - Property Condition Assessments & Ten Year Program of Expenditure by Asset Technologies Pacific (2019), which found various elements of the building in 'Poor' to 'Good' condition with an overall useful life of between 3 and 18 years.
4. Structural Condition Assessment & Structural Desktop Review by ACOR Consultants (2020), which concluded that the internal walls of the Pump House are not fit for purpose, and that the external walls and roof may fail in a severe storm.

5. Bronte Ocean Pool - Pump House Assessment by Civile (2021), which provides a comprehensive investigation into previous studies, tests and works undertaken to the pool, pump house and pump equipment, as well as an overview of the existing systems, and concludes that the existing pump is unable to operate at the lowest tides, is reliant on daily maintenance and long-lead time components, and recommends relocation and upgrade of the pump system to overcome this and other already identified issues.
6. Bronte Pool Pump Supply Options by Civile (2021), which investigated the colocation of the pump equipment with other plant in the proposed South Bronte Community & Change Rooms, as well as provided recommendations to improve the nature of the pump system through the introduction of a dual pump system.

The latter investigation concluded that the pump equipment should be retained in its current location, and so Council's investigations have refocused on rectification works to the Pump House and adjacent access stairs, while taking the opportunity to ensure a more reliable pump system is in place to service the pool for the benefit of its users.





3.0 BRONTE POOL PUMP SYSTEM

This section provides information on the existing and possible replacement pump systems.

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POOL OPERATION OVERVIEW

A complete overview of the operation of Bronte Pool is provided by Civile in their report *Bronte Ocean Pool - Pump House Assessment*, dated 1 March 2021, a summary of which is included in this section.

The existing pump system (detail of which is provided in Section 3.0) runs continuously during daylight hours from approximately 5am in the morning until 7.30pm in the evening, circulating fresh seawater into the pool. The pool is also emptied and refilled on a weekly basis during the main swim season.

CURRENT OPERATIONAL ISSUES

The current pump intake is not able to operate at the lowest tides (approximately 2 hours every day, on some days two such periods), the key reason for which has been established that the inlet into the pump sump is too small, and restricts flows due to the low hydraulic head at low tide. This has an impact on water quality in the pool.

Recent upgrade works providing the ability for remote operation of various components of the pool pump system have removed the need for manual daily operation of valves and are effective at reducing down time in the pump operations through use of sensors and alarms, however further operational improvements are identified as necessary, including:

- pump system failure due to clogging of the priming system valve, eg due to seaweed, which requires manual clearing,
- existing suction inlet strainer which protects the pump from seaweed etc relies on daily manual cleaning, and
- pump system is reliant on a number of components which can have significant replacement lead times, with the pool possibly being out of operation for more than 6 months, in the event of failure of those components.

While two of the three issues above can be partially addressed through further upgrades to the system, and Council's purchase and storage of back-up equipment & components, related operational issues which are not able to be addressed in this manner include:

- Provision of safe access to the pump house by staff during high tides, when filters or valves require manual cleaning or operation,
- Reliance on multiple components, and the complexity this brings to the system, such as use of a priming pump for operation of main centrifugal pump - this is more likely to cause failure of pumping system through introduction of air,
- Reliance on single pump rather than duty-assist arrangement which provides a back-up pump if one were to fail thus avoiding pump down time, reduces energy use and achieves improved and variable flow rates, and
- The whole pool pump system is an ageing system which will require replacement in the near future.

WHS & RELATED ISSUES

Civile's report includes an operational issues risk assessment, in relation to the operation of the current pool pump system, in its current location. In relation to WHS for Council's operation and maintenance team and their contractors, this assessment highlights:

- Unsafe conditions (including the existing stair arrangement) for staff to attend site to clear blockages during high tide, resulting in pump not being in operation for a period of 3-4 hours until tide recedes and access is safe.
- Should staff access pump house in unsafe conditions, risk of serious injury.
- Requirement for staff to attend site daily to undertake manual clearing of strainer basket, presenting an increased WHS safety risk and reliance

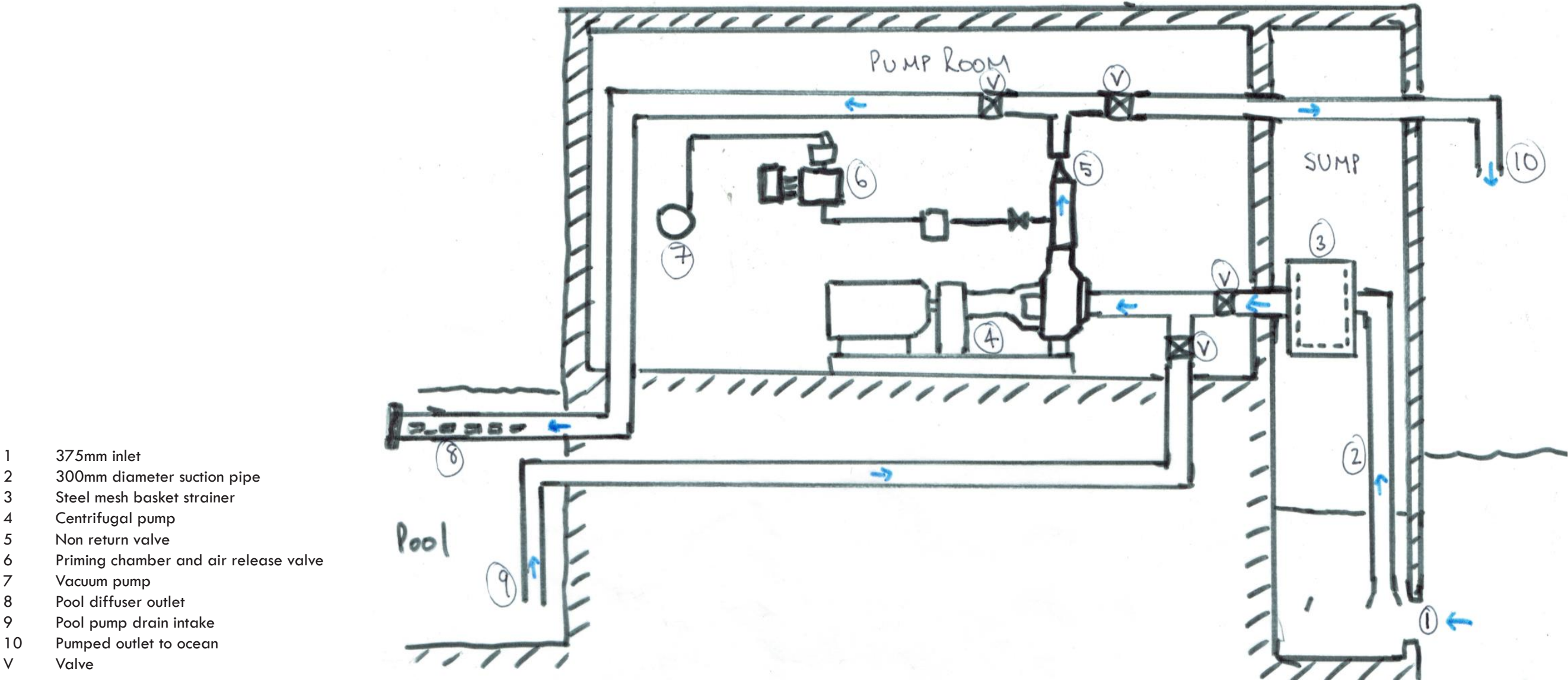
on maintenance for the ongoing operation of the pool.

INVESTIGATION INTO LOCATION OF POOL PUMP EQUIPMENT

With regard to D2.1 and F2.2 of the Bronte Park and Beach Plan of Management Action Plan, as well as the quantum of work required to satisfy the outstanding operational issues and the condition and physical limitations of the existing pool pump house discussed in Section 4.0 of this report, Civile and Panov Scott were engaged to investigate whether the pool pump equipment should remain in its current location, or to be located in an alternate location where issues of resilience and access can readily be resolved. This investigation is outlined in their report *Bronte Ocean Pool - Pump Upgrade Concept Design Options Report* dated 11th December 2021.

The investigation concluded that the existing pump house location was preferred as it had the least environmental impacts to the marine environment, and the least uncertainties over operation, such as sand ingress.

With the above conclusion, this report investigates the preferred method of renewal of the pump house in its existing location, considering how the pump house can provide resilience to infrequent but ongoing wave inundation and the risks posed by climate change, and also includes Civile's continuing development of the preferred pump system configuration.



EXISTING PUMP SYSTEM

The components of the existing pump system are described in the above sketch, extracted from Civile's *Bronte Ocean Pool - Pump House Assessment*, noting this is a surface mounted centrifugal pump with secondary priming pump. Current issues with this arrangement have already been described.

REPLACEMENT PUMP SYSTEM OPTIONS

The replacement pump system should address the earlier acknowledged issues, in particular Civile’s recommendation to install a duty-assist pump arrangement such that if one pump were to fail, there is always a second pump available for operating the pool circulation system. There is also an opportunity to design the pump system to be more energy efficient, by utilising two smaller pumps which provide the ability for variable flow rate, depending on pool usage and by installing a Variable Frequency Drive to control the speed of the pump.

There are two potential options for the type of pump used in the replacement system, that being dry mounted self-priming centrifugal pumps or submersible vortex pumps.

**PUMP SYSTEM OPTION 1 - DRY MOUNTED SELF PRIMING PUMPS**  
Use of self priming centrifugal pumps have the advantage of being able to be surface mounted (which allows for ready access during times of maintenance) and the system is able to use the existing wet well with minor modifications.

The main disadvantage of this type of pump is that it requires some screening prior to the pump to prevent clogging of the pump operation.

While the pump is self priming, the pump does have the potential to lose prime and may require occasional manual priming, requiring staff to

attend site. A secondary priming pump such as the existing arrangement is best avoided to remove complexity from the system (and therefore possible failure) and as it would require additional maintenance and operational cost.

This system is most similar to the existing arrangement, the operation of which is familiar, and which allows expertise and procedures which already exist within Council’s operations and maintenance team to be reapplied as necessary.

**PUMP SYSTEM OPTION 2 - SUBMERSIBLE VORTEX PUMPS**  
Submersible vortex pumps tend to be more reliable and capable of pumping sea water of variable quality, have lower clogging potential and do not require screening prior to the pump. They are robust pumps and for that reason are often used in situations such as this.

The main disadvantages of this pump is that it requires a larger wet well than already exists, and also provision of an access to the top of the wet well/roof for lifting in and out of the pumps for installation and maintenance/future replacement. In the current context, it is a difficult though not prohibitive environment to expand the wet well.

**PREFERRED REPLACEMENT PUMP SYSTEM**  
Per Civile’s *Bronte Ocean Pool - Pump Upgrade Concept Design Options Report*, the preferred option to best service the pool is to utilise a

duty-assist mode of operation, providing two dry mounted self priming centrifugal pumps which can operate one at a time, or simultaneously. This provide flexibility as well as redundancy to the system in case of failure or required maintenance of one of the pumps.

Other proposed improvements will reduce regular manual maintenance and reduce the complexity inherent in the existing system, which can lead to increased faults and downtime. The pump system upgrade will also assist in significantly reducing energy use.

**PRELIMINARY DESIGN REQUIREMENTS - PUMP SYSTEM**  
The key preliminary design requirements for the pump system include the following:

- Modifications to the wet well to increase the inlet pipe to allow pumping to occur at low low tides.
- Robust dual pump system capable of pumping approximately 200 L/s and all associated valves.
- A new automated filtration system.
- An automated backwash discharge outlet.
- Modifications to the pool draining system to allow water to be pumped from the pool for maintenance.
- Connections to the existing automated data capture and control system.





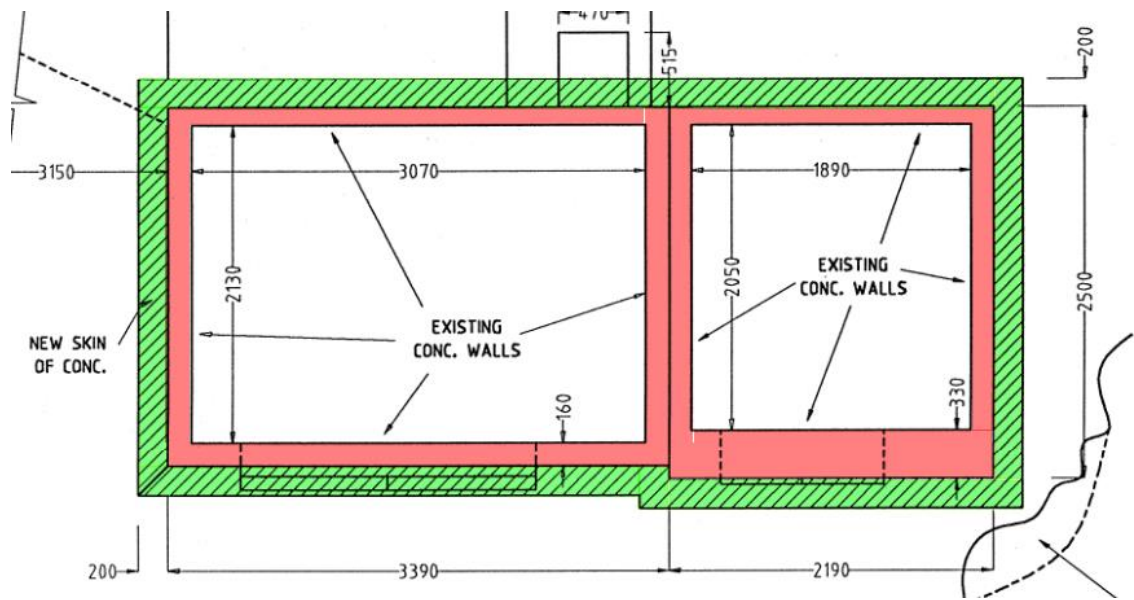
#### 4.0 BRONTE POOL PUMP HOUSE

This section provides analysis and condition assessment of the existing pump house.

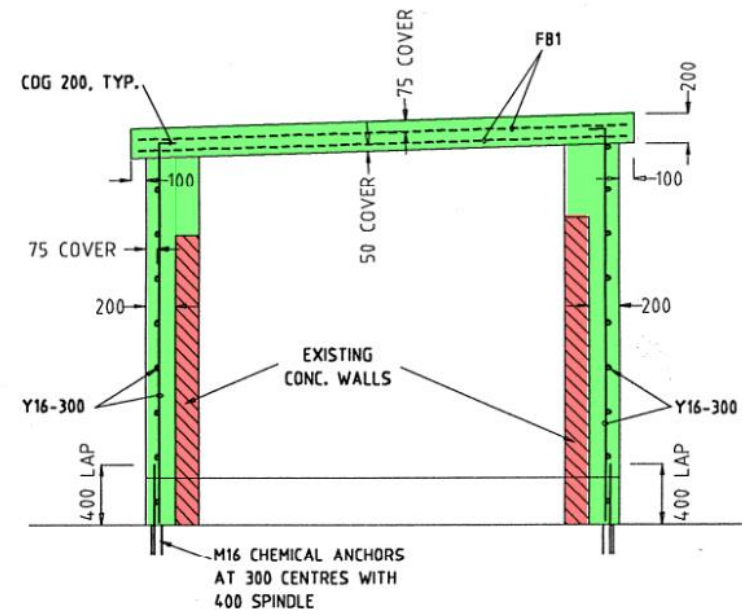
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Typical plan view – the proposed new structure has been highlighted in green, with the existing walls highlighted red.



EXISTING PUMP HOUSE CONSTRUCTION

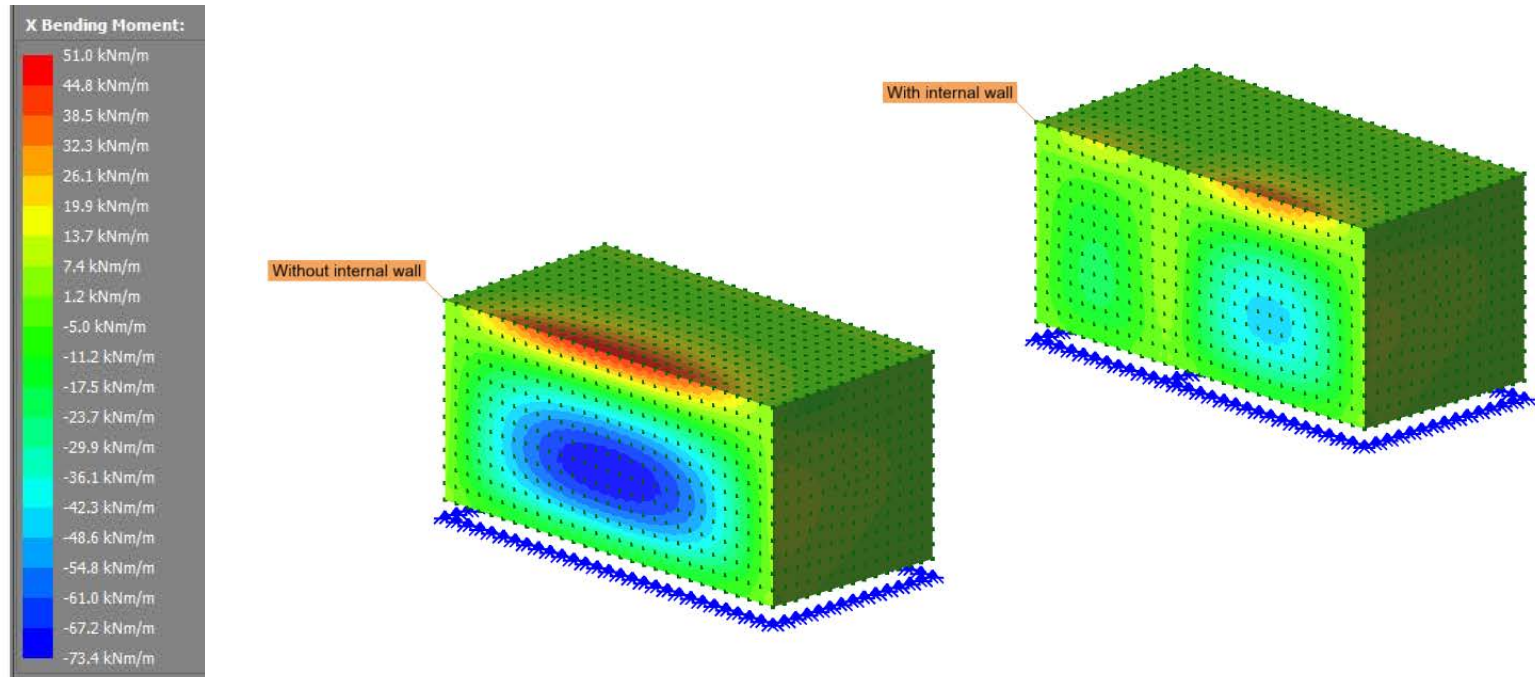
The existing Bronte Pump House consists of multiple layers of construction:

- The inner skin of reinforced concrete (coloured red) was constructed in the early 1920's, to an unknown structural design. Its condition is noted as irreparable in various studies referenced in this analysis.
- The outer skin and roof (coloured green), also of reinforced concrete, was constructed circa 1998 to encase or replace the existing structure.
- It is unknown if the outer skin was designed as an independent structure, or to act as a composite structure, relying on the inner skin to achieve its design capacity.

Design Assumption - No internal wall contribution		
Load Scenario	1 in 100 AEP, present day	1 in 100 AEP, in 50 years
Conservative East Wall Pressure	Overstressed - East Wall + Roof	Overstressed - East Wall + Roof
Unconservative East Wall Pressure	Overstressed - East Wall Only	Overstressed - East Wall Only

Design Assumption - Internal wall acting as restraint		
Load Scenario	1 in 100 AEP, present day	1 in 100 AEP, in 50 years
Conservative East Wall Pressure	Overstressed - East Wall + Roof	Overstressed - East Wall + Roof
Unconservative East Wall Pressure	Pass	Pass

Example of the difference in the analytical results between the models is demonstrated below.



EXISTING PUMP HOUSE DESIGN CAPACITY

Acor’s *Structural Desktop Review* set out to review the current capacity of the structure for wave and hydrostatic loading. With limited historic structural design information available, this review included two possible scenarios based on the assumption that either:

- the original structure made no contribution to the overall structural capacity, or
- the internal wall braces the external walls and roof to resist the lateral loading.

These scenarios were tested against possible lower and upper limit wave and hydrostatic forces on the building which might be experienced during a 1 in 100 AEP storm, as prepared by Peter Horton Coastal Engineer. The results of this analysis are provided adjacent, and suggest possible failure of the eastern wall/roof junction in all but the least conservative scenario.

Augmentation of the structure to counter this possible failure must be considered in any the options which re-use the existing structure.





OUTER SKIN CONDITION ASSESSMENT

- Cracking, concrete spalling and corroded exposed reinforcing bar ends were determined during visual inspection by Acor.
- Unknown structural capacity, in relation to extent to which outer skin has been designed to rely on inner skin for structural integrity.
- If this element is retained, the extent of deterioration of the existing concrete and reinforcement is required to be determined via hammer test and sample testing for chloride and carbonation (estimated between \$8-15K, this could be undertaken at any time), noting 50% of northern facade previously found to be drummy during hammer test.
- M16-300 chemical anchors dowelled into existing slab/rock below the pump house may be an inadequate embedment for higher peak stresses expected.
- Lap length between anchors & wall reinforcement is also inadequate.
- Method for repair to the outer skin can be established, however, subject to testing noted above, this work is likely to be extensive.





INNER SKIN CONDITION ASSESSMENT

- Severe concrete spalling was evident during visual inspection by Acor, with large sections of concrete beginning to delaminate, voids found in the wall where concrete has spalled and delaminated, and extensive cracking determined during visual inspection.
- There is no historic structural design information for this element, and it is unknown if it has been relied upon in relation to the structural design of the outer skin.
- Extent of deterioration requires removal and replacement of entire existing inner skin - in its current condition it is not fit for purpose.





ROOF CONDITION ASSESSMENT

- Corrosion stains as well as 1 mm wide cracks evident on roof, which may be indicative of concrete spalling, along with corroded exposed reinforcing bar ends on edge of roof slab determined during visual inspection by Acor.
- Structural capacity of the roof is inadequate to withstand conservative east wall pressures previously outlined by Peter Horton Coastal Engineer, due to use of non-ductile F81 steel reinforcing mesh in the roof slab, which could result in brittle failure.
- Structural implication of new roof penetration to be considered.





WET WELL CONDITION ASSESSMENT

- No detailed inspection/assessment of condition of wet well has been undertaken to date by Acor, due to lack of safe access
- Works to enlarge existing wet well would require consideration of proximity to existing wall structure, to prevent impacts to wall/ slab connections and preserve integrity of those structures if proposed to be retained.
- Work to enlarge the existing wet well would require the use of drilling equipment. In the instance where the existing building structure is to be retained, the existing roof can be propped/ temporarily supported for the drilling rig to be established on the roof, drilling through to the wet well below. Though this methodology would have both time, cost and risk implications, it would allow the wet well to be enlarged regardless of whether the existing pump house is retained, thereby not presenting as a constraint in establishing a preferred pump system.





5.0 STAIRS, RAILINGS & ACCESS

This section provides analysis and condition assessment of the existing stairs & railings providing access to the pump house.

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EXISTING STAIRS, RAILING & ACCESS

Though primarily for use of Council staff and subcontractors to access the pump house during pool/pump operations and maintenance, the existing timber and concrete stair which winds down the cliff face from the upper walkway to the pool concourse is also accessible by the public during fair weather conditions. Despite the addition of non-slip stair nosings, the stair is non-compliant in the number, size and consistency of risers and treads as well as the steepness of the stair, its various balustrade styles and and general lack of handrails and tactile ground surface indicators. The timber components are in a deteriorated state.

Historically, Council have sought to ameliorate an issue of public safety whereby swimmers attempt to jump into the pool from the adjacent cliff face. Along the upper walkway, the original arris rail barrier has therefore been augmented with palings to increase the height of the barrier and reduce its permeability, while a further barrier of barbed wire on steel staunchions has been installed along the cliff edge to

deter swimmers from jumping into the pool from the top of the cliff. This barrier is not only unsightly but provides its own public safety risk. Additional paling barriers have been installed around the stairway, projecting over the pool and providing an adverse visual impact on the pool's natural setting.

In addition to the barriers, warning signs have been installed at the top and bottom of the stair, and lockable gates can prevent public access to the stair from the top and bottom.

WHS & PUBLIC SAFETY CONSIDERATIONS

While improved accessibility to the pool pump system was not able to be satisfied through the relocation of the equipment, this investigation must consider how the current access to the pump house in its current location can be improved.

During inclement weather, the requirements of a SWMS (Safe Work Method Statement) are implemented, specifically that staff are prevented from descending to the pump house until such time as the tide recedes and/or inclement weather passes. The reduced requirement for staff to attend the pump house, via proposed improvements to the pump system, is detailed in Section 3.0 of this report.

Public access is similarly prevented through use of the gates during periods of wave inundation and large swell.

The issue of access to/jumping from the cliff face can be considered through an alternate route for the stair, which travels away from the point of access, rather than towards it, and through augmenting existing landscape and/or barrier on the cliff face to reduce ease of climbing. It is recommended to remove the existing barbed wire barrier and further investigate the options for deterring access to the clifftop.





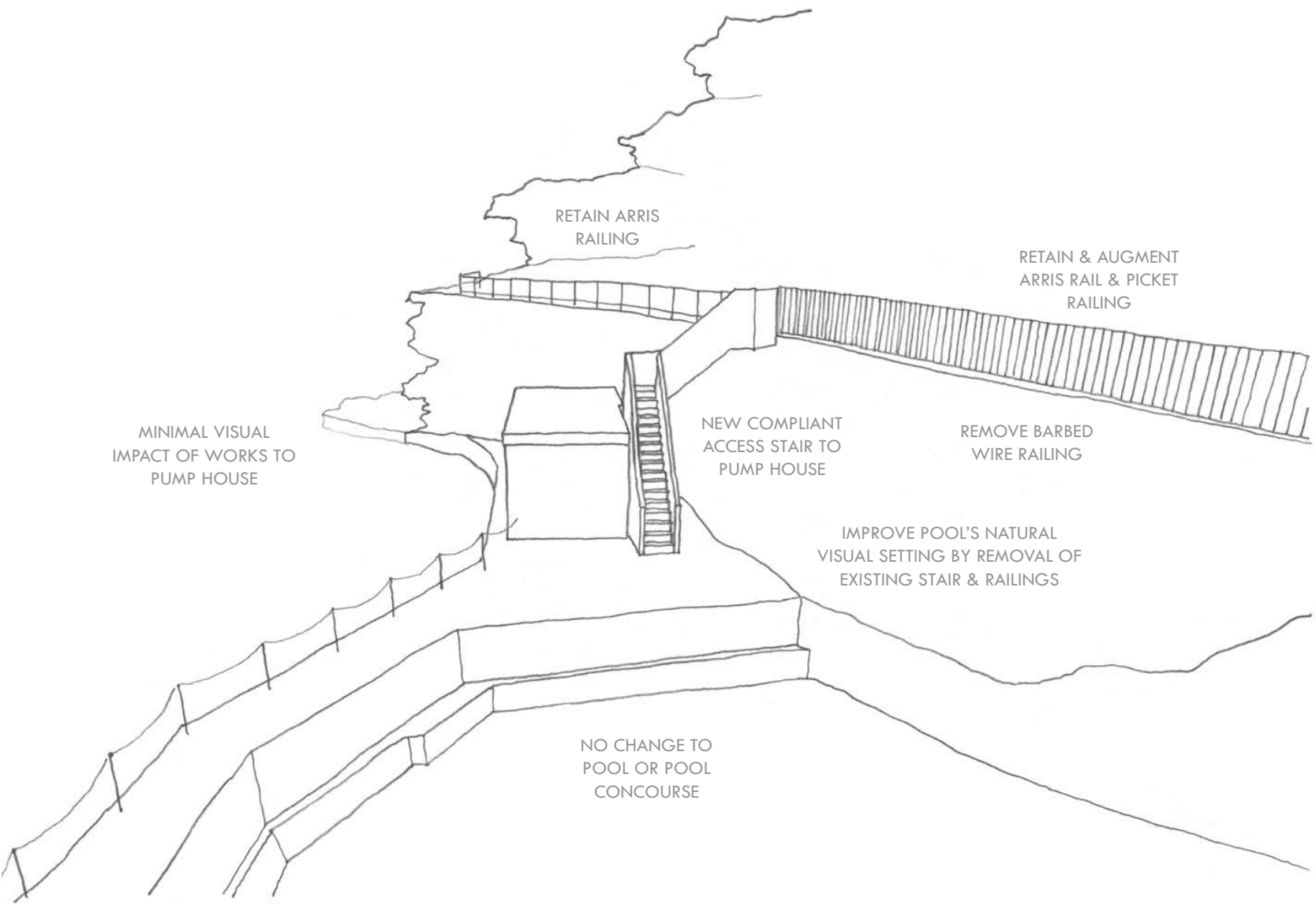
6.0 COMBINED PROJECT SCOPE - OPTIONS ASSESSMENT

This section sets out the combined project scope of work, using the renewal of the pump house to frame each option.

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OPTION 2 - SCOPE OF WORK TO RECONSTRUCT

A scope of works has been established to reconstruct the existing pump house via the following:

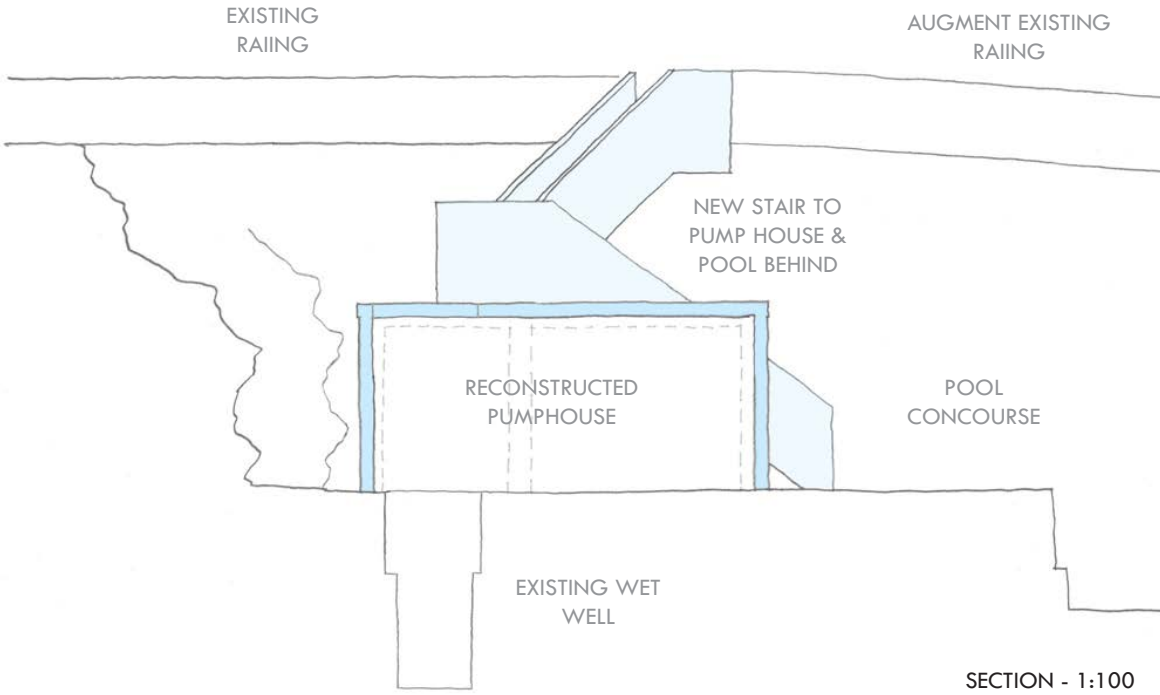
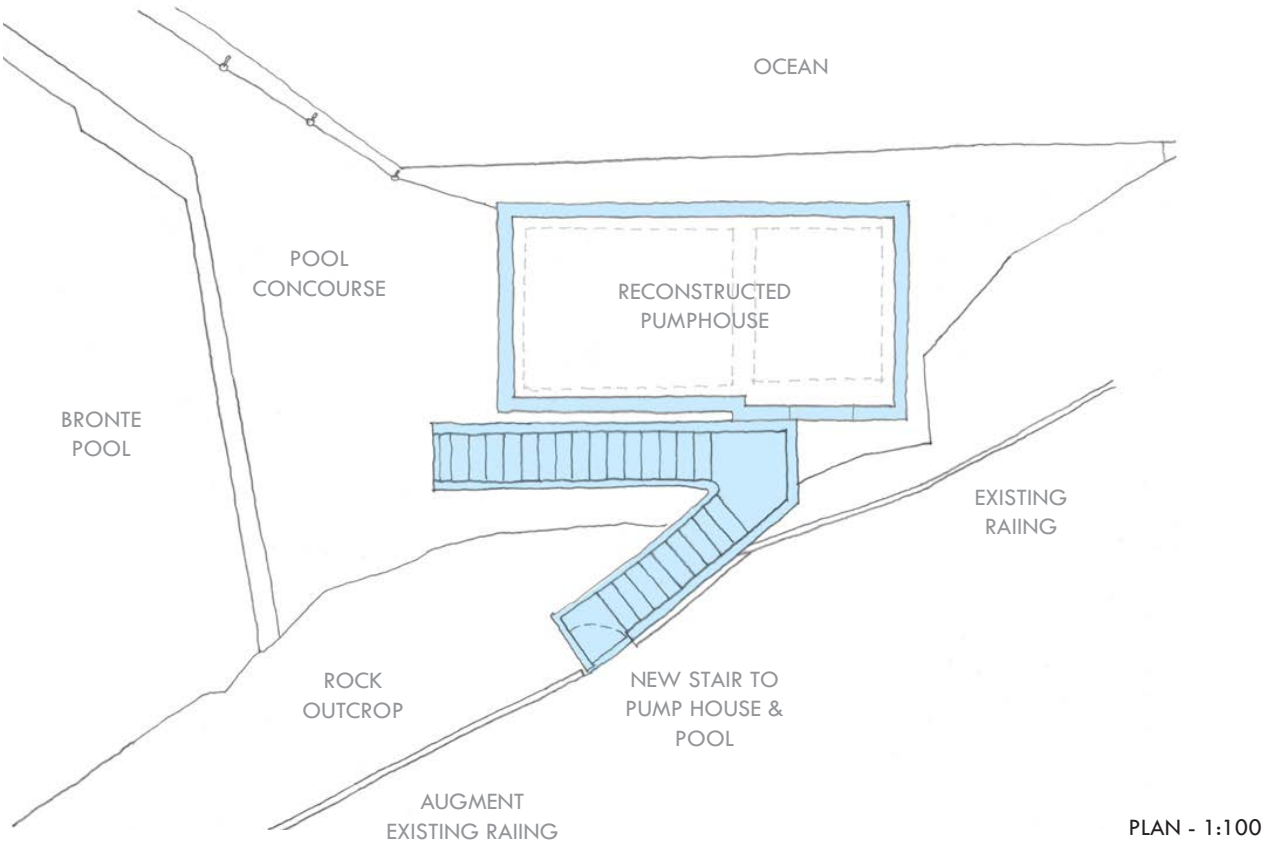
- Demolish both the original 1920's inner skin, and more recent 1998 wall and roof structure.
- Enlarge the existing wet well intake pipe per Civile's recommendations.
- Construct new foundations and structure utilising galvanized bars & 40MPa concrete, to withstand coastal loads - largely in accordance with footprint of existing building.
- Install new doors/vents and roof access hatch.
- New dual dry mounted centrifugal pump system.
- Demolish and replace stairs/railings to pump house and pool concourse to enhance compliance and safe access for Council's staff, contractors and the public.

The new work described above is shown in blue on the following page, with a summary of considerations in relation to the work.



OPTION 2 - SUMMARY OF CONSIDERATIONS

CAPITAL COST	\$1,075,429+GST (preliminary estimate only, excl. fees & contingency)	-
OPERATIONAL COSTS	Reduced operational costs via reduced energy use	✓
MAINTENANCE COSTS	Reduced pump and building maintenance costs	✓
LIFESPAN	50+ years - This scope of work gives maximum longevity to the pump house through removal of all existing fabric and ensuring appropriate specification of new construction	✓
WHS	Improved safety via new stair access to pump house & via automated pump systems requiring reduced access by staff. This option also mitigates risk of collapse of the building, and reduces the need for building maintenance Access during periods of high tide and inclement weather remain per the established SWMS	✓
PUMP OPERATIONS/ WATER QUALITY	Preferred pump system will improve water quality and minimise down time during periods of maintenance/repair	✓
STRUCTURAL ENGINEER'S RECOMMENDATION	To reconstruct the pump house is preferred from a structural engineering point of view due to removal of all existing fabric and construction of all elements as new	✓
CONSTRUCTION CONSIDERATIONS	Preferred due to increased ease of construction: - removal of existing, deteriorated fabric therefore establishing a known scope of work at time of tendering/contract - clear work platform for greater access - simplified work flow	✓
PLANNING APPROVAL	This scope of work would require approval via DA (for demolition) and REF (for construction), or via DA for both demolition and construction. This may require additional time for approval, but may also be preferred by Council regarding community consultation and transparency of process	-
HERITAGE	This approach would likely be 'neutral' in heritage terms - as per Article 23 of the Burra Charter, continuing a significant use, activity or practice may involve substantial new work.	-
PUBLIC BENEFIT	Public benefit is limited to improved operation and water quality of the pool, improved access to the southern end of pool and improved visual setting of the pool's interface with the rockface, but No improvement to the visual prominence of the pump house infrastructure	-



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BRONTE PUMP HOUSE UPGRADE & PUMP REPLACEMENT - OPTIONS ANALYSIS FOR WAVERLEY COUNCIL  
21 DECEMBER 2021 REV C

OPTION 2 - DRAWINGS & SUMMARY OF CONSIDERATIONS

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Civille

BRONTE OCEAN POOL –  
PUMP UPGRADE CONCEPT DESIGN OPTIONS  
REPORT  
FOR PANOV SCOTT + WAVERLEY COUNCIL  
11 DECEMBER 2021



# EXECUTIVE SUMMARY

## DRIVERS FOR SYSTEM UPGRADE

The key drivers for the pump system upgrade include the following

- Inability of the existing pump to pump at the lower tides
- The current pump arrangement is relatively outdated, is more complex than modern systems and requires a secondary priming pump
- The existing pump has long lag times for replacement parts, potentially leaving the pool inoperable for 6 to 12 months if the pump failed
- The current filtration system requires daily manual maintenance
- Poor access to existing pumphouse for maintenance particularly at high tide
- Opportunities for reducing energy consumption and the cost of running the pool pump system

## PUMP SYSTEM LOCATION

This study investigated the preferred location for the pump system including the existing location and a new location adjacent to the amenities.

The existing pump house location was preferred as it had the least environmental impacts to the marine environment and the least uncertainties over operation such as sand ingress and structural stability. The key disadvantage of this option is the lack of vehicle access and the structural stability of the existing pump house which need to be further considered in the pump house upgrade.

## PUMP SYSTEM UPGRADE DESIGN RECOMMENDATIONS

The following outlines the recommendations for the upgraded pump system set up configuration:

- The upgrade to the pump system needs to include an expanded inlet to the wet well to allow sufficient flows in annual low tides
- The pump system should be upgraded to eliminate the need for the existing priming pump
- The pump system should be designed to minimise energy. There are significant opportunities to re-design the existing pump arrangement to configure the pumps at variable speeds responding to use of the pool at different times of the day and year
- The pump system should be upgraded to include a duty-assist mode of operation. It is recommended to provide two pumps of approximately 100 L/s to reduce energy use and to allow the use of one smaller pump at times when the pool has low use
- It is recommended to consider the use of a VFD or similar device to allow flow rates to be varied depending on use of the pool with periods of low use requiring lower flow rates into the pool
- The pump system needs to ensure that it can operate both to supply water to the pool and to assist in draining the pool for maintenance
- The filtration system should be upgraded to an automated system backwash cycle
- The preferred pump system is a dry mounted, self priming, centrifugal pump. This allows ease of access, does not require the existing well to be expanded reducing the overall approval and construction risks of the project

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# 1 INTRODUCTION

Council is currently considering the configuration of the pool pump system to improve the operation of Bronte Pool.

Bronte Park's Plan of Management identified a number of actions for the potential improvement of Bronte Pool and its operation as well as its associated infrastructure.

Waverley Council ('Council') is now in the process of considering options to improve the current operations of the Bronte Ocean Pool ('the pool') pump and its associated infrastructure.

This report follows on from the Bronte Ocean Pool Pump House Assessment Report (Civille, 2021) (the "Assessment Report") which identified a number of potential improvements to the pool's pump operation.

This report should be read in conjunction with Panov + Scott's assessment of options for the pool pump house structure and Acor's structural assessment of options for the existing pool pump house.

## 1.1 OBJECTIVE OF THIS REPORT

The objective of this report is to summarise the options considered for improving the pool operation. This has been undertaken in two stages.

The first stage was to consider options for the preferred location of the Bronte Pool pump house (section 2).

The second stage was to consider options for the preferred pump arrangement of the preferred location of the pool (section 3).

## 1.2 REPORT OVERVIEW

An overview of this report is outlined here:

- Section 2: Pump house location: Provides an overview of the options assessed for the potential location of the preferred pool pump location
- Section 3: Pump system: Provides an overview of the options for the preferred pump operation
- Section 4: Recommendations: Provides an overview of the proposed next steps



**Figure 1: Historical image of the pool circa 1915**







## 2 POOL PUMP LOCATION ASSESSMENT

This section outlines the options considered for preferred location for the pump wet well and associated pump infrastructure

The Assessment Report recommended considering options for relocating the existing pump system. The report recommended considering a new submersible pump system with a wet well and the wet well to be located in the concourse close to the existing South Bronte amenities, or similar location. It recommended considering a new filtration and control panel located in the upgraded South Bronte amenities, or similar location.

Following on from this recommendation, this report outlines the consideration of relocating the pool pump including two general configurations, in the existing location and in a new location closer to the existing amenities.

The assessment of the preferred location was informed by the following associated site investigations and advice:

- survey of the bathymetry of the ocean the north of Bronte Pool to inform the location of any potential pump intake to the wet well
- advice from coastal engineer Peter Horton on local coastal dynamics particularly to the north of the ocean pool and advice on the options developed
- advice on the approval pathway and key planning considerations including impacts on the marine estate, heritage considerations and flora and fauna impacts
- architectural and structural design investigations into the existing pool pump house

The specific options considered include retaining the upgrading the pump system in the existing pump house location (Option 1) and relocating

the pump intake to the north of the pool, a new submersible wet well in the southern amenities forecourt area and associated pump facilities in the re-designed amenities building (Options 2 and 3). The following sections outline the options considered and the advantages and disadvantages of each option.

### 2.1 OPTION 1

Option 1 includes retaining the existing pump house location and wet well and associated inlet on the southern end of the pool concourse.

This option would include the following components:

- A new intake to the existing wet well
- Potential expansion of the existing wet well, dependent on the pump configuration
- Changes to the existing pump house structure to address the current structural associated with the stability of the building in large wave events
- A new pump(s) to supply water to the pool
- New associated valves and pump ancillaries
- A new automated self cleaning filtration system
- A new backwash discharge outlet to the ocean
- Minor modifications to the existing pool maintenance drainage pump arrangements
- Connections to the existing Council data capture and control system



This option is shown schematically in Figure 2.

A summary of the advantages of this option include:

- A new pump intake into the ocean (and its associated environmental disturbance) is not required
- Excavation work in the forecourt of the amenities building is not required
- This location already has all required pipework for the pool operations (pool supply line, pool drain line, ocean return line)
- The pump intake area is not used for swimming and therefore has an improved safety risk
- The pump intake area is located at a reasonable distance from the nearest stormwater outlet and from swimming activity improving the overall reliability of the water quality supplied to the pool
- The existing pump intake is not impacted by sand ingress into the wet well and is a proven intake location
- The existing pump house provides some protection to the southern end of the pool for the community using the pool
- The existing location has implicit community acceptance

The main disadvantages of this option include

- The location has poor accessibility for maintenance with no vehicle access requiring replacement parts to be provided by manually wheeling a trolley over the pool concourse, or alternatively craning in parts from the road above
- Access to the existing facility has poor safety particularly at high tide requiring crossing over shallow water between the access ladder and the entrance doors to the pump house facility and safe access is also reduced when there is wave surge and wave action
- The existing pump house is not considered structurally sound in the event of large wave action and requires additional structural reinforcement/reconstruction due to the risk of structural failure in an extreme event
- The location is in a relatively harsh marine environment with little buffer to the marine

environment

- The location is more susceptible to sea level rise impacts particularly due to impacts from wave action on the pump house structure
- The option would require expanding the existing intake into the wet well to allow increased flows into the wet well and reconfiguration of the rocks in front of the existing pipe intake

## 2.2 OPTION 2

Option 2 involves relocating the pump and associated facilities to the north of the pool.

Option 2 is shown schematically in Figure 3 and would include the following components:

- A new intake in the ocean located immediately to the east of the existing stairs from the pool concourse into the ocean. This location has been chosen based on detailed ocean bathymetry survey which showed that this was the most easterly location which had suitable depth to locate the intake which was able to supply water to the wet well during the low low tides.
- A new 25m pipeline from the intake under the ocean floor to a new wet well located in the forecourt area of the amenities
- New duty-assist pumps to supply water to the pool from the ocean and to assist in draining the pool
- New associated valves and pump ancillaries in a valve box in the forecourt
- A new automated self cleaning filtration system located in the 'maintenance room' within the proposed southern amenities upgrade
- A new backwash discharge outlet to the ocean
- Approximately 80m of rising man connecting from the wet well to the maintenance room and to the pool
- A new gravity drain from the pool to the wet well to enable pump out of water from the pool for weekly maintenance activities
- Connections to the existing Council data capture and control system

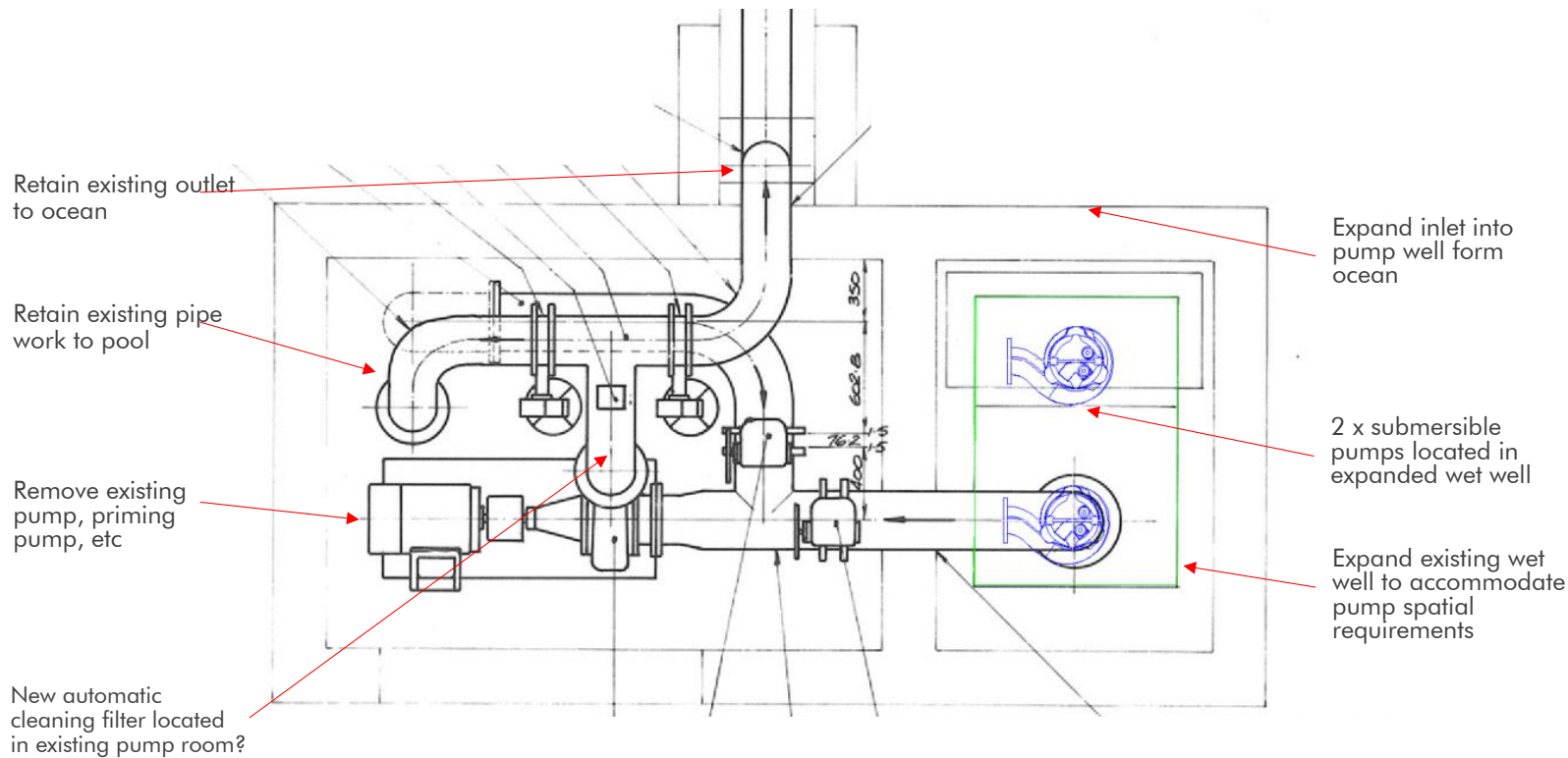


Figure 2: Option 1 – existing pump house reconfigured



**Figure 3: Option 2 – New wet well in the amenities forecourt and a new pump intake located in deeper water close to existing steps from pool to ocean**



New intake and 8m  
long intake pipe

Sea bed level -0.7m

Requires approx.  
500mm of local  
lowering of the  
seabed to achieve  
inflow at low tide



**Figure 4: Option 3 – New wet well in the amenities forecourt and a new pump intake located close to the existing sea wall**

A summary of the advantages of this option include:

- The location has good accessibility for maintenance with vehicle access to the wet well allowing the pumps to be accessed via crane or lifting davit directly onto a vehicle and eliminating the need for manual labour
- Access to the existing facility has improved safety as the forecourt area is not inundated by tides or wave surge/wave action except in extreme events
- The equipment and facilities can be located underground (wet well) and within an expanded maintenance room in the proposed upgraded amenities, which has good safe access and would have sufficient clearances for undertaking maintenance within the room
- The infrastructure is in a more protected location from the marine environment and is less susceptible to sea level rise

A summary of disadvantages of this option include:

- A new pump intake along the ocean floor is required which would have associated environmental disturbance during construction including to established sea grasses and potential impacts to marine sea life (which is located in the Marine Estate)
- The pump intake area is in an area used for swimming and therefore poses a potential safety risk for swimmers
- The pump intake area is located closer to an existing stormwater outlet which has had a history of dry weather sewer leaks and is closer to swimming activity which has the potential to reduce the overall reliability of the water quality supplied to the pool
- The existing pump intake is in a more exposed coastal environment and has the potential to be impacted by sand ingress into the pump intake and to blockage of the pump intake
- Construction in a difficult marine environment with the potential for cost escalation
- Potential for increased environmental

impacts due to extreme events during construction (e.g. loss of construction equipment due to wave action or emergency measures required during construction)

- Excavation work in the forecourt of the amenities building is required which would require alternate temporary access to the pool and amenities noting the impacts of this could be minimised if it was undertaken at the same time as the amenities upgrade
- The location requires pipework in the amenities for the pool operations (pool supply line, pool drain line, ocean return line) noting the impacts of this could be minimised if it was undertaken at the same time as the amenities upgrade
- The proposed location may not have community support, particularly given the construction impacts on the marine environment and potential concerns on the use of this area by the community for swimming

## 2.1 OPTION 3

Option 3 is similar to Option 2 with one main difference. This is that the pump intake is located at the base of the existing sea wall adjacent to the amenities.

A schematic overview of option 3 is shown in Figure 4.

A key consideration for option 3 is the existing levels at the base of the sea wall. The levels in this location are higher than the low tide levels and hence water would not be able to be supplied to the pump intake and therefore into the pool in low tide. Hence, it would be required to lower the existing bed of the sea floor in front of the sea wall (ensuring it was sufficient distance away from the sea wall to have no impact on it).

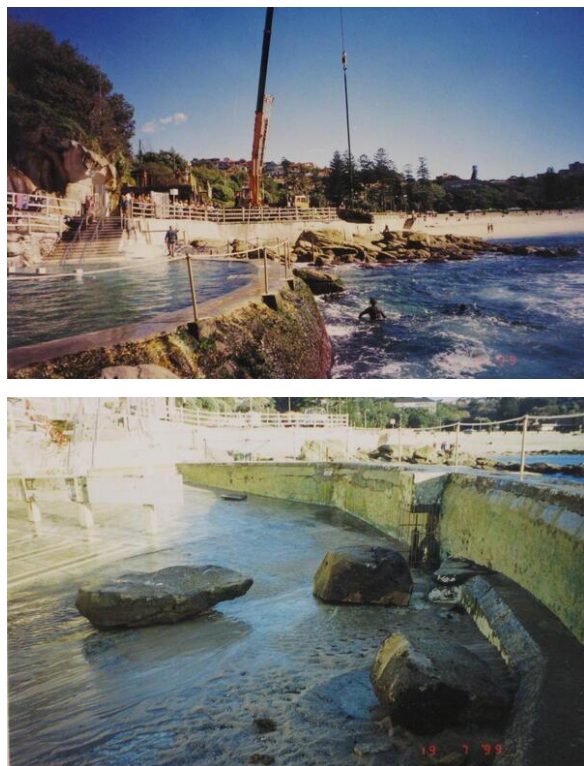
Based on historical photos from Council's image archive it appears that in July 1999 large sandstone boulders were removed from the pool and craned into place in front of the sea wall, suggesting that this environment has already been modified from its natural conditions. Some of these archival images are shown in Figure 5. Hence to lower the ocean floor in this location may have relatively low environmental impacts.

The advantages and disadvantages of this option are identical to those outlined for option 2 with the differences discussed further below.

This option eliminates the need for a new pipeline along the ocean floor and reduces the impacts on the marine environment. It also reduces any associated construction impacts and difficulty of construction.

Based on advice received from coastal engineer Peter Horton (pers. comms., 2021) this location is more protected and therefore less likely to be impacted by sand ingress and pipe blockages from sand than Option 2.

The main disadvantage of this option is that it requires locally lowering of the ocean floor in front of the sea wall and potential impacts of this.



**Figure 5: Boulders in the pool being relocated by crane in front of the sea wall in 1999**

## 2.1 PREFERRED OPTION

A workshop was undertaken in June 2021 with staff from Council a number of Council's teams including asset owners, operational staff, planning and project management as well as

from the consultant design team including Civile and Panov+Scott.

During this workshop the options were discussed and the advantages and disadvantages that were outlined in the previous sections were also considered and a number of further considerations were also identified.

An initial semi-quantitative multi-criteria assessment (MCA) for each of the options was undertaken. The criteria in the MCA were based on the key factors that influence the design (such as sand ingress, maintenance access, wave action, etc) as well as the planning considerations and environmental impacts (heritage, impacts on the marine estate, etc).

The criteria were broadly selected based on the parameters identified by the planning, engineering and design team.

The criteria were then given a ranking from 1 (least favourable score) to 5 (most favourable score) based on expert opinion and advice. The initial scores for each criteria were initially provided by the design team and were then refined during the workshop based on Council's feedback and general consensus.

The intent of the MCA is *not* to select a project based on an overall score. The scoring is used to facilitate discussion about the preferred option by providing a concise summary of the key criteria to be considered and to allow these to be easily, visually and rapidly compared across the different options.

The results of the MCA are shown in Figure 6.

From this it can be seen that option 1 has generally positive scores for all components except for access and structural soundness while options 2 and 3 have relatively poor scores for environmental impacts, constructability, cost as well as more neutral scores for a range of criteria including sand and heritage impacts.

There was general consensus during the workshop that option 1 was the preferred option to proceed to concept design. In comparison to Options 2 and 3 which had intrinsic environmental impacts (marine estate) and intrinsic uncertainties (e.g. sand ingress), option 1, had less positive scores in design criteria (such as access and structural stability of the pump house) which could be incorporated into a pump house upgrade which would address the design criteria where option 1 had the least positive scores.



Option	Access	Marine estate	Construction	Sand	Wave action	Structural	Heritage	Tide	Cost
1	1	5	4	5	4	2	5	4	4
2	5	1	1	3	4	5	3	4	2
3	5	2	2	4	4	5	3	1	3

**Figure 6: Semi-quantitative option multi-criteria assessment for Options 1 to 3**

### 3 CONCEPT DESIGN

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This chapter outlines the key components of the concept design and outlines the preferred overall arrangement of the upgraded pool pump system

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#### 3.1 PUMP SYSTEM DESIGN

As part of the pump system upgrade it is recommended to upgrade the existing pump, address the potential for pump failure to cause long downtimes to replace the pump system and to reduce the complexity of the current system and reduce reliance on multiple components.

To address this risk it is recommended to install a pump system with a duty-assist pump arrangement such that if one pump were to fail there is always a pump available for operating the pool circulation system. The key disadvantage of this arrangement is that additional space is required for an additional pump and associated valves and pipe work.

As part of the pump upgrade there is an opportunity to design the pumps to be more energy efficient. At present the pool pump operates at a high flow rate regardless of the use of the pool. At low use times (e.g. early in the day or during winter) the need for circulation is significantly reduced as the quality of water in the pool is strongly dependent on the number of swimmers in the pool.

A more energy efficient pump system would incorporate two elements

- A pump system that adopts two smaller pumps that combined are capable of providing the required flow rate during the peak use times (weekends during summer) but which operate separately during other times
- A Variable Frequency Drive (VFD) which is able to control the speed of the pump and thereby the flow and energy use of

the pump. This would allow for example during the early hours of the morning when only a few people are using the pool the flow rate can be reduced to approximately 25% of the current flow rate (50 L/s).

There are two potential options for the pump replacement, a submersible vortex pump or a dry mounted self priming pump. These two pumps are discussed further below.

Submersible vortex pumps are typically more reliable and capable of pumping seawater of variable quality. The configuration of the pump means that they have lower clogging potential than other pumps they typically do not require screening prior to the pump. They are robust and reliable pumps and are commonly used in situations such as pumping seawater.

The main disadvantages of a submersible vortex pump is that it requires

- increasing the width and length of the wet well
- provision of an access to the top of the wet well/roof.
- relatively poor access to the wet well limiting the ability to lift the submersible pumps from the well
- the use of a submersible pump is more complex during the pool drain cycle and would require a gate to the wet well intake
- lower energy efficient of the pumps

In the context of the existing pump system and the existing wet well it is a difficult environment to expand the wet well and also has a number of construction and approval risks including

potential for vibration to impact on the structure of the existing pool, as well as potential impacts on the marine reserve and its ecology.

A self priming centrifugal pump has the advantage of being able to be surface mounted within the existing pump room and is able to use the existing wet well with minor modifications to the intake to improve flows into the wet well at low tide (this is outlined further in the following section).

It is generally preferred to use the existing wet well without having to increase the wet well size due to the construction difficulties of undertaking this work in the existing environment which has limited heavy vehicle access and there is the potential for construction impacts including vibration impacts to the pool and environmental impacts during construction.

There is also a general preference for the pump to be easily accessible given the lack of vehicle access to the current location. A dry mounted is significantly more accessible for maintenance than a pump mounted in a wet well, as a surface pump does not need to be craned out and does not need access through the roof of the wet well.

The main disadvantages of a centrifugal pump are that

- it requires some screening prior to the pump to prevent clogging of the pump operation
- while the pump is self priming the pump has the potential to lose prime and may require occasional manual priming
- it typically has a larger footprint for the pump system setup than submersible pumps

Given the overall site constraints, reduced constructability issues, easier ongoing maintenance access benefits a dry mounted self priming centrifugal pump is the preferred pump arrangement.

During further design stages this should be investigated further. The following issues should be considered in the selection of the pump:

- preferred pump model and configuration
- reliability of the self priming system
- potential for clogging
- pump size and footprint
- ease of maintenance access and weight

of pump

- access to replacement parts in a short timeframe and which do not rely on long lead times
- energy consumption of the pump

### 3.2 WET WELL INLET

As outlined in the Assessment Report at present the limiting factor for water flowing into the pump is not the tide level but the diameter of the existing pipe inlet into the wet well.

To continue to draw in water during low tides, it is recommended to reconfigure the inlet into the sump with a different configuration which would allow sufficient water to flow into the sump even at low tides. It is recommended to install a minimum 600mm long by 300mm high rectangular inlet into the sump, set to approximately the same invert as the present intake pipe. This intake would allow sufficient flows into the sump to exceed the pump flow rate (e.g. at 0.3m of differential head the flow into the well would be 280 L/s).

To undertake this work requires constructing a new connection through the wall of the wet well to the ocean.

As part of this work it is also recommended to reconfigure the existing rocks at the wet well inlet to ensure that the rocks do not limit the flow into the wet well. The rocks could still act as a partial barrier to seaweed and other debris from entering the wet well but should allow free flow from the ocean into the wet well inlet.

### 3.3 FILTRATION SYSTEM

It is recommended to upgrade the existing filtration system to include automated backwashing. The current filter is relatively coarse and has had additional holes cut into the filter basket to reduce clogging.





**Figure 7: Existing filter basket**

A coarse filter size is recommended to screen out the larger particle sizes of debris including litter, entrained seaweed and crustaceans.

As the requirement is for coarse filtration only it is recommended to adopt an automated basket strainer as it has the potential for high flow rates in compact footprints. A filter such as the Eliminator with a 5000 micron screen (or coarser screen if feasible).

The automated filter basket requires various automated valves for backwashing and a new connection into the existing outlet to the ocean.

The pumps need to be configured to ensure that the required head and flow rate for backwash is available.

### 3.4 POOL DRAIN

To assist the pool to drain during weekly maintenance the new pump configuration is required to ensure that the new pump is configured to assist in emptying the pool.

This requires that the pump is configured with a separate pool drain cycle with automated valves

which allows the pool to empty using the pump. It requires use of either the suction line to a centrifugal pump or in the case of submersible pumps it requires the use.

### 3.5 Pump house structural design

A number of options were considered to upgrade the structural stability of the existing pump house building. For further details of these options and the upgrade of the pump house facility refer to Panov + Scott (2021) and Acor (2021)

### 3.6 Pump upgrade concept designs

Submersible vortex pumps were included in the concept design to determine if a configuration of duty-assist submersible pumps could be included without increasing the wet well size. The concept designs show that the wet well would have to be expanded to enable submersible pumps to be installed with appropriate clearances to reduce turbulence in the pump operations. As discussed in section 3.1 the preferred pump is a self priming dry mounted and this would be located in the existing pump room.

Generally, the existing footprint of the pump shed is likely to be suitable to house the pump upgrade equipment, however it is noted that space is limited and further development will need to consider a space efficient design of the pump and associated equipment to ensure that all the required equipment can fit within the existing footprint and still provide suitable access for operation and maintenance.

If the footprint of the pump house is limited to the existing footprint this may limit some options as the design progresses due to sizing requirements (e.g. specific pump models or filter models). This needs to be further considered during further design stages.

## 4 NEXT STEPS AND RECOMMENDATIONS

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The following section summarises the recommendations on the pool system pump upgrade.

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The development of the concept design has considered the location of the pump house and the design configuration. The following outlines the recommendations from the current concept design development phase:

- The preferred location for an upgraded pool pump operation system is in the current location
- The existing structure needs to be upgraded to ensure structural soundness of the building in extreme events due to wave action
- The upgrade to the pump system needs to include an expanded inlet to the wet well to allow sufficient flows in the lowest tides
- The pump system should be upgraded to eliminate the need for the existing priming pump
- The pump system should be designed to minimise energy. There are significant opportunities to re-design the existing pump arrangement to configure the pumps at variable speeds responding to use of the pool at different times of the day and year
- The pump system should be upgraded to include a duty-assist mode of operation. It is recommended to provide two pumps of approximately 100 L/s to reduce energy use and to allow the use of one smaller pump during low use periods
- It is recommended to consider the use of a VFD or similar device to allow flow rates to be varied depending on use of the pool with periods of low use requiring lower flow rates into the pool
- The pump system needs to ensure that it can operate both to supply water to the pool and to assist in draining the pool for maintenance
- The filtration system should be upgraded to an automated backwash cycle
- A review of the power supply to the pool and its adequacy needs to be undertaken

**CLOSED SESSION**  
**FC/7/22.11**

**Subject:** Moving into Closed Session

**Author:** Emily Scott, General Manager

**WAVERLEY**  
COUNCIL

**RECOMMENDATION:**

That:

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

FC/7.1/22.11      CONFIDENTIAL REPORT - Bondi Pavilion - Bar and Catering Service Trial - Licence

This matter is considered to be confidential in accordance with Section 10A(2)(d)(i) of the *Local Government Act*, and the Committee 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 FC/8/22.11**

**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.