



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 7 NOVEMBER 2023

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

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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6. Urgent Business

7. Meeting Closure

CONFIRMATION OF MINUTES FC/4.1/23.11



Subject: Confirmation of Minutes - Finance, Operations and Community Services Committee Meeting - 5 September 2023

TRIM No: SF23/17

Manager: Richard Coelho, Executive Manager, Governance

RECOMMENDATION:

That the minutes of the Finance, Operations and Community Services Committee meeting held on 5 September 2023 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 - 5 September 2023 .



**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, 5 SEPTEMBER 2023**

Present:

Councillor Tim Murray (Deputy Chair)	Waverley Ward
Councillor Paula Masselos (Mayor)	Lawson Ward
Councillor Elaine Keenan (Deputy Mayor)	Lawson Ward
Councillor Angela Burrill	Lawson Ward
Councillor Ludovico Fabiano	Waverley Ward
Councillor Leon Goltsman	Bondi Ward
Councillor Michelle Gray	Bondi Ward
Councillor Steven Lewis	Hunter Ward
Councillor Will Nemesh	Hunter Ward
Councillor Dominic Wy Kanak	Bondi Ward

Staff in attendance:

Emily Scott	General Manager
Sharon Cassidy	Director, Assets and Operations
Tara Czinner	Director, Corporate Services
Fletcher Rayner	Director, Planning, Sustainability and Compliance
Ben Thompson	Director, Community, Culture and Customer Experience

At the commencement of proceedings at 7.00 pm, those present were as listed above, with the exception of Cr Nemesh who arrived at 7.10 pm during item FC/5.3/23.09.

At the request of Cr Wy Kanak (Chair), Cr Murray (Deputy Chair) chaired the meeting.

Crs Keenan, Nemesh and Wy Kanak attended the meeting by audio-visual link.

PRAYER AND ACKNOWLEDGEMENT OF INDIGENOUS HERITAGE

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

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

Waverley Council respectfully acknowledges our Indigenous heritage and recognises the ongoing Aboriginal traditional custodianship of the land which forms our local government area.

1. Apologies

Apologies were received from Cr Sally Betts and Cr Tony Kay.

2. Declarations of Pecuniary and Non-Pecuniary Interests

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

3. Addresses by Members of the Public

There were no addresses by members of the public.

ITEMS BY EXCEPTION**MOTION / UNANIMOUS DECISION**

Mover: Cr Murray
Seconder: Cr Masselos

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

FC/4.1/23.09 Confirmation of Minutes – Finance, Operations and Community Services Committee Meeting – 1 August 2023.

FC/5.1/23.09 Reconciliation Action Plan Advisory Committee Meeting – 22 June 2023 – Minutes.

FC/5.2/23.09 Council Resolutions – Status Update.

FC/5.5/23.09 Tamarama Kiosk Lease – Post-Exhibition.

Cr Nemesh was not present for the vote on this item.

4. Confirmation of Minutes**FC/4.1/23.09 Confirmation of Minutes - Finance, Operations and Community Services Committee Meeting - 1 August 2023 (SF23/17)****MOTION / UNANIMOUS DECISION**

Mover: Cr Murray
Seconder: Cr Masselos

That the minutes of the Finance, Operations and Community Services Committee meeting held on 1 August 2023 be received and noted, and that such minutes be confirmed as a true record of the proceedings of that meeting.

Cr Nemesh was not present for the vote on this item.

5. Reports**FC/5.1/23.09 Reconciliation Action Plan Advisory Committee Meeting - 22 June 2023 - Minutes (A14/0173)****MOTION / UNANIMOUS DECISION**

Mover: Cr Murray
Seconder: Cr Masselos

That Council:

1. Notes the minutes of the Reconciliation Action Plan Advisory Committee meeting held on 22 June 2023 attached to the report.
2. Notes the Committee's recommendation in relation to outstanding Council resolutions to consider and prioritise an Aboriginal Heritage Study as a framework to manage key local priorities, and consider dual naming, acknowledging the Frontier Wars and local treaties as part of this study.

Cr Nemesh was not present for the vote on this item.

FC/5.2/23.09 Council Resolutions - Status Update (SF22/3521)**MOTION / UNANIMOUS DECISION**

Mover: Cr Murray
Seconder: Cr Masselos

That Council:

1. Notes the status of outstanding Council resolutions from February 2018 to April 2023, as set out in the attachment to the report.
2. Notes that finalised resolutions from February 2018 to April 2023 have been distributed separately to Councillors.
3. Receives an update on the status of outstanding resolutions each quarter.

Cr Nemesh was not present for the vote on this item.

FC/5.3/23.09 Barracluff Park - Dog Off-Leash Area and Management (A22/0336)**MOTION**

Mover: Cr Gray
Second: Cr Wy Kanak

That Council:

1. Declares Barracluff Park to be a dog off-leash area between 3 pm and 10 am daily:
 - (a) Except when it has been hired or licensed for sporting activities and community events.
 - (b) Not including the playground and within 10 metres of the playground and community hardcourt area, in accordance with section 13(6) of the *Companion Animals Act 1998*.
2. Approves an upgrade to the sports field surface in 2023–24 bringing forward \$695,150 currently allocated in the Long Term Financial Plan 6.1 in 2025–26, with a maintenance program to be developed to ensure co-location of uses.
3. Following the 2024–25 winter season, consults the community and sports clubs on the satisfaction of all users, and officers report back to Council.

AMENDMENT 1 (WITHDRAWN)

Mover: Cr Goltsman

That clause 1 be amended to read as follows:

‘Trials a timed dog-leash area on the sports field for six months between 3 pm and 10 am daily except when it has been hired or licensed for sporting activities and community events, to commence in April 2024.’

AMENDMENT 2

Mover: Cr Burrill
Second: Cr Goltsman

That clause 1 be amended to read as follows:

‘Trials a timed dog off-leash area on the sports field for six months at Barracluff Park between 3 pm and 10 am daily:

- (a) Except when it has been hired or licensed for sporting activities and community events.
- (b) Not including the playground and within 10 metres of the playground and community hardcourt area, in accordance with section 13(6) of the *Companion Animals Act 1998*.’

THE AMENDMENT WAS PUT AND DECLARED LOST.

Division

For the Amendment: Crs Burrill, Goltsman and Nemesh.

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

THE MOTION WAS THEN PUT AND DECLARED CARRIED.

DECISION

That Council:

1. Declares Barracluff Park to be a dog off-leash area between 3 pm and 10 am daily:

- (a) Except when it has been hired or licensed for sporting activities and community events.
 - (b) Not including the playground and within 10 metres of the playground and community hardcourt area, in accordance with section 13(6) of the *Companion Animals Act 1998*.
2. Approves an upgrade to the sports field surface in 2023–24 bringing forward \$695,150 currently allocated in the Long Term Financial Plan 6.1 in 2025–26, with a maintenance program to be developed to ensure co-location of uses.
3. Following the 2024–25 winter season, consults the community and sports clubs on the satisfaction of all users, and officers report back to Council.

FC/5.4/23.09 Flickerfest 2024 and 2025 - Financial Assistance (A22/0540)

MOTION

Mover: Cr Masselos

Seconder: Cr Lewis

That Council:

1. In accordance with section 356(2) of the *Local Government Act 1993*, publicly exhibits for 28 days the proposal to grant \$350,428 (including GST) in financial assistance to Flickerfest Pty Ltd to support the cost of Flickerfest in 2024 and 2025.
2. Notes that the proposed grant of \$350,428 comprises:
 - (a) Direct costs of \$61,890 (including GST) for 2024 and \$66,532 (including GST) for 2025.
 - (b) In-kind costs to the value of \$133,979 (including GST) for 2024 and \$144,027 (including GST for 2025).
3. Officers prepare a report to Council following the exhibition period.

AT THIS STAGE IN THE PROCEEDINGS, THE FOLLOWING PROCEDURAL MOTION, MOVED BY CR MURRAY AND SECONDED BY CR MASSELOS, WAS PUT AND DECLARED CARRIED UNANIMOUSLY:

‘That Council moves into closed session to deal with this item in accordance with section 10A of the *Local Government Act 1993*, as Council is satisfied that discussion of the matter in an open meeting would, on balance, be contrary to the public interest as it deals with information that would, if disclosed, confer a commercial advantage on a person with whom Council is conducting (or proposes to conduct) business.’

At 7.27 pm, Council moved into closed session.

THE MOVER OF THE MOTION THEN ACCEPTED AMENDMENTS TO CLAUSES 1 AND 2 THE ADDITION OF A NEW CLAUSE.

A PROCEDURAL MOTION TO RESUME IN OPEN SESSION, MOVED BY CR GOLTSMAN, WAS THEN PUT AND DECLARED CARRIED UNANIMOUSLY.

At 8.03 pm, Council resumed in open session.

THE MOTION WAS THEN PUT AND DECLARED CARRIED.

DECISION

That Council:

1. In accordance with section 356(2) of the *Local Government Act 1993*, publicly exhibits for 28 days the proposal to grant \$195,869 (including GST) in financial assistance to Flickerfest Pty Ltd to support the cost of Flickerfest in 2024.
2. Notes that the proposed grant of \$195,869 comprises:
 - (a) Direct costs of \$61,890 (including GST) for 2024.
 - (b) In-kind costs to the value of \$133,979 (including GST) for 2024.
3. Requires Flickerfest to provide audited financials to Council, including itemised salaries of directors and key management personnel, prior to progressing with the 2024 agreement.
4. Officers prepare a report to Council following the exhibition period.

Cr Wy Kanak requested that his vote against the motion be recorded in the minutes.

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

FC/5.5/23.09 Tamarama Kiosk Lease - Post-Exhibition (A23/0231)**MOTION / UNANIMOUS DECISION**

Mover: Cr Murray
Seconder: Cr Masselos

That Council:

1. Approves in principle the granting of a lease of up to five years for the operation of Tamarama Kiosk.
2. Notes that a tender process will be undertaken to seek a lessee, with a report to be presented to Council to grant the lease to the preferred tenderer.

Cr Nemesh was not present for the vote on this item.

6. Urgent Business

There was no urgent business.

7. Meeting Closure

THE MEETING CLOSED AT 8.06 PM.

.....
SIGNED AND CONFIRMED
CHAIR
7 NOVEMBER 2023

REPORT
FC/5.1/23.11

Subject: Social Media Policy and Media Policy - Adoption

TRIM No: A23/0625

Manager: Adam Hassan, Executive Manager, Customer Experience and Communications

Director: Ben Thompson, Director, Community, Culture and Customer Experience

RECOMMENDATION:

That Council:

1. Adopts the Social Media Policy attached to the report (Attachment 1).
2. Adopts the Media Policy attached to the report (Attachment 2).

1. Executive Summary

At its Finance, Operations and Community Services meeting on 4 July 2023, Council resolved to publicly exhibit the draft Social Media Policy and draft Media Policy attached to this report for 28 days and to prepare a report to Council following the exhibition period.

The two draft policies were exhibited between 17 July and 27 August 2023. One person provided a response to both draft policies during the exhibition period.

The two draft policies were last reviewed in 2019 and were updated in 2023 in accordance with the Office of Local Government (OLG)'s Model Media and Social Media policies, issued in 2022, and reflect a changing media and social media landscape.

The draft Social Media Policy 2023 provides a framework for Councillors and all Council staff with guidance when using social media. The policy also ensures responses to issues raised through Council's social media channels are addressed in a consistent and timely manner and referred to the correct business area. It is recommended that Council adopts the Media Policy and Social Media Policy as exhibited.

The Media Policy provides a framework for Councillors and all Council staff (as well as volunteers, contractors and advisory committee members) to uphold our reputation and promote the good work that Council undertakes. It clearly indicates Council's authorised spokespersons to ensure that media coverage of Council matters is accurate, fair and reliable.

2. Introduction/Background

Council's current Social Media and Media policies were adopted in 2019. With a model policy provided by the OLG in 2022, we had an opportunity to update both policies to be reflective of the recommendations made in the Model policy.

The purpose of the Social Media Policy 2023 is to:

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

The draft policy also clarifies staff use of their own social media profiles and how they may represent themselves as Council employees.

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

The Australian Competition and Consumer Commission (ACCC) also recently determined that publishers are responsible for content on their social media sites, so it is incumbent on Council to monitor, and where necessary moderate, content on Council channels. This is reflected in the Social Media Policy 2023.

The Media Policy 2023 provides a framework for Councillors and all Council staff (including volunteers, contractors and advisory committee members) to uphold our reputation and promote the good work that we do. It clearly indicates Council's authorised spokespersons to ensure that media coverage of Council matters is accurate, fair and reliable.

The Media Policy aims to:

- Promote open exchange of information between the Council and the media.
- Limit the publication of inaccurate information, miscommunication, and reputational risk.
- Strengthen positive media relations.
- Clearly indicate Council's authorised spokespersons.
- Ensure appropriate authorisation and responsibility for the information provided.
- Ensure consistency by staff and Councillors in dealing with the media.

3. Relevant Council Resolutions

Meeting and Date	Item No.	Resolution
Finance, Operations and Community Services Committee 4 July 2023	FC/5.4/23.07	That Council: 1. Publicly exhibits the draft Social Media Policy and Media Policy attached to the report for 28 days. 2. Officers prepare a report to Council following the exhibition period.

4. Discussion

One submission was made during the exhibition period relating to both policies. The comment made was *'Council is using social media for propaganda purposes. Social media should be for notification of key items only, such as works or emergencies.'*

As only one person responded and made identical comment on both draft policies, officers recommended that Council adopts the draft policies attached to this report.

Table 1. Summary of changes to the Social Media Policy as reflected in the draft Social Media Policy 2023.

Section	Change	Comment
1.	Update wording	Better reflect current understanding of social media, and tidy up some writing.
4.2	Role of the publisher	Based on OLG Model Policy and required due to Australian legislative changes.
4.3	Council can post to third parties where needed	Helps with engagement and clarity
4.7	Staff required to take active steps to ensure their views are not interpreted as views of Council	Wording from legal advice, especially around dealing with high profile employees
4.8	Use of social media by Councillors	From OLG Model Policy

Table 2. Summary of changes to the Media Policy as reflected in the draft Media Policy 2023.

Section	Change	Comment
1-5-2	Update wording	Reflect headings used in Social Media Policy, and make wording more concise
2. 4.3	Additional paragraph	Council staff must not speak to media about Council matters, or provide information, footage or photos, or Council materials such as emails and reports, without approval from the Manager, Communications and Engagement, or the Senior Media Advisor
4.1	Additional sentence	Comments made by the Mayor are informed by the General Manager, Senior Media Advisor and Manager, Communications and Engagement
4.2	Additional sentence	Councillors should not provide materials such as emails and reports to media without the approval from the Manager, Communication & Engagement or the Senior Media Advisor.
4.3	Update wording to include the following (italicised)	Council staff must not speak to the media about Council matters, or provide information, footage or photos, or Council materials such as emails and reports, without approval from the Manager, Communications and Engagement, or the Senior Media Advisor
5—5.2	Additional section	Review of policy was not included in 2019 policy.

5. Financial impact statement/Time frame/Consultation

There are no financial impacts.

6. Conclusion

The updates to the Social Media Policy and Media Policy were based on recommendations set by the OLG from the respective model policies and best practice. The policies provide a framework for Councillors and all Council staff to uphold our reputation and promote the work that Council undertakes.

7. Attachments

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



WAVERLEY
COUNCIL

Social Media Policy

 Social Media Policy^{So}

Policy owner	Communications and Engagement
Approved by	
Date approved	
Commencement date	
TRIM Reference	
Next revision date	
Relevant legislation/codes	Local Government Act
Related policies/procedures/guidelines	Council's Code of Conduct D13 31469 Social media policy 2013 Social Media Policy 2019 Council's Records Management Policy
Related forms	

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1. Background

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

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

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

2. Purpose

The purpose of this Policy is to:

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

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

3. Scope

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

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

It applies to all social media platforms.

4. Policy Content

4.1 Council's use of social media

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

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

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

To be most effective, social media should be used within the framework of a communications or consultation plan or strategy. Assistance in the development of a plan or strategy is available through communications partners.

Publishing is at the discretion and editorial judgement of communications partners.

4.2 The Role of the Publisher

Council and Council staff may be considered a publisher of any content uploaded onto a social media platform they administer, including content that is uploaded by a third party, and/or appears on their social media platform because they have liked, shared, or retweeted the content, or similar.

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

Staff responsible for the moderation of Council's social media platforms may remove content and 'block' or ban a person from those platforms.

4.3 Council staff using social media

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

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

- only publish content that is public information.

- content must not disclose confidential, private or personal information or any information that may infringe privacy or copyright.
- content should be unbiased.
- major announcements should be made in conjunction with or by Communications and Engagement.
- comments will be respectful of the community and portray Council in a positive way.
- All posts and links will be Council-related. Council may post to third party sources for information, promotion, or service delivery activity or to provide factual clarification.
- all content is politically impartial and/or representative of a formal Council position.
- Members of the Communications and Engagement team will approve content requests

4.4 Posting

Content on Council's social media platforms should, where appropriate include links directing users back to Council's website for more detailed information, relevant documents, forms or online services necessary to conduct business with Council.

4.5 Responding

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

4.6 Monitoring Council's social media

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

- knowingly false, mischievous or vexatious complaints or statements about individuals, companies or Council.
- misleading, obscene, off-topic, sexist, racist or spam.
- promotional or commercial in nature.
- unlawful or incite others to break the law.

- defamatory or harassing of our employees, volunteers or the participants in our programs.
- information that may compromise the safety or security of the public.
- repetitive posts copied and pasted or duplicated by single or multiple users.
- any other inappropriate content or comments as determined by Council.

4.7 Personal use of social media by staff

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

Members of staff, particularly those with a public profile, must take active steps to ensure that their views cannot be interpreted as views of Council, for example by stating that any political views or comments are made solely in their private capacity and do not represent views of Council.

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

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

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

- promote a brand or business on social media when identified as a Council employee, such as wearing a uniform or mentioning Council in that post. This also includes with an identifiable Council building in view, even if not in uniform. Council cannot be seen to endorse or promote one brand or business over another.

- post comments or images that are obscene, offensive, threatening, harassing or discriminatory in relation to work, another staff member, a stakeholder or Council.
- create a social media page to protest policies that staff are responsible for implementing or promoting.
- comment on policy matters that Council is involved with.
- post inappropriate images that reference or involve Council in some way. This could be photos taken of employees engaging in conduct that breaches the Code of Conduct, or otherwise damages Council's reputation.
- engage in comments that breach anti-discrimination legislation.
- release sensitive, personal or confidential information without proper authority.
- use an official work email address, or anything else that connects the post to Council, when making public comment.
- post any material that might otherwise cause damage to Council's reputation.

4.8 Use of social media by Councillors

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

Councillors are responsible for the administration and moderation of their own social media platforms including in circumstances where another person administers, moderates, or uploads content onto their social media platform.

Councillors must identify themselves on their social media platforms in the following format:

Councillor "First Name and Last Name". A Councillor's social media platform must include a profile photo which is a clearly identifiable image of the Councillor.

A Councillor's social media platform must include a disclaimer to the following effect:

"The views expressed and comments made on this social media platform are my own and not that of Waverley Council".

If a Councillor becomes or ceases to be the mayor, deputy mayor, or the holder of another position (for example, chairperson of a committee), this must be clearly stated on the Councillor's social media platforms and updated within two months of a change in circumstances.

Media releases and other content that has been authorised according to the Council's media and

communications protocols and publicly available may be uploaded onto a Councillor's social media platform.

4.9 Recording of information

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

4.10 Grievances

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

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

5. Review of Policy

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

6. Definitions

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



WAVERLEY
COUNCIL

Media Policy

Media Policy

Policy owner	Communications and Engagement
Approved by	
Date approved	
Commencement date	
TRIM Reference	
Next revision date	February 2027
Relevant legislation/codes	Local Government Act
Related policies/procedures/guidelines	Council's Code of Conduct D13 31469 Media Policy 2019 Council's Records Management Policy
Related forms	

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1. Background

Waverley is a high-profile local government area, with many newsworthy projects, activities and tourism destinations. A mutually beneficial and trusting relationship between Council and the media is essential in maintaining and protecting Council's reputation, and promoting the good work that we do. Our media relations should support our vision for Waverley for a vibrant and resilient community that takes care of each other, other natural environment and local places. We treat the media in the same manner as any other customer of Council, with timeliness, transparency and respect.

2. Purpose

The Media Policy provides a framework for Councillors and all Waverley Council staff (including volunteers, contractors and advisory committee members) to uphold our reputation and promote the good work that we do. It clearly indicates Council's authorised spokespersons to ensure that media coverage of Council matters is accurate, fair and reliable.

The Media Policy aims to:

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

Council staff must not speak to the media about Council matters, or provide information, footage or photos, or Council materials such as emails and reports, without approval from the Manager, Communications & Engagement or the Senior Media Advisor. Staff should immediately inform the Manager, Communications & Engagement and/or Senior Media Advisor, of any incident or situation that may attract media attention or inquiries, including information shared on social media.

3. Scope

This policy applies to Councillors and all Waverley Council staff (including volunteers, contractors and advisory committee members). Any breaches of the policy can result in action under Council's relevant Code of Conduct.

4. Policy Content

4.1. Statements to the media

The Mayor is the primary official spokesperson for Council. Comments made by the Mayor are informed by the General Manager, Senior Media Advisor and Communications & Engagement Manager. The General Manager, Manager, Communications and Engagement and the Senior Media Advisor, may also act as official spokespersons where agreed by the Mayor and GM. Media statements that relate to operational matters of Council are generally attributed to a spokesperson

for Council. The Senior Media Advisor and Communications & Engagement Manager may also put forward a Director or other staff member to provide expert commentary on a specific topic, with the Mayor and GM's approval. Council also has approved spokespersons for Lifeguard matters.

4.2. Councillors and the media

The Media Policy does not prevent the right of individual Councillors to express their own opinions to the media at any time. Councillors must clearly indicate that they are expressing their personal views, and not that of Council, except if they are supporting a Council position. Except for the Mayor, Councillors are not the official spokespersons of Council, unless delegated by the Mayor. To ensure information provided to the media is accurate and timely, Councillors should seek information from the appropriate Council officer, such as the Senior Media Advisor, before making comment. Councillors should not provide any Council materials (including but not limited to emails, documents and reports) to media without the approval from the Manager, Communications & Engagement or the Senior Media Advisor unless it is already published by Council and in the public domain.

4.3. Council and the media

The Manager, Communications and Engagement and the Senior Media Advisor manage all media inquiries for Waverley Council and its staff and the media approvals process.

All media inquiries for Waverley Council and its staff should be directed to media@waverley.nsw.gov.au or 0416 075 532. Inquiries to this email and phone number are monitored seven days a week, including on public holidays.

Council staff must not speak to the media about Council matters, or provide information, footage or photos, or Council materials such as emails and reports, without approval from the Manager, Communications & Engagement or the Senior Media Advisor. Staff must not intentionally contest or undermine Council policy or decision, or cast Council, Councillors or Council staff in a negative light.

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

- a) they do not comment on Council business or policy
- b) they are not identified as Council employees
- c) their comments are not perceived as representing official Council position or policy

Any breaches of the Media Policy can result in action under Council's relevant Code of Conduct.

5. Review of Policy

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

REPORT
FC/5.2/23.11

Subject: Bondi Pavilion - Screenings - Trial Outcomes

TRIM No: A23/0012

Manager: Alistair Graham, Executive Manager, Community, Library and Recreation Venues

Director: Ben Thompson, Director, Community, Culture and Customer Experience

RECOMMENDATION:

That Council hosts public screenings of popular sporting, cultural and other events in the inner courtyard of Bondi Pavilion as part of future programming.

1. Executive Summary

In February 2023, Council passed a resolution requesting officers to investigate the potential role of the refurbished Bondi Pavilion as a venue to gather, watch, celebrate and soak up the atmosphere of exciting sporting, cultural and other events. This included considering the suitability and use of three locations arounds the Pavilion—the inner courtyard and the two external, natural amphitheatres—to host screenings.

The resolution noted the important role of Council in fostering a sense of community, the popularity of the Bondi Pavilion since reopening and that increasing the use/utility of the venue by different groups of people should be a priority for Council.

As required by the resolution, consultation in relation to the proposal was also undertaken with the Precinct committees, which returned a range of views and feedback.

At the 16 May Council meeting the inner courtyard of Bondi Pavilion was determined to be the most viable option for hosting public screenings with a trial to be undertaken by showing a number of FIFA Women's World Cup matches in July/August 2023.

The trial was considered to be a success and it is recommended that Council provides support for future public screenings of popular sporting, cultural and other events in the inner courtyard of Bondi Pavilion.

2. Introduction/Background

Public screenings at Bondi Pavilion are intended to provide a place for the community to gather and celebrate significant sporting, cultural and other events and enjoy the recently restored venue. The screenings are a drawcard for families and visitors seeking to participate in the events in a safe and welcoming environment.

The courtyard screenings utilise existing Council resources and capabilities to deliver the events in a controlled and manageable way, ensuring a positive experience for all attendees. They also make use of venue amenities, such as toilets and waste facilities, and minimise the impact on the surrounding area and residents.

The Bondi Pavilion venue team organised and delivered seven screenings of the Matildas World Cup matches in July/August in the Garu Courtyard. More than 3,200 pre-event registrations were received with approximately 2,000 people attending across the dates through a combination of ticketed and walk-up entries.

The screenings provided a valuable opportunity to test several aspects of the venue when used in this format. These are outlined in the discussion below.

3. Relevant Council Resolutions

Meeting and date	Item No.	Resolution
Council 16 May 2023	CM/7.8/23.05	That Council: <ol style="list-style-type: none"> 1. Trials hosting public screenings of popular sporting, cultural and other events in the inner courtyard of Bondi Pavilion by showing the FIFA Women's World Cup in July/August 2023. 2. Officers provide an email update to Councillors prior to the event commencing. 3. Officers prepare a report to Council following the trial.
Council 21 February 2023	CM/8.1/23.02	That Council: <ol style="list-style-type: none"> 1. Notes the important role of Council in fostering a sense of community. 2. Notes the popularity of the Bondi Pavilion since reopening, with over 25 regular hirers, hundreds of casual bookings, Summer at the Pav and the upcoming Sydney WorldPride programming, plus major events such as Flickerfest. 3. Notes that increasing the use/utility of the Pavilion by different groups of people should be a priority for Council. 4. Notes the potential role of the refurbished Pavilion as a venue for the community to gather to watch, celebrate and soak up the atmosphere of exciting sporting, cultural (and other) events. 5. Officers investigate and prepare a report by the June 2023 Council meeting on: <ol style="list-style-type: none"> (a) The use of the inner courtyard and the two external, natural amphitheatres of the Pavilion to host screenings of popular sporting, cultural (and other) events. (b) Steps required to get the Pavilion ready to host screenings (overall and for each

		<p>screening).</p> <p>(c) Crowd, traffic and noise management required for screenings.</p> <p>(d) The possibility of partnering with relevant organisations to deliver screenings, provided that no gambling sponsorship be included.</p> <p>(e) Estimated costings in relation to clause 5(b) above and funding source.</p> <p>6. Undertakes consultation with all Precinct committees in relation to the proposal.</p>
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4. Discussion

The Pavilion hosted seven FIFA Women's World Cup screenings in the Garu Courtyard to showcase the Matildas matches:

- Australia v Ireland – Thursday 20 July, 8 pm.
- Australia v Nigeria – Thursday 27 July, 8 pm.
- Australia v Canada – Monday 31 July, 8 pm.
- Australia v Denmark – Monday 7 August, 8.30 pm.
- Australia v France – Saturday 12 August, 5 pm.
- Australia v England – Wednesday 16 August, 8 pm.
- Australia v Sweden – Saturday 19 August, 6 pm.

The event site was enclosed with temporary fencing to create a defined viewing area, which was calculated to comfortably accommodate up to 750 people seated on the ground and standing around the edges. The main public amenities were included in the footprint with separate entrance and exit points established to manage the flow of people. Of the seven matches, one was interrupted by wet weather and relocated to the High Tide Room.

Although the matches were screened for free, attendees were requested to pre-register for tickets to assist with staffing and crowd control measures. Given the anticipated interest in the matches, a 10-metre inflatable screen was hired to ensure as many people as possible would be able to enjoy uninterrupted views of the match. This is larger than the six-metre screen already owned by Council and was determined to be of suitable scale to maximise the number of attendees in the courtyard. In this configuration the screen faced south, rather than east as was the case for a previous Council-organised family movie screening, which used the smaller Council-owned screen.

In addition to the Pavilion's technical team, a technician from the screen hire company was engaged to assist with set up and pack down of the screen and audio visual equipment. This provided useful training for the Pavilion team who were able to observe the most effective way to prepare and operate the screening equipment. The content was streamed live via Optus Sport (under a licence agreement) and encountered no technical issues.

As part of the event planning updates were regularly provided to the local Police Area Command regarding anticipated attendance numbers and onsite security and staffing measures. The police also visited the site during the events and were comfortable with the venue's approach to management and safety. This was reinforced by the events being appropriately staffed, family friendly and alcohol-free.

Promotion for the events was undertaken through Pavilion and Council channels including social media, websites and newsletters. Registration was managed through the Pavilion's ticketing platform, Humanitix, and while tickets were checked as required, walk-ups were also admitted subject to availability. The first match was delivered in partnership with the Consulate General of Ireland, who made a financial contribution and provided some merchandise for giveaway at the event.

The inner courtyard (Garu and Guya Courtyards) of the Pavilion is an ideal location to host Council-run screenings. This is due to: relative ease of setup; ability to utilise existing equipment, resources and amenities; reduced exposure to wind and the elements; ability to manage crowds and antisocial behaviour; creating a controlled environment to minimise noise and disturbance to local residents; flexibility to increase capacity as required; and close proximity to the Pavilion's food and beverage operators.

Challenges associated with this option include: limited capacity (500–1,000 patrons dependent on location and size of screen); and limited visibility to passing foot traffic.

There were no reported incidents of antisocial behaviour during the screenings. Further, with the majority of events completed by 10 pm, no noise, crowd or traffic disturbances were reported by local residents or businesses during the trial.

5. Financial impact statement/Time frame/Consultation

Financial impact

The most cost-effective ongoing option is to utilise Council's existing six-metre inflatable screen and position it between the Garu Courtyard palm trees facing east. This allows for an audience of up to 500 people seated on the ground and is operationally straight forward to manage.

Time frame

With sufficient lead time and planning, the Pavilion is operationally prepared to deliver future screening events as part of Council programs.

Consultation

Feedback from internal and external stakeholders regarding the trial screenings was overwhelmingly positive, noting the need to provide sufficient lead time for planning, promotion and allocation of staff resources. No negative feedback from received from local residents or businesses.

6. Conclusion

Screenings of significant popular sporting, cultural and other events at Bondi Pavilion provides an opportunity for Council to continue fostering sense of community and increase use of the recently upgraded venue.

Subject to sufficient planning time and allocation of budget, the screenings are an effective way of showcasing and activating Bonid Pavilion and providing free access to family-friendly events for residents to enjoy.

7. Attachments

Nil.

REPORT

FC/5.3/23.11



Subject: Affordable Housing Program Tenancy Policy - Exhibition

TRIM No: A09/0354

Manager: Annette Trubenbach, Executive Manager, Community Services

Director: Ben Thompson, Director, Community, Culture and Customer Experience

RECOMMENDATION:

That Council:

1. Publicly exhibits the draft Affordable Housing Program Tenancy Policy attached to the report (Attachment 1) for 28 days.
2. Officers prepare a report to Council following the exhibition period.

1. Executive Summary

This report seeks endorsement, for public exhibition, of proposed amendments to the Affordable Housing Tenancy Policy to address the endorsed recommendation of the SGS Economics Social and Affordable Housing Review to improve its capacity to support households in severe rental stress. The key change proposed is to detach the Program from market driven rents, and to utilise instead household income as the key policy driver.

2. Introduction/Background

The Affordable Housing Program Tenancy Policy sets out the objectives for the Program and key elements to guide its operation. The policy is consistent with the development application conditions applying for each property and references the NSW Affordable Housing Ministerial Guidelines. The guidelines provide key reference information, including income classifications which are updated annually.

The key components of the current policy are:

- Targets working people on low to moderate incomes who can demonstrate that they have been living in Waverley for at least three years or working in Waverley for at least five of the last ten years.
- Sets the rent at 75% of the market median with a further 10% reduction allowable for up to a third of tenancies to provide for access by low income earners.
- Allows one term of rental of up to three years.

These components interact to determine the market for the program and so the outcomes it can deliver. In operation, properties are advertised on real estate/rental sites, including Domain, with the advertised rent set at 75% of the market median at the time, and with notice that income limits apply for the tenancy. Applicants are income tested and required to provide evidence of their connection with Waverley to determine their eligibility for the program. The generalised income limits for Sydney are utilised, and adjustment of limits for household size is not specified. This means that for single income households in particular, income limits are higher than those adjusted for household size.

In practice, there has long been a tension between the formula used for setting rents and the income limits specified. This was exacerbated by the significant increases in rents that have occurred in Waverley. The additional 10% reduction for low income earners endorsed by Council in 2014 was sufficient to make the program accessible only to those households in the top of the low income range.

The policy settings for the Program were reviewed by SGS Economics, including examination of the characteristics of households in rental stress in Waverley. Council endorsed the Review's recommendation to update the Affordable Housing Program Tenancy Policy to improve its capacity to support households in severe rental stress. The households identified as being in the most severe rental stress were single income households earning 'low' incomes, including single person and single parent households.

3. Relevant Council Resolutions

Meeting and date	Item No.	Resolution
Strategic Planning and Development Committee 3 May 2022	PD/5.2/22.05	<p>That Council:</p> <ol style="list-style-type: none"> Notes the findings and recommendations of the Social and Affordable Housing Program and Portfolio Review Report prepared by SGS Economics and Planning attached to the report. Updates the Affordable Housing Program Tenancy Policy to target highest priority households that are in severe housing stress to maximise the social outcomes achieved from Council's affordable housing portfolio. Endorses the award of a new contract to a community housing provider to manage Council's social and affordable housing tenancies following a tender process, with the new contract to reframe maintenance responsibilities and contain a robust performance management framework to ensure improved outcomes for tenants and Council, with a report to be prepared to Council to endorse the award of the contract. Continues to support the funds raised through voluntary planning agreements to be paid into the Affordable Housing Contributions Reserve to be used to fund additional housing to expand Council's affordable housing portfolio only, in accordance with the Planning Agreement Policy. Endorses entering a new partnership with a community housing provider to deliver additional housing stock under a delivery contract via an open tender process, noting that the partnership will allow Council to leverage off a community housing provider's access to significant State and Federal funding to increase Council's affordable housing portfolio, with a report to be prepared to Council to endorse the award of the contract. Pursues additional opportunities outside of the community housing provider delivery contract to further increase housing stock, including regional partnerships or

		<p>alternative models, such as cooperative housing, that may present themselves in the affordable housing space.</p> <p>7. Notes that Council submitted the Affordable Housing Contributions Scheme to the Department of Planning and Environment in April 2021, with a decision expected by mid-2022.</p> <p>8. Notes that it is proposed to retain vacant units in the portfolio to be used to temporarily house tenants from those units in the greatest need of refurbishment to allow for the asset management backlog to be addressed, with this only taking place if the vacant unit is in a satisfactory condition and meets the tenants' needs.</p>
Council 17 June 2014	CRD.41/14	<p>That Council:</p> <p>1. Endorses the draft Waverley Housing for Older People Tenancy Policy.</p> <p>2. Endorses the draft Waverley Community Living Program Tenancy Policy.</p> <p>3. Endorses the draft Waverley Affordable Housing Program Tenancy Policy.</p>

4. Discussion

Officers have undertaken careful analysis of current and potential policy settings with consideration for the social benefit the Program can achieve for the community and for its individual tenants, and its costs to operate. It is proposed that replacing 'market rent' with 'household income' as the key driver for the policy's operation and utilising the income limits for households of varying size, available annually in the NSW Affordable Housing Ministerial Guidelines, will maximise the social outcomes the program can achieve, whilst ensuring its ongoing financial sustainability.

Proposed policy amendments

The proposed amendments are summarised in the table below. The marked-up policy is attached to the report (Attachment 1).

Current	Proposed
<ul style="list-style-type: none"> Targets working people on low to moderate incomes who can demonstrate that they have been living in Waverley for at least 3 years or working in Waverley for at least 5 of the last ten years. 	<ul style="list-style-type: none"> Targets working people on low to moderate incomes who can demonstrate that they have been living and/or working in Waverley for at least 3 years
<ul style="list-style-type: none"> Sets the rent at 75% of the market median with a further 10% reduction allowable for up to a third of tenancies to provide for access by low income earners. 	<ul style="list-style-type: none"> Sets the rent at 75% of the bottom quartile market median and allows the CHP to offer further rent reductions to ensure that rents are affordable for single low income households of varying types.
<ul style="list-style-type: none"> Allows one term of rental of up to three years. 	<ul style="list-style-type: none"> Allows one term of rental of up to five years.

Impacts and intended outcomes

Detaching the rents charged in the program from the market and, utilising the income limits specified for households of different sizes, will bring the program's operation into line with expectations for government subsidised programs and improve access for a wide range of households, including single parent families, and essential workers on low incomes. A term of five years will provide most with enough relief from high rents to 'find their feet', get their kids into or through school, or complete 'early stage' employment in professions such as nursing and teaching.

Special local needs groups

The lack of housing locally that is affordable for women escaping domestic and family violence has been raised by specialist local service agencies. The model established by Woollahra Council was explored at a Housing Advisory Committee Meeting held in June 2022.

The policy amendments proposed will improve access for all single women and single parent households. Council could also provide priority access to applicants who are trying to leave a situation involving family violence and explore opportunities for supporting these women through its social housing program.

Companion animals

To avoid potential conflict with strata owners corporations, the Affordable Housing Tenancy Policy has had a 'blanket no pets' rule. The importance of companion animals to many households is now recognised and owners corporations are no longer allowed to apply blanket 'no pets' rules.

Council's Older Persons Housing Tenancy Policy has allowed companion animals for many years without a problem. Tenants are required to seek approval and sign an undertaking to provide appropriate care and respond should any issues arise. By law, owners corporations are now required to implement a similar process. In response to these changes, officers recommend the removal of the 'no pets' rule in the Affordable Housing Tenancy Policy.

5. Financial impact statement/Time frame/Consultation

Council's Affordable Housing Program currently covers its operating costs and returns a very modest surplus that is available for capital improvement. The policy changes proposed have been carefully calibrated to balance support for people in need with maintaining the ongoing financial viability of the Program. It is anticipated that the changes proposed will result in a reduction in rental income from an average of \$24,000 per unit to an average \$19,000 per unit. Providing that an even mix of low-moderate single income households is achieved in implementation, officers do not anticipate the requirement for an operating subsidy. As the properties age, assistance with capital maintenance may be required.

Officers have consulted with key staff from Bridge Housing. Internal consultation with other teams represented on the Housing Working Group (Urban Planning, and Property and Facilities) has occurred and the Housing Advisory Committee meeting in August 2023 has provided feedback. A summary of outcomes is included in the Q&A attached to this report (Attachment 2).

6. Conclusion

The proposed amendments to Council's Affordable Housing Tenancy Policy provide a timely opportunity to refine the Program's operations with a clear focus on the outcomes it can achieve for the community and tenants. The proposed amendments will improve access for a range of households including single parents and essential workers on low incomes. A term of five years will provide most tenants with enough relief from high rents to 'find their feet' or get their kids through school. Attention to the financial viability of the

Program provides it with a solid foundation for maintenance and potential growth as it moves through its third decade of operation.

7. Attachments

1. Draft Affordable Housing Program Tenancy Policy [↓](#)
2. Q&A on proposed changes to policy [↓](#) .



Waverley Affordable Housing Program Tenancy Policy

- First draft approved by Council in April 2012 for use in the tender process for an Affordable Housing Manager, finalised in November 2012
- Revised Draft October 2013, endorsed for public exhibition in November 2013
- Final Draft, endorsed by Council June 2014

DEPARTMENT: Caring Waverley
DATE CREATED: May 2014
DATE ENDORSED BY COUNCIL: June 2014
NEXT REVIEW DATE: June 2019
TRIM REF: A09/0354

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Acknowledgement

This policy is written with reference to the Department of Family and Community Services *NSW Affordable Housing Ministerial Guidelines*

Revisions		
Revision Date:	Council Meeting:	Council Resolution No.
May 2014	June 2014	CRD.41/14

1. Introduction

Over many years, Waverley Council has built up a small portfolio of accommodation to enable the provision of limited term affordable accommodation for residents earning low to moderate incomes. Council contracts with a Registered Community Housing Provider for management of the Program, which is known as the Waverley Affordable Housing Program (WAHP).

2. Aims

Waverley Council's Affordable Housing Program aims to maintain diversity in the Waverley community ~~through the provision of affordable housing within a range of residential building types.~~ The program targets households on low to moderate incomes who can demonstrate a connection to the Waverley area.

~~Tenants have a maximum of three years on the Program. Rents are set at 25-35% off median market rental for a comparable property in Waverley at the time of commencement, depending on each tenant's income and the target set by Council for the inclusion of low income households.~~

3. Purpose

This policy sets out Waverley Council's requirements for the allocation and management of tenancies in the Waverley Affordable Housing Program. It is intended to ensure that the Program makes an effective contribution to the pool of accommodation support available through various programs for low to moderate income earners.

It sets out criteria for eligibility, requirements for allocation and rent charges, and tenants' rights and obligations.

4. Coverage

The policy applies to properties within Waverley Council's Affordable Housing Portfolio. These properties are owned or leased by Council for the purpose of providing affordable rental accommodation in Waverley.

~~The description of the portfolio attached at Appendix 1, is reviewed regularly and updated as required~~

5. Requirements

5.1 Eligibility

5.1.1 Criteria

To be eligible an applicant must establish their identity, and provide proof that they:

- Are a citizen or have permanent residency in Australia
- Are over the age of 18 years
- ~~Have lived or worked in Live in the Waverley Local Government Area at the time of application, and have lived/ in the LGA for at least three years prior, or if living in another LGA at the time of application that they have lived and/ or worked in the Waverley LGA for at least five years in the previous ten years~~
- Do not own assets or property that could reasonably be expected to be used to ~~address solve~~ their housing needs
- ~~Have not benefitted from a previous term of affordable housing. Do not already have an allocation of secure subsidised housing in the local government areas of Waverley, Woollahra, Randwick, Botany or City of Sydney~~
- Have a household income within the specified income eligibility limits.

Employees of Waverley Council and their immediate relatives, and employees of Council's Community Housing Manager are not eligible for the Program.

[Additional weighting may be provided when assessing applications for those who are / have been victims of Domestic and Family Violence.](#)

~~Companion animals are not allowed.~~

Applicants must provide evidence to support their application for housing. ~~A list of supporting documentation required is at Appendix 4.~~

5.1.2 Income Eligibility Limits - Entry

Applicants must provide proof that their total average gross household income, taken over the two years preceding their application for the Program:

- Enables payment of rent of at least 40% of the rent set at the rate set
- ~~Does not exceed the income limits for a household of their size as specified annually in the NSW Ministerial Affordable Housing Guidelines 120% of the median household income for Sydney as published annually in the NSW Affordable Housing Guidelines.~~

~~Definitions of income will be consistent with the definition set out in the Community Housing Rent Policy.~~

5.1.3 Tenure

One ~~three~~ five year period is the maximum available to any tenant in the Waverley Affordable Housing Program. Succession or transfer of tenure is not allowed.

5.1.4 **Reassessment**

Each tenant's eligibility to remain on the Program will be assessed annually at the end of each fixed term lease period.

Tenants must provide proof that their total gross household income:

- Enables payment of rent at the rate set

~~Does not exceed the income limits for a household of their size as specified annually in the NSW Ministerial Affordable Housing Guidelines For a single adult household, does not exceed 120% of the median household income for Sydney as published annually in the NSW Affordable Housing Guidelines~~

- ~~For households including more than one person over 18, does not exceed 145% of the median household income for Sydney, including a 25% provision for larger households.~~

5.2 **Allocation**

5.2.1 **Allocation of a Vacancy**

Vacancies in the WAHP will be advertised. Advertisements will clearly stipulate eligibility criteria. Applicants who fulfil the eligibility criteria will become eligible applicants. Eligible applicants whose household size matches the property size available will be short listed. If necessary, a ballot will be drawn from these short listed applicants.

Eligible applicants will be advised of vacancies in the Program that are appropriate to their needs for a period of 12 months following their original application.

5.3 **Rent**

5.3.1 **Rental Bonds**

A rental bond equivalent to two weeks rent is required.

5.3.2 **Rent Setting**

The rent set for properties in the Waverley Affordable Housing Program is 75% of the bottom quartile market median for a comparable property at the time ~~25% off the median weekly market rent in the Waverley Local Government area for a comparable property at the time of commencement.~~

~~An additional rent reduction of up to 10% from the median will be provided to meet the target set by Council for inclusion of low income earners in the Program. Updates will be published annually as an attachment to the Policy at Appendix 3.~~

Tenants in the Program will be charged rent at the rent set or no more than 30% of their weekly household income including any rent assistance received.

5.3.3 **Determining Market Rent**

The *Housing NSW Rent and Sales Report*, published quarterly, is used to establish the bottom quartile median weekly market rent in Waverley for a comparable property. Property types are:

- studio or one bedroom unit
- two bedroom unit.

5.3.4 Annual Rent Reviews

Rent will be adjusted annually according to the tenant's household income, by whichever is the lesser amount generated by application of:

- ~~the annual 'All Groups' CPI for Sydney, or~~
- ~~the current rent set for new tenancies for that property type.~~

5.3.5 Rent Payment

Rent payment is required fortnightly in advance.

5.3.6 Rent Arrears

A tenant who falls into arrears with their rent payments will be given a reminder and provided with an opportunity to negotiate a program of repayments at one week in arrears. Legal action will commence if these provisions have not resulted in an agreement at two weeks in arrears.

6. Rights and Obligations**6.1 Residential Tenancies Act (NSW) 2010**

The rights and obligations of Council and its tenants in the Waverley Affordable Housing Program will be consistent with the Residential Tenancies Act (NSW) 2010.

6.2 Tenancy Agreements

Council or its agent will enter into a residential tenancy agreement with the tenant for a property in the Program, in accordance with the Residential Tenancies Act (NSW) 2010, every 12 months for up to five ~~three~~ years so long as the tenant remains eligible for the Program.

6.3 ~~Annual~~ Inspections

Council or its agent will conduct an inspection of the unit at least annually.

7. Review**7.1 Review and update**

This Policy will be reviewed at least every five years. It will be updated as required to ensure consistency with relevant legislative and policy requirements. ~~The first review date is June 2019.~~

~~Appendices will be reviewed annually in July, and updated as required.~~

Appendix 1

Waverley Affordable Housing Program Portfolio

~~April 2018~~ July 2023

Properties held in perpetuity	From	1 bed	2 bed
Bondi	2004	1	
Bondi	2004	1	
Bondi	2005	1	
Bondi	2011	1	
Bondi	2008	1	
Bondi	2005	1	
Bondi	2005	1	
Bondi	2008	1	
Bondi Beach	2000	1	
Bondi Beach	2013	1	
Bondi Junction	2004	1	
Bondi Junction	2000	1	
Queens Park	2007	1	
Queens Park	2011	1	
Vaucluse	2003	1	
Rose Bay	2002		1
Bondi	2003		1
Bondi	2005		1
Bondi	2005		1
Bondi	2005		1
Bondi Junction	2002		1
Bondi Junction	2000		1
Randwick	2016		1
Randwick	2016		1
	-	15	9
Leased Properties			
Bondi (Lease end 7/12/24)	2008	1	
Total		161	9
	-	16	9

Appendix 2

Household Income Limits 2023/24

At October 2023

Household Type	Low	Moderate
Single	\$51,700	\$77,600
Single + 1	\$67,200	\$100,900
Single + 2	\$82,700	\$124,200
Couple	\$77,600	\$116,400
Couple + 1	\$93,100	\$139,700
Couple + 2	\$108,600	\$163,000

Income Bands	% of Median Income	Annual Household Income Range (Sydney) 2013-14
Very Low	< 50% median	< \$42,300
Low	50-80% median	< \$67,600
Moderate	80-120% median	< \$101,400

Source: NSW Affordable Housing Ministerial Guidelines Appendix Household Median Incomes 2016-17 Table 1. Updated annually

120% of the median household income (Sydney) is the upper income limit for entry to Waverley Affordable Housing Program.

Appendix 3

Waverley Affordable Housing Program
Target for Low Income Households for 2016/17
August 2017

Target for Low income households
One third of the portfolio.

Rent setting for households within the target group
The rent set for households within the target group is up to 35% off median market rent in the Waverley Local Government Area for a comparable property at the time of commencement.

The amount of rent subsidy for each low income household will be determined with reference to the household's income. It will aim to achieve a rent that is no more than 30% of a household's income.

Income Eligibility Limits for households within the target group

Income Bands	% of Median Income	Annual Household Income Range (Sydney) 2013-14
Lower limit	> 67% median	< \$56,682
Upper limit	< 80% median	< \$67,680

The amount of rent subsidy offered provides the lower income limit for entry to the Waverley Affordable Housing Program.

Appendix 4

Waverley Affordable Housing Program Documentation required to support an application

It is important that all requested documents are provided to assess applications:

Proof of Identity

Provide any TWO from the list below for each person over 18 years listed on your application:

- a) Birth certificate
- b) Marriage certificate
- c) A current passport
- d) Medicare card
- e) Department of Corrective Services Release Card
- f) Motor vehicle driver's licence.

Proof of Citizenship/Residency (you must be an Australian citizen or permanent resident))

Provide ONE from this list for each person over 18 years listed on your application:

- a) Birth certificate
- b) A current Australian passport
- c) A current passport if not an Australian citizen
- d) Citizenship certificate/papers.

Proof of Residency in the Waverley LGA

Applicants must show that they have lived in the Waverley LGA for three years or at least years over the last ten years.

Provide any TWO of the following:

- a) Copy of Tenancy Agreement(s) in your name
- b) Water, Gas, Electricity Phone Bill in your name.

Proof of Income

Provide ANY from this list which apply to each person over 18 years listed on your application:

- a) If in receipt of a Centrelink income – a current income statement from Centrelink stating the type of benefit and amount (or signed Centrelink Authorisation Form that allows access to confirm your benefit details).
- b) If a wage or salary earner (full time, part time, casual earnings) – Provide ALL listed below:
 - i) Employer letter indicating your salary and length of time employed with current employer.
 - ii) Pay Slips
 - iii) Income tax return for the past two years
- c) If self employed
 - i) Profit and Loss Statement for the past two years
 - ii) Income tax return for the past two years.

Proof of Current Assets

Provide for each person over 18 years listed on the application:

- a) A savings bank pass book, bank statements for the last four weeks for an account which is used regularly (or current ATM mini statement listing the last 4 weeks transactions and verified against the ATM card)
- b) Records of any cash, shares or term deposits
- c) Proof of assets (e.g. share certificates, market valuation of any property owned by any member of the household).

Appendix 5

Waverley Affordable Housing Program - References

July 2023

NSW Affordable Housing Ministerial Guidelines:

http://www.housing.nsw.gov.au/data/assets/pdf_file/0005/332789/Ministerial-Affordable-Housing-Guidelines-2016-17.pdf

<https://www.facs.nsw.gov.au/download?file=843446>

NSW Community Housing Rent Policy:

<http://www.housing.nsw.gov.au/community-housing/policies-and-fact-sheets/policies/nsw-community-housing-rent-policy>

Housing NSW Rent and Sales Report:

<https://www.facs.nsw.gov.au/resources/statistics/rent-and-sales/dashboard>

<http://www.housing.nsw.gov.au/about-us/reports-plans-and-papers/rent-and-sales-reports>

Waverley Affordable Housing (WHAP)

Attachment 1 Q&A Proposed Amendments to WAHP Policy

Rational for Key Settings

- *Why continue to target working people?*

So long as the program has a limited term, it should target people who have the potential to improve their income/ housing position within the term offered.

- *Why reduce the period of 'connection with Waverley' required for workers in Waverley*

Waverley's affordable housing program is a local housing program with the capacity to provide both social and economic benefits to the community. The program can achieve social benefit by enabling local people to remain within their community.

It can achieve economic (and environmental) benefit by enabling those who are part of the local workforce to live locally. Waverley is a community with a mobile population, and Council's community housing provider has reported that the length of the connection to Waverley requirement excludes potential low income tenants with a 'working connection' to Waverley.

Why set a rent if income is the key determinant of eligibility?

Setting a rent enables Council to 'find our people' by advertising properties for let with an 'affordable rent'. Advertising properties makes the Program and its operation visible, transparent, and accessible for anyone in the community on a low – moderate income needing housing assistance.

The Housing Advisory Committee (HAC) commented that a CHP would be able to fill vacancies from referrals through local support agencies. Officers believe that the benefits advertising provides to Program operations in terms of transparency and access outweigh its costs.

- *Why use the bottom quartile median as the rent reference?*

Use of the 'median' as the rent reference means that the rent set for properties is the same regardless of their location within the LGA. The bottom quartile refers to rents charged for the cheapest 25% of properties 'newly let' in any quarter. Setting the rent at 75% of the bottom quartile median ensures that the rent set is below any that a tenant can achieve in the private market. This will make the program attractive to moderate income earners upon whom the program will rely for income – they will pay less than 30% of their income in rent, allowing some savings towards improving their situation at the end of the lease term.

- *Why increase the limit on the term?*

Waverley has limited the term available to any one tenant in the Program from the outset with the intention of 'sharing around' the benefit of a scarce resource. Reducing the income limits for the program as recommended will mean that the capacity of tenants to improve their income/ housing position is also reduced. Increasing the length of the term will give these tenants more time to 'find their feet'.

Council's Community Housing Provider has noted that there is natural turnover in the program with some tenants moving on as their lives change before the end of their term. They have strongly endorsed the offer of a five year term, and suggest that allowing some flexibility in the length of the term would help to realise the intended social benefit for the tenant eg seeing their children into or through school. From an operational point of view, reducing tenant turnover will increase program stability and reduce operating costs. Increasing the length of the term will benefit both tenants and Council's program.

REPORT

FC/5.4/23.11



Subject: Access and Inclusion Advisory Panel - Community Membership Extension

TRIM No: A21/0096

Manager: Annette Trubenbach, Executive Manager, Community Services

Director: Ben Thompson, Director, Community, Culture and Customer Experience

RECOMMENDATION:

That Council extends the term of the community members on the Access and Inclusion Advisory Panel to September 2024 to align with the Council term.

1. Executive Summary

At its meeting on 16 March 2021, Council adopted Terms of Reference for the Access and Inclusion Advisory Panel.

Following an expression of interest process, eight out of 16 community members were appointed to the eight available positions. The round was highly competitive, resulting in the appointment of high calibre applicants whose demonstrated skills and experience are exceptionally well aligned with the requirements of the Panel, representing a diverse range of disabilities or professional expertise.

The Terms of Reference provide for a two-year term of office. It is recommended that Council extends the term of office of the Advisory Panel's eight community members for one year to September 2024 to align with the Council term.

2. Introduction/Background

The aim of the Panel is to promote an inclusive community and enhance the inclusion and participation of people of all abilities in community life. Panel membership comprises the Mayor, councillors and up to eight community members who have a direct experience of disability either personally, professionally, academically or through a care/support role.

A community member is to be appointed as an individual member of the community and not as a representative of an organisation, business, advocacy body, or stakeholder group. Community members shall hold office for a two-year term (or such other period of appointment) or when reviewed by Council. Where possible the term is to coincide with the Council term.

3. Relevant Council Resolutions

Meeting and date	Item No.	Resolution
Council 25 May 2021	CM/7.9/21.05	That Council: 1. Appoints the following community members to the Access and Inclusion Advisory Panel for the period June 2021 to September 2023:

		<p>(a) Danny Hui.</p> <p>(b) Andre Cioban.</p> <p>(c) Aydan Costello.</p> <p>(d) Ben Alexander.</p> <p>(e) Ben Whitehorn.</p> <p>(f) Rachel Lazarov.</p> <p>(g) Petra Pattinson.</p> <p>(h) Zoe Dunn.</p> <p>2. Offers the unsuccessful applicants a reserve place on the Panel.</p>
--	--	--

4. Discussion

Following the adoption of the Terms of Reference in March 2021, Council endorsed eight community members to be appointed to the Access and Inclusion Advisory Panel for the period June 2021 to September 2023. The Panel was very impressed with the field of applicants, who covered a broad spectrum of experiences, qualifications, and interests, resulting in a highly competitive selection process for the eight community positions available on the Panel.

Current membership represents people with varied experience of disability, including lived experience, experience in a carer or support role, as well as professional experience in the disability sector or working with people with disability and their families, achieving a good balance of 50% of members living with disability and the other half offering professional experience. The last Panel meeting was delayed and held in October 2023.

Given the high calibre of community panel members and recommendations to align panel membership with the council term, officers recommend that the current membership be extended for another year, until September 2024 when Council elections are held.

Mia Capitanelis replaced Aydan Costello as a change of personal circumstance meant he could not take up his position. Mia was recruited from the reserve list following the selection panel's recommendation.

The advisory panel's Terms of Reference are due to be updated. This provides an opportunity to review terms of office, selection criteria, meeting format/frequency and administrative procedures.

Council remains keen to actively engage with all interested parties to proactively seek their input and technical expertise whenever opportunities arise. These would include invitations to provide technical advice on specific disability issues (e.g. recreation, education or employment) and participation in access audits or co-design workshops/consultation events supporting Council's Community Strategic Plan (CSP) and Disability Inclusion Action Plan (DIAP).

5. Financial impact statement/Time frame/Consultation

Panel meetings and facilitation are included in Council's operational budget and within existing resources.

6. Conclusion

This report recommends that Council grants community members appointed to the Access and Inclusion Panel in 2021 a one-year extension of their term of office until September 2024.

7. Attachments

Nil.

REPORT
FC/5.5/23.11

Subject: Multicultural Advisory Committee Meetings - Minutes - 4 May 2023 and 3 August 2023

TRIM No: A23/0649

Manager: Annette Trubenbach, Executive Manager, Community Services

Director: Ben Thompson, Director, Community, Culture and Customer Experience

RECOMMENDATION:

That Council notes the minutes of the Multicultural Advisory Committee meetings held on 4 May 2023 and 3 August 2023 attached to the report.

1. Executive Summary

This report provides the minutes of the Multicultural Advisory Committee (MAC) meetings held on 4 May 2023 and 3 August 2023 for Council's noting. The minutes are attached to the report.

2. Introduction/Background

The MAC has been established in support of Council's vision and strategies that:

- Promote human rights, address discrimination and disadvantage.
- Actively encourage participation, social connections and a sense of belonging.
- Deliver fair and equitable services, facilities and resources to our culturally diverse community.
- Promote relationships based on understanding and respect.

3. Relevant Council Resolutions

Nil.

4. Discussion

Council's Multicultural Advisory Committee (MAC) has been active for many years, providing input and advice on a range of issues relating to culturally and linguistically diverse communities. The Terms of Reference were updated earlier this year, and a new MAC term began in May 2023.

5. Financial impact statement/Time frame/Consultation

The operations of the MAC are covered in Council's operational budget.

6. Conclusion

This report provides meeting minutes of the MAC held on 4 May 2023 and 3 August 2023 for information and noting before being placed on Council's website.

7. Attachments

1. MAC - 4 May 2023 - Minutes [↓](#)
2. MAC - 3 August 2023 - Minutes [↓](#) .

MULTICULTURAL ADVISORY COMMITTEE MINUTES

Thursday 4 May 23
6pm – 8pm



1. Welcome and Acknowledgement of Country

Acknowledgement of Country was conducted by Councillor Masselos.

Present

Councillors	
Clr Paula Masselos	Mayor of Waverley
Clr Ludovico Fabiano	Councillor
Council Officers	
Emily Scott	General Manager
Annette Trubenbach	Executive Manager, Community Programs
Madly Bodin	Community Development Officer, Diversity
Rebecca Rodwell	Manager, Community Planning & Partnerships
Community Member/Organisations	
Anna Friedman	Resident
Baris Atayman	Australian Turkish Mutual Alliance
Emily Bogue	Resident (online)
Lana Kofman	JewishCare
Linda Deutsch	Expert
Margaret Teed	City East Community College
Marcia Monje de Castro	Resident
Raphael Crowe	Resident
Rozy Dorizas	Resident
Robert Farotto	Resident
S. Marie Denizard	Resident
Valentina Baú	Resident
Guests	
Doug Cronin	Our Race
Mengze Huang	Social Work Student



2. Apologies

Ben Thompson, Sharon Cassidy, Cllr Sally Betts, Cllr Angela Burrill

3. Acceptance of previous minutes & business arising

Moved: Valentina Baú **Seconded:** Lana Kofman **Carried**

No business arising.

4. Declarations of Pecuniary and Non-Pecuniary Interests

The Mayor explained the difference between pecuniary and non-pecuniary interests. Further information is in the briefing pack which was sent to all members.

There were no declarations from committee members.

5. Introductions and Induction of New Members

- Group Activity:

Each MAC member introduced themselves to the group and provided feedback about motivation to join the MAC and what they are looking forward to discussing. Responses include:

- Anti-racism – what can we do to continue projects that were started in the last term?
- Creating opportunities for older people from diverse backgrounds, i.e. exercise, inter-generational projects, storytelling.
- Creating community through inclusive events and opportunities for connection.
- Concerns about housing affordability.
- Different communities are in silos, breaking down barriers.
- Discussions around policy and strategy.
- Don't want children to face discrimination.
- Enabling people to meet their potential.
- Strategic programming and initiatives.

- Terms of Reference
The objectives, principles and attendance requirements were outlined (presentation attached)

- Cultural Diversity Strategy Overview
Cllr Masselos briefly spoke about the Waverley Cultural Diversity Strategy which has resilience as its strong foundation and creates a benchmark for other Councils. Many plans and policies relate to the Strategy and use it as a reference point for cross council implementation.

There are 5 key focus areas – Leadership and planning, Connected and welcoming, No place for racism, Inclusion and equity, Unlocking opportunities.



6. Quarterly Update

- **Artist talk and art competition**
As part of our 'United to End Racism' competition, we held an artist talk with Emmanuel Asante and Shiva Dadvar who were last year's winners and have had their murals displayed on the seawall. The audience was engaged and supportive, and for Shiva it was the first time she publicly spoke about her art. Feedback suggests that it was great to hear from the Mayor and see her leadership in this space. The artists enjoyed the experience.

Leila Beigli & Nawres Jabbar have been successful in the 2023 competition and will start working on their murals shortly. They have both received a \$600 prize to contribute to the costs of the work and transport to Bondi. They will also have a walkthrough and mentoring session with one of the successful artists from last year.

- **International Students Update**
The project is aimed at ensuring international students and younger migrants feel **welcomed**, have a **sense of belonging and connection** to the local area, and know how to **access supports**.

Our Social Work Student, Mengze, has been working on this project, and to date has:

- consulted with stakeholders;
- developed a consultation survey;
- began promoting volunteer positions for current/former international students to support the project.

- **Voice to Parliament Campaign**
Council is hosting a community forum on May 10 with Ruby Langton Batty, Craig Foster, Michael Ingrey and Clr Paula Masselos as panel members to discuss the Uluru Statement and upcoming referendum.

- **Author Talk**
As part of the Anti-Racism strategy, the library will be hosting an author talk with Eda Gunaydin, facilitated by Sheila Ngoc Pham on May 18. Eda is the author of the book [Root & Branch: Essays on Inheritance](#), a winner of the Victorian Premier's Literary Award for Non-Fiction. In this thought-provoking book, Gunaydin delves into the complex relationship between identity, culture, and language in the context of migration and belonging.

- **Communication Supports Policy**
Previous feedback from the committee has been incorporated into the document. A hard copy version was distributed to everyone to encourage anyone who hadn't contributed to contact Madly with their comments. Endorsement of this policy will be sought from the Executive Leadership Team in the next few weeks.



7. Ethical Storytelling – Presentation from Our Race

Doug Cronin presented on the mission of Our Race.

Our Race is a social enterprise that promotes the development of tools and techniques to enable storytellers and communities to be the creators and directors of their own stories and promote them in the wider community. Doug explained why individuals who are engaged by organisations to share their stories need to be better recognised and supported for the contribution they make. The presentation was followed by some questions and comments from the MAC.

8. Other Business/Correspondence

NIL

9. Meetings in 2023

Thursday 3 August, 6pm-8pm

Thursday 2 November, 6pm-8pm

Meeting closed 7:44pm.

MULTICULTURAL ADVISORY COMMITTEE MINUTES

Thursday 3 August 23
6pm – 8pm



1. Welcome and Acknowledgement of Country

Acknowledgement of Country was conducted by Councillor Fabiano.

Present

Councillors	
Clr Ludovico Fabiano	Councillor
Council Officers	
Annette Trubenbach	Executive Manager, Community Programs
Madly Bodin	Community Development Officer, Diversity
Rebecca Rodwell	Manager, Community Planning & Partnerships
Community Member/Organisations	
Anna Friedman	Community Member
Baris Atayman	Australian Turkish Mutual Alliance
Emily Bogue	Community Member
Lana Kofman	JewishCare
Linda Deutsch	Expert
Margaret Teed	City East Community College
Marcia Monje de Castro	Community Member
Raphael Crowe	Community Member
Robert Farotto	Community Member (online)
S. Marie Denizard	Community Member
Valentina Baú	Community Member (online)

2. Apologies

Councillor Paula Masselos (Mayor), Rozy Dorizas, Emily Scott, Ben Thompson, Sharon Cassidy, Clr Angela Burrill, Clr Leon Goltsman

3. Acceptance of previous minutes & business arising

Moved: Margaret Teed **Seconded:** Raphael Crowe **Carried**

No business arising.



4. Declarations of Pecuniary and Non-Pecuniary Interests

Governance prepared some information for the committee – an overview of the Code of Conduct, which was shared at the meeting.

5. Voice to Parliament – Update

Rebecca updated the MAC about the Waverley Voice to Parliament Education Campaign to date which has included;

- Development of a resource page on the website https://www.waverley.nsw.gov.au/community/cultural_diversity/aboriginal_and_torres_strait_islander_people/uluru_statement_from_the_heart
- Community Breakfast on Saturday 25 February with approximately 100 attendees and guest speakers including Eddie Synot, Councillor Paula Masselos, Allegra Spender MP and Senator Tim Ayres
- Community Forum on May 10 with Michael Ingrey, Craig Foster, Ruby Langton-Batty and Councillor Paula Masselos as panellists. Approximately 150 people attended in person and a further 90 online
- Walking Together Community Workshops (x3) and a Train the Trainer Workshop with more than 200 attendees across the sessions
- Sharing and distributing resources

Raphael is a volunteer through 'Wentworth for the Voice' and they are currently door knocking in the local area to engage people and provide information.

6. Cultural Diversity Strategy - Update

- Author Talk
Linda, Clr Fabiano and Raphael attended the talk with author of 'Root & Branch', Eda Gunaydin in conversation with Sheila Ngoc Pham. Linda provided feedback about the event, and felt it was engaging with good speakers who had a great chemistry. It raised interesting points about second generation migrants also experiencing trauma and carrying the burden. Issues were discussed around class and dislocation, and disagreement within culture and race.
- Mock Interviews
Margaret provided an overview of the Mentoring Program for the new MAC members. <https://www.cec.edu.au/mentor-program>
Waverley recently supported the program by providing mock interviews for a group of job seekers. Emily Scott (General Manager) and Annette Trubenbach (Executive Manager Community Programs) have become mentors to 2 of the job seekers, and one of them was offered a 6 month contract with Waverley as a Project Officer, which is a great outcome. Margaret thanked Madly and Annette for supporting this job seeker, and Alison Hahn from HR who organised the mock interviews.
- International Students Project
Robert attended the first International Friends in Bondi event in June. There were presentations about recycling and from the police. The session provided practical information, which should be standard for people who are on temporary visas. Mengze, who was a student on placement with Council, will continue to volunteer on the project.

2

MAC Minutes 3 August 2023



- **Communication Supports Policy**
The executive leadership team have approved the new policy and implementation will begin in the coming months.
- **Artist's Murals**
The 2 artists who won this years 'Anti Racism' art competition have completed their murals on the Bondi Sea Wall. They both felt like it was a respectful and positive experience which has boosted their art practice. Feedback from the MAC suggested that it was really powerful to see other languages expressed on the sea wall.

The 2 artists from last year (Emmanual and Shiva) have been engaged by Council for a range of other projects.

- **Float to Survive**
Waverley Council, Randwick Council and UNSW have collaborated on a campaign called 'Float to Survive' with support from Surf Educators International. The campaign focuses on simple messaging to encourage people to float if they are caught in a rip or in trouble in the water.

There are other water safety initiatives including the Multicultural Water Safety Committee convened by Surf Life Saving NSW, UNSW swim safety program and swim for Ukraine at Icebergs.

Links will be shared, and if the committee has suggestions around sharing water safety messaging please let Madly know.

7. Ideas and Brainstorming Session

Madly presented the activity to the committee on challenges related to early childhood education. The activity was based on design thinking methods developed by IDEO. Madly to send the information shared afterwards so MAC members can finalise their response to the activity prior to the following MAC meeting.

8. Upcoming Activities

- **Ethical Storytelling**
A draft Ethical storytelling framework has been developed by Waverley in consultation with Our Race who has presented at the MAC. This will be shared. A staff training session will be held on August 18, and artists Emmanuel Asante and Shiva Dadvar have worked with Our Race to present the content.

9. Other Business

Councillor Fabiano has received feedback that there is discrimination occurring within the Australian/Indian community. Other committee members have not heard of this taking place within the community.

Marie S. shared that there is an Indian radio program broadcast by Eastside radio and it may be useful speaking to the radio hosts regarding this issue.



Thursday 2 November, 6pm-8pm

Meeting closed 7:55pm.

MAC Minutes 3 August 2023

4

REPORT
FC/5.6/23.11

Subject: Reconciliation Action Plan Advisory Committee Meeting - Minutes - 20 September 2023

TRIM No: A14/0173

Manager: Annette Trubenbach, Executive Manager, Community Services

Director: Ben Thompson, Director, Community, Culture and Customer Experience

RECOMMENDATION:

That Council notes the minutes of the Reconciliation Action Plan Advisory Committee meeting held on 20 September 2023 attached to the report.

1. Executive Summary

This report provides the minutes of the Reconciliation Action Plan (RAP) Advisory Committee meeting held on 20 September 2023 for Council's noting. The minutes are attached to the report.

2. Introduction/Background

The RAP Advisory Committee was established to support implementation of Council's Innovate Reconciliation Action Plan. The objective of the Committee is to provide cultural advice, guidance, feedback and support around implementation and monitoring of actions, projects and commitments identified in the RAP.

3. Relevant Council Resolutions

Nil.

4. Discussion

During the June meeting, the Gujaga Foundation presented information about the 2022 Cultural Audit which included recommendations for 20 sites in the Waverley local government area. Some themes emerging from the audit related to recognition and protection of significant cultural sites, sharing stories and acknowledging local culture and language.

During the September meeting, the committee prioritised recommendations from the Cultural Audit, rating each as high, medium and low priority, considering the human and financial resources available, along with cultural significance. This was a productive discussion and will provide a structure to work toward over the next year as we begin to develop a new Reconciliation Action Plan. A separate report will be prepared for Council to consider and endorse recommendations arising from this work.

5. Financial impact statement/Time frame/Consultation

Nil.

6. Conclusion

This report provides the minutes of the RAP Advisory Committee meeting held on 20 September 2023 to Council for noting.

7. Attachments

1. RAP Advisory Committee - 20 September 2023 - Minutes [↓](#) .

Reconciliation Action Plan Advisory Committee

Meeting Minutes



Wednesday 20 September 2023

6pm-8pm

Bondi Pavilion Art Gallery

1. Welcome and Acknowledgement of Country

Councillor Masselos acknowledged country.

Present

Councillors	
Clr Paula Masselos	Mayor of Waverley (Chair)
Clr Ludovico Fabiano	Deputy Mayor
Council Officers	
Emily Scott	General Manager, Waverley Council
Rebecca Rodwell	Manager, Community Planning & Partnerships
Matilda Brown	Aboriginal and Torres Strait Islander Community Development Officer
Community Member/Organisations	
Kirsty Beller	Traditional Custodian/Gujaga Foundation
Earl Weir	Resident
Gene Ross	Resident
Dr Sarah Jane Moore	Resident
Michael Mahoney	Resident
Brad Franks	Resident
Walangari Karntawarra	Resident

2. Present/Apologies

Clr Dominic WY Kanak, Clr Angela Burrill, Ben Thompson, Damien Barnes, Liz Tierney

Brad Franks introduced himself as this was his first meeting.

3. Acceptance of previous minutes and matters arising



Minutes 23 June 2023 were moved and accepted via email

Moved – Sarah Jane **Seconded** – Earl **Carried**

No matters were raised.

4. Voice to Parliament – Community Education Campaign Update and Summary

Since the last meeting there has been;

- 2 more Walking Together Sessions with approximately 80 people at the general session, and 50 at the 'Train the Trainer'
- A BBQ is being held on Sunday the 24th in the Pavilion Courtyard with Karen Mundine and Michael Ingrey as guest speakers. Thanks to Earl for organising DJ's. WAYS will be running a BBQ.
- The Council website continues to be updated and resources shared.

A suggestion was made to work with the Comms team to share information about how and where to vote – linking to the electoral commission site.

5. RAP Reporting

Matilda and Rebecca are preparing the RAP Impact Measurement report for 2022/2023 which is due at the end of September. A summary of information was provided which will be shared with the minutes.

6. Bondi Story Room

Committee members spent some time in the Bondi Story Room engaging with the information. Earl raised a possible story to include – Aunty Ruby Hunter who had her first live performance at the Pavilion. This will be followed up with Todd Fuller.

7. Cultural Audit – Prioritisation Exercise

The committee reviewed in detail the recommendations from the Cultural Audit, and agreed on the priorities for the next 12 months. The prioritisation and comments are attached.

The committee recommended that;

- All land and site management items should be incorporated into an updated Aboriginal Cultural Heritage Study (as referenced in the minutes of the previous meeting), and this is a high priority. The Executive Team will consider resourcing options to commission the study. An update will be provided once ELT have confirmed approach.
- The 3 place naming items are high priority and a report will be prepared to Council recommending changes, which would then be submitted to the Geographical Names Board.
- The high priority recommendations from the signage/education/activation grouping will be explored with an update at the next RAP meeting in November.

8. Event Planning & Feedback

**NAIDOC Week**

- Marang at Bondi Festival
- Elders Lunch at Bondi Pavilion
- The Last Daughter – Brenda Matthews
- Centennial Park event with Randwick Council and Centennial Parklands Trust
- Indigrow talk at the Library

Film Screening 'Countryman'

- The film by local filmmaker Peter Pecotic and Joseph Williams was screened on August 21 at the Bondi Pavilion Theatre with about 100 guests
- Thanks to Earl for promoting on Eastside
- Thanks to Walangari for playing the Didgeridoo with Ante Martic for a cross cultural performance

Dawn Reflection 2024

Last year we struck the right balance with the ceremony in terms of 'mood' and 'feel', however we need to improve the amplification and sound quality through a PA system that is more effective but also discreet.

Matilda and Rebecca will complete an event application form which will need to consider increased numbers, traffic management and other safety requirements.

The event will take place;

- Jan 26 at 5:30am
- On the sand in front of Bondi Pavilion. If weather is likely to be wet, we will consider moving to the Northern end of the beach
- When booking the Welcome and cultural performances, we will consider gender balance and connection to traditional owners (Kirsty to seek feedback from the Gujaga Foundation)
- We will encourage members of the La Perouse community to attend and provide support if possible

9. Other Items

Mural – Chapel by the Sea

The committee agreed that this was not within the remit or control of the committee.

10. Meetings in 2023

Wednesday September 20, 2023

Thursday November 30, 2023

REPORT

FC/5.7/23.11



Subject: War Memorial Hospital - Significant Trees

TRIM No: SF19/2986

Manager: Ben Kusto, Executive Manager, Open Space and Recreation Operations

Director: Sharon Cassidy, Director, Assets and Operations

RECOMMENDATION:

That Council lists eight additional trees at the War Memorial Hospital in the Significant Tree Register, as set out in Table 2 of the report.

1. Executive Summary

The purpose of this report is to provide an overview of the assessment undertaken by LandArk Pty Ltd in September 2023 to establish the heritage significance and potential inclusion of additional trees on the Significant Tree Register (STR) located within the grounds of the War Memorial Hospital, 125 Birrell Street, Waverley, bordered by Bronte Road (west boundary), Church Street (south boundary), Carrington Road (east boundary), and Birrell Street (north boundary).

In accordance with the heritage assessment undertaken in this study, it is recommended that eight significant trees be added to the STR.

2. Introduction/Background

In September 2023, LandArk Pty Ltd conducted a detailed survey of the health and condition of relevant trees for investigation and determination of heritage significance.

The assessment methodology for determining significant trees is based on the criteria, as developed for the Register of the National Estate, in accordance with the ICOMOS Burra Charter (2013). This is a nationally consistent approach to heritage identification and assessment and can be applied to all types of heritage places and items.

This methodology is consistent with the NSW Heritage Office's guidelines for Assessing Heritage Significance (2001), Department of Planning and Environment guidelines for Assessing Heritage Significance (2023), and other heritage tree methodologies including Tree AH: Assessing Heritage Trees (Barrell, 2013).

3. Relevant Council Resolutions

Meeting and date	Item No.	Resolution
Strategic Planning and Development Committee 1 August 2023	PD/5.1/23.08	That Council: 1. Notes: (a) That the Conservation Management Plan prepared by the architect Hector Abrahams:

		<ul style="list-style-type: none"> (i) Details the historical significance of the site as an outstanding example of private philanthropy and its conversion to a war memorial hospital, which should be preserved and not obscured. (ii) The aspects of the site that are of rare aesthetic significance should be preserved, including four Victorian houses and stables, private streetscape, Victorian and 1920s landscape planting and features, 1930s hospital and chapel. (iii) The mansion tower and Norfolk pines should be preserved as landmarks in the surrounding areas. <p>(b) The significance of the historic gates at the corner of Bronte Road and Birrell Street, and that the draft Development Control Plan (DCP) preserves continued public access via these gates at a minimum of nine daylight hours per day, as well as setbacks from the street frontage that will provide opportunities for landscaping, including mature tree planting.</p> <p>(c) That the Edina Estate contains 20 trees listed on Council's Significant Tree Register. Of these trees, one magnolia grandiflora tree, which is located on the boundary of the proposed building zone, may be impacted along with a significant fig near the existing tennis court.</p> <p>(d) That the War Memorial gardens are part of an important, continuous ecological corridor that spans from Waverley Oval to Centennial Park.</p> <p>(e) The 30% deep planting requirement within the draft DCP.</p> <p>(f) The <i>Waverley Local Environmental Plan</i> requires at least 10% of the gross floor area of 99–117 Birrell Street be used for the purposes of affordable housing.</p> <p>2. Adopts the Waverley Development Control Plan 2022, Part E7 – Edina Estate, attached to the report, subject to the following amendments:</p> <ul style="list-style-type: none"> (a) Page 41 of the agenda, clause 6.4.1, 'Significant Fabric, Views, Spaces and Relationships' – Add the following additional controls: <ul style="list-style-type: none"> (i) Ensure that the design of the central
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		<p>building is such that the significant fig near the existing tennis court is retained, along with the significant magnolia grandiflora, and their wellbeing preserved.</p> <p>(ii) Maximise the protection of significant trees on the site and their corresponding tree protection zones.</p> <p>(b) Page 41 of the agenda, clause 6.4.1(g), 'Significant Fabric, Views, Spaces and Relationships' – Amend the second sentence to read as follows: 'This must include the use of the gates as a pedestrian access to the site.'</p> <p>3. Urgently seeks a further report from the General Manager on the cost to engage an independent report from a level 5 arborist to assess all trees on the War Memorial site to identify any additional trees, and their corresponding tree protection zones, that should be placed on Waverley's Significant Tree Register or the Waverley DCP.</p> <p>4. Urgently seeks a meeting with the Minister for Heritage, the Hon Penny Sharpe, to urgently place the War Memorial site on the State Heritage Register.</p> <p>5. Writes to all those who made submissions advising them of Council's decision.</p> <p>6. Officers circulate the amended DCP to Councillors before it is published on Council's website.</p>
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4. Discussion

The report prepared by LandArk Pty Ltd is included at Attachment 1.

The assessment methodology for determining significant trees is based on the criteria, as developed for the Register of the National Estate, in accordance with the ICOMOS Burra Charter (2013). This is a nationally consistent approach to heritage identification and assessment and can be applied to all types of heritage places and items.

Furthermore, this methodology is consistent with the NSW Heritage Office guidelines on Assessing Heritage Significance (2001), Department of Planning and Environment guidelines for Assessing Heritage Significance (2023) and other heritage tree methodologies including Tree AH: Assessing Heritage Trees (Barrell, 2013).

The scope of services for this report include:

- A review of items shown in the updated schedule (incl. confirmation of species ID, age structure, health/ condition, historic/ cultural context, and management issues)
- Literature review, including Council documents, Council's STR, *Local Environmental Plan*, NSW Heritage listing, reports/ articles on historical background, and a review of NSW Heritage - SixMaps (1943 aerial photos of the site)

- An assessment of significance is based on the collected data for each tree's (or group of trees), contextual relationship to other similar trees, and relative importance in terms of the following criteria:
 - Historic and/ or natural significance.
 - Botanic/ scientific significance.
 - Social, cultural, and commemorative significance.
 - Aesthetic and visual significance.

Twenty trees are currently listed for this site in the STR.

Table 1. Current STR listings for War Memorial Hospital.

ID	Botanical Name	Common Name
T55	<i>Magnolia grandiflora</i>	Southern or Bull Bay Magnolia
T58	<i>Ficus macrophylla</i>	Moreton Bay Fig
T60	<i>Magnolia grandiflora</i>	Southern or Bull Bay Magnolia
T74	<i>Phoenix canariensis</i>	Canary Island Date Palm
T75	<i>Phoenix canariensis</i>	Canary Island Date Palm
T76	<i>Ficus macrophylla</i>	Moreton Bay Fig
T77	<i>Araucaria heterophylla</i>	Norfolk Island Pine
T79	<i>Araucaria heterophylla</i>	Norfolk Island Pine
T82	<i>Ficus macrophylla</i>	Moreton Bay Fig
T83	<i>Ficus macrophylla</i>	Moreton Bay Fig
T85	<i>Ficus macrophylla</i>	Moreton Bay Fig
T87	<i>Phoenix canariensis</i>	Canary Island Date Palm
T89	<i>Phoenix canariensis</i>	Canary Island Date Palm
T90	<i>Phoenix canariensis</i>	Canary Island Date Palm
T109	<i>Phoenix canariensis</i>	Canary Island Date Palm
T110	<i>Phoenix canariensis</i>	Canary Island Date Palm
T111	<i>Phoenix canariensis</i>	Canary Island Date Palm
T112	<i>Phoenix canariensis</i>	Canary Island Date Palm
T113	<i>Phoenix canariensis</i>	Canary Island Date Palm
T114	<i>Phoenix canariensis</i>	Canary Island Date Palm

The estate grounds contain many trees of varying age, size, scale, and significance. The collection reflects a long history of cultural plantings, with additional overlays and in-fill planting over different periods. The inspection found no evidence of the original native plant community (Low Woodland/ Low Forest) or remnant specimens of this community.

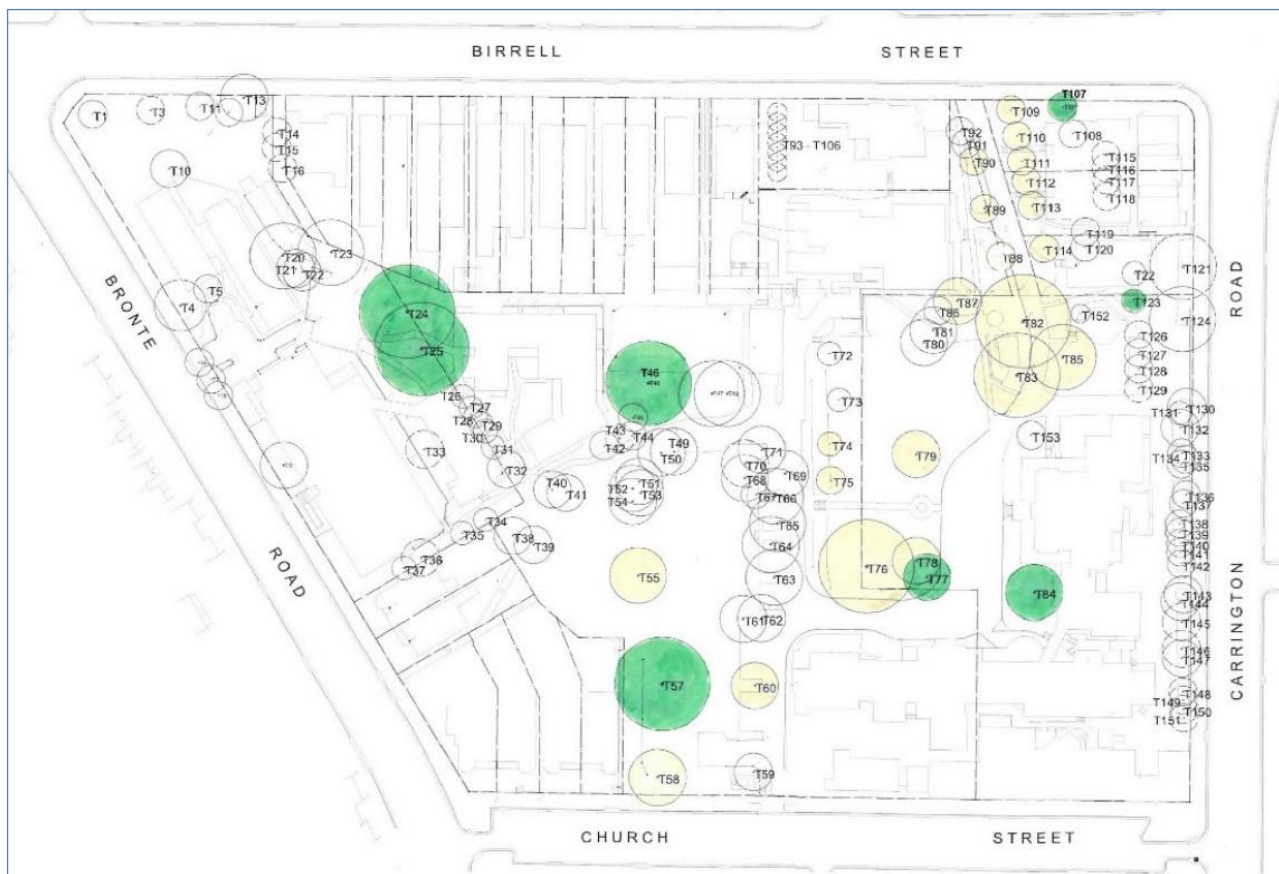


Figure 1. Site plan showing location of trees currently scheduled in Waverly STR (yellow) and additional trees recommended for inclusion in the STR (green).

Together with existing STR listings (20 trees), an additional eight significant trees form an outstanding collection of mid-to late Victorian and early inter-war period planting on this site.

As individual specimens and, as a group, they create a distinctive sense of place and reinforce a thematic landscape character typical of other grand estates in the eastern suburbs and broader metropolitan area of Sydney. These trees have significance at the local level.

In accordance with the heritage assessment undertaken in this study it is recommended that these eight significant trees be added to the STR.

Table 2. Additional items recommended for inclusion in the STR.

ID	Botanical Name	Common Name	Height (m)	Canopy spread (m)	DBH (mm)	Health/Condition
T24	<i>Ficus macrophylla</i>	Moreton Bay Fig	28	35	3000+	good
T25	<i>Ficus macrophylla</i>	Moreton Bay Fig	22	25	2200	fair-good
T46	<i>Ficus macrophylla</i>	Moreton Bay Fig	25	30	2000	good
T57	<i>Ficus macrophylla</i>	Moreton Bay Fig	25	30	2500	good
T77*	<i>Ficus rubiginosa</i> f. <i>glabrescens</i>	Port Jackson Fig or Rusty Fig	12	15	1200	good

T84	<i>Jacaranda mimosifolia</i>	Jacaranda	12	12	700	good
T107	<i>Washingtonia robusta</i> ** [NOT <i>Livistona australis</i>]	Washington Palm	16 (14CT)	2	400	good
T123*	<i>Phoenix canariensis</i>	Canary Island Date Palm	12 (10CT)	6	700	good

Notes: * Refer to discussion for ID (Item No.) amendments.
 ** Species ID correction.

5. Financial impact statement/Time frame/Consultation

Nil.

6. Conclusion

For the reasons outlined in this report, it is recommended that the eight mature trees at the War Memorial Hospital set out in Table 2 of this report be added to the STR, in addition to the 20 existing items already listed for this site.

The new listing would therefore contain 28 mature trees with heritage significance at the local level.

7. Attachments

1. LandArc - Assessment of Heritage Significance of Additional Trees (not listed in STR) at Waverley War Memorial Hospital [↓](#) .

Assessment of heritage significance of additional trees (not listed in STR) at Waverley War Memorial Hospital

for

Waverley Council



LandArc Pty Limited

Landscape, Environmental and Heritage Consultants
2 Edwin Avenue Avalon NSW 2107
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Email: nruting@landarc.com.au

1.0 INTRODUCTION

The following report prepared by Noel Ruting, Director of LandArc Pty Limited was commissioned by Waverley Council to establish the heritage significance and potential inclusion of additional trees on the Significant Tree Register.

All trees described in this study are located within the grounds of the Uniting (Waverley) War Memorial Hospital, 125 Birrell Street, Waverley, bordered by Bronte Road (west boundary), Church Street (south boundary), Carrington Road (east boundary), and Birrell Street (north boundary).

Documents provided by Council include:

- Appendix J: *Updated Arborist Report – Waverley Campus Redevelopment* prepared by Taylor Brammer (20/10/2016)
- Addendum: *Arborist Report* (included in the above report) prepared by Australian Tree Consultants Pty Ltd (22/11/2005)
- Updated schedule of current listings (20 trees) and additional trees considered for possible inclusion (17 trees) in the Waverley STR.

Site trees were scheduled in the Arborist Report, including Tree ID (Items T1-T153), Botanical Name, Common Name, Height (metres), Canopy Spread (metres), Trunk Diameter (DBH), Maturity, Vigour, and Retention Category Rating based on SULE/ TreeAZ for Planning Purposes (Barrell, 2009) with further notes and recommendations.

Council provided an updated schedule of relevant trees for investigation and determination of heritage significance. A site meeting was held on Wednesday 6th September 2023 with Council staff, Steven Gilchrist, Manager, Open Space and Sportsfield Maintenance, David Petrie, Trees Technical Officer, and Malcolm Coote, Tree Management Officer. The visual tree inspection was conducted on the same day. No aerial inspections of trees were undertaken.

2.0 OBJECTIVES AND METHODOLOGY

The assessment methodology for determining significant trees is based on the criteria, as developed for the Register of the National Estate, in accordance with the ICOMOS Burra Charter (2013). This is a nationally consistent approach to heritage identification and assessment and can be applied to all types of heritage places and items.

Furthermore, this methodology is consistent with the NSW Heritage Office guidelines – *Assessing heritage significance (2001)*, Department of Planning and Environment guidelines for *Assessing Heritage Significance (2023)*, and other heritage tree methodologies including Tree AH: *Assessing Heritage Trees (Barrell, 2013)*.

In accordance with the heritage assessment undertaken in this study it is recommended that eight (8) significant trees be added to the Waverley STR – Waverley War Memorial Hospital.

The scope of services for this report include:

- A review of items shown in the updated schedule (incl. confirmation of species ID, age structure, health/ condition, historic/ cultural context, and management issues)
- Literature review including Council documents, Council's STR, LEP/ NSW Heritage listing, reports/ articles on historic background, and a review of NSW Heritage - SixMaps (1943 aerial photos of the site)
- An assessment of significance is based on the collected data for each tree's (or group of trees), contextual relationship to other similar trees, and relative importance in terms of the following criteria:
 - historic and/ or natural significance
 - botanic/ scientific significance
 - social, cultural, and commemorative significance
 - aesthetic and visual significance
- Preparation of report/ recommendations, including a plan and revised schedule of trees recommended for inclusion, or otherwise, on the STR as assessed for heritage significance.

For a more detailed description of the methodology used in this report refer to APPENDIX 1: Heritage Trees Assessment Criteria.

3.0 HISTORIC BACKGROUND AND SIGNIFICANCE

The War Memorial Hospital site, including the late Victorian buildings, and former stables, is listed as a **local heritage item** (I449) in the Environmental Plan 2012 (Waverley LEP 2012). The late Victorian Italianate mansion "Edina" was built in 1884 for the Vickery family home. An earlier house was erected on the 8-acre [3.15 Ha] estate c.1860. Many of the site's significant trees, particularly the landmark plantings of native figs and pines, appear to date from this mid- to late Victorian period.

In 1919, following the Great War (WWI), Mrs E. Vickery and the Vickery family gifted the estate to the Methodist Church of NSW to establish an intermediary private hospital – The War Memorial Hospital (Trove, National Library of Australia, 2023). The early Inter-war period was defined by additional cultural planting, especially exotic palms (including the formal avenue plantation and individual specimens). The Post-war period established a much broader mix of exotic (evergreen and deciduous species) and native species. In the latter part of the 20th century, generic native species were progressively introduced. These often-ad hoc overlays in recent decades provide little consistency or supportive value to the mature collection of significant trees and vary from neutral to negative in terms of their contribution to heritage values.

SCHEDULE 1: Current STR listings for Waverley War Memorial Hospital

ID	Botanical Name	Common Name
T55	<i>Magnolia grandiflora</i>	Southern or Bull Bay Magnolia
T58	<i>Ficus macrophylla</i>	Moreton Bay Fig
T60	<i>Magnolia grandiflora</i>	Southern or Bull Bay Magnolia
T74	<i>Phoenix canariensis</i>	Canary Island Date Palm
T75	<i>Phoenix canariensis</i>	Canary Island Date Palm
T76	<i>Ficus macrophylla</i>	Moreton Bay Fig
T77	<i>Araucaria heterophylla</i>	Norfolk Island Pine
T79	<i>Araucaria heterophylla</i>	Norfolk Island Pine
T82	<i>Ficus macrophylla</i>	Moreton Bay Fig
T83	<i>Ficus macrophylla</i>	Moreton Bay Fig
T85	<i>Ficus macrophylla</i>	Moreton Bay Fig
T87	<i>Phoenix canariensis</i>	Canary Island Date Palm
T89	<i>Phoenix canariensis</i>	Canary Island Date Palm
T90	<i>Phoenix canariensis</i>	Canary Island Date Palm
T109	<i>Phoenix canariensis</i>	Canary Island Date Palm
T110	<i>Phoenix canariensis</i>	Canary Island Date Palm
T111	<i>Phoenix canariensis</i>	Canary Island Date Palm
T112	<i>Phoenix canariensis</i>	Canary Island Date Palm
T113	<i>Phoenix canariensis</i>	Canary Island Date Palm
T114	<i>Phoenix canariensis</i>	Canary Island Date Palm

4.0 HERITAGE TREES ON THE SITE

A total of twenty (20) trees are currently listed for this site on the Significant Tree Register (Waverley STR). Refer to SCHEDULE 1: Current STR listings for Waverley War Memorial Hospital. The estate grounds contain many trees of varying age, size, scale, and significance. The collection reflects a long history of cultural plantings, with additional overlays and in-fill planting over different periods. The inspection found no evidence of the original native plant community (Low Woodland/ Low Forest) or remnant specimens of this community.

The mid-to late Victorian collection of trees is dominated by Moreton Bay Figs (*Ficus macrophylla*) and Norfolk Island Pines (*Araucaria heterophylla*). These landmark trees are outstanding specimens of exceptional size and scale. All the figs in the collection display massively buttressed bases and expansive dense canopies. Together these magnificent evergreen trees define much of the visual landscape character of the estate. Notably, the native rainforest Figs were popularised during the period of Charles Moore's tenure as Government Botanist and Director, Royal Botanic Gardens Sydney (1848-1896).

Only some of these items (T58, T78, T79, T82, T83, and T85) are currently listed on the Waverley STR. The four mature Moreton Bay Figs (*Ficus macrophylla*) T24, T25, T46 and T57 should be added to the STR (see SCHEDULE 2: Additional Items recommended for STR listing for the War Memorial Hospital



FIGURE 1 – T24 Moreton Bay Fig
(*Ficus macrophylla*)



FIGURE 2 – T24 Moreton Bay Fig
(*Ficus macrophylla*)



FIGURE 3 – T25 Moreton Bay Fig
(*Ficus macrophylla*)



FIGURE 4 – T25 Moreton Bay Fig
(*Ficus macrophylla*)



FIGURE 5 – T46 Moreton Bay Fig
(*Ficus macrophylla*)



FIGURE 6 – T46 Moreton Bay Fig
(*Ficus macrophylla*)



FIGURE 7 – T57 Moreton Bay Fig
(*Ficus macrophylla*)



FIGURE 8 – T57 Moreton Bay Fig
(*Ficus macrophylla*)

An unlisted mature specimen Port Jackson Fig or Rusty Fig (*Ficus rubiginosa* f. *glabrescens*) continues the lush, thematic planting of this late Victorian period. This tree (shown on the plan as T77) is near a mature Norfolk Island Pine (*Araucaria heterophylla*) (T78). The fig is relatively small compared to other figs on the site and incorrectly identified in the Arborists' schedules as a Moreton Bay Fig (*Ficus macrophylla*) Item T78. This tree is a fine specimen displaying a compact form with multiple coalesced stems. This taxon is extremely variable. In this specimen both surfaces of leaves are green and ±

glabrous on the underside, not hairy/ rusty like the local form, suggesting an origin from the NSW north coast or SE Qld/ Moreton Bay area. The Port Jackson Fig or Rusty Fig (*Ficus rubiginosa* f. *glabrescens*) is a typical rainforest component of mid-to late Victorian estate collections in the eastern suburbs of Sydney and broader metropolitan area.

The two STR listed Norfolk Island Pines (*Araucaria heterophylla*) are listed incorrectly in the schedule as T77 and T79. The Port Jackson Fig or Rusty Fig (*Ficus rubiginosa* f. *glabrescens*) (T77 as shown on the site plan) should be included in the STR listing.

It is likely that the formal avenue of mature palms along the internal entry road (*Phoenix canariensis* – T89, T90, T109, T110, T111, T112, T113, and T114), and individual palm specimens (*Phoenix canariensis* – T123 and *Washingtonia robusta* – T107) were planted in the early Inter-war period (post-1919), after the establishment of the War Memorial Hospital. These species are typical of this period and influence of J. H. Maiden, Government Botanist and Director, Royal Botanic Gardens Sydney (1896-1924).

Only the avenue palms are currently listed on the Waverley STR. The two individual specimens (T107 and T123) are not currently listed but should be added to the STR. The updated schedule shows T123 as *Phoenix canariensis* (as shown on the Plan), however Arborist Reports (2005, 2016) refer to this item as T124. Item T107 has previously been identified in the Arborist Reports (2005, 2016) as a mature native Cabbage Palm (*Livistona australis*). This ID is incorrect. The specimen is an exotic cultural planting, a Washington Palm (*Washingtonia robusta*), likely dating from the early Inter-war period.

The single specimen Jacaranda (*Jacaranda mimosifolia* – T84), located on the southern lawn adjacent to the Vickery building, is an iconic cultural specimen from the Inter-war period or early Post-war period. This tree has a symmetrical broadly spreading crown and visually defines the character of this space. The tree is reminiscent of the University of Sydney main quadrangle planting of the same species by E. G. Waterhouse. The original tree (listed in the City of Sydney STR) was planted in 1928, and replaced several times in the 1930s, but died in 2016. Waterhouse was an associate professor at the University of Sydney, and a camellia enthusiast and expert in the field.

Notably, a single mature Japanese Camellia (*Camellia japonica*) is located next to the Jacaranda at the War Memorial Hospital suggesting an historic connection. Further research is required to confirm historic and associative values. At this stage, the Jacaranda (T84) should be added to the STR.



FIGURE 9 – T77 Port Jackson Fig
(*Ficus rubiginosa* f. *glaucescens*)



FIGURE 10 – T77 Port Jackson Fig
(*F. rubiginosa* f. *glaucescens*)



FIGURE 11 – T84 Jacaranda
(*Jacaranda mimosifolia*)



FIGURE 12 – T84 Jacaranda
(*Jacaranda mimosifolia*)



FIGURE 13 – T107 Washington Palm (*Washingtonia robusta*)



FIGURE 14 – T123 Canary Island Date Palm (*Phoenix canariensis*)

SCHEDULE 2: Additional Items recommended for inclusion in Waverley STR - Waverley War Memorial Hospital

ID	Botanical Name	Common Name	Height (m)	Canopy spread (m)	DBH (mm)	Health/ Condition
T24	<i>Ficus macrophylla</i>	Moreton Bay Fig	28	35	3000+	good
T25	<i>Ficus macrophylla</i>	Moreton Bay Fig	22	25	2200	fair-good
T46	<i>Ficus macrophylla</i>	Moreton Bay Fig	25	30	2000	good
T57	<i>Ficus macrophylla</i>	Moreton Bay Fig	25	30	2500	good
T77*	<i>Ficus rubiginosa</i> f. <i>glabrescens</i>	Port Jackson Fig or Rusty Fig	12	15	1200	good
T84	<i>Jacaranda mimosifolia</i>	Jacaranda	12	12	700	good
T107	<i>Washingtonia robusta</i> ** [NOT <i>Livistona australis</i>]	Washington Palm	16 (14CT)	2	400	good
T123*	<i>Phoenix canariensis</i>	Canary Island Date Palm	12 (10CT)	6	700	good

Notes: * Refer to discussion for ID (Item No.) amendments.

** Species ID correction.

Council may wish to seek further advice from an independent consultant arborist (minimum AQF Level 5) on the retention category of the Port Jackson Fig or Rusty Fig (*Ficus rubiginosa* f. *glabrescens* – T77). The current Arborist Reports include several errors relating to this tree's ID (Item No.), species ID, and location. In addition, the retention category is shown as Z4 (remove). The visual inspection at ground level during this study however could not confirm any severe damage and/ or structural defects (e.g., cavities/ wounds, decay, inclusions, etc.) as suggested in the retention category.

5.0 OTHER TREES ASSESSED BUT NOT CONSIDERED SIGNIFICANT AT THE LOCAL LEVEL

The process of investigation and heritage assessment included ten (10) other trees (see SCHEDULE 3: Other trees assessed for significance but not recommended for inclusion in the STR).

SCHEDULE 3: Other trees assessed for significance but NOT recommended for inclusion in the STR

ID	Botanical Name	Common Name	Height (m)	Canopy spread (m)	DBH (mm)	Health/ Condition
T1	<i>Cupressus torulosa</i>	Bhutan Cypress	9	3	450	good
T6*	<i>Melaleuca quinquenervia</i>	Broad-leaved Paperbark	18	12	multi-stem 2800+	good
T19	<i>Afrocarpus falcatus</i> **	Outeniqua Yellowwood	10	16	1200	good
T63	<i>Cedrus deodara</i>	Deodar Cedar or Himalayan Cedar	14	12	550	fair-good
T67	<i>Quercus palustris</i>	Pin Oak	10	9	380	fair-poor immature
T68	<i>Quercus robur</i>	English Oak	8	4	600	poor
T72	<i>Ulmus parvifolia</i>	Chinese Weeping Elm	4	7	280	fair-poor immature
T122	<i>Populus deltoides</i>	Cottonwood Poplar	20	18	multi-stem 1500	fair-good
T125*	<i>Populus deltoides</i>	Cottonwood Poplar	20	16	800	fair-good
T132	<i>Populus deltoides</i>	Cottonwood Poplar	22	15	750	fair-poor

Notes: * Refer to discussion for ID (Item No.) amendments:
 T6 Broad-leaved Paperbark (*Melaleuca quinquenervia*) shown as T4 on the plan and Arborist Report (2005)
 T125 Cottonwood Poplar (*Populus deltoides*) shown as T124 on the plan, however scheduled as T125.
 ** Species ID corrections:
 Outeniqua Yellowwood (*Afrocarpus falcatus*) identified incorrectly in the Arborist Reports as Brown Pine (*Podocarpus elatus*).

These ten (10) trees are common species in the eastern suburbs and Sydney metropolitan area. They vary considerably in size, scale, aesthetic, and visual amenity values. These trees are representative of Post-war period or late 20th century additions and overlays. The Bhutan Cypress (*Cupressus torulosa* – T1) and Deodar or Himalayan Cypress (*Cedrus deodara* – T63) are both relatively small specimens for these taxa.

The Broad-leaved Paperbark (*Melaleuca quinquenervia* – T6) located on the Bronte Road boundary (shown as T4 on the plan and original Arborist Report) is a visually dominating specimen however a relatively recent addition (35-40+ years old). Two trees, a Pin Oak (*Quercus palustris* – T67) and Chinese Weeping Elm (*Ulmus parvifolia* – T72) are only immature specimens.

In addition, SixMaps 1943 aerial photo images confirm the mixed row of mature Cottonwood Poplars (*Populus deltoides*) along the boundary to Carrington Road were planted in the Post-war period/ mid-20th century (NSW State Heritage Inventory). None of these trees are considered to have individual or group significance at the local level.



FIGURE 15 – SixMaps 1943 aerial photo image of the Waverley War Memorial site (source: NSW State Heritage Inventory).

6.0 STATEMENT OF SIGNIFICANCE

Together with existing STR listings (20 trees) the additional eight (8) significant trees form an outstanding collection of mid-to late Victorian and early Inter-war period planting on this site. As individual specimens and, as a group, they create a distinctive sense of place and reinforce a thematic landscape character typical of other grand estates in the eastern suburbs and broader metropolitan area of Sydney. These trees have significance at the local level.



FIGURE 16 – Site Plan showing location of trees currently scheduled in Waverley STR (yellow) and additional trees recommended for inclusion in the STR (green)
Base plan source: Updated Arborist Report, 2016.

7.0 RECOMMENDATION

It is recommended that the eight (8) mature trees in SCHEDULE 2 be added to the twenty (20) existing items already listed (see SCHEDULE 1) on the Waverley STR – Waverley War Memorial Hospital.

The new listing would therefore contain twenty-eight (28) mature trees with heritage significance at the local level.

LandArc Pty Limited

Noel Ruting MPhil (Natural & Physical Sciences (JCU), BLArch (UNSW) AAILA
Director

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APPENDIX 1: HERITAGE TREES ASSESSMENT CRITERIA

Heritage trees are assessed through systematic research, field work and documentation. The collected data is evaluated based on each tree's contextual relationship to other similar trees and its relative importance in terms of the following criteria:

- **historic and/ or natural significance** (i.e., indigenous/ cultivated origin)
 - determination of origin as a component of natural ecological community or cultivated/ planted as part of historic development of the place.
 - including influences by historic figures, events, and patterns of development.
- **botanic/ scientific significance**
 - associated with research and educational values, based on integrity, rarity, and representative values.
- **social, cultural, and commemorative significance**
 - focusing on qualities such as the spiritual, political, national, and cultural sentiment reflected by the broader population or smaller community groups.
 - including commemorative events
- **aesthetic and visual significance**
 - must be based on existing physical fabric.
 - relates to qualities of bulk, scale, and contribution to defining local character and the "spirit" or sense of place.

The heritage significance for each listed tree or group of trees is encapsulated in a Statement of Significance which involves interpretation and analysis of comparative points of importance as follows:

- rarity value
- biodiversity value
- individual and/ or group value
- landmark value
- representative value
- integrity value
- research, teaching and understanding.
- social, cultural, or spiritual associations
- associations with significant individuals.

The criteria relate to both cultural and natural significance of an item and place. Some have a specific cultural or natural bias. Nevertheless, the heritage values of a significant tree, or group of trees are almost always multi-layered.

REPORT
FC/5.8/23.11

Subject: Miller Street Streetscape Upgrade - Consultation Outcomes

TRIM No: SF23/4280

Manager: Nikolaos Zervos, Executive Manager, Infrastructure Services

Director: Sharon Cassidy, Director, Assets and Operations

RECOMMENDATION:

That Council:

1. Develops a concept design for the Miller Street Streetscape Upgrade, avoiding design elements such as a cul-de-sac, mid-street median and pocket park, and publicly exhibits the design for 28 days.
2. Officers prepare a report to the Traffic Committee following the exhibition period.

1. Executive Summary

Council has proposed to conduct renewal of Council's assets along Miller Street between Castlefield Street and Imperial Avenue within the current financial year, delivered through Council's Strategic Asset Management Plan. On 12 April 2022, Council resolved to undertake community consultation on potential changes within the road reserve that can be considered through to a detailed design process.

This report seeks to inform Council of the community consultation outcomes and propose recommendations of next steps.

2. Introduction/Background

Miller Street was identified through Council's Street Play Initiative as a key community play space for local children to walk, play and ride. Miller Street runs between Castlefield Street and Imperial Avenue, which both carry significant traffic between Bondi Road and Edward Street. It has some dilapidated assets along the length of the street and was slated for asset renewal in the 2023-24 Capital Works Program so that it can continue to evolve to meet community needs and become a safer, more welcoming space.

As part of the scope of the project, the following design ideas were presented to the community for their consideration:

- Promoting pedestrian safety in the street.
- Increasing tree plantings.
- Creating a pocket park for community interaction.
- Introducing traffic calming measures.
- Creating a planted mid-street median.

Funded by Council, the upgrade proposes to renew street assets and improve pedestrian safety to facilitate safe child play through strategic design. Through community consultation, the project has explored options for streetscape upgrades in addition to asset renewal. This component of the project is driven by Council's People, Movement and Places Strategy which identifies improving pedestrian safety as a key priority.

A motion to upgrade Miller Street was passed in April 2022. Several residents were opposed to the initial resolution and have maintained their opposition to the upgrade since then.

3. Relevant Council Resolutions

Meeting and date	Item No.	Resolution
Council 12 April 2022	CM/8.2/22.04	<p>That Council:</p> <ol style="list-style-type: none"> 1. Notes that the community has a desire that Miller Street, Bondi, is a safe pedestrian street. 2. Undertakes a design of a streetscape upgrade that considers the following: <ol style="list-style-type: none"> (a) Narrow either end of the street to the width that a large truck can pass. (b) Make small speed bumps or pebbled surface at either end of the street. (c) Increase planting and traffic islands within road at either end of the street. (d) Plant an indigenous garden with information about how to use foods. (e) Increase and encourage grass verge gardens and planting. (f) Create seating where neighbours and pedestrians can sit and talk or work on street projects. (g) Set up community notice boards at either end with information about the area's history and connections, such as indigenous names/people/history, Margaret Whitlam's house, original homesteads, local school, church. (h) Set up a 'found-it-on-the-corner' spot where people can put lost items or notices about things they have lost. (i) Establish a street library. (j) Install one or more EV charging hubs. (k) Support community days about gardening, solar technologies, seasonal planting, produce sale and exchange, garage sales, clothes swaps and learn-to-ride-a-bike days. (l) Implement periodic pedestrian/bike-only days. 3. Undertakes community consultation on the design to

		ensure residents are satisfied with the design.
		4. Officers prepare a report to Council on the consultation outcomes and the budget source for the project.
		5. Notes that this project is to be considered independent of the planned traffic study in the area.

4. Discussion

Technical analysis

A Healthy Streets check was carried out on the existing street layout and is included at Attachment 2. The healthy streets tool provides a general picture of how healthy the existing layout of the street is. The tool provides an assessment on the 10 healthy streets indicators and provides information to designers and decision-makers on areas that can be improved within the streetscape.

Miller Street scored 48 out of 100 on the existing layout of the street. The street scored very well on the shade and shelter indicator with 100 out of 100.

The street scored lower on indicators such as:

- Everyone feels welcome.
- Easy to cross.
- Places to stop and rest.
- People choose to walk and cycle.
- People feel safe.
- People feel relaxed.

Miller Street has a potential to improve on the healthy streets indicators, particularly with improvement to pedestrian safety and comfort at the intersections.

Community engagement

Community feedback on the Miller Street Upgrade has expressed strong consensus for asset renewal but is divided regarding further opportunities for an upgraded streetscape design. This division in community feedback has been noted in all the consultative engagement meetings held for this project.

Further feedback has been received on the streetscape design ideas from a group of residents opposed to the council motion as it stands. Simultaneously there has also been significant support and enthusiasm for a more extensive streetscape upgrade from other members in the community, particularly those with younger children.

Key ideas that garnered widespread community support related to preserving parking, replacement of end-of-life poplar trees, increased plantings and introducing rain gardens to deal with seepage issues. There was also a willingness to consider limited traffic calming measures such as a continuous footpath and kerb extensions.

Overall, the community is strongly in support of road pavement resurfacing and rehabilitation, and tree treatments and replacements.

The community consultation report is attached to this report (Attachment 1).

Recommendation

The community consultation for the proposed Miller Street Upgrade has seen engaged involvement and feedback from residents and the wider community. Making the next step will involve careful consideration of the feedback received for the future of Miller Street. The support for an extensive upgrade at this time may not be viable however other alternatives supported by the results of the community consultation could be entertained. Recommendation would involve returning to the community with a concept design including raingardens and very limited pedestrian improvements such as a continuous footpath and or kerb extension while foregrounding the following:

- Renewal of road surface and footpath.
- Tree treatments.
- Kerb and gutter works.
- Maintaining existing parking spaces.
- Ensuring vehicle access and mobility.
- Ensuring pedestrian safety.

Using the above ideas and removing streetscape design ideas such as the cul-de-sac closure, mid street median and pocket park, still aligns with best practice and pedestrian-forward streetscape improvements outlined in Council's People, Movement and Places strategy.

It is recommended that should this project progress, that a concept design be exhibited for public feedback.

5. Financial impact statement/Time frame/Consultation

This project is funded through Council's Capital Works Program and has a budget of \$270,000.

Refer to section 4 above for the outcomes of the consultation.

6. Conclusion

Community feedback was divided with regards to some of the proposed ideas throughout the street. It is recommended that a concept design be developed avoiding contentious elements such as a cul-de-sac, mid street median and pocket park and exhibited for public feedback. The outcomes of the feedback should inform any changes needed to the concept design prior to being presented to the Traffic Committee for consideration.

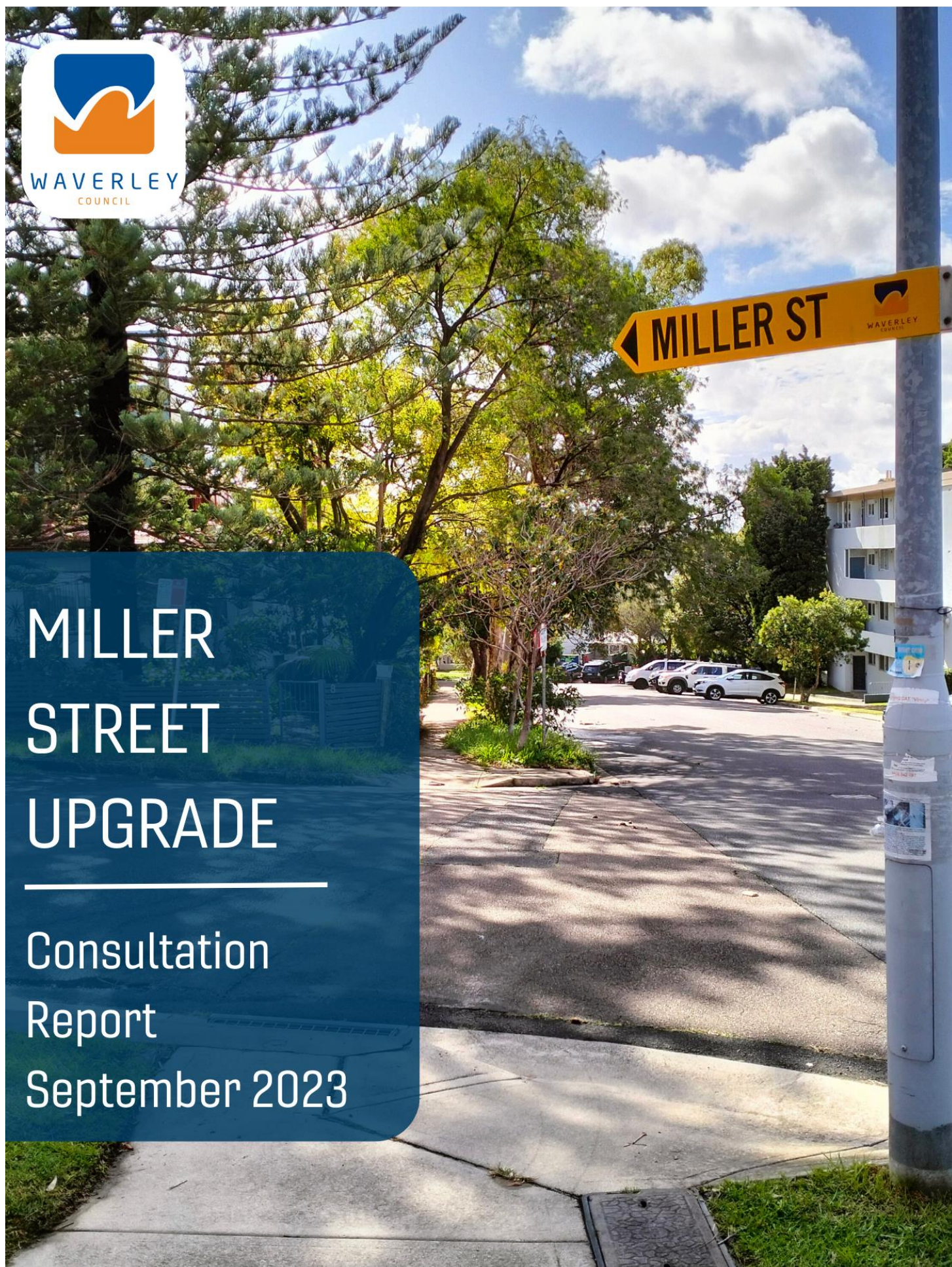
7. Attachments

1. Community Consultation Report [↓](#)
2. Healthy Streets design check - Existing layout [↓](#) .



MILLER STREET UPGRADE

Consultation Report September 2023



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

Waverley Council is proposing to upgrade Miller Street in Bondi to create a more inviting and vibrant streetscape for residents and a safer play space for children and the whole community to enjoy. Miller Street has been identified as a street requiring asset renewal with opportunities for further upgrades. Community consultation ran from 17 July – 16 August 2023 and sought community input on the scope of the design to create a streetscape that truly reflects the needs and aspirations of the community.

A number of engagement methods were utilised to enable community members to submit feedback in a way that was easy and convenient, including:

- Dedicated page on the Have Your Say website
- Online Have Your Say survey and vision board
- Flyer drop to approx. 653 properties and businesses in close proximity to the proposed project location
- A Have Your Say pop-up day held on 26 July 2023 for community members to talk to Council officers
- On Online information session held on 14 August 2023

Overview of feedback

- A total of 78 contributions were received on the Have Your Say survey during the consultation period
- A total of 50 contributions were made on the Visioner tool on Have Your Say
- A total of 34 email contributions from 16 contributors
- A total of 42 attendees were registered to the onsite Have Your Say Community pop-up
- A total of 16 attendees to the Online Information Session

This consultation saw a divided response from the community. While there is overall consensus for basic asset renewals such as road resurfacing, kerb and gutter works, tree treatments and plantings, as well as broad community impetus to investigate the drainage issue at the corner of Miller Street and Castelfield Street, the debate around implementing further upgrades to the streetscape was more contentious. This stems back to the community division around the initial Council motion passed in April 2022 and has resurfaced with the current community consultation.

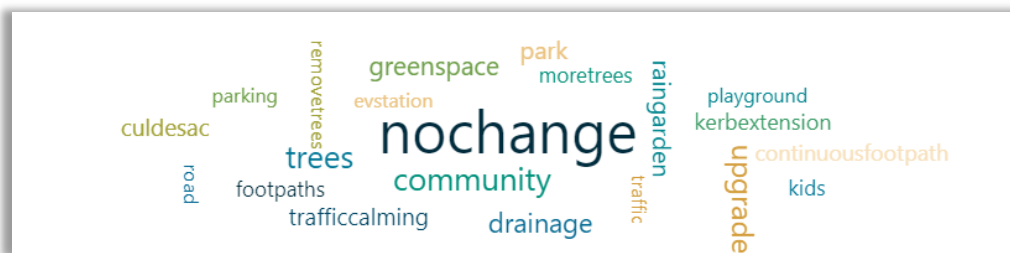
The Have Your Say survey results showed strong opposition to a mid-street median, cul de sac, traffic calming measures and limiting traffic to the street, particularly by a core group of residents to the street who are opposed to the proposed upgrade.

The consultation results also showed significant support for increased tree plantings and creating more opportunities for community interaction. Respondents with younger children were highly supportive of creating pedestrian improvement measures such as kerb extensions and continuous footpaths.

With regards to parking on Miller Street, the survey results showed a clear preference for parallel parking (77%) over angled parking (12%).

The key concerns and suggestions highlighted by the community, related to concerns that the proposed upgrades were unnecessary and would limit vehicular access to what they claim is already a quiet and safe street. Many respondents indicated that there are already multiple parks in the area for child play and that Miller Street needs to be kept as wide as it is currently and remain amenable to the car access requirements of the street residents. Alternatively, there were many comments highlighting the opportunities a streetscape upgrade would provide in greening the street, addressing community needs for the future and increasing pedestrian safety, particularly for children, by introducing kerb extensions and continuous footpaths to narrow crossing points and slow the turning speeds of cars into and out of Miller St.

The word cloud below highlights some of the frequent sentiments received from respondents. The larger the font, the more frequent the sentiment.



Background

Miller Street was identified through Waverley Council's Street Play Initiative as a key community play space for local children to walk, play and ride. Miller Street runs between Castlefield Street and Imperial Avenue, which both carry significant traffic between Bondi Road and Edward Street. It has some dilapidated assets along the length of the street and was slated for asset renewal in the 23/24 Capital Works program so that it can continue to evolve to meet community needs and become a safer, more welcoming space.

As part of the scope of the project, the following design options were presented to the community for their consideration:

- Promoting pedestrian safety in the street
- Increasing tree plantings
- Creating a pocket park for community interaction
- Introducing traffic calming measures
- Creating a planted mid-street median

Funded by Waverley Council, the upgrade proposes to renew these assets and improve pedestrian safety and facilitate safe child play through strategic design. Through community consultation, the project has explored options for streetscape upgrades in addition to asset renewal. This component of the project is driven by Waverley's People, Movement and Places Strategy which identifies improving pedestrian safety as a key priority.

A council motion was initially raised in April 2022 by petition to Council. Several residents were opposed to the initial motion and have maintained their opposition to the upgrade since then.

Approach

A mix of online and face-to-face engagement methods were employed to gather feedback and suggestions from residents and other community members.

The consultation objectives were:

1. To inform the community about the proposed upgrade and obtain overall feedback.
2. To obtain community input on the design scope of the project.
3. To garner community interest and support in the project.

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
Have Your Say page and survey	<p>Council dedicated a Have Your Say page and survey to get feedback on the key elements of the proposed renewal.</p> <p>See appendix A for survey questions.</p> <p>URL: https://haveyoursay.waverley.nsw.gov.au/miller-street-upgrade </p>	<p>HYS page- 17 July 2023 – ongoing</p> <p>Survey- 17 July -16 August 2023</p> <p>Visioner 17 July -16 August 2023</p>	<p>1,110 visits to the page</p> <p>529 visitors</p> <p>78 submissions to survey</p> <p>50 submissions to visioner</p>
Flyer drop	<p>Flyer delivered to approx. 653 properties/businesses in close proximity to the proposed project location to notify of the consultation and encourage feedback.</p> <p>See Appendix C for map.</p>	July 2023	N/A
Stakeholder outreach	<p>Emailed key stakeholders to advise of the consultation and encourage feedback, including:</p> <ul style="list-style-type: none"> • Precincts • Councillors 	July 2023	
Social media posts	<p>Facebook (2 posts)</p> <p>See appendix E.</p>	<p>Post one – 19 July 2023</p> <p>Post two –10 August 2023</p>	<p>Total accounts reached: 817</p> <p>Total accounts engaged: 20</p>
	<p>Instagram (2 posts)</p> <p>See appendix E.</p>	<p>Post one – 22 July 2023</p> <p>Post two –10 August 2023</p>	<p>Total accounts reached: 2774</p> <p>Total accounts engaged: 35</p>
Have Your Say Day	Council officers held one in person session onsite to talk to residents about the proposed upgrade and collect feedback at Miller Street.	26 July 2023	42 attendees with contact details and comments recorded
Have Your Say e-newsletter	Inclusion in the Have Your Say July and August monthly e-newsletter to promote consultation	17 July 2023 and 11 Aug 2023	9372 recipients 4587 opened 253 clicks to Update
Waverley Weekly e-newsletter	Story in Council's weekly e-newsletter. See appendix E. (2posts)	July and August, 2023	Total accounts engaged: 59
Council website	Dedicated page on the Waverley Council website: Miller Street Upgrade	ongoing	N/A

Data overview

Online survey	<p>A total of 128 submissions were received – 78 on the online survey and 50 on the vision board.</p> <p>Respondent demographics:</p> <ul style="list-style-type: none"> • 44% identified as female • 41% identified as male • 9% identified as non-binary • 6% preferred not to indicate how they identified <p>The majority of respondents to the survey are residents (46%) and or visitors to the street (41%).</p> <p>The majority of respondents were between 51-60 years of age (37%) followed by 41-50 years of age (27%)</p> <p>The majority of respondents access the street by car (88%) followed by walking (78%).</p> <p>To see detailed results of survey, please see pages 7-9</p>
HYS Visioner	50 Submissions were received on the vision board from 39 contributors, with 2,204 votes being cast.
Have Your Say Pop-Up day	<p>42 attendees were registered at the onsite Have Your Say pop up day.</p> <p>40 out of the 42 were supportive of asset renewal</p> <p>2 out of the 42 were opposed to asset renewal</p> <p>22 out of the 42 were supportive of more extensive streetscape upgrades</p> <p>10 out of the 42 were opposed to more extensive streetscape upgrades</p> <p>10 out of the 42 were unsure about more extensive streetscape upgrades</p>
Online information session	<p>An online information session was held on 14 August 2023 for residents who could not attend the onsite pop up or requested further engagement opportunities.</p> <p>There were 16 attendees at the Online Information Session</p>
Email feedback	Thirty-four pieces of feedback were received via email from 16 residents, 7 of which were dated from April 2022 but were resent during this consultation to reiterate the stance of the respondents.
Call feedback	The PM held several conversations with residents interested in the project

Detailed results – Have Your Say Visioner – Dream Big

50 contributions by 39 contributors were received on the Dream Big Visioner section of the Miller Street Upgrade survey with 2,204 total votes cast for the contributions. Multiple contributions and votes could be cast on submissions. Please note some contributors also made contributions under guise of multiple email accounts. Examples of popular comments:

Just leave it the way it is. That's the beauty of miller st Just the way it is. None of my neighbours agrees with this rubbish proposal. NO.

This is an amazing opportunity to install more green space for neighbours to connect, with no negative impacts on traffic. Let's do it!

Miller St is one of the safest streets in Bondi. The views of residents of the street should take priority - they're the most affected.

I live on Miller with my young family and am really excited we might convert excess bitumen into a safer, more enjoyable community asset 🙌

Detailed results – Online survey

The survey received a total of 78 submissions to the online survey.

Relationship to Miller Street:

- **46% are residents of the street**
- 3% work near or on the street
- 37% walk or bike through the street
- 41% visit the street
- 24% park on the street
- 29% drive through the street

How do respondents access Miller Street:

- 78% access the street by walking
- 21% access the street by bike
- 13% access the street by bus
- **88% access the street by car**
- 1% use other means

What is the age range of respondents:

- 4% are under 20
- 1% are between 21 and 30
- 19% are between 31 and 40
- 27% are between 41 and 50
- **38% are between 51-60**
- 12% are above 70

If respondents visit Miller Street with children what are their ages:

- 21% have children under 3
- 19% have children between 3 -6
- 14% have children between 6-9
- 8% have children between 9-12
- 11% have children between 12-15
- 21% have children over 15
- **36% responded other**

Respondents were asked if they support the following options and could select multiple options:

Multi Choice: 57 respondents answered and 21 skipped this question

- 23% support limiting traffic to street
- **68% support increasing tree planting**
- 32% support increasing opportunities for residents to interact socially on the street
- 26% support introducing traffic calming measures
- 21% support incorporating a planted mid-street median
- 32% support creating a pocket park
- 26% support installing an EV charging hub
- 28% support creating more safe play opportunities for children
- 32% support installing benches
- 21% support increasing on-street parking spaces
- 12% support decreasing on-street parking spaces

Respondents were asked if they oppose the following options and could select multiple options:

Multi Choice: 71 respondents answered and 7 skipped this question

- 70% oppose limiting traffic to street
- 38% oppose increasing tree planting
- 55% oppose increasing opportunities for residents to interact socially on the street
- **75% oppose introducing traffic calming measures**
- 72% oppose incorporating a planted mid-street median
- 69% oppose creating a pocket park
- 56% oppose installing an EV charging hub
- 58% oppose creating more safe play opportunities for children
- 59% oppose installing benches
- 54% oppose increasing on-street parking spaces
- 61% oppose decreasing on-street parking spaces

Respondents were asked if they prefer angled or parallel parking:

The majority of respondents preferred parallel parking (77%) over angled parking (12%)

Respondents were asked to what extent they support the following traffic calming options:

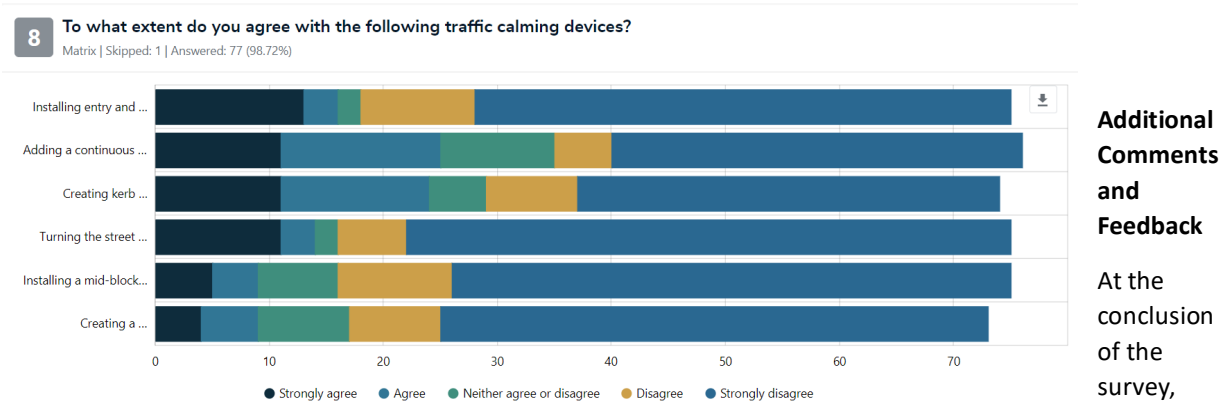
Most respondents to the survey strongly disagreed with installing the traffic calming device options.

The three least popular traffic calming devices were:

- Turning the street into a cul de sac (71% strongly disagreed)
- Creating a planted out median in the middle of the street (66% strongly disagreed)
- Installing a mid-block traffic calming island (65% strongly disagreed)

The three most popular traffic calming devices were:

- Adding a continuous footpath
- Creating kerb extensions to improve pedestrian safety
- Installing entry and exit restrictions to vehicles



respondents were asked if they had any further comments or suggestions. Below please find examples of representative contributions of those in support and those opposed to the proposed upgrades:

I think any form of traffic calming at the entrance to miller street will make it safer and a friendlier street for local residents, especially children.

Miller St is beautiful just the way it is. In my opinion it would be a waste of time and money to attempt to "calm traffic". I like the wide nature of the street and if the residents aren't bothered by the traffic then why is any one else.

Miller street represents an incredible opportunity to install a cul-de-sac with more green space to allow neighbours to congregate and socialise, and for kids to play in a safe environment. The incline nature of Castlefield and Imperial make it impossible for kids to come together and play in safety, not to mention the fast and frequent traffic on these streets. Currently Miller street is unnecessarily wide and provides no real enhancements to traffic flow or decongestion. By closing one end of the street, local residents will not be negatively impacted, given Edward St and Castlefield Lane will remain as options to get around while still avoiding Bondi Rd. And through smart design, adding a cul-de-sac could actually create more local parking rather than reduce it. And given the high frequency of visitors to the area that park here to visit restaurants and shops on Bondi road, it presents a great opportunity to install more EV charging space as demand continues to grow exponentially. As well, any park space will allow for natural carbon capture to help Waverley meet its net zero commitments, and improve air quality for local residents and visitors. Streets like Rickard and Avoca have seen tremendous improvements in community cohesion and socialisation since putting in measures to reduce traffic and open up space for the community to gather in safety, and Miller could replicate this to benefit of everyone that lives in the area.

Restricting access to street - Can only see a negative impact, with no benefits. Continuous footpath - Why? All footpaths are in place. Kerb extension - Why? The foot path with grass verge is already @ 3.8m wide, which is more than adequate. Cut de sac - No way. Will restricts resident's access. The street @ 11m wide, is too narrow to support an adequate turning circle. The turning circle can only be at the Castlefield street end, due to driveways at the Imperial Ave end of the street. A daycare centre is at this end of the street, so access to day care will be restricted and made more dangerous. Mid block traffic island & median strip - No way. Impractical & inconvenient to the residents. Street is only 11m wide, 9m if we include the existing tree planting islands, and less again with parked cars. The residents need all of the available remaining space to turn into their driveways. There are 3 driveways on the north side of street & 4 driveways on the south side, supporting 3 unit blocks & 4 houses. A final

comment. I hope the sentiments of the actual residents of the street have a higher weight with council, than the non-residents of the street, as we are the one that have to live with any consequence. The sentiment behind the proposal is all very good & admirable, but totally impractical & un-wanted by myself & the other residents of the street (that I have talked to). In fact, I cannot pin any of the ideas proposed, to anybody who lives in the street. These plans are no driven by the residents of the street. (Submitted 18 July, 2023)

Overview of Miller Street Resident Support and Opposition to Proposed Upgrade in the Have Your Say Survey:

- 36/78 respondents to the survey were Miller Street residents
- 29/36 of resident respondents were either interested in no change/minimal change and/or basic asset renewal (please note some residents completed the survey more than once)
- 7/36 of resident respondents were very positive and interested in a more comprehensive upgrade

Detailed results – Email

Thirty-four pieces of feedback were received via email from **11** community members opposed to the upgrade and **5** community members in support of the upgrade:

- 7 of the emails were repeat submissions of those submitted in April 2022 by 8 residents **opposed** to the initial 2022 Council motion who sent in further emails to this consultation
- 9 of the emails were from 2 street residents **opposed** to the upgrade in one residence
- 12 of the emails were from 8 street residents **opposed** to the upgrade
- 6 of the emails were from 5 local residents living in adjoining streets in **support** of the upgrade

The submissions opposed to the upgrade raised the following issues:

- No traffic calming is required on the street
- This project was foisted on the residents of Miller St by a non-resident
- There are many parks for children in the area and Miller St does not need any additional green spaces
- Maintain width of street
- Maintain parallel parking
- Maintain vehicular and residential access to properties
- Fix the road surface/gutters and remove/replace end of life trees

The submissions in support of the upgrade raised the following issues:

- The street upgrade is a positive community project with lots of support
- Converting excess bitumen into additional green space or park space for safe play is welcome
- A small group of detractors are dominating the discussion
- The upgrade would not have negative impact on traffic
- Support for design that promotes community interaction
- Better cared for green spaces and tree treatments
- Maintain parallel parking

Overview of Community Consultation Pop Up – 26 July 2023

A Have Your Say community consultation pop up was held in Miller Street on the 26 July, 2023 3:30-5:30pm with approximately 42 people in attendance and 5 council officers present. Attendee contact details and comments were collated into a spreadsheet.

Though there was residential opposition to the original Miller Street council motion, it was found that a very high proportion of the attendants at the pop up were in support of required asset renewal such as road resurfacing, kerb and gutter works and footpath renewal to improve pedestrian access. Two of the residents in attendance noted their opposition to any change.

There was strong support for increasing and improving the green spaces in the street and reviewing tree replacements, in particular the end-of-life poplars. Many residents were interested in incorporating raingardens in the street design.

The drainage/seepage issue at the Miller Street and Castlefield Street corner of the street was raised by multiple residents as requiring investigation and a permanent solution, possibly by incorporation of rain gardens.

Installation of a continuous footpath, raingardens and some minimal traffic calming infrastructure to minimise the speed of cars turning in and out of Miller Street were highlighted by some residents as welcome changes for this normally quiet street, though some raised concerns that a continuous footpath is dangerous for children who cannot differentiate between footpath and road.

In terms of further opportunities for a streetscape upgrade, the community was divided along lines of established, long-term residents of the street who were in general more opposed to additional changes beyond a renewal of assets (there was particular opposition to a cul de sac and mid street median) and families with young children who were very keen for more opportunities for safe play for children, traffic calming infrastructure such as kerb extensions, and benches and a pocket park for community interaction.

A number of residents in the street requested that Miller Street resident submissions to the consultation be more heavily weighted than submissions by non-residents as they would be more impacted by the outcome of the consultation.

In response to the community interest in the project and requests by local residents who could not attend the pop up, an online info session was scheduled to get into more detail about the options for the proposed upgrades.

Overview of Online Information Session – 7pm, 14 August 2023

An online information session was held via Zoom on 14 August 2023 with approximately 16 people in attendance in addition to 5 Council officers and a Councillor. The session included an introduction by the Major Projects Engagement Officer and the Director of Assets and Operations and a presentation by the Project Manager. After the presentation, attendees asked questions and raised issues relating to the project. The session was recorded as outlined to the attendees at the information session and made publicly available on Have Your Say till the end of the consultation.

Issues raised by attendees included raingardens as a potential solution to the drainage issue at the corner of Castlefield and Miller St, the Council process for trialling the viability of turning the street into a cul de sac, the relative advantages of the width of the street for car drivers, how the streetscape upgrade could improve safety for children and the benefits of more or less asphalt.

A number of attendees also thanked Council for the Consultation process:

“Thank you all for taking the time to share so much context and for an inclusive consultation. Looking forward to seeing how it progresses”

“So lucky to have our council looking to make our neighbourhood more liveable, friendly and enjoyable. Thank you.”

The **power point presentation** at the Online Information Session can be found [here](#).

Conclusion and Recommendations

Community feedback on the Miller Street Upgrade has expressed strong consensus for asset renewal but is divided regarding further opportunities for an upgraded streetscape design. This division in community feedback has been noted in all the consultative engagement meeting held for this project.

Council has received opposition to the streetscape design ideas from a group of residents opposed to the council motion as it stands. Simultaneously there has also been significant support and enthusiasm for a more extensive streetscape upgrade from other members in the community, particularly those with younger children.

Key ideas that garnered widespread community support related to preserving parking, replacement of end-of-life poplar trees, increased plantings and introducing rain gardens to deal with seepage issues. There was also a willingness to consider limited traffic calming measures such as a continuous footpath and kerb extensions.

Overall, the community is strongly in support of road pavement resurfacing and rehabilitation, and tree treatments and replacements.

Recommendation

The community consultation for the proposed Miller Street Upgrade has seen engaged involvement and feedback from residents and the wider community. Making the next step will involve careful consideration of the feedback received for the future of Miller Street. Though support for an extensive upgrade at this time may not be viable, other alternatives supported by the results of the community consultation should be entertained.

Recommendation would involve returning to the community with a concept design including raingardens and very limited pedestrian improvements such as a continuous footpath and or kerb extension while foregrounding the following:

- Renewal of road surface and footpath
- Tree treatments
- Kerb and gutter works
- Maintaining existing parking spaces
- Ensuring vehicle access and mobility
- Ensuring pedestrian safety

Using the above ideas and removing streetscape design ideas such as the cul de sac closure, mid street median and pocket park, still aligns with best practice and pedestrian-forward streetscape improvements outlined in Waverley's PEOPLE, MOVEMENT AND PLACES strategy report.

It is recommended that this consultation report be presented to Council for their consideration and made publicly available shortly afterwards. It is also recommended that should this project progress, that a concept design be exhibited for public feedback.

Appendix A – HYS Vision board and Survey questions

The consultation process will be open for 28 days from 17 July - 14 August 2023. Please submit your responses below.

DREAM BIG - SHARE YOUR IDEAS

COMMUNITY CONSULTATION SURVEY

Dream Big

This is your street and your neighbourhood. What improvements would you like to see happen in Miller Street so it feels like a welcoming space. Please share ideas, images or aspirations that you would like to see included in the streetscape design upgrade. (max 140 characters).

Share your ideas

You have 140 characters left

[Moderation Policy](#)

Submit

DREAM BIG - SHARE YOUR IDEAS

COMMUNITY CONSULTATION SURVEY

[Open](#)

Miller Street Upgrade Community Consultation Survey

How do you use Miller St? (Choose as many as are appropriate) Required

- ☐ I am a resident of Miller St
- ☐ I work near or on Miller St
- ☐ I walk or bike through Miller St
- ☐ I visit Miller St
- ☐ I drive through Miller St
- ☐ Other (please specify)

How do you access Miller St? (Choose as many as are appropriate) Required

- ☐ Walk
- ☐ Bike
- ☐ Bus
- ☐ Car
- ☐ Other (please specify)

What is your age range? Required

- ☐ <20
- ☐ 21-30
- ☐ 31-40
- ☐ 41-50
- ☐ 51-60
- ☐ +70

If you visit Miller St with children, how old are they?

- ☐ 0-3
- ☐ 3-6
- ☐ 6-9
- ☐ 9-12
- ☐ 12-15
- ☐ +15
- ☐ Not applicable

Do you support the following options? (Select as many as you like)

- ☐ Limit traffic to the street
- ☐ Increase tree planting
- ☐ Increase opportunities for residents to interact socially on the street
- ☐ Introduce traffic calming measures
- ☐ Incorporating a planted median in the middle of the street to provide shade and more greenery
- ☐ Create a 'pocket park' community space
- ☐ Install an EV charging hub
- ☐ Create more safe play opportunities for children
- ☐ Install benches
- ☐ Increase on-street parking spaces
- ☐ Decrease on-street parking spaces
- ☐ Other (please specify)

Do you oppose the following options (Select as many as you like)

- ☐ Limit traffic to the street
- ☐ Increase tree planting
- ☐ Expand opportunities for residents to interact socially on the street
- ☐ Introduce traffic calming measures
- ☐ Incorporating a planted median in the middle of the street to provide shade and more greenery
- ☐ Create a 'pocket park' community space
- ☐ Install an EV charging hub
- ☐ Create more safe play opportunities for children
- ☐ Install benches
- ☐ Increase on-street parking spaces
- ☐ Decrease on street parking spaces
- ☐ Other (please specify)

What type of parking options would you like to see in Miller St? Required

- ☐ Angled parking
- ☐ Parallel parking
- ☐ Other (please specify)

To what extent do you agree with the following traffic calming devices?

Please refer to the images in the Supporting Document in the Document Library for visual examples of upgrades being considered for Miller Street (see sidebar).

	Strongly agree	Agree	Neither agree or disagree	Disagree	Strongly disagree
Installing entry and exit restrictions to vehicles	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Adding a continuous footpath to improve pedestrian accessibility	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Creating kerb extensions to improve pedestrian safety	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Turning the street into a cul de sac	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Installing a mid-block traffic calming island	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Creating a planted-out median in the middle of the street	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

If you have any further comments about what you would like to see implemented in Miller St, please include them below:

Submit

Appendix B – Notification flyer



The flyer features a background image of a street corner with a yellow street sign that reads 'MILLER ST'. A blue semi-transparent box on the left contains the title 'Miller Street Upgrade' in white. Below this, a blue banner reads 'We're upgrading Miller Street!'. The main text area is white and contains the following information: a paragraph about seeking community input, a QR code, a meeting announcement for Wednesday 26 July, a contingency plan for wet weather, a link to an online survey, and a list of contact methods. The Waverley Council logo is at the bottom.

Miller Street Upgrade

We're upgrading Miller Street!

We're seeking community input to create a more inviting and vibrant streetscape for residents, and a safer play space for children.



Meet Council officers in person and tell us what changes you'd like to see on Miller Street.

Have Your Say pop-up
Corner of Miller and Castlefield Streets
Wednesday 26 July, 3.30 - 5.30pm

In case of wet weather, we'll be at the same place the following week, Wednesday 2 August, 3.30 - 5.30pm.

If you can't make the pop-up, please complete our online survey which will be open from 17 July - 14 August at:
haveyoursay.waverley.nsw.gov.au/miller-street-upgrade

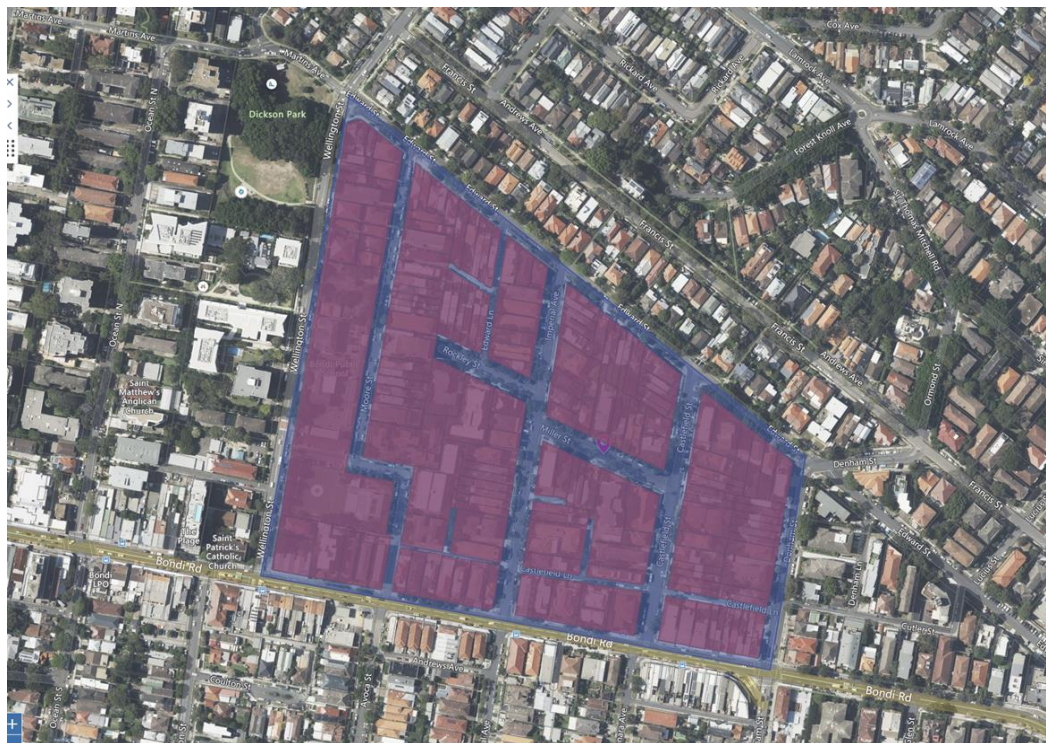
For further information:

- Scan the QR Code
- Visit haveyoursay.waverley.nsw.gov.au/miller-street-upgrade
- Email majorprojects@waverley.nsw.gov.au



WAVERLEY COUNCIL

Appendix C – Flyer distribution map



Appendix D – Supporting Document for Miller Street Survey

As part of the Have Your Say documentation, an image reference library was made available to view examples of different types of intersection treatments or streetscape upgrades which could be implemented in the street.

Attached please find the link to the supporting document provided:

[Miller St Images\Supporting Document for Miller Street Survey - June 2023.pdf](#)

Appendix E – Social media posts: Instagram and Facebook: July and August 2023



Waverley Council
Jul 19

We're seeking community input to upgrade the streetscape in Miller Street, Bondi to create a more inviting and vibrant streetscape for residents, and a safer play space for children. Our Have Your Say community consultation survey is open till 14 August 2023, and we'd love to hear all your design ideas. You're also invited to come along to our pop-up day in Miller St on Wed 26 July from 3:30-5:30pm to talk to Council officers in person about the upgrade. See you there!

Please click here to access our online community consultation <https://bit.ly/44JDZLf>

Show Less



 Like

 Comment

 Share



waverleycouncil






waverleycouncil
We're seeking your input to upgrade Miller Street in Bondi to create a more inviting streetscape for residents and a safer play space for children. Our Have Your Say community consultation survey is open till 14 August 2023 and we'd love to hear all your design ideas. Click on the link in the bio to access the survey. You're also invited to chat to us in person about the upgrade at our pop-up day in Miller St on Wed 26 July from 3:30-5:30pm. See you there!

Show Less

JUL 22




Waverley Council

10 Aug · 🌐

Thank you to everyone who's provided feedback on the proposed Miller Street Upgrade and to the many residents who came along to our onsite Have Your Say pop up on 26 July. You still have an opportunity to find out more about the project. We will be running an online zoom community information session at 7pm on Monday 14 August, 2023 and you can still fill out our online survey.

Please log in to the Miller Street Upgrade Have Your Say page to register your attendance: <https://bit.ly/44JDZLf>




👍 2


👍 Like

💬 Comment

➦ Share



waverleycouncil



👍🗨️📌

🔖

Liked by bondi_lifeguardsx and others

waverleycouncil

Thanks to everyone who's already provided feedback on the proposed Miller Street Upgrade and the many residents who came along to our Have Your Say pop up. We will be running an online zoom community information session at 7pm on Monday 14 August, 2023 if you would still like to learn more about the project. Click our link in the bio to register your attendance or to fill out our online survey.

10 August

Consultation report template

Page 21 of 23

FC/5.8/23.11- Attachment 1

Page 114

Appendix F – Waverley Weekly e-newsletter: July and August 2023



Miller Street Upgrade
Community Consultation

We're seeking community input to upgrade the streetscape in Miller Street to create a more inviting streetscape and a safer play space for children.

Our Have Your Say online community consultation is open from 17 July - 14 August 2023 and we'd love to hear all your design ideas.

For more information about the project click below.

MORE



Miller Street Upgrade
Online Info Workshop

Thank you to everyone who has already provided feedback on the proposed Miller Street Upgrade and to the many interested residents who came along to our onsite Have Your Say pop up on 26 July.

If you weren't able to come to the pop up, we will be running an online Zoom community information workshop at 7pm on Monday 14 August, 2023.

Please register below to attend.

MORE


Appendix G – Have Your Say Update e-newsletter: July and August 2023

Have Your Say July Update

Council livestreams all Council meetings and meetings of the Finance, Operations and Community Services Committee and the Strategic Planning and Development Committee. The next Council meeting is at 7pm on Tuesday 18 July 2023 and the agenda will be made available [on this page](#).

PROJECTS OPEN FOR COMMUNITY INPUT

- As electric vehicle usage grows, Waverley, Woollahra and Randwick Councils are looking to expand the number of on-street [EV charging](#) stations locations in our three areas. We'd like your feedback to help determine whether there is local support for the proposed new locations. Submit your feedback before 13 August.
- We're consulting about a proposed new [resident parking scheme](#) in Bondi. If you live in Flood Street, New Street, Penkivil Street, Martins Avenue, Ocean Street North, Wellington Street, Moore Street, Henderson Street or Edward Street, please provide feedback to our surveys until 28 August.
- We are keen to hear your feedback about our [Media Policy](#) and [Social Media Policy](#), both in draft form. Consultation is from 17 July to 13 August 2023 so please share your thoughts.
- We're seeking your feedback about our proposed upgrade to [Miller Street](#), Bondi. We are aiming to create a more inviting and vibrant streetscape for residents, and a safer play space for children, so please share your design ideas via our [community consultation survey](#). The survey is open 17 July – 14 August 2023. You can also chat to us in person at our pop-up Have Your Say Day on Wednesday 26 July from 3:30-5:30pm at the corner of Miller and Castlefield streets. We look forward to seeing you there!



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

Have Your Say August Update

Council livestreams all Council meetings and meetings of the Finance, Operations and Community Services Committee and the Strategic Planning and Development Committee. The next Council meeting is at 7pm on Tuesday 15 August 2023 and the agenda will be made available [on this page](#).

PROJECTS OPEN FOR COMMUNITY INPUT

- We're seeking community input on our proposed [Bourke Street Upgrades](#) to deliver an improved experience for pedestrians, bike riders and other road users. Two options are being considered for the proposed upgrades with improved intersection treatments to promote pedestrian safety incorporated in both designs. Visit Have Your Say to view the design and complete our feedback survey, by Tuesday 5 September.
- Thank you to those who have already provided feedback on the proposed upgrade of [Miller Street](#), and the many interested residents who came along to our Have Your Say pop up on 26 July. We will also be running an online community information session on Monday 14 August at 7pm. Please visit [Have Your Say](#) for registration details.
- We are keen to hear your feedback about our [Media Policy](#) and [Social Media Policy](#), both in draft form. Please share your thoughts by Sunday 27 August.

Healthy Streets Score

Name of street

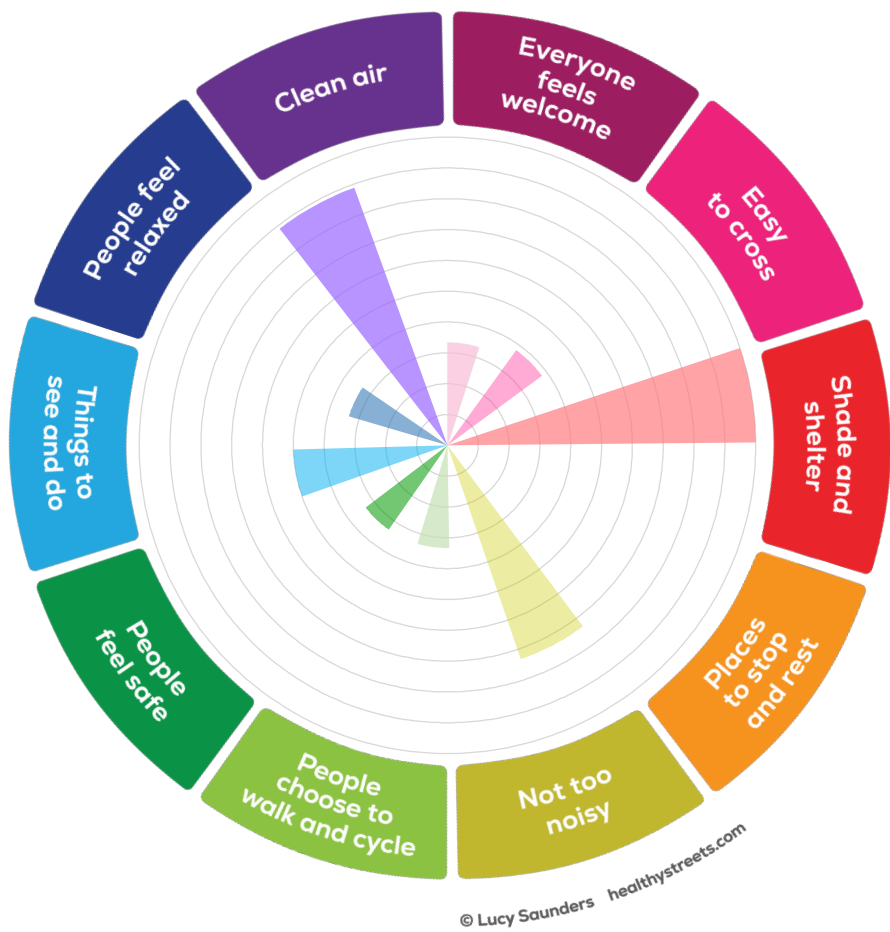
Miller Street

Name of street at start intersection

Imperial Ave

Name of street at end intersection

Castlefield St



	Existing Layout Score	Proposed Layout Score
Healthy Streets Score	48	
Everyone feels welcome	33	
Easy to cross	38	
Shade and shelter	100	
Places to stop and rest	0	
Not too noisy	73	
People choose to walk and cycle	33	
People feel safe	33	
Things to see and do	50	
People feel relaxed	33	
Clean air	89	

REPORT
FC/5.9/23.11

Subject: Sports Fields Hire - Short-Term Licences

TRIM No: A22/0369

Manager: Nikolaos Zervos, Executive Manager, Infrastructure Services

Director: Sharon Cassidy, Director, Assets and Operations

RECOMMENDATION:

That Council:

1. Grants new short-term licence agreements with the sporting clubs and organisations set out in Table 1 of the report for the use of sports fields up to 31 August 2024.
2. Authorises the General Manager or delegate to complete negotiations and execute all necessary documentation to finalise the matter.

1. Executive Summary

Licence agreements for the use of sports fields by Eastern Suburbs District Rugby League Club, Clan Na Gael Gaelic Athletic Club, Easts Football Club, Maccabi NSW, Queens Park Football Club, UTS Bats Australian Football Club, Waverley Old Boys Football Club and Waverley Rugby Football and Sporting Club expired on 31 August 2023.

Due to staff departures and current workload commitments, Council has been unable to commence the expression of interest (EOI) process to establish long-term licences for the sports fields and outdoor courts, a two-step process which requires Council to publicly advertise its intention to offer community facilities for long-term licence followed by an EOI process to shortlist suitable clubs and sporting organisations before entering into extended negotiations on lease agreement terms and conditions.

Due to timing, the long-term licence will not be able to be completed and negotiated with clubs before the 2024 winter season.

To ensure clubs are able to commit to the 2024 winter season in Waverley, it is recommended that Council enters into new short-term licence agreements with the current clubs up to 31 August 2024. It is recommended the terms and conditions of new licences, such as facility allocations, times indexed fees and charges and subsidies and the like, remains consistent with the recently expired licences to ensure an equitable and efficient transition onto new agreements.

In parallel to new short-term licence agreements being executed, Council will commence the process for establishing long-term licences. The first step in commencing long-term licences is to complete a section 47A public advertisement of Council's intention to offer long-term licences on community venues. Officers will commence the section 47A advertisement in November 2023 followed by an EOI process seeking clubs interest in early 2024.

Council will then have long-term licences agreements in place the winter 2025 season onwards.

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 maintains licence agreements with several sporting clubs for the use of its playing fields and some associated facilities. In addition, Council also takes short-term bookings for these facilities.

Hire agreements, short-term and long-term licence agreements provide the community with access to a range of sporting and recreational activities as well as supporting our local clubs. These outcomes support our open space and recreation goals in the Strategic Plan 2018-2029.

The agreements also provide the clubs certainty of the availability of sports facilities, enabling them to plan ahead for consecutive seasons and build membership. The agreements have been successful in achieving these goals.

In 2011, Council went through an EOI process to award long-term licence agreements for the winter season. As a result of this process, several long-term licence agreements were awarded. All clubs who made an application were awarded an agreement.

The 2011 licence agreements were for two years with a three-year option. When this time elapsed in 2018, the licences entered into a holding period for an additional season, before new licence agreements were put in place until 2023. All licence agreements for winter sport have since expired.

During this period the *Crown Lands Management Act 2016* came into effect in 1 July 2018. The change in legislation now requires Council to have an adopted Plan of Management (PoM) in place before being able to offer long-term leases and licences. However, Council can still enter into short-term licences agreements until a new PoM is adopted.

3. Relevant Council Resolutions

Meeting and date	Item No.	Resolution
Finance, Operations and Community Services Committee 1 November 2022	FC/5.2/22.11	<p>That Council:</p> <ol style="list-style-type: none"> In accordance with section 47A of the <i>Local Government Act 1993</i>, 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: <ol style="list-style-type: none"> Waverley Park Oval. Waverley Park #2 (synthetic). Waverley Park #3. Waverley Park netball courts. Waverley Park multipurpose courts. Waverley Park Southern Club Room

		<p>(Margaret Whitlam Recreation Centre).</p> <p>(g) Hugh Bamford Reserve sports field.</p> <p>(h) Rodney Reserve sports field.</p> <p>(i) Dudley Page Reserve.</p> <p>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.</p> <p>3. Officers prepare a report to Council following the EOI period.</p>
Council 18 February 2020	CM/7.9/20.02	<p>That Council:</p> <p>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.</p> <p>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.</p> <p>3. Delegates authority to the General Manager to approve and sign the new licence agreements.</p>

4. Discussion

The sporting facilities in Waverley Park are on Crown Land. Council is Crown land manager for the land. Under the *Crown Land Management Act 2016*, Council Crown land managers are able to administer Crown land under the public land provisions of the *Local Government Act 1993*. This includes issuing leases and licences.

For all Crown land that is classified as 'community land', Council is required to have an adopted plan of management (PoM) that outlines the type of leases and licences that can be authorised on the land. The PoM for Hugh Bamford Reserve was finalised and adopted by Council on 2 June 2020. The PoM for Waverley Park expired in 2020. However, the new draft plan of management has been completed with input from key stakeholders and is due to be adopted by Council and Crown Lands. Likewise, a new Coastal Reserves PoM has commenced incorporating Rodney Reserve but is unlikely to be adopted by the time long-term lease agreements are established.

Until such time as the new Waverley Park PoM and Coastal Reserves PoM is adopted, the *Crown Land Management Regulation 2018* provides interim arrangements for granting of certain leases and licences. Under section 70(2)(a) of the Regulation, Council may, without the consent of the Minister, grant only a short-term licence of up to 12 months.

In summary Council can enter into both short and long-term licence agreements for community sporting facilities. However, the length a licence for facilities will be impacted by adoption of PoMs for those parks and reserves.

Community sports facilities - Short-term licences

Due to timing, it is recommended that Council enter into new short-term licence agreements with existing clubs to cover the winter 2024 sporting season. It is recommended that Council maintain all other terms of the agreements, such as allocated facilities, days of the weeks and times of the day, indexed fees and charges and subsidies and the like. New negotiations on these types of changes will be covered in the long-term licence process.

Terms of the recently expired agreements as well as the proposed extended agreements are summarised below:

Table 1. Short-term licence proposals.

Club	Proposed extended agreement			
	Premises	Term of agreement	Type of agreement	Expiry of agreement
Eastern Suburbs District Rugby League Club	Waverley Park Oval, Waverley Park Synthetic #2	1 year	Short-term licence	31 August 2024
	Hugh Bamford Reserve	1 year	Casual hire agreement	31 August 2024
Clan Na Gael Gaelic Athletic Club	Waverley Park Synthetic #2	1 year	Short-term licence	31 August 2024
Easts Football Club	Waverley Park Synthetic #2 & Waverley Park #3	1 year	Short-term licence	31 August 2024
Maccabi NSW	Waverley Park Synthetic #2	1 year	Short-term licence	31 August 2024
Queens Park Football Club	Waverley Park Synthetic #2	1 year	Short-term licence	31 August 2024
UTS Bats Australian Football Club	Waverley Park Pavilion Sports Club Facilities & Waverley Park Oval	1 year	Short-term licence	31 August 2024
Waverley Old Boys Football Club	Waverley Park #2 Synthetic & Waverley Park #3	1 year	Short-term licence	31 August 2024
Waverley Rugby Football and Sporting Club	Waverley Park Pavilion Sports Club Facilities & Waverley Park Oval	1 year	Short-term licence	31 August 2024

Community sports facilities - Long-term licences

In parallel to the short-term licence extension, Council will commence the long-term licences procurement process. The long-term licence process will be undertaken as a two-step process.

Step 1 – Section 47A process

Council must publicly advertise its intention to offer a long-term licence for community facilities, such as sports fields and outdoor courts for 28 days in accordance with its obligations under section 47A of the *Local Government Act 1993*. Following the 28 days, Council officers must report all public submissions to Council for consideration before officers can enter into any licence agreement.

The section 47A process will begin in early November 2023. Once completed, the process can begin to invite sporting clubs and organisations to submit applications for long-term licences in the new year.

Council is exempt from the provisions of section 47A, under section 117 of the *Local Government (General) Regulation 2021*, for the short-term licence agreements recommended in Table 1.

Step 2 – Procurement of community sports facilities long-term licences

The procurement process for the award of the long-term licenses will commence in early 2024 and consist of two stages:

Stage 1 – Expression of interest

Stage 1 is to establish the experience, capability and capacity of sporting clubs and organisations to successfully run community-based sporting activities, which sporting activities they are going to offer as well as which facilities they wish to utilise and when and how their clubs support the sporting needs of the Waverley community. Clubs and organisations must address the essential criteria listed in the EOI to progress to Round 2. EOIs are commonly used by Council to shortlist candidates across a range of services, programs and initiatives.

Stage 2 – Request for tender and licence agreement

Sporting clubs and organisations short-listed in Round 1 will be requested to submit final documentation via a request for tender process.

Those successful applicants will then be offered facilities and time slots. There will be an opportunity to further negotiate the use of facilities and the terms of agreement.

Council plans to run the EOI process in early 2024 with the aim of completing all licencing agreements before the end of the 2024 winter season. New licence agreements would then be in place ready for the 2025 winter season.

5. Financial impact statement/Time frame/Consultation

All clubs listed in Table 1 have been contacted and informed about the proposed short-term extension and have confirmed they're willing to enter into an extended agreement.

As all clubs will be receiving an extension of their existing licence, thus receiving the same rate for field hire, there will be no financial impact to Council in granting these licence agreements.

It is recommended that the new licence agreements issued to clubs immediately, with an end date of 31 August 2024.

All clubs listed in Table 1 have been contacted and informed about the proposed long-term licence procurement process and have expressed interest in participating when the EOI is released.

6. Conclusion

It is recommended that Council approve new short-term licences to allow use of facilities for the winter 2024 season, noting that Council will not be renegotiating terms, simply drafting new agreements based on the previous conditions with an expiry date of 31 August 2024.

The opportunity to negotiate new terms will be available as part of the long-term licence agreement process, with new licences expected to take effect in late 2024.

7. Attachments

Nil.

REPORT
FC/5.10/23.11

Subject: Tender Evaluation - Tamarama Kiosk - Lease

TRIM No: A23/0231

Manager: Andrew Best, Executive Manager, Property and Facilities

Director: Sharon Cassidy, Director, Assets and Operations

RECOMMENDATION:

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 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 [NAME TO BE INSERTED BY COUNCIL AT THE MEETING] for the lease of Tamarama Kiosk for the sum of \$[TO BE INSERTED BY COUNCIL AT THE MEETING] over the initial three-year term of the lease.
3. Authorises the General Manager or delegate to enter into a lease on behalf of Council with the preferred tenderer for a term of three years with a two-year option.
4. Notifies unsuccessful tenderers of the decision in accordance with clause 179 of the *Local Government (General) Regulation 2021*.

1. Executive Summary

Tamarama Beach is one of the Eastern Suburbs' most popular beaches and enjoys good passing foot traffic as part of the coastal walk. There has been a kiosk operation providing light meals and drinks to locals and visitors for many decades.

At its meeting on 16 May 2023, Council resolved to exhibit its intention to grant a lease of Tamarama Kiosk for up to five years, as the current lease was expiring in September 2023. Submissions on the proposal were considered at the Finance, Operations and Community Services Committee on 5 September 2023

This report summarises the subsequent tender evaluation process and recommends awarding a lease to the top-ranked tenderer as identified in the confidential tender evaluation attached to this report

2. Introduction/Background

Council has leased a kiosk in Tamarama Park for many decades, firstly in a small building on the northern side of the park and more recently from the Tamarama kiosk and amenities building that was constructed in 2012.

At its meeting on 16 May 2023, Council resolved to exhibit its intention to grant a lease of Tamarama Kiosk for up to five years.

3. Relevant Council Resolutions

Meeting and date	Item No.	Resolution
Finance, Operations and Community Services Committee 5 September 2023	FC/5.5/23.09	That Council: <ol style="list-style-type: none"> Approves in principle the granting of a lease of up to five years for the operation of Tamarama Kiosk. Notes that a tender process will be undertaken to seek a lessee, with a report to be presented to Council to grant the lease to the preferred tenderer.
Council 16 May 2023	CM/7.14/23.05	That Council: <ol style="list-style-type: none"> In accordance with section 47A of the <i>Local Government Act 1993</i>, publicly notifies and exhibits for 28 days the proposal to grant a lease of up to five years for the Tamarama Kiosk at Tamarama Park. Officers prepare a report to Council following the exhibition period should any submissions be received. Subject to no submissions being received, approves in principle the granting of the lease. Notes that a tender process will be undertaken to seek a lessee, with a report to be prepared to Council to grant the lease to the preferred tenderer.

4. Discussion

Tenders were called and evaluated in accordance with Council's Purchasing Policy Procedures and the provisions of the *Local Government Act 1993* and *Local Government (General) Regulation 2021*.

Tenders were called on 12 September 2023 with the tender closing on 6 October 2023. Advertisements were placed in the local government tenders' section of the *Sydney Morning Herald* and the *Wentworth Courier* and the Tenderlink website, Tenderlink being the local government procurement system. In addition, a large leasing sign was placed in a prominent location on the kiosk building. Site visits were mandatory, and four site visits were undertaken with prospective tenderers during the tender period.

As part of the Tenderlink promotion, 779 suppliers were notified that the tender was available and could be downloaded to review. There were 118 views of the tender through the Tenderlink portal and 22 downloads of the tender package.

Tender Evaluation Panel

The Tender Evaluation Panel consisted of:

- Andrew Best – Executive Manager, Property and Facilities (Chair).
- John Andrews – Property Manager.

- John Coudounaris – Manager, Economic Development.

Evaluation criteria

The tender evaluation criteria were developed and approved by the panel prior to the tender being issued. The evaluation criteria were:

- Demonstrated experience, skills and capability to meet the requirement.
- Product offering and service (proposed use)
- Management plans
- Environmental and social sustainability
- Price – Rental offer over the initial three-year term of the lease

Tenders received

Tenders were received from the following four entities:

- Allan R Lewis and Jodie-Lee Boterhoek (trading as Tamarama Kiosk).
- Empire Cuisines Pty Ltd (trading as Pellegrini's Italian).
- Sonitec Pty Ltd.
- Tamarama Surf Life Saving Club Inc.

Conforming tenders

- Allan R Lewis and Jodie-Lee Boterhoek (trading as Tamarama Kiosk).

Non-conforming tenders

- Empire Cuisines Pty Ltd (trading as Pellegrini's Italian).
- Sonitec Pty Ltd.
- Tamarama Surf Life Saving Club Inc.

Given the premises is in a prime beach front locale the number of submissions received was somewhat low. Officers consider that this due to several factors. There is still a lack of general consumer confidence in launching a new food and beverage business in the current economic climate. The seasonality and impacts of the weather in this beach locale can lead to inconsistent trade, particularly in the winter months. Also, the long-standing and popularity of the incumbent lessee appeared to deter other local food and beverage operators from applying.

Of the four tenders received, the TEC determined three to be non-conforming. None of the three non-conforming tenderers had sent a representative to view the kiosk at one of the onsite meetings, which was a mandatory requirement. Further to this, two of the three non-conforming submissions contained incomplete returnable schedules with sections not populated, meaning they could not be evaluated.

The one confirming tender received was from the incumbent tenant. This was high-quality submission that demonstrated excellent experience, met the full requirement in terms of the food and beverage offering and included management plans that addressed the particular operational challenges of trading from a beach location.

On 6 October 2023, Council received a petition in support of the incumbent tenant. The petition contained 229 signatures from community members. The chair of the Tender Evaluation Committee was made aware of the petition, but the petition was not considered at any point during the evaluation meetings held to determine the outcome of the tender.

5. Financial impact statement/Time frame/Consultation

Following Council approval, Council will receive the total rent identified in the attachment over the initial three-year term of the lease. The annual rent under the new lease arrangements represents a small increase from the current rent received.

There are no rent-free periods or incentives, so the new rental amount will be received monthly in advance from the commencement date of the new lease expected to be 15 November 2023.

6. Conclusion

It is recommended that Council endorse the award of a lease over the Tamarama Kiosk to the top-ranked tenderer as identified in the attached evaluation scoring matrix. The lease will be for an initial term of three years with a two-year option period.

7. Attachments

1. Tender evaluation (confidential) .