



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

FINANCE, OPERATIONS AND COMMUNITY SERVICES COMMITTEE MEETING

A meeting of the FINANCE, OPERATIONS AND COMMUNITY SERVICES COMMITTEE will be held at the
Boot Factory, Spring Street, Bondi Junction at:

7.00 PM, TUESDAY 12 NOVEMBER 2024

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

Emily Scott
General Manager

Waverley Council
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Delegations of the Finance, Operations and Community Services Committee

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

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

Statement of Ethical Obligations

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

Live Streaming of Meeting

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

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

AGENDA

PRAYER AND ACKNOWLEDGEMENT OF INDIGENOUS HERITAGE

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

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

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

1. Apologies/Leaves of Absence

2. Declarations of Pecuniary and Non-Pecuniary Interests

3. Addresses by Members of the Public

4. Confirmation of Minutes

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5. Reports

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6. Urgent Business

7. Meeting Closure

**CONFIRMATION OF MINUTES
FC/4.1/24.11**

Subject: Confirmation of Minutes - Finance, Operations and
Community Services Committee Meeting - 4 June 2024

TRIM No: A23/0762

Manager: Richard Coelho, Executive Manager, Governance

RECOMMENDATION:

That the minutes of the Finance, Operations and Community Services Committee meeting held on 4 June 2024 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 - 4 June 2024 .



**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, 4 JUNE 2024**

Present:

Councillor Tim Murray (Chair)	Waverley Ward
Councillor Paula Masselos (Mayor)	Lawson Ward
Councillor Sally Betts	Hunter Ward
Councillor Ludovico Fabiano	Waverley Ward
Councillor Leon Goltsman	Bondi Ward
Councillor Michelle Gray	Bondi Ward
Councillor Tony Kay	Waverley Ward
Councillor Elaine Keenan	Lawson 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 Keenan who arrived at 7.01 pm during declarations of pecuniary and non-pecuniary interests.

Crs Fabiano, Gray, Goltsman, Keenan, Lewis, Masselos 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 Angela Burrill.

2. Declarations of Pecuniary and Non-Pecuniary Interests

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

3. Addresses by Members of the Public

- 3.1 M Gencher (on behalf of StandWithUs Australia) – FC/5.2/24.06 – Rising Antisemitism in Australia and Impact on the Waverley Community – Update.
- 3.2 R Gregory (on behalf of the Australian Jewish Association) – FC/5.2/24.06 – Rising Antisemitism in Australia and Impact on the Waverley Community – Update.
- 3.3 L Martin (chief petitioner) – FC/5.5/24.06 – Petition – Blair Street, North Bondi – Resident Parking Scheme.
- 3.4 R L Strehler – FC/5.5/24.06 – Petition – Blair Street, North Bondi – Resident Parking Scheme.
- 3.5 D Obbelode – FC/5.5/24.06 - Petition – Blair Street, North Bondi – Resident Parking Scheme.
- 3.6 M Arcane – FC/5.5/24.06 – Petition – Blair Street, North Bondi – Resident Parking Scheme.

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/4.1/24.06 Confirmation of Minutes – Finance, Operations and Community Services Committee Meeting – 7 May 2024.

- FC/5.1/24.06 Precinct Committees – Motions and Update.
- FC/5.3/24.06 Access and Inclusion Advisory Panel Meeting – 21 March 2024 – Minutes.
- FC/5.4/24.06 Housing Advisory Committee Meeting – 22 November 2023 – Minutes.

4. Confirmation of Minutes

FC/4.1/24.06 Confirmation of Minutes - Finance, Operations and Community Services Committee Meeting - 7 May 2024 (A23/0762)

MOTION / UNANIMOUS DECISION

Mover: Cr Murray
Seconder: Cr Masselos

That the minutes of the Finance, Operations and Community Services Committee meeting held on 7 May 2024 be received and noted, and that such minutes be confirmed as a true record of the proceedings of that meeting.

5. Reports

FC/5.1/24.06 Precinct Committees - Motions and Update (A04/0038)

MOTION / UNANIMOUS DECISION

Mover: Cr Murray
Seconder: Cr Masselos

That Council:

1. Notes the status of Precinct motions from May 2023 to April 2024 attached to the report.
2. Notes:
 - (a) The continued operation of Precinct meetings in face-to-face, online and hybrid formats.
 - (b) The continued engagement of the Precincts and the Combined Precincts group in consultations on Council's strategic projects, programs and plans in face-to-face, online and hybrid formats.
 - (c) That the Combined Precincts Meeting continues to operate in a sub-committee structure.

FC/5.2/24.06 Rising Antisemitism in Australia and Impact on the Waverley Community - Update (A23/0698)

MOTION / UNANIMOUS DECISION

Mover: Cr Gray
Seconder: Cr Nemesh

That Council notes the progress update on resolution CM/8.4/23.12 on rising antisemitism in Australia and its impact on the Waverley community, as set out in the report.

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

M Gencher (on behalf of StandWithUs Australia) and R Gregory (on behalf of the Australian Jewish Association) addressed the meeting.

**FC/5.3/24.06 Access and Inclusion Advisory Panel Meeting - 21 March 2024 - Minutes
(A21/0096)**

MOTION / UNANIMOUS DECISION

Mover: Cr Murray
Seconder: Cr Masselos

That Council notes the minutes of the Access and Inclusion Advisory Panel meeting held on 21 March 2024 attached to the report.

**FC/5.4/24.06 Housing Advisory Committee Meeting - 22 November 2023 - Minutes
(SF24/1065)**

MOTION / UNANIMOUS DECISION

Mover: Cr Murray
Seconder: Cr Masselos

That Council notes the minutes of the Housing Advisory Committee meeting held on 22 November 2023 attached to the report.

FC/5.5/24.06 Petition - Blair Street, North Bondi - Resident Parking Scheme (A16/0643)

MOTION

Mover: Cr Gray
Seconder: Cr Wy Kanak

That Council considers the petition on introducing a resident parking scheme in Blair Street, North Bondi, as part of the Resident Parking Scheme Review.

AMENDMENT

Mover: Cr Betts
Seconder: Cr Nemesh

That the motion be amended to read as follows:

‘That Council urgently considers the petition on introducing a resident parking scheme on both sides of Blair Street between Glenayr Avenue and Gould Street and the block between Blair Street, Glenayr Avenue, Gould Street and Murriverie Road.’

THE AMENDMENT WAS PUT AND DECLARED LOST.

Division

For the Amendment: Crs Betts, Goltsman, Kay and Nemesh.

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

THE MOVER OF THE MOTION THEN ACCEPTED AMENDMENTS TO THE MOTION.

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

UNANIMOUS DECISION

That Council considers the petition on introducing a resident parking scheme in Blair Street, North Bondi, as part of the resident parking scheme Review with specific consideration to both sides of Blair Street between Glenayr Avenue and Gould Street and the block between Blair Street, Glenayr Avenue, Gould Street and Murriverie Road, at the earliest possible time.

L Martin (chief petitioner), R L Strehler, D Obbelode and M Arcane addressed the meeting.

6. Urgent Business

There was no urgent business.

7. Closed Session**FC/7/24.06 Closed Session****MOTION / DECISION**

Mover: Cr Murray
Seconder: Cr Masselos

That:

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

FC/7.1/24.06 CONFIDENTIAL REPORT - Procurement Exemption - IT Network Services

This matter is considered to be confidential in accordance with section 10A(2)(d)(i) of the *Local Government Act*, and Council is satisfied that discussion of the matter in an open meeting would, on balance, be contrary to the public interest as it deals with commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it.

FC/7.2/24.06 CONFIDENTIAL REPORT - Procurement Exemption - Property and Rating System - Maintenance and Support

This matter is considered to be confidential in accordance with section 10A(2)(d)(i) of the *Local Government Act*, and Council is satisfied that discussion of the matter in an open meeting would, on balance, be contrary to the public interest as it deals with commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it.

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

public as provided by section 11(2) of the *Local Government Act*.

At 8.01 pm, Council moved into closed session.

**FC/7.1/24.06 CONFIDENTIAL REPORT - Procurement Exemption - IT Network Services
(A23/0805)**

MOTION / UNANIMOUS DECISION

Mover: Cr Murray

Seconder: Cr Keenan

That Council:

1. Treats 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 report contains commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it.
2. Approves a procurement exemption to engage Vocus Pty Ltd for the supply of IT network services.
3. Authorises the General Manager or delegate to complete negotiations and execute all necessary documentation to finalise the matter.

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

**FC/7.2/24.06 CONFIDENTIAL REPORT - Procurement Exemption - Property and Rating System -
Maintenance and Support (A23/0805)**

MOTION / UNANIMOUS DECISION

Mover: Cr Masselos

Seconder: Cr Fabiano

That Council:

1. Treats 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 report contains commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it.
2. Approves a procurement exemption to engage Infor for the maintenance and support of Council's property and rating system, Pathway.
3. Authorises the General Manager or delegate to complete negotiations and execute all necessary documentation to finalise the matter.

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

8. Resuming in Open Session

FC/8/24.06 Resuming in Open Session

MOTION / DECISION

Mover: Cr Murray
Seconder: Cr Nemesh

That Council resumes in open session.

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

At 8.08 pm, Council resumed in open session.

Resolutions from closed session made public

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

9. Meeting Closure

THE MEETING CLOSED AT 8.10 PM.

.....
SIGNED AND CONFIRMED
CHAIR
6 AUGUST 2024

**REPORT
FC/5.1/24.11**



Subject: Delivery Program 2022-26 - Six-Monthly Progress Report
TRIM No: A22/0557
Manager: Emily Scott, General Manager
Director: Emily Scott, General Manager

RECOMMENDATION:

That Council notes the progress report on the Delivery Program 2022–2026 attached to the report.

1. Executive Summary

This report provides a summary of progress for activities from the Operational Plan 2023–24 for the period 1 January 2024 to 31 July 2024 and reflects progress for the deliverables identified in the Delivery Program. The detailed Six-Monthly Progress Report is attached to the report.

The Six-Monthly Progress Report sets out Council’s progress in delivering the projects and programs within the Operational Plan. Progress is summarised in the table below.

Table 1. Summary of progress.

Themes	Completed	In Progress	In Progress – Impacted by Unforeseen conditions	Delayed	Delayed – Impacted by Unforeseen conditions
Overall	93%	7%	0%	0%	0%
People	100%	0%	0%	0%	0%
Place	88%	12%	0%	0%	0%
Performance	93%	7%	0%	0%	0%

Of the total 158 actions in the Operational Plan 2023–24, 93% (147) of the actions in the Operational Plan were completed, and 7% (11) are in progress.

2. Introduction/Background

Section 404(5) of the *Local Government Act 1993* requires that the General Manager ensure regular reports are provided to the Council on progress with respect to the principal activities detailed in its Delivery Program. Progress reports must be provided every six months.

Council’s planning is based on our Community Strategic Plan, which sets out the community’s vision for Waverley. In June 2022, Council adopted the Community Strategic Plan 2022–2032. In accordance with the legislation, sitting under the Community Strategic Plan is a four-year Delivery Program and a one-year Operational Plan (see diagram below).

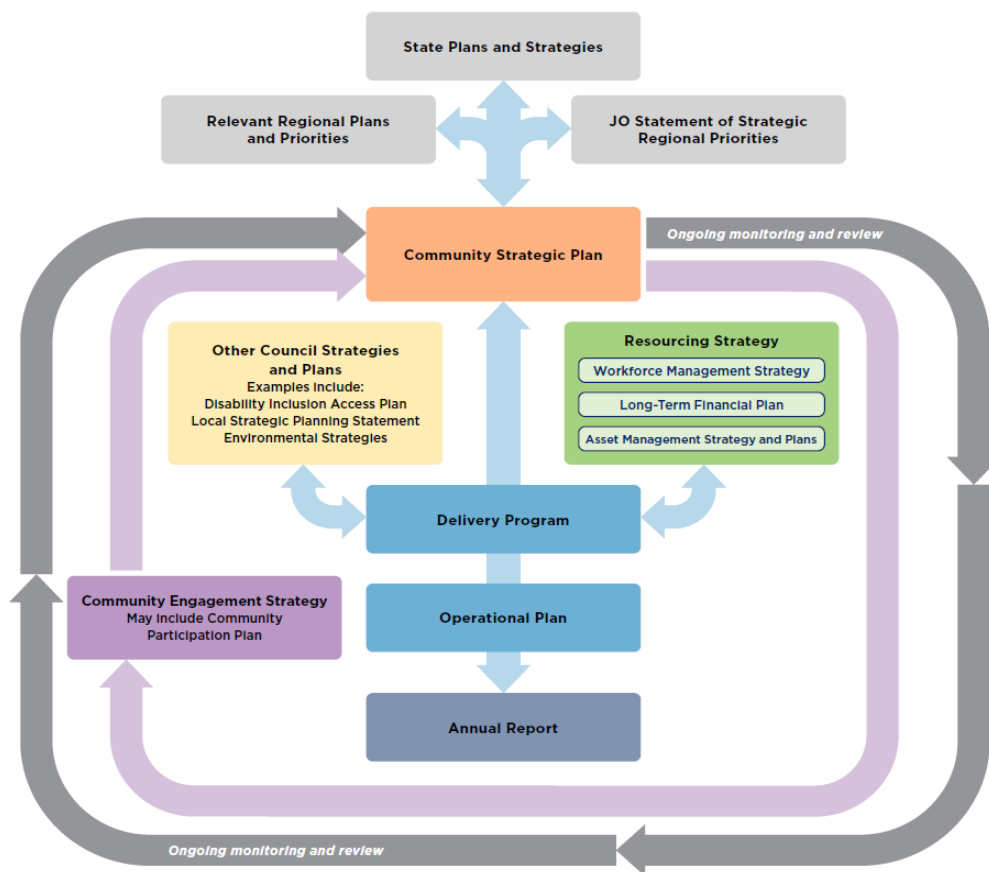


Figure 1. Integrated Planning and Reporting (IP&R) framework.

To meet legislative requirements, Council reports twice a year against actions in its annual Operational Plan as a measure of progress towards achieving the Delivery Program, and ultimately the community’s vision.

3. Relevant Council Resolutions

Nil.

4. Discussion

The Delivery Program is Council’s commitment, during its term of office, on what it is going to deliver to the community to achieve the directions set out in the Community Strategic Plan. The one-year Operational Plan, which is a sub-plan of the Delivery Program, sets out the activities (services and projects) being undertaken by Council in the financial year. The approach to using the Operational Plan actions for reporting on the Delivery Program is in line with the Integrated Planning and Reporting Manual for Local Government in NSW.

This report is the fourth progress report on the Community Strategic Plan 2022–2032. The Community Strategic Plan reflects the Waverley community’s long-term priorities and aspirations for the future. The Delivery Program sets out a plan to respond to and meet the community’s long-term vision as stated in the 10-year Community Strategic Plan within each Council term.

The Six-Monthly Progress Report is made up of two parts. The first part gives a high-level summary of key milestones and achievements of the Council in implementing the Operational Plan 2023–24. The second part provides detailed reporting on progress in each activity/project in the Operational Plan 2023–24.

Below is a progress summary of Council’s overall performance as of 31 December 2023 in progressing towards the targets in the Operational Plan 2023–24.

Below is a progress summary of Council’s overall performance as on 31 July 2024 in progressing the activities in the Operational Plan 2023–24.

Overall performance

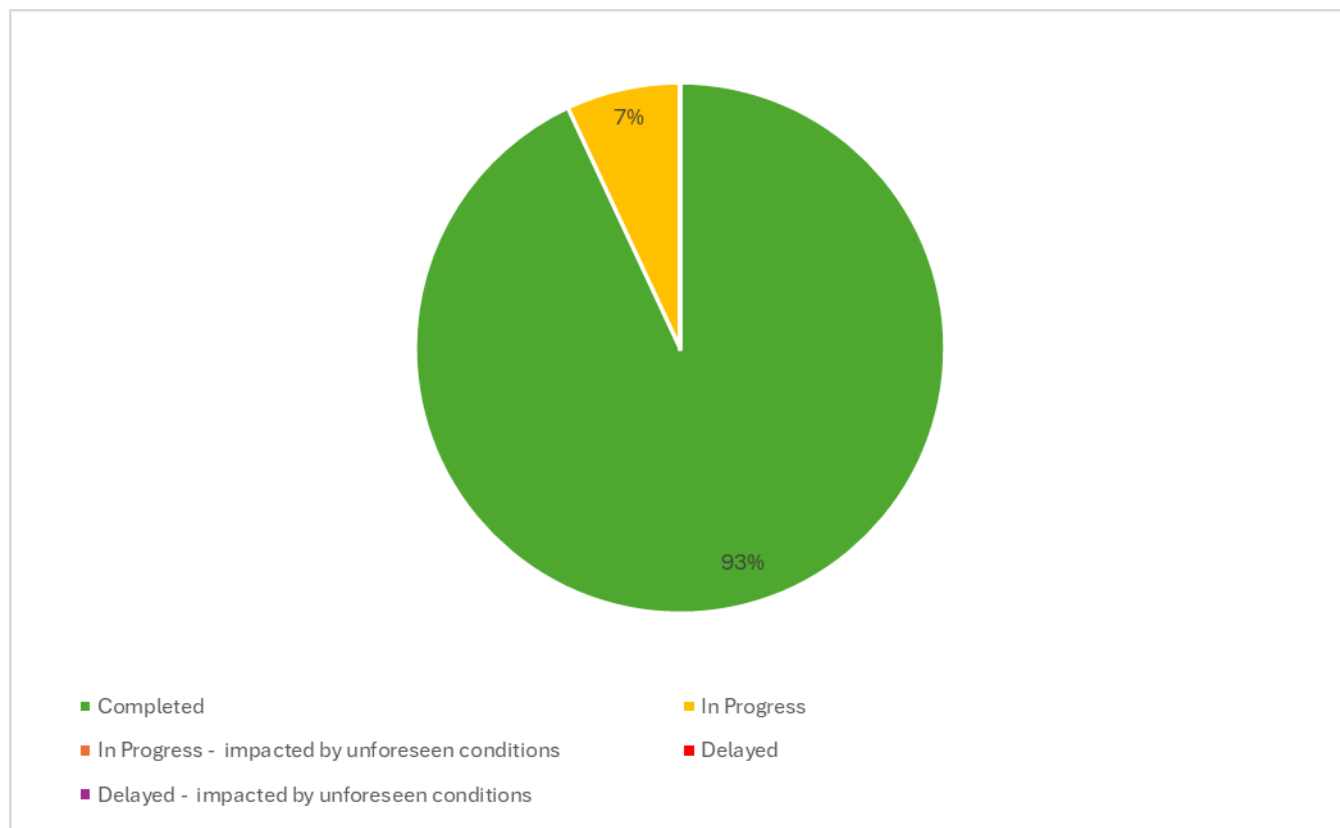


Figure 1. Overall performance progress.

Of the total 158 actions in the Operational Plan 2023–24, 93% (147) of the actions in the Operational Plan were completed and 7% (11) are in progress.

Performance overview

Only 7% (11) of activities in the Operational Plan are in progress. Minor delays in construction completion, dependency on other project completion and operational delays were reasons that these projects were not completed by 30 June 2024. However, these projects have made substantial progress and is nearing completion. Measure for which data is not available in the Environment section is confined to remnant vegetation.

Theme 1 – People

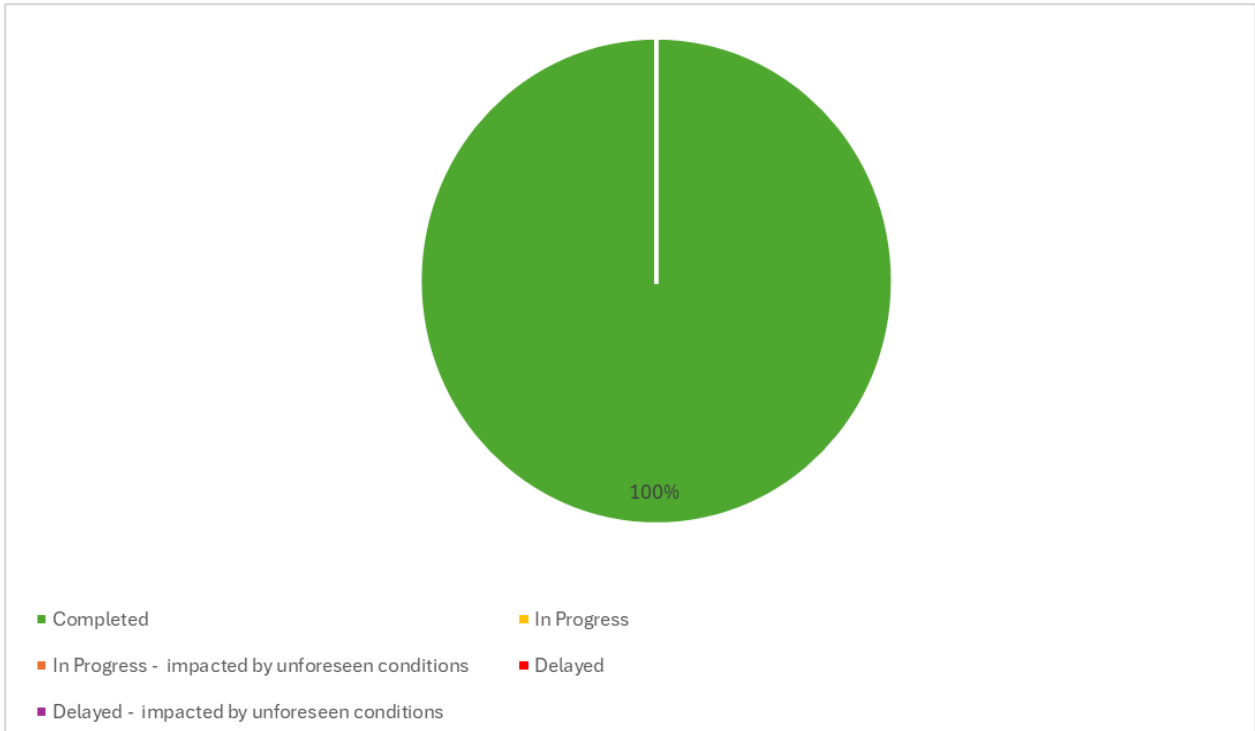


Figure 2. People theme progress.

Of the 43 actions in the People theme of the Operational Plan 2023–24, 100% (43) actions were completed.

Theme 2 – Place

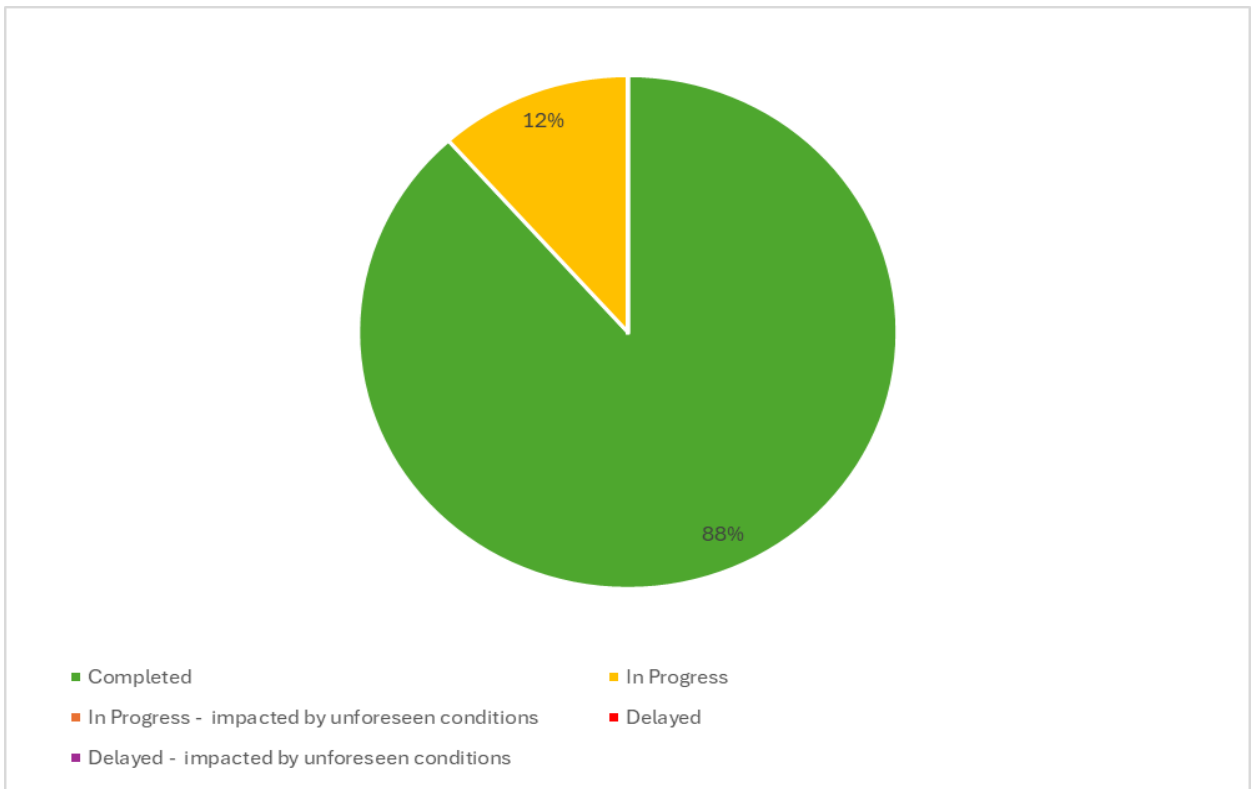


Figure 3. Place theme progress.

Of the 69 actions in the Place theme of the Operational Plan 2023–24, 88% (61) actions were completed, and 12% (8) are in progress.

Theme 3 – Performance

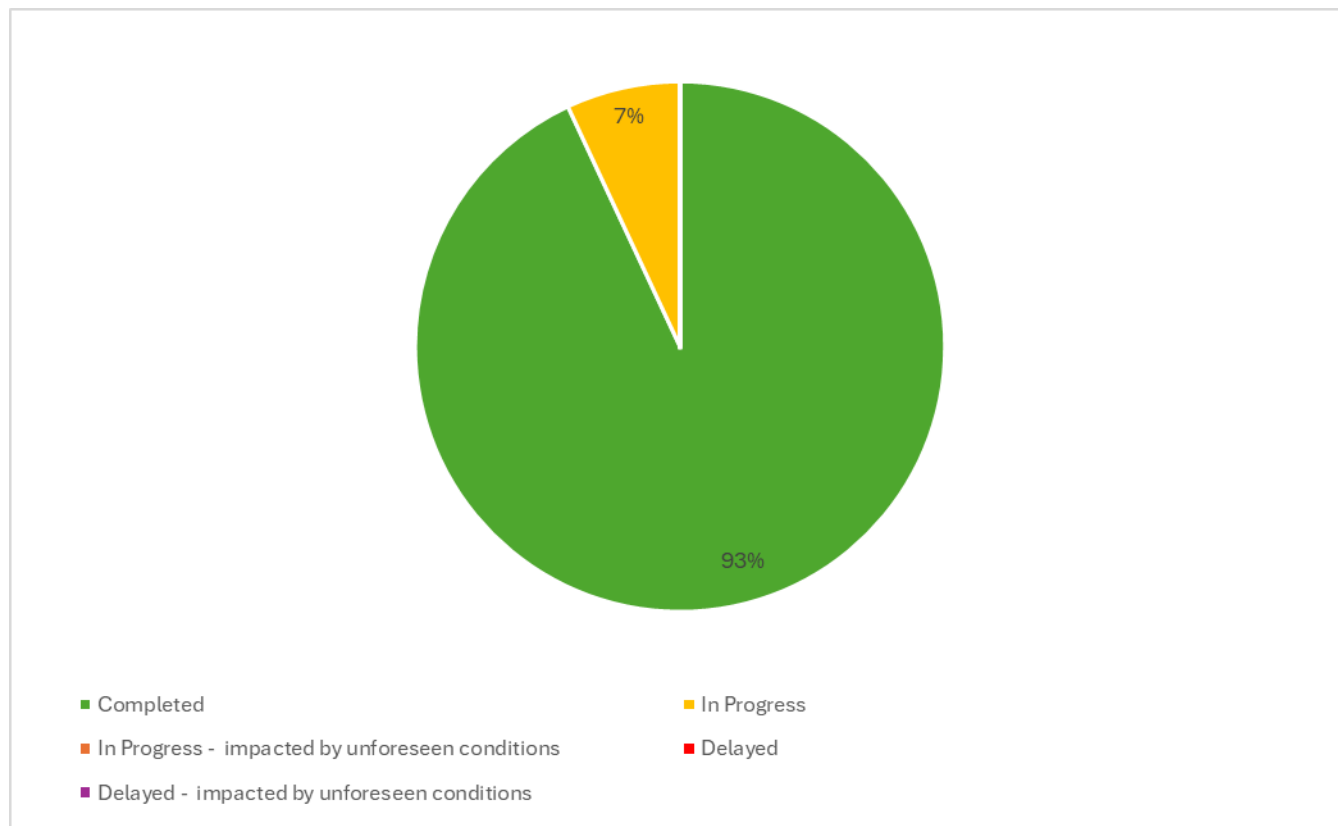


Figure 4. Performance theme progress.

Of the 46 actions in the Performance theme of the Operational Plan 2023–24, 93% (43) actions were completed, 7% (3) are in progress.

5. Financial impact statement/Time frame/Consultation

The actions in the Operational Plan 2023–24 were included in the budget and work program when the Operational Plan was adopted by Council in June 2023. Funding to implement the Delivery Program over its term is based on the Long Term Financial Plan that supports the Delivery Program. The Progress Report on the Delivery Program is based on information provided by Directors and Executive Managers across Council. The Progress Report on the Delivery Program reflects progress as on 30 June 2024.

6. Conclusion

The Progress Report on the Delivery Program provides an overview of the program of work Council has delivered as well as detailed reporting against the deliverables set out in the Operational Plan 2023–24 for the period 1 January 2024 to 31 July 2024.

7. Attachments

1. Six Monthly Progress Report - June 2024 [↓](#) .

REPORT
FC/5.2/24.11

Subject: Schedule of Meeting Dates for Council and Council Committees 2025

TRIM No: A04/1869

Manager: Richard Coelho, Executive Manager, Governance

Director: Tara Czinner, Director, Corporate Services

RECOMMENDATION:

That Council adopts the schedule of meeting dates for Council and Council Committees for 2025 attached to the report.

1. Executive Summary

The proposed schedule of meeting dates for Council and Council Committees (the Finance, Operations and Community Services Committee and the Strategic Planning and Development Committee) for 2025 is attached to the report for Council's consideration.

The proposed dates take into account public holidays, holy days and conferences.

It is recommended that Council adopts the schedule attached to the report.

2. Introduction/Background

Section 365 of the *Local Government Act 1993* requires the elected Council to meet at least 10 times each year, each time in a different month.

Council has a standard meeting schedule. Except for January, when there are normally no meetings, Council's two committees, the Finance, Operations and Community Services Committee and the Strategic Planning and Development Committee, generally meet on the first Tuesday of each month, and Council generally meets on the third Tuesday of each month.

Due to the timing of public holidays, holy days and conferences falling on or near Council or Committee meeting days, it is proposed that changes be made to the standard meeting schedule. These changes are outlined in section 4 of this report.

3. Relevant Council Resolutions

Nil.

4. Discussion

The proposed changes to the standard meeting schedule are outlined below. As far as possible, the dates have been set to ensure a two week period between Council Committee and Council meetings. The changes are as follows:

- April Council meeting be postponed two weeks to Tuesday, 29 April, due to holy days (Passover) and Easter.
- No Committee meetings be held in June due to holy days (Shavout) and the King's Birthday long weekend.
- The dates for the National General Assembly in Canberra have not yet been set by the Australian Local Government Association (ALGA). ALGA has advised that the General Assembly is likely to be held in late June 2025. It is recommended that the meeting schedule be adjusted if necessary at a later date to accommodate Councillors' attendance at the General Assembly.
- No Committee meetings be held in October due to holy days (Yom Kippur and Sukkot) and the Labour Day public holiday.
- The final Council meeting in December be brought forward one week to Tuesday, 9 December 2024.

The full schedule is attached to this report. It complies with section 365 of the *Local Government Act 1993*.

5. Financial impact statement/Time frame/Consultation

There are no unbudgeted costs to Council in holding the meetings proposed in this report.

6. Conclusion

This report presents the proposed schedule of dates in 2025 for meetings of Council, the Finance, Operations and Community Services Committee and the Strategic Planning and Development Committee. It is recommended that Council adopts the schedule.

7. Attachments

1. Schedule of meeting dates for Council and Council Committees 2025 [↓](#) .

REPORT
FC/5.3/24.11

Subject: Multicultural Advisory Committee Meeting - 8 August 2024 - Minutes

TRIM No: A24/0249

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 meeting held on 8 August 2024 attached to the report.

1. Executive Summary

This report provides information about Council's Multicultural Advisory Committee (MAC) meeting held on 8 August 2024. The minutes of the meeting are attached to this 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

The 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 in 2023, and a new MAC term began in May 2023.

The agenda items included;

- Cultural Diversity Strategy Report.
- Anti-racism Campaign – Stage 2.
- Event feedback and planning.
- Upcoming events.

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 meeting held on 8 August 2024 for information and noting before being placed on Council's website.

7. Attachments

1. MAC - 8 August 2024 - Minutes [↓](#) .

REPORT
FC/5.4/24.11

Subject: Reconciliation Action Plan Advisory Committee Meeting -
15 May 2024 - Minutes

TRIM No: A24/0287

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 15 May 2024 attached to the report.

1. Executive Summary

This report provides information about the minutes of the Reconciliation Action Plan (RAP) Advisory Committee meeting held on 15 May 2024 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

The items discussed at the meeting included:

- The potential for a new name for the Committee, acknowledging the scope of their work has expanded beyond the RAP.
- Sharing Dharawal language on digital screens at the Bondi Pavilion.
- An update on the Cultural Audit and Heritage Study.
- Event planning and feedback.
- Updates about the three trainees employed through the Elsa Dixon Aboriginal Employment Program and new Culture Waves funding.
- Repatriation of the Gweagal Spears.

5. Financial impact statement/Time frame/Consultation

Nil.

6. Conclusion

This report provides the minutes of the RAP Advisory Committee meeting held on 15 May 2024 to Council for noting.

7. Attachments

1. RAP - 15 May 2024 - Minutes [↓](#) .

REPORT
FC/5.5/24.11

Subject: Housing Advisory Committee Meeting - 1 May 2024 - Minutes

TRIM No: SF24/3540

Manager: George Bramis, Executive Manager, Urban Planning

Director: Fletcher Rayner, Director, Planning, Sustainability and Compliance

RECOMMENDATION:

That Council notes the minutes of the Housing Advisory Committee meeting held on 1 May 2024 attached to the report.

1. Executive Summary

The Housing Advisory Committee (HAC) held a meeting on 1 May 2024 where a number of housing matters were discussed. Attachment 1 contains the minutes of the meeting. It is recommended that Council notes the minutes.

2. Introduction/Background

The HAC is an advisory body to Council that assists the Council to fulfil its functions. It does not have any delegated authority to act on behalf of Council. The advisory status of the HAC means that it may provide input to Council officers and make recommendations to Council or its Standing Committees.

The role of the Housing Advisory Committee is to assess, consider and provide perspectives and comment/advice/recommendations to Council staff and Council on a range of matters relating to social and affordable housing. The General Manager may also place before the Committee other matters as they think fit where the HAC's input may add value.

The HAC currently comprises the Mayor, two other Councillors, five experts in social and affordable housing who have a demonstrated knowledge of the local area, and one community representative who has a skillset relating to social and affordable housing.

Clause 8.4 of the HAC's Terms of Reference requires the minutes from a HAC meeting to be reported to Council for noting prior to publication on Council's website.

3. Relevant Council Resolutions

Nil.

4. Discussion

The meeting on 1 May 2024 was held in person in the Queens Park Room, with a hybrid/online option for members who could not attend in person. Each member was provided with an agenda prior to the meeting with a summary of the agenda items.

The feedback and comments provided during the HAC meeting will inform the progression of the Council projects discussed.

The minutes from the 1 May 2024 meeting have been confirmed by the HAC members since the meeting.

5. Financial impact statement/Time frame/Consultation

There are no direct financial impacts as a result of the 1 May 2024 HAC meeting.

There are no timing implications or consultation requirements as a result of the HAC.

6. Conclusion

It is recommended that Council notes the minutes of the HAC meeting on 1 May 2024.

7. Attachments

1. HAC - 1 May 2024 - Minutes [↓](#) .

REPORT
FC/5.6/24.11

Subject: Tender Evaluation - Waverley Park and Hugh Bamford Reserve - Sports Field Licences

TRIM No: A22/0369

Manager: Nikolaos Zervos, Executive Manager, Infrastructure Services

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 tender evaluation contains commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person(s) who supplied it.
2. Under section 178(1)(a) of the *Local Government (General) Regulation 2021*, accepts the following preferred tenderers for the licence of sports fields at Waverley Park and Hugh Bamford Reserve, as per the fees set out in the report:
 - (a) East Football Club.
 - (b) Clan na Gael GAC Bondi.
 - (c) Waverley Old Boys Football Club.
 - (d) Eastern Suburbs Combined Primary School Netball Association (ESCPSNA).
 - (e) Queens Park Football Club (Sydney).
 - (f) Waverley Rugby Football and Sporting Club Incorporated.
 - (g) UTS AFC.
 - (h) Maccabi NSW.
 - (i) Double Bay Diamonds Netball Club.
 - (j) Bondi United/ Sydney Roosters.
 - (k) Love Netball.
 - (l) Train with Matty.
3. Authorises the General Manager or delegate to complete negotiations and enter into contract on behalf of Council with the preferred tenderers for three years with one two-year option.

1. Executive Summary

Council through the adoption of the Community Strategic Plan and Open Space and Recreation Strategy, has set out its commitment to supporting grass roots community sport and the ongoing social, community, health and wellbeing benefits it provides the community.

Council has entered into licences with sporting clubs for their use of Council managed sporting facilities for many years. With an area of only 9 km², Waverley has a limited amount of sporting facilities to cater for a very high demand from the local community. Entering licences allows for equitable access to sports facilities for a range of sporting organisations and ensures a consistent and appropriate use of those facilities.

The current sporting licences for winter clubs expired at the end of the latest winter season (31 August 2024). In early 2024, officers commenced a process to establish new long-term licences for several sporting facilities well ahead of the commencement of the next winter season on 1 April 2025.

This report summarises the procurement process undertaken to identify the local sporting organisations with which officers recommend Council enters into licence agreements, with the term of the licences being three years with one two-year option.

2. Introduction/ Background

Council has a long history of supporting its sporting organisations through the provision sporting facilities. The Maragret Whitlam recreation Centre was constructed in Waverley Park in 2012 to provide high quality facilities for use by a wide range of sporting organisations.

In the same year, Council awarded the first sporting licences to local clubs for the use of the facilities within the building and the sporting fields located in Waverley Park. The provision of brand-new facilities and a grandstand along with the surety of tenure that the licence provides have allowed the clubs to flourish in the intervening years.

The new licences were awarded to sporting clubs with a long-standing connection to Waverley identified as home clubs and the clubs were provided a rental subsidy.

The latest licences expired at the end of the winter season in August 2024. The process to award new licences commenced in mid-2024 when the intent to offer licences over the sports fields was publicly exhibited in accordance with s 47A of the *Local Government Act 1993*.

3. Relevant Council Resolutions

Date	Item No.	Resolution
Finance, Operations and Community Services Committee 7 May 2024	FC/5.1/24.05	<p>That Council:</p> <ol style="list-style-type: none"> 1. Approves in principle the granting of licences of up to five years for the use of the following sports fields and outdoor courts: <ol style="list-style-type: none"> (a) Waverley Park Oval. (b) Waverley Park #2 (synthetic). (c) Waverley Park #3. (d) Waverley Park netball courts.

		<ul style="list-style-type: none"> (e) Waverley Park multi-purpose courts. (f) Waverley Park Southern Club Room (Margaret Whitlam Recreation Centre). (g) Hugh Bamford Reserve sports field. <p>2. Notes that:</p> <ul style="list-style-type: none"> (a) A tender process will be undertaken to seek licensees, with a report to be prepared to Council to grant the licences to the preferred tenderers. (b) Rodney Reserve and Barracluff Park are Crown land and will be available for long-term licence agreements following the adoption of plans of management. (c) Dudley Page Reserve is owned by Sydney Water, with public use of the reserve covered under an agreement with Council currently under renewal, and that long-term licences for sporting activities may be granted once agreements are finalised with Sydney Water.
Finance, Operations and Community Services Committee 7 November 2023	FC/5.9/23.11	<p>That Council:</p> <ul style="list-style-type: none"> 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.
Finance, Operations and Community Services Committee 1 November 2023	FC/5.2/22.11	<p>That Council:</p> <ul style="list-style-type: none"> 1. In accordance with section 47A of the Local Government Act 1993, publicly notifies and exhibits for a minimum of 28 days Council's proposal to grant licences of three years with one two-year option for the long-term hire of the following sports fields and outdoor courts: <ul style="list-style-type: none"> (a) Waverley Park Oval. (b) Waverley Park #2 (synthetic). (c) Waverley Park #3.

		<p>(d) Waverley Park netball courts.</p> <p>(e) Waverley Park multipurpose courts.</p> <p>(f) Waverley Park Southern Club Room (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>
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4. Discussion

Council enters into licences for its sporting facilities to ensure equitable access for a range of users and to provide a consistent approach to the use of the facilities. It allows Council to demonstrate its commitment to supporting not-for-profit local clubs through the application of subsidies on hire fees.

The fees generated through the licences support the ongoing maintenance of the facilities to ensure they are maintained in a suitable condition to allow for continued operation.

Being only 9 km², the Waverley local government area (LGA) has limited sporting facilities and very high demand to access our limited sporting facilities. The licensing process allows for the highest efficiency of the use of these limited community sporting facilities.

Key objectives of the winter long-term licence of the facilities include:

- Ensuring the community has equal access to the facilities and clubs to provide equal opportunities in their services and activities.
- Encouraging sporting activities that cater to the community as diverse as possible, including genders, ages and abilities.
- Partnering with responsible operators who undertake reasonable ongoing management of the facility and ensures that the best community outcomes are achieved.

As Council is the appointed Crown Land Manager of Waverley Park and Hugh Bamford Reserve, it is Council's responsibility to manage the sporting facilities in the parks and issue licences for their use in accordance with the *Crown Land Management Act 2016*, *Crown Land Management Regulation 2018* and the *Local Government Act 1993*.

Issuing licences for the facilities for sports use is also authorised in the Waverley Park Plan of Management (adopted 2023) and the Williams Park and Hugh Bamford Reserve Plan of Management (adopted 2020) adopted in accordance with above legislation.

The long-term licence for winter seasons from 2025 to 2030 provides certainty for sports clubs and organisations to allocate training sessions and game days. This helps the viability of the sporting clubs,

which are direct providers of sporting opportunities for our local community, by providing certainty they will have long-term regular winter season access to facilities to enable them to run their programs. The procurement process to identify local sporting clubs to enter into licences for sports fields has been undertaken in two stages: an expression of interest (EOI) process to identify a shortlist of suitable organisations followed by a select request for tender process with applicants required to submit evidence to support their application.

Stage 1 - Expression of interest

The EOI sought submissions from suitable not-for-profit and commercial sporting organisations wishing to be considered for a licence for the use of the sporting facilities at the two reserves.

Seventeen submissions were received through this process. The applicants were assessed against a series of criteria including community contribution, community sports and recreation outcomes, financial, governance, and organisation type.

Through the EOI process, 13 sporting clubs were shortlisted: 10 were registered not-for-profit organisations and three were being commercial operators.

Table 1. Sporting clubs successful through EOI process.

Sporting clubs successful through EOI process
East Football Club
Clan na Gael GAC Bondi
Waverley Old Boys Football Club
Eastern Suburbs Combined Primary School Netball Association (ESCPSNA)
Queens Park Football Club (Sydney)
Waverley Rugby Football and Sporting Club Incorporated
UTS AFC
Maccabi NSW
Double Bay Diamonds Netball Club
Bondi United/ Sydney Roosters
Love Netball (commercial operator)
Train with Matty (commercial operator)
Access Social Sports (Urban Rec) (commercial operator)

Stage 2 - Select request for tender process

The shortlisted clubs identified through the EOI were invited to participate in Stage 2 of the procurement process which was a select request for tender.

Through this process the applicants were asked to provide detailed information in relation to the organisational structure, years of operation, connection to Waverley, participation rates, member demographics, governance and accessibility.

Twelve applicants made a formal application, with Access Social Sports (Urban Rec) (a commercial operator) deciding to not make a submission.

Table 2. Sporting clubs that submitted an application via the select request for tender process.

Sporting Clubs that submitted an application via the select request for tender process
East Football Club
Clan na Gael GAC Bondi
Waverley Old Boys Football Club
Eastern Suburbs Combined Primary School Netball Association (ESCPSNA)
Queens Park Football Club (Sydney)
Waverley Rugby Football and Sporting Club Incorporated
UTS AFC
Maccabi NSW
Double Bay Diamonds Netball Club
Bondi United/ Sydney Roosters
Love Netball (commercial operator)
Train with Matty (commercial operator)

Assessment criteria

The Tender Evaluation Panel assessed the submissions against the following criteria.

- Community contribution
 - Demonstrated participation from local community and the connection to Waverley LGA, such as high percentage of members that are local residents.
 - Demonstrated experience in successfully entering into long-term licences and/or partnerships with local councils to use community facilities.
- Community sports and recreation outcomes
 - Activities that provide equal opportunity for sports access for everyone including people with diverse backgrounds, ages, and genders.
- Financial
 - Demonstrated healthy financial position such as no debts to Council.
- Governance
 - Policies and procedures to create an equitable, safe, and fair club environment, and current insurance for public liability.

The Evaluation Panel members evaluated each submission against the criteria, with a consensus score being agreed upon following discussions at the evaluation meeting. The final evaluation scoring is provided as Attachment 1 to this report.

Through the process all submissions were considered acceptable, and the decision was taken to offer licences to all organisations.

Through the application, all organisations requested times that they would wish to hire the facilities. Most licence applicants applied for more hours than they had under previous agreements with many requesting the same hours for mid-week training sessions.

Following Council's approval to enter into the licences, officers will meet with each applicant to negotiate the allocation of hire time and facilities to be included in the licences.

When considering the allocation of time of use, the following factors will be considered:

- Equitable hours of use between sporting codes ensures our community retains a variety of different sporting activities to choose to participate in their local council area.
- Access to training and competition level sports lighting in winter evenings.

- Limitations on the hours of use that natural turf fields can sustain before they degrade and become unsafe to use and unrecoverable in the season, referred to as the field's carrying capacity.
- Equitably distributing time on facilities for both licenced users and regular hirer bookings such as local schools.
- Hours and time slots provided under prior arrangements extended where possible.

Where it is not possible to offer clubs all the time requested, they will be offered time on other pitches such as Rodney Reserve and Barracluff Park under regular hire agreements.

Licence fees

The fees paid by clubs under their licence arrangements are calculated by applying the appropriate not-for-profit or commercial rates from Council's adopted Fees and Charges, and then if applicable the not-for-profit subsidy applied. The level of subsidy provided to clubs has historically been inconsistent. It should be noted that the not-for-profit rates already have a 50% subsidy applied from the standard rates under regular hire agreements and then those on licence have historically received an additional subsidy on top of that 50%.

For the new licences, it is intended that a consistent level of licenced subsidy of 35% be applied so that all the successful local sporting organisations benefit from an equitable level of support from Council. When considering the 50% discount from the hirer rate already applied, the additional subsidy equates to a total discount of 67.5%.

Licence fees for commercial operators will be calculated using the full standard commercial hire rate with no subsidy being applied.

The application of a consistent level of subsidy will impact the existing licenced clubs differently with some seeing a decrease and some an increase in fees. However, the extent of the variance in fees will not be known until the amount of hire time has been agreed with each club.

It is proposed that a fixed annual increase of 3.5% per annum be applied to the licences.

5. Financial impact statement

A high-level comparison based on existing hours of use indicates that the new licences may generate revenue for Council of circa \$200,000 per annum. The revenue generated from the current agreements with these clubs and organisation listed in Table 1 in the 2024 winter season was \$197,658.

The total expenditure on facilities maintenance including capital improvements in financial year 2023-24 was \$591,053 (excluding GST). The revenue generated through the licence fees only goes a short way towards covering the cost of maintaining the facilities annually.

Council through the adoption of the Community Strategic Plan and Open Space and Recreation Strategy, has set out its commitment to supporting grass roots community sport and the ongoing social, community, health and wellbeing benefits it provides the community.

6. Conclusion

This report recommends that Council enters into licences with the organisations listed in Table 2 for sporting facilities at Waverley Park and Hugh Bamford Reserve.

On receipt of Council approval, officers will meet with representatives of each of the clubs to agree on the final hours of use of the facilities to be included in the licences. Negotiations will also be held in relation to the broader terms and conditions in the licence agreements.

When the final details of the licences have been agreed, the General Manager or delegate will execute the licences.

7. Attachments

1. Tender evaluation (confidential) .