

COUNCIL MEETING ATTACHMENTS UNDER SEPARATE COVER

7.00 PM, TUESDAY 9 DECEMBER 2025

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ATTACHMENTS UNDER SEPARATE COVER

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Draft Precinct Policy and Procedures 2025



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Department	General Managers Unit, Executive Services		
Approved by			
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Next revision date	Date/ month / year		
Relevant legislation			
Related policies/ procedures/guidelines	Code of Practice for Precincts		
Related forms			

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1. Introduction

Precincts are a voluntary group of residents, run by residents, who live within the boundaries of a Council recognised Precinct area. Waverley Council established the resident run Precinct system in 1987 and has been supporting Precincts for over 35 years. Council and Precinct Committees work collaboratively to facilitate resident involvement in Council decision making processes. This is part of Council's commitment to strengthening community engagement and consultation at the local level.

1.1 Description and Role

Precinct Meetings are public meetings, and everyone is welcome. Precinct Meetings provide the opportunity for residents to meet face to face, online or in a hybrid format to discuss matters of interest to the local area. Precincts are not a forum to discuss and resolve neighbour disputes, they are not single-issue resident action groups, nor are they dominated by any group with a specific political agenda, platform or interest. The credibility, effectiveness and goodwill of the Precinct system relies on factually correct information being exchanged between Council, the Precinct and the community, and by Precincts being seen to be broadly representative of the views of residents and other local views of the Precinct area.

They have a charter of open and informed debate and commentary on matters affecting their area. They work collaboratively with Council and the community by establishing and maintaining a two-way flow of communication. They are independent recommending bodies and a source of community opinion for Council.

There are thirteen (13) Precincts spread across the Waverley Local Government Area. Precincts have a Council endorsed geographical basis and operate within their defined boundaries.

Precincts meet to discuss a range of issues that affect the respective Precinct area and the broader Local Government Area.

Council encourages input and feedback from Precincts on a number of strategic matters including:

- Major public works
- Major Plans and Policies
- Development Applications
- Any proposed zoning changes affecting the Council area
- Traffic management proposals
- Environmental issues
- The maintenance, improvement or use of public parks, reserves and beaches
- Provision of community services and facilities



Council expects Precinct Meetings to:

- Be broadly representative of their area
- Engage in open and informed debate and commentary on local matters
- Communicate with Council regularly to share the views of people in their area
- Proactively and effectively work with Council to find solutions to local issues in the area.

Attending a Precinct Meeting is one (1) of many Council supported consultation strategies residents can choose to get involved in to make their voices heard.

Representatives of Council and other relevant organisations may be invited by the Precinct Executive Committee to be involved in discussions relating to any proposed projects.

Precinct Committees do not constitute committees of Council as set out under the *Local Government Act 1993* and the *Local Government (General) Regulation 2021* and as such Council has no authority to direct them. Precinct members are not bound by Waverley Council's Code of Conduct, but they are bound by the Code of Practice for Precincts. Council values their contribution to community debate. Precincts do not represent Council or make decisions or policy for Council. Recommendations made by Precincts are not binding on Council but will be considered before decisions are made.

Council cannot be responsible for, nor will Council necessarily endorse the decisions, Motions or views expressed by a Precinct.

Precincts have the right to address the relevant Council Meeting about any aspect of their Motions relating to items on the agenda of Council Meetings.

Precinct Meetings must not charge membership fees but may engage in fundraising activities.

1.2 Scope and Effective Date

Council's Precinct system operates according to this Policy and Procedures 2025, which is reviewed at least every four (4) years. The Precinct Policy and Procedures should be read in conjunction with the Code of Practice for Precincts.

This Policy applies to all Precinct Executives Committees, Precinct Members, Councillors and Council Officers in the Waverley Local Government Area. This Policy is effective from dd/mm/yyyy.

1.3 Legislation

Under Section 8A (Guiding Principles for councils) of the Local Government Act 1993, Council must:

- (1) **Exercise of functions generally** The following general principles apply to the exercise of functions by councils—
- (a) Councils should provide strong and effective representation, leadership, planning and decision-making.



(b) Councils should carry out functions in a way that provides the best possible value for residents and ratepayers.

- (c) Councils should plan strategically, using the integrated planning and reporting framework, for the provision of effective and efficient services and regulation to meet the diverse needs of the local community.
- (d) Councils should apply the integrated planning and reporting framework in carrying out their functions so as to achieve desired outcomes and continuous improvements.
- (e) Councils should work co-operatively with other councils and the State government to achieve desired outcomes for the local community.
- (f) Councils should manage lands and other assets so that current and future local community needs can be met in an affordable way.
- (g) Councils should work with others to secure appropriate services for local community needs.
- (h) Councils should act fairly, ethically and without bias in the interests of the local community.
- (i) Councils should be responsible employers and provide a consultative and supportive working environment for staff.
- (2) **Decision-making** The following principles apply to decision-making by councils (subject to any other applicable law)—(a) Councils should recognise diverse local community needs and interests.
- (b) Councils should consider social justice principles.
- (c) Councils should consider the long term and cumulative effects of actions on future generations.
- (d) Councils should consider the principles of ecologically sustainable development.
- (e) Council decision-making should be transparent and decision-makers are to be accountable for decisions and omissions.
- (3) **Community participation** Councils should actively engage with their local communities, through the use of the integrated planning and reporting framework and other measures.

Precincts should observe all relevant State and Federal legislation as they conduct their business, including but not limited to the Work, Health and Safety Act, Anti-Discrimination, Privacy and Equal Employment Opportunity legislation.

1.4 Harassment and Discrimination

Under the provisions of the NSW *Anti-Discrimination Act 1977*, Council may be found liable for any acts of unlawful harassment, discrimination, vilification and/or victimisation that occurs between members of the public on Council premises or at Council organised occasions. Accordingly, Council reserves the right to intervene to ensure that such acts do not occur on its premises. Precinct Committee members and attendees are reminded of their responsibilities as set out in the Code of Practice for Precincts.

2. Precinct Objectives

This Precinct Policy and Procedures guides and supports the interactions of Precincts.

The main objectives of Precincts are:

- To encourage residents to actively participate in Council's planning and decision making relevant to their area by making recommendations to Council
- To encourage a strong working relationship between Council and the community by establishing and maintaining a collaborative relationship with Council whilst ensuring a twoway flow of communication and information
- To obtain and distribute information relevant to their Precinct area
- To alert Councillors about areas of concern in their Wards and to provide community feedback to Councillors
- To assist Council to canvas residents' and other local views on issues and to maintain open and accountable government
- To improve each local Precinct area by providing a representative forum to discuss local issues
- To promote good working relationships with Council through its Councillors, Council Officers and other members of the community
- To encourage positive and respectful interaction between community members

3. Role of the Precinct Executive Committee

3.1 Responsibility

Each Precinct is run by a Precinct Executive Committee which is elected by Precinct members annually. The Precinct Executive Committee is expected to:



• Maintain the vitality of the Precinct system by holding Precinct Meetings a minimum of three (3) times per year including an Annual General Meeting (AGM)

- Offer timely input to Council on issues affecting the amenity of the local Precinct area
- Assist Council in formulating its programs by providing information about the needs of local Precinct areas
- Encourage Precinct residents, relevant stakeholders and Ward Councillors to attend Meetings
- Record accurate Minutes of Meetings and send Council a copy of the Minutes and Attendance Records within two (2) weeks of the Meeting
- Act between Precinct Meetings under delegated authority of the Precinct, unless the Precinct decides otherwise.

3.2 Precinct Executive Committee Structure and Roles

A Precinct Executive Committee must consist of at least one (1) person, being the Convener, but the usual practice is four (4) people, which assists in sharing the workload. These are:

- The Convener
- The Secretary
- The Development Application (DA) Representative
- The Traffic Representative

Some Precincts have larger committees or subcommittees to handle the volume of issues in the area more effectively with representatives delegated to handle single areas of concern.

To allow development of all members and encourage full participation, it is suggested that a Precinct Executive who has held office for two (2) continuous years should not nominate for a Precinct Executive position unless there are no other nominees.

An individual should only hold one (1) Precinct Executive position at a time. Where there is more than one (1) nomination for Precinct Executive positions, a person should only be elected to the one (1) position. A person elected as a Precinct Executive Committee member in one (1) Precinct cannot be elected and serve as a Precinct Executive Committee member in another Precinct at the same time. The Precinct Executive Committee should, where possible, rotate the roles of Convener and Secretary at least bi-annually, to allow development of all members and encourage full participation. Elected Councillors and Council Officers cannot hold Precinct Executive Committee positions.

Convener

The Precinct Convener typically:

• Is the main contact person for residents in the Precinct, Councillors and Council Officers



- Organises the Precinct Meetings, together with the Precinct Executive Committee
- Chairs and facilitates Precinct Meetings
- Is responsible for ensuring Precinct objectives are met and that the Code of Practice for Precincts is adhered to in all conduct with Council including at Precinct Meetings, addressing Council Meetings and when writing Precinct Meeting Minutes etc
- Ensures that other members of the Executive or other designated positions on the Precinct Executive Committee carry out their roles effectively

Secretary

The Secretary's main role is administrative and may include the following:

- Working with the Convener and the Precinct Executive Committee to organise the Precinct Meetings and set the Meeting Agenda
- Taking accurate Minutes at the Precinct Meetings (summary of main discussion points, Motions and Actions) and ensuring that they are sent to Council in a timely manner once the Convener has approved them (usually within two (2) weeks)
- Ensuring that there is a record of attendance at the Meeting (for both face to face and online Meetings) that is attached to the Minutes when they are sent to Council
- Keeping the official records of the Committee. This may include information collected via Attendance Records, correspondence, reports etc

The Development Application (DA) Representative

The Development Application Representative's primary role is to gather facts about any DAs that may be of interest, in order to report back to Precinct Meetings. The role may include:

- Reviewing the list of DAs sent to them that are relevant to the Precinct and are likely to have an impact in the Precinct area
- Accessing the DA documents and any reports relating to them (such as the Statement of Environmental Effects)
- Preparing and presenting a short report to the Precinct Meeting on the potential impacts of current DAs, and any possible submissions the Precinct may wish to submit to Council
- Checking on the progress of DAs through Council's online Development Application tracking tool and reporting on this to the Precinct

Council notifies all Development Applications, with the exception of exempt and complying development and State Significant Development Applications (SSDA), to the relevant Precinct Executive Committees for consideration.

Adopted Precinct Motions relating to Development Applications are sent directly to dasubmissions@waverley.nsw.gov.au for registration. They are then dealt with in the same way as other Development Application submissions.

Precincts must lodge their submissions on Development Applications to Council within the nominated time frame for comment.

NB: Where the notification period for a DA is over before the next Precinct Meeting, the Executive can discuss the DA and email their submission to dasubmissions@waverley.nsw.gov.au on behalf of the Precinct. This submission must then be ratified at the next scheduled Precinct Meeting.

The Traffic Representative

The role of the Traffic Representative is to:

- Keep informed of recent decisions of Waverley Council and inform the Precinct of any issues that may affect their respective Precinct area
- Identify any other traffic matters that may be relevant by working with Precinct Executive Members and local residents
- Prepare and present a short report on all traffic related matters to the Precinct

3.3 Precinct Subcommittees

A Precinct may decide to establish one (1) or more Subcommittees to assist them in their work.

If established, a Precinct subcommittee will elect a Chair. The Chair of a Precinct Subcommittee will be responsible for ensuring the subcommittee meets as required and reports on its discussions to the next Precinct Meeting.

When a Precinct Meeting establishes a Subcommittee, and unless a Precinct decides otherwise, this committee is understood to have the delegated authority to make decisions and/ or take actions between Precinct Meetings.

The Precinct Subcommittee must table the Minutes of all Subcommittee Meetings, and the results of any action taken and present a brief report with the opportunity for questions to the next Precinct Meeting. If the decisions and or actions of a Subcommittee are not ratified at this next Meeting, they will lapse.

3.4 Operation of Precinct Executives between Meetings

Unless a Precinct decides otherwise, Precinct Executives can act under delegated authority between Precinct Meetings. They must report on the decisions and Motions they have made and actions they have taken at the next available Precinct Meeting so that the decisions, Motions and actions may be ratified by the Precinct members who are eligible to vote. If the decisions and or actions are not ratified, the Precinct Meeting will decide what actions must then be taken.



Minutes must be taken of all Meetings of Precinct Executive Committees which are held between Precinct Meetings. These Minutes must be tabled for adoption at the next Precinct Meeting.

4. Councillors and Council Officers at Precinct Meetings

Ward Councillors should always be informed of Precinct Meetings and may attend Precinct Meetings held within their Ward or outside their Ward.

Councillors and Council Officers who attend Precinct Meetings:

- Can contribute to the discussion of matters raised, but must not dominate the conversation unless input is specifically requested by Precinct Meeting
- Will not be counted in a quorum
- Are unable to act as Chair, or assume any other office bearer position on the Precinct Executive Committee
- Are unable to set the Agenda and propose or second Motions or recommendations
- Are not entitled to a vote

This applies even if they are Precinct residents, landowners or business proprietors.

Please note, Councillors can act as the Returning Officer at a Precinct AGM and temporarily assume the role of the Chair for the duration of the AGM only.

5. Quorum

In order for a Precinct Meeting to move Motions, the Chair must ensure that the Meeting has a quorum before it commences and during the Meeting. A quorum is at least five (5) Precinct members who have voting rights including at least one (1) member of the Precinct Executive Committee. This rule applies to all Meetings in any format (i.e. face to face, online or in a hybrid format).

In the event a quorum is not reached, a discussion on issues and requests to Council can proceed however no Motions can be raised or voted on.

6. Conflicts of Interest

Prior to discussion on any item where they may have, or be perceived to have a conflict of interest, the Precinct Executive and Precinct Meeting attendees must declare the conflict of interest and this interest must be noted. This declaration is to be included in the Meeting Minutes.

See the Code of Practice for Precincts for further information on Conflicts of Interest.



7. Voting

The Precinct Committee must keep an accurate record of voting at Meetings and ensure that only those eligible to vote participate.

Voting rights are limited to one (1) vote per person.

To be eligible to vote a person must be at the Meeting (either face to face, online or in a hybrid format), 16 years of age or older and:

Be a resident of the Precinct area

or:

Be a non-resident, and own residential property in the Precinct area. Non-resident residential
property owners are entitled to a maximum of one (1) vote per person, regardless of the
number of properties they own in the Precinct. Where there is combined, non-resident
ownership (either as joint tenants or tenants in common) of a residential property in the
Precinct, only one (1) owner may vote at a Precinct Meeting, not one (1) vote for each
combined owner

or:

• Be a non-resident, (including owners or tenants of commercial property, schools, local services and non-government agencies located in the Precinct area) and given voting privileges for the Meeting, subject to the concurrence of the Precinct Meeting. Non-resident owners or tenants of commercial properties are entitled to a maximum of one (1) vote per person. Where there is combined, non-resident ownership or tenancy (either as joint tenants or tenants in common) of a commercial property, only one (1) owner/lessee may vote at a Precinct Meeting, not one (1) vote for each combined owner/lessee. If more than one (1) representative of either a school, local service or non-government agency attend the Meeting, only one (1) representative of that organisation can vote

There are no circumstances where more than one (1) vote can be given to a person.

The Meeting Chair is permitted to vote and will also exercise a casting vote in the event that a vote is tied. The Secretary is also permitted to vote. Visitors and guest speakers are not eligible to vote. This applies to local Precinct Meetings and to the Combined Precincts Meeting.

Please see the Appendices for examples which illustrate voting rights.

8. Motions and Actions

During a Precinct Meeting, certain issues or requests may arise which the Precinct would like Council to consider.



These may be presented in the form of:

. General requests/actions items

Precincts are asked to record requests for service in their Meeting Minutes. Requests for service include general requests such as tree pruning, road works or street cleaning.

When minuting requests for service at Precinct Meetings, it is important to provide as much information about the request as possible (that is, the exact nature of the problem, exact location etc). For example, if you are wanting to report an abandoned car please provide the following: location, colour, make, model, registration and expiry date.

Many of these requests for service are entered onto Council's Customer Relationship Management System (CRM), known as Merit for follow up. Merit is Council's computerised customer request, action and tracking system.

Requests logged on Merit are forwarded to Council Officers for action. The system sends automatic reminders when actions are not completed.

Precinct Executives can also directly lodge a request on Council's website at waverley.nsw.gov.au/top_link_pages/contact_us/request, via the Snap Send Solve App, or can call our Customer Service team on 9083 8000. Training on how to use the CRM System is available and can be arranged by contacting the Community Consultation Lead (Waverley Council's dedicated Precinct support officer).

ii. Motions

A Motion is a formal proposal, placed before a Precinct Meeting, that an action be taken, or that the Meeting express an idea or opinion about something more complex, that requires Council to consider Policy or resource allocations.

Motions should:

- Start with the word "That", for example. "I move that Bondi Precinct request angle parking in X Street between A and B street on the eastern side only"
- Be worded succinctly and factually with no emotive language
- State the issue or suggested methods of resolving the matter which will allow attendees to vote ves or no

If the Motion is carried (that is if more people vote in support of the Motion than against) it then goes through a certain procedure of follow up. Motions often require Council to consider policy or resource allocations.

Motions passed at Precinct Meetings are considered by Council but are not binding on Council.

iii. A Motion that requires correspondence (Email or Letters) be sent by Precinct Executives



The Precinct Executives may write letters or emails with the approval of the Precinct Meeting.

These letters are usually addressed to the General Manager and can cover a range of issues or include a Motion raised at a Precinct Meeting.

A number of issues tabled at a Meeting may require a response from a government department other than Council. For example, the complaint may be that empty buses are not using streets designated by Waverley Bus Depot. The Precinct Convener can work with the Community Consultation Lead to direct correspondence to the appropriate Government authority.

iv. A Motions that requires Councillor attention

From time-to-time Precincts may endorse Motions requesting that Councillors take certain action or vote in a particular direction on issues. Such Motions are to be sent to Councillors by the Precinct and be carbon copied (CC) to the Community Consultation Lead.

See the Appendices for further information on the Procedure for Raising a Motion and Examples of how Motions should be managed by Precincts.

8.1 Council's management of Precinct Motions and Actions

Once Minutes of the Precinct Meeting are sent to the Community Consultation Lead, all Motions and Actions are managed by Council as follows:

- The Motions or Actions are extracted and emailed to the relevant Council Officer/s for action and response
- All Motions regarding an objection to a specific Development Application (DA) are emailed by the Community Consultation Lead to dasubmissions@waverley.nsw.gov.au where the relevant Development Assessment Officer will record the feedback received
- A Response Report is prepared by Council listing each Motion raised at the Precinct Meeting and Council's response to it
- The Response Report will be provided to the Precinct Convener within two (2) weeks of receiving the Precinct Minutes and will be made available on Council's website once finalised

9. Chairing a Precinct Meeting

The main role of the Convener is to chair and facilitate Precinct Meetings. If the Convener is absent or unable to Chair the Precinct Meeting, they should delegate this role to another Precinct Executive member. Below are some useful tips that will assist in effective Meeting facilitation.

The Chair should:



- Be organised and familiar with the Agenda, previous Meeting Minutes, Council's Response Report and Executive Reports
- Adhere to Precinct Meeting principles and declare any conflicts of interest relating to the Chair or other members
- Provide attendees with the necessary Meeting Documents (either physically or digitally)
- Keep the Meeting focused on the Agenda and keep time
- Ensure any guest speakers are treated with respect, allowing them to present and answer questions in an appropriately moderated discussion format
- Encourage participants to engage constructively
- Ensure everyone gets a fair chance to speak
- Maintain courteous and respectful interactions during Meetings
- Promote the Precinct Policy and Procedures, Code of Practice for Precincts and deal appropriately with conflict if it arises
- Ensure that the Meeting Minutes and Attendance Records are recorded appropriately and accurately, including any Motions and Actions
- Remain balanced in their role and not move Motions from the Chair or dominate the conversation

See the Appendices for the Procedure on Chairing Meetings face to face, online or in a hybrid format.

10. Meeting Documents

10.1 The Precinct Meeting Flyer and Agenda

It is the responsibility of the Precinct Convener and Executive Committee to develop the content for the Precinct Flyer for the Precinct Meeting, which often includes information about what is on a Meeting's Agenda. The Flyer is a public document that should be informative and clear and act as an invitation to residents to attend the Meeting. Flyer preparation commences usually three (3) – four (4) weeks prior to the scheduled Precinct Meeting date to allow time for printing and distribution and is done in collaboration with the Community Consultation Lead.

Meeting Agendas should be relevant to local needs and stimulate interest in local issues. Precincts can find useful information on Council's website when setting their Meeting Agenda. This ranges from Minutes of all the Council Meetings, management plans, policies, major reports, information on different Council departments, garbage collection dates and plans and documents that are on public exhibition. Major Projects and Plans on public exhibition can be viewed on the Have Your Say section of Council's website and can assist when setting the Precinct Meeting Agendas.



In addition to topics of interest for any respective Precinct, the following standard items can also be used for the Meeting Agenda:

- Welcome and apologies
- Minutes of previous Meeting and matters arising
- Reports Development Application Report, Traffic Report and any other Subcommittee Report
- General Business
- Next Meeting

If a Precinct member asks for a specific item to be put on the Agenda, they should come prepared with a short report and a Motion for the Meeting to consider and vote on.

It is recommended that the number of Agenda items reflect a discussion that would run for 1.5 hrs duration to ensure the Meeting does not run overtime.

Council reserves the right to alter the content of the Flyer in consultation with the Precinct Executive Committee.

Where Council suggests changes to the content of the Flyer, the Community Consultation Lead will inform the Precinct within five (5) working days after receipt of the content for the Flyer.

If Council and the Precinct Executive Committee cannot reach agreement, Council reserves the right not to publish and distribute the Precinct Flyer. If the Precinct wishes to proceed with the Flyer, Council reserves the right not to fund the printing and distribution.

In the event that a Precinct requests a Council officer to attend their Precinct Meeting to discuss a matter of interest; if the matter is relevant to a number of Precincts or the broader LGA, Council Officers will present the matter at the next Combined Precincts Meeting or an out of session Combined Precincts Meeting arranged by the Community Consultation Lead.

10.2 Precinct Meeting Minutes

Minutes of Precinct Meetings are a public record of the Meeting that accurately summarises the meeting discussion, noting all Motions and decisions of the Precinct Meeting. The views expressed in the Minutes of Precinct Meetings do not represent Council's views.

Where votes are taken on a Motion, the Minutes will record whether the Motion was carried or not carried. The numbers 'For' and 'Against' the Motion will not be included in the Minutes of the Meeting unless a counting of the votes is requested by a Precinct member, in which case the number of votes 'For', votes 'Against', and abstentions will be recorded in the Minutes.

The Precinct Executive Committee should email the Community Consultation Lead the Precinct Meeting Minutes and the Attendance Records no later than two (2) weeks after the Meeting. Adhering to this time frame enables the timely follow up of any Motions and compilation of Meeting materials.



Precinct Meeting Minutes will be reviewed by Council's Community Consultation Lead. Minutes containing content which may cause offence, are defamatory, or are factually incorrect will not be distributed or posted on Council's website. In the event that the Community Consultation Lead provides feedback on Minutes, they will liaise with the Convener and the Precinct Executive Committee to effect amendment, correction or clarification before they will be distributed by Council. See the Appendices for advice on taking effective Meeting Minutes.

10.3 Precinct Meeting Attendance Records

The Precinct Executive Committee must monitor attendance at Precinct Meetings by keeping Attendance Records at all Meetings. This ensures monitoring of voting eligibility. Councillors and Council Officer who attend are not entitled to vote, even if they are a resident or would otherwise be entitled to vote in the Precinct.

If the Precinct Meeting is face to face, the Precinct meeting Attendance Records must note the name, address (residential property address and/or business address (if relevant)), contact details (phone number and/or email address) and signature of those people present who agree to supply this information.

If the Meeting is online, attendees must provide the above details to the Precinct Executive Committee to verify their voting rights.

The total number of all people attending should be shown and noted in the Precinct Meeting Minutes. Precinct Meeting Minutes should not include personal information such as names or addresses (with the exception of Moving or Seconding a Motion at a Meeting, where a first name only is to be recorded).

Attendance information containing personal information of individuals, must not be made publicly available in accordance with the *Privacy and Personal Information Protection Act 1998* and Council's Privacy Management Plan (2024) but should be sent to the Community Consultation Lead for record keeping.

10.4 Council's Response Report

Once the Precinct Meeting Minutes are received, the Community Consultation Lead will prepare a Response Report for the Precinct where each request or Motion is responded to by Council.

These reports will be provided to Precincts within two (2) weeks of receiving their Meeting Minutes or ahead of their next Precinct Meeting and will be made available on Council's website once finalised.

11. Annual General Meetings (AGM)

The Precinct Executive Committee and the Community Consultation Lead must ensure that AGMs are held incorporating annual elections of Precinct Executives and they should be held face to face.



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If a new Convener has been elected, it is recommended that the previous Convener and new Convener work together on a formal handover at a mutually agreeable time before the next Precinct Meeting. All Precinct information including Precinct attendee contact lists, correspondence and social media logins must be handed over to the new Convener. In the event that no Committee is elected, the information should be handed over to the Community Consultation Lead.

11.1 AGM Precinct Executive Committee Elections

Precinct Executive Committees are elected at the AGM and must include a minimum of one (1) person, being the Convener. Other positions on the Precinct Executive Committee can include, the Secretary, the Development Application Representative or a Traffic Representative. From time-to-time other Precinct members can be co-opted to positions on the Executive Committee at the concurrence of the Meeting.

Voting for each position is done by a show of hands from those eligible to vote or, if requested by any person eligible to vote, by secret ballot. If votes are equal after a secret ballot, the position will be decided by a draw from a hat.

Nominators must be 16 years of age or older and

- Be a resident of the Precinct area or:
- Be a non-resident, and own residential property in the Precinct area.

All those nominated must be present or provide a written nomination signed by both the nominee and nominator.

Nominees must be 16 years of age or older and

- Be a resident of the Precinct area or if there are no nominations from this category, nominations can be received from individuals who satisfy the following criteria:
- Be a non-resident, and own residential property in the Precinct area.

Tenants or owners of commercial property in the Precinct area cannot be nominated for a position on the Precinct Committee, unless they also reside in the Precinct area or own residential property in the Precinct area.

Any member of one (1) Precinct Executive cannot be a member of a different Precinct Executive within Waverley.

See the Appendices for the Procedure on Holding the Election for the Precinct Executive Committee at the AGM.



12. Meet the Candidates (MTC) events

A Precinct Meeting is a non-political forum primarily attended by members of the local community and it is the responsibility of the Precinct Executive to ensure the running of any Precinct activity conforms to this ideal. Within this context, Precincts are able to host MTC events, however, Candidates for election at any level of Australian government are not permitted to campaign for votes at any time but can participate in a MTC event organised by the Precinct. MTC events provide an opportunity for residents to meet the Candidates and ask them questions.

Precinct Executives need to take into consideration the following when organising a MTC event:

- A Political Candidate is defined as any person or group who has been formally declared as a Candidate for election.
- Only Electoral Commission declared candidates formally running for the election can be invited to attend the Precinct MTC event in writing as soon as close of nominations with the Electoral Commission occurs. Copies of all invitations are to be provided to Council's Community Consultation Lead and every Candidate must be invited to participate.
- No political material, business cards or other methods of promoting a political Candidate, party
 or group are permitted before, during or after a Precinct Meeting which hosts a MTC event.

Organising a MTC event for a Local Government Election

- Any single Precinct may choose to hold a MTC event for the Ward within which a Precinct is situated, alternatively Precincts may combine their efforts with other Precincts in their Ward to hold a single MTC event.
- Only the Ward Candidates of the respective Ward may take part in the MTC event. No fill-in or representative for the actual Candidate is permitted to take part.
- When a joint MTC event is being hosted, decisions on the Chair and the format of the MTC will be decided in consultation with participating Precincts and the Community Consultation Lead.
- Every Candidate must be invited to participate.

Organising a MTC event for a State or Federal Election

 The decision to host a MTC event for a State or Federal Election must be made by the Combined Precincts Meeting. The dates and Chairs of the MTC event will be decided by the Combined Precincts Meeting. In the event where more than one electorate (either State or Federal) spans across the Waverley LGA, a MTC can be held in each respective electorate. All Precincts will be invited to attend the event.

See the Appendices for the Procedure on How to Chair a MTC event.



13. Combined Precincts Meetings

Combined Precincts Meetings are meetings of representatives of all the Precinct Executive Committees in the Waverley Local Government Area. These are organised by Council four (4) times a year, in person or online. The meetings are chaired by a Precinct representative on a rotational basis, and the minute taker is a Council Officer. Combined Precincts Meetings may pass Motions on issues affecting all Precincts.

Each Precinct Executive Committee can nominate two (2) voting representatives to the Combined Precincts Meeting. The total number of voting representatives possible at a Precinct Meeting is 26 (i.e. 2 votes per Precinct). A quorum for a Combined Precinct Meeting is 14 eligible voters.

Additional representatives from any Precinct Executive Committees can attend but each Precinct is only allowed two (2) voting representatives. The nomination of the voting representatives is the first item on the Agenda of the Combined Precincts Meeting. Proxy votes will not be accepted.

When more than one Precinct requests a Council Officer to attend their Precinct Meeting to discuss a matter of interest that affects multiple Precincts or the entire LGA, the Officer will present the matter at the next Combined Precincts Meeting or an out of session Meeting, arranged by the Community Consultation Lead.

Please see the Appendices for information regarding the Procedure for Agenda items at Combined Precinct Meetings, and the Procedure for Motions at Combined Precinct Meetings.

13.1 Precinct Review Committee (PRC)

The Precinct Review Committee (PRC) is a subcommittee of the Combined Precincts with a maximum of seven (7) members with voting rights (plus one (1) alternate). A PRC Meeting needs at least five (5) elected members to be present for a quorum and to raise Motions. The term for the PRC is twelve months, with an annual election held at the first Combined Precinct Meeting of the calendar year.

Issues considered by the Combined Precincts Meeting that cannot be resolved or require further input are to be referred to this subcommittee for consideration and reporting back to the next scheduled Combined Precincts Meeting.

The PRC operates as an advisory and reference group of the Combined Precincts, and it meets when required with Meetings arranged and minuted by the Community Consultation Lead. They can:

- Assist in the development of the Combined Precincts Meeting Agenda
- Assist in the development of training and support for Precinct Executives to perform their roles
- Assist in promoting an increased community awareness of and participation in the Precinct system by different groups (e.g. young people, people from a non-English speaking background)
- Assist in reviewing and improving Waverley Council's Precinct Policy



Provide consultation and ideas on any matters referred by the Combined Precincts

Elected members of the PRC retain their position until the next AGM of their respective Precinct or earlier by resignation. Should a sitting Precinct member retire from the PRC, the Combined Precincts will appoint a replacement, and this change will take effect immediately following the next Combined Precincts Meeting.

All Precinct Executive Conveners are to be invited to attend and partake in discussion at PRC Meetings, however only elected PRC members can vote.

In addition to the PRC the Combined Precincts may decide to establish other specific Subcommittees to act as advisory or reference groups.

14. Precincts and the Media

14.1 Recording and reporting of Precinct Meetings

Precinct Meetings are forums for residents to discuss local and Council related issues in a safe environment.

Recording and photographic devices can only be used at a Precinct Meeting when prior consent has been given by those being recorded or photographed. Once permission has been granted at the concurrence of the Meeting, the Precinct Chair rules that such equipment can be used for the sole purpose of developing the Precinct Meeting Minutes. At no such time can recordings be uploaded to any social media platforms or websites.

Members of the media are free to attend their local Precinct in their capacity as local residents.

If a Media Representative would like to attend a Precinct Meeting in a work or reporting capacity, they must declare this to Council and the Meeting Chair prior to the Precinct Meeting.

Individuals speaking at a Meeting can only be quoted as a resident with their consent.

Council Officers cannot provide a briefing or presentation to the Precinct when members of the media are present and reporting on the proceedings of the Meeting unless the media representative has sought approval from Council and the Meeting Chair prior to the Precinct Meeting.

14.2 Public Comment

From time to time, the media may contact Precinct members for information or comment.

Members of Precincts should only provide comment as a resident and not speak on behalf of the Precinct.

If a Precinct has determined a matter (i.e. the Precinct has formally resolved a Motion on the matter and has sent it to Council), the member of a Precinct should refer the media to Council's website to where the Precinct Meeting Minutes and Response Reports are publicly available.



If the matter has only been discussed, but no determination made, the Precinct Executive or Precinct Member can express their personal views as a member of the public but they must not make any statement to the media as a representative of the Precinct and they must not make any public statement to the media or at public events that would lead someone to believe that they are speaking on behalf of Council or expressing its views or policies.

Precinct Members are also not to post opinions or social media; or write public opinion pieces for any type of media, which are signed off in association with the Precinct, but they can do so as a resident if they wish to.

Precinct Executives and Precinct members need to be aware that they are personally responsible if any material they distribute is considered to be defamatory or they make defamatory comments. Council cannot be held responsible for the remarks of individual Precinct Executives or Precinct members.

14.3 Social Media and Websites

Social Media complements the traditional tools of community consultation, including the Precinct system.

All Precinct Social Media pages or Websites are run by each respective Precinct Executive Committee. This is purely voluntary and is to be decided by the Precinct Executive Committee. They are required to be open / public pages and must comply with Council Policies. Precincts may use these pages to connect with the community and share information about upcoming Precinct Meetings, local events, activities and news.

As a government agency, Council is not connected to or associated with any resident driven social media forums, websites or email distribution groups and these platforms should not include Council's logo.

Waverley Council does not publish information that is posted on these sites, and Council has no responsibility for moderating these sites.

If any such Precinct Social Media pages or websites are established, Council requires they contain a disclaimer stating that Waverley Council is not involved with the site or associated email distribution group. The following disclaimer is to be used on such sites:

"This group is run by residents, ratepayers and other interested parties for their benefit. It is not administered by Waverley Council and Waverley Council in no way endorses or is responsible for any material published on this website. Any information such as email addresses or postings is covered by the relevant privacy policy and applicable laws".

As per Council's Privacy Management Plan (2024) email addresses captured at Precinct Meetings must not be used to source followers or members for these sites.

Please see the Appendices for additional information on Content and Moderating comments.



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15. Dispute Resolution

15.1 Disputes between Precinct Executives

The successful operation of a Precinct needs the support of residents, other Precinct members and Council Officers. If difficulties arise a simple, effective, timely and objective dispute resolution process is needed. Where the Executive of a Precinct is unable to resolve a matter with the Executive of another Precinct, they will refer the matter to Council's Community Consultation Lead. If the Community Consultation Lead is unable to resolve the matter, a Meeting of representatives from the Executive of both Precincts, and either the Community Consultation Lead or the Manager is convened to discuss and, if possible, resolve the matter. If a resolution is not possible, the Community Consultation Lead will call a Meeting with the General Manager to assist in the resolution of the matter.

15.2 Disputes between Precincts and Residents

If a resident has an issue with their local Precinct that they are unable to resolve, the resident can, or the Precinct Executive should, refer the matter to Council's Community Consultation Lead.

If the Community Consultation Lead is unable to resolve the matter, the Community Consultation Lead will arrange for the resident and a representative from the Precinct Executive to meet with the Community Consultation Lead and/or the Manager to discuss and, if possible, resolve the matter.

If the matter cannot be resolved at this Meeting, the Community Consultation Lead will prepare a report for Council's General Manager on the matter.

The General Manager may request the Precinct Executive and/or the resident to take particular actions to resolve the matter. This procedure does not preclude a resident from taking a matter directly to a Councillor or to the General Manager.

15.3 Disputes between Precincts and Councillors

At a Precinct Meeting where a Precinct Executive finds a Councillor's behaviour to be inappropriate, the Chair of the Precinct Meeting should attempt to remind the Councillor of Council's Code of Conduct for Councillors. After the Meeting, they can raise the matter with the Community Consultation Lead and/or the General Manager to assist in the resolution of the matter.

Conversely, if a Councillor considers the behaviour of a Precinct Executive member at a Precinct Meeting to be inappropriate, they can raise the matter with the Community Consultation Lead and/or the General Manager after the Precinct Meeting to assist in the resolution of the matter.



15.4 Disputes involving Council Officers

a) Where a Precinct Executive is unable to resolve an issue with a Council Officer in all communication (i.e. at a Meeting, or phone or email) they will refer the matter to Council's Community Consultation Lead, who will arrange to consult internally with the Manager and then refer the matter to the appropriate Director.

The Community Consultation Lead will notify the Precinct Executive of the result of this Meeting. If agreement cannot be reached after the Meeting, the Community Consultation Lead will prepare a report for the General Manager on the matter. The General Manager may request the Precinct Executive and/or direct Council Officers to take particular actions to resolve the matter.

b) Where a Council Officer is unable to resolve an issue with the members of a Precinct Executive Committee, in all communication (i.e. at a Meeting, or phone or email), the Officer should advise their Director, who should notify Council's Community Consultation Lead.

The Community Consultation Lead will arrange a Meeting with the Officer, their Director and representatives of the Precinct Executive Committee.

If no agreement is reached at this Meeting, the Community Consultation Lead will prepare a report for Council's General Manager on the matter. The General Manager may request the Precinct Executive Committee and/or direct Council Officers to take particular actions to resolve the matter.

16. Breaches and non-compliance

A breach occurs when a Precinct, Precinct Executive or general member of a Precinct fails to comply with the rules, regulations, and standards outlined in the Precinct Policy and Procedures or Code of Practice for Precincts. This can include intentional or unintentional breaches which can lead to various disciplinary actions.

16.1 Corrective actions by Council

In the event of a serious breach or persistent non-compliance with the Precinct Policy and Procedures and Code of Practice for Precincts, the following course of action may be taken.

- The Community Consultation Lead will investigate the breach and determine the severity and nature of the matter
- 2. The Community Consultation Lead will prepare a report for the General Manager outlining the nature of the possible breach
- 3. The General Manager will determine next steps which may include a Meeting with the respective Precinct member
- 4. At this Meeting, the General Manager will determine what corrective action is required, in consultation with the Precinct member and the Community Consultation Lead. Sanctions could include a formal written warning, a request for an apology, a decision to limit the role of the individual in the Precinct, or expulsion from the Precinct



17. Council's role in the Precinct System

Waverley Council has supported the Precinct System since 1987. Council is committed to community engagement in its planning and decision-making processes.

17. 1 Dedicated support for Precincts

Council acts as a facilitator for the Precincts through the Community Consultation Lead role by providing information and support necessary for Precincts to make informed decisions. This role ensures that a two-way communication flow between Council and Precincts is maintained. The Community Consultation Lead keeps in regular contact with all Precincts to offer support and in particular:

- Assists Precinct Executives in the development of their Precinct Meeting Flyer and Agenda including the printing, distribution and promotion of the Meeting
- Organises printed materials for face-to-face Precinct Meetings
- Organises Meeting venues either online, face to face or in hybrid format
- Organises the provision of the computer, portable speakers, microphones and projector equipment
- Reviews and distributes Precinct Meeting Minutes
- Manages Precinct Motions or requests including liaising with stakeholders to facilitate outcomes and compiling them in Council's Response Reports
- Assists with the orientation of new Precinct Executives, including ongoing training opportunities for all Precinct Executives
- Works with Precinct Executives to initiate strategies to improve the operation and promotion of their Precinct including capacity building, networking and skill development
- Informs Ward Councillors of the time, place and date of all Precinct Meetings in their Ward
- Maintains the online Precinct profile on Council's website including each Precincts' individual pages
- Organises, supports and takes Minutes at the Combined Precincts Meeting
- Submits bi-annual Precinct Motions Reports to Council
- Assists with the induction of new Council Officers to ensure they are aware of the Precinct system



Liaises with other Council Officers and arranges for presentations at Precinct Meetings. If a
Council project relates to a number of Precincts, Council Officers may arrange an out of session
Meeting so that all interested stakeholders can attend or they will arrange for a briefing at the next
scheduled Combined Precincts Meeting.

Precincts should reach out to the Community Consultation Lead for all matters.

17.2 Dedicated Precincts' Webpages

Council maintains an up-to-date dedicated section on Council's website containing Precinct information and individual Precinct profiles including Precinct Meeting Flyers, Meeting Minutes, current Precinct Executive contact details and Council Response Reports to Precinct Motions.

17.3 Organisation of Meeting dates, times and venues

Precinct Meeting dates, times and venues are chosen and booked in advance by the Precinct Executive Committee and the Community Consultation Lead (either face to face, online or in hybrid format). The Community Consultation Lead will arrange the booking of the venue or the Zoom Meeting, with Meeting venues usually within the respective Precinct boundary.

Precinct Meeting dates, times and locations are advertised on Council's website from the beginning of each calendar year and remain online with any changes updated promptly. Changes to pre-scheduled Precinct Meeting dates should be avoided as much as possible.

When a Precinct meets in a venue such as the local school, the Precinct Meeting is covered by Waverley Council's Public Liability Insurance.

17.4 Recognising the work of Precincts

Council is committed to recognising the achievements and contribution of Precincts and from time to time will arrange a special function in recognition of their work.

18. Performance Information

The Community Consultation Lead collects and reports on information about the operation of the Precincts to the Executive Leadership team, the General Manager and Council. These reports contain all Motions received from Precincts, including Motions from the Combined Precincts, and key information also appears in regular reports on Council's Operational Plan.

19. Reviewing the status of a Precinct

Every effort is made by Council to ensure Precincts remain active and effective consultative bodies. Council recognises that Precincts are operating as voluntary committees and extends support to ensure each Precinct continues to exist and operate effectively. A set of criteria has been established to help Council guide Precincts to develop and maintain best practice Meeting structures.



These include that Precincts:

- Hold a minimum of three (3) Meetings a year, including the AGM
- Have a quorum for at least three (3) out of four (4) consecutive Meetings
- Demonstrate that it is broadly representative of the Precinct area
- Demonstrate that persons from at least ten (10) separate, unrelated resident households have attended Meetings in a 12-month period
- Consistently provide Council with copies of Precinct Meeting Minutes, Attendance Records or other Precinct Meeting documents
- Substantially comply with this Precinct Policy and Procedures and the Code of Practice for Precincts

If the Precinct has difficulty in meeting any or all these criteria, the Community Consultation Lead may convene a meeting with the Manager to determine a course of action. If the matter cannot be resolved, a meeting with the General Manager will be convened and then be referred to Council for consideration if required. In the event that Council considers the matter, the Community Consultation Lead will coordinate the implementation of Council's decision in consultation with the Precinct in question.

Recommended actions may include:

- Consider supporting the Precinct as an online forum or email group as an interim measure allowing time for the Precinct to regroup
- Vacating some or all Precinct Executive positions and conducting new elections
- Suspending the Precinct for a definite or indefinite period
- Winding up the Precinct
- Ceasing to recognise the Precinct
- Merging the Precinct with another Precinct
- Other actions considered appropriate by Council

19.1 Precinct Merges

Where it has been recommended that a Precinct merge with another Precinct, and Council has approved that recommendation, the Precinct Executive of the non-functioning Precinct (or, where there is no Precinct Executive) Council will contact the Precinct Executive of the partnering Precinct to initiate merger discussions.

If there is no agreement in favour of a merger within three (3) months of Council's approval, Council may request the cessation of the non-functioning Precinct or take other action as it sees fit.



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20. Definitions

Term	Definition		
Breach	A failure to comply with the rules, regulations, and standards outlined in the Precinct Policy and Procedures or Code of Practice for Precinct Executives.		
Community Consultation Lead	Waverley Council's dedicated Precinct support officer.		
Conflict of interest	When your own interests, or those of people or organisations close to you, conflict with your obligations to the Precinct members and to Council.		
Convener	Is the main contact person and organiser of a Precinct Meeting who usually chairs the meetings.		
Council	Means Waverley Council		
Motion	A Motion is a formal proposal, placed before a Precinct Meeting, that an action be taken, or that the Precinct express an idea or opinion about something.		
Precinct areas	Are geographical areas within the Waverley Local Government Area and formally recognised as a Precinct area by Council.		
Precinct Executive	Means an office bearer of a Precinct Executive Committee, elected by the Precinct's eligible voters at an AGM.		
Precinct Executive Committee	Is made up of at least one (1) elected office bearer of a Precinct referred to as the Convener of the Precinct.		
Precinct Meetings	Are a gathering of residents (owners and renters), landowners and local service representatives within a Precinct area who meet to discuss local matters or issues of concern affecting their Precinct area.		
Precinct member	Is any person who attends a Precinct Meeting and has voting rights at that Meeting.		
Precinct Secretary	Is responsible for accurately recording any decision of the Precinct Meeting		
Quorum	A quorum is at least five (5) Precinct members who have voting rights including at least one (1) member of the Precinct Executive Committee. This rule applies to all Meetings in any format (i.e. face to face, online or in a hybrid format).		



Resident

Is a person whose principal place of residence is within the Precinct area including owners and renters.



21. Appendices

Council has developed the Meeting Document templates, Meeting procedures and additional educational information for use in resourcing and supporting Precinct Meetings.

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Agenda Template



Precinct Meeting



Precinct Meeting

MEETING DETAILS

Date: Wednesday XX Month Year Time: 7 – 9pm

Location: Online via Zoom. Email Convenor to receive your access code.

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AGENDA

- Welcome and apologies
- Previous minutes and matters arising
- Development applications
- Traffic report
- General business

WARD COUNCILLORS

Councillor

Phone Email

Councillor

Phone Email

Councillor

Phone Email

Book your hard rubbish clean-up online – it's easy as!

- Choose your preferred booking from the available dates
- Book 2 at-call clean up bookings a year

To book or find out more, scan the QR code or visit waverley.nsw.gov.au/ bookacleanup



This is a public meeting. All are welcome to attend!

Support your Precinct and have your say in the community.

CONTACT

Email Convenor Facebook @



Meeting Minutes Template



XX Precinct Meeting Minutes

Date:		
Time:		
Location:		
Councilion's present.		
Councillor/s anologies:		

Participants: (Number)

Note: The Chair acknowledges the Precinct Meeting Guidelines, and the need for all attending the Meeting to uphold the Precinct Policy and Code of Practice.

Acceptance of Minutes from last Precinct Meeting:

Moved by: (First name only)
Seconded by: (First name only)

Motion 1:

Moved by: (First name only) Seconded by: (First name only)

Motion 2:

Moved by: (First name only) Seconded by: (First name only)

Motion 3:

Moved by: (First name only)
Seconded by: (First name only)



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Meeting closed time:

Next Precinct Meeting/s date:



Attendance Record Template



Precinct: D)ate:	Location:
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ATTENDANCE RECORD - Please print information clearly

council is a public sector agency responsible for the keeping of public registers. Access to the register is restricted and is subject to the provisions of the Privacy & Personal Information Protection Act have a right to access and, if necessary, correct the information held about you on the register. The information contained in the register is collected and held by Waverley Council at Council Chambers, load and Paul Street. Bond Junction.

Name	Address & email address	Signature
	ADDRESS:	, and the second
	EMAIL:	
	ADDRESS:	
	EMAIL:	
	ADDRESS:	
	EMAIL:	
	ADDRESS:	
	EMAIL:	
	ADDRESS:	
	EMAIL:	

How will the Attendance Record be used?

- This Attendance Record notes personal information such as your name, address and contact details. This information will only be used to record your attendance at this Precinct meeting and to send out the minutes of the meeting or the agenda of future meetings. If you do not wish to receive the agenda or minutes, please let your Precinct Committee
- The personal information you provide is only available to executive members of the Precinct Committee and to Council staff who deal with Precinct matters. It will not be passed on to any third party.
- The information you provide will be held securely in Council's records system and kept for only as long as is
- Waverley Council respects the privacy of its residents: our staff are bound by the requirements of the Privacy and Personal Information Protection Act 1998 and Council's Privacy Management Plan when dealing with personal
- You can also view Precinct Meeting Agenda, Minutes and Response Reports at https://www.waverley.nsw.gov.au/residents/precinct_committees

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Precinct Meeting Principles

 Adhere to the Precinct Policy and Procedures, and the Code of Practice for Precincts at all times

- Only speak through the meeting Chair
- Stick to the Agenda and adhere to the time allocated for each item
- Establish any conflicts of interest for recording in the Minutes
- Respect each other's opinions, even if you don't agree
- Maintain courteous and respectful interactions
- Respect and acknowledge Councillors and Council Officers present at the Meeting
- Chair to defer issues if they are taking up too much time, or if they are only related to a few people
- If you would like to discuss an issue, please prepare a Motion in advance
- Mobile phones to be on silent

Precinct Meeting Principles for Conveners

- Ensure the Precinct Policy and Procedures, and the Code of Practice for Precincts is adhered to at all times and is made known to all attendees of each Precinct Meeting
- Support other members of the Precinct Executive Committee to carry out their roles effectively
- Be organised and familiar with the Agenda, previous Meeting Minutes and Response Report before the Meeting
- Ensure the Meeting, whether it is face to face, online or hybrid is set up in the best way to encourage discussion, participation and collaboration from all those attending
- Ensure the Precinct Meeting Principles are known to meeting attendees at the beginning of the meeting
- Follow the Agenda and adhere to the time allocated for each item
- Establish any conflicts of interest for recording in the Meeting Minutes
- Respect and acknowledge Councillors, Council Officers and external speakers present at the Meeting, respecting presenters and moderating a fair and respectful discussion
- Remain balanced as the Meeting Chair, and not move Motions or dominate the conversation



 Facilitate and moderate fair and productive discussions at Meetings, ensuring all attendees have a fair chance to speak

- Ensure courteous and respectful interactions are maintained and the Meeting respects all attendee opinions
- Provide support and advice to Meeting attendees who would like to discuss a matter or raise a Motion
- Defer issues if they are taking up too much time, or if they are only related to a few people
- Ensure Meeting Minutes are accurate, factual and contain no breaches of privacy (i.e. names or addresses - with the exception of moving or seconding a Motion at a Meeting, a first name only is to be recorded), or defamatory information

Voting Rights - Examples to illustrate voting rights

• A group household consisting of five (5) residents attend the Precinct Meeting and would like to vote at the AGM. How many votes can they have?

Each person is entitled to one (1) vote each.

• A mother and daughter attend the Precinct Meeting. They used to live in the Precinct but have both moved to Coogee. They share ownership of the house they once lived in but now use this as a residential investment property. How many votes?

Only one (1) person is entitled to vote, either the mother or the daughter.

 A couple attend the Precinct Meeting and want to vote. They have two (2) properties in the Precinct, one residential investment property and one property they reside in. The two (2) tenants who share the rent of the investment property are also in attendance. How many votes can the owners and the tenants have?

Each person is entitled to one (1) vote each. The couple receive one (1) vote each and the tenants receive one (1) vote each.

A Precinct Meeting attendee, who lives in the Precinct, is part owner of two (2) residential
properties and full owner of one (1) commercial property in the Precinct. How many votes
can this person have?

This person is entitled to one (1) vote.

• The lessee of one (1) of the local cafes has turned up at the Meeting. He doesn't own or rent residential property in the Precinct. Does he/she get a vote?



This person can be given voting privileges for that Meeting only, subject to the concurrence of the Precinct Meeting.

 Four people (two (2) couples) individually own four (4) houses in the Precinct as residential investment properties. How many votes do they get?

They are entitled to one (1) vote each (i.e. a total of four (4) votes).

• Two (2) people own four (4) residential investment properties in the Precinct, how many votes do they receive?

Each person is entitled to one (1) vote (i.e. a total of two (2) votes).

• Four (4) people own four (4) residential investment properties in the Precinct. Each person has a 25% share in each property. How many votes do they receive?

Each person is entitled to one (1) vote each (i.e. a total of four (4) votes). There are no circumstances where more than one (1) vote can be given to a person.

• A vote at a Precinct Meeting is tied at ten (10) for and ten (10) against.

The Meeting Chair is permitted to vote and will exercise a casting vote in the event that a vote is tied.

Procedure for raising a Motion

When drafting a Motion, the Motion should start with the word "That", for example. "I move that Bondi Precinct request angle parking in X Street between A and B street on the eastern side only".

Motions are usually written in a positive sense so that a "yes" vote indicates support for action and a "no" vote indicates that no action should be taken.

A Motion needs to be as detailed and succinct as possible so that its intention is clear, and it can be acted upon.

Numbered paragraphs should be used to make the Motion easier to understand.

A brief rationale can be included after the Motion to further explain the context/issue the Motion is referring to.

It is important to stick to the facts when drafting a Motion and not include emotive terminology.

Please follow the following process when raising a Motion:

- 1. Someone needs to move the Motion ("I move that....")
- 2. The Motion needs to be seconded by another member of the Meeting for further discussion to occur



- 3. If no one seconds, the Motion it will lapse and no further discussion on the Motion needs to occur
- 4. The person who moved the Motion is always allowed to speak first
- 5. Each member may speak once to the Motion (usually alternating between one (1) for the Motion and one (1) against) or the Meeting may move directly to vote on the Motion
- 6. All comments and debate must be directed to the Chair
- 7. It is the Chair's responsibility to keep each speaker to a time limit
- 8. The person who moved the Motion has a Right of Reply after all other speakers have finished but may not introduce any new matter
- 9. This ends the debate unless an amendment is moved
- 10. Amendments must be Moved and Seconded and the discussion confined to the section of the original Motion that it proposes to alter (i.e. the whole Motion can no longer be discussed)
- 11. A vote is taken on the amendment only. If the amendment is carried it becomes a part of the original (substantive) Motion
- 12. The Chair reads out the full amended Motion
- 13. The substantive Motion is now open for discussion
- 14. When discussion is complete a vote is taken on the Motion as a whole
- 15. The Chair announces the results (Carried or Lost)
- 16. The Secretary records the voting in the Minutes. If the Motion is carried (that is if more people vote in support of the Motion than not) it, then goes through a certain procedure of follow up

Examples of how Motions should be managed by Precincts

The examples below refer to Motions that have been passed at Precinct Meetings. We have added suggestions on how the requests may have otherwise been handled or written more effectively to achieve the desired outcome.

 "That the Precinct enquires as to the current policy and practices of the Council regarding the mowing of verges and urge that further resources be employed in the Precinct to tidy the streets."

This Motion covers two (2) different issues. The first issue (mowing of verges) is a request for information that should be dealt with by searching Council's website or contacting the Community Consultation Lead. The second part (that further resources be employed to tidy the streets) requires the Meeting participants to clarify the issue further before putting the Motion. This may include specific examples, such as the type/ nature of the rubbish dumped or other



details about what makes the precinct streets untidy. Precinct members may then decide that the simplest way to resolve the matter is to ask Council for detailed information about the resources expended to clean/tidy the streets; frequency of street cleaning; frequency and methods for rubbish removal.

• "The Precinct suggests an overhead streetlight be installed on the western corner of Paul St adjacent to the Council Chambers on the corner of Paul St and Bondi Rd. "

This is an example of a request that should be logged directly on to Merit CRM by either the Precinct or the Community Consultation Lead on behalf of the Precinct.

 "That Council give consideration to provision for pedestrians who wish to cross O'Brien Street in safety."

It is important to give as much information as possible to describe and define the nature of the problem experienced by pedestrians attempting to cross O'Brien Street. It is helpful to pinpoint the exact location where the problem occurs and what changes would need to happen to improve pedestrian safety. For example, "That Council improves the line-markings on the pedestrian crossing at O'Brien Street near Wellington Street." It may also be important to outline the incidence or safety problems that have been observed. This may then become a Merit CRM request.

• "Bondi Precinct alerts council to the hazardous condition of the footpath outside xx Bondi Road and requests immediate action is taken to repair the area."

This matter can more effectively be dealt with by logging the request directly onto Merit CRM or calling the Customer Service Team on 9083 8000.

Chairing face to face Precinct Meetings

At a face-to-face Precinct Meeting, make sure the room is laid out in the best way to encourage discussion and participation from all those attending.

The Convener and the Secretary should sit at the Chair's table and anyone else presenting to the Precinct can be called on to come forward when they need to.

The Precinct Executives should welcome attendees as they arrive, especially Councillors and any new members, and make sure copies of all the material people are going to need to participate fully e.g. Agenda, Minutes and Reports are available at the Meeting. This printed material will be provided to Precinct Executives prior to the Precinct Meeting by the Community Consultation Lead.

The Convener should remind attendees that the Precinct Meeting operates under the Precinct Policy and Procedures and the Code of Practice for Precincts, and all attendees must comply.

The Meeting should then follow the Agenda accordingly.



Chairing online Meetings

If a Precinct is having an online Precinct Meeting, the Community Consultation Lead will create the Zoom meeting and share the unique access link with the Convener and the Precinct Executive Committee prior to the Meeting. The Precinct Executive Committee can share this link with their Precinct contact list and all people who register for the Meeting via the email address advertised on the Precinct Meeting Flyer.

As per usual, the Meetings are chaired by the Precinct Convener and Meeting Minutes will be recorded by the Secretary.

Before the Meeting:

• The Precinct Executive Committee should log into Zoom 5 - 10 minutes before the Meeting to ensure there are no technical issues.

Once the Meeting commences:

- The Convener should start the Meeting and ask for permission from the group to record the Meeting for Minute taking purposes only
- The Convener should remind attendees that the Precinct Meeting operates under the Precinct Policy and Procedures and the Code of Practice for Precincts, and all attendees must comply
- The Convener should introduce Councillors present and note their attendance. Each attendee should be asked to introduce themselves and to state if they are eligible voters
- The Convener should then ask attendees to mute their microphone unless speaking and be mindful of noise in the background
- The Convener should also remind attendees:
 - That when they would like to speak, they should raise their physical hand or 'Zoom hand' in the 'React' prompt on Zoom
 - That when they would like to vote on a Motion, they should raise their hand (physically or via Zoom 'React') so that it is visible on the screen, and leave it raised until called by the Chair
 - That if an attendee wishes to leave the Meeting for a short break, they should turn off their camera and microphone and note their absence in the 'Chat' function on Zoom
 - That attendees can also make use of the Chat function in Zoom to chat and share links if/ when required

During the Meeting:



 A member of the Precinct Executive Committee should share screen when discussing the previous Meeting Minutes, Executive reports and Council's Response Report

Things to remember:

- Zoom Meetings are most effective when camera and sound are both used during the Meeting.
 For residents who are not comfortable to operate the camera for the duration of the Meeting, we encourage the camera to be used during the meeting introduction.
- If a resident experiences a technical problem that causes them to drop out of the Meeting, the meeting will continue at the discretion of the Chair, so long as the meeting remains quorate.
- Antisocial behaviour will not be tolerated in any format. Attendees can be muted, asked to leave or be removed from the Meeting by the Precinct Committee if antisocial behaviour persists.

Chairing Hybrid Meetings

Council has the tools required for all Precincts to run hybrid Meetings if they wish to. Tools include:

- Internet enabled Laptop
- Portable speaker
- Microphones
- Portable projector
- Webcam

Please note however, there can be limitations to running a hybrid Meeting. If a Precinct would like to run a hybrid Precinct Meeting, get in touch with the Community Consultation Lead.

Taking Meeting Minutes

The Secretary's main role is to take Precinct Meeting Minutes. Minutes are a permanent record of what happened at the Meeting and should accurately summarise the main discussion points, Motions and Actions.

Good Minutes:

- Are short, clear and concise
- Are a maximum of 4 pages
- Follow the Agenda exactly, in identical order and item headings
- Briefly record discussion, Motions, Actions and decisions made (don't record unnecessary dialogue)



- · Record the name of the Chair, the starting and finishing times and the number of attendees
- Record each Motion that was carried and lost, the proposer and the seconder and if Motion is carried or not carried (if a counting of votes is requested by a Precinct member, the number of votes 'For', votes 'Against', and abstentions will be recorded in the Minutes)
- · Record any action that needs to be taken by whom, when and where
- Maintain privacy ensuring no identifying information i.e. names and addresses of attendees are
 not included (with the exception of moving or seconding a Motion at a Meeting, a first name
 only is to be recorded)
- If an item is raised by a resident, minute the item as 'A resident raised...'
- Ensure that no defamatory statements are included
- When referring to Council Officers in Precinct Minutes, names should not be recorded, rather refer to their respective position titles.
- Should be completed as soon as possible after the Meeting (within two (2) weeks) and reviewed and signed off by the Convener of the Meeting before sending them to the Community Consultation Lead

Procedure for holding the election for the Precinct Executive Committee

All AGMs must be advertised on a Precinct Meeting Flyer. At the Precinct Meeting, standard procedure for an AGM requires the election to commence with the declaration that all Precinct Executive positions are now vacant and the Convener 'steps down' and does not Chair the election itself. An independent Returning Officer should assume the position of Chair whilst the election occurs, this can be a Councillor or general member of the Precinct. The Returning Officer's tasks are listed below in chronological order:

- 1. Call for nominations for the position of Convener. In announcing nominations include any written nominations received. All nominations should be seconded and the person(s) nominated, if present, should be asked if they accept the nomination
- 2. If only one (1) nomination is received the person is declared elected. If, however, more than one (1) nomination is received (including any nominations received in writing prior to the meeting) the option to share the position should be discussed. If this is agreed to an election is not necessary, otherwise a vote will need to be taken
- 3. Voting for each position is done by a show of hands from those eligible to vote or, if so, requested by any person eligible to vote, by secret ballot. In the case of a secret ballot each person at the Meeting can write the preferred Candidate's name on (identical) pieces of paper which are then collected by the Returning Officer and counted in private. First past the post



wins or, in the event of a draw, a name can be drawn from a hat. The Returning Officer declares the result

- 4. The nomination and vote to elect the Secretary proceeds in the same way (Steps 1-3 above)
- The Returning Officer will also ask for nominations for other roles if the Precinct Executive Committee wishes to include these as part of their election process. (e.g. DA or Traffic Representative) This should be agreed with the Returning Officer beforehand

At the conclusion of the appointment of all Executive positions, the Returning Officer should hand the Meeting over to the newly elected Convener. If the new Convener is not familiar with the issues on the Agenda or with Precinct Meeting procedures, the previous Convener may assist by running the Meeting and a formal handover can occur at a mutually agreeable time before the next Precinct Meeting. All Precinct information including Precinct attendees contact lists, correspondence and social media logins must be handed over to the new Convener. If no Committee is elected, the information should be handed over to Waverley Council.

Procedure for Charing a MTC event

- 1. The Chair will open the Precinct Meeting and welcome all as per usual
- 2. If the MTC is being held as part of a scheduled Precinct Meeting, then the MTC will be first on the Agenda, so the Chair will then welcome and introduce all Candidates and note any apologies from invited Candidates
- 3. The Chair will explain the Panel format, advising the Meeting how many minutes each panel member will speak for and in what order. The order of speakers will be by alphabetical order of the surname of each Candidate
- 4. The Chair will then advise that a Question and Answer (Q&A) session will follow, and Candidates will be asked questions from Meeting participants. It is up to each Precinct to set the length of time allowed for each speaker and for the Q&A session
- 5. The Chair should also explain that the Meeting Minutes will not record specific comments of each Candidate but only note that Candidate X addressed the Meeting for X minutes. No comments of support or objection in response to the candidate's comments will be recorded in the Minutes
- 6. If the Precinct Meeting is online, the Chair must have the permission of all Meeting participants to record the Zoom Meeting for the stated purpose of the Minutes, not for distribution
- 7. The Chair may appoint someone to assist with time keeping ensuring each Candidate is given equal time to speak
- 8. During the Q&A, the Chair must uphold the Code of Practice for Precincts given that views and beliefs can widely differ. Attendees should treat each other with respect and courtesy, creating an environment free of harassment and discrimination



9. At the completion of the MTC panel discussion, the Chair should thank the Candidates and advise that they can leave the Meeting. If they choose to stay for the duration of the Meeting, it will be as observers

Please note, if any member of the Precinct Executive Committee is running as a Candidate in the election, they should not Chair the Precinct Meeting. A person who is not a Candidate, but who is a member of the Executive Committee can Chair the Precinct Meeting.

Procedure for setting Agenda items for Combined Precincts Meeting

Prior to the date of the next Combined Precincts Meeting the Community Consultation Lead will issue an email request for Agenda items to all Precinct Executives.

- Agenda item suggestions should be emailed to the Community Consultation Lead at least four
 (4) weeks before the next Combined Precincts Meeting
- To avoid the Combined Precincts Meeting being dominated by one (1) Precinct, Council will
 endeavour to achieve an even representation of Agenda item suggestions

Procedure for Motions at Combined Precincts Meeting

- If a Precinct has an issue they would like to raise at the Combined Precincts Meeting, it should be raised as a Motion and it should be sent to the Community Consultation Lead and the Chair of the Meeting, three (3) days prior to the Meeting
- Motions should include a background or rationale to put the Motion into greater context
- Whilst it is possible to raise an issue under General Business that has not been pre-submitted to Council or the Chair, consideration of such items will be dependent on the time available

Social Media and Websites - Content

All Precinct members cannot use social media or an online platform to post anything which:

- Could damage Council or Precinct reputation
- Is offensive, threatening, humiliating or intimidating
- Is misleading or deceptive
- Is confidential information
- Breaches Council Policy
- Relates to a suspected Code of Practice breach or complaint

Social Media and Websites - Moderating comments

If a Precinct has a social media page, it is likely they will receive regular feedback and comments.



Precinct Policy 2025

Precincts do not need to respond to every comment however when deciding to respond to comments, it is important keep communications positive, polite and professional.

Precincts can hide comments which are offensive / inappropriate (e.g. using profanity) or block people who do not comply with the Code of Practice.

If / when the Precinct Executive Committee changes, the logins to the Precinct social media page/s must be shared with the new Precinct Executive Committee.

If a Precinct would like to create a Social Media page for their Precinct the Community Consultation Lead can assist.



Draft Code of Practice for Precincts 2025



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Department	General Managers Unit, Executive Services
Approved by	
Date approved	Date / month / year
File reference	<trim container="" content="" manager="" not="" number="" number,="" record=""></trim>
Next revision date	Date / month / year
Relevant legislation	
Related policies/ procedures/guidelines	Precinct Policy and Procedures 2025
Related forms	Code of Practice for Precincts 2025

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1. Introduction

Waverley Council aims to ensure that Councillors, Officers and all those who work with or are associated with Council adopt the highest ethical standards.

The Waverley Precinct System operates under the auspice of Council and is independent from Council in its activities and decision-making. As a Council supported initiative, we want to make sure that Precinct members, particularly Precinct Executives act with integrity, honesty and fairness.

The intention of this Code is to strengthen the role and functions of Precinct Executives, Precinct Meeting attendees and public perceptions surrounding their activities.

All Precinct Executives and members are bound by the Code of Practice for Precincts. This Code outlines responsibilities in areas such as relationships with other Precinct members (including Meeting attendees), Councillors and Council Officers, conflicts of interest, and management of information.

Councillors are bound Waverley Council's Code of Conduct for Councillors and Council Officers are

bound by the Waverley Council's Code of Conduct for Staff.

2. Key Responsibilities

When attending a Precinct Meeting or carrying out other activities on behalf of the Precinct, you are responsible for your own good conduct.

Precinct Executives and members should:

- Be inclusive and courteous to the public, Council Officers and Councillors and other Precinct members
- Help create an environment that is free of harassment and discrimination
- Show respect to all other members of the Precinct Meeting including new members
- Approach their involvement in Precinct activities with honesty and integrity
- Uphold the Waverley Council Precinct Policy and Procedures, Code of Practice for Precincts and the Precinct Partnership Charter

3. Conflicts of Interest

A conflict of interest arises when your own interests, or those of people or organisations close to you, conflict with your obligations to the Precinct members and to Council.

If you are a member of the Precinct Executive Committee, you need to ensure that any interest you may have in a matter does not influence, and could not be perceived as influencing, the way in which a matter is discussed or any decision made by the Precinct at their Meeting.

Please also note, a conflict of interest could also include the personal interest of a Precinct Executive member's family, relative, friends, associates, employer or anybody close who has a personal interest in a matter being discussed by a Precinct.

When there is any pecuniary interest (interest that you have in a matter because of a reasonable likelihood or expectation of appreciable financial gain or loss to you, or someone you know) the Precinct Executive member must declare that interest and stand down from the Chair of the Meeting during the debate.

Some examples might help clarify what must be declared.

For example:

- Example 1: If a proposed development is next door to a Precinct Executive members residence and they wish to raise the matter at a Precinct Meeting, they must declare a personal interest and temporarily step down from their position during discussion of the item. This protects Executive members from any claim of bias and allows for free discussion of the item with their active participation. The declaration of interest by Precinct Executive members also protects the reputation of the Precinct. Declarations ensure that people can be confident that the personal interests of the Precinct Executive do not unduly influence the decisions of the Precinct Meeting.
- Example 2: A Precinct Convener or Chair of a Precinct Meeting could also be considered to have a conflict of interest if they misuse their position, because of an interest, to inappropriately direct discussion or not allow free discussion of a matter.
- Example 3: A Precinct Secretary could be considered to have a conflict of interest if they, because of an interest, inaccurately record the minutes.

When a Precinct Executive member or someone attending a Precinct Meeting makes a disclosure of a conflict of interest (declaration), the Secretary will record the following in the Meeting Minutes:

- · Who declared the interest and the general nature of the interest declared and
- The point at which the Chair steps down and then resume their position and a summary of actions, if any

Similarly, members of the Precinct Executive Committee should not accept gifts or benefits from a third party (e.g. external agency or a developer) that could appear to gain someone an advantage or be seen to influence them in their role/activities.

4. Confidential and Personal Information

Precinct Executive Committees may be given confidential or personal information in the course of their work as Precinct Representatives. If so, Precinct Executives must maintain the security of any confidential or personal information and not share, use or remove any information, unless authorised to do so as part of your Precinct responsibilities.

Precinct Executives will ensure Attendance Records and recording of Meeting Minutes are maintained in accordance with the Waverley Council Precinct Policy and Procedures and Code of Practice for Precincts.

5. Council Resources

Council resources should only be used for Council approved Precinct purposes.

Council resources include materials, equipment, documents, records, data and information.

You must use Council resources, ethically, effectively, efficiently and carefully in the course of your role as a Precinct Executive member and must not use them for private purposes.

6. Public Comment

From time to time, the media may contact Precinct Executives and Precinct Members for information or comment.

Members of Precincts should only provide comment as a resident and not speak on behalf of the Precinct.

If a Precinct has determined a matter (i.e. the Precinct has formally resolved a Motion on the matter and has sent it to Council), the member of a Precinct should refer the media to Council's website to where the Precinct Meeting Minutes and Response Reports are publicly available.

Members of Precincts should only provide comment as a resident and not speak on behalf of the Precinct.

If the matter has only been discussed, but no Motion has been endorsed by the Precinct, the Precinct Executive or Precinct Member can express their personal views as a member of the public but they must not make any statement to the media as a representative of the Precinct, and they must not make any public statement to the media or at public events that would lead someone to believe that they are speaking on behalf of Council or expressing its views or policies.

Precinct Members are also not to post opinions or social media; or write public opinion pieces for any type of media, which are signed off in association with the Precinct, but they can do so as a resident if they wish to.

Precinct Executives and Precinct Members need to be aware that they are personally responsible if any material they distribute is considered to be defamatory or they make defamatory comments.

Council cannot be held responsible for the remarks of individual Precinct Executives or Precinct members.

7. Alcohol and Drugs

You should not participate in Precinct Meetings while under the influence of alcohol or other drugs that could impair your ability to make informed decisions or cause danger to the safety of yourself and/or others.

If your Precinct Meeting is held at a licensed venue that serves or provides alcohol as a refreshment option at your Meeting, please ensure that it is served responsibly. Providers of alcohol must prevent drunkenness and minors from accessing liquor and must understand that irresponsible liquor practices may lead to problems both on and off the premises. In cases of emergency, it is acceptable to call the Police.

8. Recording of Minutes

The Secretary is responsible for accurately recording the minutes of the Precinct Meeting, including any decisions of the Meeting.

When Motions are moved and seconded, first names should be recorded in minutes. When referring to a Council Officer in Precinct Meeting Minutes, position titles should be used, rather than the Officers personal name.

Precinct Executives may choose to audio and/or video record meeting proceedings for the sole purpose of assisting with the preparation of minutes. Prior to the commencement of the Meeting the Meeting Chair should inform the Meeting of their intention to do so and seek the meeting's unanimous approval. Once permission has been granted at the concurrence of the Meeting, the Precinct Chair rules that such equipment can be used for the sole purpose of developing the Precinct Meeting Minutes. At no such time can recordings be uploaded to any social media platforms or websites. The Minutes of the Meeting once confirmed prevail over any audio and / or video recording.

In the event of an allegation being made at a Precinct Meeting, no identifying information e.g. no names or addresses should be included in the minutes to ensure privacy. The Minutes should record the nature of the complaint and general location (if applicable) and that the matter will be referred to the appropriate Council Officer. Minutes that may cause offence or contain slanderous or defamatory comments will not be posted on Council's website.

WAVERLEY CODE OF MEETING PRACTICE

2025

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1 INTRODUCTION

Waverley's Code of Meeting Practice sets out the rules of conduct for meetings of the council and a committee of the council where all members are councillors.

Meetings of Council and a committee of the council where all members are councillors must be conducted in accordance with this Code of Meeting Practice.

This Code of Meeting Practice is based on the Office of Local Government's *Model Code* of Meeting Practice for Local Councils in NSW 2025 (Model Meeting Code), which is prescribed under section 360 of the Local Government Act 1993 (the Act) and the Local Government (General) Regulation 2021 (the Regulation).

Councils must adopt a code of meeting practice that incorporates the mandatory provisions of the Model Meeting Code.

A council's adopted code of meeting practice may also incorporate the non-mandatory provisions of the Model Meeting Code and other supplementary provisions. However, a code of meeting practice adopted by a council must not contain provisions that are inconsistent with the mandatory provisions of the Model Meeting Code.

Preparation, public notice and exhibition of draft code

Before adopting a code of meeting practice, Council is required to publicly exhibit a draft code of meeting practice for 28 days and invite submissions for 42 days, in accordance with section 361 of the *Local Government Act 1993*.

After considering all submissions received, Council may decide:

- to amend the non-mandatory or supplementary provisions, or
- to adopt the draft code as its code of meeting practice.

If Council decides to amend its draft code, it may publicly exhibit the amended draft or, if Council is of the opinion that the amendments are not substantial, it may adopt the amended draft code without public exhibition as its code of meeting practice.

The code may only be amended by Council through those means provided within the Act.

Text boxes and clause numbering

Text boxes are used throughout this Code to indicate non-mandatory provisions, supplementary provisions and notes that have been added by Council.

The clause numbering of the Model Meeting Code has been preserved where possible.

Code of Meeting Practice

2 MEETING PRINCIPLES

2.1 Council and committee meetings should be:

Transparent: Decisions are made in a way that is open and accountable.

Informed: Decisions are made based on relevant, quality information.

Inclusive: Decisions respect the diverse needs and interests of the local

community.

Principled: Decisions are informed by the principles prescribed under Chapter

3 of the Act.

Trusted: The community has confidence that councillors and staff act

ethically and make decisions in the interests of the whole

community.

Effective: Meetings are well organised, effectively run and skilfully chaired.

Orderly: Councillors, staff and meeting attendees behave in a way that

contributes to the orderly conduct of the meeting.

Note: The Office of Local Government has issued a guideline on free speech in local government in NSW. The Guideline provides practical guidance to councils on what free speech means in the context of NSW local government, including in relation to council meetings. The Guidelines have been issued under section 23A of the Act meaning councils must consider them when exercising their functions at meetings.

3 BEFORE THE MEETING

<u>Timing of ordinary council meetings</u>

3.1 The council shall, by resolution, set the frequency, time, date and place of its ordinary meetings.

Note: Under section 365 of the Act, councils are required to meet at least ten (10) times each year, each time in a different month unless the Minister for Local Government has approved a reduction in the number of times that a council is required to meet each year under section 365A.

Note: Under section 396 of the Act, county councils are required to meet at least four (4) times each year.

Note: Under section 400T of the Act, boards of joint organisations are required to meet at least four (4) times each year, each time in a different quarter of the year.

Note: Under clause 13 of Schedule 11 of the Act, councils that have been designated as a rural and remote council under the Regulation are required to meet at least four (4) times each year, each time in a different quarter of the year.

Extraordinary meetings

3.2 If the mayor receives a request in writing, signed by at least two (2) councillors, the mayor must call an extraordinary meeting of the council to be held as soon as practicable, but in any event, no more than fourteen (14) days after receipt of the request. The mayor can be one of the two councillors requesting the meeting.

Note: Clause 3.2 reflects section 366 of the Act.

3.3 The mayor may call an extraordinary meeting without the need to obtain the signature of two (2) councillors.

Notice to the public of council meetings

3.4 The council must give notice to the public of the time, date and place of each of its meetings, including extraordinary meetings, and of each meeting of committees of the council.

Note: Clause 3.4 reflects section 9(1) of the Act.

- 3.5 For the purposes of clause 3.4, notice of a meeting of the council and of a committee of council must be published before the meeting takes place. The notice must be published on the council's website, and in such other manner that the council is satisfied is likely to bring notice of the meeting to the attention of as many people as possible.
- 3.6 For the purposes of clause 3.4, notice of more than one (1) meeting may be given in the same notice.

Notice to councillors of ordinary council meetings

3.7 The general manager must send to each councillor, at least three (3) days before each meeting of the council, a notice specifying the time, date and place at which the meeting is to be held, and the business proposed to be considered at the meeting.

Note: Clause 3.7 reflects section 367(1) of the Act.

3.8 The notice and the agenda for, and the business papers relating to, the meeting may be given to councillors in electronic form, unless the council determines otherwise, but only if all councillors have facilities to access the notice, agenda and business papers in that form.

Note: Clause 3.8 reflects section 367(3) of the Act.

Code of Meeting Practice

Notice to councillors of extraordinary meetings

3.9 Notice of less than three (3) days may be given to councillors of an extraordinary meeting of the council in cases of emergency.

Note: Clause 3.9 reflects section 367(2) of the Act.

Giving notice of business to be considered at council meetings

- 3.10 A councillor may give notice of any business they wish to be considered by the council at its next ordinary meeting by way of a notice of motion. To be included on the agenda of the meeting, the notice of motion must be in writing and must be submitted within such reasonable time before the meeting is to be held as determined by the council.
- 3.11 A councillor may, in writing to the general manager, request the withdrawal of a notice of motion submitted by them prior to its inclusion in the agenda and business paper for the meeting at which it is to be considered.
- 3.11.1 If the general manager considers that a notice of motion submitted by a councillor for consideration at an ordinary meeting of the council has legal, strategic, financial or policy implications which should be taken into consideration by the meeting, the general manager may prepare a general manager's comment in relation to the notice of motion for inclusion with the business papers for the meeting at which the notice of motion is to be considered by the council

Questions with notice

- 3.12 A councillor may, by way of a notice submitted under clause 3.10, ask a question for response by the general manager about the performance or operations of the council.
- 3.13 A councillor is not permitted to ask a question with notice under clause 3.12 that would constitute an act of disorder.
- 3.14 The general manager or their nominee may respond to a question with notice submitted under clause 3.12 by way of a report included in the business papers for the relevant meeting of the council.
- 3.14.1 The chair must not permit further questions or discussion on any reply to a question with notice.

Agenda and business papers for ordinary meetings

3.15 The general manager must cause the agenda for a meeting of the council or a committee of the council to be prepared as soon as practicable before the meeting.

Code of Meeting Practice

- 3.16 The general manager must ensure that the agenda for an ordinary meeting of the council states:
 - (a) all matters to be dealt with arising out of the proceedings of previous meetings of the council, and
 - (b) if the mayor is the chairperson any matter or topic that the chairperson proposes, at the time when the agenda is prepared, to put to the meeting, and
 - (c) all matters, including matters that are the subject of staff reports and reports of committees, to be considered at the meeting, and
 - (d) any business of which due notice has been given under clause 3.10.
- 3.17 Nothing in clause 3.16 limits the powers of the mayor to put a mayoral minute to a meeting without notice under clause 9.7.
- 3.18 The general manager must not include in the agenda for a meeting of the council any business of which due notice has been given if, in the opinion of the general manager, the business is, or the implementation of the business would be, unlawful. The general manager must report, without giving details of the item of business, any such exclusion to the next meeting of the council.
- 3.19 Where the agenda includes the receipt of information or discussion of other matters that, in the opinion of the general manager, is likely to take place when the meeting is closed to the public, the general manager must ensure that the agenda of the meeting:
 - (a) identifies the relevant item of business and indicates that it is of such a nature (without disclosing details of the information to be considered when the meeting is closed to the public), and
 - (b) states the grounds under section 10A(2) of the Act relevant to the item of business.

Note: Clause 3.19 reflects section 9(2A)(a) of the Act.

3.20 The general manager must ensure that the details of any item of business which, in the opinion of the general manager, is likely to be considered when the meeting is closed to the public, are included in a business paper provided to councillors for the meeting concerned. Such details must not be included in the business papers made available to the public and must not be disclosed by a councillor or by any other person to another person who is not authorised to have that information.

Availability of the agenda and business papers to the public

3.21 Copies of the agenda and the associated business papers, such as correspondence and reports for meetings of the council and committees of council, are to be published on the council's website, and must be made available to the public for inspection, or for taking away by any person free of charge at the offices of the council, at the relevant meeting and at such other venues determined by the council.

Note: Clause 3.21 reflects section 9(2) and (4) of the Act.

3.22 Clause 3.21 does not apply to the business papers for items of business identified under clause 3.19 as being likely to be considered when the meeting is closed to the public.

Note: Clause 3.22 reflects section 9(2A)(b) of the Act.

3.23 For the purposes of clause 3.21, copies of agendas and business papers must be published on the council's website and made available to the public at a time that is as close as possible to the time they are available to councillors.

Note: Clause 3.23 reflects section 9(3) of the Act.

3.24 A copy of an agenda, or of an associated business paper made available under clause 3.21, may in addition be given or made available in electronic form unless the council determines otherwise.

Note: Clause 3.24 reflects section 9(5) of the Act.

Agenda and business papers for extraordinary meetings

- 3.25 The council must ensure that the agenda for an extraordinary meeting of the council deals only with the matters stated in the notice of the meeting.
- 3.26 Nothing in clause 3.25 limits the powers of the mayor to put a mayoral minute to an extraordinary meeting without notice under clause 9.7.
- 3.27 Despite clause 3.25, business may be considered at an extraordinary meeting of the council at which all councillors are present, even though due notice has not been given of the business, if the council resolves to deal with the business on the grounds that it is urgent and requires a decision by the council before the next scheduled ordinary meeting of the council. A resolution adopted under this clause must state the reasons for the urgency.
- 3.28 A motion moved under clause 3.27 can be moved without notice but only after the business notified in the agenda for the extraordinary meeting has been dealt with. Despite any other provision of this code, only the mover of a motion moved under clause 3.27, and the chairperson, if they are not the mover of the motion, can speak to the motion before it is put.
- 3.29 If all councillors are not present at the extraordinary meeting, the council may only deal with business at the meeting that councillors have not been given due notice of, where a resolution is adopted in accordance with clause 3.27 and the chairperson also rules that the business is urgent and requires a decision by the council before the next scheduled ordinary meeting.
- 3.30 A motion of dissent cannot be moved against a ruling of the chairperson under clause 3.29 on whether a matter is urgent.

Prohibition of pre-meeting briefing sessions

3.31 Briefing sessions must not be held to brief councillors on business listed on the agenda for meetings of the council or committees of the council.

Note: The prohibition on the holding of briefing sessions under clause 3.31 reflects the intent of Chapter 4, Part 1 of the Act which requires business of the council to be conducted openly and transparently at a formal meeting of which due notice has been given and to which the public has access. Premeeting briefing sessions are inconsistent with the principles of transparency, accountability and public participation and have the potential to undermine confidence in the proper and lawful decision-making processes of the council.

3.32 Nothing in clause 3.31 prevents a councillor from requesting information from the general manager about a matter to be considered at a meeting, provided the information is also available to the public. Information requested under this clause must be provided in a way that does not involve any discussion of the information.

4 PUBLIC FORUMS

- 4.1 The council may hold a public forum prior to meetings of the council and committees of the council for the purpose of hearing oral submissions from members of the public on items of business to be considered at the meeting. Public forums may also be held prior to meetings of other committees of the council.
- 4.2 The council may determine the rules under which public forums are to be conducted and when they are to be held.
- 4.3 The provisions of this code requiring the livestreaming of meetings also apply to public forums.
- 4.4 Public forums will be chaired by the Mayor or their delegate.
- 4.5 A person may address a public forum in-person or by audio-visual link.
- 4.5 A person wishing to address a public forum must register by 3.00 pm on the day of the meeting.
- 4.6 Late requests to address a public forum, and requests received after the commencement of a public forum, will be determined by the chair.
- 4.7 An address must be no longer than 3 minutes in duration.
- 4.8 The address must relate to an item of business to be considered at the meeting. The chair will call to order any speaker who fails to comply with this

- requirement. If the speaker fails to comply with chair's call to order, the chair may withdraw that speaker's right to address the meeting.
- 4.9 Speakers cannot ask questions of the council, councillors or council staff.
- 4.10 Audio-visual presentations are not permitted.
- 4.11 When addressing a public forum, speakers must comply with this code.

5 COMING TOGETHER

Attendance by councillors at meetings

5.1 All councillors must make reasonable efforts to attend meetings of the council and of committees of the council of which they are members.

Note: A councillor may not attend a meeting as a councillor (other than the first meeting of the council after the councillor is elected or a meeting at which the councillor takes an oath or makes an affirmation of office) until they have taken an oath or made an affirmation of office in the form prescribed under section 233A of the Act.

- 5.2 The council may determine standards of dress for councillors when attending meetings.
- 5.3 A councillor cannot participate in a meeting of the council or of a committee of the council unless personally present at the meeting, unless permitted to attend the meeting by audio-visual link under this code.
- 5.4 [Clause deleted as it applies to a joint organisation]
- 5.5 Where a councillor is unable to attend one or more meetings of the council or committees of the council, the councillor should submit an apology for the meetings they are unable to attend, state the reasons for their absence from the meetings and request that the council grant them a leave of absence from the relevant meetings.
- 5.6 The council must not act unreasonably when considering whether to grant a councillor's request for a leave of absence.
- 5.7 Where a councillor makes an apology under clause 5.5, the council must determine by resolution whether to grant the councillor a leave of absence for the meeting for the purposes of section 234(1)(d) of the Act. If the council resolves not to grant a leave of absence for the meeting, it must state the reasons for its decision in its resolution.
- 5.8 A councillor's civic office will become vacant if the councillor is absent from three (3) consecutive <u>ordinary</u> meetings of the council without prior leave of the council, or leave granted by the council at any of the meetings concerned, unless

the holder is absent because they have been suspended from office under the Act, or because the council has been suspended under the Act, or as a consequence of a compliance order under section 438HA.

Note: Clause 5.8 reflects section 234(1)(d) of the Act.

The quorum for a meeting

5.9 The quorum for a meeting of the council is a majority of the councillors of the council who hold office at that time and are not suspended from office.

Note: Clause 5.9 reflects section 368(1) of the Act.

5.10 Clause 5.9 does not apply if the quorum is required to be determined in accordance with directions of the Minister in a performance improvement order issued in respect of the council.

Note: Clause 5.10 reflects section 368(2) of the Act.

- 5.11 A meeting of the council must be adjourned if a quorum is not present:
 - (a) at the commencement of the meeting where the number of apologies received for the meeting indicates that there will not be a quorum for the meeting, or
 - (b) within half an hour after the time designated for the holding of the meeting, or
 - (c) at any time during the meeting.
- 5.12 In either case, the meeting must be adjourned to a time, date, and place fixed:
 - (a) by the chairperson, or
 - (b) in the chairperson's absence, by the majority of the councillors present, or
 - (c) failing that, by the general manager.
- 5.13 The general manager must record in the council's minutes the circumstances relating to the absence of a quorum (including the reasons for the absence of a quorum) at or arising during a meeting of the council, together with the names of the councillors present.
- 5.14 Where, prior to the commencement of a meeting, it becomes apparent that a quorum may not be present at the meeting, or that the health, safety or welfare of councillors, council staff and members of the public may be put at risk by attending the meeting because of a natural disaster or a public health emergency, the mayor may, in consultation with the general manager and, as far as is practicable, with each councillor, cancel the meeting. Where a meeting is cancelled, notice of the cancellation must be published on the council's website and in such other manner that the council is satisfied is likely to bring notice of the cancellation to the attention of as many people as possible.

5.15 Where a meeting is cancelled under clause 5.14, the business to be considered at the meeting may instead be considered, where practicable, at the next ordinary meeting of the council or at an extraordinary meeting called by the mayor under clause 3.3.

Meetings held by audio-visual link

- 5.16 A meeting of the council or a committee of the council may be held by audiovisual link where the mayor determines that the meeting should be held by audiovisual link because of a natural disaster or a public health emergency. The mayor may only make a determination under this clause where they are satisfied that attendance at the meeting may put the health and safety of councillors and staff at risk. The mayor must make a determination under this clause in consultation with the general manager and, as far as is practicable, with each councillor.
- 5.17 Where the mayor determines under clause 5.16 that a meeting is to be held by audio-visual link, the general manager must:
 - (a) give written notice to all councillors that the meeting is to be held by audiovisual link, and
 - (b) take all reasonable steps to ensure that all councillors can participate in the meeting by audio-visual link, and
 - (c) cause a notice to be published on the council's website and in such other manner the general manager is satisfied will bring it to the attention of as many people as possible, advising that the meeting is to be held by audiovisual link and providing information about where members of the public may view the meeting.
- 5.18 This code applies to a meeting held by audio-visual link under clause 5.16 in the same way it would if the meeting was held in person.

Note: Where a council holds a meeting by audio-visual link under clause 5.16, it is still required under section 10 of the Act to provide a physical venue for members of the public to attend in person and observe the meeting.

Attendance by councillors at meetings by audio-visual link

- 5.19 Councillors may attend and participate in meetings of the council and committees of the council by audio-visual link with the approval of the council or the relevant committee where they are prevented from attending the meeting in person because of ill-health or other medical reasons or because of unforeseen caring responsibilities.
- 5.20 Clause 5.19 does not apply to meetings at which a mayoral election is to be held.
- 5.21 A request by a councillor for approval to attend a meeting by audio-visual link must be made in writing to the general manager prior to the meeting in question and must provide reasons why the councillor will be prevented from attending the meeting in person.

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5.22 Councillors may request approval to attend more than one meeting by audiovisual link. Where a councillor requests approval to attend more than one meeting by audio-visual link, the request must specify the meetings the request relates to in addition to the information required under clause 5.21.

- 5.23 The council must comply with the Health Privacy Principles prescribed under the Health Records and Information Privacy Act 2002 when collecting, holding, using and disclosing health information in connection with a request by a councillor to attend a meeting by audio-visual link.
- 5.24 A councillor who has requested approval to attend a meeting of the council or a committee of the council by audio-visual link may participate in the meeting by audio-visual link until the council or committee determines whether to approve their request and is to be taken as present at the meeting. The councillor may participate in a decision in relation to their request to attend the meeting by audio-visual link.
- 5.25 A decision whether to approve a request by a councillor to attend a meeting of the council or a committee of the council by audio-visual link must be made by a resolution of the council or the committee concerned. The resolution must state the meetings the resolution applies to.
- 5.26 If the council or committee refuses a councillor's request to attend a meeting by audio-visual link, their link to the meeting is to be terminated.
- 5.27 A decision whether to approve a councillor's request to attend a meeting by audiovisual link is at the council's or the relevant committee's discretion. The council and committees of the council must act reasonably when considering requests by councillors to attend meetings by audio-visual link.
- 5.28 The council and committees of the council may refuse a councillor's request to attend a meeting by audio-visual link where the council or committee is satisfied that the councillor has failed to appropriately declare and manage conflicts of interest, observe confidentiality or to comply with this code on one or more previous occasions they have attended a meeting of the council or a committee of the council by audio-visual link.
- 5.29 This code applies to a councillor attending a meeting by audio-visual link in the same way it would if the councillor was attending the meeting in person. Where a councillor is permitted to attend a meeting by audio-visual link under this code, they are to be taken as attending the meeting in person for the purposes of the code and will have the same voting rights as if they were attending the meeting in person.
- 5.30 A councillor must give their full attention to the business and proceedings of the meeting when attending a meeting by audio-visual link. The councillor's camera must be on at all times during the meeting except as may be otherwise provided for under this code.

- 5.30.1 A councillor's face must be clearly visible on their camera to be considered present at a meeting.
- 5.31 A councillor must be appropriately dressed when attending a meeting by audiovisual link and must ensure that no items are within sight of the meeting that are inconsistent with the maintenance of order at the meeting or that are likely to bring the council or the committee into disrepute.

Entitlement of the public to attend council meetings

5.32 Everyone is entitled to attend a meeting of the council and committees of the council. The council must ensure that all meetings of the council and committees of the council are open to the public.

Note: Clause 5.32 reflects section 10(1) of the Act.

- 5.33 Clause 5.32 does not apply to parts of meetings that have been closed to the public under section 10A of the Act.
- 5.34 A person (whether a councillor or another person) is not entitled to be present at a meeting of the council or a committee of the council if expelled from the meeting:
 - (a) by a resolution of the meeting, or
 - (b) by the person presiding at the meeting if the council has, by resolution, authorised the person presiding to exercise the power of expulsion.

Note: Clause 5.34 reflects section 10(2) of the Act.

5.35 On the adoption of this code and at the commencement of each council term, the council must determine whether to authorise the person presiding at a meeting to exercise a power of expulsion.

Note: Council does not have a standing resolution authorising the person presiding at a meeting to exercise the power of expulsion referred to in clause 5.35. The power of expulsion may only be exercised by resolution passed at the meeting under clause 5.34.

<u>Livestreaming of meetings</u>

- 5.36 Each meeting of the council or a committee of the council is to be recorded by means of an audio-visual device.
- 5.37 At the start of each meeting of the council or a committee of the council, the chairperson must inform the persons attending the meeting that:
 - (a) the meeting is being recorded and made publicly available on the council's website, and

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- (b) persons attending the meeting should refrain from making any defamatory statements.
- 5.38 The recording of a meeting is to be made publicly available on the council's website at the same time as the meeting is taking place.
- 5.39 The recording of a meeting is to be made publicly available on the council's website for at least 12 months after the meeting or for the balance of the council's term, whichever is the longer period.
- 5.40 Clauses 5.36 5.39 do not apply to any part of a meeting that has been closed to the public in accordance with section 10A of the Act.

Note: Clauses 5.36 - 5.40 reflect section 236 of the Regulation.

5.41 Recordings of meetings may be disposed of in accordance with the *State Records Act 1998*.

Attendance of the general manager and other staff at meetings

5.42 The general manager is entitled to attend, but not to vote at, a meeting of the council or a meeting of a committee of the council of which all of the members are councillors.

Note: Clause 5.42 reflects section 376(1) of the Act.

5.43 The general manager is entitled to attend a meeting of any other committee of the council and may, if a member of the committee, exercise a vote.

Note: Clause 5.43 reflects section 376(2) of the Act.

5.44 The general manager may be excluded from a meeting of the council or a committee while the council or committee deals with a matter relating to the standard of performance of the general manager or the terms of employment of the general manager.

Note: Clause 5.44 reflects section 376(3) of the Act.

5.45 The attendance of other council staff at a meeting, (other than as members of the public) shall be determined by the general manager in consultation with the mayor.

6 THE CHAIRPERSON

The chairperson at meetings

6.1 The mayor, or at the request of or in the absence of the mayor, the deputy mayor (if any) presides at meetings of the council.

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Note: Clause 6.1 reflects section 369(1) of the Act.

6.2 If the mayor and the deputy mayor (if any) are absent, a councillor elected to chair the meeting by the councillors present presides at a meeting of the council.

Note: Clause 6.2 reflects section 369(2) of the Act.

Election of the chairperson in the absence of the mayor and deputy mayor

- 6.3 If no chairperson is present at a meeting of the council at the time designated for the holding of the meeting, the first business of the meeting must be the election of a chairperson to preside at the meeting.
- 6.4 The election of a chairperson must be conducted:
 - (a) by the general manager or, in their absence, an employee of the council designated by the general manager to conduct the election, or
 - (b) by the person who called the meeting or a person acting on their behalf if neither the general manager nor a designated employee is present at the meeting, or if there is no general manager or designated employee.
- 6.5 If, at an election of a chairperson, two (2) or more candidates receive the same number of votes and no other candidate receives a greater number of votes, the chairperson is to be the candidate whose name is chosen by lot.
- 6.6 For the purposes of clause 6.5, the person conducting the election must:
 - (a) arrange for the names of the candidates who have equal numbers of votes to be written on similar slips, and
 - (b) then fold the slips so as to prevent the names from being seen, mix the slips and draw one of the slips at random.
- 6.7 The candidate whose name is on the drawn slip is the candidate who is to be the chairperson.
- 6.8 Any election conducted under clause 6.3, and the outcome of the vote, are to be recorded in the minutes of the meeting.

Chairperson to have precedence

- 6.9 When the chairperson rises or speaks during a meeting of the council:
 - (a) any councillor then speaking or seeking to speak must cease speaking and, if standing, immediately resume their seat, and
 - (b) every councillor present must be silent to enable the chairperson to be heard without interruption.

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7 MODES OF ADDRESS

7.1 Where physically able to, councillors and staff should stand when the mayor enters the chamber and when addressing the meeting.

- 7.2 If the chairperson is the mayor, they are to be addressed as 'Mr Mayor', 'Madam Mayor' or 'Mayor'.
- 7.3 If the chairperson is the deputy mayor, they are to be addressed as 'Mr Deputy Mayor', or 'Madam Deputy Mayor' or 'Deputy Mayor'.
- 7.4 Where the chairperson is not the mayor or deputy mayor, they are to be addressed as either 'Mr Chairperson' or 'Madam Chairperson' or 'Chair'.
- 7.5 A councillor is to be addressed as 'Councillor [surname]'.
- 7.6 A council officer is to be addressed by their official designation or as Mr/Ms/Mx [surname].

8 ORDER OF BUSINESS FOR ORDINARY COUNCIL MEETINGS

- 8.1 At a meeting of the council, the general order of business is as fixed by resolution of the council.
- 8.2 The order of business as fixed under clause 8.1 may be altered for a particular meeting of the council if a motion to that effect is passed at that meeting. Such a motion can be moved without notice.
- 8.3 Despite any other provision of this code, only the mover of a motion referred to in clause 8.2 and the chairperson, if they are not the mover of the motion, can speak to the motion before it is put.

9 CONSIDERATION OF BUSINESS AT COUNCIL MEETINGS

Business that can be dealt with at a council meeting

- 9.1 The council must not consider business at a meeting of the council:
 - (a) unless a councillor has given notice of the business, as required by clause 3.10, and
 - (b) unless notice of the business has been sent to the councillors in accordance with clause 3.7 in the case of an ordinary meeting or clause 3.9 in the case of an extraordinary meeting called in an emergency.
- 9.2 Clause 9.1 does not apply to the consideration of business at a meeting, if the business:

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- (a) is already before, or directly relates to, a matter that is already before the council, or
- (b) is the election of a chairperson to preside at the meeting, or
- (c) is a matter or topic put to the meeting by way of a mayoral minute, or
- (d) is a motion for the adoption of recommendations of a committee of the council.
- 9.3 Despite clause 9.1, business may be considered at a meeting of the council at which all councillors are present even though due notice has not been given of the business to councillors, if the council resolves to deal with the business on the grounds that it is urgent and requires a decision by the council before the next scheduled ordinary meeting. A resolution adopted under this clause must state the reasons for the urgency.
- 9.4 A motion moved under clause 9.3 can be moved without notice. Despite any other provision of this code, only the mover of a motion referred to in clause 9.3 and the chairperson, if they are not the mover of the motion, can speak to the motion before it is put.
- 9.5 If all councillors are not present at a meeting, the council may only deal with business at the meeting that councillors have not been given due notice of, where a resolution is adopted in accordance with clause 9.3, and the chairperson also rules that the business is urgent and requires a decision by the council before the next scheduled ordinary meeting.
- 9.6 A motion of dissent cannot be moved against a ruling by the chairperson under clause 9.5.

Mayoral minutes

- 9.7 The mayor may, by minute signed by the mayor, put to the meeting without notice any matter or topic that the mayor determines should be considered at the meeting.
- 9.8 A mayoral minute, when put to a meeting, takes precedence over all business on the council's agenda for the meeting. The mayor may move the adoption of a mayoral minute without the motion being seconded.
- 9.9 A recommendation made in a mayoral minute put by the mayor is, so far as it is adopted by the council, a resolution of the council.

Staff reports

9.10 A recommendation made in a staff report is, so far as it is adopted by the council, a resolution of the council.

Reports of committees of council

9.11 The recommendations of a committee of the council are, so far as they are adopted by the council, resolutions of the council.

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9.12 If in a report of a committee of the council distinct recommendations are made, the council may make separate decisions on each recommendation.

Questions

- 9.13 A question must not be asked at a meeting of the council unless it concerns a matter on the agenda of the meeting or notice has been given of the question in accordance with clauses 3.10 and 3.12, unless the council determines otherwise in accordance with this code.
- 9.14 A councillor may, through the chairperson, ask another councillor about a matter on the agenda.
- 9.15 A councillor may, through the mayor, ask the general manager about a matter on the agenda. The general manager may request another council employee to answer the question.
- 9.16 A councillor or council employee to whom a question is put is entitled to be given reasonable notice of the question and, in particular, sufficient notice to enable reference to be made to other persons or to information. Where a councillor or council employee to whom a question is put is unable to respond to the question at the meeting at which it is put, they may take it on notice and report the response to the next meeting of the council.
- 9.17 Councillors must ask questions directly, succinctly, and without argument.
- 9.18 The chairperson must not permit discussion on any reply to, or refusal to reply to, a question put to a councillor or council employee.

10 RULES OF DEBATE

Motions to be seconded

10.1 Unless otherwise specified in this code, a motion or an amendment cannot be debated unless or until it has been seconded.

Notices of motion

- 10.2 A councillor who has submitted a notice of motion under clause 3.10 is to move the motion the subject of the notice of motion at the meeting at which it is to be considered.
- 10.3 If a councillor who has submitted a notice of motion under clause 3.10 wishes to withdraw it, they may request its withdrawal at any time. If the notice of motion is withdrawn after the agenda and business paper for the meeting at which it is to be considered have been sent to councillors, the chairperson is to note the withdrawal of the notice of motion at the meeting unless the council determines to consider the notice of motion at the meeting.

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- 10.4 In the absence of a councillor who has placed a notice of motion on the agenda for a meeting of the council:
 - (a) any other councillor may, with the leave of the chairperson, move the motion at the meeting, or
 - (b) the chairperson may defer consideration of the motion until the next meeting of the council.

Chairperson's duties with respect to motions

- 10.5 It is the duty of the chairperson at a meeting of the council to receive and put to the meeting any lawful motion that is brought before the meeting.
- 10.6 The chairperson must rule out of order any motion or amendment to a motion that is unlawful or the implementation of which would be unlawful.
- 10.7 Before ruling out of order a motion or an amendment to a motion under clause 10.6, the chairperson is to give the mover an opportunity to clarify or amend the motion or amendment.
- 10.7.1 At the time a motion or amendment is moved, the chair must ensure the motion or amendment is announced to the meeting in its entirety so its intent can be clearly understood. This requirement does not apply when the motion or amendment appears on the agenda.

Amendments to motions

- 10.8 An amendment to a motion must be moved and seconded before it can be debated.
- 10.8.1 The seconder of a motion cannot move an amendment to the motion.
- 10.9 An amendment to a motion must relate to the matter being dealt with in the original motion before the council and must not be a direct negative of the original motion. An amendment to a motion which does not relate to the matter being dealt with in the original motion, or which is a direct negative of the original motion, must be ruled out of order by the chairperson.
- 10.10 The mover of an amendment is to be given the opportunity to explain any uncertainties in the proposed amendment before a seconder is called for.
- 10.11 If an amendment has been lost, a further amendment can be moved to the motion to which the lost amendment was moved, and so on, but no more than one (1) motion and one (1) proposed amendment can be before council at any one time.

10.12 While an amendment is being considered, debate must only occur in relation to the amendment and not the original motion. Debate on the original motion is to be suspended while the amendment to the original motion is being debated.

- 10.13 If the amendment is carried, it becomes the motion and is to be debated. If the amendment is lost, debate is to resume on the original motion.
- 10.14 An amendment may become the motion without debate or a vote where it is accepted by the councillor who moved the original motion.

Note: All motions and amendments, including those foreshadowed, should where practical, be submitted in writing to Governance staff prior to the meeting for the purposes of live minuting.

<u>Limitations on the number and duration of speeches</u>

- 10.15 A councillor who, during a debate at a meeting of the council, moves an original motion, has the right to speak on each amendment to the motion and a right of general reply to all observations that are made during the debate in relation to the motion, and any amendment to it at the conclusion of the debate before the motion (whether amended or not) is finally put.
- 10.16 A councillor, other than the mover of an original motion, has the right to speak once on the motion and once on each amendment to it.
- 10.17 A councillor must not, without the consent of the council, speak more than once on a motion or an amendment, or for longer than five (5) minutes at any one time.
- 10.18 Despite clause 10.17, the chairperson may permit a councillor who claims to have been misrepresented or misunderstood to speak more than once on a motion or an amendment, and for longer than five (5) minutes on that motion or amendment to enable the councillor to make a statement limited to explaining the misrepresentation or misunderstanding.
- 10.19 Despite clauses 10.15 and 10.16, a councillor may move that a motion or an amendment be now put:
 - (a) if the mover of the motion or amendment has spoken in favour of it and no councillor expresses an intention to speak against it, or
 - (b) if at least two (2) councillors have spoken in favour of the motion or amendment and at least two (2) councillors have spoken against it.
- 10.20 The chairperson must immediately put to the vote, without debate, a motion moved under clause 10.19. A seconder is not required for such a motion.
- 10.21 If a motion that the original motion or an amendment be now put is passed, the chairperson must, without further debate, put the original motion or amendment to the vote immediately after the mover of the original motion has exercised their right of reply under clause 10.15.

10.22 If a motion that the original motion or an amendment be now put is lost, the chairperson must allow the debate on the original motion or the amendment to be resumed.

- 10.23 All councillors must be heard without interruption and all other councillors must, unless otherwise permitted under this code, remain silent while another councillor is speaking.
- 10.24 Once the debate on a matter has concluded and a matter has been dealt with, the chairperson must not allow further debate on the matter.
- 10.25 Clause 10.24 does not prevent a further motion from being moved on the same item of business where the original motion is lost provided the motion is not substantially the same as the one that is lost.
- 10.26 [Clause deleted as it applies to a joint organisation]

Laying an item on the table

- 10.27 A councillor may move a procedural motion that an agenda item 'lay on the table' to allow further consideration or information to be provided before the matter is decided. If the motion is carried, no further debate can be undertaken until there is a procedural motion for the item to be 'taken from the table.'
- 10.28 A motion to lay an item on the table, or to take an item from the table, is not debateable and there can be no amendments or right of reply.
- 10.29 A matter laid on the table must be taken from the table and dealt with prior to the end of the meeting.
- 10.30 When the item is taken from the table, debate resumes where it left off.

11 VOTING

Voting entitlements of councillors

11.1 Each councillor is entitled to one (1) vote.

Note: Clause 11.1 reflects section 370(1) of the Act.

11.2 The person presiding at a meeting of the council has, in the event of an equality of votes, a second or casting vote.

Note: Clause 11.2 reflects section 370(2) of the Act.

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11.3 Where the chairperson declines to exercise, or fails to exercise, their second or casting vote, in the event of an equality of votes, the motion being voted upon is lost.

11.4 [Clause deleted as it applies to a joint organisation]

Voting at council meetings

- 11.5 A councillor who is present at a meeting of the council but who fails to vote on a motion put to the meeting is taken to have voted against the motion.
- 11.6 If a councillor who has voted against a motion put at a council meeting so requests, the general manager must ensure that the councillor's dissenting vote is recorded in the council's minutes.
- 11.7 The decision of the chairperson as to the result of a vote is final unless the decision is immediately challenged and not fewer than two (2) councillors rise and call for a division.
- 11.8 When a division on a motion is called, the chairperson must ensure that the division takes place immediately. The general manager must ensure that the names of those who vote for the motion and those who vote against it are recorded in the council's minutes for the meeting.
- 11.9 When a division on a motion is called, any councillor who fails to vote will be recorded as having voted against the motion in accordance with clause 11.5 of this code.
- 11.10 Voting at a meeting, including voting in an election at a meeting, is to be by open means (such as on the voices, by show of hands or by a visible electronic voting system). However, the council may resolve that the voting in any election by councillors for mayor or deputy mayor is to be by secret ballot.
- 11.11 [Non-mandatory clause deleted]

Voting on planning decisions

- 11.12 The council or a council committee must not make a final planning decision without receiving a staff report containing an assessment and recommendation in relation to the matter put before the council for a decision.
- 11.13 Where the council or a council committee makes a planning decision that is inconsistent with the recommendation made in a staff report, it must provide reasons for its decision and why it did not adopt the staff recommendation.
- 11.14 The general manager must keep a register containing, for each planning decision made at a meeting of the council or a council committee (including, but not limited to a committee of the council), the names of the councillors who supported the decision and the names of any councillors who opposed (or are taken to have opposed) the decision.

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11.15 For the purpose of maintaining the register, a division is taken to have been called whenever a motion for a planning decision is put at a meeting of the council or a council committee.

- 11.16 Each decision recorded in the register is to be described in the register or identified in a manner that enables the description to be obtained from another publicly available document.
- 11.17 Clauses 11.14–11.16 apply also to meetings that are closed to the public.

Note: Clauses 11.14-11.17 reflect section 375A of the Act.

Note: The requirements of clause 11.14 may be satisfied by maintaining a register of the minutes of each planning decision.

12 COMMITTEE OF THE WHOLE

12.1 The council may resolve itself into a committee to consider any matter before the council.

Note: Clause 12.1 reflects section 373 of the Act.

12.2 All the provisions of this code relating to meetings of the council, so far as they are applicable, extend to and govern the proceedings of the council when in committee of the whole, except the provisions limiting the number and duration of speeches and encouraging councillors and staff to stand when addressing the meeting.

Note: Clauses 10.15 - 10.25 limit the number and duration of speeches.

Note: Clause 7.1 encourages councillors and staff to stand when addressing the meeting where they can.

- 12.3 The general manager or, in the absence of the general manager, an employee of the council designated by the general manager, is responsible for reporting to the council the proceedings of the committee of the whole. It is not necessary to report the proceedings in full, but any recommendations of the committee must be reported.
- 12.4 The council must ensure that a report of the proceedings (including any recommendations of the committee) is recorded in the council's minutes. However, the council is not taken to have adopted the report until a motion for adoption has been made and passed.

13 DEALING WITH ITEMS BY EXCEPTION

13.1 The council or a committee of council may, at any time, resolve to adopt multiple items of business on the agenda together by way of a single resolution where it considers it necessary to expedite the consideration of business at a meeting.

- 13.2 Before the council or committee resolves to adopt multiple items of business on the agenda together under clause 13.1, the chairperson must list the items of business to be adopted and ask councillors to identify any individual items of business listed by the chairperson that they intend to vote against the recommendation made in the business paper or that they wish to speak on.
- 13.3 The council or committee must not resolve to adopt any item of business under clause 13.1 that a councillor has identified as being one they intend to vote against the recommendation made in the business paper or to speak on.
- 13.4 Where the consideration of multiple items of business together under clause 13.1 involves a variation to the order of business for the meeting, the council or committee must resolve to alter the order of business in accordance with clause 8.2.
- 13.5 A motion to adopt multiple items of business together under clause 13.1 must identify each of the items of business to be adopted and state that they are to be adopted as recommended in the business paper.
- 13.6 Items of business adopted under clause 13.1 are to be taken to have been adopted unanimously.
- 13.7 Councillors must ensure that they declare and manage any conflicts of interest they may have in relation to items of business considered together under clause 13.1.

14 CLOSURE OF COUNCIL MEETINGS TO THE PUBLIC

Grounds on which meetings can be closed to the public

- 14.1 The council or a committee of the council may close to the public so much of its meeting as comprises the discussion or the receipt of any of the following types of matters:
 - (a) personnel matters concerning particular individuals (other than councillors),
 - (b) the personal hardship of any resident or ratepayer,
 - (c) information that would, if disclosed, confer a commercial advantage on a person with whom the council is conducting (or proposes to conduct) business,
 - (d) commercial information of a confidential nature that would, if disclosed:
 - (i) prejudice the commercial position of the person who supplied it, or

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- (ii) confer a commercial advantage on a competitor of the council, or
- (iii) reveal a trade secret,
- (e) information that would, if disclosed, prejudice the maintenance of law,
- (f) matters affecting the security of the council, councillors, council staff or council property,
- (g) advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege,
- (h) information concerning the nature and location of a place or an item of Aboriginal significance on community land,
- (i) alleged contraventions of the council's code of conduct.

Note: Clause 14.1 reflects section 10A(1) and (2) of the Act.

14.2 The council or a committee of the council may also close to the public so much of its meeting as comprises a motion to close another part of the meeting to the public.

Note: Clause 14.2 reflects section 10A(3) of the Act.

Matters to be considered when closing meetings to the public

- 14.3 A meeting is not to remain closed during the discussion of anything referred to in clause 14.1:
 - (a) except for so much of the discussion as is necessary to preserve the relevant confidentiality, privilege or security, and
 - (b) if the matter concerned is a matter other than a personnel matter concerning particular individuals, the personal hardship of a resident or ratepayer or a trade secret – unless the council or committee concerned is satisfied that discussion of the matter in an open meeting would, on balance, be contrary to the public interest.

Note: Clause 14.3 reflects section 10B(1) of the Act.

- 14.4 A meeting is not to be closed during the receipt and consideration of information or advice referred to in clause 14.1(g) unless the advice concerns legal matters that:
 - (a) are substantial issues relating to a matter in which the council or committee is involved, and
 - (b) are clearly identified in the advice,
 - (c) are fully discussed in that advice, and
 - (d) are subject to legal professional privilege.

Note: Clause 14.4 reflects section 10B(2) of the Act.

14.5 If a meeting is closed during the discussion of a motion to close another part of the meeting to the public (as referred to in clause 14.2), the consideration of the motion must not include any consideration of the matter or information to be

discussed in that other part of the meeting other than consideration of whether the matter concerned is a matter referred to in clause 14.1.

Note: Clause 14.5 reflects section 10B(3) of the Act.

- 14.6 For the purpose of determining whether the discussion of a matter in an open meeting would be contrary to the public interest, it is irrelevant that:
 - (a) a person may misinterpret or misunderstand the discussion, or
 - (b) the discussion of the matter may:
 - (i) cause embarrassment to the council or committee concerned, or to councillors or to employees of the council, or
 - (ii) cause a loss of confidence in the council or committee.

Note: Clause 14.6 reflects section 10B(4) of the Act.

14.7 In deciding whether part of a meeting is to be closed to the public, the council or committee concerned must consider any relevant guidelines issued by the Departmental Chief Executive of the Office of Local Government.

Note: Clause 14.7 reflects section 10B(5) of the Act.

Notice of likelihood of closure not required in urgent cases

- 14.8 Part of a meeting of the council, or of a committee of the council, may be closed to the public while the council or committee considers a matter that has not been identified in the agenda for the meeting under clause 3.19 as a matter that is likely to be considered when the meeting is closed, but only if:
 - (a) it becomes apparent during the discussion of a particular matter that the matter is a matter referred to in clause 14.1, and
 - (b) the council or committee, after considering any representations made under clause 14.9, resolves that further discussion of the matter:
 - (i) should not be deferred (because of the urgency of the matter), and
 - (ii) should take place in a part of the meeting that is closed to the public.

Note: Clause 14.8 reflects section 10C of the Act.

Representations by members of the public

14.9 The council, or a committee of the council, may allow members of the public to make representations to or at a meeting, before any part of the meeting is closed to the public, as to whether that part of the meeting should be closed.

Note: Clause 14.9 reflects section 10A(4) of the Act.

14.10 A representation under clause 14.9 is to be made after the motion to close the part of the meeting is moved and seconded.

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14.11 Despite clauses 14.9 and 14.10, the council may resolve to close the meeting to the public in accordance with this Part to hear a representation from a member of the public as to whether the meeting should be closed to consider an item of business where the representation involves the disclosure of information relating to a matter referred to in clause 14.1.

14.12 Where the matter has been identified in the agenda of the meeting under clause 3.19 as a matter that is likely to be considered when the meeting is closed to the public, in order to make representations under clause 14.9, members of the public must first make an application to the council in a manner determined by the council.

Expulsion of non-councillors from meetings closed to the public

- 14.13 If a meeting or part of a meeting of the council or a committee of the council is closed to the public in accordance with section 10A of the Act and this code, any person who is not a councillor and who fails to leave the meeting when requested, may be expelled from the meeting as provided by section 10(2)(a) or (b) of the Act.
- 14.14 If any such person, after being notified of a resolution or direction expelling them from the meeting, fails to leave the place where the meeting is being held, a police officer, or any person authorised for the purpose by the council or person presiding, may, by using such force as is reasonably necessary, remove the first-mentioned person from that place and, if necessary restrain that person from reentering that place for the remainder of the meeting.

Note: Failure to comply with a direction to leave a meeting is an offence under section 660 of the Act carrying a maximum penalty of 20 penalty units.

Obligations of councillors attending meetings by audio-visual link

14.15 Councillors attending a meeting by audio-visual link must ensure that no other person is within sight or hearing of the meeting at any time that the meeting is closed to the public under section 10A of the Act.

Information to be disclosed in resolutions closing meetings to the public

- 14.16 The grounds on which part of a meeting is closed must be stated in the decision to close that part of the meeting and must be recorded in the minutes of the meeting. The grounds must specify the following:
 - (a) the relevant provision of section 10A(2) of the Act,
 - (b) the matter that is to be discussed during the closed part of the meeting,
 - (c) the reasons why the part of the meeting is being closed, including (if the matter concerned is a matter other than a personnel matter concerning particular individuals, the personal hardship of a resident or ratepayer or a trade secret) an explanation of the way in which discussion of the matter in an open meeting would be, on balance, contrary to the public interest.

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Note: Clause 14.16 reflects section 10D of the Act.

Resolutions passed at closed meetings to be made public

- 14.17 If the council passes a resolution during a meeting, or a part of a meeting, that is closed to the public, the chairperson must make the resolution public as soon as practicable after the meeting, or the relevant part of the meeting, has ended, and the resolution must be recorded in the publicly available minutes of the meeting.
- 14.18 Resolutions passed during a meeting, or a part of a meeting, that is closed to the public must be made public by the chairperson under clause 14.17 during a part of the meeting that is livestreamed where practicable.
- 14.19 The general manager must cause business papers for items of business considered during a meeting, or part of a meeting, that is closed to public, to be published on the council's website as soon as practicable after the information contained in the business papers ceases to be confidential.
- 14.20 The general manager must consult with the council and any other affected persons before publishing information on the council's website under clause 14.19 and provide reasons for why the information has ceased to be confidential.

15 KEEPING ORDER AT MEETINGS

Points of order

- 15.1 A councillor may draw the attention of the chairperson to an alleged breach of this code by raising a point of order. A point of order does not require a seconder.
- 15.2 A point of order must be taken immediately it is raised. The chairperson must suspend the business before the meeting and permit the councillor raising the point of order to state the provision of this code they believe has been breached. The chairperson must then rule on the point of order either by upholding it or by overruling it.

Questions of order

- 15.3 The chairperson, without the intervention of any other councillor, may call any councillor to order whenever, in the opinion of the chairperson, it is necessary to do so.
- 15.4 A councillor who claims that another councillor has committed an act of disorder, or is out of order, may call the attention of the chairperson to the matter.
- 15.5 The chairperson must rule on a question of order immediately after it is raised but, before doing so, may invite the opinion of the council.

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15.6 The chairperson's ruling must be obeyed unless a motion dissenting from the ruling is passed.

Motions of dissent

- 15.7 A councillor can, without notice, move to dissent from a ruling of the chairperson on a point of order or a question of order. If that happens, the chairperson must suspend the business before the meeting until a decision is made on the motion of dissent.
- 15.8 If a motion of dissent is passed, the chairperson must proceed with the suspended business as though the ruling dissented from had not been given. If, as a result of the ruling, any motion or business has been rejected as out of order, the chairperson must restore the motion or business to the agenda and proceed with it in due course.
- 15.9 Despite any other provision of this code, only the mover of a motion of dissent and the chairperson can speak to the motion before it is put. The mover of the motion does not have a right of general reply.

Acts of disorder

- 15.10 A councillor commits an act of disorder if the councillor, at a meeting of the council or a committee of the council:
 - (a) contravenes the Act, the Regulation or this code, or
 - (b) assaults or threatens to assault another councillor or person present at the meeting, or
 - (c) moves or attempts to move a motion or an amendment that has an unlawful purpose or that deals with a matter that is outside the jurisdiction of the council or the committee, or addresses or attempts to address the council or the committee on such a motion, amendment or matter, or
 - (d) uses offensive or disorderly words, or
 - (e) makes gestures or otherwise behaves in a way that is sexist, racist, homophobic or otherwise discriminatory, or, if the behaviour occurred in the Legislative Assembly, would be considered disorderly, or
 - (f) imputes improper motives to or unfavourably personally reflects upon any other council official, or a person present at the meeting, except by a motion, or
 - (g) says or does anything that would promote disorder at the meeting or is otherwise inconsistent with maintaining order at the meeting.

Note: Clause 15.10 reflects section 182 of the Regulation.

Note: The Legislative Assembly's Speaker's Guidelines state that "Members are not to use language, make gestures, or behave in any way in the Chamber that is sexist, racist, homophobic or otherwise exclusionary or discriminatory. Such conduct may be considered offensive and disorderly, in accordance with Standing Order 74".

- 15.11 The chairperson may require a councillor:
 - (a) to apologise without reservation for an act of disorder referred to in clauses 15.10(a), (b), (d), (e), or (g), or
 - (b) to withdraw a motion or an amendment referred to in clause 15.10(c) and, where appropriate, to apologise without reservation, or
 - (c) to retract and apologise without reservation for any statement that constitutes an act of disorder referred to in clauses 15.10(d), (e), (f) or (g).

Note: Clause 15.11 reflects section 233 of the Regulation.

- 15.12 A failure to comply with a requirement under clause 15.11 constitutes a fresh act of disorder for the purposes of clause 15.10.
- 15.13 Where a councillor fails to take action in response to a requirement by the chairperson to remedy an act of disorder under clause 15.11 at the meeting at which the act of disorder occurred, the chairperson may require the councillor to take that action at each subsequent meeting until such time as the councillor complies with the requirement. If the councillor fails to remedy the act of disorder at a subsequent meeting, they may be expelled from the meeting under clause 15.18.

How disorder at a meeting may be dealt with

- 15.14 If disorder occurs at a meeting of the council, the chairperson may adjourn the meeting for a period of not more than fifteen (15) minutes and leave the chair. The council, on reassembling, must, on a question put from the chairperson, decide without debate whether the business is to be proceeded with or not. This clause applies to disorder arising from the conduct of members of the public as well as disorder arising from the conduct of councillors.
- 15.15 [Non-mandatory clause deleted]
- 15.16 [Non-mandatory clause deleted]
- 15.17 [Non-mandatory clause deleted]
- 15.18 A councillor may, as provided by section 10(2)(a) or (b) of the Act, be expelled from a meeting of the council for having failed to comply with a requirement under clause 15.11 or clause 15.13. The expulsion of a councillor from the meeting for that reason does not prevent any other action from being taken against the councillor for the act of disorder concerned.

Note: Clause 15.18 reflects section 233(2) of the Regulation.

- 15.19 A member of the public may, as provided by section 10(2)(a) or (b) of the Act, be expelled from a meeting of the council for engaging in or having engaged in disorderly conduct at the meeting.
- 15.20 Members of the public attending a meeting of the council:

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- (a) must remain silent during the meeting unless invited by the chairperson to speak,
- (b) must not bring flags, signs or protest symbols to the meeting, and
- (c) must not disrupt the meeting.
- 15.21 Without limiting clause 15.19, a contravention of clause 15.20 or an attempt to contravene that clause, constitutes disorderly conduct for the purposes of clause 15.19. Members of the public may, as provided by section 10(2) of the Act, be expelled from a meeting for a breach of clause 15.20.
- 15.22 Where a councillor or a member of the public is expelled from a meeting, the expulsion and the name of the person expelled, if known, are to be recorded in the minutes of the meeting.
- 15.23 If a councillor or a member of the public fails to leave the place where a meeting of the council is being held immediately after they have been expelled, a police officer, or any person authorised for the purpose by the council or person presiding, may, by using such force as is reasonably necessary, remove the councillor or member of the public from that place and, if necessary, restrain the councillor or member of the public from re-entering that place for the remainder of the meeting.

Note: Failure to comply with a direction to leave a meeting is an offence under section 660 of the Act carrying a maximum penalty of 20 penalty units.

How disorder by councillors attending meetings by audio-visual link may be dealt with

- 15.24 Where a councillor is attending a meeting by audio-visual link, the chairperson or a person authorised by the chairperson may mute the councillor's audio link to the meeting for the purposes of enforcing compliance with this code.
- 15.25 If a councillor attending a meeting by audio-visual link is expelled from a meeting for an act of disorder, the chairperson of the meeting or a person authorised by the chairperson, may terminate the councillor's audio-visual link to the meeting.

Use of mobile phones and the unauthorised recording of meetings

- 15.26 Councillors, council staff and members of the public must ensure that mobile phones are turned to silent during meetings of the council and committees of the council.
- 15.27 A person must not live stream or use an audio recorder, video camera, mobile phone or any other device to make a recording of the proceedings of a meeting of the council or a committee of the council without the prior authorisation of the council or the committee.
- 15.28 Without limiting clause 15.19, a contravention of clause 15.27 or an attempt to contravene that clause, constitutes disorderly conduct for the purposes of clause 15.19. Any person who contravenes or attempts to contravene clause

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15.27, may, as provided for under section 10(2) of the Act, be expelled from the meeting.

15.29 If any such person, after being notified of a resolution or direction expelling them from the meeting, fails to leave the place where the meeting is being held, a police officer, or any person authorised for the purpose by the council or person presiding, may, by using such force as is reasonably necessary, remove the first-mentioned person from that place and, if necessary, restrain that person from re-entering that place for the remainder of the meeting.

Note: Failure to comply with a direction to leave a meeting is an offence under section 660 of the Act carrying a maximum penalty of 20 penalty units.

16 CONFLICTS OF INTEREST

- 16.1 All councillors and, where applicable, all other persons, must declare and manage conflicts of interest they have in matters being considered at meetings of the council and committees of the council in accordance with the council's code of conduct. All declarations of conflicts of interest must be recorded in the minutes of the meeting at which the declaration was made.
- 16.2 Councillors attending a meeting by audio-visual link must declare and manage any conflicts of interest they have in matters being considered at the meeting in accordance with the council's code of conduct. Where a councillor has declared a conflict of interest in a matter being discussed at the meeting, the councillor's audio-visual link to the meeting must be suspended or terminated and the councillor must not be in sight or hearing of the meeting at any time during which the matter is being considered or discussed by the council or committee, or at any time during which the council or committee is voting on the matter.

17 DECISIONS OF THE COUNCIL

Council decisions

17.1 A decision supported by a majority of the votes at a meeting of the council at which a quorum is present is a decision of the council.

Note: Clause 17.1 reflects section 371 of the Act in the case of councils and section 400T(8) in the case of joint organisations.

17.2 Decisions made by the council must be accurately recorded in the minutes of the meeting at which the decision is made.

Rescinding or altering council decisions

17.3 A resolution passed by the council may not be altered or rescinded except by a motion to that effect of which notice has been given in accordance with this code.

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Note: Clause 17.3 reflects section 372(1) of the Act.

17.4 If a notice of motion to rescind a resolution is given at the meeting at which the resolution is carried, the resolution must not be carried into effect until the motion of rescission has been dealt with.

Note: Clause 17.4 reflects section 372(2) of the Act.

17.5 If a motion has been lost, a motion having the same effect must not be considered unless notice of it has been duly given in accordance with this code.

Note: Clause 17.5 reflects section 372(3) of the Act.

17.6 A notice of motion to alter or rescind a resolution, and a notice of motion which has the same effect as a motion which has been lost, must be signed by three (3) councillors if less than three (3) months has elapsed since the resolution was passed, or the motion was lost.

Note: Clause 17.6 reflects section 372(4) of the Act.

17.7 If a motion to alter or rescind a resolution has been lost, or if a motion which has the same effect as a previously lost motion is lost, no similar motion may be brought forward within three (3) months of the meeting at which it was lost. This clause may not be evaded by substituting a motion differently worded, but in principle the same.

Note: Clause 17.7 reflects section 372(5) of the Act.

17.8 The provisions of clauses 17.5–17.7 concerning lost motions do not apply to motions of adjournment.

Note: Clause 17.8 reflects section 372(7) of the Act.

- 17.9 A notice of motion submitted in accordance with clause 17.6 may only be withdrawn under clause 3.11 with the consent of all signatories to the notice of motion.
- 17.10 [Non-mandatory clause deleted]
- 17.11 A motion to alter or rescind a resolution of the council may be moved on the report of a committee of the council and any such report must be recorded in the minutes of the meeting of the council.

Note: Clause 17.11 reflects section 372(6) of the Act.

17.12 Subject to clause 17.7, in cases of urgency, a motion to alter or rescind a resolution of the council may be moved at the same meeting at which the resolution was adopted, where:

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- (a) a notice of motion signed by three councillors is submitted to the chairperson at the meeting, and
- (b) the council resolves to deal with the motion at the meeting on the grounds that it is urgent and requires a decision by the council before the next scheduled ordinary meeting of the council.
- 17.13 A motion moved under clause 17.12(b) can be moved without notice. Despite any other provision of this code, only the mover of a motion referred to in clause 17.12(b) and the chairperson, if they are not the mover of the motion, can speak to the motion before it is put.
- 17.14 A resolution adopted under clause 17.12(b) must state the reasons for the urgency.

18 TIME LIMITS ON COUNCIL MEETINGS

- 18.1 Meetings of the council and committees of the council are to conclude no later than 11.30 pm.
- 18.2 If the business of the meeting is unfinished at 11.30 pm, the council or the committee may, by resolution, extend the time of the meeting.
- 18.3 If the business of the meeting is unfinished at 11.30 pm, and the council does not resolve to extend the meeting, the chairperson must either:
 - (a) defer consideration of the remaining items of business on the agenda to the next ordinary meeting of the council, or
 - (b) adjourn the meeting to a time, date and place fixed by the chairperson.
- 18.4 Clause 18.3 does not limit the ability of the council or a committee of the council to resolve to adjourn a meeting at any time. The resolution adjourning the meeting must fix the time, date and place that the meeting is to be adjourned to.
- 18.5 Where a meeting is adjourned under clause 18.3 or 18.4, the general manager must:
 - (a) individually notify each councillor of the time, date and place at which the meeting will reconvene, and
 - (b) publish the time, date and place at which the meeting will reconvene on the council's website and in such other manner that the general manager is satisfied is likely to bring notice of the time, date and place of the reconvened meeting to the attention of as many people as possible.

19 AFTER THE MEETING

Minutes of meetings

19.1 The council is to keep full and accurate minutes of the proceedings of meetings of the council.

Note: Clause 19.1 reflects section 375(1) of the Act.

- 19.2 At a minimum, the general manager must ensure that the following matters are recorded in the council's minutes:
 - (a) the names of councillors attending a council meeting and whether they attended the meeting in person or by audio-visual link,
 - (b) details of each motion moved at a council meeting and of any amendments moved to it,
 - (c) the names of the mover and seconder of the motion or amendment,
 - (d) whether the motion or amendment was passed or lost, and
 - (e) such other matters specifically required under this code.
- 19.3 The minutes of a council meeting must be confirmed at a subsequent meeting of the council.

Note: Clause 19.3 reflects section 375(2) of the Act.

- 19.4 Any debate on the confirmation of the minutes is to be confined to whether the minutes are a full and accurate record of the meeting they relate to.
- 19.5 When the minutes have been confirmed, they are to be signed by the person presiding at the subsequent meeting.

Note: Clause 19.5 reflects section 375(2) of the Act.

- 19.6 The confirmed minutes of a meeting may be amended to correct typographical or administrative errors after they have been confirmed. Any amendment made under this clause must not alter the substance of any decision made at the meeting.
- 19.7 The confirmed minutes of a council meeting must be published on the council's website. This clause does not prevent the council from also publishing unconfirmed minutes of its meetings on its website prior to their confirmation.

Access to correspondence and reports laid on the table at, or submitted to, a meeting

19.8 The council and committees of the council must, during or at the close of a meeting, or during the business day following the meeting, give reasonable access to any person to inspect correspondence and reports laid on the table at, or submitted to, the meeting.

Note: Clause 19.8 reflects section 11(1) of the Act.

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19.9 Clause 19.8 does not apply if the correspondence or reports relate to a matter that was received or discussed or laid on the table at, or submitted to, the meeting when the meeting was closed to the public.

Note: Clause 19.9 reflects section 11(2) of the Act.

19.10 Clause 19.8 does not apply if the council or the committee resolves at the meeting, when open to the public, that the correspondence or reports are to be treated as confidential because they relate to a matter specified in section 10A(2) of the Act.

Note: Clause 19.10 reflects section 11(3) of the Act.

19.11 Correspondence or reports to which clauses 19.9 and 19.10 apply are to be marked with the relevant provision of section 10A(2) of the Act that applies to the correspondence or report.

Implementation of decisions of the council

19.12 The general manager is to implement, without undue delay, lawful decisions of the council.

Note: Clause 19.12 reflects section 335(b) of the Act.

20 COUNCIL COMMITTEES

Application of this Part

20.1 This Part only applies to committees of the council whose members are all councillors.

Council committees whose members are all councillors

- 20.2 The council may, by resolution, establish such committees as it considers necessary.
- 20.3 A committee of the council is to consist of the mayor and such other councillors as are elected by the councillors or appointed by the council.
- 20.4 The quorum for a meeting of a committee of the council is to be:
 - (a) such number of members as the council decides, or
 - (b) if the council has not decided a number a majority of the members of the committee.

Functions of committees

20.5 The council must specify the functions of each of its committees when the Code of Meeting Practice 37

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committee is established but may from time to time amend those functions.

Notice of committee meetings

- 20.6 The general manager must send to each councillor, regardless of whether they are a committee member, at least three (3) days before each meeting of the committee, a notice specifying:
 - (a) the time, date and place of the meeting, and
 - (b) the business proposed to be considered at the meeting.
- 20.7 Notice of less than three (3) days may be given of a committee meeting called in an emergency.

Non-members entitled to attend committee meetings

- 20.8 A councillor who is not a member of a committee of the council is entitled to attend, and to speak at a meeting of the committee. However, the councillor is not entitled:
 - (a) to give notice of business for inclusion in the agenda for the meeting, or
 - (b) to move or second a motion at the meeting, or
 - (c) to vote at the meeting.

Chairperson and deputy chairperson of council committees

- 20.9 The chairperson of each committee of the council must be:
 - (a) the mayor, or
 - (b) if the mayor does not wish to be the chairperson of a committee, a member of the committee elected by the council, or
 - (c) if the council does not elect such a member, a member of the committee elected by the committee.
- 20.10 The council may elect a member of a committee of the council as deputy chairperson of the committee. If the council does not elect a deputy chairperson of such a committee, the committee may elect a deputy chairperson.
- 20.11 If neither the chairperson nor the deputy chairperson of a committee of the council is able or willing to preside at a meeting of the committee, the committee must elect a member of the committee to be acting chairperson of the committee.
- 20.12 The chairperson is to preside at a meeting of a committee of the council. If the chairperson is unable or unwilling to preside, the deputy chairperson (if any) is to preside at the meeting. If neither the chairperson nor the deputy chairperson is able or willing to preside, the acting chairperson is to preside at the meeting.

Procedure in committee meetings

20.13 Subject to any specific requirements of this code, each committee of the council may regulate its own procedure. The provisions of this code are to be taken to apply to all committees of the council.

- 20.14 Whenever the voting on a motion put to a meeting of the committee is equal, the chairperson of the committee is to have a casting vote as well as an original vote unless the council or the committee determines otherwise in accordance with clause 20.13.
- 20.15 [Clause deleted as it applies to a joint organisation]
- 20.16 Voting at a council committee meeting is to be by open means (such as on the voices, by show of hands or by a visible electronic voting system).

Mayoral minutes

20.17 The provisions of this code relating to mayoral minutes also apply to meetings of committees of the council in the same way they apply to meetings of the council.

Closure of committee meetings to the public

- 20.18 The provisions of the Act and Part 14 of this code apply to the closure of meetings of committees of the council to the public in the same way they apply to the closure of meetings of the council to the public.
- 20.19 If a committee of the council passes a resolution, or makes a recommendation, during a meeting, or a part of a meeting that is closed to the public, the chairperson must make the resolution or recommendation public as soon as practicable after the meeting or part of the meeting has ended and report the resolution or recommendation to the next meeting of the council. The resolution or recommendation must also be recorded in the publicly available minutes of the meeting.
- 20.20 Resolutions passed during a meeting, or a part of a meeting that is closed to the public must be made public by the chairperson under clause 20.19 during a part of the meeting that is livestreamed where practicable.
- 20.21 The general manager must cause business papers for items of business considered during a meeting, or part of a meeting, that is closed to public, to be published on the council's website as soon as practicable after the information contained in the business papers ceases to be confidential.
- 20.22 The general manager must consult with the committee and any other affected persons before publishing information on the council's website under clause 20.21 and provide reasons for why the information has ceased to be confidential.

Disorder in committee meetings

20.23 The provisions of the Act, the Regulation, and this code relating to the maintenance of order in council meetings apply to meetings of committees of the council in the same way they apply to meetings of the council.

Minutes of council committee meetings

- 20.24 Each committee of the council is to keep full and accurate minutes of the proceedings of its meetings. At a minimum, a committee must ensure that the following matters are recorded in the committee's minutes:
 - (a) the names of councillors attending a meeting and whether they attended the meeting in person or by audio-visual link,
 - (b) details of each motion moved at a meeting and of any amendments moved to it,
 - (c) the names of the mover and seconder of the motion or amendment,
 - (d) whether the motion or amendment was passed or lost, and
 - (e) such other matters specifically required under this code.
- 20.25 [Non-mandatory clause deleted]
- 20.26 The minutes of meetings of each committee of the council must be confirmed at a subsequent meeting of the committee.
- 20.27 Any debate on the confirmation of the minutes is to be confined to whether the minutes are a full and accurate record of the meeting they relate to.
- 20.28 When the minutes have been confirmed, they are to be signed by the person presiding at the subsequent meeting.
- 20.29 The confirmed minutes of a meeting may be amended to correct typographical or administrative errors after they have been confirmed. Any amendment made under this clause must not alter the substance of any decision made at the meeting.
- 20.30 The confirmed minutes of a meeting of a committee of the council must be published on the council's website. This clause does not prevent the council from also publishing unconfirmed minutes of meetings of committees of the council on its website prior to their confirmation.

21 IRREGULARITES

- 21.1 Proceedings at a meeting of a council or a council committee are not invalidated because of:
 - (a) a vacancy in a civic office, or
 - (b) a failure to give notice of the meeting to any councillor or committee member, or

Code of Meeting Practice

(c) any defect in the election or appointment of a councillor or committee member, or

- (d) a failure of a councillor or a committee member to declare a conflict of interest, or to refrain from the consideration or discussion of, or vote on, the relevant matter, at a council or committee meeting in accordance with the council's code of conduct, or
- (e) a failure to comply with this code.

Note: Clause 21.1 reflects section 374 of the Act.

22 DEFINITIONS

the Act	means the Local Government Act 1993
act of disorder	means an act of disorder as defined in clause 15.10
	of this code
amendment	in relation to an original motion, means a motion
	moving an amendment to that motion
audio recorder	any device capable of recording speech
audio-visual link	means a facility that enables audio and visual
addio viodat iiiit	communication between persons at different
	places
business day	means any day except Saturday or Sunday or any
200200 00.,	other day the whole or part of which is observed as
	a public holiday throughout New South Wales
chairperson	in relation to a meeting of the council – means the
onan person	person presiding at the meeting as provided by
	section 369 of the Act and clauses 6.1 and 6.2 of
	this code, and in relation to a meeting of a
	committee – means the person presiding at the
	meeting as provided by clause 20.9 of this code
this code	means the council's adopted code of meeting
	practice
committee of the	means a committee established by the council in
council	accordance with clause 20.2 of this code (being a
	committee consisting only of councillors) or the
	council when it has resolved itself into committee
	of the whole under clause 12.1
council official	includes councillors, members of staff of a council,
	administrators, council committee members,
	delegates of council and any other person
	exercising functions on behalf of the council
day	means calendar day
division	means a request by two councillors under clause
	11.7 of this code requiring the recording of the
	names of the councillors who voted both for and
	against a motion
livestream	a video broadcast of a meeting transmitted across
	the internet concurrently with the meeting
open voting	means voting on the voices or by a show of hands or
	by a visible electronic voting system or similar
	means
planning decision	means a decision made in the exercise of a function
	of a council under the <i>Environmental Planning and</i>
	Assessment Act 1979 including any decision
	relating to a development application, an
	environmental planning instrument, a
	development control plan, a planning agreement or
	a development contribution plan under that Act,

	but not including the making of an order under						
	Division 9.3 of Part 9 of that Act						
performance	means an order issued under section 438A of the						
improvement order	Act						
quorum	means the minimum number of councillors or committee members necessary to conduct a meeting						
the Regulation	means the Local Government (General) Regulation 2021						
year	means the period beginning 1 July and ending the following 30 June						

9 December 2025

			_		STATUS OF RESOLUTIONS	
Meeting	Date	Report Type	Item No.	Subject	Resolution (That Council:)	Comment
Council Meeting	23/09/2021	Adoption of Minutes	CM/5.2.1/21.09	Adoption of Minutes - Waverley Traffic Committee Meeting - 26 August 2021 - TC/C.01/21.08 - Grafton Street, Bondi Junction - Bicycle Shared Path (SF21/4020)	That Council: 1. Installs shared path signage and blue shared path lines with associated text and symbols to the edge of footpath on the northern side of Grafton Street between Adelaide Street and the proposed commuter bicycle cage within Transport for NSW land beneath Syd Einfeld Drive on the western side of Grosvenor Street, Bondi Junction. 2. Reinstates shared path signage and installs blue shared path lines with associated text and symbols to the existing	14/11/2025 Detailed design continues with preferred option. Completion expected December 2025.
				Bicycle Shared Path (3F21/4020)	shared path beside Syd Einfeld Drive between Oxford Street and Adelaide Street. 3. Provides a kerb ramp to the north-eastern side of the roundabout at the intersection of Adelaide Street and Grafton Street to facilitate on-road bicycle riders to access the existing shared path. 4. Installs cyclist dismount signs at the zebra crossing at the north side of the roundabout at the intersection of Adelaide Street and Grafton Street. 5. Refers the proposal of changing the existing pedestrian-only lantern lens covers to combined pedestrian and bicycle lantern lens covers at the intersections of Graton Street/Grosvenor Street to Transport for NSW for assessment. 6. Installs a cyclist dismount sign at the termination of the shared pathway north of Oxford Street. 7. Officers investigate improving the safety of the zebra crossing to the north of the roundabout at the intersection of Adelaide Street and Grafton Street, including consideration of a raised crossing and additional lighting, with a report to be prepared for the Traffic Committee.	01/09/2025 Stakeholder consultation concluded. Design to proceed per Option 2 - shared path along the northern side of Grafton Street. Detailed design now progressing, with engagement of external consultants for the Road Safety Audit and Traffic Control Signal design. Design completion expected mid October 2025. 14/05/2025 Stakeholder consultation occurred April 2025 on two design options. Detailed design to be reported to July Traffic Committee for recommendation. 06/03/2025
Council Meeting	15/02/2022	Notice of Motion	CM/8.8/22.02	Liquor Licences (A17/0067)	 Council officers prepare a report on the statistics of liquor licences and liquor applications in Waverley, particularly Bondi, as part of a report on Council's capacity to assist the community in the process of making more informed public submissions on liquor applications related to the consent authority, the NSW Independent Liquor and Gaming Authority (ILGA). The report is to outline how Council officers can engage with, and help the community engage with, the National Drug and Alcohol Research Centre's resources in informing public and Council submissions to NSW ILGA liquor applications and related actions to ameliorate anti-social behaviour and violence associated with unregulated alcohol consumption. 	Design well progressed and will be presented to Council prior to 1/3/2025 To be completed by June 2026.
Council Meeting	27/06/2023	Report	CM/7.12/23.06	Bus Driver Amenity Facilities - Licence to Transdev John Holland Buses - Post-Exhibition (A22/0152)	 Grants three licences to Transdev John Holland Buses (Aust) Pty Ltd for eight years for the use of bus driver amenities at the following locations on the terms and conditions set out in the report: (a) South Head Cemetery, Old South Head Road, Vaucluse. (b) North Bondi Terminus, Campbell Parade, North Bondi. (c) Bronte Tram Shed, Bronte Road, Bronte. Authorises the General Manager or delegate to complete negotiations and execute all necessary documentation to finalise the matter. 	03/11/25 Property team in negotiations with Transdev prior to finalising license for South Head Cemetery facilities. 04/09/2025 South Head Cemetery, Vaucluse PoM completed. Negotiations for new Licence in October 2025.
Finance, Operations and Community Services Committee	05/09/2023	Report	FC/5.3/23.09	Barracluff Park - Dog Off-Leash Area and Management (A22/0336)	 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. 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. Following the 2024–25 winter season, consults the community and sports clubs on the satisfaction of all users, and officers report back to Council 	13/11/2025 1. Complete 2. Complete 3. Reporting consultation findings to 2 Dec Committee 02/09/2025 1. Completed - Park signage and website updated with new rules of use. 2. Completed
Council Meeting	20/02/2024	Notice of Motion	CM/8.9/24.02	Weed Removal and Native Planting (A12/0117)	1. Identifies leftover wasteland locations where weeds and rank grasses prevail and where native or indigenous planting could replace mowing or slashing or other weed management practices. 2. Investigates what resources would be required to plan and implement a program of weed and grass removal for replacement with native and indigenous plant species. 3. Officers prepare a report to Council, including the likely cost, staff training needed to implement a weed removal and native plant replacement program and engagement with interested neighbours to assist in establishment watering and ongoing weeding.	25/11/2025 To be completed by June 2026.
Council Meeting	16/04/2024	Notice of Motion	CM/8.2/24.04	Hollow-Bearing Wildlife - Additional Habitat (A10/0741)	Notes the importance of mature trees in providing habitat for local fauna. Officers prepare a report to Council that includes the options, feasibility and cost to create additional habitat in the Waverley local government area, such as artificial hollows or nest boxes, to support local fauna.	25/11/25 1. No action required 2. To be completed by April 2026.

					STATUS OF RESOLUTIONS	
Meeting	Date	Report Type	Item No.	Subject	Resolution (That Council:)	Comment
Council Meeting	21/05/2024	Report	CM/7.7/24.05	Reconciliation Action Plan Advisory Committee Meeting - 27 March 2024 - Minutes and Place Renaming (A14/0173)	 Notes the minutes of the Reconciliation Action Plan (RAP) Advisory Committee meeting held on 27 March 2024 attached to the report. Notes that the Dawn Reflection Service on 26 January 2024 raised \$1,500 for the GO Foundation. Approves the recommendation of the Gujaga Foundation, and supported by the RAP Advisory Committee, to apply to the Geographical Names Board of NSW to change the names of the following places: (a) Eora Reserve to Dharawal Reserve. (b) Cadigal Place to Gadigal Place. (c) Biddigal Reserve to Birrabirragal Reserve. Advises residents of the Geographical Names Board process of community consultation in adopting a name change should it proceed. Investigates what support can be made available to assist impacted residents in changing their address and officers prepare a report to Council. 	13/11/2025 3. No further progress from Sept 25 update. Await a response from the La Parouse Aboriginal Land Council and Gujaga foundation. 02/09/2025 1. Noted 2. Noted 3. GNB rejected application but advised more information is required to support the name change if the naming is considered offensive by the community. Council seeking further written support from the La Parouse Aboriginal Land Council and Gujaga foundation and will report to new RAP Committee before submitting further evidence to GNB.
Council Meeting	16/07/2024	Notice of Motion	CM/8.1/24.07	Rose Bay Secondary College - Community Access (SF21/372)	 Notes that the Rose Bay Secondary College has recently written to surrounding residents advising that from April 2024 they would be securing all gates that lead in and out of school grounds to keep the school safe and secure. Notes that for many years there was an informal pedestrian link from Reina Street north around the perimeter of the Rose Bay Secondary College playing field and that this pedestrian link was closed from the commencement of a substantial upgrade to the school in 2004. Notes that Council considered a report in 2006 regarding the walkway, as well as managed community access to the school grounds. Requests the General Manager and Council officers to hold discussions with the Department of Education and Rose Bay Secondary College around options for provision of managed community access to the school grounds. 	13/11/2025 4. Proposal received from School Infrastrucutre NSW. To be reported to Council in early 2026. 02/09/2025 4. Council is awaiting a proposal to enable community use of the sportsfield from School Infrastrucutre NSW. This will be reported to ELT for consideration.
Council Meeting	18/02/2025	Notice of Motion	CM/11.4/25.02	CONFIDENTIAL REPORT - 63A Wairoa Avenue, North Bondi - Lease - Exhibition (A25/0282)	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)(c) of the Local Government Act 1993. The report contains information that would, if disclosed, confer a commercial advantage on a person with whom Council is conducting (or proposes to conduct) business. 2. In accordance with section 47 of the Local Government Act 1993, publicly notifies and exhibits for 28 days the proposal to grant a lease of up to five years with a five-year option to Waverley Action for Youth Services (WAYS) for 63A Wairoa Avenue, North Bondi. 3. Approves in principle the granting of a lease of up to five years with a five-year option to WAYS for 63A Wairoa Avenue and authorises the General Manager or delegate to negotiate with WAYS on the terms of the lease. 4. Officers prepare a report to Council following the exhibition period to consider the submissions and grant the lease.	03/11/2025 Item 4 - Council offiers in disucssions with tenant with leases anticipated to go to Council in early December for aproval. 04/09/2025 Item 4 - Report to be submitted to October 2025 Council Meeting.
Strategic Planning and Development Committee	1	Report	PD/5.3/25.03	Bondi Park Basketball Court (A24/1050)	1. Investigates a leasing or licensing agreement with the Catholic Church for the public use of the basketball court on the corner of Blair Street and Mitchell Street, North Bondi. 2. Officers prepare a report to Council on the terms and conditions of the agreement, including: (a) Length of tenure. (b) Financial or in-kind contributions for the repair and ongoing upkeep and security of the facility. (c) Timing for agreement execution and any required capital works. 3. Progresses design, consultation, approvals and construction of a modified half-court in Bondi Park, located to consider the future playground expansion. 4. Continues to investigate alternative locations for new multi-function hardcourts, as set out in adopted strategies and plans of management.	13/11/2025 1 2. Still On Hold 3. In progress, potential locations indentified, heritiage consultant review in progress. 02/09/2025 1 2. On Hold. The Catholic Church has entered into a joint venture with Reddam House to redevelop the basketball court (53-55 Blair Street NORTH BONDI) submitting a Pre-DA to Council to redevelop the site as an extension of the Reddam House school campus. Negotations for any licence agreement with Council have been suspended until the DA process has been completed. 3. In progress with Planning Consultants engaged to review approvals pathway. 4. Noted for furture consideration in the Local Parks Plan of Managment to commence in 2026.

					STATUS OF RESOLUTIONS	
Meeting	Date	Report Type	Item No.	Subject	Resolution (That Council:)	Comment
Council Meeting	18/03/2025	Report	CM/7.8/25.03	2A Edmund Street, Queens Park - Refurbishment (A24/0298)	 Undertakes a full refurbishment of 2A Edmund Street, Queens Park, as set out in the report, for the building to be used as affordable housing. Notes that the full refurbishment of 2A Edmund Street will provide six new dwellings towards Council's Affordable Housing Program at a cost 50% less than the original proposal to knock down and rebuild. Reviews the Affordable Housing Tenancy Policy to clearly define 'key worker' to refine the targeting of the policy. 	14/11/2025 Item 1 - Construction RFT open and in progress. Contract execution January or February 2026 pending tender outcomes. Items 2 & 3 - per below comments 01/09/2025 Item 1 - Project refurbishment scope has been finalised. RFT for head contractor to be issued September 2025, with construction expected to commence from October or November 2025. Items 2 & 3 - per below comments.
Council Meeting	18/03/2025	Report	CM/7.9/25.03	Tender Evaluation - Waverley Cemetery - Quinn Road Memorialisation Walls (A24/0824)	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. Declines to accept any of the tenders for head contractor services for the Waverley Cemetery Quinn Road Memorialisation Walls Project, in accordance with section 178(1)(b) of the Local Government (General) Regulation 2021. 3. Declines to invite fresh tenders or applications as referred to in section 178(3)(b)–(d) of the Local Government (General) Regulation 2021, as Council has tested the market with an open tender process. 4. In accordance with section 178(3)(e) of the Local Government (General) Regulation 2021, authorises the General Manager or delegate to enter into negotiations with the top ranked tenderers with a view to entering into a contract for the head contractor services, as these tenderers scored highly and had quality submissions, with the issues of program, scope and price to be clarified during negotiations. 5. Authorises the General Manager or delegate to complete negotiations and execute all necessary documentation to finalise the matter. 6. Notifies unsuccessful tenderers of the decision in accordance with section 179 of the Local Government (General) Regulation 2021. 7. Lodges an integrated development application and an application under section 60 of the Heritage Act 1977 for the project. 8. Approves a procurement exemption to pay Gosford Quarries a deposit for the required sandstone.	conclude December 2025, allowing works to commence early 2026. 01/09/2025 4 & 5 Negotiations continue, and will be finalised after heritage NSW planning approvals.
Council Meeting	18/03/2025	Notice of Motion	CM/8.2/25.03	Public Artwork - Dion Horstmans (A25/0485)	1. Notes the artistic legacy of renowned Bondi artist Dion Horstmans. 2. Investigates: (a) Costings to acquire a sculptural artwork by Dion Horstmans. (b) Locations for the placement of the artwork within the Bondi area. 3. Officers prepare a report to the Arts, Culture and Creativity Advisory Committee with options to then provide a recommendation to Council.	19.05.25 Officers have reached out to family representatives

					STATUS OF RESOLUTIONS	
Meeting	Date	Report Type	Item No.	Subject	Resolution (That Council:)	Comment
Meeting Council Meeting	18/03/2025	Report Type Notice of Motion	Item No. CM/8.8/25.03	Subject Hunter Ward - Local Area Traffic Management Study (A25/0474)		Comment 03/11/2025 1. Noted 2. Ongoing. Included in team workplans and budgets 3. Defined within scoping document 4. Considered within scoping document 5. Completed 6. Ongoing 7. July WTC did not run. To be included in next WTC 8. Completed 26/05/2025 Item 1 - Noted Item 2 - LATM inlcuded in 2025/26 budget Item 3 - 4 - To be included in scope of LATM Item 5 - Works in progress May/June 2025 Item 6 - Resport to be completed once LATM undertaken. Item 7 - To be included in July WTC. Item 8 - Hunter Ward Precints informed - Completed.
Council Meeting	18/03/2025	Notice of Motion	CM/8.13/25.03	Beach Safety Signage - Design Contest (SF20/5526)	 Refers this motion to the Waverley Traffic Committee for its consideration. Informs the Hunter Ward Precincts of this motion. Undertakes a design competition with a cash prize to design new beach signage to develop creative alternatives to the current 'Swim between the Flags' and 'Dangerous Current – Do not Swim Here' signage. Submits the winning designs to the Australian Water Safety Council, Surf Life Saving Australia and Royal Life Saving Society Australia, which are the authors of the National Aquatic Recreation Signage Manual. Uses the winning design in Council's educational campaigns including the Summer Safe Program, comprising decals, A-frames on the beach, light pole banners and bus shelter advertising. Urgently audits the beach signage at the access ramps at Bronte, Tamarama and Bondi and upgrades them as required as a priority. Requests the Mayor to write to the following people, advising them of this initiative and urging them to consider improvements to the beach safety symbols included in the National Aquatic Recreation Signage Manual: Federal Minister for Infrastructure, Transport, Regional Development and Local Government, the Hon Catherine King MP. NSW Minister for Local Government, the Hon Ron Hoenig MP. NSW Minister for Emergency Services, the Hon Jihad Dib MP. 	14/11/2025 Items 1-3 - Design competition completed and submitted as per the resolution. Appropriate inclusion in Summer Safe Program being considered / planned.
Council Meeting	18/03/2025	Confidential Report	CM/11.2/25.03	CONFIDENTIAL REPORT - CCTV Network Review Outcome (SF25/651)	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)(e) of the Local Government Act 1993. The report contains information that would, if disclosed, prejudice the maintenance of law. 2. Notes the CCTV Network Review attached to the report and that any new CCTV camera locations must be approved by Council. 3. Approves the Phase 1 expansion of CCTV cameras, as set out in the report, subject to: (a) The development of a funding strategy. (b) The adoption of an updated CCTV Code of Practice and Policy in May 2025. (c) The cameras being located in Oxford Street Mall only. 4. Undertakes the following: (a) Develop a strategic roadmap with a 12-month horizon to deliver against the opportunities for improvement in the report with a funding strategy. (b) Undertake a technical network architecture review to develop a formal proposal to transition Council's existing network to a modern, standardised design, focused on futureproofing. (c) Review and update Council's current CCTV Code of Practice and Policy by May 2025, with a focus on better defining data retention, access permissions to the CCTV network and privacy implications. (d) Ensure all registers are maintained and kept up to date; specifically, the CCTV Asset Register, the Graffiti Register (with a focus on antisemitic graffiti) and the NSW Police CCTV Request Register. (e) Formalise a budget proposal for the Phase 1 expansion of Council's CCTV network into the public domain.	Item 3 - ongoing however currently no grant funding available. Item 4 - network architecture review RFQ responses received and under review. Completion of review planned to be completed in early 2026. 03/09/2025 Item 1 - Noted Item 2 - Noted Item 3 - Funding strategy under development for the Phase 1 Expansion of CCTV cameras. CCTV Policy and Code of Practice updates approved by Council - CM/11.1/25.06

					STATUS OF RESOLUTIONS	
Meeting	Date	Report Type	Item No.	Subject	Resolution (That Council:)	Comment
Council Meeting	29/04/2025	Mayoral Minute		Hungarian Revolution of 1956 - Memorial (A23/0678)	 Notes correspondence from the Trade and Consular Office of Hungary in Sydney to the Mayor seeking in-principle support to have a memorial placed within the Waverley local government area (LGA) to commemorate the 70th anniversary of the Hungarian Revolution of 1956. Recognises the many Hungarian refugees who settled within the Waverley LGA, as referenced in Council's Cultural Diversity Strategy 2021-2031. Recognises the suffering and sacrifices of the Hungarian people during the 1956 revolution and the ongoing contributions of Hungarian refugees and their descendants to Australian society. Extends its support to the Hungarian community's efforts to preserve the memory of the 1956 revolution and inspire future generations to remember the sacrifices and lessons of that period. Provides in-principle support for a memorial to be placed within Waverley Park. Notes that funding will be provided by the Hungarian Government. Notes the precedent of the Greek Government's Battle of Crete memorial within Waverley Park. Calls on local Australian Hungarian community groups to be consulted. 	28/11/2025 Report going to December Council.
Council Meeting	29/04/2025	Report	CM/7.7/25.04	Pricing Policy, Fees and Charges 2025-26, Budget and Long Term Financial Plan 7 - Exhibition (SF24/4731)	 9. Officers liaise with Trade and Consular Office of Hungary in Sydney and prepare a report to Council on the design and installation of the proposed memorial. 1. Publicly exhibits the draft Pricing Policy, Fees and Charges 2025-26, draft Budget and draft Long Term Financial Plan 7 attached to the report for 28 days. 2. In accordance with sections 621 and 623 of the Local Government Act 1993, borrows \$18 million to fund the Bronte Surf Life Saving Club and Community Facilities Upgrade project. 3. Authorises the General Manager or delegate to source the most competitive interest rates for the loan from approved financial institutions, with officers to prepare a report to Council on the loan details in the first quarter of financial year 2025-26. 4. Notes that the Long Term Financial Plan (LTFP) 7: (a) Will be reviewed annually in line with the Operational Plan and Annual Budget development. (b) Sets out the projects and initiatives that Council intends to invest in and the associated resource requirements for the next 11 years. It considers and utilises a range of options for achieving balanced budgets over the life of LTFP 7, likely including borrowing, realising efficiencies and cost reductions within Council operations, applying reserve funds 	2025
Council Meeting	29/04/2025	Report	CM/7.16/25.04	Avenue Intersection, North Bondi	earlier than forecast in LTFP 7, reducing or rescheduling the capital expenditure program and increasing revenue to fund specific programs and initiatives. 5. Authorises the General Manager to make any necessary editorial and content changes to the draft Pricing Policy, Fees and Charges 2025-26, Budget and LTFP for public exhibition to give effect to Council's resolution. 6. Officers prepare a report to Council following the exhibition period. 1. Notes the petition requesting the installation of a pedestrian crossing at the intersection of Blair Street and Wairoa Avenue, North Bondi. 2. Notes that the Blair Street and Wairoa Avenue intersection and the lack of comfortable pedestrian crossings have been identified as part of the Bondi Local Area Traffic Management project, that treatment concepts are in development and that Council considers the petition within that project as a priority location. 3. Installs wayfinding signage at this location.	03/11/2025 1. Noted 2. Noted. Community consultation coming soon to HYS page

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Meeting	Date	Report Type	Item No.	Subject	Resolution (That Council:)	Comment
Council Meeting	29/04/2025	Report	CM/7.18/25.04	Integrated Facility (AIF) Wash Bay (A24/1081)	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. Declines to accept any of the tenders for the design and construction of a wash bay at the Alexandria Integrated Facility, in accordance with section 178(1)(b) of the Local Government (General) Regulation 2021. 3. Declines to invite fresh tenders or applications as referred to in section 178(3)(b)—(d) of the Local Government (General) Regulation 2021, as Council has tested the market via specialised contractors. 4. In accordance with section 178(3)(e) of the Local Government (General) Regulation 2021, authorises the General Manager or delegate to enter into negotiations with the top ranked tenderer with a view to entering into a contract for the design and construction of a wash bay at the Alexandria Integrated Facility, as the top ranked tenderer scored highly and had a highquality submission, but the various options put forward in the tender submission and the final location of the wash bay need to be further discussed and clarified during negotiations. 5. Authorises the General Manager or delegate to complete negotiations and execute all necessary documentation to finalise the matter. 6. Notifies unsuccessful tenderers of the decision in accordance with section 179 of the Local Government (General) Regulation 2021.	14/11/2025 Items 4 & 5 - Negotiations remain in progress. Final offer received and under evaluation. Contract execution expected December 2025. 01/09/2025 Items 1-3 - Noted Items 4 & 5 - Negotiations in progress. Contract execution expected September 2025. Item 6 - Complete
Council Meeting	29/04/2025	Notice of Motion	CM/8.2/25.04		1. Undertakes beautification initiatives along Bondi Road (between Park Parade and Denham Street), focused on enhancing public amenity, improving visual appeal and increasing the pedestrian experience. 2. Notes the beautification program may include: (a) High-pressure cleaning of footpaths and public infrastructure. (b) Repairing footpaths where required. (c) Planter boxes and verge greenery. (d) Improvements to street furniture. (e) Creative lighting, which may include fairy lights. (f) Tidying up street signage. 3. Allocates \$80,000 in the 2025-26 budget to support the beautification initiative. 4. Initiates the preparation of a Bondi Road scoping study, with a report to be prepared to Council by the October 2025 Council meeting, and allocates \$20,000 in the 2025-26 budget to fund its preparation. 5. Notes that the scoping study is to identify the planning, transport, heritage, safety and beautification considerations required to support future upgrades along the Bondi Road corridor, and to ensure alignment with broader strategic initiatives. 6. Requests that the scoping study include, but not be limited to, consideration of the following: (a) Planning implications. (b) Transport and traffic management improvements. (c) Heritage considerations. (d) Streetscape and beautification opportunities. (e) Safety upgrades. (f) Urban built form. (g) Cost estimates, time frames and resourcing requirements to implement recommendations of the scoping study.	14/11/2025 4. Report scheduled to go to Council in December 2025, including an udpate on the beautification program. Procurement of beautification items in progress combined with Roscoe Street and Hall Street.

					STATUS OF RESOLUTIONS	
Meeting	Date	Report Type	Item No.	Subject	Resolution (That Council:)	Comment
Council Meeting	29/04/2025	Notice of Motion	CM/8.6/25.04	Bondi Beach Beautification (A25/0484)	 Notes that some streetscape areas within the Bondi Basin are in poor condition and in need of an upgrade. Installs fairy lights in: (a) Hall Street, between Glenayr Avenue and Campbell Parade. (b) Roscoe Street, between Gould Street and Campbell Parade. Funds the installation of the fairy lights from existing 2025-26 capital works budget allocation for the Campbell Parade streetscape upgrade. Officers investigate the cost of, and prepare a report to Council on, replacing dilapidated pavers, fixing the walls and replanting the garden beds to improve natural landscape at the corner of O'Brien Street and Glenayr Avenue. Plants appropriate native vegetation within Biddigal Reserve to improve the natural landscape and amenity, to be funded through the existing budget allocation for tree planting in 2025-26. Informs the following stakeholders of this motion: (a) Bondi and Districts Chamber of Commerce. (b) Businesses in Hall Street, Roscoe Street and Glenayr Avenue in the vicinity of Hall Street. (c) Friends of Biddigal Reserve. (d) Bondi Ward Precincts. 	 14/11/2025 2. Procurement in progress combined with Bondi Road and Roscoe Street. 4. This location inlcuded as a priority location in the Bondi LATM, will be reported to Council in early 2026 prior to consultation.
Council Meeting	29/04/2025	Notice of Motion	CM/8.7/25.04	Blair Street and Wairoa Avenue Intersection, North Bondi - Pedestrian Crossing (A03/0579)	 Notes that Council has received a petition with over 500 signatures calling for a pedestrian crossing at the corner of Blair Street and Wairoa Avenue, North Bondi. Notes that Council has received the Bondi Local Area Traffic Management (LATM) Study's recommendations for: (a) Holistic safety and amenity upgrades. (b) Priority locations for enhancing pedestrian safety. Notes that officers have advised that the upcoming Walking Strategy, to be presented to Council, identifies Blair Street and Wairoa Avenue as a location requiring a safety upgrade. Includes Blair Street and Wairoa Avenue in the list of priority locations for funding and upgrades in the LATM works. Applies for funding from the Active Transport program in December 2025 to deliver pedestrian safety at Blair Street and Wairoa Avenue. Urgently installs clear signage as an interim measure at the intersection, with signs showing how to get to Bondi Beach (like the signs at the northern end of Blair Street). 	
Council Meeting	29/04/2025	Notice of Motion	CM/8.8/25.04	Tree Maintenance and Preservation (A22/0383)	 Notes the 32 recommendations within the 2022 Public Domain Tree inventory and canopy analysis in 2022 and specifically recommendations 11, 12, 13, 15, 16, 17 and 22, which seek to create proactive plans for tree maintenance 2. Officers undertake an operational assessment of the recommendations and prepare a strategy tree management plan which includes: (a) Identification of high-risk trees or those coming to end of life and requiring replacement in the next three years. (b) Investigation of costs for replacing end-of-life/failing trees with mature trees. (c) Proactive assessments to inform tree maintenance activities and schedules to promote tree health and reduce tree loss. Schedules a Councillor briefing on the outcomes and recommendations of the Public Domain Tree inventory and canopy analysis. 	reported to November Committee. 12 month trial to be completed, policy to be updated at that time. 3. Councillor brieifng held In August 2025.

					STATUS OF RESOLUTIONS	
Meeting	Date	Report Type	Item No.	Subject	Resolution (That Council:)	Comment
Council Meeting	29/04/2025	Notice of Motion	CM/8.9/25.04	Campbell Parade, Gould Street and Hall Street, Bondi Beach - Revitalisation (A25/0484)	 Notes the dilapidated and unattractive state of Hall Street, Campbell Parade and Gould Street, Bondi Beach. Notes that Council has received the Bondi Local Area Traffic Management (LATM) Study's recommendations for safety and amenity upgrades in a separate report. Notes that Council has approved the Campbell Parade Streetscape Master Plan and that this is funded in the Long Term Financial Plan (LTFP) 6.2, including upgrades to the North Bondi bus terminus and the remaining sections of Campbell Parade. Notes that the LTFP 6.2 includes funding for a streetscape upgrade of Hall Street. Includes \$65,000 in the 2025-26 capital works budget as part of the draft LTFP 7 for a beautification upgrade of Hall Street, with consideration given to new streetscape elements like: (a) Seating. (b) Creative lighting. (c) Planting/planter boxes. (d) Outdoor dining areas. (e) Public art. Undertakes these upgrades within the 2025 calendar year. 	6. Procurement in progress combined with Bondi Road, Hall Street and Roscoe Street.
Council Meeting	29/04/2025	Notice of Motion	CM/8.11/25.04	Victoria Street, Charing Cross - Angle Parking and Tree Planting (A18/0541)	 Notes that in some areas of Waverley, the demand for parking spaces on the streets exceeds the available supply on most days. Waverley's parking system comprises paid and permit parking, as well as residential zones, and is regularly reviewed and adjusted to ensure fair and equal access to spaces for residents, visitors, commuters and business operators. Investigates the possibility of implementing angle parking in Victoria Street once the Charing Cross Streetscape works have been completed. Officers prepare a report to Council within six months, outlining a timeline and allocated budget for the project. 	
Council Meeting	29/04/2025	Notice of Motion	CM/8.14/25.04	Pedestrian Safety and In-Ground Lighting - Spring Street, Bondi Junction (A14/0193)	 Investigates the installation of in-ground LED safety tactile lighting at the pedestrian crossing in Spring Street, Bondi Junction, between Bronka Arcade and Eastgate Shopping Centre. Officers prepare a report to Council: (a) On the suitability and costs of installing of LED safety tactile lighting at the Spring Street crossing. (b) Identifying other high-risk intersections and pedestrian crossings within the local government area where such inground lighting would improve pedestrian safety. 	02/09/2025 1. In progress 2. Report being preparted for 9 December 2025 Council Meeting.
Finance, Operations and Community Services Committee	06/05/2025	Report	FC/5.3/25.05	Pedestrian Crossings - Macpherson Street, Bronte, St Thomas Street, Bronte, and Warners Avenue, Bondi Beach (A25/0213)	1. Installs three at-grade pedestrian crossings and additional warning line markings at the following locations, as set out in the report: (a) Macpherson Street, in front of Bronte Woolworths Metro (113 Macpherson Street, Bronte). (b) St Thomas Street, in front of Bronte Early Education Centre (42 St Thomas Street, Bronte). (c) Warners Avenue at Gould Street (as a refinement to the previously approved and funded design). 2. Authorises the Executive Manager, Infrastructure Services, to modify the designs should on-site circumstances warrant changes.	03/11/2025 1.(a) & (b) Works included in next linemarking package being sent to contractors in accordance with procurement requirements (c) Installed
Council Meeting	20/05/2025	Report	CM/7.11/25.05	Waverley Park - Pick-Up and Drop Off Zones (PUDO) (A20/0336)	1. Approves the following changes, to better support the parking and drop-off/pick-up needs of visitors to Waverley Park: 2. Extend the Birrell Street pick-up/drop-off (PUDO) zone eastwards towards Park Parade, removing two unrestricted parking spaces. 3. Removes the 'Council Authorised Vehicle Only' limitations in Waverley Park car park and: (a) Installs three unrestricted disabled spaces. (b) Installs two P10 minute short stay spaces with restrictions of 6.30 am–10 pm, Mon–Sat. (c) Installs 11 2P spaces with restrictions of 8 am–6pm, Mon-Sat. 4. Installs two 4P electric vehicle parking spaces with restrictions of 8 am–6 pm, Mon–Sat. 5. Replaces the disabled parking space in the Council Chambers driveway with a 1P parking space. 6. Officers liaise with Transport for NSW to determine its support for timed pick-up/drop-off (PUDO) and 10 minute spaces in Bondi Road adjacent to Waverley Park and implement changes should support be obtained. 7. Notes that additional PUDO informational signage will be installed in Birrell Street as part of the roll-out to improve visibility, with line markings to follow upon confirmation that the PUDO zone is functioning as intended. 8. Authorises the Executive Manager, Infrastructure Services, to modify the designs should on-site circumstances warrant changes.	03/11/2025 2. Included as part of the next linemarking contract 3a. Included as part of the next linemarking contract 4. Signage complete. 5. Included as part of the next linemarking contract

					STATUS OF RESOLUTIONS	
Meeting	Date	Report Type	Item No.	Subject	Resolution (That Council:)	Comment
Council Meeting	20/05/2025	Report	CM/7.12/25.05	Bondi Pavilion - Internal Space Optimisation (A15/0272)	 Replaces the Bondi Story Room at Bondi Pavilion with a community gallery space Constructs a new Customer Service and Venue Office adjacent to the High Tide Room at Bondi Pavilion, including the installation of interactive screens that allow the public to continue to access the Bondi Story Room exhibit. In respect of the existing Welcome Centre and Venue Office: (a) Publicly notifies and exhibits for 28 days the proposal to grant a lease of the space up to a maximum of ten years for the provision of beach related refreshments, in accordance with section 47 of the Local Government Act 1993. (b) Officers prepare a report to Council following the exhibition period. (c) Lodges a development application to change the use of the space to enable the commercial provision of beach related refreshments. Notes that Council officers will notify Friends of Bondi Pavilion and local Precinct Committees of replacing the Bondi Story Room with a community gallery space. 	3/11/2025 Exhibition period completed. Property team to write to the minister as submissions received against the proposal for a lease term of 10 years. Exhibition outcome report to be presented to Council in Febraury 2026.
Council Meeting	20/05/2025	Notice of Motion	CM/8.1/25.05	RESCISSION MOTION - CM/7.15/25.04 - Petitions - Fig Tree at 28-30 Edward Street, Bondi (A25/0630)	 Treats the attachments to the report as confidential in accordance with section 11(3) of the Local Government Act 1993, as they relate to a matter specified in section 10A(2)(c) of the Local Government Act 1993, except for Attachment 1 (Epic Engineers report dated 8 October 2018), Attachment 5 (monetary tree valuation, subject to the figures in the table being redacted) and Attachment 6 (notice of tree removal dated 10 March 2025). The attachments contain information that would, if disclosed, confer a commercial advantage on a person with whom Council is conducting (or proposes to conduct) business. Does not remove the fig tree in front of 28-30 Edward Street, Bondi, at this time. Undertakes detailed root mapping of the tree to establish: The extent of the tree root system. The efficacy of further mitigation strategies and viability of installing an effective root barrier to prevent further damage. Officers prepare a report to Council on the outcome of the root mapping and, if required, engage additional consultants pending the findings of the arborist report. 	14/11/2025 4. Report scheduled to December committee meeting. 29/10/2025 4. Report scheduled for November/December Council Meeting
Council Meeting	20/05/2025	Notice of Motion	CM/8.4/25.05	RESCISSION MOTION - CM/6.3/25.04 - Hungarian Revolution of 1956 - Memorial (A23/0678)	 Notes correspondence from the Trade and Consular Office of Hungary in Sydney to the Mayor seeking in-principle support to have a memorial placed within the Waverley local government area (LGA) to commemorate the 70th anniversary of the Hungarian Revolution of 1956. Recognises the many Hungarian refugees who settled within the Waverley LGA, as referenced in Council's Cultural Diversity Strategy 2021–2031. Recognises the suffering and sacrifices of the Hungarian people during the 1956 revolution and the ongoing contributions of Hungarian refugees and their descendants to Australian society. Extends its support to the Hungarian community's efforts to preserve the memory of the 1956 revolution and inspire future generations to remember the sacrifices and lessons of that period. Provides in-principle support for a memorial to be placed within Waverley Park. Notes that there will be no cost to Waverley ratepayers and that funding for the memorial will be sourced from a variety of sources including, but not limited to, the Hungarian community and local businesses. Notes the Battle of Crete and the Greek Campaign memorial within Waverley Park, which was funded by local Greek Australian community philanthropists. Officers liaise with the local Hungarian community and the Trade and Consular Office of Hungary in Sydney and prepare a report to Council on: The design of the memorial, including any wording. The time frame for design and installation. The location of the memorial. 	Meeting held with Hungarian Consulate in November to commence preliminary design discussions.
Council Meeting	20/05/2025	Notice of Motion	CM/8.5/25.05	North Bondi Terminus - Upgrade (A22/0183)	 Notes community consultation feedback for the North Bondi bus terminus upgrade as well as the importance of the project. Commits to the undertaking the recommendations based on this feedback. Investigates costings around reviewed options in preparation for moving forward with the project. Informs the following stakeholders of this motion: Bondi and Districts Chamber of Commerce. Businesses at the North Bondi terminus and surrounds. Transport NSW. Bondi Ward Precincts. 	14/11/2025 Items 2 & 3 - Review of concept design in conjunction with TfNSW liaison is ongoing. Report back to Council on outcomes expected February 2026.

					STATUS OF RESOLUTIONS	
Meeting	Date	Report Type	Item No.	Subject	Resolution (That Council:)	Comment
Meeting Council Meeting	20/05/2025	Report Type Confidential Report	CM/11.5/25.05	CONFIDENTIAL REPORT - Tender Evaluation - Bondi Surf Bathers	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	14/11/2025 Item 4 - Detailed negotiations remain on hold, awaiting resolution outcome from scoping and budget discussions between Council Executive officers and Club Board Items 5 & 6 as below.
					on developing an updated Heads of Agreement. 6. Officers prepare a report to Council to approve the updated Heads of Agreement with the Club and to enter into contract with the preferred tenderer once negotiations conclude.	
Council Meeting	17/06/2025	Mayoral Minute	CM/6.1/25.06	Speed Zones on Regional Roads (A03/2293)	 Notes that Council has been working with Transport for NSW (TfNSW) since 2019 to install traffic calming treatments and signage to facilitate a 40 km/h speed limit across the southern half of the local government area (LGA), spanning from Bondi Road and Syd Einfeld Drive to the southern boundary. Notes that this excludes the State roads in this southern half of the LGA: Bondi Road and Council Street. Advocates for TfNSW to revert to a speed limit of 50 km/h on some of the regional roads in this southern area of the LGA, specifically York Road and Birrell Street. Seeks funding from TfNSW for signage and line marking to enable the change in speed limit. 	3. Letter issued to TfNSW on 1 July 2025. Meeting held to discuss 15 July 2025. Formal response not yet received.
Council Meeting	17/06/2025	Report	CM/7.15/25.06	Shared E-Bike Parking and Management Trial (A17/0445)	1. Treats the attachment to the report as confidential in accordance with section 11(3) of the Local Government Act 1993, as it relates to a matter specified in section 10A(2)(d)(i) of the Local Government Act 1993. The attachment	3-7. Noted 02/09/2025
Council Meeting	17/06/2025	Notice of Motion	CM/8.6/25.06	Reduced Speed in Laneways (A25/0880)	 Notes: (a) Waverley resident concerns about laneways increasingly being used as rat runs by fastmoving cars wishing to avoid traffic. (b) That laneways are often used by families and children as spaces for ball games and other recreational activities. Officers prepare a report to Council by September 2025 that investigates:	03/11/2025 1. Noted 2. Report scheduled for December Finance & Operations committee 08/10/2025 1. Noted 2. Investigation to be progressed with consideration to other transport priorities and a report back date scheduled.

	STATUS OF RESOLUTIONS							
Meeting	Date	Report Type	Item No.	Subject	Resolution (That Council:)	Comment		
Council Meeting	17/06/2025	Notice of Motion	CM/8.8/25.06	Whale Watching Binoculars (A22/0407)	 Notes that with the completion of the Clifftop Walkway at Dover Heights and Vaucluse, there are opportunities for new vantage points for whale watching as well as the long-established locations between Bondi and Waverley Cemetery. Installs up to three public binoculars at suitable locations. Allocates \$75,000 from the Park Furniture and Structures budget in the 2025-26 Capital Works Program for the works. Notifies Australian Conservation Foundation Eastern Sydney and the National Parks and Wildlife Service of the instigation of the binoculars and investigates a partnership with these bodies for support and future education programs. 	13/11/2025 2. Detailed Design commenced 02/09/2025 1.Noted 2. In progress 3. Noted 4. Letters to both National Parks & Wildlife Services and Aust. Conservation Foundation Eastern Sydney were sent on 2 July 2025. Meetings to be scheduled with both parties to disucss the proposal for collaboration and education programs.		
Council Meeting	17/06/2025	Notice of Motion	CM/8.9/25.06	Frontier Wars - Commemoration on Waverley Cenotaph (A23/0116)	 Investigates a plaque or inscription within Waverley Park to acknowledge and commemorate the Frontier Wars. Undertakes appropriate consultation with: (a) Council's First Nations Advisory Committee, La Perouse Local Aboriginal Land Council and other relevant First Nations representatives. (b) Waverley RSL and other stakeholders. (c) The community, including local historians, to ensure a respectful and inclusive approach. Develops the final wording in collaboration with the above parties to ensure cultural appropriateness, historical accuracy and public understanding. Explores funding options and timelines for the installation, including any heritage or regulatory requirements. 			
Council Meeting	17/06/2025	Confidential Report	CM/11.2/25.06	CONFIDENTIAL REPORT - Bondi Beach Share Surfboards Trial (A25/0300)	 Reinstates the North Bondi community shareboard program for a trial six-month period commencing September 2025, as set out in the report (Option 1). Enters into a memorandum of understanding with the shareboard provider to give effect to the operational framework set out in the report for the duration of the trial. Authorises the General Manager or delegate to negotiate and finalise the memorandum of understanding. Officers prepare a report to Council on the outcome of the trial, including safety, community usage and operational viability. 	14/11/2025 2. MoU entered into. Storage installed, signage being finalised. Trial to commence in November. 05/09/2025 2. Draft MoU prepared, planning for signage and storage in progress. 3. Planned for September 2025.		
Council Meeting	15/07/25	Report	CM/7.20/25.07	Waverley Cemetery Writers' Centre - Feasibility (A25/0564)	 Agrees in principle to trial the use of the Cemetery residence building at Waverley Cemetery as a Writers' Centre for two years, as set out in the report, subject to the budget review at Q1. Notes that the refurbishment of the amenities building and the relocation of staff from the Cemetery residence is already programmed and budgeted for in the 2025–26 SAMP Buildings Capital Renewal Program for the reasons set out in the report. Names the writers' centre the 'Henry Lawson Writers' Centre.' 	,		
Council Meeting	15/07/25	Report	CM/7.21/25.07	Bronte House - Future Use and Public Accessibility (A02/0250- 06)	1. Treats Attachment 2 of 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)(c) of the Local Government Act 1993. The attachment contains information that would, if disclosed, confer a commercial advantage on a person with whom Council is conducting (or proposes to conduct) business. 2. Notes that 90% of the 469 responses were in favour of Bronte House being open to the public, with over 70% agreeing that Bronte House should be used as a tearoom, gallery with garden and for tours. 3. Approves in principle the Council-operated community access model for the future use of Bronte House, as set out in the report (Option 2). 4. Officers prepare a report to Council on the Council-operated community access model for both the house and the garden, including a detailed program and budget implications (akin to a business case). 5. Prior to the expiry of the current tenant lease in February 2026, undertakes an audit of the garden to update the significant vegetation register in the Bronte House Conservation Management Plan 2014.	3/11/2025 4. Community access model planning in progress. 5. Completed October 2025 01/09/2025 1-3. Noted 4. Community access model planning in progress. 5. To be undertaken prior to Februay 2026.		
Council Meeting	15/07/25	Report	CM/7.23/25.07	North Bondi Surf Life Saving Club and Forecourt - Lease and Licence - Exhibition (A25/0714)	That Council defers this item to the August Council meeting.	3/11/2025 Further meetings held with club, report to be presented to Council in early December 2025 01/09/2025 Issue considered at the SPRC on 28 August 2025.		

9 December 2025

					STATUS OF RESOLUTIONS	
Meeting	Date	Report Type	Item No.	Subject	Resolution (That Council:)	Comment
Council Meeting	15/07/25	Notice of Motion	CM/8.2/25.07	Bondi Park Fitness Station (A13/0520)	 Notes that during the COVID-19 pandemic and up to April 2025, free weights and other equipment types were informally allowed at the Bondi Park Fitness Station. Permits the use of free weights and other fitness items at Bondi Park Fitness Station, subject to: (a) The location of the free weights and other fitness items being restricted to an area within the fitness station boundary. (b) No more than two of each type of fitness equipment being left within the area. (c) In the case of weight-bearing equipment (e.g. dumbbells and kettlebells), no more than two of the same weight being allowed. (d) The tethering and anchoring off existing trees remaining prohibited. Allocates funds from existing signage budgets to replace the signage to permit this use. Notes that commercial activities will continue to be prohibited. Will impound equipment it deems to be unsafe. 	02/09/2025 1. Noted. 2. Noted. 3. Noted. Funding to be provided in future budget review. 4. Noted. 5. Noted.
Council Meeting	15/07/25	Notice of Motion	CM/8.4/25.07	Beach Accessibility (A21/0205)	 Prioritises beach accessibility at Bondi Beach by reinstating beach access matting in time for summer 2025. Undertakes an operational and safety review to identify safe and practical options for the regular deployment of beach access matting. Notes that until 2023, beach access matting was regularly deployed at the northern end of Bondi Beach to support access for all users, including wheelchair users Collaborates with the Access and Inclusion Advisory Panel and the Surf Life Saving Committee and relevant community volunteer organisations and not-for-profits to establish a volunteer support program to assist wheelchair users with beach access and water safety. Promotes these improvements once implemented and ensures information about beach wheelchairs, the booking process and the location of accessible and ambulant facilities is made widely available to the community. Officers prepare a report to Council by March 2026 evaluating the reinstated access matting and volunteer support program, including feedback from users and partner organisations. Writes to all surf life saving clubs in Waverley to inform them of Council's accessibility initiatives and to request their support and involvement in the delivery of the volunteer support program. Further writes to the following stakeholders to inform them of this motion: (a) Member for Wentworth, Allegra Spender MP. (b) Member for Coogee, Marjorie O'Neill MP. (c) Member for Families and Communities and Minister for Disability Inclusion, the Hon Kate Washington MP. (d) Minister for Seniors, the Hon Jodie Harrison MP. (f) All Precincts. 	14/11/2025 2. Review nearing completion, strorage cage will need to be installed on the beach to minimise risk to staff deploying the beach matting. This is being progressed. 4. Has been raised wiht both groups. 5-6. To be progressed following 2 and 4. 01/09/2025 1. Noted 2. Review in progress 3. Noted 4. Will be included on the next AIAP on 25/09/2025. 5-6. To be progressed following 2 and 4. 7-8. Letters written and sent on 12 August 2025.
Finance, Operations and Community Services Committee	05/08/2025	Report	FC/5.3/25.08	NSW Police Vehicle Sponsorship Program (A12/0805)	 Extends the vehicle sponsorship agreement with the NSW Police Eastern Suburbs Local Area Command Crime Prevention Unit for five years until June 2030. Authorises the General Manager or delegate to complete negotiations and execute all necessary documentation to finalise the matter. 	02/09/2025 1. Noted 2. Awaiting Deed return from NSW Police.
Strategic Planning and Development Committee	05/08/2025	Confidential Report	PD/7.1/25.08	CONFIDENTIAL REPORT - Rowe Street Project - Update (A22/0011)	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)(c) of the Local Government Act 1993. The report contains information that would, if disclosed, confer a commercial advantage on a person with whom Council is conducting (or proposes to conduct) business. 2. Approves the mutual termination of the following agreements relating to the Rowe Street Project: (a) The Project Agreement dated 2 May 2022 between Council and Zondaro Pty Ltd. (b) The Project Management Agreement between Council and Blare Management. 3. Notes that, before termination, a review of accounts will be undertaken between the parties in relation to project costs incurred, and that Council will retain the bank guarantee until any amounts owed to Council are settled. 4. Authorises the General Manager to finalise the mutual termination of both agreements and, if required, to enter into an informal arrangement with Zondaro Pty Ltd and Blare Management to enable use of the project's existing intellectual property and allow Council to independently pursue a breakthrough agreement with Transport for NSW to continue the broader project of improving pedestrian access to the interchange.	1. Noted 2. Noted 3. Complete 4. In progress

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Meeting	Date	Report Type	Item No.	Subject	Resolution (That Council:)	Comment
Council Meeting	19/08/2025	Report	CM/7.14/25.08	Bronte Pool - Pump House Upgrade and Pump Replacement Project Update (SF21/4211)	 Treats the attachment to this report as confidential in accordance with section 11(3) of the Local Government Act 1993, as it relates to a matter specified in section 10A(2)(g) of the Local Government Act 1993. The attachment contains advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege. Approves the 75% detailed design for the Bronte Pool Pump House and Pump Replacement project attached to the report (Attachments 1–3). Presents options for materiality of the fence, stairs and pump house to the Capital Works Review Committee for review and consideration in the detailed design. Notes that the Review of Environmental Factors (REF) for the project, including detailed design progressed from the 75% package, will be publicly exhibited for 28 days. Officers prepare a report to Council on the community feedback following the exhibition period. Notes that: (a) The General Manager, under delegation, will review the REF, consider community feedback and feedback from Councillors to determine whether to proceed with the project. (b) Council will tender for construction services should the General Manager decide to proceed with the project. Authorises the Executive Manager, Infrastructure Services, to modify the remaining design should design constraints and on-site circumstances warrant changes. 	Item 4 - Noted. Public exhibition scheduled after CWRC Item 5 - Report to be prepared after public exhibition. Item 6 - Pending outcome from Items 4 & 5 Item 7 - Noted
Council Meeting	19/08/2025	Report	CM/7.15/25.08	Waverley Park - Drainage Rectification (A24/1060)	 Approves in principle Option 2, as set out in the report, to install a subsoil drain along the length of the existing swale and undertake minor regrading of the existing mounding in Waverley Park adjacent to Field 3 to rectify drainage issues. Notes that the cost of Option 2 is \$33,226 (excluding GST). Considers funding the project at the Q1 budget review. 	14/11/2025 3. Scope has been inlcuded in the Waverley Park Stage 3 tender.
Council Meeting	19/08/2025	Notice of Motion	CM/8.1/25.08	Waverley Art Prize - Celebrating 40 Years in 2026 (A24/0018)	 Notes that 2026 marks the 40th anniversary of the Waverley Art Prize, a significant cultural program that has supported and showcased artists from across Australia since its establishment in 1986. Acknowledges the important role the Waverley Art Prize has played in: Supporting emerging and established visual artists. Enhancing Waverley's cultural life and reputation. Contributing to Australia's creative and cultural economy. Recognises and thanks all artists, arts workers, judges, partners and staff who have contributed to the success of the Waverley Art Prize over the past four decades. Officers prepare a report to Council outlining options for commemorating the 40th anniversary of the prize in 2026, including: A retrospective exhibition or publication celebrating past winners and finalists. Community engagement activities that explore the history and significance of the prize. Promotion of and education about the prize and its enduring contribution to visual arts. Opportunities to integrate the anniversary into other cultural events across Waverley during the year. Inviting past winners to the launch of the 2026 Art Prize to celebrate the anniversary and Waverley's commitment to the visual arts. Officers provide an update to Council by March 2026 on the proposed program, including indicative timelines, partnership opportunities and budget considerations. 	
Council Meeting	19/08/2025	Notice of Motion	CM/8.3/25.08	Bondi Pavilion - Community Spaces Consultation (A15/0272)	 Council unanimously resolved at its meeting on 20 May 2025 to publicly exhibit its intention to grant a lease for the Welcome Centre and Venue Office at Bondi Pavilion The community, Precincts and stakeholders can provide feedback on the proposal as part of that process. Officers will prepare a report to Council following the exhibition period for Council to consider the submissions. 	03/11/2025 2. Precincts notified of exhibition period and submissions made. 3. Report to be presented to Council in February 2026. 02/09/2025 1. Noted 2 & 3. A sect47 Public Notice will go live 10/9/25, with a report back to council after the 28 day period of exhibition closes

9 December 2025

					STATUS OF RESOLUTIONS	
Meeting	Date	Report Type	Item No.	Subject	Resolution (That Council:)	Comment
Council Meeting Council Meeting	19/08/2025 19/08/2025	Notice of Motion Notice of Motion	CM/8.4/25.08 CM/8.5/25.08	-	 Notes that Council officers are currently preparing an Aboriginal Heritage Study led by a wellknown Aboriginal history and heritage researcher with high-level input from the Gujaga Foundation and traditional custodians. The study is a priority project identified by Council's First Nations Advisory Committee (formerly the Reconciliation Action Plan Advisory Committee). Notes that the Gujaga Foundation is coordinating the appropriate knowledge holders from the community on behalf of Council to decide how the sites should be protected. Notes that the Aboriginal Heritage Study is due to be completed in the 2025–26 financial year, in alignment with Council approvals. Officers prepare a report to Council at the conclusion of the study to present the findings and next steps. Notes the adoption of Amendment No. 6 to the Planning Agreement Policy at its meeting on 15 July 2025. Acknowledges that current information on development contributions, including voluntary planning agreements (VPAs), affordable housing contributions and section 7.12 development contributions, is fragmented across multiple areas of Council's website, making it difficult for the community to easily locate and understand. Requests the Director, Planning, Sustainability and Compliance, to review and update Council's website to improve accessibility and community understanding by: Developing a single, consolidated webpage outlining the range of applicable development contributions in the 	25/11/25
Council Meeting	19/08/2025	Notice of	CM/8.8/25.08	Pot Plants on Public Land	Waverley local government area, including VPAs, affordable housing contributions, section 7.12 contributions and relevant State Government contributions. (b) Presenting this information in clear, plain English, with an emphasis on explaining the purpose of each contribution mechanism and the public benefits they deliver. (c) Including a direct link to the existing VPA Register on this webpage. 4. Reaffirms its commitment to securing public benefits, such as affordable housing, infrastructure and community facilities, through the transparent and strategic use of planning mechanisms, including VPAs. 5. Officers prepare a progress report to Council on the implementation of these changes by December 2025. 1. Investigates the feasibility of allowing residents to place removable pot plants on the public verge immediately	08/09/2025
Council Meeting		Notice of Motion	CIVI/ 6.8/ 25.U8	(A13/0054)	outside their private property, including in laneways, subject to appropriate safety, accessibility and design conditions. 2. Officers prepare a report to Council outlining: (a) The necessary amendments to the Waverley Development Control Plan (DCP), Public Gardening Policy or any other applicable plans or policies. (b) The criteria under which such pot plants may be permitted, which may include: (i) Footpath width and accessibility for pedestrians and mobility devices. (ii) 'Line of sight' and safety considerations. (iii) Plant selection and maintenance responsibilities. (iv) Risk management and liability implications. (v) Heritage and biodiversity impacts where applicable. (c) Consultation with key stakeholders, including residents, access advocates and relevant Council teams. 3. Notes that any proposal to permit pot plants must align with existing objectives within the Waverley DCP relating to urban character, built form and landscaping. 4. Receives options for a trial or permit-based approach, and the potential for community education to support responsible verge use. 5. Officers provide time frames and resourcing implications for the policy review and implementation.	1. In progress 2. In progress 3. Noted 4. Noted 5. Noted
Council Meeting	19/08/2025	Notice of Motion	CM/8.10/25.08	Commemoration and Memorialisation Plaque Policy (A25/1841)	 Investigates the feasibility of a commemoration and memorialisation plaque policy for the Waverley local government area that considers opportunities to: (a) Accommodate requests from local residents for the personal memorialisation of people that have passed away. (b) Commemorate local residents who have significantly contributed to the local area. (c) Commemorate past and current Councillors who have significantly contributed to major construction projects in the local area. Officers prepare a report to Council on the feasibility of the proposed approach, including an assessment of costs and the approaches of other Sydney metropolitan councils regarding commemoration and memorialisation. 	02/09/2025 1. Investigation to take place 2. Investigation to take place targetting early 2026 for a report back to Council.

9 December 2025

	STATUS OF RESOLUTIONS									
Meeting	Date	Report Type	Item No.	Subject	Resolution (That Council:)	Comment				
Council Meeting	19/08/2025	Notice of Motion	CM/8.11/25.08	Bondi Beach Pedestrian Crossings (A03/0801)	 Notes the high pedestrian and vehicle movements throughout the Bondi Beach area, including Campbell Parade, Park Parade and Queen Elizabeth Drive, especially during the summer months. Notes the vehicle and pedestrian conflict points at the entrance and exit to Queen Elizabeth Drive. Officers undertake a review of pedestrian safety at the intersections of Queen Elizabeth Drive and Campbell Parade, including options to install dedicated pedestrian crossings, and prepare a report to Council as soon as possible on options to improve pedestrian safety. 	03/11/2025 1. Noted 2. Noted 3. Investigation ongoing. Report scheduled for February Finance & Operations meeting				
						02/09/2025 1. Noted 2. Noted 3. Investigation to be progressed				
Council Meeting	19/08/2025	Notice of Motion	CM/8.14/25.08	Youth Advisory Committee - Establishment (A25/1839)	 Establishes a Youth Advisory Committee to consult with young people in Waverley. Officers prepare a report to Council by December 2025 with draft terms of reference for the committee, including: (a) Up to eight young people as members of the committee under the age of 30. (b) Up to three Councillor members of the committee, one of whom is to be chair. (c) The committee to meet twice per year. (d) A membership term of two years. (e) A framework for the safety and wellbeing of participants. Appoints members to the committee in early 2026. Officers inform all Waverley Precinct committees of this resolution. 	01.08.25 Officers have commenced work on NoM and will report back as requested				
Finance, Operations and Community Services Committee	02/09/2025	Report	FC/5.4/25.09	Leichhardt Street, Waverley - Traffic Calming - Consultation Outcomes (A20/0069)	 Installs a speed hump in Leichhardt Street, Waverley, immediately north of the intersection with Barclay Street, as set out in the report. Authorises the Executive Manager, Infrastructure Services, to modify the design should on-site circumstances warrant changes. 	14/11/2025 1. Procurement process for construction of the speed hump has commenced. Works delivery expected early 2026. 2. Noted				
Finance, Operations and Community Services Committee	02/09/2025	Report	FC/5.5/25.09	Bondi Beach Volleyball Nets - Multi-Purpose Use (A25/0533)	Does not pursue the multi-purpose use of the approved net spaces at Bondi Beach beyond volleyball and foot volley. Rangers increase their patrols at Bondi Beach on Saturday and Sunday mornings to ensure that the number of permitted volleyball courts is not being exceeded and that commercial entities are not operating within any of the courts.					
Finance, Operations and Community Services Committee	02/09/2025	Report	FC/5.6/25.09	Bondi Golf Course and Clubhouse - Lease and Licence - Exhibition (A23/0084)	1. Treats the attachment to the report as confidential in accordance with section 11(3) of the Local Government Act 1993, as it relates to a matter specified in section 10A(2)(d)(i) of the Local Government Act 1993. The attachment contains commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it. 2. In accordance with section 47A of the Local Government Act 1993, publicly notifies and exhibits for 28 days the proposal to grant a lease and licence of up to five years to Bondi Golf and Diggers Club Ltd for Bondi Golf Course and the clubhouse building. 3. Officers prepare a report to Council following the exhibition period.	1.2 Noted 3. Exhibition period commenced in 22 October 2025 to close 21 November.				

					STATUS OF RESOLUTIONS	
Meeting	Date	Report Type	Item No.	Subject	Resolution (That Council:)	Comment
Council Meeting	16/09/2025	Report	CM/7.13/25.09	Council Chambers Redevelopment - Concept Options - Exhibition (SF25/3189)	Publicly exhibits the following four high-level concept (test fit) options for the Council Chambers Redevelopment attached to the report (Attachment 1) for 42 days: (a) Option 1 – New building (2,259 sqm gross floor area) comprising:	14/11/2025 Items 1 & 2 - Currently out for public exhibition, closing 17
					(i) Full multi-purpose court/civic hall – 677 sqm. (ii) Flexible community rooms – 810 sqm. (iii) Café – 50 sqm. (iv) Other amenities – 779 sqm. (v) Public domain upgrades – 1,800 sqm. (b) Option 2 – New building (2,933 sqm GFA) comprising:	November Items 3 & 4 - Noted Item 5 - Complete
					 (i) Option 2 – New building (2,933 sqm GFA) comprising; (i) Full multi-purpose court/civic hall – 677 sqm. (ii) Flexible community rooms – 1,410 sqm. (iii) Café - 50 sqm. (iv) Other amenities – 862 sqm. (v) Public domain upgrades – 1,800 sqm. (c) Option 3 – New building (2,836 sqm GFA) comprising; (i) Full multi-purpose court/civic hall – 677 sqm. (ii) Flexible community rooms – 1,230 sqm. (iii) Café – 50 sqm. (iv) Other amenities – 869 sqm. (v) Public domain upgrades – 1,800 sqm. (d) Option 4 – Existing building (3,000 sqm GFA) comprising; (i) No multi-purpose court/civic hall. (ii) No public domain upgrades. (iii) Council Chambers – 120 sqm. (iv) Council office space – 2,010 sqm. (v) Flexible community room – 130 sqm. 2. Officers, as part of the exhibition process, undertake comprehensive community consultation, including: (a) The consultation questions including open-ended questions to ensure a comprehensive response from the community. (b) Consultation with stakeholders and users of the Margaret Whitlam Recreation Centre for their feedback and input, given the proximity of the Council Chambers site. (c) Consultation with Precinct Committees. (e) Physical notification to local residents and notice in Council publications as well as digital and social channels to encourage participation in the consultation. 3. Notes that the Open Space and Recreation Strategy (2021-2031) calls for additional sports and recreational community facilities within the local government area. 4. Further notes that the Boot Factory in Spring Street, Bondi Junction, is the current Waverley Council Chambers. 5. Includes indicative high-level cost ranges for each option as part of the consultation process. 6. Officers prepare a report to Council following the exhibition period. 7. Defers its decision on the short-term use of the site pending the outcome of community consultation. 	
Council Meeting	16/09/2025	Report	CM/7.14/25.09	Coastal Reserves Plan of Management - Round 2 Consultation (A22/0322)	 Publicly exhibits for 28 days the key ideas and master plans attached to the report (Attachment 1) for the draft Coastal Reserves Plan of Management. Includes in the public exhibition the concepts presented at the Councillor briefing on 26 August 2025 comprising: (a) A lookout viewing platform to enable interpretation of the former CSIRO antenna. (b) Interpretation of the CSIRO astronomical instrument through landscape art. Officers prepare a report to Council following the exhibition period. Notes that the draft Plan of Management will be reported to Council before being publicly exhibited. 	13/11/2025 1. Consultation closed 9 Nov 25 after 35 days exhibition 2.a. & b. Included in consultation material 3. Report scheduled for Dec 25 Council Meeting 4. Noted
Council Meeting	16/09/2025	Report	CM/7.15/25.09	Petition - Tuckeroo Trees in Myuna Road, Dover Heights (SF19/2986)	 Refers the petition to remove and replace the tuckeroo trees between 1 and 23 Myuna Road, Dover Heights, to the Director, Assets and Operations, for consideration. Removes and replaces the tuckeroo trees with suitable vegetation that would not grow beyond metres in height. 	29/10/2025 1. Noted 2 Scheduled for removal/replacement week beginning 24 November 2025
Council Meeting	16/09/2025	Notice of Motion	CM/8.1/25.09	Thomas Hogan Reserve - Flooding and Amenity Upgrades (A25/1834)	 Notes community concerns regarding recurring flooding at Thomas Hogan Reserve during periods of heavy rainfall, impacting amenity, accessibility and safety for park users. Officers prepare a report to Council on: (a) The causes of flooding at Thomas Hogan Reserve and options to reduce future flooding impacts, building on the 2022 report and incorporating the outcomes of the Flood Planning report due in November 2025. (b) Opportunities for further park improvements to enhance amenity, accessibility, and usability, noting that the short-term recommendations from the 2022 report have been completed. (c) Findings and recommended actions, including indicative costings and potential funding, following the outcomes of the November 2025 Flood Planning report. 	13/11/2025 1. Noted 2. a c. Flood Planning report reported to Council commitee in November 2025. Reprot to December Council planned. Note outcomes will need to be included in the Local Parks Plan of Management with consultation to commence in 2026.

					STATUS OF RESOLUTIONS	
	Date	Report Type	Item No.	Subject	Resolution (That Council:)	Comment
Council Meeting	16/09/2025	Notice of Motion	CM/8.2/25.09	Flower Bike Wands (A14/0193)	 Notes the importance of bike infrastructure to Council, specifically under the People, Movement and Places strategy, the Community Strategic Plan, the Environmental Action Plan, and the Bike Strategy and Action Plan. Investigates the creation of bike wands in the style of Westminster City Council's recently installed tulip cycle wands, but with a native Australian flower. Officers prepare a report to Council investigating and making recommendations on: (a) The feasibility of 3D printing or otherwise creating durable, soft plastic flowers to attach to the top of commercially available local bike wands. (b) In particular, the suitability of using these wands along the Spring Street bike path, where it meets the footpath, to provide clearer delineation and improve pedestrian safety. (a) The cost of fabricating and installing the wands on the bike path, including cost per unit. Informs the following stakeholders of this resolution: (a) Bike East. 	
Council Meeting	16/09/2025	Notice of Motion	CM/8.3/25.09	Signage Manual Update (A24/0538)	 Considers options for 'Welcome to Waverley' local government area entry signage, as well as suburb entry signage. Considers options for the relocation of the 'surfboards' entry artwork currently located at the corner of Syd Einfeld Drive and Oxford Street to a more prominent location. Considers the feasibility of including QR codes on new or existing beach signage to provide information on beach safety and suburb information in the top six most popular visitor languages. Prioritises planning for signage upgrades in parks and reserves, including interpretive panels at Dudley Page Reserve, Thomas Hogan Reserve, Sam Fiszman Park, Hugh Bamford Reserve and Ray O'Keefe Reserve, with funding to be allocated in the 2026–27 Capital Works Program. Offices prepare a report to Council by December 2025 on the options and feasibility of these items. 	13/11/2025 Report in planning for December 2025.
Council Meeting	16/09/2025	Notice of Motion	CM/8.7/25.09	Charing Cross Streetscape Upgrade and Festival (A23/0580)	1. Notes the progress of the Charing Cross Streetscape Upgrade, with a forecasted on-time completion date of November 2025 2. Notes the overall reduction in cost of the upgrade by removing the SP2 portion of works, which retains a left-hand slipway from Bronte Road into Carrington Road. 3. Notes that in previous years the Charing Cross Festival had been held in two consecutive years. 4. Notes the resolution passed at the Council meeting on 10 October 2019 calling for the reintroduction of the Charing Cross Festival, which was reaffirmed by Council in discussions with local businesses this year. 5. Notes that it has supported local businesses in Charing Cross with a locally driven marketing campaign. 6. Writes to Charing Cross businesses informing them of Council's new Footpath Seating Policy. 7. Commits to a Charing Cross Festival in 2026, with officers to prepare a report to Council in February 2026 outlining: (a) The date of the festival. (b) Cost and funding sources. (c) Proposed activities. (d) Consultation with stakeholders, including local businesses and the Bondi and Districts Chamber of Commerce. 8. Requests the Mayor write to the following stakeholders informing them of this resolution: (a) Charing Cross businesses. (b) Bondi and District Chamber of Commerce (c) Local Precincts. (d) Member for Coogee – Marjorie O'Neill MP. (e) Member for Wentworth – Allegra Spender MP.	21.11.25 Communication as requested has taken place. Planning has commenced for a Charing Cross Festival with a report back to come to Council as requested.
Council Meeting	21/10/2025	Mayoral Minute	CM/6.2/25.10	CONFIDENTIAL MAYORAL MINUTE - General Manager Reappointment (P01/054)	 Treats the mayoral minute 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)(a) of the Local Government Act 1993. The mayoral minute contains personnel matters concerning particular individuals (other than Councillors). Reappoints Emily Scott as General Manager of Waverley Council for a further five-year term from 2 June 2026 in accordance with the Standard Contract of Employment for General Managers, with a total remuneration package as set out in the mayoral minute. Authorises the Mayor and Deputy Mayor to complete negotiations and affix the Council seal to the new contract. 	25/11/2025 Contract prepared. To be signed. 29/10/2025 Contract to be issued and signed

					STATUS OF RESOLUTIONS	
Meeting	Date		Item No.	Subject	Resolution (That Council:)	Comment
Council Meeting	21/10/2025	Mayoral Minute	CM/6.4/25.10	Flickerfest 2026 and 2027 (A25/0248)	 In accordance with section 356(2) of the Local Government Act 1993, Council publicly exhibits for 28 days: (a) The proposal to grant \$155,435.60 (including GST) in financial assistance to Flickerfest Pty Ltd, as set out in the mayoral minute, to support the cost of Flickerfest 2026. (b) The proposal to grant \$155,435.60 (including GST) in financial assistance to Flickerfest Pty Ltd, as set out in the mayoral minute and as adjusted by the Pricing Policy, Fees and Charges, to support the cost of Flickerfest 2027. Any financial assistance is subject to: (a) Flickerfest Pty Ltd providing Council with professionally audited financial statements, to be delivered by the end of October. (b) Flickerfest Pty Ltd packing away chairs each evening so public access to the Guru Courtyard is maintained daily throughout the festivals. Officers prepare a report to Council following the exhibition period. 	21.11.25 Public consultation has commended.
Council Meeting	21/10/2025	Mayoral Minute	CM/6.5/25.10	Biddigal Reserve - Vegetation Management (A03/2212)	 Notes the recent vegetation management works undertaken by Council officers in Biddigal Reserve in September 2025. Officers supplement these works with additional infill planting, hedging, edging and mulching across the site. Officers assess the condition of existing playground equipment and replace any broken equipment. Officers investigate opportunities to improve the existing irrigation system to improve turf condition and ongoing maintenance. Establishes a Biddigal Reserve bushcare volunteer group in consultation with the local community, including First Nations bushcare volunteers, and undertakes a call-out for volunteer participants prior to the start of summer. 	14/11/25 1. Noted 2. Officers have planted a garden in front of the sand pit playground and have added trees and will be planting more infill plants in the coming months. 3. Completed. 4. There is no irrigation system in Biddigal Reserve staff water gardens and turf with hose and sprinklers. 5. As bushcare is a nationally recognised program with established requirements for supervisors, we're likely to give it a
Council Meeting	21/10/2025	Report	CM/7.10/25.10	Development Contributions Plan (A23/0030)	 Reviews the section 7.12 fixed rate levy with a view to increasing the rate to fund additional community infrastructure to meet forecast population growth. Officers commence early engagement with the Department of Planning, Housing and Infrastructure. Officers prepare a report to Council on the outcome of the review. 	30/10/2025 1. In progress 2. In progress 3. In progress
Council Meeting	21/10/2025	Report	CM/7.12/25.10	Illegally Blocked Driveways (A24/0856)	 Notes the ongoing and increasing issue of vehicles obstructing residential driveways, particularly in high-density areas, and the associated frustration for residents unable to access or exit their properties. Approves in principle a 12-month trial for the relocation of vehicles obstructing driveways, as set out in the draft Illegally Blocked Driveway Policy attached to the report and in accordance with the Road Rules 2014 and the Public Spaces (Unattended Property) Act 2021, subject to budget allocation as part of the Q1 budget review. 	25/11/2025 1. Noted 2. In progress
Council Meeting	21/10/2025	Report	CM/7.13/25.10	Northern Coastal Reserves - Vegetation Management Program (A22/0383)	 Approves the vegetation management program in Diamond Bay, Bulga, Weonga, Rodney and Raleigh Reserves, as set out in the report. Approves in principle the Stage 3 coral tree removal and thinning, subject to budget allocation as part of the Q1 budget review. Notes that adjacent residents will be informed of the work in accordance with Council's Tree Management Guidelines. 	25/11/2025 1. Noted 2. In progress 3. Complete
Council Meeting	21/10/2025	Report	CM/7.14/25.10	Prohibited Activities on Beaches (A25/1940)	 Treats the attachment to the report as confidential in accordance with section 11(3) of the Local Government Act 1993, as it relates to a matter specified in section 10A(2)(g) of the Local Government Act 1993. The attachment contains advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the ground of legal professional privilege. Updates its existing signage in beach-front parks and beaches as a priority to replace the prohibition on bicycles, skateboards and rollerblades with 'no vehicles and no animals.' Includes the prohibition above on any newly commissioned signage. Officers provide an update at the November Councillor briefing session on the review of Council's Compliance Framework and the current approach to prioritising and responding to compliance complaints and requests. 	13/11/2025 1. Noted 2. In progress with priority focus on beach entry signage. 3. Noted. 4. Briefing to be scheduled
Council Meeting	21/10/2025	Report	CM/7.15/25.10	Bronte Surf Life Saving Club and Community Facilities Building Upgrade - Project Update and Stage 2 Proposal (A20/0329)	 Notes the project update on the Bronte Surf Life Saving Club and Community Facilities Upgrade, as set out in the report. Notes the value engineering achieved and accepts the Stage 2 pricing from Belmadar Pty Ltd. Notes that further value engineering will occur as part of detailed design finalisation and form part of Stage 3 pricing from Belmadar Pty Ltd. Officers prepare a report to Council with Stage 3 pricing in early 2026. 	14/11/2025 1. Noted 2. Noted 3. Noted 4. Targeting February 2026 Council reporting, pending value engineering timing

	STATUS OF RESOLUTIONS Option Dept. Dept.							
Meeting	Date	Report Type	Item No.	Subject	Resolution (That Council:)	Comment		
Council Meeting	21/10/2025	Report	CM/7.16/25.10	Rose Bay Shops (North) -	1. Subject to approval from Transport for NSW (TfNSW), approves Option 1 (upgrade with kerb extensions on Old	14/11/2025		
				Streetscape Opgrade (A25/0272)	South Head Road), as set out in the report, for the Rose Bay Shops (North) Streetscape Upgrade.	1. Noted		
					2. Approves Option 2 (upgrade within the existing kerb line of Old South Head Road) if TfNSW does not approve	2. Noted		
					Option 1.	3. Noted		
					3. Authorises the Executive Manager, Infrastructure Services, to modify the design should on-site circumstances	Detailed design has commenced. Further reporting to Council		
					warrant changes.	expected mid 2026 after further design and coordination with		
						TfNSW		
Council Meeting	21/10/2025	Report	CM/7.18/25.10	Oxford Street Mall Market	1. Approves in principle the granting of a licence of up to five years for the operation of a market in Oxford Street Mall,	03/11/2025		
· ·		'		Licence - Post-Exhibition	Bondi Junction.	1.Noted		
				(A19/0417)	2. Invites expressions of interest from market operators on suitable operating models for the market.	2. EOI documentation in development.		
				(**:25/ 5 **:27/	3. Officers prepare a report to Council on the proposed operating model before undertaking a select tender process to	l '		
						13 -3 - to be progressed		
					seek a licensee.			
					4. Extends the licence with the current market operator, Blue Sky Events Pty Ltd, to 30 June 2026 to allow for the			
					expression of interest and tender process.			
					5. Authorises the General Manager or delegate to complete negotiations and execute all necessary documentation to			
					finalise the extension.			
Council Meeting	21/10/2025	Notice of	CM/8.2/25.10	Waverley Summer Street Art	1. Notes the longstanding cultural history of street art in Waverley.	21.11.25 Planning underway with report to be presented to		
		Motion		Festival (A25/1792)	2. Investigates options for a street art festival in Waverley to provide an opportunity for the creation of temporary	Council as requested.		
					street art, including on Council assets, that prioritises local artists.			
					3. Officers prepare a report to the December Council meeting on the outcome of the investigation, including the costs			
					(artist costs and asset 'make good'), potential funding sources, dates and involvement of artists.			
Council Meeting	21/10/2025	Notice of	CM/8.4/25.10	Donations Policy - Philanthropic	Investigates the development of a philanthropic partnership policy to provide an effective framework for future			
Council Meeting	21/10/2025	1	CIVI/ 6.4/ 23.10	· · · · · · · · · · · · · · · · · · ·				
		Motion		Partnerships (A20/0047)	partnership and sponsorship agreements that support the delivery of Council's Community Strategic Plan and capital			
					works and infrastructure programs and community services.			
					2. Officers prepare a report to Council by March 2026 outlining suitable options on how philanthropic partnership			
					arrangements can be incorporated into existing Council policy.			
Council Meeting	21/10/2025	Notice of	CM/8.5/25.10	Bronte Landslide and Sandstone	1. Notes the recent landslide at north Bronte, which resulted in a large piece of native sandstone breaking away from	14/11/2025		
		Motion		(SF25/5609)	the cliff.	2-3 In progress		
					2. Investigates options for site remediation of the immediate area by clearing the loose sandstone and stabilising the	4. Report scheduled for December 2025 Council		
					cliff edge under the supervision of a geotechnical engineer.			
					3. Investigates options to reuse and repurpose the sandstone within the Waverley local government area, with			
					consideration to be given to the Bronte Pool pump stairs.			
					4. Officers prepare a report on the outcome to the December Council meeting.			
Council Meeting	21/10/2025	Notice of	CM/8.6/25.10	Pop-Up Basketball Court - 18-	Notes that it installed a pop-up basketball court beside the skatepark at Bondi Beach for the October 2025 two-	13/11/2025		
Council Meeting	21/10/2025		CIVI/ 6.0/ 23.10	' '				
		Motion		Month Extension (A24/1050)	week school holiday period with hours of 8 am to 8 pm.	1. Noted		
					2. Notes that this pop-up basketball court is compliant with the Bondi Beach Park Plan of Management.	3. Noted temporay event activiation is support in the Bondi PoM		
					3. Notes that the basketball court is extremely popular with locals and visitors.	4. Temporary structures cannot exceed 52 days in total in any 12		
					4. Extends the pop-up basketball court for a further 18 months with the hours of 8 am to 8 pm, noting that the	month period and exceeding this limit would trigger DA consent		
					structure can be easily removed for major events such as New Year's Eve and Mardi Gras and reinstated swiftly.	also requiring PoM support (Waverley LEP 2012 Recreation		
					5. Notes that extending the pop-up basketball court would require no additional budget.	facility (outdoor) Clause 2.8 and SEPP Exempt and Complying		
					6. Explores the option of painting court lines.	Development Codes 2008). A temporary installation cannot		
					7. Officers prepare a report at the end of this period, reviewing the opportunity to make this pop-up basketball court	exceed 12 months on Crown Land. Further time limit restrictions		
					permanent within the Bondi Beach Park Plan of Management.	for temporary activations are limited to 6 months under the		
					permanent within the Bondi Bedein dik han of Wanagement.			
						Heritage site specific exemptions applying to Bondi Park		
						enforceable under the Heritage Act 1977.		
						5. Noted.		
						6. In progress.		
						7. Noted.		
	1	1	1	i	1			

					STATUS OF RESOLUTIONS	
Meeting	Date	Report Type	Item No.	Subject	Resolution (That Council:)	Comment
Council Meeting	21/10/2025	Notice of	CM/8.7/25.10	Public Domain Technical Manual	1. Notes that the most recent update to the Public Domain Technical Manual was in 2020.	14/11/2025
		Motion		Review (A14/0270)	2. Commences a review of the Public Domain Technical Manual relating to key elements, including:	3-4 - briefing paper being prepared for November CWRC
					(a) Stairs.	meeting.
					(b) Planting.	
					(c) Signage.	
					(d) Furniture and fixtures.	
					(e) Fences and barriers.	
					3. Officers prepare a briefing paper to the Capital Works Review Committee in November 2025 to enable consultation	
					on these key elements.	
					4. Includes in the briefing paper consideration of function/location, material specification and maintenance	
					requirements for these key elements.	
Council Meeting	21/10/2025	Notice of	CM/8.8/25.10	Lamrock Avenue and Barracluff	1. Notes that:	03/11/2025
		Motion		Avenue Intersection, Bondi	(a) In June 2025, Council refreshed the line markings at the Barracluff Avenue and O'Brien Street intersection, Bondi	1. Noted
				Beach - Urgent Pedestrian Safety	Beach.	2. Included in works package for external contractor
				Improvements (A03/0042-04)	(b) The line marking refreshing did not include Lamrock Avenue and Barracluff Avenue.	3. Installed 29/10/2025
					(c) A raised pedestrian crossing is included in future Local Area Traffic Management project works, along with traffic	4. Open Space & Trades teams working together to reallocate
					calming works in O'Brien Street.	and setup VMS trailer
					2. Refreshes the 'Stop' line marking in Lamrock Avenue and Barracluff Avenue as a matter of priority.	5. Noted
					3. Installs a second 'Stop' sign on the central pedestrian island in Lamrock Avenue near the Barracluff Avenue	
					intersection as a matter of priority.	
					4. Places a variable message board at the Lamrock Avenue and Barracluff Avenue intersection with the advance	
					messaging of 'Stop Sign Ahead' or other appropriate wording, as an interim safety measure from October 2025 to April	
					2026.	
					5. Prioritises the Local Area Traffic Management safety upgrades at this location by progressing with the community	
					consultation of possible solutions.	



Vision for Bondi Junction



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Acknowledgment

Waverley Council acknowledges the Bidiagal, Birrabirragal and Gadigal people, who traditionally occupied the Sydney Coast. We pay our respects to Elders past and present.



Message from our Mayor

The Bondi Junction Vision sets out a bold, future-focused plan to reimagine the centre for the next generation. It recognises the area's unique character, its rich cultural heritage, and its role as a gateway between the harbour and the coast. This Vision is about more than buildings and streetscapes: it is about creating a vibrant, accessible, and welcoming place that supports people, business, and community life.

As Mayor, I am dedicated to ensuring that Waverley continues to thrive as a community defined by excellence in the quality of our places, Infrastructure and the opportunities we create for all. Bondi Junction sits at the heart of this Vision. As one of Sydney's most significant metropolitan centres, it is a dynamic hub for transport, business, retail, and culture. A place that shapes the daily life of our residents and welcomes visitors from across the city and beyond.

Council has worked closely with residents, businesses, and partners to develop this Vision. Their insights and aspirations have guided every step of the process and will continue to do so as we move forward. Together, we can strengthen Bondi Junction and realise an Iconic Skyline that reflects a vibrant civic, commercial, and cultural destination where people choose to live, work, shop, visit, and connect.

I am proud to present this Vision to our community. It represents a once-in-a-generation opportunity to shape the future of Bondi Junction — to build a centre of vitality and opportunity that reflects Waverley's values and meets the needs of generations to come.

Will Nemesh
Mayor of Waverley Council

Vision

Bondi Junction is the civic heart and cultural centre of Sydney's East. From first light to late night, it hums with the energy of the city and the spirit of the coast. Bondi Junction is where the east comes together — Bondi, Beyond.

Here, you go beyond the everyday.

Bondi Junction has an urban rhythm and feel – a place where cafés, culture, and community life spill into the streets, and diverse homes and workplaces bring people together.

Here, you go beyond 9-5.

Once a place for errands and shopping, it is reimagined as an 18-hour destination: dining, cultural, and entertainment spaces alive with rooftop bars, live music, and curated events. Green plazas and laneways fill with food, art, and music – transforming everyday routines into extraordinary experiences.

Here, you go beyond the stop.

Long known as a transport interchange, Bondi Junction becomes an arrival point. A renewed Oxford Street Mall and seamless station link invite people to linger, explore, and connect - not just transfer.

Here, you live beyond expectations.

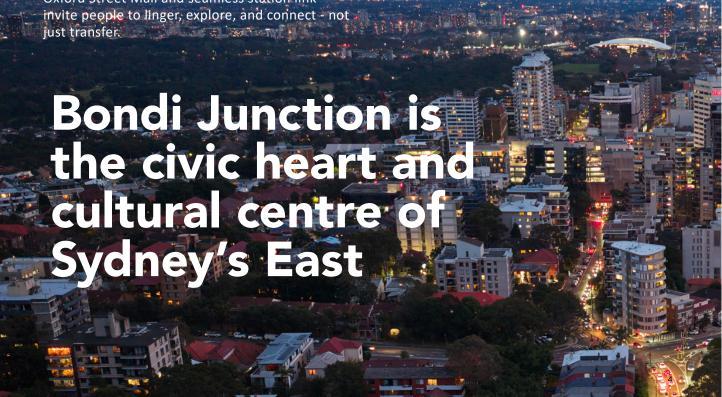
Diverse housing choices, from affordable apartments to homes with sweeping views, welcome more people into Bondi Junction. This mix fuels inclusivity, energy, and everyday life in the civic heart of the east.

Here, you go beyond green.

Tree-lined links connect Bondi Junction to the iconic parks that frame it, while plazas and pocket parks weave nature into daily life, inviting people to pause, and enjoy an urban experience beyond the sand.

Bondi Junction is going beyond, becoming the civic and cultural heart of Sydney's East.

Bondi Junction is going beyond.



Ambitions

The Vision sets the destination, and the pillars provide the foundations for change. The ambitions describe how this transformation will be experienced in daily life. They are aspirational, designed to spark imagination now, and will be tested and refined through the detailed Master Plan.



A destination Alive from daylight to late night.



An urban oasis
Open spaces and
greenery woven into
daily life.



A world-class interchange A seamless, people-focused gateway.



The civic heart
of the east
The civic, cultural, and
economic core.



Introduction

From stopover to stayover

Bondi Junction occupies a unique point in Sydney's urban landscape. Midway between the CBD and Bondi Beach, it is both a gateway for millions of visitors and a vital hub for the local community.

Every day, thousands of commuters, residents, shoppers, and tourists pass through one of Australia's busiest transport interchanges and second busiest shopping centre. The combination of high-rise apartments, retail, professional services, and nearby parks – including Centennial Park – gives the precinct a distinctive identity unmatched by most other centres.

Yet Bondi Junction is still seen by many as a place to pass through than to stay.

This passing traffic, existing services and infrastructure represents enormous potential. By elevating its public realm, diversifying uses, strengthening connections, and creating a richer mix of cultural, social, and recreational experiences, Bondi Junction can evolve into a vibrant day-and-night destination — a place not just to travel through, but to live, work, and stay.



Introduction

Developing the Vision with you

This Vision sets the stage for transformation. Informed by analysis, consultation, and strategic planning, it provides a roadmap that will elevate Bondi Junction into a vibrant, inclusive, and well-connected urban centre.

Community engagement has been central to developing this Vision

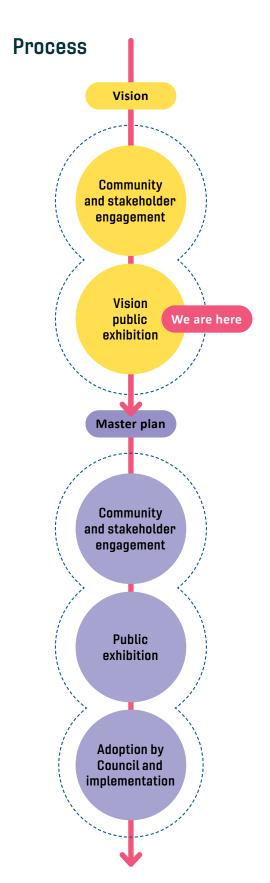
This engagement program has two stages. The first captured local aspirations to establish a shared direction. The second will refine and test detailed Master Plan recommendations through ongoing engagement.

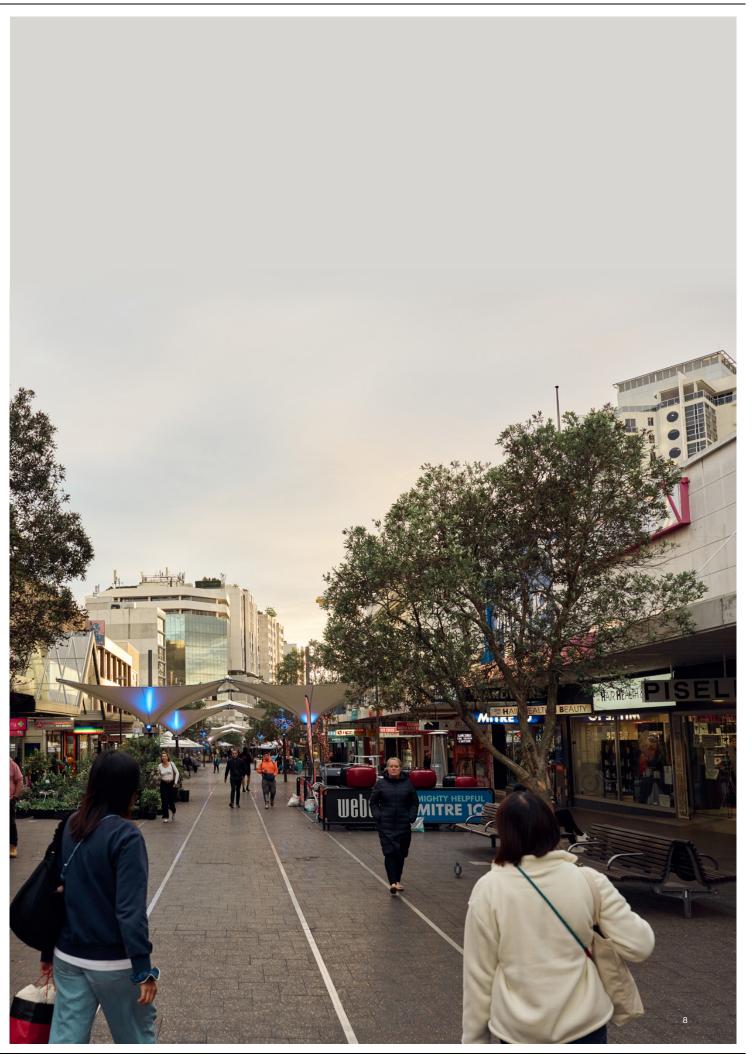
Stage 1 - now complete - informed this report. Surveys, community pop-ups, workshops, and business and stakeholder roundtables provided valuable insight into local priorities and opportunities.

Stage 2 - to follow - will build on this foundation. Engagement will continue as the Master Plan is developed, balancing housing, transport, open space, and social infrastructure to shape a more liveable, inclusive, and resilient centre.



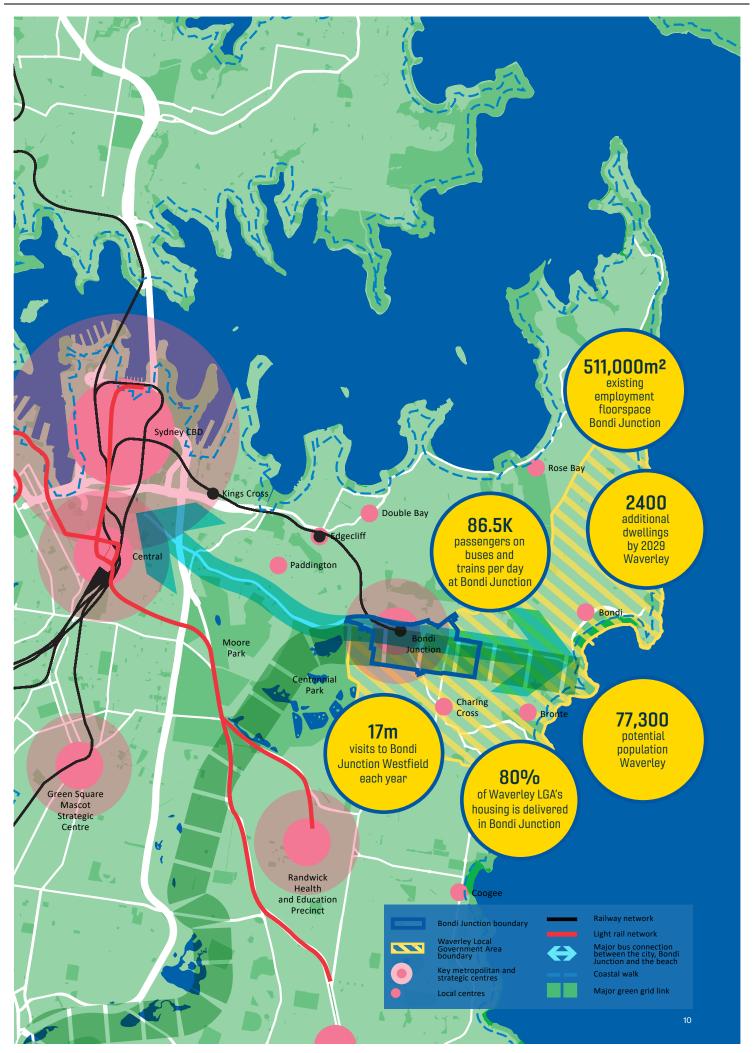
From vision to action: a Master Plan to channel public and private investment into outcomes that align with community aspirations.





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Strategic Context

Bondi Junction is more than a commercial and residential centre — it is a place of deep cultural significance to First Nations people. Long before the city grid, this elevated ground formed part of a landscape network that connected communities across the harbour peninsula. Recognising this connection invites us to see Bondi Junction's future not only in terms of built form, but as part of Country: grounded, connected and generative.

A centre on the rise

Set high above Sydney's eastern beaches, Bondi Junction commands sweeping views of the CBD, harbour, and ocean beyond. Its topography gives it a strong presence — visible from the coast below. This elevation shapes Bondi Junction's character, offering both iconic outlooks and unique opportunities for public space.

A centre evolving

Today, Bondi Junction is one of Sydney's largest and busiest suburban centres. It combines a major retail and commercial core with strong transport connections and a growing mix of housing, health and community services. It has already delivered much of Waverley's recent housing supply, and remains the logical focus for future growth. Similarly, 2,140 new jobs are projected to be provided in Bondi Junction by 2046.

Its future will be driven by steady demand for diverse housing and health services, alongside shifts in office use and growing expectations for a stronger night-time economy. Rising construction costs underline the need for planning settings that balance feasibility with ambition, ensuring Bondi Junction continues to attract investment and deliver a vibrant, mixed-use destination.

Delivering on State priorities

The NSW Government has placed housing delivery at the centre of its agenda. Waverley Council carries a 5-year target of 2,400 new dwellings by 2029. Significant progress is already being made, with much of this target tied to projects already in the pipeline. Unlocking the remaining uplift will require a balanced approach, one that delivers housing while also investing in streets, open space, civic and cultural assets, transport connections, and social infrastructure.

Other relevant State drivers include:

- The Transport-Oriented Development (TOD) program, prioritising growth around highcapacity public transport.
- The Low- to Mid-Rise Housing Policy, creating opportunities across much of Bondi Junction's study area for gentle intensification.
- The Housing Delivery Authority (HDA), establishing streamlined pathways for major housing projects.
- The NSW Housing Accord, a State government agreement with councils, industry and the Commonwealth to boost housing supply, aiming for 314,000 new homes by 2029 in well-located, sustainable communities.

Strategic context

Building on Council's ambition

Waverley Council already carries an ambitious suite of strategies, many of which closely aligned with this Vision. Key examples include:

- Local Housing Strategy 2020–2036 &
 Affordable Housing Contributions Scheme
 2023 setting the policy framework for
 new housing and capturing uplift to support
 affordability.
- Bondi Junction Evening Culture &
 Entertainment Strategy 2018–2028 and
 Creative Lighting Strategy 2018–2028 driving safer, more vibrant night-time activity.
- Our Liveable Places Centres Strategy 2020– 2036 and Community Strategic Plan 2025– 2035 – placing people, equity, and future resilience at the heart of place-making.
- Bike Plan 2013, Car Share Policy 2020, Electric Vehicle Infrastructure Strategy 2023, and People, Movement and Places – building a shift toward active, shared, and low-carbon mobility.
- Arts and Culture Plan 2021–2026, Cultural
 Diversity Strategy 2021–2031, Disability
 Inclusion Action Plan 2022–2026, and Public
 Art Masterplan ensuring Bondi Junction
 grows not only bigger, but also more inclusive,
 creative, and accessible.
- Open Space Recreation Strategy, Play Strategy, Street Design Manual, and Public Domain Technical Manual – lifting the quality of public spaces to support social life, accessibility, and ease of movement.

An opportunity framed by responsibility

Bondi Junction's unique physical qualities – its elevation, mix of building types, transport links, and central role in Sydney's East – position it as one of the city's most promising centres for growth. With this promise comes responsibility: to ensure new development enhances streets, parks, cultural infrastructure, mobility, and social inclusion.

Much of the renewal will be delivered by private investment. With expedited State pathways such as the Housing Delivery Authority, a clear Vision and a timely Master Plan are essential to guide growth toward public benefit. This means better streets and spaces, cultural vibrancy, housing diversity, and sustainability — achieved through strong partnerships between Council, community and the private sector.



Bondi Junction today – the case for change

Through community engagement and analysis, we can clearly see what works well in Bondi Junction and where the centre is falling short. These insights frame the case for change.

Community perceptions paint a clear picture:

WELL CONNECTED: STRONG LINKS TO CBD, BEACHES, AND GREEN SPACES.

CONVENIENT
HUB VALUED FOR
TRANSPORT, RETAIL,
AND LOCAL SERVICES
– A "30-MINUTE
NEIGHBOURHOOD."

? What do you think Bondi Junction is most recognised for today?

Bondi Junction is strongly identified as a retail hub and transport interchange with very few seeing it as a tourist destination or cultural hub.

83.60/o Retail hub

69.10/o Transport interchange

3.5% Tourist destination

1.20/o Cultural hub

Bondi Junction today

Our analysis of today

Who lives here?

Bondi Junction is defined by its density, diversity, and connectivity. A relatively young population, a high proportion of overseas-born residents, and many smaller households highlight the need for inclusive, flexible public spaces that support cultural expression and everyday social life. With most residents living in medium- to high-density housing and owning fewer cars, walkability, cycling, and access to green space are critical.

The strong service-sector economy and the daily flow of more than 86,000 transport users underscore the importance of designing a centre that links seamlessly with the interchange while drawing people beyond Westfield into streets, plazas, and civic spaces that foster identity, activity and community life.



11,179

ABS estimated resident population 2024*

35

Median age

89%

Medium and high density housing

50.6%

Overseas born residents

Household type

31.4% Lone person

27.8% Couples without children

17.2% Couples with children

8.7% Group household

6.4% One parent families

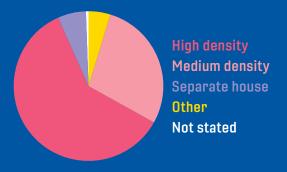
1.1% Other families

1.1% Visitor only households

Key employment sectors

Professional, scientific and technical services, financial and insurance services, health care and social assistance

Dwelling structure



Bondi Junction today

Today's key challenges



Day-to-night activity

Limited vibrancy after hours.

Much of Bondi Junction's activity is concentrated in the interchange or shopping centres, which close early. After dark, few licensed venues, or entertainment options draw people back.

Activating more vibrant street frontages, enhancing public lighting, and introducing a stronger night-time economy would encourage residents and visitors to linger, explore, and experience Bondi Junction as a destination in its own right.



Movement & connectivity

Disconnected links between the interchange, Oxford Street Mall, and surrounding neighbourhoods.

Bondi Junction Station is one of Sydney's busiest gateways, yet the arrival and movement experience feels disjointed. Connections between the interchange and Oxford Street Mall lack clarity, major roads form hard edges, and Syd Einfeld Drive is a barrier to the north. Many laneways remain service-focused, and east—west pedestrian and cycle links between Centennial and Waverley Parks are incomplete.

Recent cycle upgrades have improved access but also created conflicts between pedestrians and cyclists. More intuitive connections, supported by clear wayfinding and visible cultural expression – including First Nations storytelling – would strengthen Bondi Junction's role as both a local hub and metropolitan gateway.

Bondi Junction today



Green space & public realm

Sparse greenery and heat-prone public realm.

Although flanked by major parks, the centre itself offers limited greenery. Plazas and pocket parks are often constrained by traffic, and street tree canopy is sparse. Hard surfaces overheat in summer and lack shade, seating, and comfort.

Redevelopment sites and underused parcels present opportunities to expand public open space, introduce more trees and landscaping, and create a cooler, more welcoming environment that provides both winter sun and summer shade.



Economic Heart

A narrow economic base dominated by retail.

Bondi Junction is the economic heart of Sydney's East, anchored in retail, health, and professional services. Yet its narrow economic base limits the precinct's ability to adapt to changing retail and office trends.

By diversifying industries, supporting flexible workspaces, and enhancing cultural and civic facilities – including performance spaces, galleries, and community hubs – Bondi Junction can strengthen its role as a metropolitan hub for work, culture, and leisure. Support for small business growth and local employment will underpin a more resilient and adaptive economy.

Bondi Junction today

Housing choice & affordability

Housing affordability and diversity pressures.

Housing in Bondi Junction continues to grow, but affordability and diversity remain significant challenges. Older stock often fails to meet the needs of students, families, or young professionals, while heritage buildings and valued character housing add complexity to renewal.

The challenge is to deliver new, well-located housing that balances increased supply with protection of valued character and amenity. New development can also elevate the visual identity and design quality of buildings that contribute to Bondi Junction's iconic skyline.





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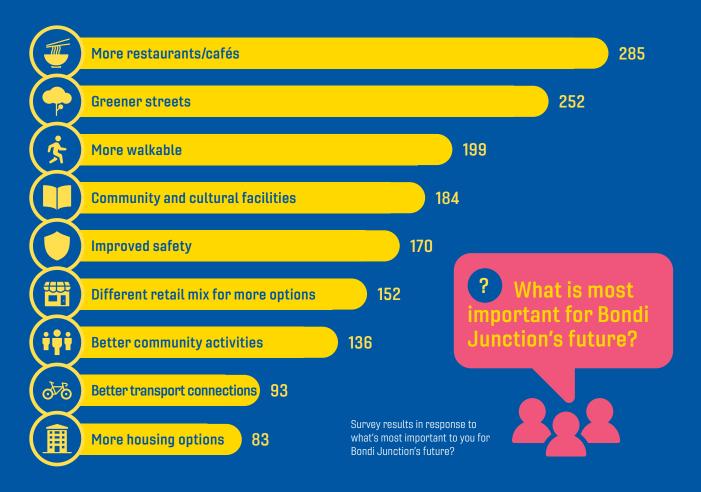
Bondi Junction tomorrow – the opportunity

Building on today's challenges and community insights, tomorrow's Bondi Junction is reimagined as a place people choose to live, work, and spend time — not just pass through.

Community aspirations for the future are clear

- More restaurants and cafés (the top priority), creating a dining and social life that extends into the evening.
- Greener streets and expanded public spaces, delivering shade, comfort and vibrancy.

- Improved walkability and pedestrianfriendly design, making movement easier and more enjoyable.
- Expanded community and cultural spaces, fostering creativity, connection and belonging.
- A shift from a retail and transport hub to a vibrant cultural and social destination.
- Celebration of First Nations culture, with stories, art, and learning into public spaces.



Bondi Junction tomorrow



Our analysis of opportunities

Strategic objectives and opportunities include:

A thriving destination

Support growth in retail, health, knowledge-based jobs, entertainment, and cultural activity. Distinctive destinations will attract people and spending, cementing Bondi Junction's role as the retail and employment hub of Sydney's East.

Housing opportunities

Delivering more diverse housing close to transport, jobs, and amenities will contribute to State housing targets while supporting a mixed, inclusive community.

Connectivity & access

Improve arrival experiences, pedestrian links, and connections to Bondi Beach and Sydney CBD will transform Bondi Junction into a seamless gateway.

Public realm transformation

Council and private development will work together to deliver new plazas, laneways, and activated streets that invite people to linger and connect.

A cultural and civic heart

Expanded cultural and community spaces enriched with First Nations storytelling, will make Bondi Junction the civic and cultural centre of Sydney's East.

Together, these opportunities establish the foundation for a shared Vision of Bondi Junction's future — one that builds on its strengths, responds directly to community aspirations, and reimagines Bondi Junction as the civic and cultural heart of Sydney's East.

The following Vision statement and pillars distil this direction into clear commitments that will guide the next stage of planning.

BONDI

Bondi Junction is the civic heart and cultural centre of Sydney's East. From first light to late night, it hums with the energy of the city and the spirit of the coast. Bondi Junction is where the east comes together — Bondi, Beyond.

BEYAND

Vision

Here, you go beyond the everyday.

Bondi Junction has an urban rhythm and feel – a place where cafés, culture, and community life spill into the streets, and diverse homes and workplaces bring people together.

Here, you go beyond 9-5.

Once a place for errands and shopping, it is reimagined as an 18-hour destination: dining, cultural, and entertainment spaces alive with rooftop bars, live music, and curated events. Green plazas and laneways fill with food, art, and music – transforming everyday routines into extraordinary experiences.

Here, you go beyond the stop.

Long known as a transport interchange, Bondi Junction becomes an arrival point. A renewed Oxford Street Mall and seamless station link invite people to linger, explore, and connect - not just transfer.

Here, you live beyond expectations.

Diverse housing choices, from affordable apartments to homes with sweeping views, welcome more people into Bondi Junction. This mix fuels inclusivity, energy, and everyday life in the civic heart of the east.

Here, you go beyond green.

Tree-lined links connect Bondi Junction to the iconic parks that frame it, while plazas and pocket parks weave nature into daily life, inviting people to pause, and enjoy an urban experience beyond the sand.

Bondi Junction is going beyond, becoming the civic and cultural heart of Sydney's East.

Bondi Junction is going beyond.

Pillars of the Vision

The following pillars set out how this Vision will be achieved, turning ambition into action.

Place & identity

Bondi Junction will be defined by a strong sense of place, celebrating its cultural heart, reimagining its public realm, and bringing the streets alive with creativity.

A clear & compelling identity
Position Bondi Junction as the civic, cultural and commercial heart of Sydney's East. Its identity will embrace the coastal lifestyle and urban energy of the area, embedding First Nations culture and history through art, design and storytelling. This creates a place instantly recognisable, authentic, and meaningful for residents, businesses and visitors alike.

An inclusive & inviting public realm

Reimagine streets, laneways and plazas as vibrant, people focused spaces that encourage walking, gathering and social connection. Tree-lined avenues, high-quality spaces and visible cultural expression, will showcase Bondi Junction's coastal-urban character while supporting health, wellbeing and everyday enjoyment.

Activities & events

Energise Bondi Junction with festivals, pop-ups and cultural programs that celebrate creativity and diversity, ensuring the centre feels alive by day and night.

People & community

Bondi Junction will grow as a complete, inclusive, and dynamic centre with housing, services and experiences that nurture a thriving and resilient local community.

Housing choice for a growing population

Shape housing growth that is diverse and accessible, balancing protecting and adapting residential heritage and character, with new homes close to transport and services. From affordable apartments to premium housing, this mix will add life, promote inclusion and support local businesses.

A balanced mix of uses

Plan for a complete centre that blends retail, dining, entertainment, civic services and community facilities to sustain activity through the day and evening. This balance will sustain energy throughout the day and evening, ensuring Bondi Junction remains lively, welcoming and resilient.

Connection & stewardship

Bondi Junction will be a model of connected and responsible growth, effortless to move through, sustainable in design and respectful of heritage and culture.

Connected & intuitive movement

Make moving safe, intuitive and enjoyable. Seamlessly integrate trains, buses, cycling and walking, supported by clear wayfinding and universal design, so Bondi Junction is effortless to arrive at and navigate.

Environmental & cultural stewardship

Lead in sustainability with climate-responsive design, low-carbon energy and waterwise systems. Protect and adapt residential heritage buildings and cultural assets so that Bondi Junction's history and character remain central to its future.

Ambitions & ideas

The Vision sets the destination, and the pillars provide the foundations for change. The ambitions describe how this transformation will be experienced in daily life. They are aspirational, designed to spark imagination now, and will be tested and refined through the detailed Master Plan.



A destination

Alive from daylight to late night.

- Oxford Street Mall Day-to-night spine
- Daylight wellbeing destination
- A late-night destination
- Experiences at every turn
- Outdoor dining and street life
- High quality public spaces
- A dynamic program of events



A world-class interchange

A seamless, peoplefocused gateway.

- Oxford Street Mall–Station link
- Seamless multimodal connections
- Cultural gateway
- Active east
- Safe pedestrian connections
- Access for all



An urban oasis

Open spaces and greenery woven into daily life.

- 🁸 A hierarchy of spaces
- Enhanced spaces
- Cost spaces...reclaimed
- Elevated opportunities
- The 'parkline'
- Sustainability & culture



The civic heart of the east

The civic, cultural, and economic core.

- 🎁 A civic & cultural heart
- 🁸 Social inclusion & wellbeing
- The place of choice to live in the east
- Sustainable by design
- A thriving economic hub



AMBITION 1

Beyond 9-5 A destination

From a shopping stop to the east's ultimate day-to-night destination, Bondi Junction becomes a place for dining, nightlife, culture, and discovery. No longer just a stop on the way, it becomes the place to be.

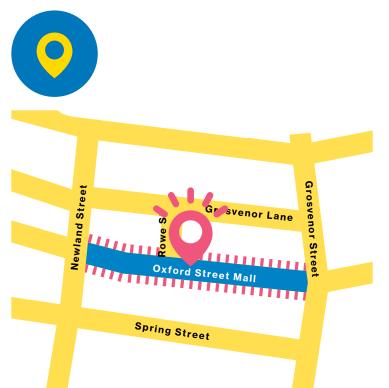
It's mid-morning and Oxford Street Mall is buzzing. People sip coffee at sunlit tables while others browse boutique stores and visit wellness studios with the sound of water play and children's laughter drifting through the precinct. Shaded seating under new trees invites you to pause or meet a friend.

By afternoon, lanes and plazas come alive – murals, pop-up fashion, and grab-and-go eateries create discovery at every turn. Independent shops blend with health and lifestyle clinics, adding depth and variety beyond convenience retail.

As the sun sets, rooftops open to live music and sweeping views, while lantern-lit streets fill with diners sharing plates beneath the stars. Bondi Junction is no longer a place to pass through – it is a destination in its own right, alive from daylight to late night.



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Oxford Street Mall – day-to-night spine

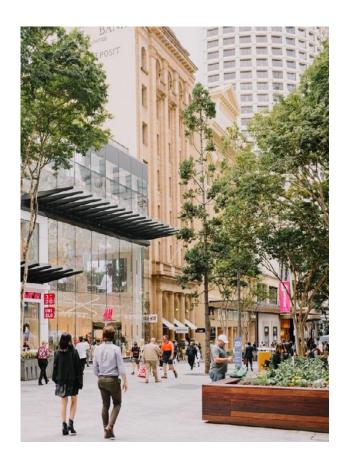
Re-imagined as the heart of the precinct, Oxford Street Mall weaves together retail, dining, civic, and cultural uses. By day it hums with cafés, boutique shopping and wellness studios; by night it transforms into a lively promenade for dining, music, and events.



Daylight wellbeing destination

Building on Bondi Junction's strength in health and lifestyle, new cafés, wellness studios, and clinics create a wellbeing precinct with a coastal identity. Earlymorning coffee, fitness, and wellness services anchor a thriving morning economy, reflecting the rhythms of the east where the day begins with first light. Water play features, greenery, and shaded seating encourage people to linger and connect.

Brisbane's Queen Street Mall (right) demonstrates how fine-grain retail can extend the shopping experience outdoors, creating a sunlit, pedestrian-friendly environment that complements the larger mall while offering unique, street-level shops and social spaces.



A destination

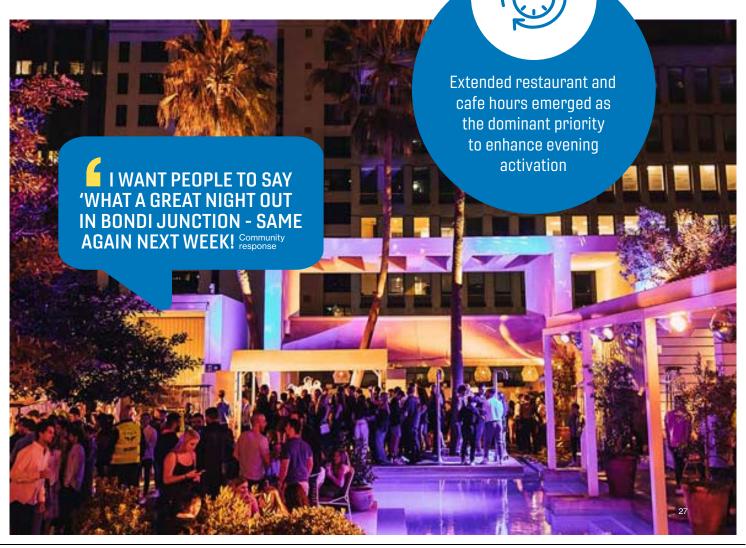


After dark, Bondi Junction becomes the entertainment hub the east has long needed. Extended trading hours, rooftop bars, live music, and licensed venues energise the precinct. Carefully planned Special Entertainment Precincts and noise management ensure a thriving nightlife that coexists harmoniously with residents.

The Ivy Precinct in Sydney (below) shows how elevated rooftop bars, entertainment venues, and vibrant ground-floor retail/hospitality can transform a street into a destination, creating an anchor that draws locals and visitors alike from day light to late night.



Enmore Road (above), NSW's first Special Entertainment Precinct, shows how extended hours, curated live entertainment, and sound management can transform a precinct into a vibrant destination from day into night.





A destination





Experiences at every turn

Bronte Road and West Oxford Street build on their distinct village character, buzzing with cafés, artisan shops, and niche cuisines. Rear lanes and intimate plazas come to life with murals, grab-and-go windows, and youth-friendly hangouts. Independent operators create a layered, vibrant centre full of chance discoveries.

Collins Lane in Rose Bay (previous page) shows what's possible – a once-quiet laneway, now alive with colour, greenery, and local dining energy, proving how targeted interventions can unlock hidden urban potential.



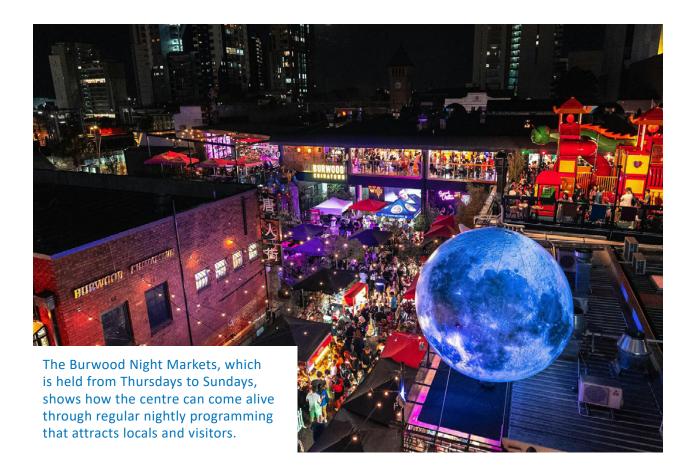
Outdoor dining & street life

Local streets transform into dining precincts, with cafés and restaurants spilling outdoors under lights and trees. Generous seating, greenery, and people-focused design amplify vibrancy, making street life a daily and nightly attraction.

Stanley Street Darlinghurst (above) shows how streets can come alive when restaurants and cafés spill outdoors, turning streets into vibrant, social corridors full of colour, light, and energy.



A destination





A dynamic program of events

A curated program of events ensures Bondi Junction always feels alive. Farmers' markets expand into evening markets, complemented by live music, outdoor cinema, and cultural celebrations. First Nations stories and art are embedded in performances and installations, ensuring cultural identity is visible and celebrated.

The Marrickville Music Festival (right) shows how streets and public spaces can be transformed with live music, performances, and community energy, turning everyday urban areas into vibrant, inclusive destinations.



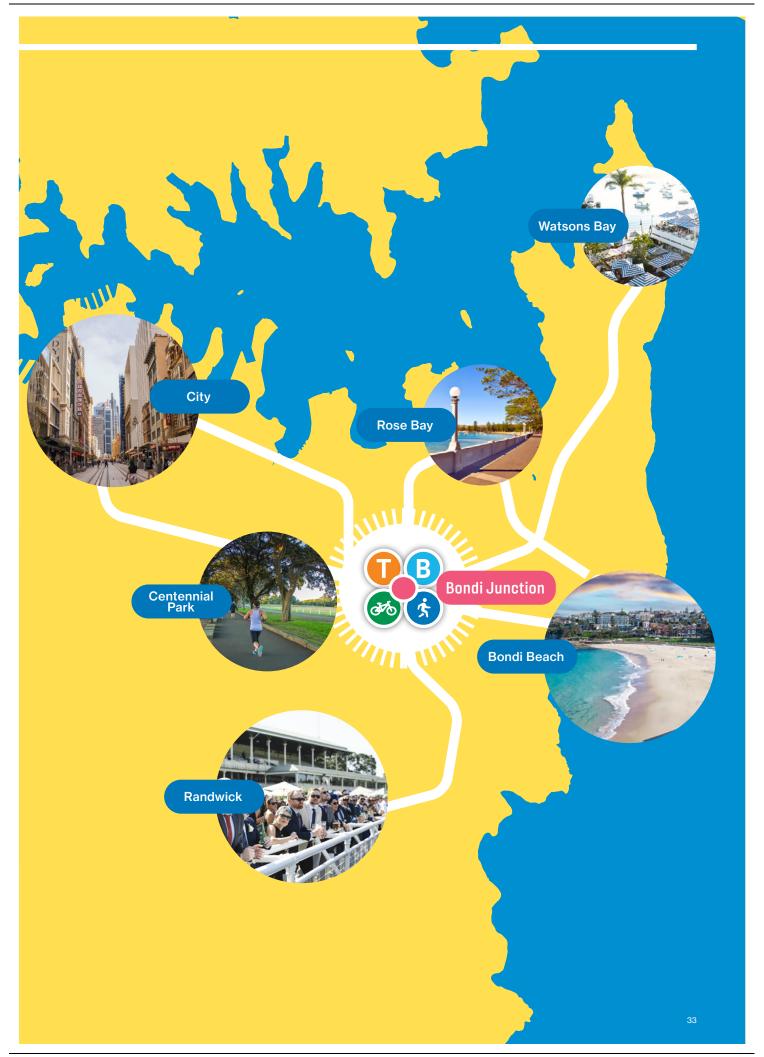


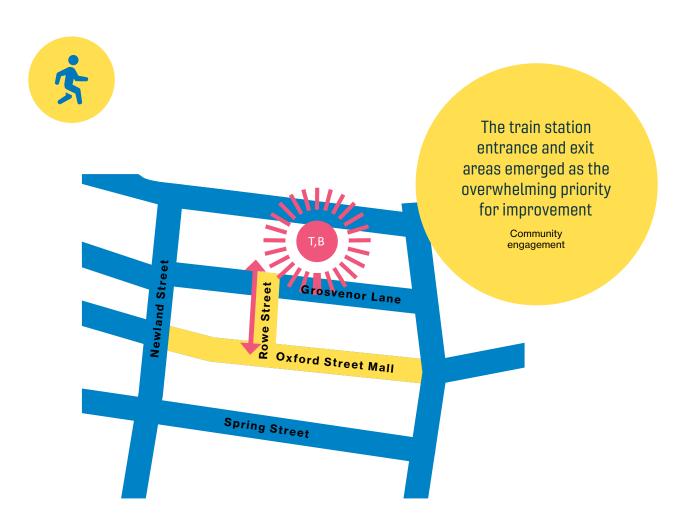
AMBITION 2

Beyond the stop A world-class interchange

Bondi Junction transforms from a busy but fragmented interchange into a seamless people-focused gateway. Every journey — by train, bus, bike, or on foot — becomes safe, connected, and intuitive.

Passengers step off their train and move effortlessly along Rowe Street, a wide, welcoming link lined with cafés, greenery, and seating. Oxford and Spring Streets become shaded, safe routes for walking and cycling, connecting shops, offices, and parks. Animated laneways offer shortcuts filled with art, lighting, and seating, making evening strolls inviting. Embedded First Nations stories enrich the journey, deepening the experience of place.





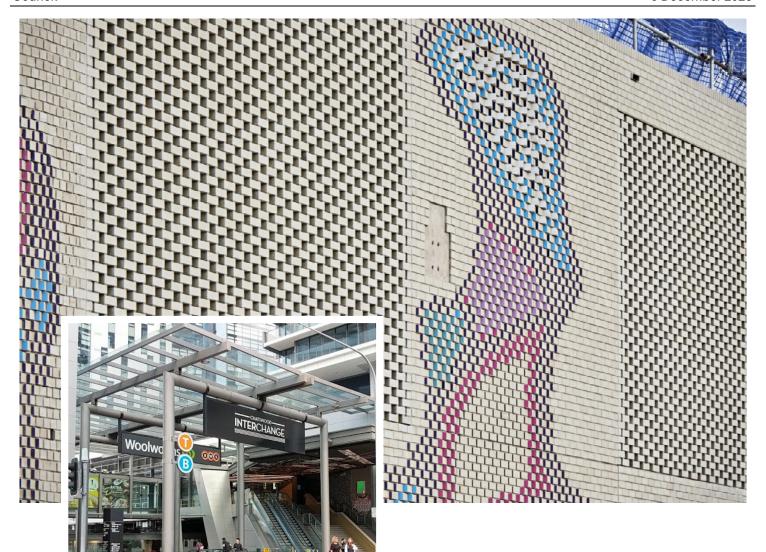


Oxford Street Mall-Station link

A new direct link from Rowe Street creates a clear sense of arrival, intuitively drawing people into a revitalised Oxford Street Mall. Clear sightlines and wayfinding encourage exploration, extend dwell time, and shifts perceptions of Bondi Junction from transit stop to destination.

The Victoria Cross Metro Station laneway (right) in North Sydney demonstrates how a well-designed pedestrian link can connect transport infrastructure with surrounding retail and dining, creating a vibrant, accessible public space that encourages movement and activity throughout the day.







Seamless multimodal connections

Trains, buses, cycling, and walking networks are fully integrated through intuitive pathways and visible links. Thoughtful signage, unobstructed routes, and well-placed crossings knit the precinct together, enabling easy journeys between Bondi Beach, Randwick, and the CBD.

Chatswood Interchange (above inset) highlights the power of seamless multimodal connections – integrating rail, metro, and bus with retail and dining to create a lively, accessible hub where transport and everyday life meet.



Cultural gateway

As the gateway to Bondi Beach, the interchange becomes more than a transit hub – it is also a cultural entry point. Public art, design, and interpretation embed First Nations stories, making Bondi Junction a place to connect, learn and experience.

The Time Travellers artwork at Central Station (above) demonstrates how Indigenous cultural art can create a striking gateway experience, connecting transport with storytelling and place, and enriching the everyday journey for commuters and visitors alike.





Continuous, separated cycleways link
Centennial Park to Waverley Park, Bondi
Beach, and Randwick. New north—south
connections across Syd Einfeld Drive complete
the network. Secure bike hubs and safe cycling
routes make active transport the natural
choice for commuting and leisure.

The shift has already begun. The Bondi Junction Cycleway (right), completed in December 2022 and officially opened in March 2023, provides a continuous, safe route for cyclists through the area.



A world-class interchange



Safe pedestrian connections

Generous footpaths, safer crossings, and through-site links connect the station, shops, and plazas. Careful design reduces conflicts between cyclist and pedestrians, ensuring movement is safe and enjoyable for all.

The shift is already underway with the Greenlinks pedestrian network, which sets the foundation for a connected, people-focused centre – now ready to expand across Bondi Junction to make every journey safe, legible, and enjoyable.



Access for all

Every journey works smoothly for all ages and abilities – from parents with prams to seniors and people using mobility aids. Weather-protected connections, lifts, ramps, and upgraded entries ensure access is smooth, safe, and dignified.

Street and threshold treatments (below), including clear and raised pedestrian crossings, along with landscape and street trees, can create pedestrian-friendly environments.





AMBITION 3

Beyond green An urban oasis

Bondi Junction becomes the 'parkline' of Sydney's East — where greenery, open space, and active connections create a cooler, healthier, and more enjoyable environment. Leafy boulevards lined with trees and plants make walking and cycling a pleasure for everyone. A continuous green corridor links Centennial Park and Waverley Park, with pocket parks, plazas, and Clementson Park providing places to play, relax, and gather. Rooftop gardens and landscaped podiums bring nature into vertical living, while visible sustainability measures and First Nations stories woven into planting and design ensure culture and ecology come together.







A hierarchy of spaces

A network of urban parks and plazas complements the iconic Centennial and Waverley Parks. Enhanced pocket parks, forecourts, reclaimed edges, and elevated green spaces create diverse opportunities for recreation, relaxation, and social connection, bringing public life into every corner of Bondi Junction.



Enhanced spaces

Open spaces are upgraded with new landscaping, seating, and recreation facilities. Stronger connections to community centres, libraries, and civic facilities strengthen their role as active, central places for all ages.

Shannon Reserve in Surry Hills (above) shows how an urban park near the library and community facilities can become a vibrant civic hub, with flexible lawns, shaded seating, and activity zones for all ages.

An urban oasis



Lost spaces...reclaimed

Underpasses, service lanes, and forgotten corners are transformed into courts, art walks, and playful water alleys. These reclaimed places inject vibrancy and activity into areas where little exists today.

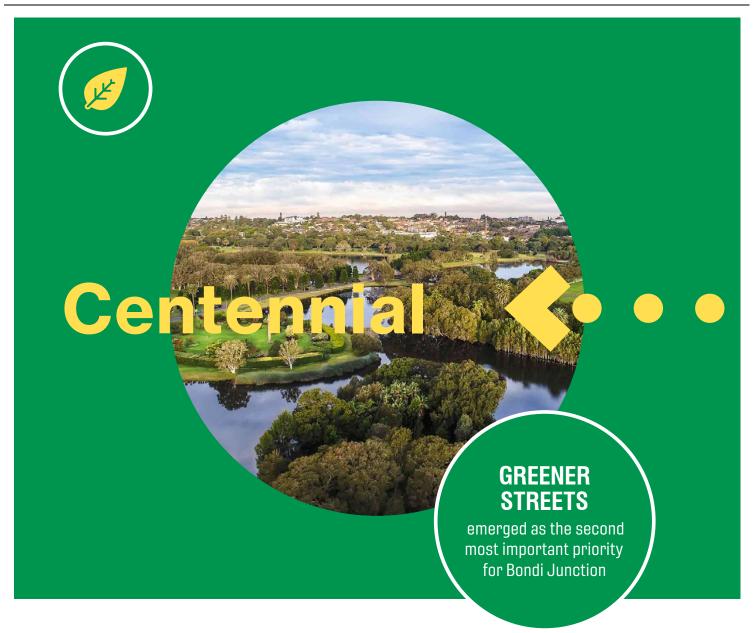
The courts beneath Moreland Train Station, Victoria (below) show how overlooked spaces can be transformed into active, welcoming places for sport, play, and community life — creating opportunities for recreation in areas where space is otherwise limited.



Elevated opportunities

Rooftop gardens, podium terraces, and landscaped rooftops provide essential green space for vertical living. These spaces become places to relax, socialise, and enjoy sweeping views, ensuring access to nature even in the heart of a dense centre.



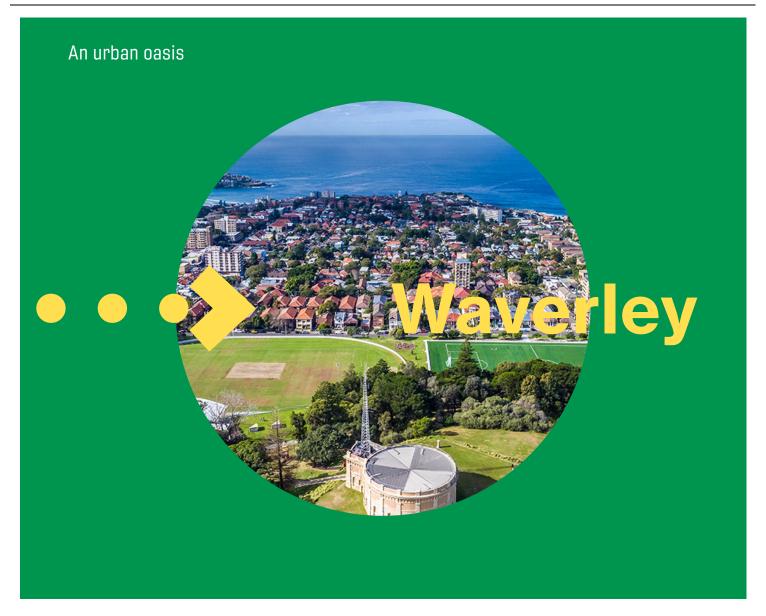




East—west streets are reshaped into a continuous green corridor linking Centennial and Waverley Parks. Wide, tree-lined streets weave nature into daily life, creating an active landscape that connects school groups, commuters and residents with Sydney's wider green network.

The Bourke Street Cycleway (right) shows how protected cycling routes can run through dense urban streets, creating safe, connected corridors that encourage active travel — and what a fully realised mature tree canopy can look like, bringing shade, greenery, and everyday life into the heart of the city.



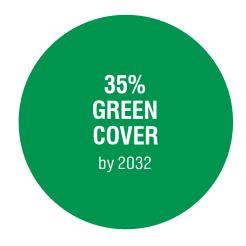




Sustainability & culture

An integrated network of trees, rooftops, and water-sensitive design cools the centre, manages stormwater, and improves biodiversity. Public EV chargers, modern waste management, and visible low-carbon design make sustainability part of everyday life.

First Nations planting, materials, and interpretation are embedded into the green network, ensuring environment and culture are interwoven – strengthening both identity and resilience.



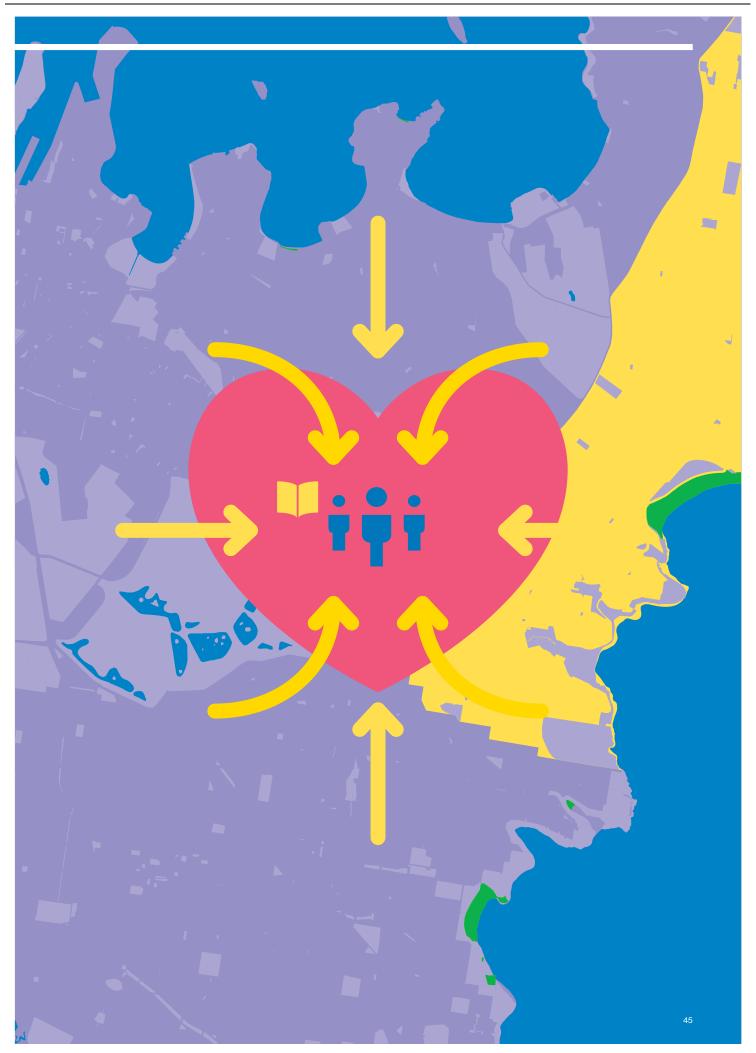


AMBITION 4

Beyond the everyday The civic heart of the east

Bondi Junction is the unmistakable heart of Sydney's eastern suburbs — where people live, work, shop, and connect. More than a convenience stop, it becomes a thriving economic and civic hub, distinguished by its mix of coastal lifestyle and urban energy.

Distinct and vibrant mixed use precincts across Bondi Junction offer something for everyone. Oxford Street Mall buzzes with dining and retail. Ebley Street thrives as a hub of community and civic life. The commercial core anchors health, professional services, and new creative jobs. Increased housing in key areas places people closer to services and amenities, injecting vibrancy and a sense of community. Each precinct feels alive, connected, and complementary, making Bondi Junction a great place to live, work, and explore at any time of day.









A civic & cultural heart

Council's consolidated landholdings create a connected hub for community life. State-of-the-art facilities provide flexible spaces for learning, creativity, and performance, supported by digital technology. Ebley Street evolves into a cultural spine, animated with public art, lighting, and curated events. First Nations culture and stories are embedded into art, programming, and design, ensuring history and identity are visible in the civic heart.



The Surry Hills Library and Community Centre (above) shows how a civic facility can create unexpected opportunities for community engagement. A sunlit rooftop children's sandpit provides families with an all-weather place for play and imagination, complementing flexible learning and cultural spaces.

The civic heart of the east



Bondi Junction thrives when its public places and programs welcome everyone. Inclusive and accessible design, cultural partnerships, and intergenerational spaces support people of all ages, abilities, and backgrounds. From youth-friendly hangouts to spaces for older residents, the precinct fosters resilience, creativity, and belonging.

The shift has already begun. Projects like the Boot Factory (below) have set a precedent for what can be achieved in Bondi Junction, with beautiful, engaging facilities, showing how community spaces can be vibrant, welcoming, and multifunctional.

ARTS, MUSIC,
MARKETS, COMMUNITY
REPAIR CENTRES,
ACTIVITIES FOR YOUNG
PEOPLE E.G. SKATE
PARKS Community responses







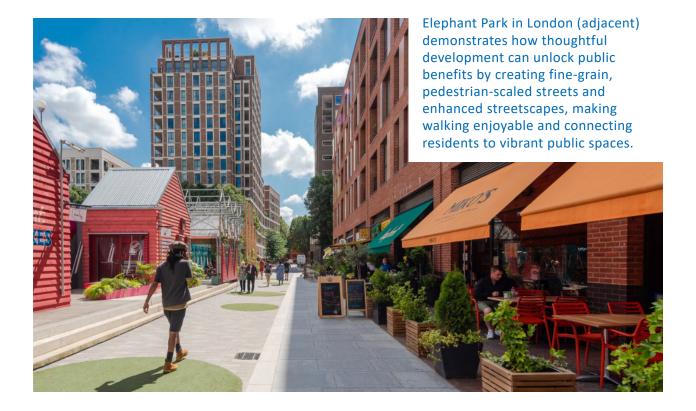
The place of choice to live in the east

Bondi Junction offers diverse housing for students, professionals, and families. New homes balance affordability, choice, and design quality, with density focused close to transport and services.

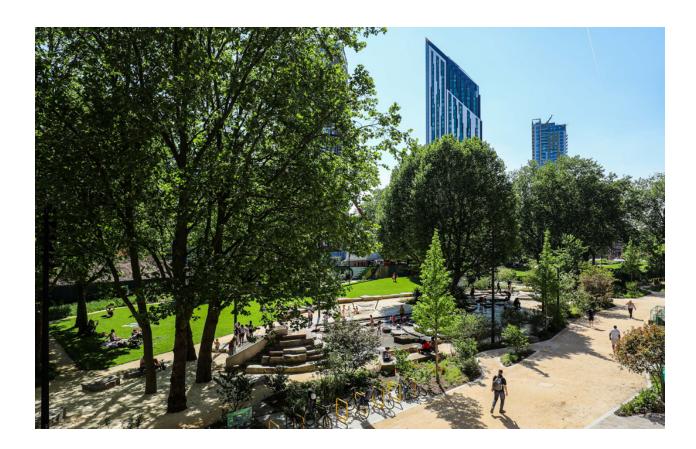
New development also offers the opportunity to elevate the visual identity of Bondi Junction with beautiful, high quality buildings, creating an iconic skyline along the ridgeline. Podium gardens, rooftop terraces, and shared green spaces foster community life while providing access to harbour and ocean views, recreation and nature.



Located at a highpoint within the Eastern Suburbs, Bondi Junction has access to unmatched and expansive city (above), harbour, ocean and parkland views.



The civic heart of the east





Sustainable by design

Sustainable buildings and environments are essential in achieving a healthy and successful place in the face of housing and economic growth. Future development sets a benchmark for sustainability by pairing visible low carbon design with adaptable high-performance buildings that support long-term resilience.

Elephant Park in London (above) is an example of an inner-city urban regeneration project with an ambitious sustainability vision that encompasses parks and community spaces, healthy and energy efficient homes, low carbon energy, green transport, and increased local biodiversity.





A thriving economic hub

Bondi Junction is the economic engine of Sydney's East, anchored in retail, health, and professional services. Strategic upgrades to workspaces, transport and digital infrastructure attract high-skilled jobs in technology, health innovation, design, and the creative industries, all while enriching retail and dining for locals and visitors.

Darling Square (above) is a thriving economic hub, anchored by tenants like the Commonwealth Bank, with retail that draws residents, visitors, and locals. New development brings a critical mass of residents, activating streets and sustaining jobs, services, and amenities nearby.

A THRIVING 24-HOUR ECONOMY, AN AREA NOT JUST KNOWN FOR TRANSPORT CONNECTIONS AND SHOPPING. Community response

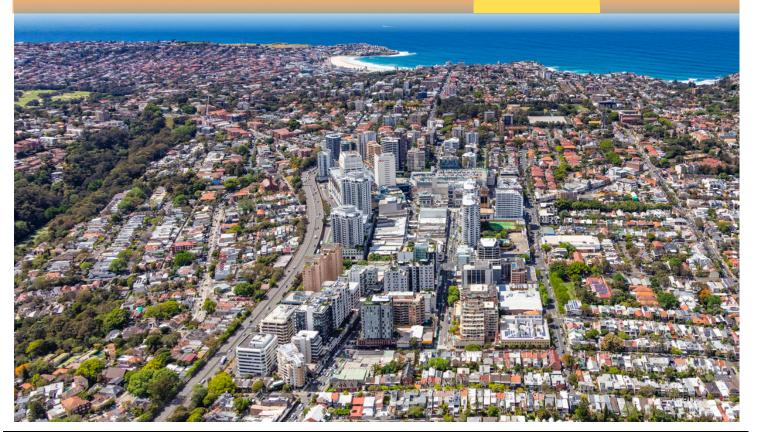
Bondi, Beyond

Bondi Junction is where the east comes together — Bondi, Beyond.

Here, you go beyond the everyday. Beyond the stop. Beyond 9-5. Beyond green. Beyond expectations.

From daylight to late night, Bondi Junction is alive with the energy of the city and the spirit of the coast. A centre where people live, work, and gather; where culture, commerce, and community thrive side by side.

Bondi Junction is the heart of Sydney's East – today, tomorrow and for years to come.





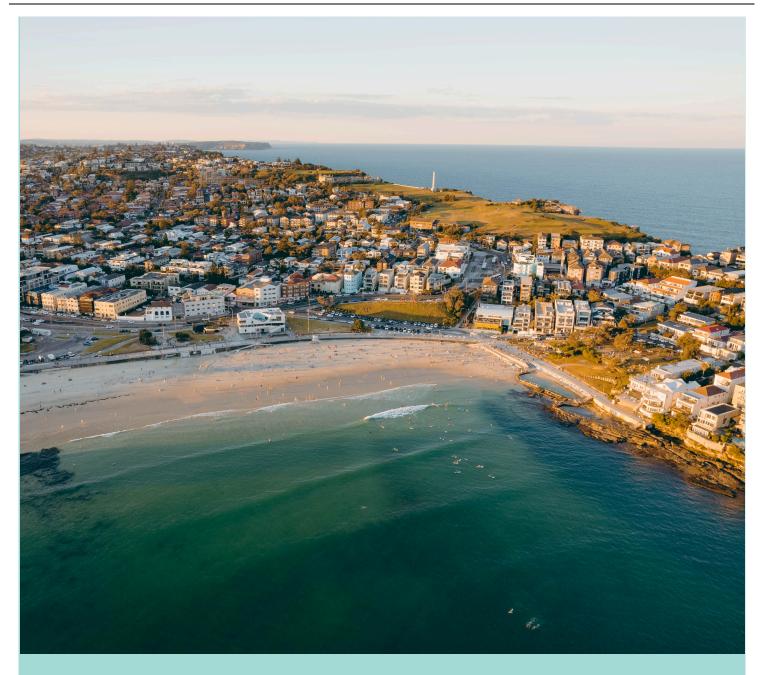
Engagement ReportBondi Junction Vision and Master Plan



Prepared for Waverley Council

December 2025





Acknowledgement of country

Astrolabe Group acknowledges Aboriginal people as Australia's first people practicing the oldest living culture on earth and as the Traditional Owners and Custodians of the lands and waters. We pay our respects to their Elders past, present and future.

We recognise the intrinsic connection of Traditional Owners to Country and we celebrate the diversity of Aboriginal peoples and their ongoing cultures and connections to the lands and waters of NSW.

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Overview

Purpose of this section

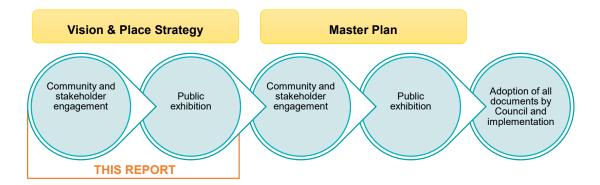
- Outline engagement objectives and methodology
- Overview of key outcomes from engagement for Bondi Junction vision

Purpose of engagement

The community engagement process was designed to support the two-stage development of the Bondi Junction Vision and Master Plan, the first comprehensive planning exercise for this significant town centre in 20 years.

Stage 1 (this report) focused on developing a bold vision that captures community aspirations and unlocks the full potential of Bondi Junction as a vibrant hub in Sydney's East. The Vision Statement will inform the guiding principles, commitments and key objectives of the Master Plan.

Stage 2 will translate this vision into detailed Master Plan recommendations covering land use, transport, public space, and community outcomes.



Engagement methodology

Our engagement approach is informed by the International Association for Public Participation – (IAP2) Spectrum of Public Participation and Council's Community Engagement Strategy (CES).

Our engagement activities with the community and other local stakeholders such as local business and precinct groups were designed to:

- inform about the vision and master plan, and
- consult/involve we want to actively consult and involve the community and key stakeholders to
 develop a shared vision that reflect local aspirations and provide inputs to the development of the
 Master Plan, including working through key trade-off decisions.

While our engagement was focused on seeking a broad range on input, separate engagement activities also took place with other stakeholders including vulnerable communities, multicultural communities



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and Aboriginal and First Nations peoples. The outcomes of these activities are not included in this report.

Engagement activities

Our engagement activities included website, digital survey, information packs, pop-up stalls and workshops to capture diverse community perspectives.

Total engagement

Direct feedback participation:

370+ direct participants (259 survey completions, 100+ pop-up interactions, 1 formal submission from Precinct Committee, 14 workshop attendees).

Digital information access

1,724 website page views and 313 map downloads.





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Emerging themes for future vision of Bondi Junction

Our engagement identified four consistent themes for consideration as part of the Vision.

Theme	Key outcomes from engagement
Access and connections	 Community values Bondi Junction's transport connectivity but identifies train station access as the top improvement priority Mixed views about newer forms of transport such as e-bikes with support for bike lanes but concerns about pedestrian safety Calls for enhanced connections to Bondi Beach and better parking solutions
Activation and diversity of offer	 Oxford Street Mall emerged as a key feature of the precinct and the clear priority for public domain improvements Many want to see more community and cultural activities and for Council to keep trying new ideas to increase participation Gaps were highlighted around street furniture, play areas and open space to allow for social and incidental interaction A severe lack of night-time activation was noted and a strong desire to have more on offer
Economic activity	 Strong support for more opportunities for local job creation Equally strong support for night-time economy development, with extended restaurant hours as the top priority Concerns raised about retail tenant quality and barriers of high commercial rent
Housing and density	 Community demonstrated strong support for affordable housing to be included in future accommodation mix Emphasising opportunities through the utilisation of existing vacant apartments and buildings as well as new development Preserving existing heritage in built form and considering appropriate development scale was seen as an important planning factor

The long term vision for Bondi Junction

When imagining the long term aspiration for Bondi Junction we found:

- The diversity of offer as a place to eat, stay and socialise was a top priority including through an expanded offering of the restaurant and café experience
- A greener place, with trees on the streets and nature integrated into the built form and new residential buildings
- Realise the transformation of a transit-focused hub into an integrated regional destination known for innovation, multiculturalism, and wellness
- A vibrant civic and community offering with facilities and enhanced pedestrian amenities



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Building from previous engagement

Purpose of this section

- Explore recent previous engagement in Waverley Council area relevant to Bondi Junction
- Understand key insights already expressed by community related to Bondi Junction
- Develop preliminary themes for further community engagement activities for the vision of Bondi Junction

Previous engagement outcomes

To both acknowledge the efforts or community to provide their feedback on their local area, and to use this information to build our engagement approach, we reviewed the outcomes from recent projects that included the Bondi Junction Precinct.

Council led engagement

Waverley Community Strategic Plan

Between November 2024 and March 2025 Waverley Council engaged more than 380 people to inform preparation of the Community Strategic Plan (CSP). The CSP sets out the Waverley community's vision for the next 10 years.

Mayoral roundtables

Mayoral roundtables were held across 2024 and 2025 with various stakeholders to explore key themes as part of the Bondi Junction Vision Project. Stakeholders included local elected representatives, NSW Government agencies, local businesses, development industry, architects, futurists and peak associations.

Waverley Community Safety Research

Two 'walkshops' were undertaken in Bondi Junction to explore and understand perceptions of safety and ideas to improve safety in the precinct with a focus on women and young people. An online survey was also conducted to better understand the community's sense of feeling welcome and safe in and around public spaces in Waverley LGA, and understand what infrastructure, amenities, design and activations can help make everyone feel welcome and safe in public space.

¹ Waverley Council, *Community Strategic Plan 2025-2035*, https://www.waverley.nsw.gov.au/council/policies plans strategies and reports/community strategic plan



Engagement report: Bondi Junction Vision: Waverley Council



Developer led engagement

Recent major development applications in Bondi Junction

A recent State Significant Development Applications (SSDA) was lodged in Bondi Junction at 194-214 Oxford Street & 2 Nelson Street by Stargate Property for shop top housing.² Community engagement by the developer is required under NSW planning legislation as part of the formal assessment process.

The site is located at the western end of Bondi Junction Town Centre, near the border with Centennial Park. The community targeted included residents and businesses within a 500m radius of the site and 13 responses were received.

Key themes from previous engagement

Using the outcomes relevant to Bondi Junction Precinct, we identified some consistent key themes to consider and for further exploration in our engagement for the vision of Bondi Junction.

Access and connections	
Transport	Concerns exist about road quality, congestion, and pedestrian safety issues with e-bikes riding on footpaths, The community prioritises improved public transport services, more active transport options, and better modal integration.
Accessibility and inclusion	There is strong emphasis on making Bondi Junction accessible for everyone, with issues such as many shops not being wheelchair accessible and inappropriate placement of shared bikes on footpaths blocking pedestrian access. There are calls to acknowledge and celebrate First Nations culture and improve support of LGBTIQA+ community.
Pedestrian and cyclist safety	The most consistent concern across all groups is pedestrian safety, particularly conflicts with cyclists /e-bikes on footpaths and around the Westfield/Bondi Junction interchange with buses.
Connectivity and integration	Connectivity issues were identified due to large blocks, closed arcades at night, and lack of direct links to key destinations. Syd Einfeld Drive presents a major barrier for pedestrians and cyclists, and there is poor east-west connectivity to Centennial Park and Bondi Beach including for active transport.

² NSW Government, State Significant Development: Shop top housing with infill affordable housing, Oxford and Nelson Street, Bondi Junction, https://www.planningportal.nsw.gov.au/major-projects/projects/shop-top-housing-infill-affordable-housing-oxford-and-nelson-street-bondi-junction



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Activation and diversity of offer		
Green and sustainable environment	Community highly values Waverley's natural environment but are concerned about development and tourism impacts on ecosystems.	
	There is strong desire for more street trees for shade and beautification and improved sustainability measures including public electric vehicle chargers and better waste management options such as soft plastics recycling.	
Open space and recreation	Community is generally satisfied with availability and condition of parks and sports facilities but worry about future density impacts on open space.	
	Community would like small parks, youth hangout areas, inclusive access, and implementing climate-resilient infrastructure with shaded public spaces.	
	There is strong demand for placemaking initiatives in key areas like Clementson Park and Oxford Street Mall.	
	There are several unused or underutilised areas identified including Syd Einfeld Drive and laneways around the Junction that were seen as opportunities for increased use	
Community facilities and services	The Boot Factory, Bondi Pavilion, and Waverley Library are praised as excellent facilities and would welcome similar new offerings. Services including community development, housing/homelessness and transport/infrastructure do not always meet expectations.	
	Strong opportunities are identified in Bondi Junction for activation including using the old council offices as a hireable venue and the building next to the Boot Factory as a venue for functions.	
Community safety	While majority of community feel safe during the day this reduces after dark, with a significant gender gap with more women feeling unsafe.	
	Poor lighting is identified as the primary safety concern after dark, with participants wanting more and better street lighting, lighting in parks and lighting at transport stops.	
Night-time economy and activation	Community consistently highlight the minimal activity in Bondi Junction after 6pm leading to lack of vibrancy, with need for later opening restaurants, more outdoor dining, public art, and activating council buildings, as a vibrant night-time economy is seen as crucial for safety.	
	Community highlights the current limited diversity in food offerings, mostly fast food and mid-range, with significant demand for fine dining, cultural cuisines and high-quality venues.	



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Youth-specific activation	Young people want more seating and tables for socialising, emergency help points, security escorts from library to transport at night, charging stations and Wi-Fi access for phones and transport information. They appreciate Westfield as a safe gathering place but want more
	24-hour or late-night venues.
Cultural identity and charm	Bondi Junction lacks a distinctive identity, as it is often viewed as a transit zone. Community highlights the need for preserving and celebrating historical sites and local heritage.
	Branding and marketing is needed to position Bondi Junction as a cultural and economic hub.
	There is also an opportunity to enhance cultural identity through murals, public art, and Indigenous spaces. There is strong interest in creating an attractive civic heart with a mix of cultural, commercial, and residential spaces.
	There is also strong support for cultural installations, live performances, night-time events.

Economic activity	
Local business support	Community is eager for ways to support small business prosper and improve promotion of events and local businesses.
	There is strong desire for night-time activation including dining precincts with later opening hours, activating council buildings as venues, and providing digital infrastructure like fibre-optic internet and free Wi-Fi for remote workers.
Economic and business development	Community notes the limited business variety, with dominance by Westfield and large retail chains.
	With the large medical and health tenants already existing, some note the opportunity to create an innovation hub focusing on tech, medical, and science industries. From this, there is potential to attract anchor employers and universities for long-term economic stability.



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Housing and density		
Development impact	Community is concerned about population growth straining Council's ability to deliver quality services and the impact on local character including heritage buildings.	
	There is strong interest in protecting heritage and ensuring appropriate development.	
Affordable housing	Affordable housing is seen as a critical issue requiring urgent action.	
Character and scale of development	Residents view the western end of Oxford Street as having a lower- density character compared to the commercial centre and are concerned about high-rise development in this transitional zone between the CBD and residential areas near Centennial Park.	
Infrastructure capacity	Community feedback reflects concerns about the cumulative impact of development on local infrastructure, particularly transport and parking.	



Engagement methodology

Purpose of this section

Overview the methodology of engagement with community for the Bondi Junction vision

Engagement framework

The community engagement methodology for the Bondi Junction Vision development was designed using the International Association for Public Participation (IAP2) Spectrum of Public Participation and aligned with Waverley Council's Community Engagement Strategy.

The approach sought to inform the community about the vision and master plan process - to consult and involve stakeholders to develop a shared vision reflecting local aspirations.

Engagement approach

Table 1 below shows the engagement activities undertaken during this phase. Note engagement with vulnerable communities, multicultural communities and Aboriginal and First Nations was undertaken separately. Figure 1 below shows the study area for the Vision and Master Plan for Bondi Junction.

Table 1 Types of engagement

Engagement stream	Purpose	Target audience	Methods
Wide engagement	Broad community awareness and input collection	All residents, workers, visitors	Digital communication on Council website, Waverley matters newsletter and social media, physical materials at Council sites and pop-up stalls
Targeted engagement	Focused input from specific stakeholder groups	Business and landowners, community groups, precinct groups, Council advisory committees	Direct communication with information packs inviting feedback and dedicated workshop



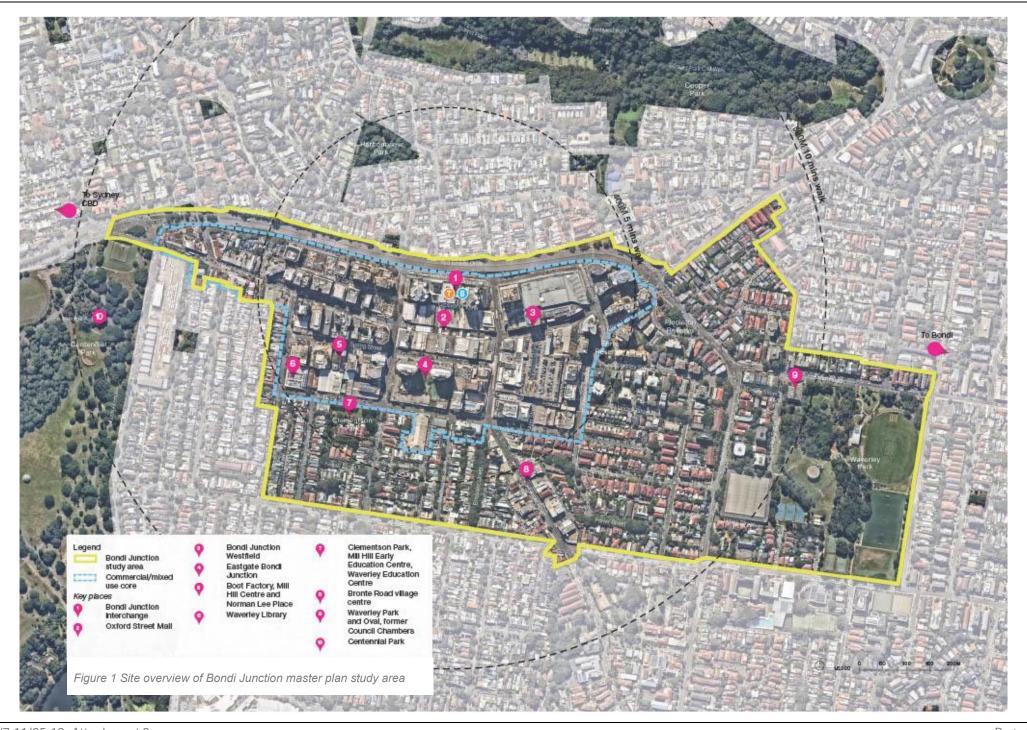


Table 2 provides further details regarding the engagement activities.

Table 2 Engagement activities

Activity	Details	Location and method	Spectrum level
Have your Say website and digital survey	Digital survey hosted on Council's "Have Your Say" website asking residents about their vision for Bondi Junction's future, covering key themes and long-term aspirations.	Council's "Have Your Say" website, Waverley Matters newsletter and social media promotion	Inform/Consult
Physical materials distribution	Project information flyers and QR code for digital survey distributed to key Council facilities and 200 copies provided to the Chamber of Commerce to reach residents, workers, and business operators who may not engage digitally.	Distributed to: Waverley Council Customer Service Centre Mill Hill and Boot Factory Waverley Library Bondi Pavilion Chamber of Commerce to distribute to businesses	Inform
Council advisory committees	Direct communication to Council's existing advisory committees requesting their input on the vision development process.	Email sent to advisory committees with links to Have Your Say (HYS) website and project overview. Sent to Chair to the following advisory committees: Access and Inclusion Arts, Culture and Creativity Advisory Committee Waverley Business Forum Sustainability and Transport Expert Advisory Panel	Inform



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Pop-up stalls	Interactive engagement station at Oxford Street Mall and Waverley Library featuring voting activities about favourite aspects of Bondi Junction, spatial mapping exercises for "big ideas," and digital survey promotion to capture resident, commuter and shopper perspectives.	Oxford Street Mall near train station and Waverley Library	Inform/Consult
Community and business groups workshop	Facilitated session with invited representatives from different stakeholder groups to provide detailed feedback on vision themes including transport, activation, access, economic activity, and housing density.	Targeted workshop with invited representatives	Inform/Consult/ Involve



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Engagement outcomes

Purpose of this section

- Analyse outcomes from all engagement activities with our topic themes
- Understand key sentiment from engagement with community
- Document key ideas from community for the Bondi Junction vision and ideas for master plan

Engagement activity outcomes

All engagement activities achieved strong participation rates (see Table 3). The pop-up stalls attracted significant community interest, particularly the Oxford Street Mall location, which successfully captured perspectives from commuters, shoppers, and users of nearby retail facilities.

The Have Your Say survey achieved a 16% conversion rate from website visits, significantly higher than the typical 5-10% conversion rate for Council's online surveys. The community workshop was wellattended, with active participation from community members, key business and precinct stakeholders.

Table 3 Outcomes from engagement activity

Activity	Total engagement	
Digital survey launch	 259 survey completions achieved (strong 16% conversion rate): 1,724 total page views on Have Your Say website 313 map downloads of Vision scope area Email reach: 792 recipients with 8.3% click-through rate 	
Pop-up stalls	100+ direct interactions through pop-up activities	
Community and business groups workshop	14 attendees including local residents (8), Bondi Junction precinct group (3), Councillors (2), and Queens Park precinct (1)	
Council advisory committees	One letter response from Queens Park Precinct Executive Committee	



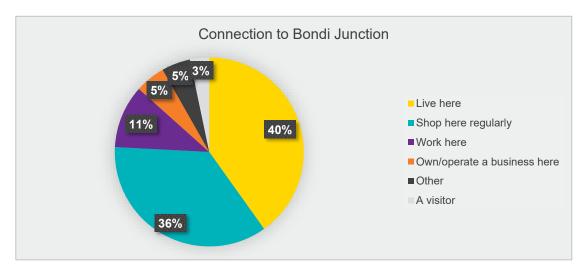


Have Your Say survey results

Demographic results

Most people who completed the survey have strong connections to the precinct. Two-thirds of respondents live in the area, and nearly 60% shop regularly in Bondi Junction.

Figure 3 shows for age distribution, the largest respondent group is 40-54 years (35%), with strong representation from 55-69 years (31%).



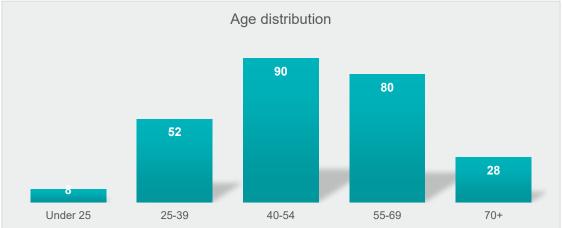


Figure 3 HYS survey results: age distribution of survey respondents

The survey demonstrates strong community commitment to the project's future development, with 204 respondents (78.8%) indicating they want to stay updated on the Bondi Junction vision and master plan project as it continues.

This demonstrates genuine community investment in the project outcome, providing Council with a strong basis for ongoing consultation throughout the master planning process.



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Perceptions of Bondi Junction today

Today, Bondi Junction is seen as a retail and transport hub

Bondi Junction is overwhelmingly recognised as a retail hub (83.8%) and transport interchange (69.1%), with significantly lower recognition as a tourist destination (3.5%) or cultural hub (1.2%), indicating a strong commercial and transit identity but limited cultural or tourism profile.

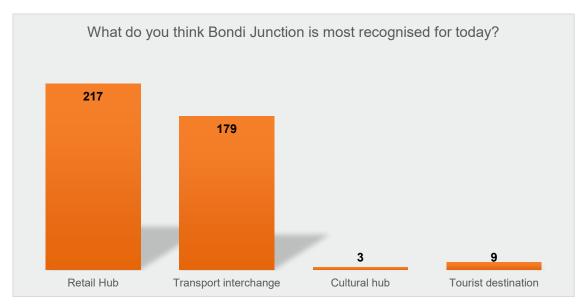


Figure 4 What community thinks Bondi Junction is most recognised for today

"I love the convenience of Bondi Junction — the mix of transport, shopping, dining, and community services all in one place. It's vibrant, multicultural, and offers both modern facilities and easy access to natural beauty like Centennial Park and Bondi Beach."

"I primarily use Bondi Junction for grocery shopping, transport & swimming lessons for my children"

"Being close to Centennial Park is incredible, as well as convenient public transport options"

- Community responses

Aspirations for Bondi Junction's future

In 5 years' time, the community aspires to see Bondi Junction transformed from a transitfocused shopping hub to a vibrant cultural and social destination.

While community want to retain the area's strong transport and retail functions, there is overwhelming desire for Bondi Junction to become a place people choose to spend time rather than just pass through.

The strongest themes centre on creating a cultural hub with restaurants, bars, outdoor dining, and entertainment options that activate the area beyond business hours, alongside community gathering spaces that foster social connection, and a genuine neighbourhood feel.



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Figure 5 Word tree of responses to the prompt 'What would you like Bondi Junction to be most recognised for in 5 years' time?'

The word tree in Figure 5 above visualises the frequency of key terms from community responses, with larger words representing more commonly mentioned concepts.

"Hub for professional workers by day. Lively entertainment and dining area for the Eastern suburbs by night."

"A fun place after 6pm"

- Community ideas for Bondi Junction in 5 years' time

Community appreciates Bondi Junction's functional convenience and connectivity

Community sees Bondi Junction as a consolidated hub where transport, retail, and essential services are accessible within walking distance. Residents value the transport interchange that provides easy access to both the CBD and eastern beaches, as well as Westfield shopping centre and the variety of medical and professional services.

The concept of convenience is continually raised, with many describing Bondi Junction as a "30-minute neighbourhood" or "mini city" where daily needs can be met locally. Proximity to green spaces, particularly Centennial Park and Bondi Beach, also emerges as a valued asset.

While Bondi Junction meets basic functional needs, it falls short of expectations for a vibrant, comfortable, and cohesive town centre



Engagement report: Bondi Junction Vision: Waverley Council 18

A recurring theme centres on Bondi Junction having room for improvement in providing an engaging or welcoming environment for social activity. Oxford Street Mall receives consistent concerns, with community describing it as deteriorated, unattractive, and inadequately maintained, while expressing concerns about antisocial behaviour that affects family comfort and safety.

Security issues, especially around the train station and bus interchange during evening hours, are regularly mentioned alongside concerns about visible homelessness and related social challenges.

Traffic congestion and limited parking emerge as primary frustrations, particularly around the transport interchange where vehicle flow creates ongoing access challenges.

The wind tunnel effect generated by high-rise developments is frequently cited as a significant issue, making pedestrian movement uncomfortable and discouraging street-level activity.

"Cultural hub with theatres, civic spaces, thriving streetscapes, outdoor dining, visual connection to the harbour, green city scape"

"World class restaurants, cafes and bars"

- Community ideas for Bondi Junction in 5 years' time



Engagement report: Bondi Junction Vision: Waverley Council 19

Results by vision themes

The following section details results from all engagement activity, organised by the vision themes:

- Access and connections
- · Activation and diversity of offer
- Economic activity
- · Housing and density



Access and connections

From the Have Your Say survey, train station entrance and exit areas emerged as the overwhelming priority for improvement, selected by 69% of respondents. This reflects the widespread challenges with current access arrangements and safety concerns around the transport interchange.

The next highest priorities focus on broader connectivity issues, with 58% prioritising street connections between transport and shops, and 53% selecting pedestrian crossings and walkways, indicating strong demand for better integration between transport infrastructure and the surrounding precinct.

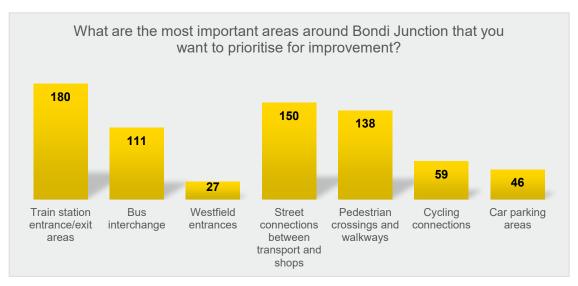


Figure 6 Survey results in response to 'What are the most important areas around Bondi Junction that you want to prioritise for improvement?'



Engagement report: Bondi Junction Vision: Waverley Council 2



Community values Bondi Junction's transport connections but call for improvements to parking and connection to Bondi Beach

Community feedback reveals strong appreciation for Bondi Junction's transport connections, with residents recognising the area's strategic location between the city and eastern beaches. However, significant concerns exist around parking availability and cost, with many noting the need to park at Westfield to access community facilities like the library.

There is considerable support for enhanced connections to Bondi Beach, including ideas such as a direct train link and multi-modal enhancements that would reduce road pressure. While the existing transport infrastructure is valued, respondents seek better integration between modes and improved wayfinding, particularly around confusing access points like the train station and Westfield car park entrances.

Pedestrian safety needs improving in Bondi Junction

A dominant theme raised by community centres on pedestrian safety concerns, particularly conflicts with cycling infrastructure and e-bike usage. Community report that e-bikes travel too fast on footpaths with insufficient consideration for pedestrians, while bike lanes are underutilised and poorly coordinated, especially along Spring Street. Physical interventions like calming devices and other interventions such as signage about shared spaces and education were provided as opportunities to address this issue.

The train station access is frequently described as dangerous and awkward, with strong support for underground connections to Westfield that would improve both safety and weather protection.

Physical infrastructure quality varies significantly, with concerns about footpath maintenance around civic areas and the need for better connections between key destinations like the library, Spring Street, and Oxford Street Mall. Despite these challenges, there is recognition that accessibility for people with disabilities is relatively good, though improvements to footpaths and civic area access remain priorities.

"Push bikes are being ridden everywhere except in the new bike lanes"

"Connectivity from the train station to Oxford St Mall, Westfield and Spring St is confusing, unpleasant and unsafe"

- Community responses



Engagement report: Bondi Junction Vision: Waverley Council 21



Activation and diversity of offer

From the Have Your Say survey, Oxford Street Mall emerges as the clear top priority for public domain improvements, selected by 84% of respondents, reflecting dissatisfaction with its current condition and untapped potential as a community gathering space.

Parks and open spaces ranked as the second priority with 68%, followed by footpaths and walkways with 51%, indicating strong community desire for enhanced green infrastructure and improved pedestrian amenities beyond Bondi Junction's dominant retail focus.

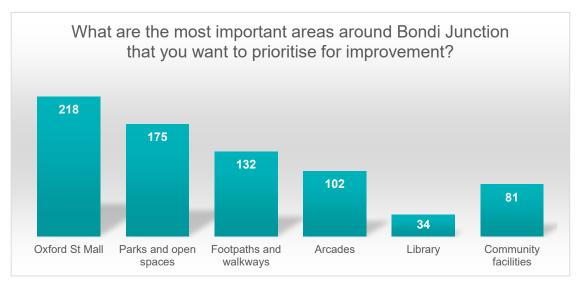


Figure 7 Survey results in response to 'What are the most important areas around Bondi Junction that you want to prioritise for improvement?'

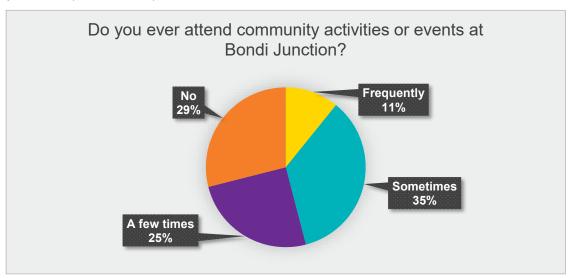
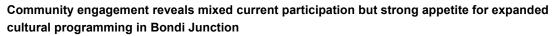


Figure 8 Community attendance at Bondi Junction events



Engagement report: Bondi Junction Vision: Waverley Council 2



While 71% of respondents have attended community activities at some level, nearly 30% have never participated in local events, suggesting barriers to engagement or limited awareness of existing offerings. Despite this, there is overwhelming demand for increased activity, with 70% of respondents wanting to see more community and cultural events. This gap between current participation levels and future aspirations indicates significant untapped potential for community activation, suggesting that expanded programming could attract both existing occasional participants and those who have not previously engaged with local events.

"Retail and transport hub is Bondi Junction's main function, but I love the library and community events and services provided by War Memorial Hospital"

"Lack of community spaces/ teenage friendly activities other than shopping"

- Community responses

Bondi Junction needs more family friendly and cultural infrastructure

Community feedback reveals gaps in offering of facilities for young people and families, with calls for dedicated play spaces, teenager hangout areas like art studios or skate parks, and indoor wet-weather options such as children's playgrounds or aquatic facilities.

Residents want more sporting facilities and family-friendly amenities, noting the current lack of activities for school-age children and limited options for informal social gathering. There's strong support for expanding cultural infrastructure, including theatres, galleries, and better utilisation of existing spaces like the Boot Factory, alongside calls for civic spaces such as town squares that foster community interaction.

There needs to be a focus on interventions to achieve an activated night-time destination

The most consistent concern centres on Bondi Junction's lack of evening vitality and outdoor dining options to create "laneway vibes." Many note feeling unsafe after dark and suggest that increased activation through night markets, cultural events, and diverse entertainment options would improve both safety and appeal.

Improved open space and green spaces would encourage people to spend time in Bondi Junction instead of passing through

Strong themes emerge around beautification and environmental enhancement, with calls for more trees, green spaces, and shade structures to counter wind tunnel effects and create comfortable outdoor environments.

Community wants improved outdoor furniture, better pedestrian amenities, and spaces that accommodate different user needs, from elderly people requiring seating to informal social activities like chess playing.

There's frustration with poor maintenance of public spaces, inadequate lighting, and the need for cleaner, more attractive streetscapes that encourage people to linger rather than simply pass through.



Engagement report: Bondi Junction Vision: Waverley Council 23



"The whole area is dead after dark, with few young residents, no vibrancy, and decaying infrastructure"

"Retaining the last remnants of the original Bondi Junction streetscape with good shops and cafes could make Bondi Junction a more attractive destination."

- Community responses

Bondi Junction needs to diversify its commercial and retail offerings

Beyond traditional retail, there's appetite for entrepreneurial spaces with suggestions such as startup hubs, new industry opportunities in gaming and digital production, and support for small businesses through incentives and longer lease terms.

Community wants diverse, quality retail rather than chain stores, and better promotion of existing offerings to increase visibility and patronage. The focus should extend beyond consumption to creating spaces where locals and visitors choose to spend time and money locally rather than traveling elsewhere for entertainment and dining.



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Economic activity

From the Have Your Say survey, the community demonstrates strong support for expanding employment opportunities in Bondi Junction, with 77% of respondents rating job creation as either very important or somewhat important. This substantial support for job creation aligns with aspirations to transform the area from a transit and shopping hub into a more comprehensive live-work destination that could reduce commuting pressures and strengthen the local economy.

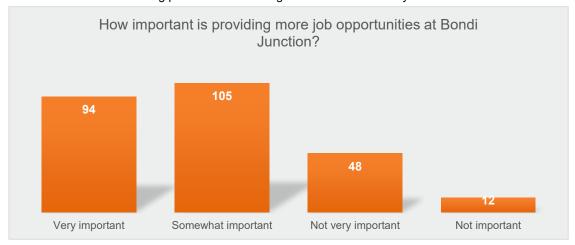


Figure 9 Survey results in response to 'How important is providing more job opportunities at Bondi Junction?'

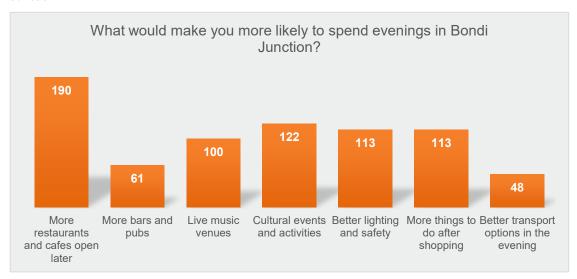


Figure 10 Survey results in response to 'What would make you more likely to spend evenings in Bondi Junction?'

The community overwhelmingly supports enhanced evening activation in Bondi Junction, with 75% wanting more nighttime activities and commerce opportunities. Figure 10. shows how extended restaurant and cafe hours emerge as the dominant priority, selected by 73% of respondents, highlighting the current lack of accessible evening dining. Cultural events and



Engagement report: Bondi Junction Vision: Waverley Council 2

activities rank second with, followed closely by better lighting and safety improvements and more postshopping activities, indicating that safety concerns and limited entertainment options are major barriers to evening engagement.

The relatively low priority given to improved evening transport options indicates that accessibility infrastructure is less of a barrier than the actual lack of venues and activities that would draw people to spend evenings in the area.

Community wants a strong night-time economy in Bondi Junction

There is strong demand for enhanced nighttime activation, with calls for restaurants open beyond 8pm, live theatres, night markets, and cultural venues similar to those in Surry Hills. Examples of centres such as Chatswood, Hurstville and Haymarket were cited as precincts that continue to thrive after dark.

Community wants quality independent restaurants rather than chain outlets, alongside non-alcohol related evening activities that would create a safe, family-friendly atmosphere. There's particular interest in developing film and music industry connections, gaming facilities, and co-working spaces that could attract creative professionals which provides more workers to contribute to the night time vibe.

"Oxford Street Mall and the adjacent arcades is an area that has never realised its full potential. Generally, Bondi Junction shopping areas seem disconnected from each other."

"Arts, music, markets, community repair centres, activities for young people e.g. skate parks"

- Community responses

A diverse population will bring more diverse activation

Multiple respondents identified the current local population appears to be a possible barrier to evening economy success, noting that restaurants and bars struggle due to lack of evening crowds. There's recognition that more affordable housing, particularly for students and young professionals, would create the residential density needed to support diverse hospitality offerings.

However, concerns exist about balancing development with community character, with some noting that neighbouring areas aren't sharing the density burden.

Retail in Bondi Junction needs an uplift

Significant concerns emerge about retail tenant quality, with complaints about an oversupply of gambling venues and lack of small bars or quality dining options. High commercial rents in Oxford Street Mall contribute to long-term vacancies and frequent restaurant closures, while overregulation creates barriers for small businesses.

Respondents want better markets at Oxford Mall, more shopping choice, and retention of essential services like supermarkets, alongside measures to reduce red tape that inhibits business establishment and growth.

Access to green spaces and improved connections to transport are essential for making Bondi Junction a desirable place to work and spend money

Economic activation is closely tied to environmental improvements, with calls for reduced wind tunnels, more outdoor dining areas, better street cleanliness, and enhanced wayfinding between transport hubs



Engagement report: Bondi Junction Vision: Waverley Council 20

and commercial areas. There's demand for better integration of cycling infrastructure, improved lighting, and creation of appealing outdoor spaces that would make the area more attractive for workers and visitors.

Housing and density

From the Have Your Say survey, community attitudes toward housing development reveal stronger support for affordable housing options compared to general housing supply increases. While 62% of respondents consider more housing availability as important, support increases significantly to 74% when specifically addressing affordable housing. Community is more concerned with housing affordability and accessibility than simply increasing overall housing stock.

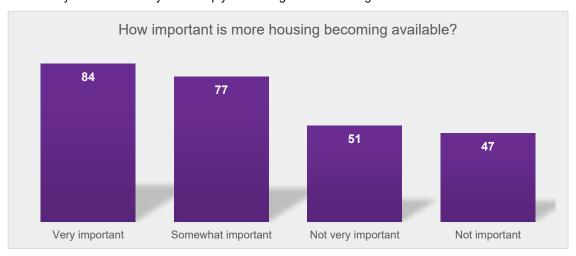


Figure 11 Survey results in response to 'How important is more housing becoming available?'

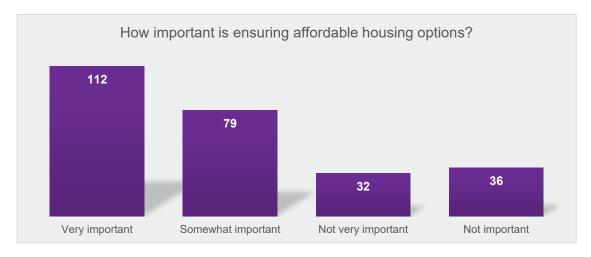


Figure 12 Survey results in response to 'How important is ensuring affordable housing options?'



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Bondi Junction needs to balance appropriate scale with preserving heritage

Community feedback reveals significant concern about the effects of high-rise development impacts, specifically around the western section of Oxford St, Spring St and the eastern section of Bronte Rd, citing infrastructure constraints such as road capacity limits and building heights that create unwanted shadows and wind effects.

Strong sentiment exists around preserving heritage values and existing community character, with concerns that development may threaten views, overshadow existing buildings, and disrupts the established neighbourhood character. Community want development that respects the area's heritage assets while managing density impacts on sunlight access and neighbourhood amenity.

"Traffic congestion when driving or catching the bus and wind tunnels as a pedestrian, both of which have become progressively worse with the increased number of residential apartment buildings"

"The 100+ year old terrace houses which you don't see much of elsewhere, it's like our own version of the Rocks"

- Community responses

Utilisation rather than supply is the primary challenge community is concerned about for housing in Bondi Junction

Community express mixed views on housing availability, with some noting that sufficient housing already exists while others highlight affordability challenges preventing access to local accommodation.

Several respondents point to empty apartments and units in the Junction, suggesting that utilisation rather than supply may be the primary issue, while others call for more diverse housing options including rental properties and affordable options for different demographics including students and creative industry workers.

Community recognises the importance of quality transport links to new housing developments

Housing density discussions are closely linked to transport connectivity, with calls for better connections between high-density developments and train stations, alongside measures to reduce car dependency through shared car spaces and improved public transport access. There's recognition that higher density living should be supported by reduced private vehicle ownership and enhanced connectivity to key destinations.



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From the Have Your Say survey, community priorities for Bondi Junction's future centre strongly on dining and environmental improvements, with more restaurants and cafes ranking as the top priority, followed by greener streets. Enhanced walkability and expanded community and cultural facilities also received substantial support, indicating desire for a more pedestrian-friendly, socially engaging

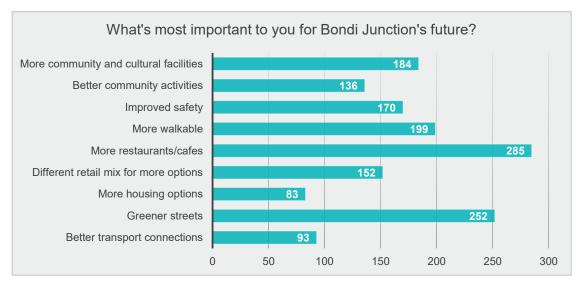


Figure 13 Survey results in response to 'What's most important to you for Bondi Junction's future?'

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environment. Transport connections and housing options received the lowest priority ratings (93 and 83 responses respectively), suggesting residents view the area's current transport infrastructure as adequate while housing supply is less pressing than other community needs.

Focus on transforming Bondi Junction into a more integrated regional hub

Community voiced strong support for maintaining and building on our transport connections as a vital component of the precinct. It also sees Bondi Junction as being an integrated regional hub that offers a place not just to go through, but stay. Community input included ideas for enhanced pedestrianisation beyond the current mall area, underground bus systems and improved cycleway connections. There's recognition that better wayfinding and accessibility infrastructure could support connections to broader destinations like UNSW Kingsford, positioning Bondi Junction as a true regional interchange rather than just a local transport hub.

"I hope Bondi Junction becomes a safe, green, creative hub connecting all ages and cultures — a vibrant landmark blending beach lifestyle, shopping, and culture

"I want people to say 'what a great night out in Bondi Junction - same again next week!""

- Community responses

Bondi Junction needs a vision to create a liveable, diverse community

The vision encompasses managing high-rise development as liveable communities, with emphasis on family-friendly apartment designs and Build-to-Rent models that guarantee occupancy. Community calls for green infrastructure, preserving heritage blocks and celebrating existing architectural value. There's support for mixed housing scales and not only high-rise dominance.

Deliver a distinctive destination known for innovation, multiculturalism and wellness rather than just convenience shopping

Community envisions celebrating the Bondi Junction's multicultural food culture, leveraging existing medical and health service concentration to create a "wellbeing capital," and building on historical innovation to attract contemporary creative industries.

Community wants to see a unique style that fits the existing character and beauty standards that differentiate Bondi Junction from generic suburban centres.

"A green, active inter-connected suburb which attracts residents and visitors for a wide variety of reasons. It could become an even better gateway to Bondi Beach!"

"A thriving 24-hour economy, an area not just known for transport connections and shopping"

- Community responses



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Expand community facilities and public open space for all

The vision includes expanding community facilities such as the library to serve as communal space for apartment dwellers, creating peaceful and attractive areas where all age groups can gather, and ensuring nighttime activation of existing assets like arcades.

Long term planning should include developing circular economy initiatives and sustainable practices that enhance both environmental and social outcomes. Community supports extending pedestrian accessibility beyond current boundaries and creating spaces that encourage social and economic activity through outdoor dining, civic and community gathering areas.



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Public exhibition outcomes

Public exhibition engagement approach

A formal public exhibition period for the Draft Vision Statement and Place Strategy ran from October to November 2025. Community members and stakeholders were able to provide feedback in the form of online submissions to the Have Your Say website directly, as well as email submissions sent to Council directly.

Submissions

- 53 online responses on Have Your Say website.
- 10 email write in submissions sent directly to Council.

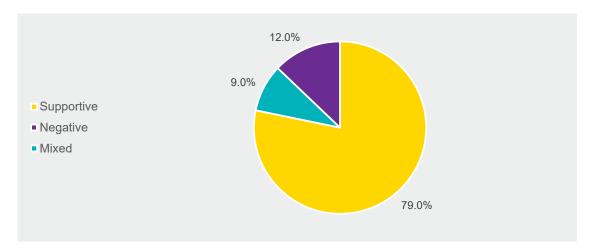


Figure 14 Key sentiment from public exhibition responses

The public exhibition received overwhelmingly positive feedback, with 79% of submissions expressing supportive sentiment. Respondents expressed strong support for a more vibrant, liveable and sustainable Bondi Junction, welcoming greater housing density, improved public spaces, better transport connections, and a shift toward a people-focused urban centre that supports economic opportunity and community life. Given this overwhelmingly positive response, it is recommended there are no substantial amendments required to the Vision.

Public sentiment from the exhibition period can be summarised in line with the emergent themes that were developed during initial engagement.



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Access and connections

"Bondi Junction is one of the best-connected places in the city... The train line, bus interchange, and walkable streets mean people can live close to jobs, education, and services without relying on cars."

Response to public exhibition

Sentiment	Details
Transport connections are valued, but improvements are	Bondi Junction is one of Sydney's best-connected centres with excellent train, bus, and walking links. However, the community wants better integration between transport modes, including clearer wayfinding between the station, bus interchange, mall, and Westfield entrances.
needed	There's strong desire for enhanced connections to Bondi Beach, ranging from improved bus services to entirely new public transport links, and planning decisions that prioritise reduced car dependency while acknowledging many residents currently need to drive.
Parking presents concerns for	The community is concerned that excessive private parking in new developments will increase congestion on streets already at capacity.
future development	There's strong support for shifting street space away from cars toward public transport, cycling, pedestrians, and placemaking.
Pedestrian safety is a major priority	Concerns include conflicts between pedestrians and cyclists/e-bikes, particularly in Oxford Street Mall and along Spring Street, with many reports of dangerous e-bike behaviour including speeding, ignoring rules, and riding through crossings.
	Community wants better pedestrian protection through traffic calming, separation from bikes, clearer signage, and education around shared spaces. Respondents want safer, more welcoming streets that are cleaner, more sunlit, and less dominated by traffic or blank building walls.
Wind and overshadowing	Significant concerns exist about wind tunnelling effects, overshadowing, and high-rise development impacts on street-level comfort.
issues require attention	The community notes that Bondi Junction's ridge-top location exacerbates these issues and requires expert design responses.





Activation and diversity of offer

"The proposal transforms Bondi Junction from a place traditionally used for daily errands and shopping into an 18-hour destination — bringing dining, cultural, and entertainment experiences to life with rooftop bars, live music, curated events, and vibrant laneways filled with food, art, and community activities."

Response to public exhibition

Sentiment	Details
A broader mix of activities is needed for all ages	Residents feel the current vision leans too heavily toward high-end dining and nightlife, lacking family-friendly spaces, youth-oriented activities, and inclusive cultural offerings. The area needs entertainment options for children, teens, older residents, and families, plus a broader cultural offering beyond bars and restaurants. While extending activity into the evening has support, residents want safeguards around noise, safety, and operational hours so the precinct remains welcoming for both visitors and nearby neighbours.
Street-level activation should focus on welcoming public	The community strongly desires improved aesthetics, cohesive design, colours, lighting, and landscaping, to enhance the current visually unappealing public spaces. There's strong preference for sunlit plazas, green pockets, and places to sit,
spaces	meet, and linger, rather than relying on rooftop spaces that feel exclusive or disconnected from daily life.
Bondi Junction can become a cultural and civic heart for the east	Many see opportunity to create a vibrant centre reflecting Waverley's creative community, Indigenous heritage, and cultural life through events, arts spaces, and diverse community facilities. Opportunities exist for event spaces, galleries, performance areas, coworking spaces, youth spaces and innovation precincts celebrating local creativity and talent.
More residents can support vibrancy if	People acknowledge that increased population can support restaurants, cultural life and nighttime economy, provided new development delivers more parks, community spaces, and public facilities.
amenity grows in parallel	Activation should be embedded into high-density buildings through shared facilities, cultural uses, and community-oriented spaces. Many support an Innovation Precinct with coworking, event venues, creative industries, and startup spaces that harness Bondi's global appeal and generate local economic diversity.



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Economic activity

"By creating an attractive environment and precinct that attracts research institutions, startups, investors, established businesses, etc. there's a great potential [for Bondi Junction] to become one of the world's best entrepreneurial ecosystems."

Response to public exhibition

Sentiment	Details
A more balanced and diverse economy is essential	Many residents want a broader mix of employment, creative industries, family-friendly venues and everyday services to support a resilient local economy. Community wants Bondi Junction to embrace its large creative workforce, repurposing underused office buildings for studios and creative commercial uses. While boosting evening activity is important, there's a call for more diverse offerings, upmarket dining, cultural events, farmers markets, live performances,
Protecting and expanding employment floor space is critical	rather than relying on pubs or late-night venues. Community want job-generating land uses prioritised to ensure employment space isn't displaced by residential development, particularly as future jobs will centre on technology, education, healthcare and innovation. Widespread vacancy along Oxford Street calls for refurbishment, outdoor dining opportunities, markets, and incentives to bring small businesses and independent operators back. Rising costs and redevelopment threaten independent restaurants, music schools, specialty shops and small operators. Council should maintain affordable, flexible spaces for varied business types.





Housing and density

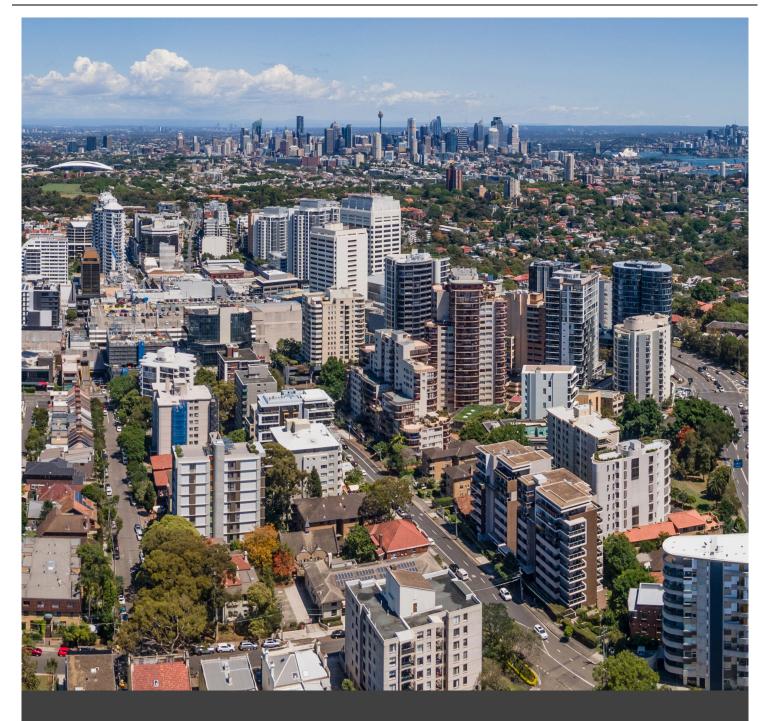
"I absolutely love all the development which has been happening in the area. It's a very positive step as we need to provide as much medium to high density housing within the area as possible."

Response to public exhibition

Sentiment	Details
Bondi Junction is recognised as ideal for new housing	Several respondents explicitly support more medium and high-density housing close to the interchange, major transport corridors, and within walking distance of jobs and amenities. Some advocate for easing height limits, FSR controls, and other restrictions to enable more housing, arguing current controls hinder supply and drive-up costs. There's support for affordable rental housing, essential worker housing, and family-sized apartments, with some endorsing height or FSR incentives tied to public outcomes.
Maintaining a mix of building forms is emphasised	Respondents stress the importance of low, medium, and high-rise housing to ensure diversity in price points, household types, and architectural character. Community concerns highlight the need for "missing middle" typologies to maintain character and avoid over-reliance on tall buildings.
Concerns exist about high-rise development	Many raise concerns that additional high-rise buildings will worsen wind tunnelling, overshadow streets and parks, and diminish liveability. Several community members argue that uncontrolled height increases threaten heritage values and should be carefully managed, particularly near Centennial Park and conservation precincts. A strategic approach is favoured: higher density concentrated near Westfield and the interchange, stepping down to medium and low-rise toward heritage and residential areas.
Preventing exclusionary outcomes is important	Community is concerned affordable housing tenants will face exclusionary outcomes, e.g. having to use back entrances to access buildings. The community express concerns about unit amalgamation producing large apartments for wealthier buyers, advocating instead for inclusive housing strategies. Submissions call for better controls ensuring high-performance buildings, quality architecture, integrated greening, and improved solar access.



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Site Specific Development E

PART E SITE SPECIFIC DEVELOPMENT

Part E Site Specific Development is to be read in conjunction with State Environmental Planning Policy (Housing) 2021 — Chapter 4 Design of residential apartment development, the associated Apartment Design Guide and all relevant provisions of this DCP. Where there is an inconsistency between Part E and another Part, Part E prevails to the extent of the inconsistency.

E1	BONDI JUNCTION	XX
1.21	Character Areas	х
	Oxford Street Mall Provisions	

Annexures

E1 BONDI JUNCTION

1.21 CHARACTER AREAS

Bondi Junction contains a number of areas that contain similar characteristics and development potential, and are known as Character Areas as shown in Figure 29.

These include:

- A West Oxford Street
- B Oxford Street Mall
- C Ebley Street Transition Corridor
- D Bronte Road Village Centre

The additional provisions provided in Part E1 apply to these Areas.

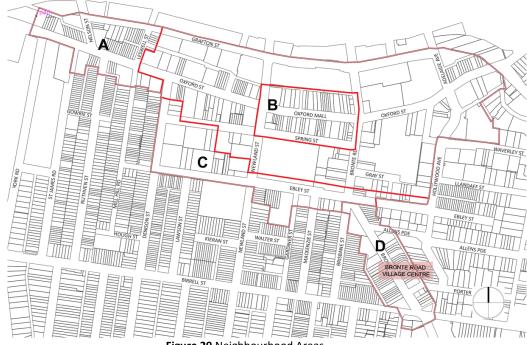


Figure 29 Neighbourhood Areas

Objectives

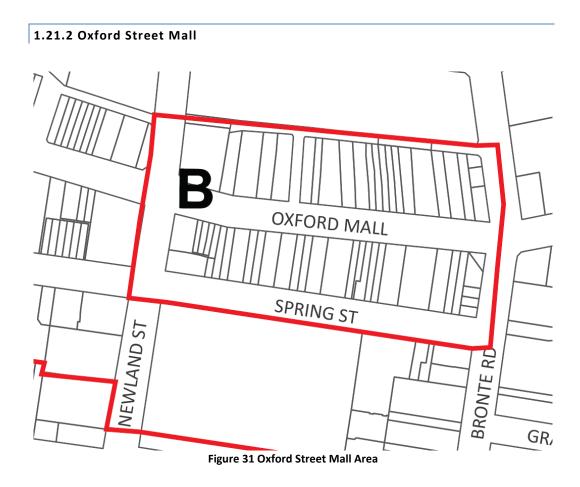
(a) To ensure that development is consistent with the desired future character of the Bondi Junction centre.

Controls

(a) Development within the Bondi Junction centre must be consistent with the desired future character objectives for that area.

WAVERLEY DEVELOPMENT CONTROL PLAN 2022

Annexures



Refer to Part E1.22 of this DCP.

Annexures

1.22 OXFORD STREET MALL PROVISIONS

1.22.11 Noise attenuation for residential accommodation

Objectives

- (a) To support a vibrant and safe nighttime economy.
- (b) To manage amenity and expectations relating to nighttime economic activity.
- (c) To establish appropriate internal noise criteria that balances vibrancy associated with late night trading in the Oxford Street Mall and a reasonable and commensurate level of amenity for residential accommodation.

Controls

- (a) Residential accommodation must be designed in a way which includes noise attenuation measures to achieve the criteria set out in Table 1.
- (b) In seeking to achieve the noise attenuation measures set out in Table 1, the design of the development should consider, but not limited to, measures relating to:
 - (a) Building and room layout.
 - (b) Glazing.
 - (c) Ventilation.
- (c) Where noise attenuation measures impact the provision of natural ventilation, alternative ventilation must be provided to ensure the proposal complies with the National Construction Code.
- (d) A Noise Impact Assessment prepared by suitably qualified acoustic consultant may be required when submitting a development application for new residential accommodation in the Oxford Street Mall. The Noise Impact Assessment is to outline the required noise attenuation measures to achieve the criteria set out in Table 1.
- (e) For alterations and additions, only apply the internal noise criteria in Table 1 to new or modified floor space.

<u>Table 1 – Sensitive receiver internal noise criteria</u>

Sensitive receiver - Residential accommodation	Broadband (dBLAeq – 15 minutes)	Octave band criteria (dBZ)
Habitable rooms (excluding bedrooms)	35b – All hours	31.5 Hz - 59 63 Hz - 52 125 Hz - 46

Annexures

Bedrooms	35db – 7am – 10pm	31.5 Hz - 59
		63 Hz – 52
		<u>125 Hz - 46</u>
	30db – 10pm – 7am	31.5 Hz - 54
		63 Hz – 47
		125 Hz - 41

DEFINITIONS

Note: Terms used in this Plan are defined in Waverley LEP and the Act and override any identical definition in this dictionary. The definitions below refer to terms that are not defined by either the LEP or the Act.

S

Seedbank - Seeds (especially from remnant vegetation) that has accumulated in the soil, and has the potential to regenerate.

Sensitive receivers - land uses that could be adversely impacted by entertainment venue sound.

Setback - The horizontal distance between a building and a site boundary, measured along a line perpendicular to the site boundary.

Sex Services - means sexual acts or sexual services in exchange for payment.

Sex Services Premises - means a brothel, but does not include home occupation (sex services).

Site - The allotment or group of allotments of land on which a building stands or is proposed to be erected.

Site Analysis - The process of identification and analysis of key features of the site and immediate surroundings to assist in understanding how future dwellings will relate to each other and to their locality.

Soil & Water Management Plan - Strategies and controls for a development or site to prevent pollution of the environment from all pollutants during the construction stage.

Solar Collector - Any building element or appliance specifically designed to capture or collect the sun's rays for the benefit of the occupants including windows to habitable rooms.

Solid fuel heating – A heating device that uses solid fuel, such as a fireplace.

State Significant Development - Development defined under Section 4.2 of the EP&A Act 1979.

Stormwater - Rainfall that is concentrated after it runs off all urban surfaces such as roofs, pavements, carparks, roads, gardens and vegetated open space and includes water in stormwater pipes and channels.

Street frontage - The street alignment at the front of the lot or building.

Streetscape - The character of a locality (whether it be a street or precinct) defined by the spatial arrangement and visual appearance of built and landscape features when viewed from the street.

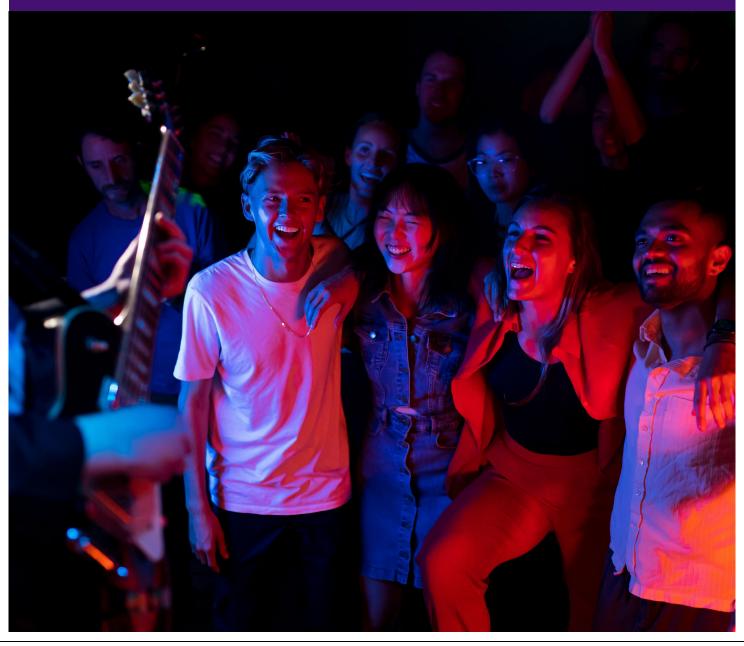
Office of the 24-Hour Economy Commissioner





NSW Special Entertainment Precinct Guidelines

November 2024



Document approval

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The Hon Ron Hoenig MP Minister for Local Government

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NSW Special Entertainment Precinct Guidelines

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NSW Special Entertainment Precinct Guidelines

3

Introduction

Through its landmark Vibrancy Reform agenda, the NSW Government has committed to support live music, remove red tape and encourage thriving precincts across the State.

People want exciting and safe places to enjoy a fun night out and Special Entertainment Precincts (SEPs) are a key pillar of this agenda. They support live entertainment via extended trading hours for live music venues and noise controls that provide operational certainty for venues, residents and businesses. The model builds on the success of the Enmore Road Special Entertainment Precinct, now rated one of the best going out districts in the world.

By enhancing this precinct model, the NSW Government aims to support councils to create Special Entertainment Precincts in other areas throughout NSW.

A Special Entertainment Precinct on Enmore Road will look different to a potential precinct in a theatre district, 'eat street' or tourist hub, or one that supports a regional music festival. That is a pro-council change. Councils have the powers to designate the areas where the rules change as they are best positioned to balance the needs of their communities, businesses and night-time economies.

The new Special Entertainment Precinct framework has been designed for flexibility, and councils can use it to protect and help existing venues, future-proof new precincts, or support major festival and event programs.

Special Entertainment Precincts aim to:

- · Reduce the administrative burden on councils
- Deliver more live music and performance opportunities
- · Attract investment and redevelopment
- Give greater certainty to both businesses and residents
- Improve quality, coordination and diversity of going out districts
- Enhance tourism and economic outcomes with unique cultural experiences and activities.

Well-planned going-out precincts also enable:

- Easy and efficient delivery and regulation of late-night public transport and point-to-point services
- Everyone to access a fun and safe night out
- Certainty and opportunity for local business operators
- · Safety programs and street lighting.

These Guidelines outline the necessary steps for a council to establish a Special Entertainment Precinct. They are designed to make the path as easy as possible while setting the area up to succeed.

The Guidelines will be complemented by a Support Hub and a suite of tools and resources to help councils more easily set up Special Entertainment Precincts, as part of the NSW Government's partnerships with councils, venues and creatives to grow a network of vibrant night-time districts across NSW.

About these Guidelines

The NSW Special Entertainment Precinct Guidelines (the Guidelines) set out the legislative and policy basis and process for establishing, operating, revoking or suspending a Special Entertainment Precinct (SEP). The Guidelines are issued and adopted by the Minister for Local Government under Section 203 of the Local Government Act 1993.

The Guidelines aim to:

- Help councils plan strategically for SEPs located in their areas and partner with local communities and businesses to create quality and diverse going out precincts which support live music and performance.
- Explain each of the mandatory steps to establish, operate, revoke or suspend a SEP to create certainty for councils, businesses, venues and communities.
- Provide supporting guidance for the management of sound in SEPs, including optional model sound requirements for different types of premises or precincts that can be tailored to local environments.

Councils are required to act in accordance with these Guidelines.

How these Guidelines were developed

These Guidelines have been developed in close consultation with NSW Government agencies including the Office of Local Government, Department of Planning, Housing and Infrastructure, Liquor & Gaming NSW, NSW Police, Transport for NSW, Sound NSW and the Environmental Protection Authority.

The scope and content of the Guidelines has been informed by early engagement with over 20 councils and submissions received during public exhibition from councils, NSW Government agencies, individuals and industry in September 2024.

How to use these Guidelines

These Guidelines are primarily intended for local councils, which must act in accordance with them when establishing, operating, suspending and/or revoking a SEP. Councils are encouraged to obtain specialist advice from professionals and information from NSW government agencies about local contexts and individual circumstances.

The Guidelines may also be used by:

- Businesses and venues operating (or considering operating) in a SEP or seeking to advocate for a SEP in their area
- Developers considering projects within or in proximity to SEPs, particularly for sound-sensitive projects
- Residents living within or adjacent to SEPs
- Members of the community interested in SEPs.

The Guidelines identify the mandatory steps for a council to establish, operate, suspend or revoke a SEP (including a precinct or single premises), under section 202 and 203 of the Local Government Act.

They are divided into three parts:

- 1. Establishing a trial (recommended 12-18 months duration) and making the trial permanent
- 2. Operating the SEP/s
- 3. Suspending or revoking the SEP/s.

The NSW Special Entertainment Precinct Acoustic Toolkit: Optional Sound Guidance and Templates for Councils (Acoustic Toolkit) accompanies these Guidelines and can be adapted by councils to local environments. The NSW Special Entertainment Precinct Handbook (Handbook), contains non-mandatory best practice advice, including methods or processes recommended to establish conditions for successful precincts where they can be applied in regional and metropolitan environments. The Acoustic Toolkit, Handbook and other supporting material, including technical resources and model templates are included on the Office of the 24-Hour Economy Commissioner's website.

Application of the Guidelines

The NSW Special Entertainment Precinct Guidelines apply to all proposals initiated by a council to establish a SEP as defined in section 202 of the Local Government Act.

These Guidelines set out the mandatory processes that must be undertaken to ensure that precincts (and single premises SEPs) are established and operated with the appropriate consultation, governance and business collaboration structures in place to embed principles of diversity, safety and accessibility.

The mandatory steps may be completed concurrently depending on timeframes and local contexts.

To ensure that premises and precincts in NSW embed principles of safety and coordination, where a council (or the Minister of Planning and Public Spaces at the request of a council) establishes a SEP, it must do so in accordance with the mandatory steps outlined in these Guidelines.

The 24-Hour Economy Commissioner may hold an inquiry into a SEP which was not established in accordance with the mandatory steps in the Guidelines and/or in relation to its operation, suspension or revocation, for example where there is a demonstrated risk to public safety or the public interest or otherwise. The 24-Hour Economy Commissioner may convene or request the advice of government agencies and issue recommendations about the establishment or future operation of the SEP.

The requirements of Steps 1.1 to 1.12 do not apply if a Council has obtained a Gateway Determination for a SEP prior to the publication of these Guidelines.

Legislation

Part 3, section 202 of the Local Government Act defines the SEP framework. Section 203 of the Local Government Act requires councils to act in accordance with Guidelines issued or adopted by the Minister for Local Government to support the establishment and operation of SEPs, and their revocation and suspension.

Other legislation such as the Liquor Act 2007, Environmental Planning and Assessment Act 1979 (EP&A Act), the Protection of the Environment Operations (General) Regulation 2022 and 24-Hour Economy Commissioner Act 2023 facilitate the operation of SEPs. The relevance of each Act or Instrument to the operation of a SEP is set out below.

Legislation or instrument	Relevance to a SEP
Local Government Act 1993	Defines a SEP and its regulatory framework and requires a local council to identify a SEP in its local environmental plan (LEP), prepare a precinct management plan which includes trading hours and noise attenuation for entertainment activity and notify existing and incoming residents of the precinct on its website and on planning certificates.
	Allows the Minister for Planning and Public Spaces to establish a SEP through State Environmental Planning Policy (SEPP) at the request of a council or where a council's LEP does not apply through a SEPP with the endorsement of a council.
	States that trading hours and the requirements for the regulation of sound from entertainment activity from premises in the SEP in a precinct management plan override trading hours that are less than those in plan and some noise-related development consent conditions, and conditions that prohibit live entertainment which will cease to have effect.
	States that adult entertainment, sex service or restricted premises are not to be included in a SEP and that the precinct management plan for a SEP does not apply to those premises.
Liquor Act 2007	Provides for extended trading hours for licensed venues participating in SEPs, and establishes the disturbance complaint framework, order of occupancy considerations and Secretary of the L&GNSW's Disturbance Complaint Guidelines.
Liquor Regulation 2018	Refers to licence conditions that limit sound levels from licensed premises in a SEP ceasing to have effect to the extent of an inconsistency with the relevant precinct management plan.
Environmental Planning and Assessment Act 1979 (EP&A Act)	Establishes the process for amending local environmental plans and preparing planning proposals or a State Environmental Planning Policy (SEPP) to map the SEP.
Protection of the Environment Operations (General) Regulation 2022	States that prohibitions on noise pollution (such as 'offensive noise') do not apply to activities carried out in a liquor licensed premises if the activities is carried out in accordance with the precinct management plan prepared under the Local Government Act for regulating noise entertainment activity from premises in a SEP.
	This exemption does not apply to an activity for which the Environment Protection Authority (EPA) is the appropriate regulatory authority at specified NSW outdoor entertainment premises or Sydney Olympic Park.
24-Hour Economy Commissioner Act 2023	Outlines the function and powers of the 24-Hour Economy Commissioner which includes conducting an inquiry into and making recommendations relating to the establishment, operation, suspension, or revocation of a SEP.
Council's Local Environmental Plan	Councils prepare a planning proposal to include a clause referring to section 202 of the Local Government Act and the establishment of a SEP, and a map of the precinct or single premises.

About Special Entertainment Precincts

A Special Entertainment Precinct or SEP is a defined area, streetscape or single premises, where trading hours and the regulation of sound from venues with entertainment activity are set out by a council in a precinct management plan that is published on the council's website.

This approach lets councils across NSW more easily support live music and performance in the precinct and their night-time economies by reducing regulatory burden and providing operational certainty for venues, and neighbouring residents and businesses.

Only councils and the Minister for Planning and Public Spaces through the Department of Planning, Housing and Infrastructure (DPHI), rather than proponents or private interests, can establish SEPs. This is because councils or DPHI as public authorities are best placed to assess and balance the needs of venues, businesses, community and residents in a specific area.

Councils may wish to establish a SEP to:

- Signal increased activation of an area and set expectations for a level of local amenity through clear land use objectives and policies which encourage the provision of live entertainment.
- Attract investment and redevelopment to stimulate activity, increase employment, patronage and pedestrian activity and contribute to the overall revitalisation of a night-time district.
- Increase the quality and coordination in decentralised going out districts, with increased and diverse night-time offer, accessibility, activation and safety.

- Give greater certainty to businesses, residents, developers and business owners about activity in a planned or existing night-time district.
- Protect cultural, creative and social infrastructure and existing venues from land use conflict and enable new venues to open with relative certainty.
- Support a 24-hour economy by encouraging music, art, performance and a range of activities to meet the needs of local communities and visitors and extend business activities that typically operate during the day into the night.

The establishment of SEPs across NSW delivers a key action in the 24-Hour Economy Strategy to create vibrant, diverse, accessible and safe going-out districts. The Strategy aims to facilitate precincts that are collaboratively planned and coordinated with the necessary transport, business governance and safety conditions. This approach will minimise negative outcomes and manage the needs and expectations of venues, residents, developers and businesses.

Benefits of a Special Entertainment Precinct



Strategic approach

A strategic approach to delivering a diverse, safe and vibrant night-time economy, informed by mandatory requirements to undertake community and stakeholder consultation.



Future-proofing and managing expectations

Signalled activation of an area, future-proofing of venues from land use conflict and setting expectations for a level of local amenity through clear land use objectives. The SEP is identified in a Local Environmental Plan or State Environmental Planning Policy to provide Government oversight, certainty for businesses and community and the application of legislated liquor trading hour incentives. Residents and people moving in are notified on planning certificates and on council websites.



Certainty about trading hours

Provides certainty for community and operators about trading hours. Council sets the trading hours in the precinct management plan. Existing trading hours on DAs which are less than the hours set by a council in a precinct management plan are 'turned off'. Council continues to enforce trading hours of all premises.



Certainty about sound

Provide certainty for community and operators about sound. Council sets the sound framework in the precinct management plan. Existing sound criteria on DAs and liquor licenses are overidden by those in a precinct management plan. Council continues to regulate sound from unlicensed premises as well as non-entertainment related sound.



Offensive noise provisions turned off

'Offensive noise' provisions do not apply as long as a venue is acting in accordance with the sound standards in a precinct management plan.



Higher threshold for complaints

Liquor & Gaming NSW (L&GNSW) regulates entertainment-related sound from licensed venues, with a higher threshold for complaints in a SEP because the threshold of disturbance must exceed the limits in a precinct management plan and be 'unreasonable'.



Trading hours incentives for businesses

Incentives for licensed venues: reduced liquor licensing fees and extra trading hours on liquor licences (2 additional hours where live entertainment is hosted for 45 minutes after 8pm, and an additional hour on all other nights of the week).

Key principles

The following key principles should underpin the establishment and operation of SEPs in NSW.

SEPs (including single premises) should be:

- Based on clear objectives for the desired character and outcomes for a precinct and where possible supported by other local planning policy in documents such as Community Strategic Plans, Local Strategic Planning Statements, local environmental plans and development control plans and non-statutory strategies.
- Established through genuine early engagement with community, venue operators, business, NSW Police and other government agencies to build cooperation, address impacts, inform outcomes, and create ongoing collaborative relationships and a shared understanding of the strategic aims and objectives of the SEP.
- Supported by other land uses which support a 24-hour economy and are located and designed to minimise land use conflicts relating to patronage, sound, trading hours and amenity impacts.
- Comprised of land uses located to activate
 the public domain, including streetscapes and
 public spaces with more foot traffic to create
 community connectedness, opportunities for natural
 surveillance, safety and increased dwell times.
- Accessible, providing for the transport needs of a
 diverse population. Where possible a SEP should
 be supported by existing or future planned public
 transport infrastructure, networks and services,
 facilities for point to point and active transport,
 vehicle and bicycle parking and facilitate a high
 level of pedestrian amenity and access.

- Safe, and include opportunities for wayfinding, natural surveillance from adjacent development and activated street frontages, good levels of lighting of streets and public spaces, well designed open spaces and footpaths, clean and accessible public amenities, and clear access to public transport facilities.
- Diverse and inclusive and attract a wider range of people out at night for different activities with a range of venues and performance spaces, community and recreational facilities and late opening unlicensed shops and businesses.
- Well governed, forming part of a well-managed neighbourhood and business community. This could include liquor accords and business collaborations, which balance the interests of residents and business operating in the area and promote improved trading activity, economic growth, and good venue management.
- Based on positive relationships with the community, venue operators, business, councils and police to promote good management by operators and support a preventative approach to any potential risks.
- Subject to all reasonable and feasible mitigation options for sound with compliance carried out, consistent with SEP legislation and these Guidelines.
- Supported by policy which future-proofs the precinct or single venue and places the onus on new development to mitigate sound impacts with supporting planning policy.
- Developed to future-proof and diversify the night-time offer in planned or existing areas signaled for housing and employment growth so that these areas can foster vibrant and liveable communities while undergoing change. SEPs can include policy to future-proof housing stock from entertainment sound and can unlock commercial premises so they can be used for a diversity of uses.

Where possible, councils should establish SEP frameworks which demonstrate governance, collaboration, safety and transport arrangements to support more sustainable and safe precincts. These frameworks may be supported and demonstrated through features such as:

- Business governance framework or precinct collaboration, which may include an Uptown Precinct, Community Improvement District, or have equivalent governance conditions in place.
- Liquor accords to support the responsible service
 of alcohol, good management and collaboration
 between licensed venues, the community, councils,
 L&GNSW and NSW Police. Participating licensed
 venues in a SEP should be encouraged to be active
 participants in a liquor accord.
- Purple Flag NTE (Night-time Economy) safety accreditation to demonstrate performance against standards for accessibility, safety and diversity of activity or have equivalent conditions to promote safety and wellbeing in place.
- A transport review which assesses public and active transport and point to point accessibility in a precinct, including secure taxi ranks, shuttle buses, parking and loading areas, ride share pick-up and drop-off zones, cycling, safety, walkability and pedestrian amenity and priority zones.
- Integrated transport planning to help prioritise accessibility in night-time districts and manage patron demand.
- **Good Neighbour Guidance** to build relationships with neighbours and government agencies and to encourage working together to have a positive impact on local amenity.

Definition of key terms

In these Guidelines:

- Special Entertainment Precinct (SEP) is defined in section 202 of the Local Government Act as where:
 - A single premises, precinct or other defined locality is identified in a local environmental plan by a council or in a State Environmental Planning Policy by the Minister for Planning and Public Spaces either at the request, or with the endorsement of a council.
 - Councils must publish a precinct management plan for regulating sound from entertainment activity and sound attenuation requirements which apply to certain types of development in the area that is to include trading hours for (licensed and unlicensed) premises. Councils must also state in the plan that L&GNSW is responsible for managing complaints about entertainment-related sound in relation to licensed premises as per the disturbance complaint process in the Liquor Act.
 - Conditions of a development consent and a complying development certificate that are not consistent with the regulation of sound from entertainment activity in the precinct management plan do not have effect.
 - Conditions of a development consent or complying development certificate which include trading hours that are less than the hours permitted in the precinct management plan do not have effect.
 - Conditions of a development consent which prohibit live entertainment in its entirety or after a specific time in the precinct do not have effect.
 - Councils must notify residents or people moving into the area by a notice published on their website and a notation on planning certificates for land in a SEP.
 - Adult entertainment, sex service or restricted premises are excluded and a precinct management plan does not apply to these uses.

Under the Liquor Act, participating venues in a SEP have access to the following incentive:

- Dedicated live music and performance venues are authorised to trade an additional 2 hours if 45 minutes of performance or other arts and cultural events are hosted after 8pm. In a SEP they can have 1 additional hour on all other nights if performance is hosted on at least 2 nights in any 7-day period.
- Dedicated live music and performance venue is defined in section 3A of the Liquor Act and means a premises that is on a list of live music and performance venues published on the L&GNSW website. These premises can access reduced liquor licensing fees and extra trading hours if they meet certain eligibility requirements and may be excluded from this list and its incentives if they have a poor compliance history, are a karaoke bar, or are used to provide adult entertainment of a sexual nature.
- Entertainment activity is defined in section 202A of the Local Government Act and means an activity carried out for the purposes of entertaining members of the public, including live or recorded music. It includes other performances and activities carried out for the purposes of entertaining members of the public, for example karaoke, trivia, bingo and comedy and private functions in licensed premises which provide hospitality services, for example a wedding, party or ticketed event, or the provision of food and drink services whether accompanied by entertainment or not. It also includes the set up and pack down, rehearsals and sound checks, entry and exit of patrons from premises and other activities on the premises by patrons and staff.

- Live performance means an event at which one or more persons are engaged to play or perform live or pre-recorded music, or another type of entertainment, creative or cultural performance (for example, but not limited to, theatre, comedy, poetry or spoken word, dance, panel discussion) at which one or more performers are present in person. This does not include performance in a karaoke bar, adult entertainment or restricted premises.
- Night-time economy (NTE) refers to economic activities
 that take place between 6pm and 6am outside the
 traditional 'business day' and comprises a broad range
 of industries. These include 'core businesses' such
 as restaurants, cafes, pubs, bars, theatres, festivals,
 markets, live music and 'non-core' or supporting
 businesses, including transport, retail, education,
 community, recreational and service industries.
- 24-hour economy refers to the economic framework that extends productivity and activity beyond traditional business hours, encompassing diverse offerings that incorporate NTE industries (food, drink and entertainment) and other non-core NTE industries such as retail and cultural events throughout the night.

- Precinct management plan is defined in section 202D of the Local Government Act and refers to the mandatory plan for regulating sound from entertainment activity from premises in the SEP, which must also include:
 - Trading hours for both licensed and unlicensed premises
 - Sound management framework and sound attenuation requirements which apply to certain types of development
 - The process for managing complaints, including but not limited to licensed premises as set out in the Liquor Act.

Conditions of development consent or complying development certificates which regulate sound and require trading hours less than those in a precinct management plan cease to have effect.

 Unlicensed premises means any retail or business premises or community facility which is not regulated under the Liquor Act. This may include premises selling groceries, clothing, homewares and the like, businesses such as drycleaners, gyms, hairdressers and the like, or community facilities such as libraries or recreational centres and the like. Unlicensed premises do not include adult entertainment venues restricted or sex services premises.

Sound management in a SEP

In a SEP, a council sets the standards for sound emissions from entertainment activity for both licensed and unlicensed premises in a precinct management plan.

These standards override any existing development consent or complying development certificate conditions applicable to a premises relating to entertainment sound, to the extent that they are inconsistent with the plan.

All other development consent or complying development certificate, and Plans of Management conditions that fall outside of the precinct management plan will continue to apply to premises. Where provisions in a Plan of Management (such as trading hours or sound criteria) may conflict with the precinct management plan, the with precinct management plan will override. All other parts of a Plan of Management covered by the with precinct management plan will continue to apply.

The precinct management plan must include a sound management framework which will set out the sound criteria for entertainment sound for each venue located within the SEP. For example, this may include fixed decibel levels designed for specific sound category areas or zones within the SEP. Council may choose to include or refer to precinct management plan sound management framework in their development control plan (DCP).

If they are operating in accordance with the local council's precinct management plan for regulating sound from entertainment activity, venues located within SEPs are exempted from sound pollution laws ('offensive noise' provisions) in the *Protection of the Environment Operations Act 1997* (POEO Act).

Sound standards in a precinct management plan should not be used to disadvantage venues or businesses operating before the establishment of a SEP. Councils are encouraged to review the sound conditions on the development consents of existing businesses and venues in a SEP to ensure that sound criteria proposed in a precinct management plan is not more restrictive and does not undermine their operation.

Although not a mandatory requirement, councils may choose to set sound conditions in a precinct management plan for outdoor locations in a SEP where activity, festivals or events are anticipated on a frequent basis.

Licensed premises

For licensed premises in a SEP and across NSW, noise and disturbance complaints will be received and managed by L&GNSW under the Liquor Act. Statutory disturbance complaints lodged under the Liquor Act against licensed venues located within a SEP are subject

to a higher threshold before a complaint can be upheld. This is because the Secretary of the Department of Creative Industries, Tourism, Hospitality and Sport may uphold a statutory disturbance complaint only if, after having regard to the sound controls for noise from entertainment activity in the precinct management plan established for the SEP, the Secretary is satisfied that the premises has caused an unreasonable disturbance.

For example, the Secretary could consider acoustic testing which indicates that the level of sound from a venue is exceeding the limits set by council for the SEP. Because this test is in place and the sound limits in the precinct management plan aim to future-proof the precinct, 'order of occupancy' provisions under the Liquor Act do not apply when determining a complaint under the disturbance complaint framework for premises located in a SEP. Further information about disturbance complaints is included in the L&GNSW Disturbance Complaint Guidelines and the L&GNSW website.

NSW Police will refer complaints regarding sound from entertainment activity from licensed venues to L&GNSW for consideration. L&GNSW and NSW Police have powers under the Liquor Act to issue improvement notices to licensed premises in certain situations that require an immediate response. For example, this may include situations where sound being emitted from the licensed premises is exceeding the sound standards set out in the precinct management plan, or if noise is being emitted near the premises by patrons or staff. If councils receive complaints about sound from entertainment activity from a licensed premises they should forward them to L&GNSW via the options available on the L&GNSW website.

Unlicensed premises

Complaints about sound from unlicensed premises in a SEP will be received and managed by a council in line with the precinct management plan. Councils will also continue to manage non-entertainment related sound from licensed premises from day-to-day operations such as waste disposal, services, loading and delivery of goods, mechanical or industrial noise or construction.

More information about the management of sound in a SEP is included in the Acoustic Toolkit accompanying these Guidelines.

Trading hours in a SEP

In a SEP, a council sets the maximum permitted trading hours for both licensed and unlicensed venues in a precinct management plan. These hours override any existing development consent or complying development certificate conditions relating to trading hours which are less than those hours set out in the plan.

This means that:

- Businesses and venues in a SEP which have more restrictive hours than those set out in a precinct management plan do not need to submit applications to modify the proposed hours of operation on their development consents (including extending existing approved hours or renewing a trial period) to operate in accordance with the trading hours in a precinct management plan.
- Existing venues or businesses which operate later than the maximum hours set out in a precinct management plan can continue to operate in accordance with their approved later trading hours.
- New venues or businesses wanting to trade later than the maximum hours set out in a precinct management plan will need to submit a development application to council for later trading which will be assessed on its merits and may be notified to local communities.

The setting of the maximum permitted trading hours in a SEP is at the discretion of council and should be developed in consultation with the community and businesses. The objective of a SEP is to set maximum trading hours which support vibrancy and balance local amenity with late opening shops, businesses and venues.

So that venues are attracted to the precinct and able to operate with certainty and the flexibility afforded by section 202E(3)(a) of the Local Government Act, maximum trading hours should not be set at conservative levels which require most venues to submit a development application to trade late.

Trading hours should be outlined in the precinct management plan. Council may choose to include or refer to the precinct management plan trading hour framework in council's development control plan (DCP). Councils will be responsible for enforcing the trading hours on licensed and unlicensed venues in a SEP.

Trading hours in a precinct management plan may be staggered or uniform and applied in blanket or granular form to specific venues, types of development or areas of a SEP. To provide certainty to the community, businesses and venues, the specific opening and closing times for all licensed and unlicensed premises in a SEP must be included in the precinct management plan.

Council must consider approved trading hours on conditions of development consents, alongside the approved liquor licence trading hours, for existing licensed venues in the SEP prior to setting trading hours in a precinct management plan, to ensure that the hours accommodate the extended liquor licence trading hours available to eligible venues when they host live entertainment.

The extended liquor licence trading hours available to eligible venues under the Liquor Act are as follows:

- An additional 60 minutes after the time that would otherwise apply on all nights of the week if a live music performance or other arts and cultural event of at least 45 minutes is held after 8pm on at least 2 nights in any 7-day period.
- If the venue is a dedicated live music and performance venue on a list published on the L&GNSW website, an additional 2 hours after the time that would otherwise apply on the nights where a live music performance or other arts and cultural event of at least 45 minutes is held after 8pm.

The precinct management plan does not override the liquor licence hours, which will continue to be regulated by L&GNSW.

A precinct management plan can provide for exceptions to maximum trading hours, as outlined in the following section.

Less restrictive trading hours may be set for unlicensed shops and businesses which align with or are later than those of licensed premises or hours permitted under NSW exempt development provisions. This will encourage businesses with a minimal impact on amenity to open later and capitalise on increased footfall, increase the diversity of the precinct, and attract a wider range of people out at night for different activities.

Extended hours will also give unlicensed businesses the flexibility to open later for festivals or special events taking place in the precinct.

Exceptions to maximum trading hours in a precinct management plan

Trading hours in a precinct management plan should not disadvantage venues or businesses which had development consent to trade later than the maximum permitted hours before the establishment of a SEP, or other historic arrangements for later trade (for example, older venues which do not have trading hours specified on their development consent).

The precinct management plan should address trading hours and implications for existing businesses which are trading later than these maximum hours. Exceptions to the maximum permitted trading hours can be made by identifying the approved hours of specific later trading businesses or venues in a precinct management plan.

The precinct management plan should also not prevent the future expansion of trading hours in the precinct for venues demonstrating good management.

Extended hours beyond the maximum permitted in a precinct management plan can be approved through a development application. The precinct management plan may need to be periodically updated to include later trading venues, approved through the development application process.

Mandatory steps for establishing, operating, suspending or revoking a SEP

Step 1: Establishing the SEP

This section guides councils through the mandatory steps to prepare documentation to establish a trial, operate the trial and make the SEP permanent.

Councils are strongly encouraged to undertake early engagement with community, business and industry (through discussion documents, webinar, surveys or meetings), adjacent councils where relevant, and NSW Government agencies such as L&GNSW, NSW Police and the relevant Local Health District(s) before commencing the process to establish a SEP.

This is an opportunity for council to test local appetite for a SEP, including assessing opportunities and understanding the local trading environment, amenity issues, or barriers that may affect community and business participation. Feedback obtained from early consultation will inform an evidence base to support council reporting and the planning proposal to map the precinct.

A SEP trial is mandatory and will allow councils to test the effectiveness of a precinct management plan with communities and businesses and monitor and evaluate impacts. The length of a trial can be determined by council, but it is recommended that it is between 12-18 months.

A 12-18-month trial is recommended to:

- Assess the benefits and impacts of a SEP across all seasonal periods
- Allow businesses and venues time to establish, resource and operate at optimum capacity
- Allow residents, businesses and community to experience the proposed precinct, evaluate operational considerations and give meaningful feedback to council
- Provide council the opportunity to understand community feedback, evaluate effectiveness and refine the proposed measures.

An 18-month trial will allow councils to undertake a full 12-month evaluation and an additional six months to consult with the community and make the trial permanent.

The process through which the Minister for Planning and Public Spaces establishes a SEP under section 3.29(2) of the Environmental Planning and Assessment Act is outlined after step 1.13 below. This process, subject to the resourcing of Department of Planning, Housing and Infrastructure (DPHI) is undertaken in exceptional circumstances and agreed with DPHI early in council's consideration of a SEP.

In areas where a local environmental plan (LEP) does not apply, SEPs may be identified in a State Environmental Planning Policy (SEPP) by the Minister in partnership with the local council.

A partnership approach to establishing a SEP in these areas similar to the Minister's approval pathway will be agreed with the council who will be best placed to support consultation with local communities and provide advice on other matters for council to address in the precinct management plan.

The NSW Transport Oriented Development (TOD) program delivers state-led rezonings of land and assessment pathways to increase housing and mixed-use development around 39 transport hubs. The NSW Government supports the establishment of SEPs in TOD precincts to encourage a mix of housing, jobs, transport connections and vibrant night-time economies. If councils wish to establish SEPs in TOD precincts they are encouraged to initiate and identify them in their LEPs. Alternatively, where DPHI is already preparing a planning instrument to apply to land in a TOD, a council which is ready to progress with a SEP may, subject to agreement with DPHI, prepare and consult on documentation, and partner with DPHI to identify it in a SEPP in accordance the Ministers approval pathway below.

Refer to the NSW Special Entertainment Precinct Handbook for further best practice guidance on each of the following steps.

Mandatory step	Description
Step 1.1 Council identifies and maps SEP/s	Council officers consider strategic, land use, economic, infrastructure, accessibility, safety and governance issues and identify and map initial options for a single SEP, multiple SEPs, or a single premises SEP.
Step 1.2 Council officers establish strategic intent	Council officers establish strategic intent by developing medium-and long-term goals for the SEP which are aligned, where relevant, with council's strategic priorities in documents such as its Community Strategic Plan, Local Strategic Planning Statement, local environmental plan or other night-time economy or economic development strategies.
Step 1.3 Council officers obtain Council or Executive endorsement and notify DPHI, L&GNSW and the 24-Hour Economy	Council officers obtain Council or Executive endorsement and notify Department of Planning, Housing and Infrastructure (DPHI), Liquor & Gaming NSW (L&GNSW) and the 24-Hour Economy Commissioner.
	Council staff obtain a council mandate in support or Executive approval to proceed with a SEP. Council notifies DPHI of its intention to prepare a planning proposal. If relevant, refer to the Ministers approval pathway under section 3.29(2) of the EP&A Act.
Commissioner	Council notifies L&GNSW of its intention to establish a SEP using the form on the L&GNSW website.
	Council writes to the Office of the 24-Hour Economy Commissioner to inform the 24-Hour Economy Commissioner of the intent to prepare a SEP for a precinct or single premises.
	If the SEP is proposed to be located adjacent to another council's boundary, the neighbouring council must also be consulted. Contact details of relevant agencies are available via the SEP Support Hub.
Step 1.4 Council officers prepare a	Council officers commence preparation of a precinct management plan (for a precinct or single premises) in consultation with L&GNSW, NSW Police and relevant Local Health District/s which addresses:
precinct management plan	 A sound management framework including a plan for regulating noise from entertainment activity, for different locations in the SEP. This may include sound criteria for indoor entertainment activity and at council's discretion, outdoor locations. In some instances (such as areas with recurring festivals or visitor seasons) this may also include different criteria for different times of year
	Trading hours for licensed and unlicensed premises
	 Compliance processes for unlicensed premises. (Note: these can be per existing council processes for unlicensed premises)
	 Compliance processes for licensed venues including a statement that L&GNSW are responsible for managing complaints about entertainment-related sound from licensed premises as per the disturbance complaint framework in the Liquor Act
	 Thresholds or local circumstances for when a SEP may be suspended or revoked and the processes that will be undertaken. (Further detail on thresholds a council should consider in suspending or revoking a SEP are included in Step 3 of these Guidelines)
	• The exclusion of adult entertainment, sex service and restricted premises.
	Where the proposed SEP boundary adjoins another LGA, the adjacent local council should be consulted in preparation of the plan.
	A template for a SEP precinct management plan is included on the Office of the 24-Hour Economy Commissioner website.

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Mandatory step

Description

Step 1.5

Council officers commence work on sound requirements in the SEP/s and consult with and obtain feedback from L&GNSW as the regulator of entertainment sound and NSW Police on the compliance history of venues located in the SEP

Council officers prepare a place-based sound management framework to regulate sound from licensed and unlicensed premises and ensure that new development is designed to mitigate sound from a SEP, including from entertainment activity.

Councils can:

- Commission acoustic consultants to undertake a comprehensive review of sound management in a SEP (including a single premises SEP)
- Adapt sound criteria included for a range of development types and/or environments (including for single premises SEP) in the Acoustic Toolkit accompanying the SEP Guidelines for their specific precinct or venue.

The sound framework for a SEP (or single premises), is included in the precinct management plan or referenced in a council's development control plan at council's discretion.

Council officers must consult with and obtain feedback from L&GNSW during the preparation of the sound requirements. This is to ensure that the SEP requirements align with L&GNSW's assessment framework for managing noise and disturbance complaints from licensed premises.

Council officers must also consult with the NSW Police about any venue or area with a significant history of noise and disturbance complaints and consider their feedback to ensure that sound requirements in a precinct management plan are appropriate and do not exacerbate existing compliance issues.

Approaches to sound management plans will vary for each SEP and each council area. Guidance on the recommended approach to preparing a sound management framework is included in the Acoustic Toolkit accompanying the Guidelines.

A sound management framework in the precinct management plan may where relevant:

- Define criteria for both sound-generating (entertainment venues) and sensitive development (such as residences, places of worship, childcare, health and education facilities).
 The definition and type of sensitive receivers included in the sound management plan is at the discretion of council.
- Describe and define the external sound environment to allow sensitive development to
 mitigate against entertainment sound. The sound environment should also be informed by
 the desired activities, ability for venues and patrons to comply with them, and the nature of
 activity on the street.
- Define a core area and a buffer area and include different criteria and requirements for the core and buffer areas, including appropriate transitions to areas outside the precinct.
- Define criteria for sound generated in outdoor locations, such as performance outside a venue, on the street or in areas of public open space/domain.

A sound management framework should not disadvantage or restrict the sound conditions of existing venues in a SEP.

Mandatory step	Description	
Step 1.6 Council officers prepare a compliance framework for unlicensed premises	Council officers can either establish new compliance framework or review their existing compliance framework for the regulation of sound from unlicensed premises such as shops, businesses or community facilities in a SEP and amend as required. The framework should also address compliance of trading hours for unlicensed premises (as well as licensed premises). This will be outlined in the precinct management plan and include the processes through which any non-compliance with the sound controls in the precinct management plan (and development control plan if applicable) for unlicensed premises and any associated complaints will be addressed.	
Step 1.7 Council officers prepare a planning proposal to map the SEP/s in the LEP without a sunset clause	Council officers prepare a planning proposal in accordance with section 3.33 of the EP&A Act to map the SEP/s and include an accompanying clause to refer to the SEP in a local environmental plan (LEP) and put their draft compliance approaches into practice during the operational trial period.	
	Planning proposal should demonstrate strategic and site-specific merit for the SEP and comply with the format prescribed in the NSW <i>Local Environmental Plan Making Guidelines</i> (LEP Making Guideline). The planning proposal will not include a sunset clause, so the LEP map of the precinct will be permanent after the trial period has concluded.	
	For more information on the relevant stages in the process, refer to the LEP Making Guideline at Stage 1: Pre-lodgement (pages 19 to 24) and Stage 2: Planning Proposal (pages 25 to 30).	
	A template for a SEP Planning Proposal is included on the Office of the 24-Hour Economy Commissioner website.	
Step 1.8 Council officers prepare an optional DCP amendment	management framework including the plan for regulating sound from entertainment activity. Councils should include DCP controls which future-proof the precinct and ensure that new development is designed to mitigate noise impacts. Councils may choose to use or adapt existing DCP clauses.	
Cham 1.0	Model DCP provisions are included on the Office of the 24-Hour Economy Commissioner website.	
Step 1.9 Council officers undertake targeted pre-trial community consultation	Council officers contact relevant community and resident groups, business precinct group/s and/ or liquor accords, and other industry groups (including developers) ahead of the operational trial to give early notice that it is scheduled, confirm the proposals and recommend how to address operational impacts and potentially longer trading hours for the precinct or single premises SEP. Council staff inform businesses that liquor licensed venues must complete a live music and	
	performance venue application form to access the live music and performance incentives if eligible. This form is available on the L&GNSW website.	

Mandatory step	Description
Step 1.10 Council officers submit the planning proposal to DPHI for Gateway Determination, and arrange public exhibition, submission review and documents updates	Council officers submit the planning proposal to DPHI for Gateway Determination. If one is obtained, council officers then place the planning proposal, DCP amendment and precinct management plan on public exhibition in accordance with the requirements in the gateway determination and its Community Participation Plan.
	Councils must communicate in the exhibition that the planning proposal does not include a sunset clause and the SEP provision will exist in the LEP until it is removed by a second LEP amendment. Sample communications materials can be found in the pack of templates on the Office of the 24-Hour Economy Commissioner website.
	Council officers review the feedback received from the local community, residents and businesses and update the precinct management plan, planning proposal and DCP amendment to reflect the community feedback.
Step 1.11 Council approves trial, publishes SEP boundary, notifies the commencement of the trial on its website and commences the trial	Council approves the finalised precinct management plan, planning proposal and DCP amendment if applicable. The updated documents and council decision are published on the council website, and notation of the SEP is placed on 10.7 Planning Certificates.
	If the Gateway Determination authorises council to make the LEP amendment, then council can publish the SEP (or single premises SEP) boundary through Parliamentary Counsel's Office in the LEP. If the determination does not give council delegation to make the amendment, then DPHI will make the LEP map amendment.
Step 1.12 Council officers publicise the trial SEP/s on its website and planning certificates	Council officers commence and publicise the SEP (including a single premises SEP) by providing information on the council website with the accompanying documents (such as the planning proposal, DCP amendment and precinct management plan, map) and providing a notation of the SEP on 10.7 Planning Certificates. The text for notification on planning certificates is included in the technical resources and model templates available on the Office of the 24-Hour Economy Commissioner website.
Step 1.13 Council officers evaluate the trial (recommended after 12 months) and report trial outcomes. Council consults with the community and resolves whether to make the SEP/s permanent	Council officers evaluate the trial working with stakeholders including businesses and NSW Government agencies to obtain and evaluate data where appropriate. It is recommended to commence the evaluation 3-6 months before the end of the trial, after a 12-month trial.
	Council officers report trial outcomes to council and the community. Following the evaluation, council undertakes consultation with the community and decides whether to make the SEP (or single premises SEP) permanent. In response to consultation council may decide to amend its precinct management plan trading hours and/or sound provisions. Council officers obtain a council resolution to proceed with the SEP or cease the trial.
	If council decides to make the SEP permanent, it can proceed to step 2.1.
	If council decides to repeat the trial, it can repeat steps 1.9, 1.11, 1.12 and 1.13 and consult, confirm and evaluate the re-trial. To maintain certainty for business and the community, it is not recommended that more than two trials are held.
	If council decides to cease the trial, it can proceed to step 3.7-3.10 to request DPHI to remove the precinct from the LEP under section 3.22 of EP&A Act.

Minister's approval pathway

The Minister for Planning and Public Spaces may make a local environmental plan (LEP) through an amending State Environmental Planning Policy (SEPP) under section 3.29 of the Environmental Planning & Assessment (EP&A) Act for matters of State, regional or environmental planning significance to districts in the following circumstances:

- a. Where the relevant council has endorsed the establishment of a SEP on land where the Minister is the consent authority and the council's LEP does not apply.
- b. In exceptional circumstances, where the Minister for Planning and Public Spaces is satisfied that a council is sufficiently ready to establish a precinct,

- has not succeeded in obtaining funding from a relevant NSW Government program and has prohibitive resourcing or funding issues which prevents it from proceeding.
- c. Where the relevant council has endorsed the establishment of a SEP on land subject (in part or entirety) to the NSW Transport Oriented Development (TOD) program and a planning instrument being prepared by the Department of Planning, Housing and Infrastructure (DPHI), and council has agreed:
 - i. the inclusion of the SEP with DPHI and
 - ii. to prepare the precinct management plan and other required documentation, and undertake consultation.

The responsibilities and steps for making an amending SEPP will generally be agreed with DPHI, but could include the following:

Responsibility	Step	Description
Council and relevant NSW Government agency	Council endorsement and partnership between relevant NSW Government agency/ies and council if LEP does not apply to land and notification of 24-Hour Economy Commissioner	Council officers obtain a council mandate to establish a SEP, including for land where their LEP does not apply. This may include a resolution of council or letter endorsed by council's executive. If this applies to land where the Minister is the consent authority and council's LEP does not apply, council officers and relevant NSW Government agency/ies discuss and obtain agreement to partner to establish a SEP. This could include a Memorandum of Understanding (MOU) to determine the roles and responsibilities for developing the precinct management plan and undertaking consultation.
		Council officers or NSW Government agency/ies notify the 24-Hour Economy Commissioner of the intention to form a SEP.
Council/NSW Government agency and DPHI	Request to DPHI to commence Minister's approval pathway	If the LEP applies to the SEP, council officers write to the Secretary of DPHI (Planning Secretary) to request that the Minister amends the LEP to identify the precinct for a trial (of recommended 12-18 month duration). If the LEP does not apply to the SEP, the relevant NSW Government agency makes a request to the Planning Secretary.
		If the request to make the LEP is granted by DPHI, confirmation is received in writing and council officers and/or the NSW Government agency meet with DPHI to agree the process. If the request is not granted and council's LEP applies, council must make the LEP.
Council and DPHI	Explanation of Intended Effect (EiE)	Council officers and/or officers from the relevant NSW Government agency/ies work with DPHI to prepare an Explanation of Intended Effect (EiE) outlining the SEP proposal. Council officers provide supporting documentation including the sound management criteria and precinct management plan and any relevant council data or community feedback.
Council	Public exhibition	Council exhibits EiE and the SEP precinct management plan.
Council and DPHI	Response to submissions	Council officers work with DPHI and relevant NSW Government agency/ies to review and prepare a response to submissions and update the documentation.
DPHI	Executive Council approval process	DPHI works with the Parliamentary Counsel's Office to draft the SEPP amendment and prepare the package of documentation for NSW Executive Council approval.
DPHI	Publication	Once approved, DPHI arranges for the amendments to the SEPP to be published on the NSW Legislation website. Council or relevant NSW Government agency notifies stakeholders such as venues or residents as agreed in the MOU.

Step 2: Operating the SEP/s

This section guides councils and communities through the mandatory steps to operating and monitoring permanent SEP/s. Refer to the NSW Special Entertainment Precinct Handbook for further best practice guidance on each of the following steps.

Mandatory step	Description
Step 2.1 Council officers engage with community, venues, and businesses in the SEP/s and relevant government agencies and discuss any impacts on amenity and safety and any required resolution of issues	Council officers establish a feedback loop on the council website and/or through regular consultation with stakeholders to assist with regulatory compliance and ensure a clear line of communication from residents and the community to the council regarding any impacts or outcomes from the SEP/s that may occur. Council must where relevant, engage with key partners such as, the relevant Local Health District(s), NSW Police and Liquor & Gaming NSW (L&GNSW) to discuss, manage and resolve emerging and persistent concerns.
Step 2.2	Council officers implement the compliance framework for:
Council officers address any	 Trading hours from licensed and unlicensed premises
compliance issues associated with trading hours from licensed and unlicensed premises and noise from unlicensed premises	 Noise/sound from unlicensed shops and businesses set up in Step 1.6 and address concerns when they arise
	 Development consent conditions for licensed premises, including noise/sound from non-entertainment related activity, i.e. waste disposal, construction and servicing and loading operations.
	L&GNSW addresses compliance for entertainment-related sound from music and patrons in licensed venues. This will include noise complaints/statutory disturbance complaints (under section 79B of the Liquor Act). The process for addressing statutory disturbance complaints is set out in the L&GNSW Disturbance Complaint Guidelines available on the L&GNSW website.
Step 2.3 Council officers continue to	Council officers update council's website to indicate that the SEP is permanent and outline key information for the community.
update community on council's website and through notations on planning certificates	Councils notify incoming residents of the SEP on 10.7 planning certificates. The text for this notification is included in the technical resources and model templates available on the Office of the 24-Hour Economy Commissioner website.
Step 2.4	Council officers identify issues from compliance monitoring or evaluation, amend the
If required, council officers amend a precinct management plan as a result of issues arising from	sound controls and trading hours and the precinct management plan (and DCP if relevant) in consultation with L&GNSW, NSW Police, Office of the 24-Hour Economy Commissioner, other relevant NSW Government stakeholders, community and businesses.
compliance or evaluation and obtain council approval	Council officers update their precinct management plan by reporting it back to Council for approval.

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Step 3: Suspending or revoking the SEP/s

This section sets out mandatory steps for councils or the Minister for Planning and Public Spaces to suspend or revoke a precinct or single premises SEP. Suspending a SEP means placing its operation on hold until issues have been addressed. Revoking a SEP means removing it permanently.

These Guidelines encourage a strong and shared commitment across council, the NSW Government, and community and businesses to the strategic intent and the long-term viability of a SEP. Councils should only consider suspending or revoking a precinct or single premises SEP once all other remediation options have been explored. This includes addressing issues through a program of ongoing monitoring and evaluation, outlined in Step 2 of these Guidelines.

Suspension or revocation should be based on substantiated evidence provided by councils, L&GNSW and/or the NSW Police of non-compliance with the precinct management plan and other relevant regulation, or a recommendation from an inquiry held by the 24-Hour Economy Commissioner pursuant to section 9(3) of the 24-Hour Economy Commissioner Act.

A council's precinct management plan should include the processes involved in suspending or revoking a SEP (including a single premises SEP).

Escalation processes for non-complying venues

Venues will be required to act in accordance with the precinct management plan, their plans of management, liquor licences and development consents (except for conditions relating to trading hours and the regulation of sound entertainment activity from premises) issued by council and L&GNSW to manage the safety and wellbeing of patrons in their establishments and minimise impacts on public domain and amenity.

Under L&GNSW's Disturbance Complaint Guidelines for licensed premises, L&GNSW undertakes a graduated and proportionate enforcement approach with licensed premises that aims to secure remedial and future compliance.

Councils will determine the process for non-complying unlicensed venues and include this in their precinct management plan (step 1.4). This process should encourage complainants to first attempt to resolve any sound or operational disputes with the business before lodging a complaint. If this is unsuccessful then a process should be established, which includes resolving complaints through mediation, substantiation of sound complaints against sound criteria in the precinct management plan, sound monitoring and a system of warnings about any non-complying operations.

In exceptional circumstances councils may consider excluding venues or sites from a SEP if they are subject to ongoing and substantiated non-compliances with the precinct management plan or if there are management concerns, alcohol-related violent incidents and/or anti-social behaviour attributed to their operation. A decision to exclude a venue or site must be informed by consultation where relevant, with L&GNSW, NSW Police and Office of the 24-Hour Economy Commissioner. If it is in respect of a licensed venue, it must be recommended by L&GNSW and Council should consult with L&GNSW to remove a venue from the list of venues eligible for live music and performance incentives. Once council has resolved to exclude a venue or site it can request an expedited amendment under section 3.22 of the Environmental Planning & Assessment (EP&A) Act to remove the venue or land from the SEP boundary in the local environmental plan (LEP).

Conditions for suspending or revoking a SEP

As outlined in step 1.4 of these Guidelines, council should include in its precinct management plan appropriate local thresholds that must be met before it can consider revocation or suspension. Councils should determine the triggers for suspending or revoking a precinct or single premises SEP because these will vary between precincts and premises within metropolitan and regional contexts and be unique to a local area.

When setting the thresholds in a precinct management plan to suspend a SEP (including a single premises SEP), council should consider the following matters:

- The quiet and good order of the neighbourhood of the SEP is being unreasonably disturbed because of the cumulative impact of businesses operations or the behaviour of patrons after they leave the venues or sites within the SEP.
- Sustained patterns over a significant period of high levels of anti-social behaviour and violence which are leading to impacts to public safety and amenity.
- The SEP is not being exercised in the public interest.
- The continuation of the SEP is not in the public interest.
- Where suspension is the only option after unsuccessful attempts to resolve substantiated non-compliances of a significant number of premises with venue management, precinct trading hours and/or sound controls which have impacted public amenity and safety, but which council considers can be remedied within a certain timeframe.

When setting the thresholds in a precinct management plan to revoke a SEP, council should consider the following matters:

- Where the venue or venues and businesses did not take up the opportunity to host live music and performance and have extended trading hours.
- Where council changes the strategic direction of the precinct or single premises.
- Where high levels of anti-social behaviour and/or violence are occurring in the SEP on an ongoing basis that are impacting public safety and amenity.
- Where revocation is the only option to address impacts of a significant number of businesses in breach of venue management conditions, precinct trading hours and/or sound controls, and there are substantiated complaints following attempts to address them and significant impacts on public amenity and safety which cannot be resolved.

Changes to the precinct management plan/ DCP in a permanent SEP

Should council wish to amend the sound controls and trading hours in a permanent SEP, as an alternative to suspending a SEP, it can amend its development control plan (DCP) and precinct management plan in consultation with L&GNSW, Office of the 24-Hour Economy Commissioner, other relevant NSW Government stakeholders, community and businesses.

24-Hour Economy Commissioner inquiries into SEPs

Section 9(3) of the 24-Hour Economy Commissioner Act states that the Minister for the Arts, Music and Night time Economy may direct the 24-Hour Economy Commissioner to conduct an inquiry into the establishment, operation, suspension or revocation of a SEP.

A council, member of the community, business or venue operator may forward a request in writing to the Office of the 24-Hour Economy Commissioner, outlining the reasons for requesting an inquiry or suspension or revocation. The 24-Hour Economy Commissioner may consider the information provided and consult with council and other relevant parties as determined by the 24-Hour Economy Commissioner, which may include venues or businesses; NSW Police; NSW Government agencies; and/or members of the community.

If an inquiry is held, the 24-Hour Economy Commissioner may request that government agencies that deal with public health, liquor and gaming, arts and culture, planning, multiculturalism, policing, transport and/or local government to provide input. The 24-Hour Economy Commissioner may consider relevant data including economic, safety, health and/or mobility data, and may consider coordination and governance arrangements within the SEP.

The 24-Hour Economy Commissioner will prepare a report on the inquiry and provide recommendations to council and to the NSW Government about the establishment or future operation of the SEP and the reasons for the recommendations.

To suspend a SEP

Mandatory step	Description
Step 3.1a If an inquiry is held, council receives a recommendation by the NSW 24-Hour Economy Commissioner to suspend a SEP	Council officers receive a report and recommendation to suspend the SEP which was the outcome of an Inquiry held by the 24-Hour Economy Commissioner. Council must act in accordance with the recommendations.
Step 3.1b If an inquiry is not held, council officers obtain a council resolution of Council to suspend the SEP and inform relevant stakeholders of intent to suspend the SEP	Council officers report to a meeting of council and obtain a resolution to suspend the precinct. This report includes conditions about the potential conditions for reinstatement of the SEP.
Step 3.2 Council publishes a notice of an intention to repeal the DCP provisions and precinct management plan, reports to Council, revokes the DCP and publishes a notice	Council officers prepare a report to a meeting of council to revoke the DCP provisions and precinct management plan for SEPs. Under section 16 of the <i>Environmental Planning & Assessment Regulation 2021</i> (EP&A Regulation) council officers publish a notice of an intention to repeal a DCP on its website at least 14 days before repealing the plan. The notice must include the intention to repeal the plan, and the reasons for the repeal. The repeal of a DCP takes effect on the day on which a notice of a decision to repeal is published on the council's website. If a council has not included precinct management plan trading hours and sound provisions in a development control plan, then it can resolve to pause, or temporarily repeal its precinct management plan.
Step 3.3 Council notifies residents, businesses, venues and the community in a SEP of the suspension and engages with the 24-Hour Economy Commissioner and government agencies to address issues	Council provides written notice to the community and businesses of council's resolution to suspend the precinct. This must outline the reasons for the suspension and the conditions for reinstatement of the SEP trading and sound provisions via a report to council. If the suspension of the SEP was the subject of an inquiry, the Commissioner's recommendations must be included in the public notice. Council and relevant government agencies such as L&GNSW and NSW Police engage with venues and businesses to address the issues or circumstances which led to the suspension of the SEP. If the suspension of the SEP was the subject of an inquiry and recommendation from the 24-Hour Economy Commissioner, councils must liaise directly with the Office of the 24-Hour Economy Commissioner to keep the 24-Hour Economy Commissioner informed.
Step 3.4 Council decides if the SEP is to be reinstated or revoked through a council resolution (if revoking proposed – go to step 3.6a)	Council officers evaluate if issues have been addressed against the conditions for reinstatement stipulated in the report to council (in step 3.1b).
Step 3.5 Council publishes a notice of an intention to reinstate the DCP provisions and precinct management plan, consults with the community and relevant government agencies, considers submissions, reports to Council, reinstates the DCP and publishes a notice	Under section 16 of the EP&A Regulation council officers publish a notice of an intention to amend the DCP to reinstate the SEP DCP provisions on council's website Council officers place the DCP provisions on exhibition, consider submissions, and prepare a report to a meeting of council to reinstate the DCP provisions for SEPs. A notice of the intention to reinstate the provisions, and the reasons for the reinstatement must be included on its website within 28 days of the decision being made. If there is no development control plan, councils can follow a similar process to reinstate the precinct management plan. Council officers notify relevant government agencies such as DPHI, NSW Police, L&GNSW and the Office of the 24-Hour Economy Commissioner.

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To revoke a SEP

Mandatory step	Description
Step 3.6a If an inquiry is held, council receives a recommendation by the NSW 24 Hour Economy Commissioner to revoke a SEP	Council officers receive a report and recommendation to revoke the SEP which was the outcome of an inquiry held by the 24-Hour Economy Commissioner. Council must act in accordance with the recommendations.
Step 3.6b If an inquiry is not held, Council officers obtain a resolution to revoke the precinct, DCP provisions and precinct management plan at a meeting of council	Council officers report to a meeting of Council and request that the SEP LEP mapped boundary, DCP trading hours and sound control provisions and precinct management plan be revoked. With a council resolution to revoke, council officers can make the changes to the DCP.
Step 3.7 Council officers notify residents, businesses, venues and the community in a SEP of the proposal to revoke	Council provides written notice of Council's resolution to revoke the precinct, outlining the reasons and the conditions for its removal. If the revocation of the SEP was the subject of an inquiry, the 24-Hour Economy Commissioner's recommendations should be included.
Step 3.8 Council officers request an expedited amendment under section 3.22 of EP&A Act to remove the precinct from the LEP. DPHI considers the request to remove the SEP from LEP maps	Council officers request that DPHI remove the SEP boundary from the LEP maps via 3.22 amendment. The council must submit the request in writing to the Planning Secretary and provide reasons for the need for the expedited amendment under the s 3.22 criteria.
Step 3.9 Council officers publish a notification of revocation and notify residents, businesses and venues in the SEP that the precinct is revoked and notify the Minister for Planning and Public Spaces and relevant government agencies	Council officers publish a notification of revocation on council's website and formally notify any person and government agency who provided feedback on the SEP during or prior to establishment, which may include OLG, DPHI, NSW Police, L&GNSW and O24HEC in writing that the SEP is revoked. In addition, the Minister for Local Government and Minister for Planning and Public Spaces must be notified.
Step 3.10 Council officers update planning certificates	Council officers remove the notification of the SEP from 10.7 planning certificates.

For further information about SEPs refer to the NSW Special Entertainment Precincts webpage, which includes a best practice handbook, additional resources and model templates.

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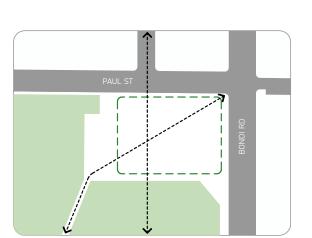
Waverley Council Chambers Site -Future Use Options



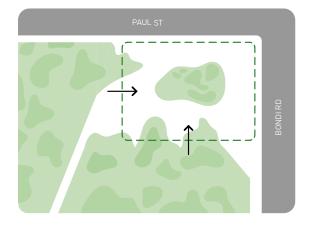
Redevelopment Design Principles



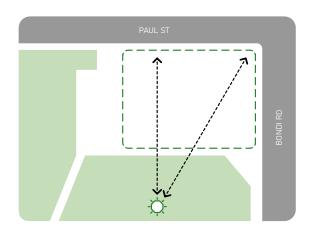
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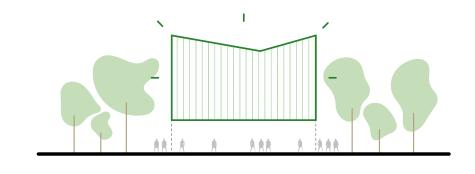
Improve Site Connectivity



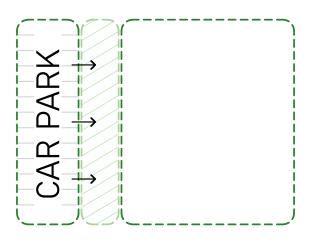
Improve Connection with the Park



Strengthen Relationship with Memorial



Architectural Public Attractor



Improve Parking

CHROFI WAVERLEY COUNCIL

Waverley Council Chambers Site - Future Use Options



OPTION 1

FULL MULTIPURPOSE COURT

CIVIC HALL - BASKETBALL - NETBALL - VOLLEYBALL - PICKLEBALL - BADMINTON - CRICKET NETS

FLEXIBLE COMMUNITY ROOMS
CAFE



Waverley Council Chambers Site - Future Use Options

Option 1

PROGRAM

- Full Multipurpose Court
 - 1x Basketball
 - 1x Netball
 - 1 x Volleyball
 - 4 x Badminton
 - 3 x Pickleball
 - 5 x Cricket Nets
- Flexible Community Rooms
- Cafe

GFA

Approx. 2300m² (Permissible GFA 3380m²)

PUBLIC DOMAIN UPGRADES 1800m²

BUILDING HEIGHT

13.8m

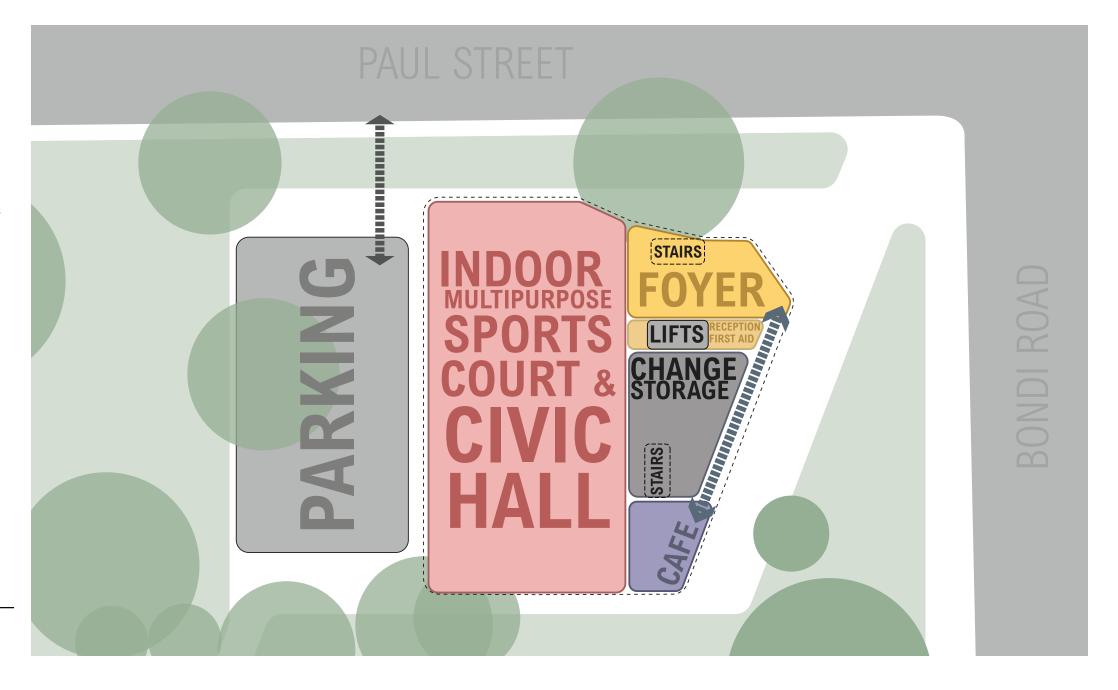
(Permissible Building Height 20m)

Existing Building Height 17.5m

Cost Estimate \$18.4m to \$23m

Cost excludes:

- Demoilition of exsiting building
- External landscaping works
- Professional & Authority Fees
- Construction Contingency





Waverley Council Chambers Option 1 - Ground Floor ON

Waverley Council Chambers Site - Future Use Options

Option 1

PROGRAM

- Full Multipurpose Court
 - 1x Basketball
 - 1 x Netball
 - 1 x Volleyball
 - 4 x Badminton
 - 3 x Pickleball
 - 5 x Cricket Nets
- Flexible Community Rooms
- Cafe

GFA

Approx. 2300m² (Permissible GFA 3380m²)

PUBLIC DOMAIN UPGRADES 1800m²

BUILDING HEIGHT

13.8m

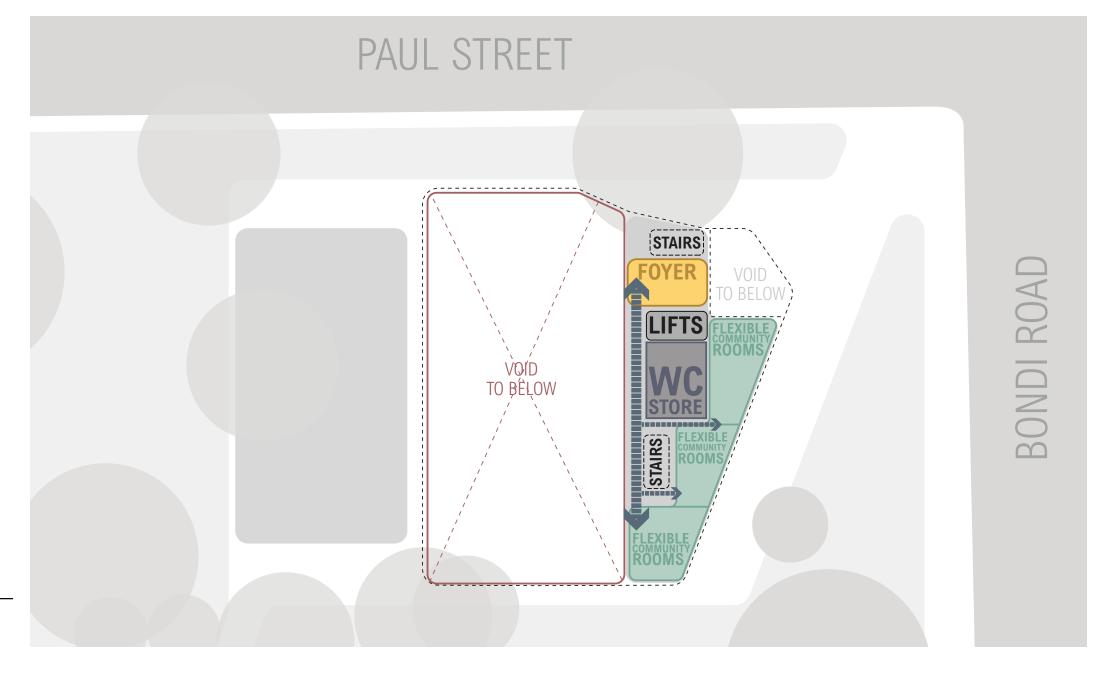
(Permissible Building Height 20m)

Existing Building Height 17.5m

Cost Estimate \$18.4m to \$23m

Cost excludes:

- Demoilition of exsiting building
- External landscaping works
- Professional & Authority Fees
- Construction Contingency





Waverley Council Chambers Option 1 - Level 1 ON

Waverley Council Chambers Site - Future Use Options

Option 1

PROGRAM

- Full Multipurpose Court
 - 1x Basketball
 - 1 x Netball
 - 1 x Volleyball
 - 4 x Badminton
 - 3 x Pickleball
 - 5 x Cricket Nets
- Flexible Community Rooms
- Cafe

GFA

Approx. 2300m² (Permissible GFA 3380m²)

PUBLIC DOMAIN UPGRADES 1800m²

BUILDING HEIGHT

13.8m

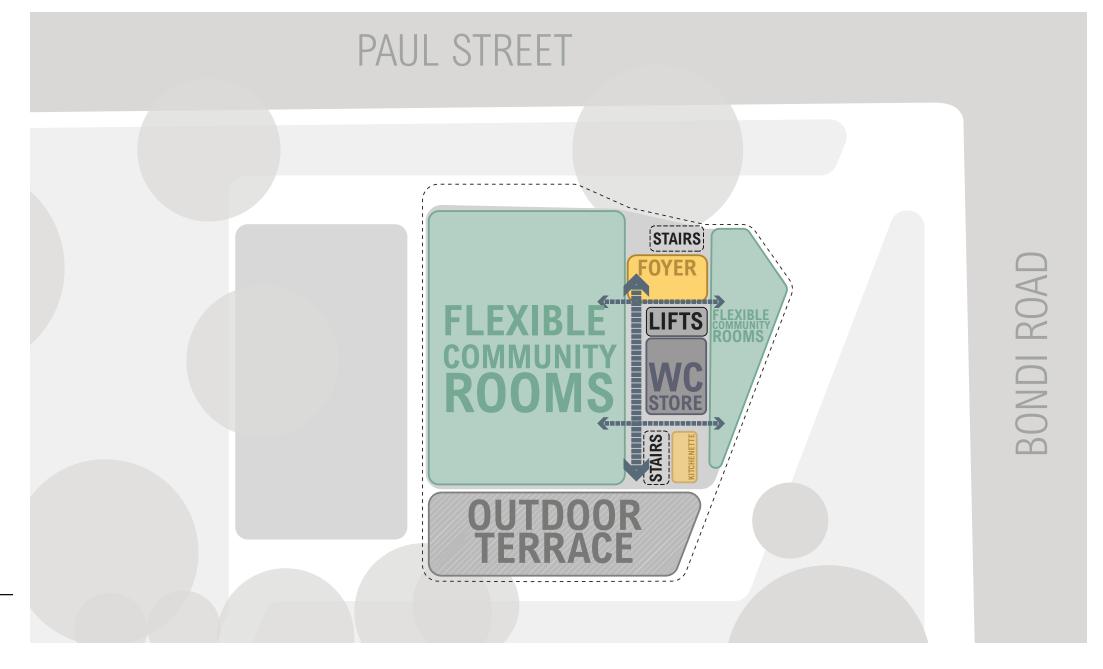
(Permissible Building Height 20m)

Existing Building Height 17.5m

Cost Estimate \$18.4m to \$23m

Cost excludes:

- Demoilition of exsiting building
- External landscaping works
- Professional & Authority Fees
- Construction Contingency

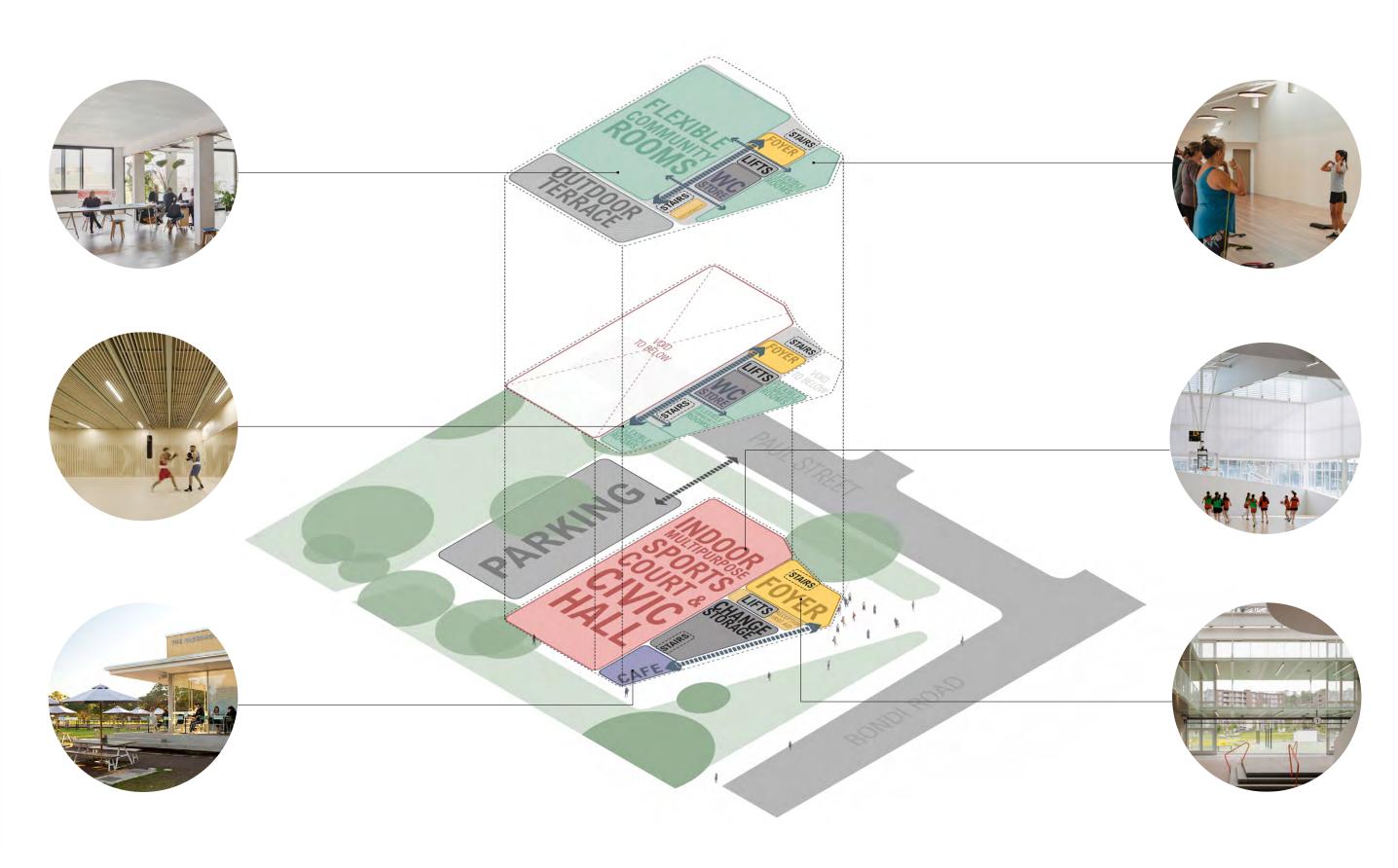




Waverley Council Chambers Option 1 - Level 2 Options

Waverley Council Chambers Site - Future Use Options

9 December 2025



Waverley Council Chambers Option 1 - Isometric Plan
Waverley Council Chambers Site - Future Use Options

CM/7.13/25.12- Attachment 1

CHROFI WAVERLEY COUNCIL

9 December 2025



Option 1 - Isometric Concept Visualisation

CHROFI WAVERLEY COUNCIL

Waverley Council Chambers Site - Future Use Options



OPTION 2

FULL MULTIPURPOSE COURT

CIVIC HALL - BASKETBALL - NETBALL - VOLLEYBALL - PICKLEBALL - BADMINTON - CRICKET NETS

FLEXIBLE COMMUNITY ROOMS
CAFE



Waverley Council Chambers Site - Future Use Options

Option 2

PROGRAM

- Full Multipurpose Court
 - 1x Basketball
 - 1 x Netball
 - 1 x Volleyball
 - 4 x Badminton
 - 3 x Pickleball
 - 5 x Cricket Nets
- Flexible Community Rooms
- Cafe

GFA

Approx. 3000m² (Permissible GFA 3380m²)

PUBLIC DOMAIN UPGRADES 1800m²

BUILDING HEIGHT

17.8m

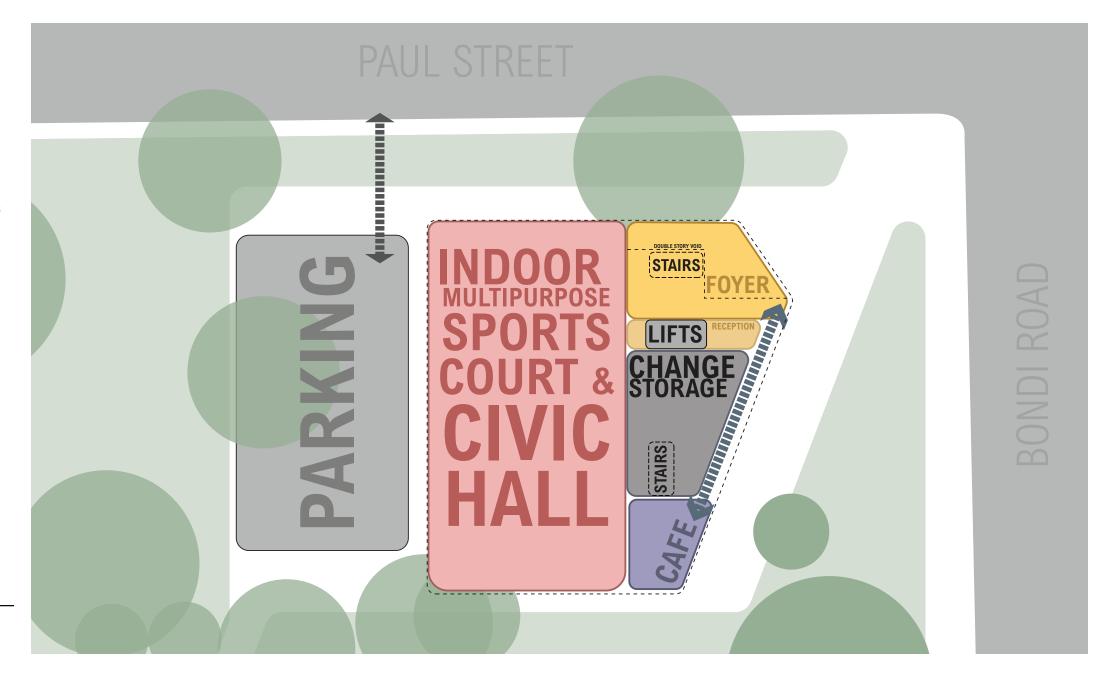
(Permissible Building Height 20m)

Existing Building Height 17.5m

Cost Estimate \$24m to \$30m

Cost excludes:

- Demoilition of exsiting building
- External landscaping works
- Professional & Authority Fees
- Construction Contingency





Waverley Council Chambers Option 2 - Ground Floor ON

Waverley Council Chambers Site - Future Use Options

Option 2

PROGRAM

- Full Multipurpose Court
 - 1x Basketball
 - 1 x Netball
 - 1 x Volleyball
 - 4 x Badminton
 - 3 x Pickleball
 - 5 x Cricket Nets
- Flexible Community Rooms
- Cafe

GFA

Approx. 3000m² (Permissible GFA 3380m²)

PUBLIC DOMAIN UPGRADES 1800m²

BUILDING HEIGHT

17.8m

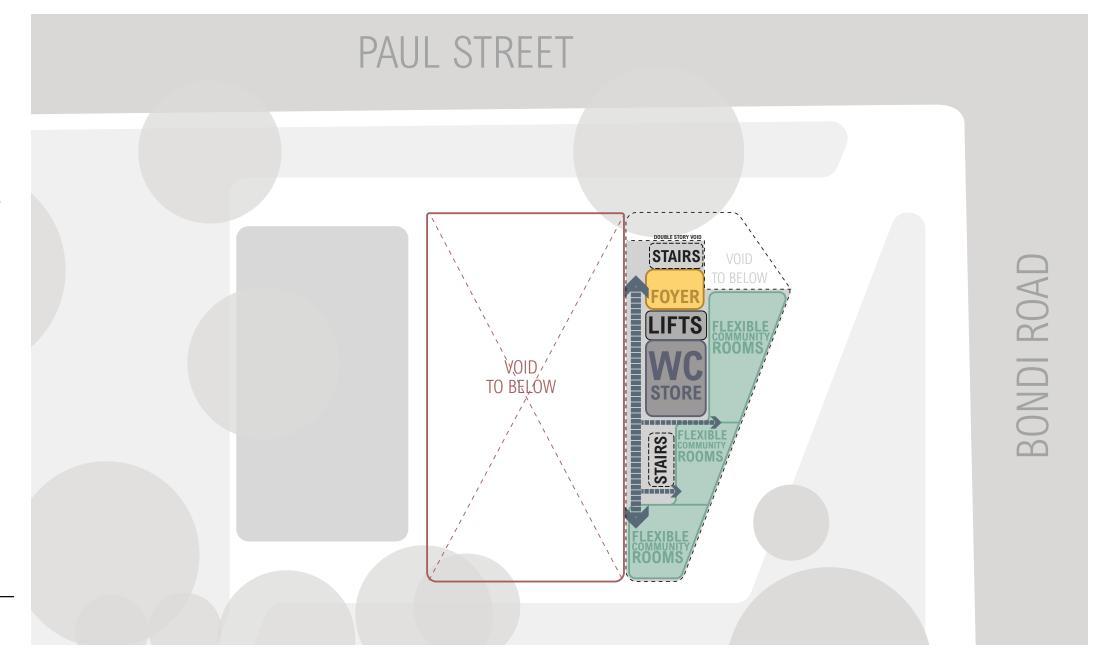
(Permissible Building Height 20m)

Existing Building Height 17.5m

Cost Estimate \$24m to \$30m

Cost excludes:

- Demoilition of exsiting building
- External landscaping works
- Professional & Authority Fees
- Construction Contingency



CHROFI WAVERLEY COUNCIL

Waverley Council Chambers Option 2 - Level 1 ON

Waverley Council Chambers Site - Future Use Options

9 December 2025 Council

Option 2

PROGRAM

- Full Multipurpose Court
 - 1x Basketball
 - 1 x Netball
 - 1 x Volleyball
 - 4 x Badminton
 - 3 x Pickleball
 - 5 x Cricket Nets
- Flexible Community Rooms
- Cafe

GFA

Approx. 3000m² (Permissible GFA 3380m²)

PUBLIC DOMAIN UPGRADES 1800m²

BUILDING HEIGHT

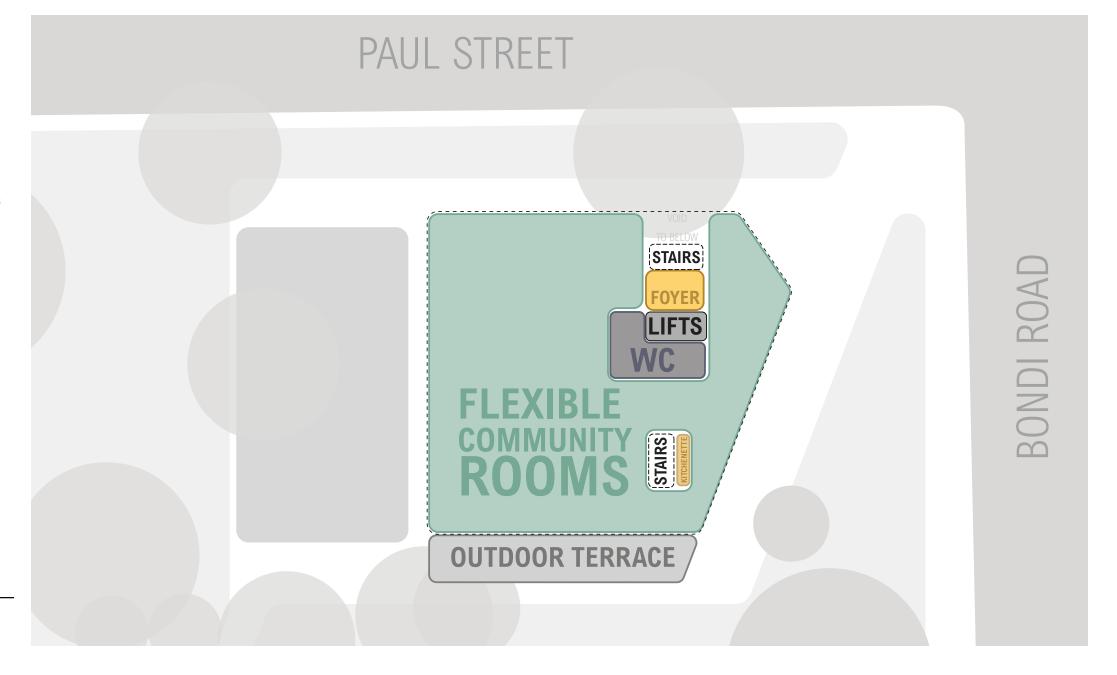
(Permissible Building Height 20m)

Existing Building Height 17.5m

Cost Estimate \$24m to \$30m

Cost excludes:

- Demoilition of exsiting building
- External landscaping works
- Professional & Authority Fees
- Construction Contingency





Waverley Council Chambers

Option 2 - Level 2 ON

Waverley Council Chambers Site - Future Use Options

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Option 2

PROGRAM

- Full Multipurpose Court
 - 1x Basketball
 - 1 x Netball
 - 1 x Volleyball
 - 4 x Badminton
 - 3 x Pickleball
 - 5 x Cricket Nets
- Flexible Community Rooms
- Cafe

GFA

Approx. 3000m² (Permissible GFA 3380m²)

PUBLIC DOMAIN UPGRADES 1800m²

BUILDING HEIGHT

17.8m

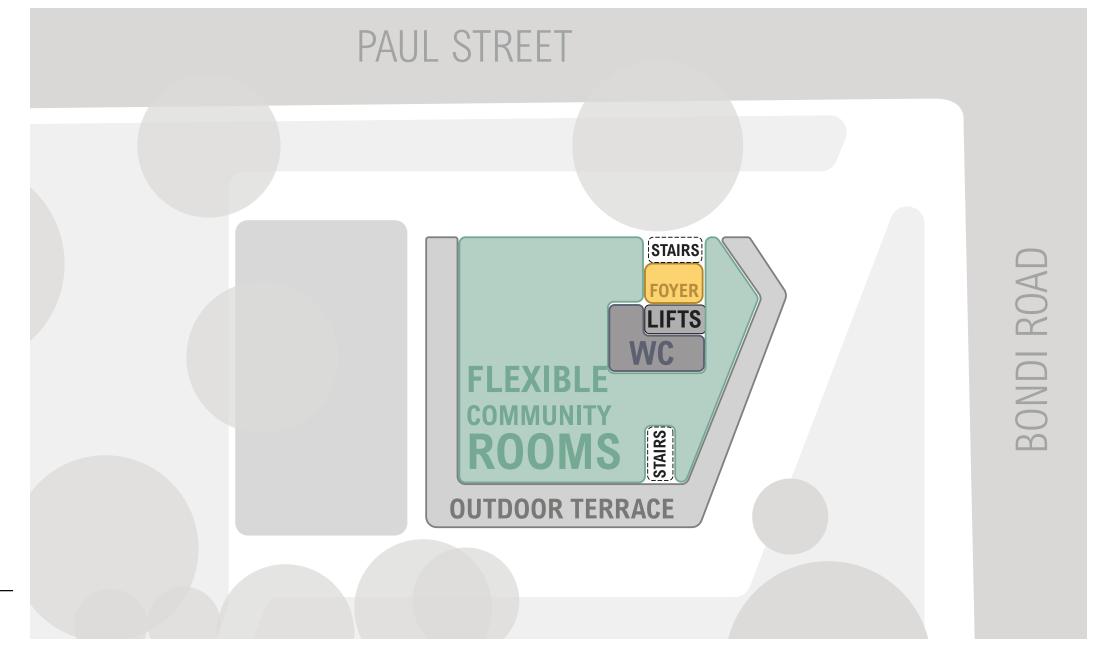
(Permissible Building Height 20m)

Existing Building Height 17.5m

Cost Estimate \$24m to \$30m

Cost excludes:

- Demoilition of exsiting building
- External landscaping works
- Professional & Authority Fees
- Construction Contingency

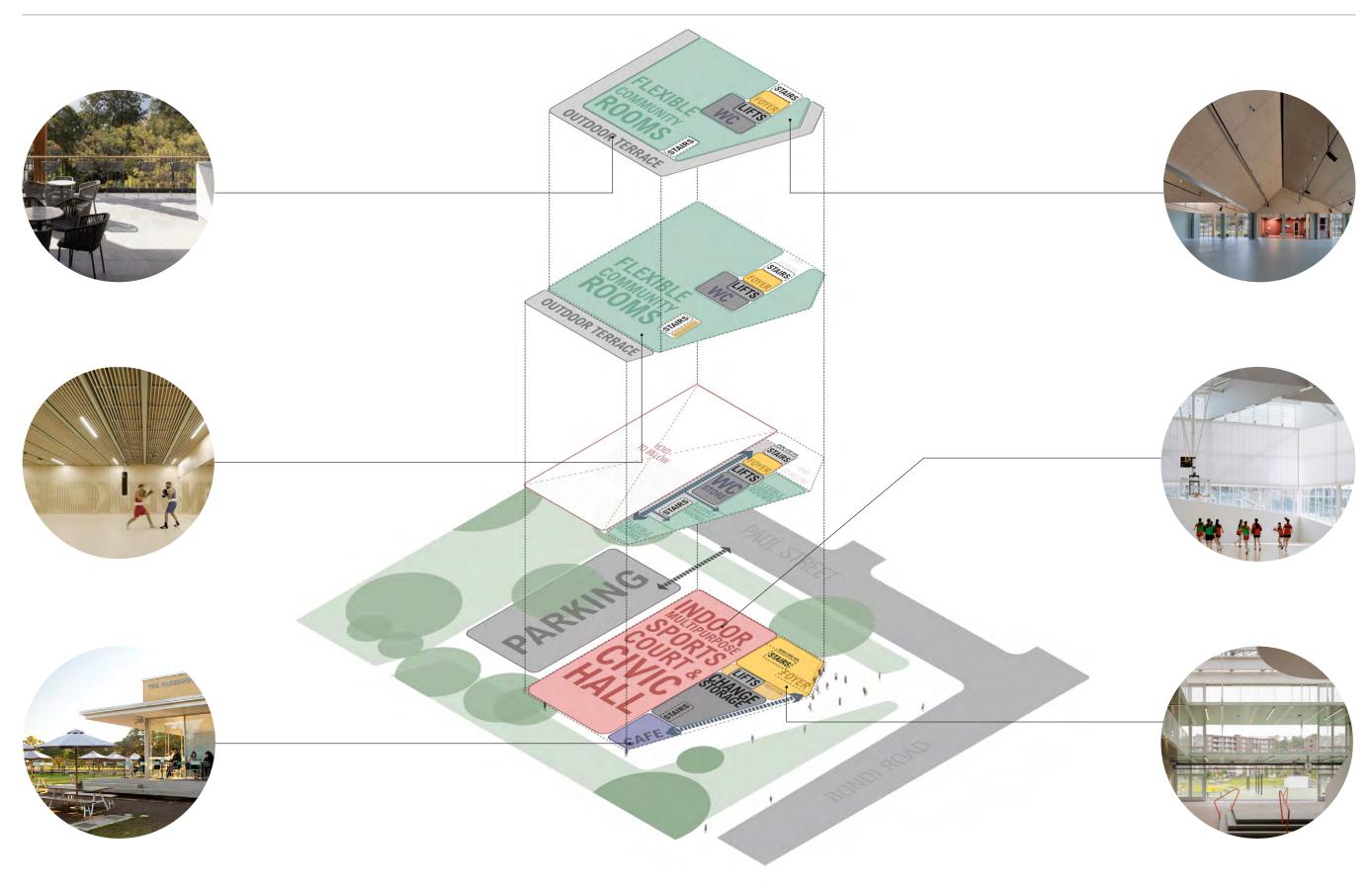




Waverley Council Chambers Option 2 - Level 3 ON

Waverley Council Chambers Site - Future Use Options

9 December 2025



Waverley Council Chambers Option 2 - Isometric Plan

Waverley Council Chambers Site - Future Use Options

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CHROFI WAVERLEY COUNCIL

9 December 2025



Option 2 - Isometric Concept Visualisation

CHROFI WAVERLEY COUNCIL

Waverley Council Chambers Site - Future Use Options



OPTION 3

FULL MULTIPURPOSE COURT

CIVIC HALL - BASKETBALL - NETBALL - VOLLEYBALL - PICKLEBALL - BADMINTON - CRICKET NETS

FLEXIBLE COMMUNITY ROOMS
CAFE



Waverley Council Chambers Site - Future Use Options

Option 3

PROGRAM

- Full Multipurpose Court
 - 1x Basketball
 - 1x Netball
 - 1 x Volleyball
 - 4 x Badminton
 - 3 x Pickleball
 - 5 x Cricket Nets
- Flexible Community Rooms
- Cafe

GFA

Approx. 2900m² (Permissible GFA 3380m²)

PUBLIC DOMAIN UPGRADES 1800m²

BUILDING HEIGHT

10111

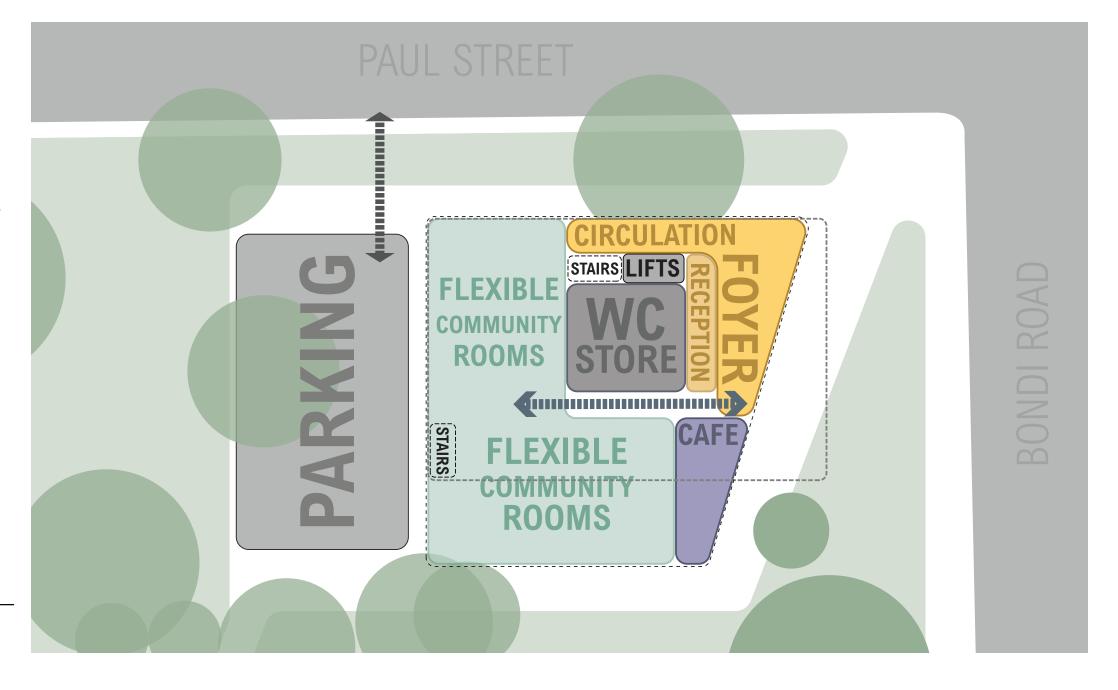
(Permissible Building Height 20m)

Existing Building Height 17.5m

Cost Estimate \$23.2m to \$29m

Cost excludes:

- Demoilition of exsiting building
- External landscaping works
- Professional & Authority Fees
- Construction Contingency



CHROFI WAVERLEY COUNCIL

Waverley Council Chambers Option 3 - Ground Floor ON

Waverley Council Chambers Site - Future Use Options

Option 3

PROGRAM

- Full Multipurpose Court
 - 1x Basketball
 - 1 x Netball
 - 1 x Volleyball
 - 4 x Badminton
 - 3 x Pickleball
 - 5 x Cricket Nets
- Flexible Community Rooms
- Cafe

GFA

Approx. 2900m² (Permissible GFA 3380m²)

PUBLIC DOMAIN UPGRADES 1800m²

BUILDING HEIGHT

16m

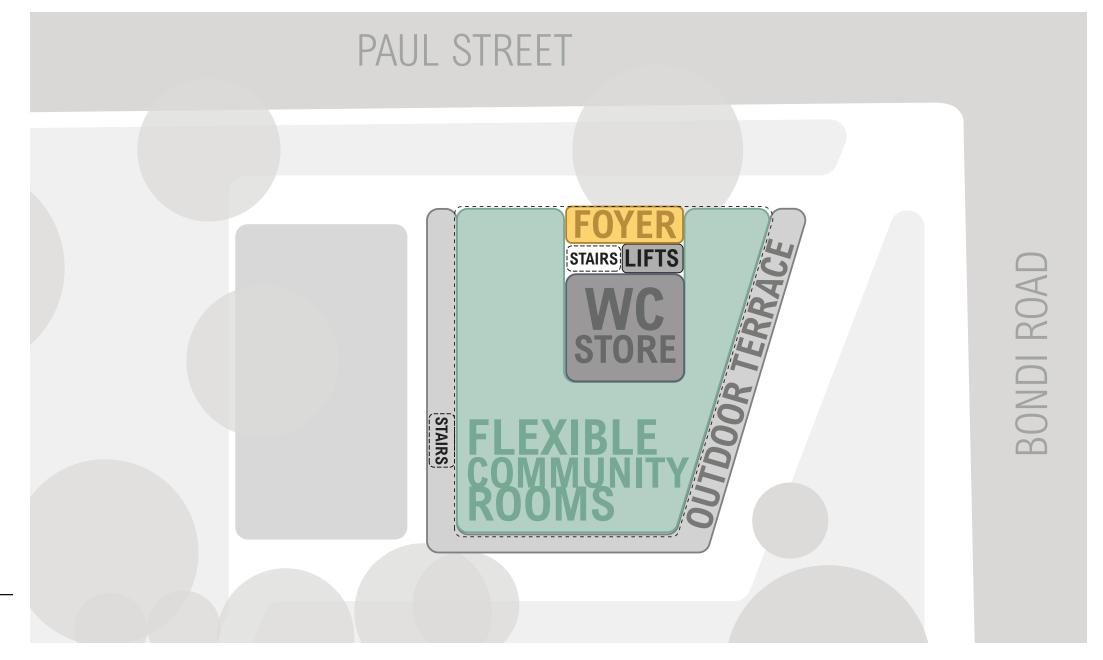
(Permissible Building Height 20m)

Existing Building Height 17.5m

Cost Estimate \$23.2m to \$29m

Cost excludes:

- Demoilition of exsiting building
- External landscaping works
- Professional & Authority Fees
- Construction Contingency





Waverley Council Chambers Option 3 - Level 1 ON

Waverley Council Chambers Site - Future Use Options

9 December 2025 Council

Option 3

PROGRAM

- Full Multipurpose Court
 - 1x Basketball
 - 1x Netball
 - 1 x Volleyball
 - 4 x Badminton
 - 3 x Pickleball
 - 5 x Cricket Nets
- Flexible Community Rooms
- Cafe

GFA

Approx. 2900m² (Permissible GFA 3380m²)

PUBLIC DOMAIN UPGRADES 1800m²

BUILDING HEIGHT

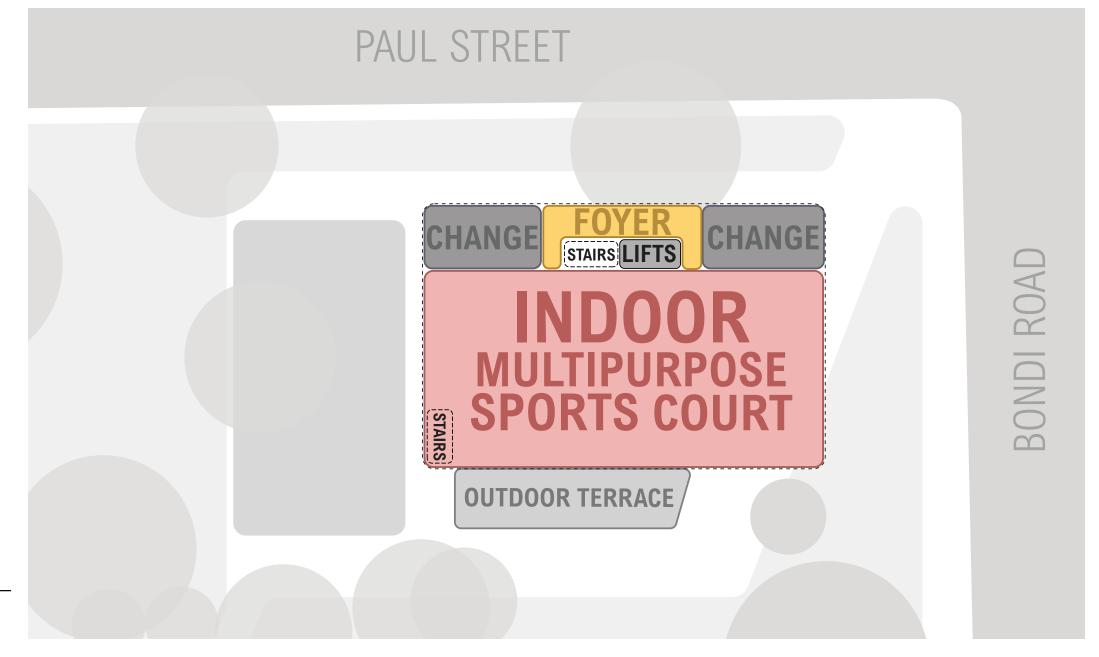
(Permissible Building Height 20m)

Existing Building Height 17.5m

Cost Estimate \$23.2m to \$29m

Cost excludes:

- Demoilition of exsiting building
- External landscaping works
- Professional & Authority Fees
- Construction Contingency

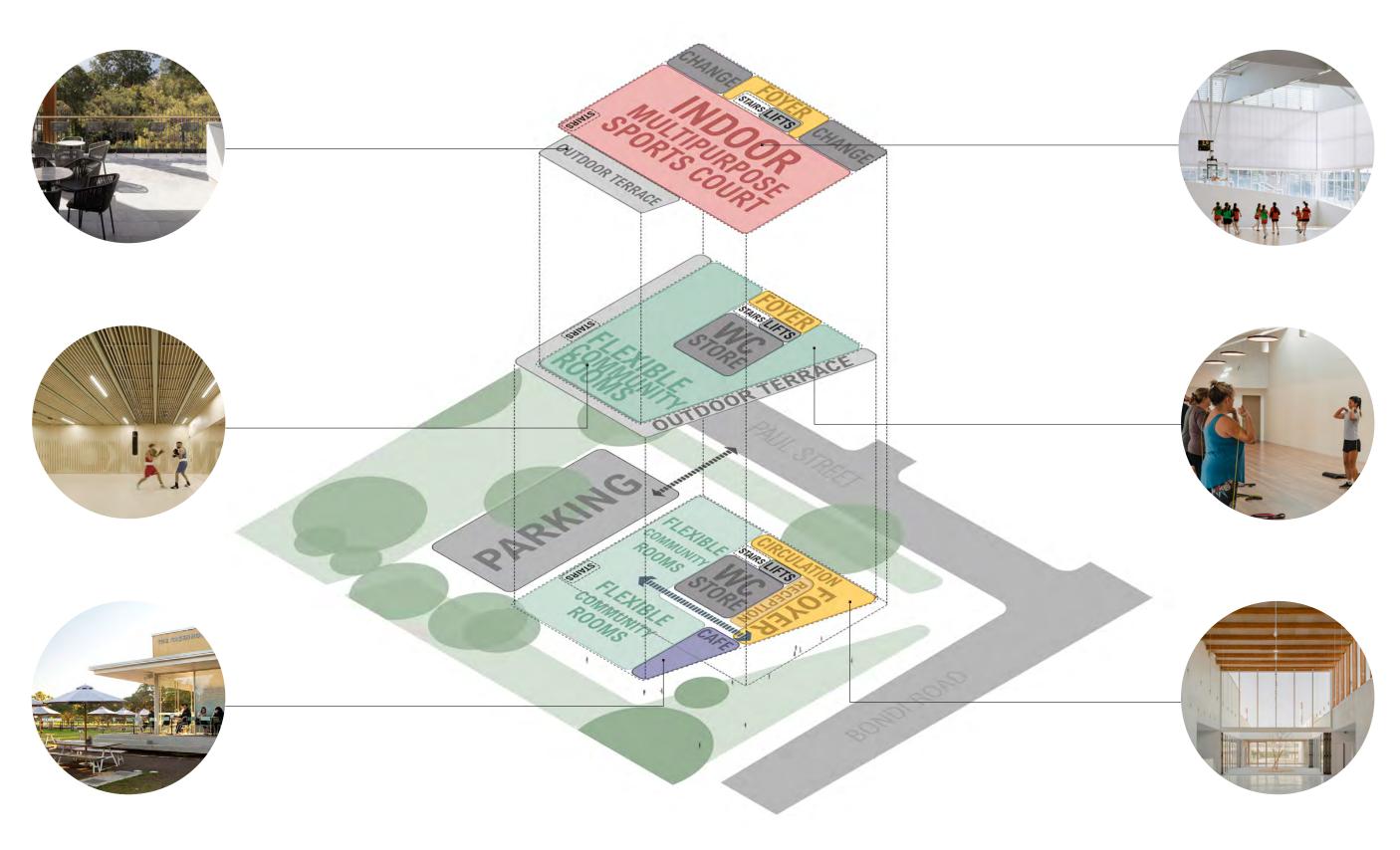




Waverley Council Chambers Option 3 - Level 2 On

Waverley Council Chambers Site - Future Use Options

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Waverley Council Chambers Option 3 - Isometric Plan
Waverley Council Chambers Site - Future Use Options

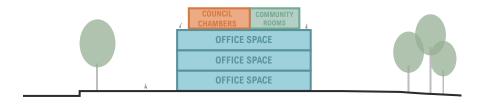
CHROFI WAVERLEY COUNCIL



Option 3 - Isometric Concept Visualisation

CHROFI WAVERLEY COUNCIL

Waverley Council Chambers Site - Future Use Options



OPTION 4

REFURBISHMENT OF EXISTING BUILDING

SERVICES UPGRADES - SOFT FITOUT - BUILDING REFURBISHMENT

OFFICE SPACES
COUNCIL CHAMBERS
FLEXIBLE COMMUNITY ROOMS



Waverley Council Chambers Site - Future Use Options

Option 4

PROGRAM

- Council Chambers
- Office Spaces
- Flexible Community Rooms

GFA

Approx. 3000m² (Permissible GFA 3380m²)

BUILDING HEIGHT

17.5m

(Permissible Building Height 20m)

Existing Building Height 17.5m

SCOPE

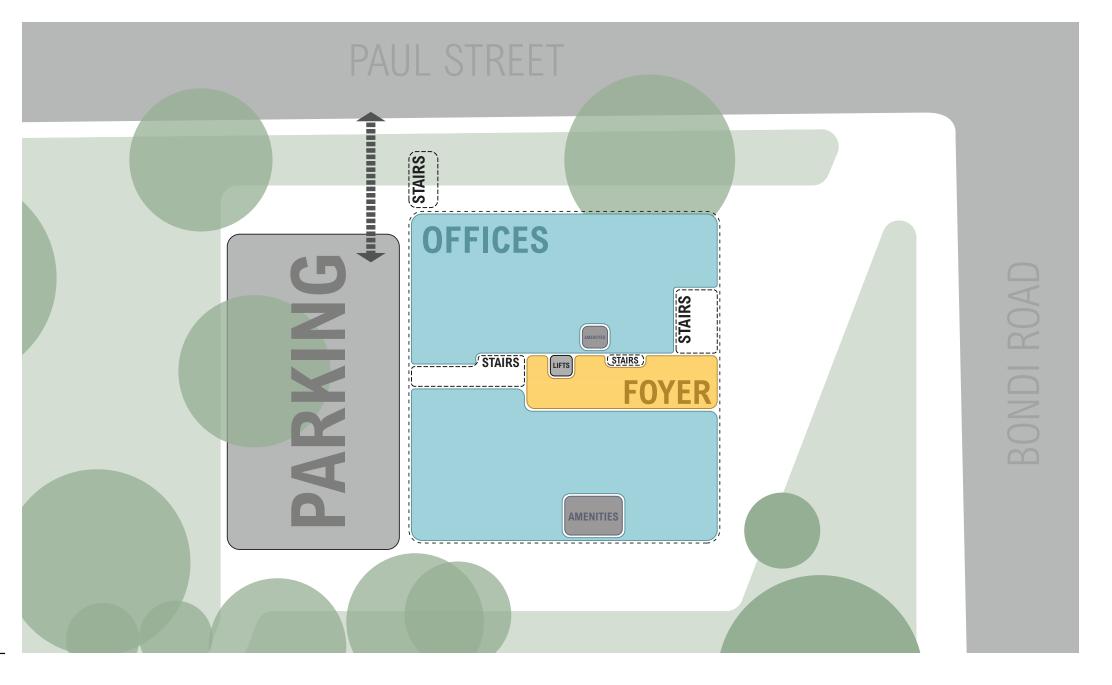
- Remove existing aircon system including asbestos and install new system
- Replacement of suspended ceilings where required
- Upgrade distribution boards and cabling
- Install new fire protection system
- Refresh internal finishes / replace where required
- Reuse existing office layout and meeting rooms
- Removal of non-strutural walls including offices to open floor plate
- New AV to meeting rooms
- Installation of pods and quiet rooms
- Remove existing fixed desks and install 1.6m sit to stand work stations

Cost Estimate \$16m to \$19.8m

Cost excludes:

- External landscaping works
- Professional & Authority Fees
- Construction Contingency





Waverley Council Chambers Option 4 - Ground Floor ON

Waverley Council Chambers Site - Future Use Options

Option 4

PROGRAM

- Council Chambers
- Office Spaces
- Flexible Community Rooms

GFA

Approx. 3000m² (Permissible GFA 3380m²)

BUILDING HEIGHT

17.5m (Permissible Building Height 20m)

Existing Building Height 17.5m

SCOPE

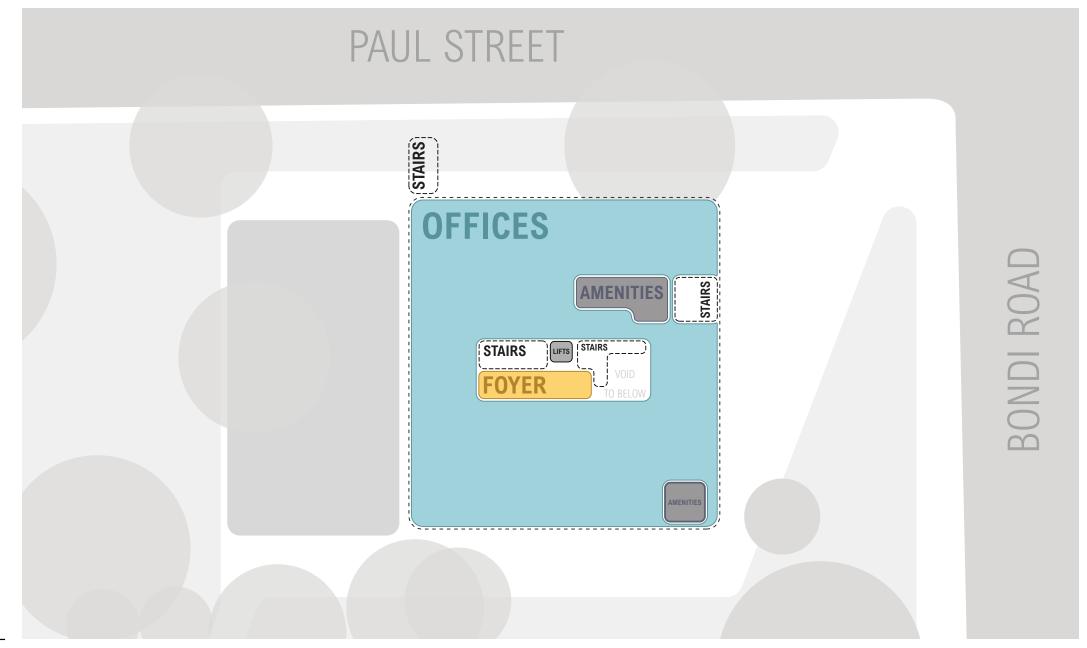
- Remove existing aircon system including asbestos and install new system
- Replacement of suspended ceilings where required
- Upgrade distribution boards and cabling
- Install new fire protection system
- Refresh internal finishes / replace where required
- Reuse existing office layout and meeting rooms
- Removal of non-strutural walls including offices to open floor plate
- New AV to meeting rooms
- Installation of pods and quiet rooms
- Remove existing fixed desks and install 1.6m sit to stand work stations

Cost Estimate \$16m to \$19.8m

Cost excludes:

- External landscaping works
- Professional & Authority Fees
- Construction Contingency





Waverley Council Chambers

Option 4 - Level 1 ON

Waverley Council Chambers Site - Future Use Options

9 December 2025 Council

Option 4

PROGRAM

- Council Chambers
- Office Spaces
- Flexible Community Rooms

GFA

Approx. 3000m² (Permissible GFA 3380m²)

BUILDING HEIGHT

(Permissible Building Height 20m)

Existing Building Height 17.5m

SCOPE

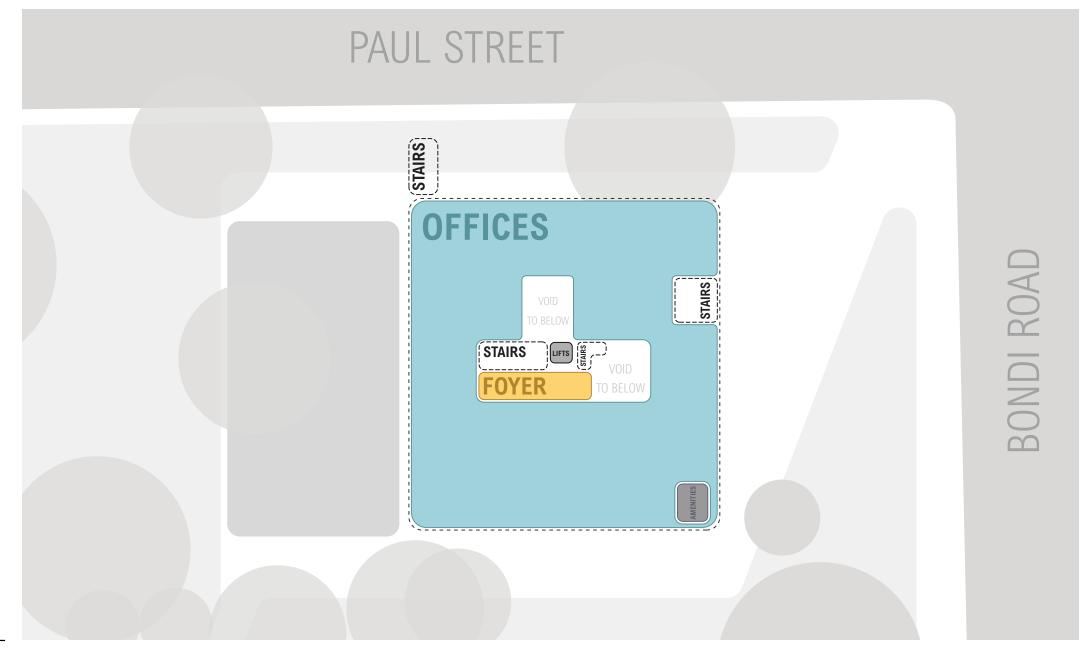
- Remove existing aircon system including asbestos and install new system
- Replacement of suspended ceilings where required
- Upgrade distribution boards and cabling
- Install new fire protection system
- Refresh internal finishes / replace where required
- Reuse existing office layout and meeting rooms
- Removal of non-strutural walls including offices to open floor
- New AV to meeting rooms
- Installation of pods and quiet rooms
- Remove existing fixed desks and install 1.6m sit to stand work stations

Cost Estimate \$16m to \$19.8m

Cost excludes:

- External landscaping works
- Professional & Authority Fees
- Cosntruction Contingency





Waverley Council Chambers

Option 4 - Level 2 ON

Waverley Council Chambers Site - Future Use Options

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9 December 2025 Council

Option 4

PROGRAM

- Council Chambers
- Office Spaces
- Flexible Community Rooms

GFA

Approx. 3000m² (Permissible GFA 3380m²)

BUILDING HEIGHT

(Permissible Building Height 20m)

Existing Building Height 17.5m

SCOPE

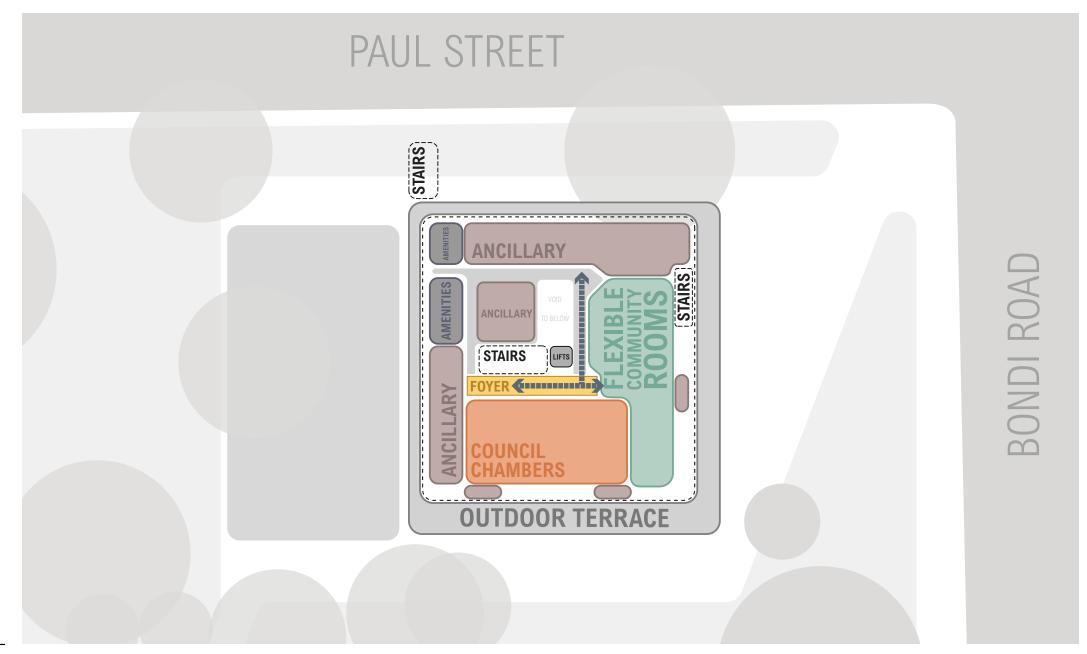
- Remove existing aircon system including asbestos and install new system
- Replacement of suspended ceilings where required
- Upgrade distribution boards and cabling
- Install new fire protection system
- Refresh internal finishes / replace where required
- Reuse existing office layout and meeting rooms
- Removal of non-strutural walls including offices to open floor
- New AV to meeting rooms
- Installation of pods and quiet rooms
- Remove existing fixed desks and install 1.6m sit to stand work stations

Cost Estimate \$16m to \$19.8m

Cost excludes:

- External landscaping works
- Professional & Authority Fees
- Cosntruction Contingency



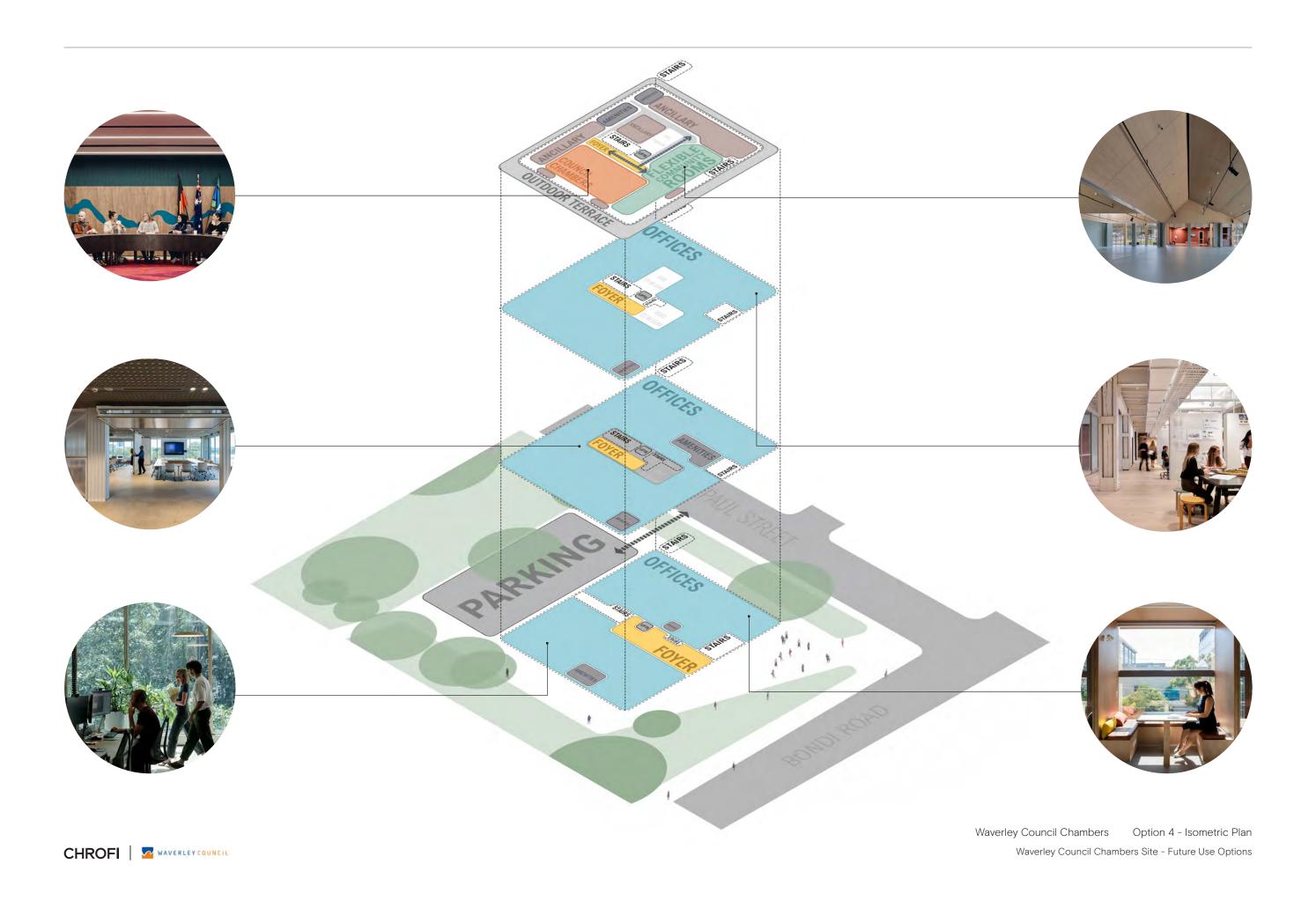


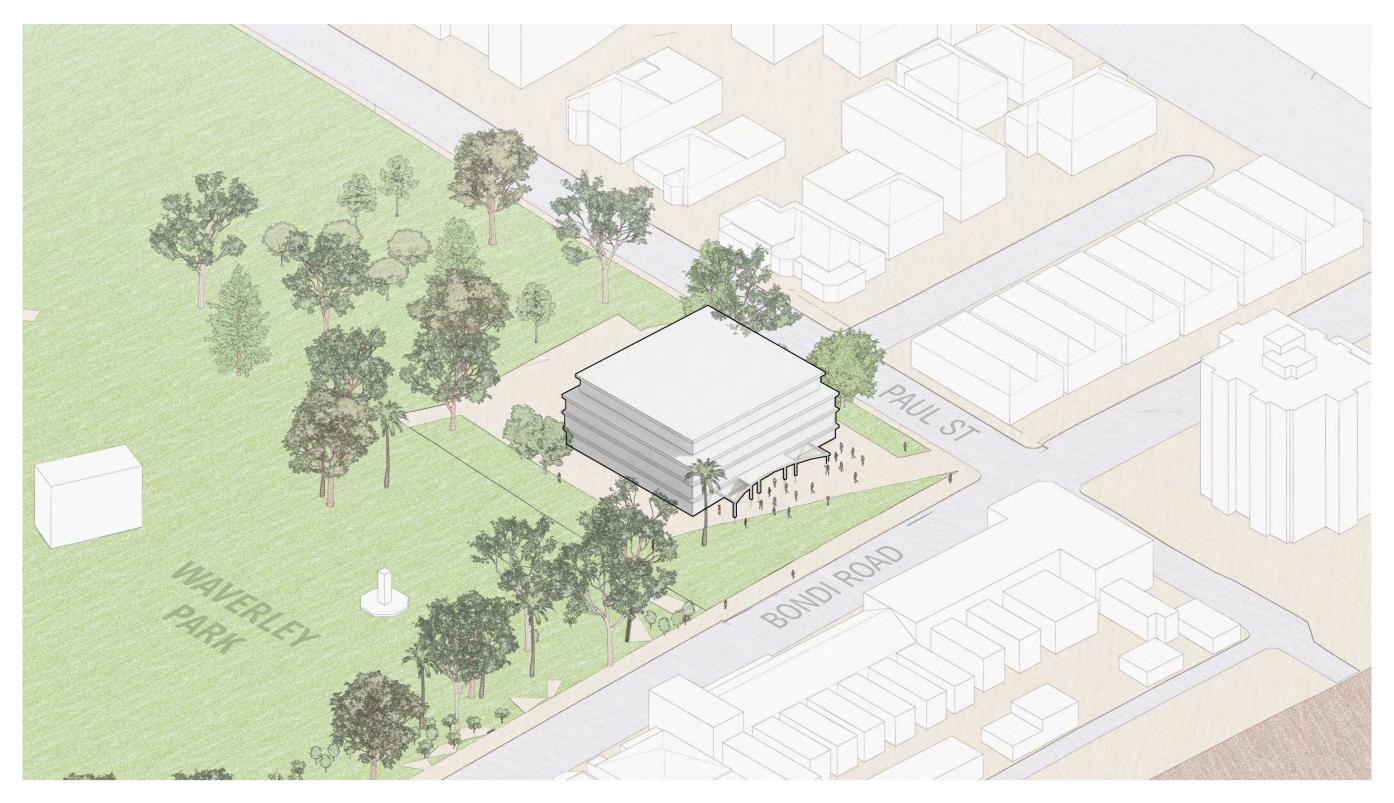
Waverley Council Chambers

Option 4 - Level 3 ON

Waverley Council Chambers Site - Future Use Options

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Option 4 - Isometric Concept Visualisation

CHROFI WAVERLEY COUNCIL

Waverley Council Chambers Site - Future Use Options

COUNCIL CHAMBERS FUTURE USE OPTIONS



Community Consultation Report

December 2025



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

Contents

Executive Summary	2
Engagement methodology	2
Communications Campaign Overview	3
Have Your Say - Overviews	4
Have Your Say - Answers	7
Have Your Say – Face to Face Pop Up	16
Have Your Say - Emails	16
Conclusion, and recommendations	17

Summary

Community Consultation for the Council Chambers Future Use Options was conducted for 42 days, from 7 October to 17 November 2025.

At the conclusion of the feedback period, 407 submissions were received. There were 5772 page visits and there are 168 followers of the HYS page. Of the four concept design options, in terms of community preference they were ranked as below:

- 1st Option 2, Full Multipurpose Court, Flexible Community Rooms & Café (with an additional storey):
- **2**nd Option 1, Full Multipurpose Court, Flexible Community Rooms & Café (with Multipurpose Court on Ground Floor):
- **3**rd Option 3, Full Multipurpose Court, Flexible Community Rooms & Café (with Multipurpose Court on Top Floor)
- **4**th Option 4, Council Chambers, Office and Community Meeting Rooms. Services Upgrade and Soft Fit out of Existing Building.

Of those respondents that *did* select one of the four concepts, there were suggested variations to the designs. The top suggested variations were to include an additional (fourth) floor, no need for a café as there's plenty of selection already, including more hireable spaces and more space allocated to community space than what's in the current options. Other popular variations included dedicated pickleball courts, gym or public pool facilities. Conversely, some people thought there should be less emphasis and floor space given to sports areas – there is already an abundance of these venues and spaces. They preferred to see the inclusion of arts and culture spaces for the community as part of the designs. Finally, there were suggestions to create sports/community spaces in the concepts, under a 'refurbishment and extension', not full build.

There were 41 pieces of feedback where people *did not* choose any of the four concept design options. Of these submissions, people would like to see other uses for the site. These include various community and cultural ideas for all ages, affordable housing, a swimming pool and aquatic centre, parking, arts and performance facilities, a library or green space to name a few.

It is recommended that staff present the results of the community consultation to council and review the feedback as part of progression to the next stage.

Engagement methodology

In accordance with Waverley Council's adapted IAP2 model of engagement, three methods were employed to gather community feedback:

- 1. Online survey on the *Have Your Say* (HYS) platform
- 2. Emails to majorprojects@waverley.nsw.gov.au
- 3. Resident letters
- 4. Have Your Say Face to Face Pop-Up

A multi-channel communications approach was also used to reach and encourage residents to participate.

Council Chambers Future Use Options Community Consultation Report Dec. 2025 Page **2** of **17**

ENGAGEMENT	AUDIENCE	OVERVIEW
Have Your Say Online Survey	5602 overall page visits	The engagement method was primarily aimed at directing people to the survey on Have You Say. There were 407 online completed surveys and 3803 unique visitors to the HYS page. There were 165 downloads of the concept options document and 128 downloads of the full future use options pdf. A HYS campaign email was also sent to 1417 subscribers with an 8% click through rate.
Emails from Community	11	11 email submissions were received at majorprojects@waverley.nsw.gov.au and engagement@waverley.nsw.gov.au
Letters to Resident and Businesses	4868	4868 addressed resident letters were distributed via Australia Post to the local community, residents and businesses.
Face to Face Pop-Up	20	On 1 November 2025, a two-hour face-to-face pop-up was held at the Margaret Whitlam Recreation Centre. People were able to ask staff questions about the concept designs and were encouraged to complete the feedback survey.

Communications Campaign Overview

		COL	INCIL CHAMBER	S CONSULT	ATION				
Type of Comms	Amount	Potential Reach	Impressions	Opens	Engagements	Link Clicks	Unique Link Clicks	Cost per Click	Amount Spent
Organic Social									
16.11.2025 - Final Push (Facebook)	1	13,112	20,849	N/A	71	94	N/A	N/A	N/
16.11.2025 - Final Push (IG Story)	1	453	567	N/A	2	19	N/A	N/A	N/
1.11.2025 - HYS Pop-Up (IG Story)	1	660	756	N/A	2	N/A	N/A	N/A	N/A
29.10.2025 - HYS Pop-Up (Facebook)	1	2,132	3,658	N/A	25	33	N/A	N/A	N/
29.10.2025 - HYS Pop-Up (IG Story)	1	597	705	N/A	0	8	N/A	N/A	N/
17.10.2025 - Mayor's Video (IG Story)	1	469	553	N/A	3	N/A	N/A	N/A	N/
17.10.2025 - Mayor's Video (IG Reel)	1	1,487	2,201	N/A	21	5	N/A	N/A	N/
17.10.2025 - Mayor's Video (LinkedIn Video)	1	423	635	N/A	11	0	N/A	N/A	N/A
17.10.2025 - Mayor's Video (FB Reel)	1	1,775	2,852	N/A	50	9	N/A	N/A	N/A
08.10.2025 - Consultation Launch (IG Post)	1	3,739	9,534	N/A	93	59	N/A	N/A	N/A
08.10.2025 - Consultation Launch (FB Post)	1	31,358	56,379	N/A	193	725	N/A	N/A	N/A
08.10.2025 - Consultation Launch (IG Story)	1	498	643	N/A	5	41	N/A	N/A	N/A
08.10.2025 - Consultation Launch (LinkedIn Post)	1	806	1,387	N/A	9	107	N/A	N/A	N/A
	13	57,509	100,719	0	485	1,100	0	0	(
Newsletters									
		32302							
		(subscribers at		14915					
WW 7 Oct - hero feature	NA	time of sending)	NA	(46.38%)	NA	544	369	NA	N/
				14860					
WW 28 Oct - quick link	NA	32,810	NA	(45.48%)	NA	22	15	NA	N/
				14949					
WW 13 Nov	NA	33,339	NA	(44.99%)	NA	19	14	NA	N/
Digital									
Homepage banner	NA	NA	NA	NA	NA	60	51	NA	N/
QR code scans (digital screen poster)	56	NA	NA	NA	NA	NA	NA	NA	N.
QR code scans (pop-up corflute)	2	NA	NA	NA	NA	NA	NA	NA	N/
QR code scans (rates brochure)	32	NA	NA	NA	NA	NA	NA	NA	N.
QR code scans (Wentworth courier)	15	NA	NA	NA	NA	NA	NA	NA	N.
QR code scans (flyer)	5	NA	NA	NA	NA	NA	NA	NA	N.
QR code scans (Beast ad)	66	NA	NA	NA	NA	NA	NA	NA	N.
QR code scans	609	NA	NA	NA	NA	NA	NA	NA	N/

The Council Chambers Consultation campaign achieved strong reach and meaningful community action across social media, newsletters and digital touchpoints. Thirteen organic social posts delivered more than 100,000 impressions and 1,100 link clicks, with the 8 October Consultation Launch post performing particularly well and driving the highest engagement.

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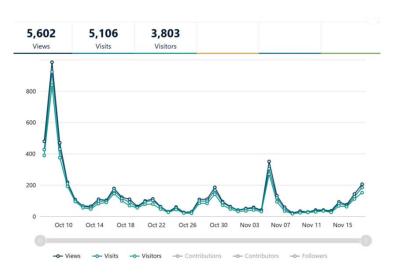
Waverley Weekly newsletter placements reached over 32,000 subscribers, achieving consistently high open rates of 44–46% and generating 585 total link clicks, demonstrating strong audience interest and relevance.

Across digital QR code placements, the campaign recorded 785 scans, capturing engagement from people already interacting with Council information in physical locations such as posters, brochures and flyers.

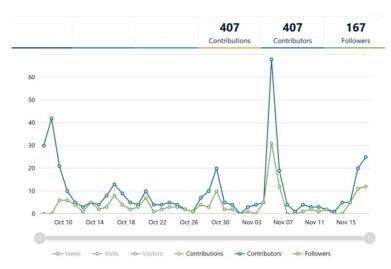
Overall, the campaign generated approximately 2,300 direct interactions, reflecting very high community interest and showing that the multi-channel approach effectively removed barriers and made it simple for residents to learn about and participate in the consultation. *Please see appendix attached for the full communications report*.

Have Your Say - Overviews

Views



Contributions

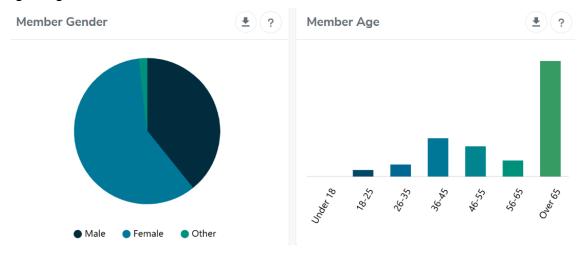


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Member demographics

Age and gender



How members were referred to Have Your Say (HYS)



Primary Referrer Details

Source	Туре	Visits
HYS	Direct	3165
Facebook	Social Media	1081
Google / Bing	Search Engine	482
www.waverley.nsw.gov.au	Website	149
Instagram	Social Media	97

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CM/7.13/25.12- Attachment 2 Page 274

Have Your Say - Questions

1. What are your preferences for the future use of the Council Chambers site?

- Community
- o Sports and Recreation
 - Cultural
- o Council administration offices, including council chambers
- Other (please specify)

2. What spaces and services should be located at the Council Chambers site? (Select all that apply)

- Flexible multi-purpose court (basketball, volleyball, badminton, netball, pickleball, floorball, roll out cricket nets, etc)
- o Flexible synthetic sports pitch (futsal, cricket nets, etc)
- o Flexible sports and recreation administration spaces
- o Flexible community organisation co-working spaces
- o Office space to accommodate not for profit community tenants
- o Hireable community spaces
- o Flexible cultural tenant co-working spaces
- Flexible exhibition/display spaces
- o Office spaces for Council administration
- o Council Chambers and ancillary spaces
- o Café
- o Function space including civic events
- o Additional car parking
- Other (please specify)....

3. Choose your top three spaces and services to be located at the Council Chambers site?

- Flexible multi-purpose court (basketball, volleyball, badminton, netball, pickleball, floorball, roll out cricket nets, etc)
- Flexible synthetic sports pitch (futsal, cricket nets, etc)
- Flexible sports and recreation administration spaces
- o Flexible community organisation co-working spaces
- o Office space to accommodate not for profit community tenants
- Hireable community spaces
- o Flexible cultural tenant co-working spaces
- o Flexible exhibition/display spaces
- o Office spaces for Council administration
- o Council Chambers and ancillary spaces
- o Café
- o Function space including civic events
- o Additional car parking

Please tell us why you selected your top three preferences.

Please add any comments to your support your selection above.

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- 4. In order of preference please rank the options. If you do not like any option, please move to the next question.
- Option 1 Full multi-purpose court, flexible community rooms and cafe (with multi-purpose court on ground floor)
- o Option 2 Full multi-purpose court, flexible community rooms and café (with an additional storey).
- Option 3 Full multi-purpose court, flexible community rooms and cafe (with multi-purpose court on top floor).
- Option 4 Council chambers, office and community meeting rooms, services upgrade and soft fit out of existing building
- 5. Please tell us why you have ranked the options in the order that you have.
- 6. Please tell us why you do not like any of the options

Have Your Say - Answers

1. What are your preferences for the future use of the Council Chambers site?

	1	2	3	4	Count	Score	Avg Rank
Community	33.60% 85	56.13% 142	9.88% 25	0.40% 1	253	2.53	1.77
Sports and recreation	68.09% 192	17.38% 49	7.45% 21	7.09% 20	282	3.02	1.54
Cultural	8.68% 19	21.46% 47	63.93% 140	5.94% 13	219	1.58	2.67
Council administration offices, including Council Chambers	15.17% 27	7.30% 13	8.99% 16	68.54% 122	178	0.93	3.31

This question was based on ranking. Respondents were asked to rank their preference from one to four. This means that for 'Community', 33.6% of all people selected it as their first preference. 56% of respondents selected it as their second preference, 10% as their third preference and 0.4% chose it as their least preferred. Sports and recreation, cultural and council administration offices all follow the same pattern.

When evaluating the entirety of the responses and their ranking to understand overall preferences, the 'score' column shows the aggregated results.

Therefore, the options chosen by community responses are ranked as follows:

- First Ranking Sports and recreation
- Second Ranking Community
- Third Ranking Cultural
- Fourth Ranking Council administration offices

There were **111** people that chose the 'other' option within this question. (Note that these people may also have answered part one of the question.) The most commonly listed suggestions are below.

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Other preferences included:

- Swimming pool (heated, indoor or lap)
- Community services for the elderly, AA, men's shed, women's services, health clinic, music and arts space, crafts
- High school
- Digital and tech hub
- Dining space / café / bar
- Parking
- Library
- · Quiet spaces
- Affordable housing / housing for the homeless
- Ice rink
- Indoor rock climbing
- Cinema
- Leave the existing building, heritage value

2. What spaces and services should be located at the Council Chambers site? (Select all that apply)

SERVICE/SPACE	PERCENTAGE	ACTUAL COUNT
Flexible multi-purpose court (basketball, volleyball, badminton, netball, pickleball, floorball, roll out cricket nets, etc)	70.02%	285
Hireable community spaces	55.04%	224
Café	49.88%	203
Flexible community organisation co-working spaces	39.07%	159
Function space including civic events	35.14%	143
Flexible synthetic sports pitch (futsal, cricket nets, etc)	30.71%	125
Flexible exhibition/display spaces	30.47%	124
Flexible sports and recreation administration spaces	29.73%	121
Additional car parking	27.76%	113
Office space to accommodate not for profit community tenants	24.57%	100
Flexible cultural tenant co-working spaces	20.88%	85
Office spaces for Council administration	15.72%	64
Council Chambers and ancillary spaces	14.99%	61
Other	10.57%	43

Forty-three people gave suggestions in the 'other 'category. These contributions were very similar to the 'other' in the first question.

Most recurring suggestions were:

- Swimming pool
- Parking
- High school
- Open green space / gardens
- Library
- Creative arts, music
- Residential

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3. Choose your top three spaces and services to be located at the Council Chambers site?

Respondents were then asked to choose three of their top 10 choices. They are listed below in order of preference.

SERVICE/SPACE	PERCENTAGE	ACTUAL COUNT
Flexible multi-purpose court (basketball, volleyball, badminton,	68.80%	280
netball, pickleball, floorball, roll out cricket nets, etc)		
Café	32.19%	131
Hireable community spaces	31.94%	130
Flexible synthetic sports pitch (futsal, cricket nets, etc)	31.70%	129
Flexible sports and recreation administration spaces	23.83%	97
Flexible community organisation co-working spaces	19.90%	81
Additional car parking	16.95%	69
Flexible exhibition/display spaces	16.46%	67
Function space including civic events	14.99%	61
Council Chambers and ancillary spaces	12.29%	50
Office space to accommodate not for profit community tenants	11.55%	47
Office spaces for Council administration	11.06%	45
Flexible cultural tenant co-working spaces	8.35%	34

Please tell us why you selected your top three preferences.

There were **331** responses to this question. For those that chose uses other than sporting, comments included keeping the venue similar to the original purpose (civic, cultural or general community space) and cited the existence of other sporting facilities in the area. These comments also supported uses that would cater for people of ages and interests.

Commentors that favoured sporting facilities, cited their view that sporting and recreation was at the heart of the Waverley area and that indoor sporting facilities had year-round benefits. Some wanted to see spaces designed for a specific sport.

A snapshot only of comments below:

- These have to be facilities that complement the overall Waverley Precinct and provide a range of sporting, cultural and community facilities in an adaptable environment.
- Why is Aquatic Centre not on the list?
- Community would benefit from more sport facilities and cultural as well.
- The area is lacking in an indoor sporting area since the pickleball courts shut in Westfield Bondi Junction. Would be wonderful to be able to play a sport safely indoors in summer months during the day.
- I think that whatever goes into the site should meet the needs of various groups of the community not limited only to sporting facilities / sporting admin and sporting offices. needs to be flexible and allow for creative arts and other events that meet needs across the wider community.
- The space should be refurbished for cultural use, especially music and performing arts organisations.
- I think there is always need for flexible indoor sporting facilities for the community to be able to hire out. This can be for local public schools in the area that may require more facilities.

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• there is always need for co-working spaces that are flexible, and small businesses can make use of to hire and use for free. With more people working in hybrid setups, it may create a nice space to connect and not feel alone. Keep the building for its original purpose and use it to foster community participation and interest in local democracy. Having a cafe will encourage people to go and use it and learn about council processes and events. Having spaces for civic events will also foster participation. We have enough focus on sport anyway and there's a massive sports space in the field next door. let's keep the building's original purpose.

- No more sports spaces, there are plenty already especially in terms of taking up space. The existing cafe serves well already, so negative competition is best.
- We selected the Flexible Multi-Purpose Indoor Court, Flexible Synthetic Sports Pitch, and Flexible Sports and Recreation Administration Spaces because together they provide the greatest community benefit, the widest participation reach, and the most efficient year-round utilisation.
- An indoor multi-purpose court unlocks strong demand across the Eastern Suburbs for sports such as basketball, volleyball, badminton, training for the football codes, netball training, and inclusive programs for children, seniors, and people with disability. Courts of this type are in critically short supply locally, especially during winter and wet weather. A facility of this scale would significantly reduce pressure on outdoor fields and ovals and ensure continuity of community sport.
- A flexible synthetic pitch allows for high-frequency, low-impact usage accommodating futsal, cricket nets, football training, school sport, and evening social competitions. This directly responds to the density and space constraints of the Waverley LGA, where greenfield expansion simply isn't possible.
- Finally, modern administration spaces are essential for the effective operation of local sporting organisations. Consolidating meeting rooms, shared work areas, education spaces, and volunteer support facilities ensures community clubs can run programs more efficiently, build capacity, and better serve participants.
- Together, these three elements enable a genuinely multi-use community sport hub that supports participation, wellbeing, volunteerism, and social connection.
- We need more netball courts and multipurpose courts especially an indoor one. This will help with keeping Australians healthy and fit. Would be good to have a cafe nearby and also space for not for profits to work that is affordable.
- Because these sorts of facilities are disappearing and so we need to have more places for kids not less. Kids are our future, and we need space for them to be kids and run and play. The we also need spaces for community and volunteer groups to meet and plot world domination... simple.
- Sports and Cafes provide community facilities for everyone and fit appropriately into the context of Waverley Park as a whole.

Please add any comments to your support your selection above.

- There were **137** responses to this question, many of which reinforced the answers that people had given in the previous comment field.
- Not enough consultation has taken place before the 4 options (3 of which are very similar) have been presented.
- In addition to the top three I would include the ability to hold theatre and performances part of the
 multi- purpose sports space. I would also include an Aquatic Centre for year-round use. All of the
 above complement the objectives and facilities of Waverley Park. The building should be a model of
 sustainability
- I feel there are sufficient sporting opportunities available in Waverley LGA, and should further sporting areas be required it might be worthwhile to look at a rebuild/extension of the Margaret Whitlam Recreation Centre, the provision of more sporting facilities comes with considerable noise

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impact for the surrounding area impacting on the quiet recreational space currently available in Waverley Memorial Park as well as for bringing more noise from the sports facilities and traffic congestion to the adjacent residential area.

- Please consider other aspects of the community as whilst sporting fields can be useful and are important, the chambers is right next to some excellent sporting facilities already. Meeting and community spaces are in short supply.
- Car parking is always going to be an issue. Indoor sports facilities are great options for people less
 mobile, elderly and people with disabilities, to be engaged. Additional parking also reduces the
 pressure on residents parking. While it is important to promote active and public transport, there is
 too much activation at Waverley Park for all users to be able to access through this transport alone.
- By having a Cafe, it brings people in to meet in a not threatening environment. Recycling, repairing
 and repurposing goods will create greater value in goods, reduce waste and council costs in cleanups and landfill, and teach people skills. A people's repair shed will be a fabulous addition to a
 community.
- Like permanent repair cafe, men shed, mend and remake, bike repair and tool library for Waverley Also, library/seeds swap corner could be useful, and people can pick a book on the way to work or to the beach! Gentrification in Bondi is destroying community, so this is a way to bring people together, sparks new connection and bring cohesion in the community
- One of the important public spaces that Waverley lacks is a town hall that can be used for meetings
 and events. Having a function space for civic events in the council chambers would be important for
 the community. There is a good cafe in the Margaret Whitlam Centre which is not utilised. There are
 plenty of other cafes around. There are sporting rooms in the MW Centre and in Waverley Park.
 - If council has rooms in Bondi Junction, then rent these rooms out for community spaces and coworking spaces as that is what they exist for at the moment. I don't think Waverley Council should spend large amounts on building a big new building given the cost of \$35 million Bronte Beach Surf Life Saving Club and other upgrades.
- Parking is absolutely shocking around there. Having just spent two years driving up all year round for
 girls' netball, in my opinion the whole area needs to be redeveloped so the hundreds of people trying
 to park there each weekend can do so without the current level of stress involved in driving up and
 parking and getting to sporting events on time.
- There is plenty of parking options and public transport, office space is available at competitive rates in BJ ... this is not the business of council, this is rate payers and public asset and should be used as such not for offices / parking / workspace etc.
- I believe it would be a waste and inefficient use to provide this for council with the new chambers and location at Bondi Junction. I would like to see it used for community groups such as Scouts, Brownies, youth groups etc
- 4. In order of preference please rank the options. If you do not like any option, please move to the next question.

	1	2	3	4	Count	Score
Option 1: Full Multipurpose Court, Flexible						
Community Rooms & Café (with	34.43%	47.13%	15.98%	2.46%	244	2.43
Multipurpose Court on Ground Floor)						
Option 2: Full Multipurpose Court, Flexible						
Community Rooms & Café (with an	62.11%	17.97%	16.02%	3.91%	256	2.75
additional storey)						

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Option 3: Full Multipurpose Court, Flexible						
Community Rooms & Café (with	9.09%	29.87%	58.44%	2.60%	231	1.80
Multipurpose Court on Top Floor)						
Option 4: Council Chambers, Office and						
Community Meeting Rooms. Services	23.83%	2.34%	2.80%	71.03%	214	1.22
Upgrade and Soft Fit out of Existing	23.63%	2.34%	2.80%	71.03%	214	1.22
Building						

This question was based on ranking. Respondents were asked to rank their preference from one to four. This means that for 'Option 1: Full Multipurpose Court, Flexible Community Rooms & Café (with Multipurpose Court on Ground Floor)', **34**% of all people selected it as their first preference. **47**% of respondents selected it as their second preference, **16**% as their third preference and **2**% chose it as their least preferred. Options two, three and four follow the same pattern. When evaluating the entirety of the responses and their ranking to understand overall preferences, the 'score' column shows the aggregated results. The closer the score is to 4 the higher the ranking of that option.

Therefore, the options chosen by community responses are ranked as follows:

- 1. Option 2: Full Multipurpose Court, Flexible Community Rooms & Café (with an additional storey)
- 2. **Option 1**: Full Multipurpose Court, Flexible Community Rooms & Café (with Multipurpose Court on Ground Floor)
- 3. **Option 3**: Full Multipurpose Court, Flexible Community Rooms & Café (with Multipurpose Court on Top Floor)
- 4. **Option 4**: Council Chambers, Office and Community Meeting Rooms. Services Upgrade and Soft Fit out of Existing Building
- 5. Please tell us why you have ranked the options in the order that you have. This is a snapshot of why people said they ranked the options as they did.
 - Option 4 is the only one that is not sports focused. it keeps the focus on the original building purpose. Option 3 at least puts the court upstairs so not the focus of the building. Options and 1 and 2 are not favoured.
 - I want the maximum space for community related events which Option 2 fits.
 - We need more community services/facilities available for all the community, even a theatre/ concert hall etc. Not just for sports there's already a large sports park which just sites empty for the most part of the year.
 - It would be good to have the sports facilities on the ground floor for ease of access. I'm not sure the expense of a 4th floor is worthwhile value for money.
 - A full indoor court is essential. Demand for indoor, multi-purpose hard-court space has significantly outstripped supply across the region, with many local clubs forced to cap participation due to limited access. This project is a rare opportunity to close that gap and support sustained growth across junior, senior, and inclusive sports. The addition of a flexible synthetic pitch provides weather-resilient training options and reduces pressure on heavily oversubscribed nearby fields such as Waverley Park, Queens Park, and school ovals. Options 2, 1 and 3 are the only options that could support future population needs, align with NSW Government priorities to increase women's and girls' participation in sport, and deliver the highest community return on investment. It provides the scale, capacity, and adaptability needed for the next 30+ years. In addition, the inclusion of a gym area and multipurpose wellness spaces, equipped with recovery facilities such as sauna, coldwater recovery, and general wellbeing amenities, would further enhance community benefit and

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support pathways, performance, and participation for all ages so the next generation of athletes, coaches and administrators can be developed locally, and represent the community on the national and international stage.

- My favourite option is number 4, the other 3 looks similar but irrelevant as the community doesn't need more sports facilities. We have enough in Bondi.
- I do not want to choose any of the above options as I don't think there is enough evidence to support any of them yet.
- Let's keep it low rise. Options 1 and 2 are very similar and practical. Let's keep it for the people, not the bureaucrats is why option 3 is my third choice.
- Marginal variations for options 1-3, so soft preferences. Indoor swimming facilities would surpass all 3 options.

Option 2 is my clear preference because it can genuinely serve as a multi-generational community hub. The additional storey means multiple programs can run simultaneously, children's basketball training while seniors meet upstairs, cultural celebrations alongside residents' association meetings, youth programs during school holidays while other community groups use separate spaces. This isn't just about more rooms, it's about reducing booking conflicts and creating a facility that welcomes everyone in the community at once, not in shifts. Option 1 ranks second because it still delivers the core community benefits with the sports court sensibly located on ground level for accessibility. Parents with prams, people with mobility issues, and heavy equipment can all access the court easily. However, the more limited space will mean community groups competing for bookings and programs being turned away during peak times. Option 3 ranks third because while it offers similar facilities to Option 1, the top-floor sports court creates real barriers. Getting basketball hoops, cricket nets, or sports equipment up three flights of stairs is impractical. For families with young kids or elderly residents interested in activities, it's less welcoming. It also means emergency evacuation is more complex for a high-activity space. Option 4 ranks last because it serves Council administration rather than community life. We've already got limited community facilities in Waverley, this is prime real estate in a high-density area that should be working hard for residents, not replicating office space Council has already found elsewhere.

- This area does not need more sporting space, it needs a cultural space. The existing building is so cool and with the right design team, it could be reimagined internally in a brilliant way.
- Option 2 has an additional storey. The more you can give the community, the better.
- Option 1 gives the multipurpose court without being too high. I don't think a cafe is needed as there is already one at the cricket pavillion. Option 2 same as above it's just bigger and more dominant in the landscape. We need an extra indoor court as it's so difficult to get access to the existing Margaret Whitlam centre. Sports club also desperately need access to safe storage around the existing netball courts! As the person running Bondi Phoenix Netball club, my car is permanently filled with equipment for training it would be nice to have a secure place we can all access (especially when I can't make it to training sessions). These areas do not need to be huge just enough space to store balls and basic sports equipment.
- Think 3 stories is good. Council are working out of boot factory now I believe, so maybe they want to stay. Waverley oval sports courts aren't open to the public, and public indoor sports courts would be amazing. Pool too if you could swing it!

6. I do not choose any of the options.

There were 41 people who did not choose any of the four options. A summary of these responses is below.

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Please tell us why you do not like any of the options

• Seems other options are all sport related, and I seem to think that the association with Easts is not a healthy thing to pursue.

- Office space can be accommodated in Bondi Junction high rises. It's a waste to use this space. Option 3 too bulky.
- There is already sports or multipurpose rooms on the site in the Margaret Whitlam stand and it is often not in use. There are more than enough cafes around. Unless you are planning to build some council housing these other options are already available. We only have one council chambers.
- Why are there no squash courts?
- There are currently extensive sporting facilities in the vicinity.
- The council chambers upgrade came last because it impacts such a tiny percentage of the community on a day-to-day basis and from what I've seen the environment is already pretty good. I think funding for the council should go towards improving and modernising online procedures and customer service.
- I would prefer NOT to have any of these options, since they do not include affordable housing.
- I don't like option 4: I think there is enough office spaces for the council as it is and not enough for the community in this area.
- There are courts in the Margaret Whitlam Centre nearby and rooms for rent in buildings in Waverley Park and other places. We have cafes galore in Bondi Road as well as quite a good cafe in the Margaret Whitlam Centre. The first three options will end up costing the community too much.
- I would prefer an aquatic centre and gym similar to Gunyama.
- There is a sports area next door. Bondi is full of cafes, and we have the pavilion. I won't be able to afford to live here and use the activities in the long term anyway as I've been outpriced. No matter how hard I work or how much I have given to community. Please fix our housing and community crisis. It is a mental health concern too as it is causing so much distress. I've had 2 separate conversations this week with locals born and bred here who have been in the surf clubs 40 years since nippers. Now having to leave their community as they can't afford to stay. This is our biggest concern. Not more netball courts.
- As noted above there is an urgent need for housing. I don't see any issue with a higher building that can have community space over the first three levels with apartments above up to 8 or 10 levels.
- Waverley is in desperate need for an indoor heated swimming pool with underground car park with lots of car parking and a number of levels of pools with a gym, water aerobics, water slide and water play.
- We don't need a cafe there there are cafes all around the area. We do not need council office space. We DO need sport facilities, community working and exhibition spaces, facilities that benefit and will be used by the broader community. We have so many people in this council living in apartments now, especially in Bondi Junction; they need facilities, we all need facilities that can be used regularly and with a real benefit to the daily lives of the people in this electorate.
- We are seeking dedicated pickleball courts to provide a full range of accessibility for all members of the community including those in full time work who require access out of business hours. We currently need to compete with schools & other sports clubs for much sought after time on the courts at the Margaret Whitlam Centre. School holidays are particularly difficult when all our normal allocated hours are cancelled to accommodate activities for school children.
- Too big / too expensive / too much traffic to an area that's already heavily congested / Bondi needs more green space.
- There are already facilities in the Margaret Whitlam Centre and Waverley Park, while there is an acute shortage of housing.

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Don't like any options. There is no need for more sporting facilities and definitely no need for more
offices

- I think they are all duplicating stuff we already have in Waverley. And leaving the urgent need for more parking at Waverley Park unaddressed.
- I don't really like any of the options as we already have spaces for these within Waverley. What we really need is a community maker space where people have access to tools and space to make and fix things. Perhaps with rotating volunteers that share their knowledge. Including things like 3D printers, laser cutters, CMC machines, lathe, bandsaw, thicknesser, etc.
- I will start a petition to highlight overwhelming support for a library in this location if you decide not to listen to the public opinion. The first 3 options are all the same. And the fourth is selfish. Council just moved into the Boot Factory and Mill Hill, why are they potentially getting more offices in option 4. These options do not reflect public sentiment. Read Instagram comments please. Essentially asking do you want eggs on toast, toast with eggs or eggs with toast. All options are pretty much the same.
- We don't need yet more sporting facilities given the proximity of the oval facilities. And if you want to locate a cafe then invest in the oval area when it would be much more likely to be patronised. The least cost for the most effect please. And it doesn't need an extra story. Proper consultation needs to take place.
- We can also consider affordable housing in this space. There is a desperate need for genuine affordable
 housing for people who are being forced out of the LGA because of extreme rental pressures. We don't
 need more sports facilities as we have ample especially with the private schools in the area that can
 share their resources in a logical and efficient way. Thank you for the opportunity to be part of this
 community consultation. I also recommend you review the multiple comments on the COUNCIL
 FACEBOOK posts with this Have your Say, there are many opinions and many concerns which reflect
 many residents issues with your proposed options.
- · Just want a pool.
- The choice in the survey is forced. It should not be between council offices and sport. These are both bad options. We needs things that facilitate community participation, discussion, collaboration, grass roots projects, and general social non-sporting interaction. Council clearly wants sports courts if there are to be courts at all (and although Council may be lobbied by sporting organisations, I don't think there's wide community support for them) they should be out of the way on the top floor, not dominating the whole ground floor where all other users of the building have to navigate around them. The old building could be largely retained and repurposed (fitted out for) community and cultural activities, possibly including a sophisticated small bar-restaurant with a large terrace. It should be more oriented to a relatively older or adult demographic than the existing cafe, rather than to the very much younger demographic also well catered for at the beach. Council offices seem to be adequately catered for in Bondi Junction.
- Because there's enough focus on sport.
- Option 4 seems the most sensible use of funds keep is simple and sweet. No more cafes!!! But again, like I said they are all pretty abysmal I think try again, none of these options are that good. Basic and boring. You put all this work and effort into the Pav, why not do something exciting again here.
- I suggest a HYBRID. A Town Hall Chambers. For all but make it the Waverley Music Community Centre so it is INCLUSIVE. Community wise. I think the focus in the options above isomer of the same and more of providing to the sports. Yes, I'm for fit, but we need to counter balance. Why didn't we put a band room to the Margaret Whitlam Centre. Why is it we don't make the Bondi Junction Precinct with shops and developments a concourse of arts and music. This WMCC could be the start of directing development and planning in our Waverley for generations to come where all over the world they will see our vision. Where is the Waverley Town Hall. Do we have to rely on the Sydney Town Hall or the Opera House. These have become slaves to the CBD. We need something here on Bondi Rd. The Chambers. THE WMCC. How good would that be. The multi room could hold band rehearsals, could hold international netball, could be an exhibit of indigenous performances, could keep going and going....

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• I would like to see this iconic building turned into a community arts hub: with a community-driven theatre, subsidised studios for artists and community art organisations, and an artist-in-residency program. There are already enough sports facilities and sites in the area. I feel that we need to place more emphasis on promoting community through the arts and bringing people together with collaborative cultural workshops and events. Spaces where for example: community choirs could practise, community environmental groups could come together to run awareness raising art workshops, lectures, inspirational speakers etc Also included within this: a workshop studio where these artists could run community-based workshops (possibly in return for cheaper rent?), with a cafe and a small gallery space. Similar has just been organised at Green Square by City of Sydney council and has existed at North Sydney Community Centre for many years.

- Way too much focus on sport and recreation. We really need quiet and contemplative spaces for creative and intellectual dialogue, community events, learning opportunities and exhibition spaces. Could house a ceramics studio, artists spaces and residencies.
- Waverley is crying out for more community space rather than sport facilities. This is the perfect space for community initiatives like a repair cafe, mend and remake, clothes, book and seeds swap, tool library and citizen assembly.
- There is a critical shortage of affordable housing in the LGA.

Have Your Say - Face to Face Pop Up

On Saturday, 1 November 2025, a two-hour face to face engagement activity was held at the Margaret Whitlam Recreation Centre.

Council staff spoke with approximately 20 community members. There was a good level interest in the future use of the chambers site and people provided constructive comments, with a view to completing the online survey.





Have Your Say - Emails

There were **11** email submissions received from a range of community stakeholders. (*Please view all records for full submission details of these.*)

- 1. One expressed concern about all sporting and recreational options.
- 2. One completed the survey by attaching a hard copy. This person chose option 2 as their first preference.

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- 3. One asked why community housing was not an option for consideration.
- 4. One recommended that the site be used for community services and spaces such as a men's / ladies' /children's shed, recycling and repair centre, film screenings.
- 5. Another submission asked Council to broaden the options from largely a sporting and recreation focus to exploring a mixed-use development that could address housing and recreational needs.
- 6. A Waverley Park community centre was proposed . The proposal suggested a multi-functional town hall, associated multi-purpose spaces and aquatic centre.
- 7. A precinct submission supported concept option 4.
- 8. Feedback from a local second grade primary school class looked at each concept option and samples of the students submission were attached, providing a rationale for why they preferred a particular design.
- 9. Another individual submission provided a fifth possible option. They chose option 3, but with an added floor that would create more amenities and allow greater architectural design flexibility.
- 10. A performance and arts space was also recommended for theatre, rehearsal and film screenings.
- 11. Another precinct submission was received by email. They supported concept option 4 citing various reasons including, existing sporting a recreational facilities, limiting noise and traffic due to proximity to residences.

Conclusion and recommendations

The community response demonstrated overall support for **concept design 2** (Full Multipurpose Court, Flexible Community Rooms & Café with an additional storey, as their first and preferred option. This was followed by **concept design 1**, Full Multipurpose Court, Flexible Community Rooms & Café with Multipurpose Court on Ground Floor, **concept design 3**: Full Multipurpose Court, Flexible Community Rooms & Café (with Multipurpose Court on Top Floor) and then **concept 4**: Council Chambers, Office and Community Meeting Rooms, Services Upgrade and Soft Fit out of Existing Building.

Within each option and preference, the community had suggestions for changes, inclusions and tailoring. These include building an additional storey to the concept designs, spaces for specific sports, as well as ensuring that access and inclusion needs were met.

There were 41 pieces of feedback where people did not choose any of the four concept design options. Of these submissions, people thought that there was enough sporting and recreational facilities in the area, and they would like to see other uses for the site. These include various community and cultural ideas, affordable housing, a swimming pool and aquatic centre, parking, arts and performance facilities, a library or green space to name a few. It should be noted that some of the suggestions in this category of responses, could be catered for within the four options.

It is recommended that staff present the results of the community consultation to council and review the feedback as part of progression to the next stage.

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WAVERLEY COUNCIL

(Council)

AND

CLUTCH DEVELOPMENTS NO.2 PTY LTD (ACN 656 805 202)

(Developer)

PLANNING AGREEMENT

(Development Contribution)
135-139 Curlewis Street, Bondi Beach

WAVERLEY COUNCIL 55 Spring Street Bondi Junction NSW 2022 DX 12006 Phone: 02 9083 8000

Facsimile: 02 9387 1820

2025_0435_9901795_011.docx

PLANNING AGREEMENT NO	_	
Section 7.4 of the Environmental Planning and Assessment A	ct,	1979

THIS AGREEMENT is made on

2025

PARTIES

WAVERLEY COUNCIL of Cnr Paul Street and Bondi Road, Bondi Junction NSW 2022 ABN 12 502 583 608 ("Council")

AND

CLUTCH DEVELOPMENTS NO.2 PTY LTD (ACN 656 805 202) Level 4 68-72 Waterloo Road, Macquarie Park NSW 2113

("Developer")

BACKGROUND/RECITALS

- **A.** The Developer is the registered proprietor of the Land.
- **B.** The Council is the local authority constituted under the Local Government Act 1993 and the planning and consent authority constituted under the Act.
- C. On 27 May 2025 the Developer lodged a modification application, (herein the Development Application) with Council to modify development consent DA 381/2023 in respect to carrying out the Development on the Land.
- D. On 1 July 2025 an offer was made to Council by the Developer in connection with the Development Application, to enter into this Agreement and to make the Development Contribution to be applied towards a public purpose in accordance with Council's Planning Agreement Policy.
- E. The Development Consent was granted on 4 September 2025 (being modification A).
- F. This Agreement is consistent with the Developer's offer referred to in Recital D.

OPERATIVE PROVISIONS:

1 PLANNING AGREEMENT UNDER THE ACT

The parties agree that this Agreement is a planning agreement governed by Section 7.4 and Subdivision 2 of Division 7.1 of Part 7 of the Act.

2 APPLICATION OF THIS AGREEMENT

This Agreement applies to the Land and to the Development proposed in the Development Application.

3 OPERATION OF THIS AGREEMENT

This Agreement shall take effect on and from the date of this Agreement. The parties must execute and enter into this Agreement as soon as possible after the Development Consent is granted and prior to the issue of any Construction Certificate for the Development.

4 DEFINITIONS AND INTERPRETATION

4.1 **Definitions**

In this Agreement unless the context otherwise requires:

"Act" means the Environmental Planning and Assessment Act 1979 (NSW);

"Agreement" means this agreement;

"Bank Guarantee" means an irrevocable and unconditional undertaking by a trading bank approved by the Council to pay the Development Contribution amount on demand without an expiry or end date and containing terms and conditions acceptable to Council and in accordance with clause 9 of this Agreement;

"Business Day" means a day that is not a Saturday, Sunday or public holiday, on which banks are open for general services in Sydney, New South Wales;

"Caveat Form" means an irrevocable authority to Waverley Council to register and maintain a caveat on the Land, in a form acceptable to Council and executed by the owner of the Land, or such other form of owner's consent to caveat as may be required by Council;

"Certifying Authority" means any accredited private certifier including where appropriate, a Principal Certifying Authority (PCA) appointed or to be appointed to certify the Development or any aspect of it;

"Council" means Waverley Council and herein includes any local government authority with which that Waverley Council may merge or any other local government authority responsible for a local government area that the Land is located within;

"Construction Certificate" means any construction certificate as referred to in s 6.4 of the Act in respect of the Development Consent;

"Development" means the development the subject of the Development Application described in item 4 of the Schedule;

"Development Application" means the development application referred to in item 3 of the Schedule:

"Development Consent" means the development consent granted in respect of the Development Application described in item 3 of the Schedule as may be modified;

"Development Contribution" means the amount of money referred to in item 5 of the Schedule;

"Development Contribution Date" means the time the Development Contribution is to be paid as specified in item 7 of the Schedule;

"GST" has the same meaning as in the GST Law;

"GST Law" has the meaning given to that term in A New Tax System (Goods and Services Tax) Act 1999 (Cth) and any other Act or regulation relating to the imposition or administration of the GST;

"Land" means the land described in item 2 of the Schedule and any consolidation or subdivision thereof;

"Occupation Certificate" means any occupation certificate as referred to in s 6.4 of the Act in respect of the Development Consent;

"Party" means a party to this Agreement including their successors and assigns;

"Public Purpose" for the purpose of this Agreement means the public purpose described in item 6 of the Schedule;

"Registration Application" means an application for registration of this Agreement as a planning agreement on the title of the Land pursuant to Section 7.6 of the Act in a form approved by the Registrar General;

"Schedule" means the schedule to this Agreement.

4.2 Interpretation

In the interpretation of this Agreement, the following provisions apply unless the context otherwise requires:

- (a) Headings are inserted for convenience only and do not affect the interpretation of this Agreement;
- (b) A reference in this Agreement to a business day means a day other than a Saturday or Sunday on which banks are open for business generally in Sydney, New South Wales;
- (c) If the day on which any act, matter or thing is to be done under this Agreement is not a business day, the act, matter or thing must be done on the next business day;
- (d) A reference in this Agreement to dollars or \$ means Australian dollars and all amounts payable under this Agreement are payable in Australian dollars;

(e) A reference in this Agreement to any law, legislation or legislative provision includes any statutory modification, amendment or re-enactment, and any subordinate legislation or regulations issued under that legislation or legislative provision;

- (f) A reference in this Agreement to any agreement, Agreement or document is to that agreement, Agreement or document as amended, novated, supplemented or replaced;
- (g) A reference to a clause, part, schedule or attachment is a reference to a clause, part, schedule or attachment of or to this Agreement;
- (h) An expression importing a natural person includes any company, trust, partnership, joint venture, association, body corporate or governmental agency;
- Where a word or phrase is given a defined meaning, another part of speech or other grammatical form in respect of that word or phrase has a corresponding meaning;
- A word which denotes the singular denotes the plural, a word which denotes the plural denotes the singular, and a reference to any gender denotes the other genders;
- (k) References to the word 'include' or 'including' are to be construed without limitation;
- (I) A reference to this Agreement includes the agreement recorded in this Agreement;
- (m) A reference to a party to this Agreement includes a reference to the servants, agents and contractors of the party, and the party's successors and assigns; and
- (n) Any schedules and attachments form part of this Agreement.

5 DEVELOPMENT CONTRIBUTION TO BE MADE UNDER THIS AGREEMENT

- 5.1 The Developer agrees to make, and the Council agrees to accept, the Development Contribution to be applied for the Public Purpose.
- 5.2 The Developer must pay the Development Contribution to the Council by bank cheque prior to the Development Contribution Date and time is essential in this respect.
- Notwithstanding any other provision herein, the Development Contribution herein, being as set out in condition 16A of the Development Consent and the offer made by the Developer referred to in Recital D, is subject to increase in accordance with paragraph 7 of the said offer.

6 APPLICATION OF THE DEVELOPMENT CONTRIBUTION

6.1 The Council will apply the Development Contribution towards the Public Purpose as soon

as practicable.

7 APPLICATION OF S7.11 AND S7.12 OF THE ACT TO THE DEVELOPMENT

7.1 This Agreement does not exclude the application of Sections 7.11, 7.12 or 7.24 of the Act to the Development.

7.2 The Development Contribution provided by the Developer will not be taken into consideration in determining any development contribution under Section 7.11, 7.12 or 7.24 of the Act.

7A APPLICATION OF OTHER SPECIFIC CONDITIONS OF CONSENT

7.1A The Development Consent condition 17 which relates to the Housing and Productivity Contribution of \$41,972.44 and condition 16 which provides for an affordable housing contribution under clause 6.17 of the WLEP of \$137,200 are separate contributions to the Development Contribution under this Agreement and are payable by the Developer in addition to the Development Contribution under this Agreement.

8 REGISTRATION OF THIS AGREEMENT

- 8.1 The Parties agree this Agreement is to be registered by the Registrar-General as provided for in section 7.6 of the Act.
- 8.2 The Developer warrants that they have done everything necessary to enable this Agreement to be registered under section 7.6 of the Act.
- 8.3 Without limiting clause 8.2, the Developer warrants that they have obtained the express written consent to the registration of this Agreement under section 7.6 of the Act from:
 - (a) If this Agreement relates to land under the *Real Property Act 1900*, each person who has an estate or interest in the Land registered under that Act; or
 - (b) If this Agreement relates to land not under the *Real Property Act 1900*, each person who is seized or in possessed of an estate or interest in the Land.
- 8.4 Within 14 days of entering into this Agreement and prior to the issue of any Construction Certificate for the Development, the Developer will at their cost arrange and effect registration of this Agreement under s7.6 upon the title to the Land and as soon as possible will:
 - (a) deliver to the Council the Registration Application in registrable form noting the Council as applicant and executed by the owner of the Land and any other person the subject of the warranty in clause 8.3;
 - (b) provide the Council with a cheque in favour of the Council for the registration fees (including PEXA fees) for registration of this Agreement;
 - (c) provide the Council with a cheque in favour of the Council for its reasonable

- costs, expenses and fees incurred or to be incurred in connection with the preparation of this Agreement and any documents, form or instrument created or to be created in accordance with the provisions of this Agreement; and
- (d) take any other necessary action so as to ensure this Agreement is registered on the title to the Land prior to the issue of any Construction Certificate.
- 8.5 Upon compliance with clause 8.4 by the Developer the Council will promptly lodge the Registration Application with the Registrar General.
- 8.6 The Parties will co-operate with each other to ensure that the Agreement is registered by the Registrar General.
- 8.7 Upon payment of the Development Contribution or surrender of the Development Consent, the Developer may request in writing the removal of the dealing created by registration of the Agreement from the title to the Land. The Council will not withhold its consent to such removal, provided the Developer pays all reasonable costs, expenses and fees of the Council relating to such removal.
- 8.8 Should payment of the Development Contribution occur upon the date of this Agreement and prior to issue of a Construction Certificate, then there will be no obligation to register this Agreement in accordance with this clause nor provide the Bank Guarantee in accordance with clause 9.1.
- 8.9 Upon registration of this Agreement by the Registrar General, this Agreement is binding on, and is enforceable against the owner of the Land from time to time as if each owner for the time being had entered into this Agreement.

9 BANK GUARANTEE

9.1 Provision of Bank Guarantee

- (a) Subject to clause 8.8, prior to the issue of any Construction Certificate for the Development, the Developer must deliver to the Council a Bank Guarantee, which must be:
 - in a form and from an institution approved by the Council;
 - (ii) irrevocable and unconditional;
 - (iii) with no expiry date;
 - (iv) issued in favour of the Council;
 - (v) for an amount equivalent to the Development Contribution set out in Item 5 of the Schedule;
 - (vi) drafted to cover all of the Developer's obligations under this Agreement; and
 - (vii) on the terms otherwise satisfactory to the Council.
- (b) The Developer acknowledges that the Council enters into this Agreement in

consideration of the Developer providing the Bank Guarantee as a security for the performance of all of the Developer's obligations under this Agreement, including without limitation the delivery of the Development Contribution to Council in accordance with this Agreement.

9.2 Calling on Bank Guarantee

- (a) The Council may call on the Bank Guarantee in the event that the Developer:
 - (i) fails to make a payment of any part of the Development Contribution in accordance with this Agreement or any other amount payable under this Agreement by its due date for payment; or
 - (ii) breaches any other term or condition of this Agreement,

and fails to remedy the relevant failure or breach within 7 days after the Council's notice.

(b) If the Council calls on the Bank Guarantee as a result of the Developer's failure to pay any amount due under this Agreement, then the Council will apply the amount received pursuant to its claim on the Bank Guarantee towards the Developer's obligation to pay the relevant amount and will deduct that amount from the total amount payable under this Agreement. In those circumstances, the Developer will be required to pay to the Council any outstanding balance of the Development Contribution and other amounts payable under this Agreement.

9.3 Return of Bank Guarantee

Subject to clause 9.2, provided that the Developer has complied with its obligations under this Agreement, to pay the Development Contribution or any other amount payable under this Agreement, the Council will return the Bank Guarantee to the Developer.

10 REVIEW OF THE AGREEMENT

Any amendment or review of this Agreement shall be by agreement in writing and in compliance with section 7.5 of the Act.

11 DISPUTE RESOLUTION

11.1 Notice of dispute

If a Party claims that a dispute has arisen under this Agreement ("Claimant"), it must give written notice to the other Party ("Respondent") stating the matters in dispute and designating as its representative a person to negotiate the dispute ("Claim Notice"). No Party may start Court proceedings (except for proceedings seeking interlocutory relief) in respect of a dispute unless it has first complied with this clause.

11.2 Response to notice

Within ten business days of receiving the Claim Notice, the Respondent must notify the Claimant of its representative to negotiate the dispute.

11.3 The nominated representative must:

- Meet to discuss the matter in good faith within five business days after services by the Respondent of notice of its representatives;
- (ii) Use reasonable endeavours to settle or resolve the dispute within15 business days after they have met.

11.4 Further notice if not settled

If the dispute is not resolved within 15 business days after the nominated representatives have met, either Party may give to the other a written notice calling for determination of the dispute ("Dispute Notice") by mediation under clause 11.5 or by expert determination under clause 11.6.

11.5 Mediation

If a Party gives a Dispute Notice calling for the dispute to be mediated:

- (i) The Parties must agree to the terms of reference of the mediation within five business days of the receipt of the Dispute Notice (the terms shall include a requirement that the mediation rules and the Institute of Arbitrators and Mediators Australia (NSW Chapter) apply);
- (ii) The mediator will be agreed between the Parties, or failing agreement within five business days of receipt of the Dispute Notice, either Party may request the President of the Institute of Arbitrators and Mediators Australia (NSW Chapter) to appoint a mediator;
- (iii) The mediator appointed pursuant to this Clause 11.5 must:
 - (a) Have reasonable qualifications and practical experience in the area of disputes; and
 - (b) Have no interest or duty which conflicts or may conflict with his function as mediator, he being required to fully disclose any such interest or duty before his appointment;
- (iv) The mediator shall be required to undertake to keep confidential all matters coming to his knowledge by reason of his appointment and performance of his duties;
- (v) The Parties must within five business days of receipt of the Dispute Notice notify each other of their representatives who will be involved in the mediation;
- (vi) The Parties agree to be bound by a mediation settlement and may only initiate judicial proceedings in respect of a dispute which is the subject of a mediation settlement for the purpose of enforcing that mediation settlement;
- (vii) In relation to costs and expenses:

(a) Each Party will bear their own professional and expert costs incurred in connection with the mediation; and

(b) The cost for the mediator will be shared equally by the Parties unless the mediator determines a Party has engaged in vexatious or unconscionable behaviour in which case the mediator may require the full cost of the mediation to be borne by that Party.

11.6 Expert Determination

If the dispute is not resolved under clause 11.3 or 11.5 the dispute may, by agreement between the Parties, both acting reasonably having regard to the nature of the dispute, be resolved by expert determination, in which event:

- (i) The dispute must be determined by an independent expert in the relevant field:
 - (a) Agreed upon and appointed jointly by the Council and the Developer; or
 - (b) In the event that no agreement is reached or appointment made within 30 business days, appointed on application of a Party by the then current President of the Law Society of New South Wales;
- (ii) The expert must be appointed in writing and terms of the appointment must not be inconsistent with this clause;
- (iii) The determination of the dispute by such expert will be made as an expert and not as an arbitrator and will be in writing and containing reasons for the determination;
- (iv) The expert will determine the rules of the conduct for the process, but must conduct the process in accordance with the rules of natural justice;
- (v) Each Party will bear its own costs in connection with the process and the determination by the expert together with an equal proportion of the expert's fees and costs; and
- (vi) Any determination made by an expert pursuant to this clause is final and binding upon the Parties except where the determination is in respect of, or relates to, termination or purported termination of this Agreement by any Party, in which event the expert is deemed to be giving a non-binding appraisal and any Party may commence litigation in relation to the dispute if it has not been resolved within 20 business days of the expert giving his or her decision.

11.7 Litigation

If the dispute is not finally resolved in accordance with this clause 11, either Party is at liberty to litigate the dispute.

11.8 Continue to Perform Obligations

Each Party must continue to perform its obligations under this Agreement, notwithstanding the existence of a dispute.

12 ENFORCEMENT

12.1 Nothing in this Agreement prevents the Council from exercising any function under the Act or any other Act or law relating to the enforcement of any aspect of this Agreement (including the breach of this Agreement by the Developer) or any matter to which this Agreement relates.

- 12.2 Until such time as the Development Contribution has been paid in full, an Occupation Certificate must not be issued and the Developer must:
 - (a) notify the Council in writing of the name and contact details of any Certifying Authority to which it has applied for an Occupation Certificate at the same time that such application is made;
 - (b) at the time it lodges any application for an Occupation Certificate notify the Certifying Authority in writing of the existence and terms of this Agreement;
 - (c) procure and provide to Council a written acknowledgement from the Certifying Authority addressed to Council confirming that the Certifying Authority will not issue an Occupation Certificate until Council provides written confirmation that the Development Contribution has been paid; and
 - (d) not rely on any Occupation Certificate in respect to the Development.

12.3 The Developer acknowledges and agrees that:

- (a) the Land is charged with the payment to Council of the Development Contribution until the Development Contribution is paid in full to Council;
- (b) Council has a caveatable interest in the Land from the later of the date of the Development Consent and this Agreement until the Development Contribution and any other monies due to Council under this Agreement are paid in full to Council;
- (c) Council has the right to lodge and maintain a caveat against the title to the Land to notify of and protect its interest created by this Agreement (including the charge in (a), until the Development Contribution and any other monies due to Council under this Agreement are paid in full to Council;
- (d) unless the Development Contribution is paid to Council by the Developer upon entering into this Agreement, the Developer shall provide Council with the Caveat Form; and
- (e) Upon payment of the Development Contribution, the Developer may request in writing the removal of the caveat from the title to the Land. The Council will not withhold its consent to such removal, provided the Developer pays all reasonable costs, expenses and fees of the Council relating to such removal and has complied with all its obligations under this Agreement.

13 NOTICES

13.1 Any notice, consent, information, application or request that must or may be given or made to a Party under this Agreement is only given or made if it is in writing and sent in one of the following ways:

- (a) delivered or posted to that Party at its address set out below in Item 8 of the Schedule;
- (b) faxed to that Party at its fax number set out below in Item 8 of the Schedule;
- (c) emailed to that Party at its email address set out below in Item 8 of the Schedule.
- 13.2 If a Party gives the other Party 3 business days' notice of a change of its address or fax number, any notice, consent, information, application or request is only given or made by that other Party if it is delivered, posted or faxed to the latest address or fax number.
- 13.3 Any notice, consent, information, application or request is to be treated as given or made at the following time:
 - (a) If it is delivered, when it is left at the relevant address.
 - (b) If it is sent by post, 2 business days after it is posted.
 - (c) If it is sent by fax, as soon as the sender receives from the sender's fax machine a report of an error free transmission to the correct fax number.
- 13.4 If any notice, consent, information, application or request is delivered, or an error free transmission report in relation to it is received, on a day that is not a business day, or if on a business day, after 5pm on that day in the place of the Party to whom it is sent, it is to be treated as having been given or made at the beginning of the next business day.

14 APPROVALS AND CONSENT

Except as otherwise set out in this Agreement, and subject to any statutory obligations, a Party may give or withhold an approval or consent to be given under this Agreement in that Party's absolute discretion and subject to any conditions determined by the Party. A Party is not obliged to give its reasons for giving or withholding consent or for giving consent subject to conditions.

15 ASSIGNMENT AND DEALINGS

Until the Development Contribution is paid in full, the Developer cannot sell, transfer, assign, novate, charge, encumber or otherwise deal with the Land or attempt or purport to do so.

16 COSTS

Council's costs of and incidental to the preparation and execution of this Agreement and any related documents and registration of same shall be borne by the Developer. The Developer shall be responsible to pay its own costs and any stamp duty arising from this Agreement or its preparation.

17 ENTIRE AGREEMENT

This Agreement contains everything to which the Parties have agreed in relation to the matters it deals with. No Party can rely on an earlier document, or anything said or done by another Party, or by a director, officer, agent or employee of that Party, before this Agreement was executed, except as permitted by law.

18 FURTHER ACTS

Each Party must promptly execute all documents and do all things that another Party from time to time reasonably requests to affect, perfect or complete this Agreement and all transactions incidental to it.

19 GOVERNING LAW AND JURISDICTION

This Agreement is governed by the law of New South Wales. The Parties submit to the nonexclusive jurisdiction of its courts and courts of appeal from them. The Parties will not object to the exercise of jurisdiction by those courts on any basis.

20 JOINT AND INDIVIDUAL LIABILITY AND BENEFITS

Except as otherwise set out in this Agreement, any agreement, covenant, representation or warranty under this Agreement by 2 or more persons binds them jointly and each of them individually, and any benefit in favour of 2 or more persons is for the benefit of them jointly and each of them individually.

21 NON FETTER

The Developer acknowledges and agrees that:

- in addition to its obligations under this Agreement the Council is also responsible for the conduct and administration of local government in the Waverley Local Government Area;
- (b) this Agreement in no way affects Council's statutory obligations, functions or powers, including without limitation, its obligations, functions or powers in respect of the Development Application, Development Consent and any other approvals required in respect of the works to be carried out under the Development Consent:
- nothing which the Council does or fails to do under this Agreement will limit or otherwise affect the Developer's obligations under the Development Consent;

and

(d) nothing which the Council does, fails to do or purports to do in performing the Council's statutory functions or powers will constitute or amount to a breach of this Agreement.

22 REPRESENTATIONS AND WARRANTIES

The Parties represent and warrant that they have power to enter into this Agreement and comply with their obligations under the Agreement and that entry into this Agreement will not result in the breach of any law.

23 SEVERABILITY

If a clause or part of a clause of this Agreement can be read in a way that makes it illegal, unenforceable or invalid, but can also be read in a way that makes it legal, enforceable and valid, it must be read in the latter way. If any clause or part of a clause is illegal, unenforceable or invalid, that clause or part is to be treated as removed from this Agreement, but the rest of this Agreement is not affected.

24 MODIFICATION

No modification of this Agreement will be of any force or effect unless it is in writing and signed by the Parties to this Agreement.

25 WAIVER

The fact that a Party fails to do, or delays in doing, something the Party is entitled to do under this Agreement, does not amount to a waiver of any obligation of, or breach of obligation by, another Party. A waiver by a Party is only effective if it is in writing. A written waiver by a Party is only effective in relation to the particular obligation or breach in respect of which it is given. It is not to be taken as an implied waiver of any other obligation or breach or as an implied waiver of that obligation or breach in relation to any other occasion.

26 GOODS & SERVICES TAX

- 26.1 The Parties agree and acknowledge, all amounts payable by one party to the other party in relation to a supply under this Agreement have been calculated exclusive of GST which may be imposed on the supply.
- 26.2 If any supply made under this Agreement is, or becomes, subject to GST, the party to whom the supply is made ("**Recipient**") must pay to the party making the supply

("Supplier"), as consideration, in addition to any consideration payable or to be provided elsewhere in this Agreement, subject to issuing a Valid Tax Invoice, an additional amount on account of GST, such amount to be calculated by multiplying the consideration by the applicable rate of GST.

- 26.3 Any amount in respect of GST payable under clause 26.2 must be paid to the Supplier immediately on receipt of the Valid Tax Invoice.
- 26.4 If any party is required to reimburse or indemnify the other party for a cost or expense ("Cost") incurred by the other party, the amount of that Cost for the purpose of this Agreement is the amount of the Cost incurred, less the amount of any credit for, or refund of, GST, which the party incurring the Cost is entitled to claim in respect of the Cost.

27 **EXECUTION IN TRIPLICATE**

- 27.1 The Parties shall execute this Agreement in triplicate so as to provide one original signed by both parties and a further copy for registration of the Agreement under s7.6 of the Act. This Agreement will be dated on the day of execution by all Parties.
- 27.2 If permitted at law and in accordance with the Council protocols, this agreement may be executed electronically by a party using Docusign (or a similar secure digital signature platform), or by affixing an electronic signature.
- 27.3 Subject to clause 27.2, The parties agree to be bound by the electronic version of this agreement which has been signed in accordance with this clause.
- 27.4 Subject to clause 27.2, The parties agree they will be bound by, have complied with and will comply with the Electronic Transactions Act 2000 (NSW) and any terms and conditions of Docusign (or similar secure digital signature platform), in relation to the execution of this Agreement.

SCHEDULE

Item Number	<u>Particulars</u>	<u>Description</u>
1	Developer	CLUTCH DEVELOPMENTS NO.2 PTY LTD
2	Land	135-139 CURLEWIS STREET, BONDI BEACH (LOT 1 SP 20512, LOT 2 SP20512, LOT 3 SP 20512, LOT 4 SP 20512, CP SP 20512)
3	Development Application	DA381/2023/A
4	Development (description)	DEMOLITION AND CONSTRUCTION OF A FOUR STOREY SHOP TOP HOUSING DEVELOPMENT WITH BASEMENT PARKING.
5	Development Contribution	\$21,000
6	Public Purpose	CURLEWIS STREET STREETSCAPE UPGRADE, FLOOD RISK MANAGEMENT PROJECTS IN THE BONDI BASIN
7	Development Contribution Date	PRIOR TO THE ISSUE OF ANY
	(Payment date for the	OCCUPATION CERTIFICATE IN
	Development Contribution)	RESPECT OF THE DEVELOPMENT
8	Developer Address	LEVEL 4, 68-72 WATERLOO ROAD, MACQUARIE PARK NSW 2113
9	Developer Fax	N/A
10	Developer Email	ncartwright@createdbyclutch.com.au
11	Council Address	CORNER PAUL STREET AND BONDI ROAD, BONDI JUNCTION NSW 2022
12	Council Fax	(02) 9387 1820
13	Council Email	info@waverley.nsw.gov.au

CM/7.16/25.12- Attachment 1

EXECUTED by WAVERLEY COUNCIL under delegated authority in accordance with Section 377 of the Local Government Act, 1993.

EMILY SCOTT

General Manager

EXECUTED by CLUTCH DEVELOPMENTS NO2 PTY LTD (ACN 656 805 202)

In accordance with section 127 of the Corporations Act 2001

NICHOLAS JOHN ROSS

Sole Director/Secretary

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WAVERLEY COUNCIL

(Council)

AND

HSN PROPERTY GROUP PTY LTD (ACN 632 854 810)

(Developer)

AND

CURLEWIS INVESTMENT BY HSN PTY LTD (ACN 646 316 396)

CURLEWIS ST BONDI PTY LTD (ACN 646 270 662)

(Landowner)

PLANNING AGREEMENT

(Development Contribution)

WAVERLEY COUNCIL 55 Spring Street Bondi Junction NSW 2022 DX 12006 Phone: 02 9083 8000

Facsimile: 02 9387 1820

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CM/7.16/25.12- Attachment 2 Page 304

PLANNING AGREEMENT NO		
7.4 of the Environmental Planning and Assessment Ac	t.	1979

THIS AGREEMENT is made on

2024

PARTIES

WAVERLEY COUNCIL of Cnr Paul Street and Bondi Road, Bondi Junction NSW 2022 ABN 12 502 583 608 ("Council")

AND

HSN PROPERTY GROUP PTY LTD (ACN 632 854 810) of Level 2, 59 Wentworth Avenue, Kingston ACT 2604 ("**Developer**")

AND

CURLEWIS INVESTMENT BY HSN PTY LTD (ACN 646 316 396) of Level 2, 59 Wentworth Avenue, Kingston ACT 2604

CURLEWIS ST BONDI PTY LTD (ACN 646 270 662) of Level 12, 167 Hastings Parade, North Bondi NSW 2026 ("**Landowner**")

BACKGROUND/RECITALS

- **A.** The Developer is the Applicant in respect of the Development Application.
- **B.** Curlewis Investment By HSN Pty Ltd (ACN 646 316 396) and Curlewis St Bondi Pty Ltd (ACN 646 270 662) are the registered proprietors of the Land as tenants in common in equal shares, herein collectively referred to as the Landowner.
- **C.** The Council is the local authority constituted under the Local Government Act 1993 and the planning and consent authority constituted under the Act.
- D. On 3 September 2021 the Developer made a development application, DA-355/2021, to Council for development consent to carry out development on the Land. Development consent was granted on 25 May 2022.

E. On 4 October 2022 the Developer made Development Application DA-355/2021/A to Council to modify development consent, DA-355/2021.

- **F.** On 29 March 2023 the Developer made an offer, with the consent and agreement of the Landowner, to enter into this Agreement to make the Development Contribution to be applied towards a public purpose in accordance with Council's Planning Agreement Policy.
- **G.** The Development Consent was granted on 17 April 2023.
- H. This Agreement is consistent with the Developer's offer referred to in Recital F.

OPERATIVE PROVISIONS:

1 PLANNING AGREEMENT UNDER THE ACT

The parties agree that this Agreement is a planning agreement governed by Section 7.4 and Subdivision 2 of Division 7.1 of Part 7 of the Act.

2 APPLICATION OF THIS AGREEMENT

This Agreement applies to the Land and to the Development proposed in the Development Application, as may be modified.

3 OPERATION OF THIS AGREEMENT

This Agreement shall take effect on and from the date of this Agreement. The parties must execute and enter into this Agreement as soon as possible after the Development Consent is granted and prior to any Construction Certificate issuing for the Development.

4 DEFINITIONS AND INTERPRETATION

4.1 **Definitions**

In this Agreement unless the context otherwise requires:

"Act" means the Environmental Planning and Assessment Act 1979 (NSW);

"Agreement" means this agreement;

"Bank Guarantee" means an irrevocable and unconditional undertaking by a trading bank approved by the Council to pay the Development Contribution amount on demand without an expiry or end date and containing terms and conditions acceptable to Council and in accordance with clause 9 of this Agreement;

"Business Day" means a day that is not a Saturday, Sunday or public holiday, on which banks are open for general services in Sydney, New South Wales;

"Caveat Form" means an irrevocable authority to Waverley Council to register and maintain a caveat on the Land, in a form acceptable to Council and executed by the Landowner, or such other form of owner's consent to caveat as may be required by Council;

- "Certifying Authority" means any accredited private certifier including where appropriate, a Principal Certifying Authority (PCA) appointed or to be appointed to certify the Development or any aspect of it;
- "Council" means Waverley Council and herein includes any local government authority with which that Waverley Council may merge or any other local government authority responsible for a local government area that the Land is located within;
- "Construction Certificate" means any construction certificate as referred to in s 6.4 of the Act in respect to the Development;
- "Development" means the development the subject of the Development Application described in item 4 of the Schedule;
- "Development Application" means the development application referred to in item 3 of the Schedule;
- "Development Consent" means the development consent granted in respect of the Development Application described in item 3 of the Schedule;
- "Development Contribution" means the amount of money referred to in item 5 of the Schedule;
- "Development Contribution Date" means the time the Development Contribution is to be paid as specified to in item 7 of the Schedule;
- "GST" has the same meaning as in the GST Law;
- "GST Law" has the meaning given to that term in A New Tax System (Goods and Services Tax) Act 1999 (Cth) and any other Act or regulation relating to the imposition or administration of the GST;
- "Land" means the land described in item 2 of the Schedule and any consolidation or subdivision thereof;
- "Landowner" means the registered proprietor(s) of the Land;
- "Occupation Certificate" means any occupation certificate as referred to in s 6.4 of the Act in respect to the Development;
- "Party" means a party to this Agreement including their successors and assigns;
- "Public Purpose" for the purpose of this Agreement means the public purpose described in item 6 of the Schedule;
- "Registration Application" means an application for registration of this Agreement as a planning agreement on the title of the Land pursuant to Section 7.6 of the Act in a form approved by the Registrar General;
- "Schedule" means the schedule to this Agreement.

4.2 Interpretation

In the interpretation of this Agreement, the following provisions apply unless the context otherwise requires:

- (a) Headings are inserted for convenience only and do not affect the interpretation of this Agreement;
- (b) A reference in this Agreement to a business day means a day other than a Saturday or Sunday on which banks are open for business generally in Sydney, New South Wales;
- (c) If the day on which any act, matter or thing is to be done under this Agreement is not a business day, the act, matter or thing must be done on the next business day;
- (d) A reference in this Agreement to dollars or \$ means Australian dollars and all amounts payable under this Agreement are payable in Australian dollars;
- (e) A reference in this Agreement to any law, legislation or legislative provision includes any statutory modification, amendment or re-enactment, and any subordinate legislation or regulations issued under that legislation or legislative provision;
- (f) A reference in this Agreement to any agreement, Agreement or document is to that agreement, Agreement or document as amended, novated, supplemented or replaced;
- (g) A reference to a clause, part, schedule or attachment is a reference to a clause, part, schedule or attachment of or to this Agreement;
- (h) An expression importing a natural person includes any company, trust, partnership, joint venture, association, body corporate or governmental agency;
- Where a word or phrase is given a defined meaning, another part of speech or other grammatical form in respect of that word or phrase has a corresponding meaning;
- A word which denotes the singular denotes the plural, a word which denotes the plural denotes the singular, and a reference to any gender denotes the other genders;
- (k) References to the word 'include' or 'including' are to be construed without limitation;
- (I) A reference to this Agreement includes the agreement recorded in this Agreement;
- (m) A reference to a party to this Agreement includes a reference to the servants, agents and contractors of the party, and the party's successors and assigns; and
- (n) Any schedules and attachments form part of this Agreement.

5 DEVELOPMENT CONTRIBUTION TO BE MADE UNDER THIS AGREEMENT

5.1 The Developer and Landowner agree to make, and the Council agrees to accept, the Development Contribution to be applied for the Public Purpose.

5.2 The Developer and Landowner must pay the Development Contribution to the Council by bank cheque on or before the Development Contribution Date and time is essential in this respect.

6 APPLICATION OF THE DEVELOPMENT CONTRIBUTION

6.1 The Council will apply the Development Contribution towards the Public Purpose as soon as practicable.

7 APPLICATION OF S7.11 AND S7.12 OF THE ACT TO THE DEVELOPMENT

- 7.1 This Agreement does not exclude the application of Sections 7.11,7.12 or 7.24 of the Act to the Development.
- 7.2 The Development Contribution to be paid under this Agreement will not be taken into consideration in determining any development contribution under Section 7.11 or 7.12 of the Act.

8 REGISTRATION OF THIS AGREEMENT

- 8.1 The Parties agree this Agreement is to be registered by the Registrar-General as provided for in section 7.6 of the Act.
- 8.2 The Developer and Landowner warrant that they have done everything necessary to enable this Agreement to be registered under section 7.6 of the Act.
- 8.3 Without limiting clause 8.2, the Developer and Landowner warrant that they have obtained the express written consent to the registration of this Agreement under section 7.6 of the Act from:
 - (a) If this Agreement relates to land under the *Real Property Act 1900*, each person who has an estate or interest in the Land registered under that Act; or
 - (b) If this Agreement relates to land not under the *Real Property Act 1900*, each person who is seized or in possessed of an estate or interest in the Land.
- 8.4 Within 14 days of entering into this Agreement and in any event prior to the issue of a Construction Certificate for the Development, the Developer and Landowner will at their cost arrange and effect registration of this Agreement under s7.6 upon the title to the Land and as soon as possible will:
 - (a) deliver to the Council the Registration Application in registrable form noting the Council as applicant and executed by the Landowner and any other person the subject of the warranty in clause 8.3;

(b) provide the Council with a cheque in favour of NSW Land Registry Services, NSW for the registration fees for registration of this Agreement;

- (c) provide the Council with a cheque in favour of the Council for its reasonable costs, expenses and fees incurred or to be incurred in connection with the preparation of this Agreement and any documents, form or instrument created or to be created in accordance with the provisions of this Agreement; and
- (d) and take any other necessary action so as to ensure this Agreement is registered on the title to the Land prior to the issue of any Construction Certificate for the Development.
- 8.5 Upon compliance with clause 8.4 by the Developer and Landowner the Council will promptly lodge the Registration Application with the Registrar General.
- 8.6 The Parties will co-operate with each other to ensure that the Agreement is registered by the Registrar General.
- 8.7 Upon payment of the Development Contribution, the Developer and Landowner may request in writing the removal of the dealing created by registration of the Agreement from the title to the Land. The Council will not withhold its consent to such removal, provided the Developer and Landowner pay all reasonable costs, expenses and fees of the Council relating to such removal.
- 8.8 Should payment of the Development Contribution occur upon the date of this Agreement and prior to issue of a Construction Certificate, then there will be no obligation to register this Agreement in accordance with this clause nor provide the Bank Guarantee in accordance with clause 9.1.
- 8.9 Upon registration of this Agreement by the Registrar General, this Agreement is binding on, and is enforceable against the owner of the Land from time to time as if each owner for the time being had entered into this Agreement.

9 BANK GUARANTEE

9.1 Provision of Bank Guarantee

- (a) Subject to clause 8.8, prior to the issue of a Construction Certificate for the Development, the Developer and Landowner must deliver to the Council a Bank Guarantee, which must be:
 - (i) in a form and from an institution approved by the Council;
 - (ii) irrevocable and unconditional;
 - (iii) with no expiry date;
 - (iv) issued in favour of the Council;
 - (v) for an amount equivalent to the Development Contribution set out in Item 5 of the Schedule;

- (vi) drafted to cover all of the Developer and Landowner's obligations under this Agreement; and
- (vii) on the terms otherwise satisfactory to the Council.

(b) The Developer and Landowner acknowledge that the Council enters into this Agreement in consideration of the Developer and Landowner providing the Bank Guarantee as a security for the performance of all of the Developer and Landowner's obligations under this Agreement, including without limitation the delivery of the Development Contribution to Council in accordance with this Agreement.

9.2 Calling on Bank Guarantee

- (a) The Council may call on the Bank Guarantee in the event that the Developer and/or Landowner:
 - (i) fail to make a payment of any part of the Development Contribution in accordance with this Agreement or any other amount payable under this Agreement by its due date for payment; or
 - (ii) breach any other term or condition of this Agreement,

and fail to remedy the relevant failure or breach within 7 days after the Council's notice.

(b) If the Council calls on the Bank Guarantee as a result of the Developer and Landowner's failure to pay any amount due under this Agreement, then the Council will apply the amount received pursuant to its claim on the Bank Guarantee towards the Developer and Landowner's obligation to pay the relevant amount and will deduct that amount from the total amount payable under this Agreement. In those circumstances, the Developer and Landowner will be required to pay to the Council any outstanding balance of the Development Contribution and other amounts payable under this Agreement.

9.3 Return of Bank Guarantee

Subject to clause 9.2, provided that the Developer and Landowner have complied with their obligations under this Agreement, to pay the Development Contribution or any other amount payable under this Agreement, the Council will return the Bank Guarantee to the Developer or Landowner.

10 REVIEW OF THE AGREEMENT

Any amendment or review of this Agreement shall be by agreement in writing and in compliance with section 7.5 of the Act.

11 DISPUTE RESOLUTION

11.1 Notice of dispute

If a Party claims that a dispute has arisen under this Agreement ("Claimant"), it must give written notice to the other Party ("Respondent") stating the matters in dispute and designating as its representative a person to negotiate the dispute ("Claim Notice").

No Party may start Court proceedings (except for proceedings seeking interlocutory relief) in respect of a dispute unless it has first complied with this clause.

11.2 Response to notice

Within ten business days of receiving the Claim Notice, the Respondent must notify the Claimant of its representative to negotiate the dispute.

11.3 The nominated representative must:

- Meet to discuss the matter in good faith within five business days after services by the Respondent of notice of its representatives;
- (ii) Use reasonable endeavours to settle or resolve the dispute within15 business days after they have met.

11.4 Further notice if not settled

If the dispute is not resolved within 15 business days after the nominated representatives have met, either Party may give to the other a written notice calling for determination of the dispute ("Dispute Notice") by mediation under clause 11.5 or by expert determination under clause 11.6.

11.5 **Mediation**

If a Party gives a Dispute Notice calling for the dispute to be mediated:

- (i) The Parties must agree to the terms of reference of the mediation within five business days of the receipt of the Dispute Notice (the terms shall include a requirement that the mediation rules and the Institute of Arbitrators and Mediators Australia (NSW Chapter) apply);
- (ii) The mediator will be agreed between the Parties, or failing agreement within five business days of receipt of the Dispute Notice, either Party may request the President of the Institute of Arbitrators and Mediators Australia (NSW Chapter) to appoint a mediator;
- (iii) The mediator appointed pursuant to this Clause 11.5 must;
 - (a) Have reasonable qualifications and practical experience in the area of disputes; and
 - (b) Have no interest or duty which conflicts or may conflict with his function as mediator, he being required to fully disclose any such interest or

duty before his appointment;

(iv) The mediator shall be required to undertake to keep confidential all matters coming to his knowledge by reason of his appointment and performance of his duties;

- (v) The Parties must within five business days of receipt of the Dispute Notice notify each other of their representatives who will be involved in the mediation.
- (vi) The Parties agree to be bound by a mediation settlement and may only initiate judicial proceedings in respect of a dispute which is the subject of a mediation settlement for the purpose of enforcing that mediation settlement.
- (vii) In relation to costs and expenses
 - (a) Each Party will bear their own professional and expert costs incurred in connection with the mediation; and
 - (b) The cost for the mediator will be shared equally by the Parties unless the mediator determines a Party has engaged in vexatious or unconscionable behaviour in which case the mediator may require the full cost of the mediation to be borne by that Party.

11.6 Expert Determination

If the dispute is not resolved under clause 11.3 or 11.5 the dispute may, by agreement between the Parties, both acting reasonably having regard to the nature of the dispute, be resolved by expert determination, in which event:

- (i) The dispute must be determined by an independent expert in the relevant field:
 - (a) Agreed upon and appointed jointly by the Council and the Developer and Landowner; or
 - (b) In the event that no agreement is reached or appointment made within 30 business days, appointed on application of a Party by the then current President of the Law Society of New South Wales;
- (ii) The expert must be appointed in writing and terms of the appointment must not be inconsistent with this clause;
- (iii) The determination of the dispute by such expert will be made as an expert and not as an arbitrator and will be in writing and containing reasons for the determination;
- (iv) The expert will determine the rules of the conduct for the process, but must conduct the process in accordance with the rules of natural justice;
- (v) Each Party will bear its own costs in connection with the process and the determination by the expert together with an equal proportion of the expert's fees and costs; and
- (vi) Any determination made by an expert pursuant to this clause is final and binding upon the Parties except where the determination is in respect of, or relates to, termination or purported termination of this Agreement by any Party,

in which event the expert is deemed to be giving a non-binding appraisal and any Party may commence litigation in relation to the dispute if it has not been resolved within 20 business days of the expert giving his or her decision.

11.7 Litigation

If the dispute is not finally resolved in accordance with this clause 11, either Party is at liberty to litigate the dispute.

11.8 Continue to Perform Obligations

Each Party must continue to perform its obligations under this Agreement, notwithstanding the existence of a dispute.

12 ENFORCEMENT

- 12.1 Nothing in this Agreement prevents the Council from exercising any function under the Act or any other Act or law relating to the enforcement of any aspect of this Agreement (including the breach of this Agreement by the Developer or Landowner) or any matter to which this Agreement relates.
- 12.2 Until such time as the Development Contribution has been paid in full, an Occupation Certificate must not be issued and the Developer and Landowner must:
 - (a) notify the Council in writing of the name and contact details of any Certifying Authority to which it has applied for an Occupation Certificate at the same time that such application is made;
 - (b) at the time it lodges any application for an Occupation Certificate notify the Certifying Authority in writing of the existence and terms of this Agreement; and
 - (c) procure and provide to Council a written acknowledgement from the Certifying Authority addressed to Council confirming that the Certifying Authority will not issue an Occupation Certificate until Council provides written confirmation that the Development Contribution has been paid;
 - (d) not rely on any Occupation Certificate in respect to the Development.
- 12.3 The Developer and Landowner acknowledge and agree that:
 - (a) the Land is charged with the payment to Council of the Development Contribution until the Development Contribution is paid in full to Council;
 - (b) Council has a caveatable interest in the Land from the later of the date of the Development Consent and this Agreement until the Development Contribution and any other monies due to Council under this Agreement are paid in full to Council;
 - (c) Council has the right to lodge and maintain a caveat against the title to the Land to notify of and protect its interest created by this Agreement (including the charge in (a), until the Development Contribution and any other monies due to Council under

- this Agreement are paid in full to Council;
- (d) unless the Development Contribution is paid to Council upon entering into this Agreement, the Landowner shall provide Council with the Caveat Form; and

(e) Upon payment of the Development Contribution, Landowner may request in writing the removal of the caveat from the title to the Land. The Council will not withhold its consent to such removal, provided the Developer and Landowner pay all reasonable costs, expenses and fees of the Council relating to such removal and has complied with all its obligations under this Agreement.

13 NOTICES

- 13.1 Any notice, consent, information, application or request that must or may be given or made to a Party under this Agreement is only given or made if it is in writing and sent in one of the following ways:
 - (a) delivered or posted to that Party at its address set out below in Item 8 of the Schedule;
 - (b) faxed to that Party at its fax number set out below in Item 8 of the Schedule;
 - (c) emailed to that Party at its email address set out below in Item 8 of the Schedule.
- 13.2 If a Party gives the other Party 3 business days' notice of a change of its address, fax number or email address, any notice, consent, information, application or request is only given or made by that other Party if it is delivered, posted, faxed or emailed to the latest address, fax number or email address.
- 13.3 Any notice, consent, information, application or request is to be treated as given or made at the following time:
 - (a) If it is delivered, when it is left at the relevant address.
 - (b) If it is sent by post, 2 business days after it is posted.
 - (c) If it is sent by fax, as soon as the sender receives from the sender's fax machine a report of an error free transmission to the correct fax number.
 - (d) If delivered by email, when received by the recipient's email server, unless the sender receives an automated notice that delivery has failed.
- 13.4 If any notice, consent, information, application or request is delivered, or an error free transmission report in relation to it is received, on a day that is not a business day, or if on a business day, after 5pm on that day in the place of the Party to whom it is sent, it is to be treated as having been given or made at the beginning of the next business day.

14 APPROVALS AND CONSENT

Except as otherwise set out in this Agreement, and subject to any statutory obligations, a Party may give or withhold an approval or consent to be given under this Agreement in that

Party's absolute discretion and subject to any conditions determined by the Party. A Party is not obliged to give its reasons for giving or withholding consent or for giving consent subject to conditions.

15 ASSIGNMENT AND DEALINGS

Until the Development Contribution is paid in full, the Landowner cannot sell, transfer, assign, novate, charge, encumber or otherwise deal with the Land or attempt or purport to do so.

16 COSTS

Council's costs of and incidental to the preparation and execution of this Agreement and any related documents and registration of same shall be borne by the Developer and Landowner. The Developer and Landowner shall be responsible to pay their own costs and any stamp duty arising from this Agreement or its preparation.

17 ENTIRE AGREEMENT

This Agreement contains everything to which the Parties have agreed in relation to the matters it deals with. No Party can rely on an earlier document, or anything said or done by another Party, or by a director, officer, agent or employee of that Party, before this Agreement was executed, except as permitted by law.

18 FURTHER ACTS

Each Party must promptly execute all documents and do all things that another Party from time to time reasonably requests to affect, perfect or complete this Agreement and all transactions incidental to it.

19 GOVERNING LAW AND JURISDICTION

This Agreement is governed by the law of New South Wales. The Parties submit to the nonexclusive jurisdiction of its courts and courts of appeal from them. The Parties will not object to the exercise of jurisdiction by those courts on any basis.

20 JOINT AND INDIVIDUAL LIABILITY AND BENEFITS

Except as otherwise set out in this Agreement, any agreement, covenant, representation or warranty under this Agreement by 2 or more persons binds them jointly and each of them individually, and any benefit in favour of 2 or more persons is for the benefit of them jointly and each of them individually.

21 NON FETTER

The Developer and Landowner acknowledge and agree that:

 in addition to its obligations under this Agreement the Council is also responsible for the conduct and administration of local government in the Waverley Local Government Area;

- (b) this Agreement in no way affects Council's statutory obligations, functions or powers, including without limitation, its obligations, functions or powers in respect of the Development Application, Development Consent and any other approvals required in respect of the works to be carried out under the Development Consent;
- (c) nothing which the Council does or fails to do under this Agreement will limit or otherwise affect the Developer or Landowner's obligations under the Development Consent; and
- (d) nothing which the Council does, fails to do or purports to do in performing the Council's statutory functions or powers will constitute or amount to a breach of this Agreement.

22 REPRESENTATIONS AND WARRANTIES

The Parties represent and warrant that they have power to enter into this Agreement and comply with their obligations under the Agreement and that entry into this Agreement will not result in the breach of any law.

23 SEVERABILITY

If a clause or part of a clause of this Agreement can be read in a way that makes it illegal, unenforceable or invalid, but can also be read in a way that makes it legal, enforceable and valid, it must be read in the latter way. If any clause or part of a clause is illegal, unenforceable or invalid, that clause or part is to be treated as removed from this Agreement, but the rest of this Agreement is not affected.

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The fact that a Party fails to do, or delays in doing, something the Party is entitled to do under this Agreement, does not amount to a waiver of any obligation of, or breach of obligation by, another Party. A waiver by a Party is only effective if it is in writing. A written waiver by a Party is only effective in relation to the particular obligation or breach in respect of which it is given. It is not to be taken as an implied waiver of any other obligation or breach or as an implied waiver of that obligation or breach in relation to any other occasion.

26 GOODS & SERVICES TAX

- 26.1 The Parties agree and acknowledge, all amounts payable by one party to the other party in relation to a supply under this Agreement have been calculated exclusive of GST which may be imposed on the supply.
- 26.2 If any supply made under this Agreement is, or becomes, subject to GST, the party to whom the supply is made ("Recipient") must pay to the party making the supply ("Supplier"), as consideration, in addition to any consideration payable or to be provided elsewhere in this Agreement, subject to issuing a Valid Tax Invoice, an additional amount on account of GST, such amount to be calculated by multiplying the consideration by the applicable rate of GST.
- 26.3 Any amount in respect of GST payable under clause 26.2 must be paid to the Supplier immediately on receipt of the Valid Tax Invoice.
- 26.4 If any party is required to reimburse or indemnify the other party for a cost or expense ("Cost") incurred by the other party, the amount of that Cost for the purpose of this Agreement is the amount of the Cost incurred, less the amount of any credit for, or refund of, GST, which the party incurring the Cost is entitled to claim in respect of the Cost.

27 EXECUTION IN TRIPLICATE

The Parties shall execute this Agreement in triplicate so as to provide one original signed by both parties and a further copy for registration of the Agreement under s7.6 of the Act. This Agreement will be dated on the day of execution by all Parties.

SCHEDULE

Item Number	<u>Particulars</u>	<u>Description</u>
1	Developer	HSN PROPERTY GROUP PTY LTD (ACN 632 854 810)
	Landowner	CURLEWIS INVESTMENT BY HSN PTY LTD (ACN 646 316 396) CURLEWIS ST BONDI PTY LTD (ACN 646 270 662)
2	Land	140 – 142 Curlewis Street, Bondi Beach NSW 2026 (1 – 8 in SP 31173 and CP/SP 31173 and 2/3/747)
3	Development Application	DA 355/2021/A
4	Development (description)	Demolition of buildings and construction of a new 4-storey shop top housing building with retail at ground, residential units above, basement parking and modification to provide one additional unit and expand an approved unit at the uppermost level and consolidate plant
5	Development Contribution	\$731,000
6	Public Purpose	Waverley Affordable Housing Program (25%) and Curlewis Street Streetscape Upgrade (75%)
7	Development Contribution Date (Payment date for the Development Contribution)	Prior to the issue of any Occupation Certificate for the Development
8	Developer and Landowner Address	Suite 2, Level 1, 10-12 Elizabeth St Paddington NSW 2021

Developer and Landowner Fax N/a

Developer and Landowner Email rafi@hsnpropertygroup.com.au

Council Address Corner Paul Street and Bondi Road, Bondi

Junction NSW 2022

Council Fax (02) 9387 1820

Council Email info@waverley.nsw.gov.au



EXECUTED by WAVERLEY COUNCIL with Common Seal of Waverley Council affixed pursuant to a resolution of Waverley Council on

EMILY SCOTT

General Manager

CLR PAULA MASSELOS

Mayor

EXECUTED by HSN PROPERTY GROUP PTY LTD (ACN 632 854 810)

In accordance with section 127 of the Corporations Act 2001

RAFFI ASSOULINE

Sole Director/Secretary

18

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EXECUTED by CURLEWIS INVESTMENT BY HSN PTY LTD (ACN 646 316 396)

In accordance with section 127 of the Corporations Act 2001

RAFI ASSOULINE

Sole Director/Secretary

EXECUTED by CURLEWIS ST BONDI PTY LTD (ACN 646 270 662)

In accordance with section 127 of the Corporations Act 2001

NICHOLAS DAVID MOLNAR

Director

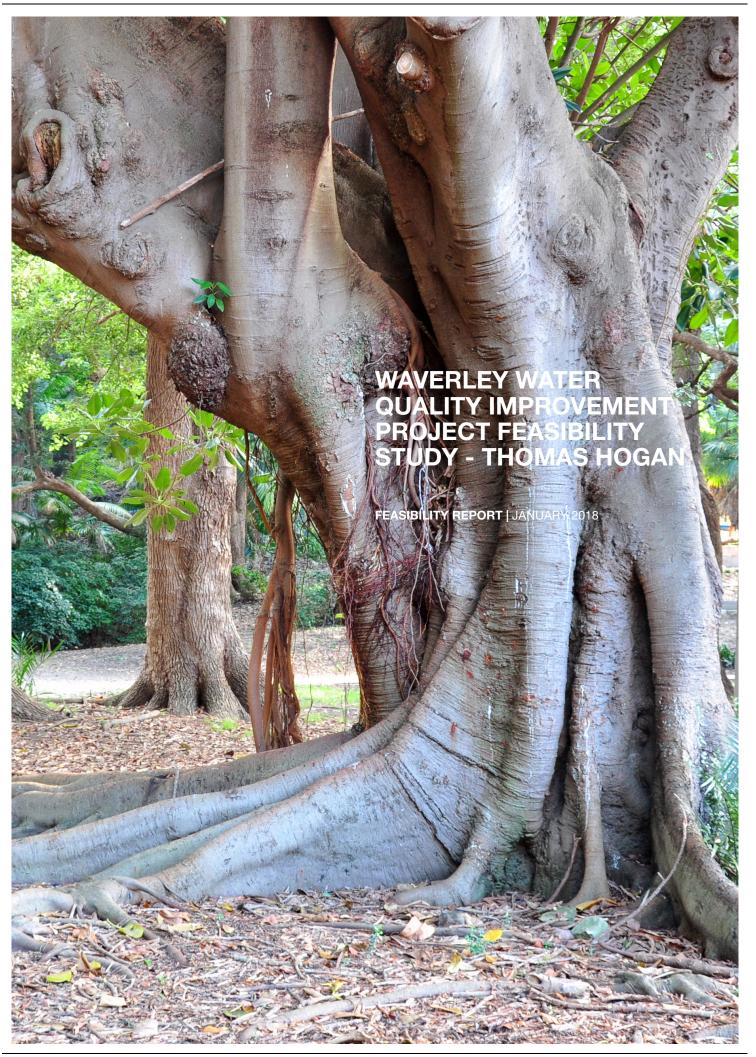
GABRIELLE MEGAN MOLNAR

Director

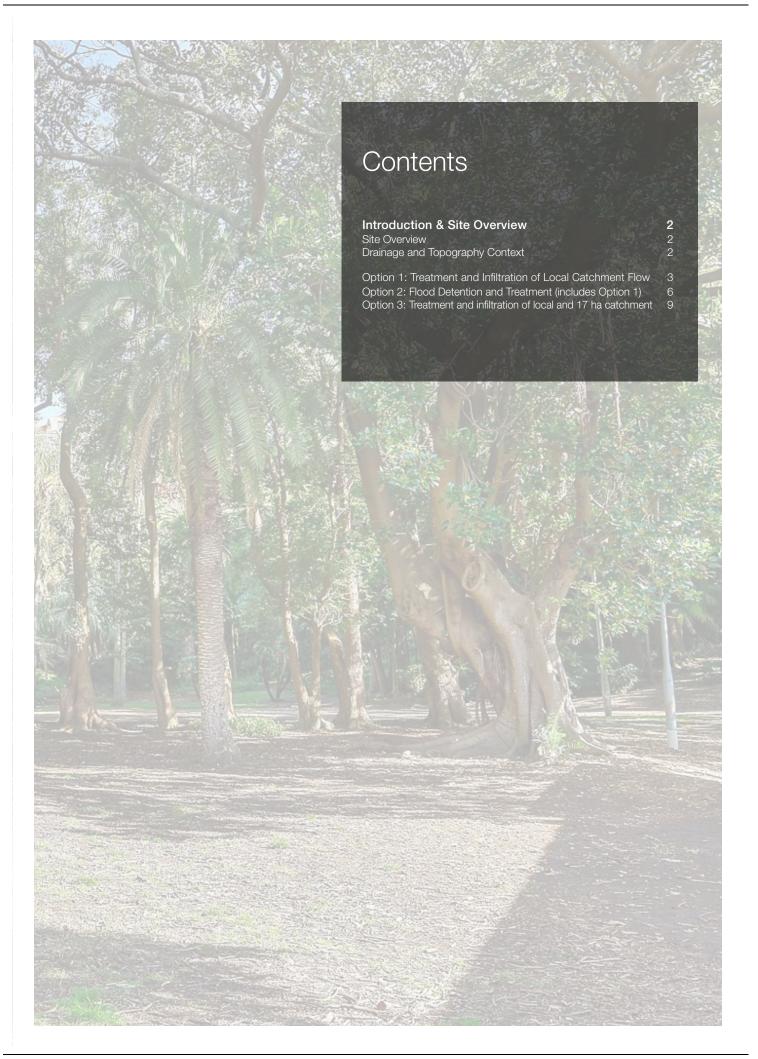
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WAVERLEY WATER QUALITY IMPROVEMENT PROJECT FEASIBILITY STUDY

Overview & Catchment Context

Background

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

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

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

Site Overview

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

The reserve is a tranquil, lush, open space with ecologically valuable vegetation providing

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

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

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

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

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





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WAVERLEY WATER QUALITY IMPROVEMENT PROJECT FEASIBILITY STUDY





Drainage and Topography Context

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

- A small local catchment with an area of 1.4ha comprised of the multiresidential blocks at the top of the gully adjacent the reserve and the gully itself within the reserve. Note that that exact boundary of this catchment is unknown and for the purpose of this study it has been assumed that only the back half of the residential lots drain to the reserve while the front half of the lots drain to the streets.
- A larger 17 ha mixed residential catchment to the west of the Reserve extending almost to Waverley Park.

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

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

WAVERLEY WATER QUALITY IMPROVEMENT PROJECT FEASIBILITY STUDY

Option 1: Treatment & Infiltration of Local Catchment Flow

Proposed Treatment System - overview



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WAVERLEY WATER QUALITY IMPROVEMENT PROJECT FEASIBILITY STUDY

The local catchment stormwater that flows into Thomas Hogan Reserve causes ponding to occur at the low points, in particular around the entrance to the community center, where the ground is compacted. To alleviate nuisance drainage issues within the park and to provide a level of stormwater treatment, an unlined drainage swale is proposed around the perimeter of the park, at the base of the slope. The swale length is approximately 160m with an area of approximately 350m². The swale would be graded towards community center, following the natural topography of the park. The swale grade would be achieved with small check dams that cause water to pond in shallow pools within the swale to encourage infiltration. At the downstream end of the swale, in the open space adjacent the community center, it is proposed that the swale expand to a basin with an area of approximately 150m². There is potential to install a storage and infiltration system such as Ausdrain or Hydrocon underground within the basin

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

Note:

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

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

1 Infiltration swale with checkdams









2 Pedestrian bridge







3 Infiltration basin







LEGEND

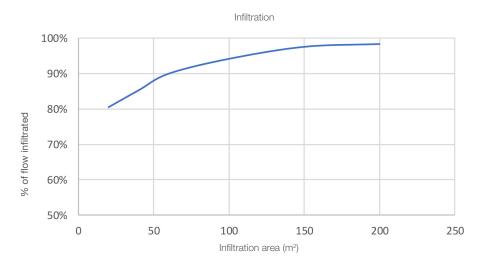
1m contour
Site boundary
Existing council stormwater pipes
Sydney Water Stormwater pipes
Existing stormwater pits
Existing stormwater pits
Underground Electric
Sewer

Telstra
Infiltration swale
New native planting
Pedestrian bridge
Water Fixture
Check dam (indicative location)

WAVERLEY WATER QUALITY IMPROVEMENT PROJECT FEASIBILITY STUDY

Option 1: Treatment & Infiltration of Local Catchment Flow

Treatment System Sizing and Performance Analysis



Infiltration area required to infiltrate stormflows from local catchment.

MUSIC modelling of this option shows that an infiltration area of approximately 150m² is required to soak away 98% of runoff from the upstream catchment including runoff from the Community Center roof. This demonstrates that that the swale and basin areas (approximately 450m²) will be sufficient to infiltrate the local catchment runoff without need for additional underground storage and infiltration infrastructure (e.g. Hydrocon/Ausdrain).

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

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

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WAVERLEY WATER QUALITY IMPROVEMENT PROJECT FEASIBILITY STUDY

Cost Estimate

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

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

	Item	Quantity	Unit	Uni	t Cost	To	otal Cost
Site General	Preliminaries, site and project establishment, setout	1	no	\$	9,168	\$	9,168
Site General	Allowance for tree removal (estimate 8 trees)	1	no	\$	1,600	\$	1,600
Earthworks	Relocate spoil on site compact and returf	250	cum	\$	35	\$	8,750
Swale	Excavation for swale + basin	250	m3	\$	40	\$	10,000
Swale	Supply and install geotextile liner in swale + basin	495	m2	\$	5	\$	2,475
Swale	Topsoil 150mm deep in swale + basin	75	m3	\$	100	\$	7,500
Swale	Supply and install d50=150 sandstone spalls in swale + basin	150	m3	\$	200	\$	30,000
Swale	Allowance to supply and install check dams	1	no	\$	5,000	\$	5,000
Swale	Supply and install planting for swale (6/sqm)	350	m2	\$	23	\$	8,050
Amenity	Supply and install footbridge over swale	8	sqm	\$	2,000	\$	16,000
Amenity	(6/sqm)	100	sqm	\$	23	\$	2,300
Subtotal						\$	100,800
Design Cost					10%	\$	10,100
Site Investigation	าร				10%	\$	10,100
Contingency					30%	\$	30,300
Total Capital Co	ost					\$	151,300
Annual swale + l	basin mainentenance cost (\$)/yr			\$5/	m2/yr	\$	2,500
Annual value (\$)	TN Removed			\$6,	645/kg TN	\$	7,974
Annual value (\$)	TSS Removed			\$12	2.40/kg TS	\$	6,808

Design Considerations

Pros:

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

Cons:

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

General Design Considerations

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

WAVERLEY WATER QUALITY IMPROVEMENT PROJECT FEASIBILITY STUDY

Option 2 Flood Detention & Treatment (includes Option 1)

Proposed Treatment System - overview



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WAVERLEY WATER QUALITY IMPROVEMENT PROJECT FEASIBILITY STUDY

The large open space at Thomas Hogan Reserve provides the opportunity to develop a detention/ infiltration basin to help alleviate flooding at the intersection of Francis and Simpson Street, and to improve runoff water quality. Option 2 involves diverting approximately 660L/s of flow from the 1,050 mm Sydney Water stormwater pipe on Francis Street, which drains a 17ha residential catchment, into a new underground basin located in the open area of the reserve via a CDS GPT unit for pre-treatment. The estimated basin volume is approximately 1,600m³ (1,600m² x 1m depth). The basin would be unlined to allow diverted flows to infiltrate into the surrounding soils. Note that option 1 - Treatment and Infiltration of Local Catchment Flow could be implemented in conjunction with this option as shown in the concept plan but has not been included in costing or modelling for the purpose of comparison.

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

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

Note:

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

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

CDS GPT unit







2 Ausdrain detention basin





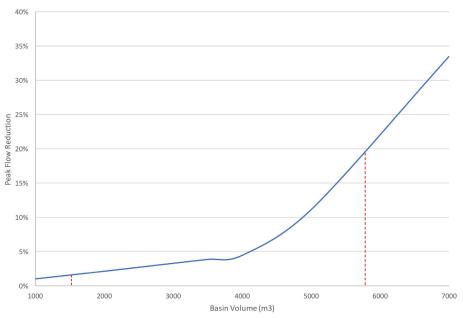
LEGEND 1m contour 0 CDS unit Site boundary Light Existing council stormwater pipes Underground Electric Sydney Water Stormwater pipes Sewer New pipes (showing flow Telstra direction Underground detention/infiltration Existing stormwater pits basin 0 New pits Water Fixture

9 La Maganagon

WAVERLEY WATER QUALITY IMPROVEMENT PROJECT FEASIBILITY STUDY

Option 2 Flood Detention & Treatment (includes Option 1)

Treatment System Sizing and Performance Analysis



Detention Basin Sizing Analysis Results

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

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

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

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

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

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WAVERLEY WATER QUALITY IMPROVEMENT PROJECT FEASIBILITY STUDY

Cost Estimate

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

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

	Item	Quantity	Unit	Uı	nit Cost	Т	otal Cost
Site General	Preliminaries, site and project establishment, setout	1	no	\$	97,675	\$	97,675
Site General	Allowance for tree removal (estimate 13 trees)	1	no	\$	3,000	\$	3,000
Earthworks	Offsite disposal of excess spoil (assume GSW)	1600	cum	\$	320	\$	512,000
Earthworks	Backfill excavated material over detention basin and re-turf	800	cum	\$	30	\$	24,000
Diversion	Supply and install diversion pit on existing pipe with trafficable lid	1	no	\$	7,500	\$	7,500
Diversion	Supply and install diversion pipe (525 mm)	80	m	\$	323	\$	25,800
Diversion	Excavate diversion trench across road including backfill	14	cum	\$	130	\$	1,755
Diversion	Excavate diversion trench in park including backfill	115	cum	\$	50	\$	5,738
GPT	Supply and install CDS GPT unit	1	no	\$	80,000	\$	80,000
Detention Basin	Excavate for detention basin	2400	cum	\$	40	\$	96,000
Detention Basin	Supply and install detention/infiltration system including geofabric and preparations (Ausdrain or equivalent)	1600	cum	\$	650	\$	1,040,000
Outlet	Excavate outlet trench in park including backfill	187	cum	\$	50	\$	9,350
Outlet	Excavate outlet trench in verge and across road including backfill	142	cum	\$	130	\$	18,460
Outlet	Allowance for excavation in rock (estimate only)	100	cum	\$	500	\$	50,000
Outlet	Supply and install pits for outlet arrangement	4	no	\$	7,500	\$	30,000
Outlet	Supply and install outlet pipe (225 mm)	150	m	\$	150	\$	22,500
Inlet/Outlet	Road surface reinstatement over trenching	135	sqm	\$	120	\$	16,200
Inlet/Outlet	Park and verge surface reinstatement over trenching	140	sqm	\$	80	\$	11,200
Subtotal						\$	2,051,200
Design Cost					5%	\$	102,600
Site Investigation	S				5%	\$	102,600
Contingency					30%	\$	615,400
Total Capital Co	st					\$	2,871,800
GPT maintenanc	e cost			\$1,5	500/clean	\$	9,000
Annual swale + b	asin mainentenance cost (\$)/yr			\$5/m2/yr			2,500
Annual value (\$)/	TN Removed			\$6,6	645/kg TN	\$	59,805
Annual value (\$)/	TSS Removed			\$12	.40/kg TS	\$	235,476

Design Considerations

Pros:

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

Cons:

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

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

General Design Considerations

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

WAVERLEY WATER QUALITY IMPROVEMENT PROJECT FEASIBILITY STUDY

Option 3 Treatment & infiltration of local & 17ha catchment

Proposed Treatment System - overview



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WAVERLEY WATER QUALITY IMPROVEMENT PROJECT FEASIBILITY STUDY

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

To maximise the potential treatment of this system it is proposed that the 150m² basin area be underlaid with subsurface leaky storage infrastructure such as Ausdrain or Hydrocon. The subsurface storage capacity has been modelled with a capacity of 150m³.

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

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

Note:

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

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









2 Infiltration swale with checkdams







Infiltration basin with Ausdrain or Hydrocon









MCGREGOR COXALL

LEGEND

1m contour

Site boundary

Existing Council Stormwater pipes Sydney Water Stormwater pipes



0

CDS unit

Light

Underground Electric

Sewer

Telstra

Underground detention/infiltration

Sydney Wa

•

Existing stormwater pits

0

New pits

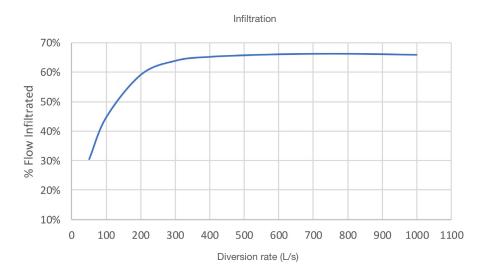
Water Fixture

13

WAVERLEY WATER QUALITY IMPROVEMENT PROJECT FEASIBILITY STUDY

Option 3 Treatment & infiltration of local & 17ha catchment

Treatment System Sizing and Performance Analysis



MUSIC modelling was undertaken to determine the optimal low flow diversion rate from the 1,050mm stormwater pipe on Francis St to the treatment area within the park estimated to be approximately 500m². Modelling results showed that the available treatment area is appropriately sized for a maximum flow rate of approximately 300L/s after which additional flows would bypass the system without treatment. The optimal diversion rate curve is shown below. A 300L/s diversion rate captures approximately 67% of the total catchment flows.

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

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

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

UMCGREGOR 1.

WAVERLEY WATER QUALITY IMPROVEMENT PROJECT FEASIBILITY STUDY

Cost Estimate

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

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

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

Design Considerations

Pros:

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

Cons:

Deep excavation required for laying of inlet and outlet pipes

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

General Design Considerations

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



Waverley LGA Flood Study

Design Flood Results

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7.9.9 Francis Street – Simpson Street

The Francis Street – Simpson Street hotspot is located in Bondi Beach. Modelled peak flood depth mapping for the 1% AEP event is presented in Figure 7-11. A catchment area of approximately 39ha is drained along Francis Street and Simpson Street through to Bondi Beach via O'Brien Street and Roscoe Street. The trunk drainage servicing this catchment is a 1050mm diameter pipe. When the capacity of the stormwater drainage is exceeded, surface water ponds along Simpson Street in the topographic depression formed behind O'Brien Street. Flooding is relatively deep at about 0.5m to 2.0m at the peak of the 1% AEP flood.

Model simulations testing increased stormwater drainage capacity resulted in a significant reduction in modelled peak flood levels (~ 0.2m and 0.5m for a doubling and trebling of the existing drainage capacity, respectively). Therefore, stormwater drainage upgrades warrant further investigation. There is also the potential to investigate the utilisation of Thomas Hogan Reserve and Dickson Park for upstream flood detention storage. Otherwise, flood planning controls to guide future development of the affected properties would also provide an effective flood management option.

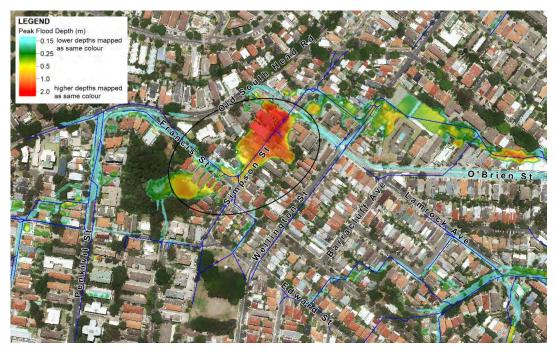


Figure 7-11 Francis St – Simpson St Hotspot



Waverley LGA Flood Study

Design Flood Results

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Figure 7-9 Wallis Parade – Ramsgate Ave Hotspot

7.9.7 Roscoe Street - Beach Road

The Roscoe Street – Beach Road hotspot is located in Bondi Beach. Modelled peak flood depth mapping for the 1% AEP event is presented in Figure 7-10. A catchment area of approximately 60ha is drained along O'Brien Street and Roscoe Street through to Bondi Beach via Gould Street and Campbell Parade. The trunk drainage servicing this catchment is a 1350mm diameter pipe at Glenayr Avenue. When the capacity of the stormwater drainage is exceeded, overland flow is initiated through properties between Roscoe Street and Beach Road, as the natural flow path is not aligned along a roadway or alternative easement, with a topographic depression also present between Curlewis Street and Beach Road. Flooding is typically between 0.3m and 0.8m deep at the peak of the 1% AEP flood, but exceeds 2m in localised topographic depressions.

Model simulations testing increased stormwater drainage capacity resulted in a moderate reduction in modelled peak flood levels (~ 0.2m for a doubling of the existing drainage capacity and up to 0.8m within the topographic depression when trebling the existing drainage capacity). Therefore, stormwater drainage upgrades therefore warrant further investigation. There is also the potential to investigate the utilisation of Thomas Hogan Reserve and Dickson Park for upstream flood detention storage. Otherwise, flood planning controls to guide future development of the affected properties would also provide an effective flood management option.

BMT

Waverley LGA Flood Study

Design Flood Results

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An alternative consideration is that the local topographic depression is naturally well-drained by sandy soils and that the modelled flood depths are overestimated. This was found to be the case for the Rainbow Street hotspot in the Coogee Bay Catchment of the Randwick LGA. A hotspot specific investigation including soil drainage testing was able to confirm this and the flood modelling and mapping was revised.



Figure 7-10 Roscoe St –Beach Rd and Chambers Ave – Jaques Ave

Hotspots

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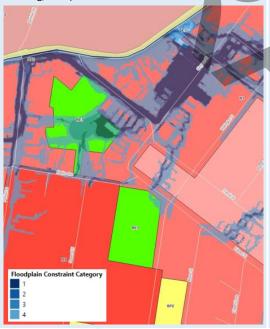


Description and Characteristics of Hotspot

Hotspot 9 - Francis Street and Thomas Hogan Reserve Area



View looking southeast along Francis Street towards Simpson Street near the Thomas Hogan Reserve (GLN Planning, 2025)



Comments and Recommendations

This area is mostly zoned R3 Medium Density Residential, other than the Thomas Hogan Reserve which is zoned RE1 Public Recreation.

This area is predominantly developed with dwelling houses, semi-detached dwellings, and two to four storey older, but often renovated, residential flat buildings.

The area consists of undulating terrain necessitating split level roads in some locations.

As depicted by the FPCC overlay, the worst flood affected parts of this hotspot (FPCC 1) are properties along Simpson Street and within the Thomas Hogan Reserve. Road corridors such as Penkivil Street, Francis Street, and O'Brien Street are also major flow paths with a FPCC 1 affectation.

As above, given that relatively small, disparate areas of residential zoned land are subject to FPCC 1 and given the established nature of the area, there would be no utility in changing the land use zonings that apply to reflect flooding constraints. The existing DCP planning controls, with the recommended updates from this study, are capable of managing future flood risk. As there are significant existing issues associated with flow paths through properties, this may require further review in the future.

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10.3.7 FM07: Thomas Hogan Reserve and Francis Street Combined Civil Works (Bondi)

FM07: Thomas Hogan Reserve and Francis Street Combined Civil Works



KBR recommend the increase in flood storage and inflow capacities of Thomas Hogan Reserve to provide widespread benefits to the lower LGA.

Cost \$3,980,427 (AACE Class 4 estimate)

BCR 3.62

• 5,000 m³ excavation.

Scope of Works

• 75 m long raised concrete retaining wall.

• 80 m long concrete lined open channel.

Removal/relocation of the Waverley Council Community Centre building.

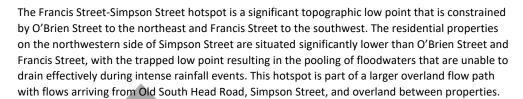
Constraints • Potential reduction in amenity of the reserve.

Priority 1



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KBR and Council staff have met with residents local to this hotspot throughout the study and acknowledge their request for additional stormwater improvements to help drain the trapped low points more rapidly during and after storm events. However, due to the relative proximity of the hotspot to the upstream end of the catchment in conjunction with the limited available capacity of the existing stormwater network, limited improvement will be realised with the construction of new pits without upgrading the underlying pipe capacity. While upgrading the trunk drainage capacity could alleviate flooding at this location, the pipe capacity upgrade would need to extend notably downstream towards Bondi Beach to provide material changes in flood affectation. This would incur significant cost with the feasibility of such an option subject to clashes with subsurface utilities.

Scope of Works

As an alternative, KBR has explored the more efficient diversion of overland flows into Thomas Hogan Reserve alongside the increase in flood storage capacity in an attempt to reduce the volume of runoff reaching the Francis Street-Simpson Street low point. The proposed flood mitigation measure includes the following scope of work:

- Excavation of approximately 5,000 m3 of Thomas Hogan Reserve with maximum excavation depths of 1.0 m,
- Construction of an approximate 75 m long raised concrete retaining wall between Francis Street and the reserve,
- Construction of an approximate 80 m long concrete lined open channel from Francis Street to the reserve, and
- Removal or relocation of the Waverley Council Community Centre building.

Modelled Outcomes

The proposed flood mitigation measure was simulated for the full suite of design events. For the purposes of reporting, the difference in peak flood levels for the 20% AEP and 1% AEP events is presented in Figure 10-16 and Figure 10-17 respectively.

While overland flows from Penkivil Street and Martins Avenue already accumulate into the Thomas Hogan Reserve, the existing case modelling indicates that runoff from Old South Head Road and Francis Street largely bypass the reserve. The overland flows largely culminate in the Francis Street-Simpson Street trapped low point to hazardous depths. The inclusion of an open channel as part of this mitigation strategy connecting Francis Street to the Thomas Hogan Reserve allows for a significant volume of runoff to be diverted into the reserve.

The removal of runoff from the existing overland flow path results in an immediate reduction in peak flood levels within the Francis Street-Simpson Street hotspot by up to 0.24 m and 0.15 m in the 20% AEP and 1% AEP events respectively. Not only is there a widespread reduction in flood levels and hazards, the removal of several overland flow paths between properties is modelled, with the effect being more pronounced with increasing storm intensity.



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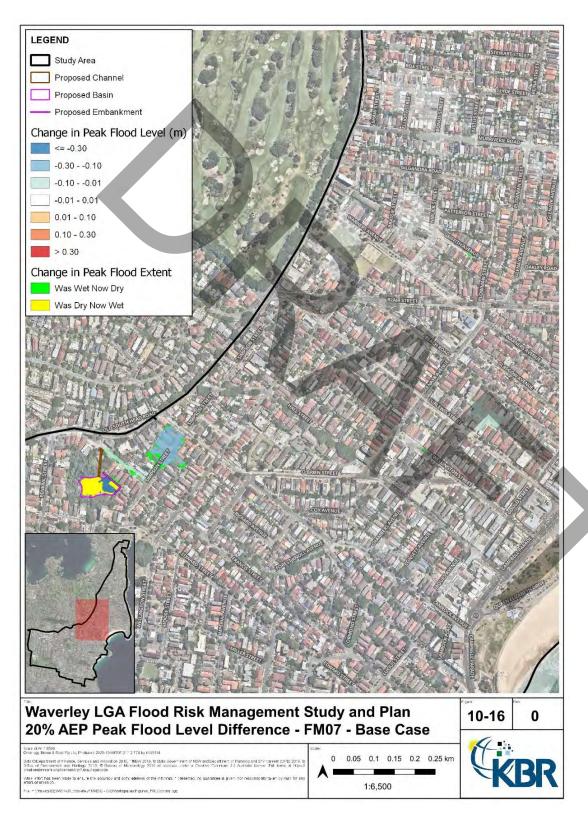


Figure 10-16 FM07 20% AEP (SSP2-4.5 2030) Peak Flood Level Difference



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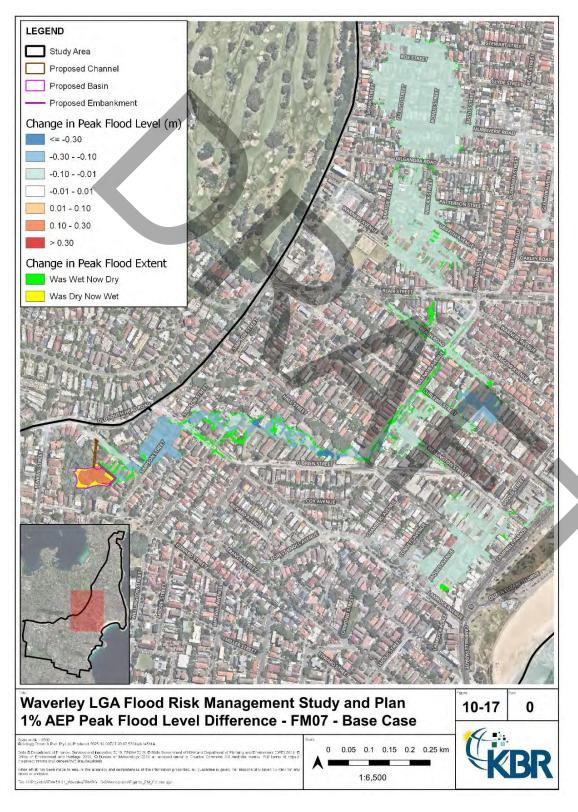


Figure 10-17 FM07 1% AEP (SSP2-4.5 2030) Peak Flood Level Difference



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The number of properties affected and inundated above floor as well as the comparison to existing conditions is presented in Table 10-15. Similarly, the flood damages assessment outcomes and comparison against the existing conditions are presented in Table 10-16.

Table 10-15 FM07 Number of Properties Impacted

Frank	Numbe	r of Properties A	ffected	Number of Pr	operties Floode	d Above Floor
Event	Existing	FM07	Difference	Existing	FM07	Difference
20% AEP	284	280	-4	113	112	-1
10% AEP	534	528	-6	235	230	-5
5% AEP	673	661	-12	324	318	-6
2% AEP	814	800	-14	416	406	-10
1% AEP	955	933	-22	497	486	-11
0.5% AEP	1,074	1,051	-23	569	556	-13
0.2% AEP	1,268	1,241	-27	697	676	-21
PMF	3,532	3,530	-2	2,490	2,484	-6

Table 10-16 FM07 Flood Damages Assessment Outcomes

	Event	Existing	FM07		Difference
	20% AEP	\$ 52,707,288	\$ 51,969,048	-\$	738,240
	10% AEP	\$ 106,824,519	\$ 104,319,510	-\$	2,505,009
Damage	5% AEP	\$ 129,129,608	\$ 125,819,363	-\$	3,310,245
	2% AEP	\$ 157,549,364	\$ 147,459,451	-\$	10,089,913
Total	1% AEP	\$ 193,921,226	\$ 182,051,966	-\$	11,869,260
	0.5% AEP	\$ 231,145,403	\$ 206,832,294	-\$	24,313,109
	0.2% AEP	\$ 295,368,671	\$ 282,396,826	-\$	12,971,845
	PMF	\$ 1,504,281,463	\$ 1,499,799,826	-\$	4,481,637
	AAD	\$ 36,429,685	\$ 35,483,744	-\$	945,941

Cost Estimation

A detailed breakdown of the capital cost estimate is provided in Table 10-17.

Table 10-17 FM07 Capital Cost Estimate Breakdown

Scope Item		\$ AUD (ex GST)					
Direct Cost		\$ 1,474,407					
Design Growth Allowance		\$ 147,441					
	Net Cost	\$ 1,621,848					
Indirect Costs							
Preliminaries		\$ 256,496					
Overhead and Margin		\$ 188,134					
Construction Contingency		\$ 517,369					
Owners Contingency		\$ 646,712					



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Scope Item	\$ AUD (ex GST)
Consultant Fees - Design	\$ 97,707
Consultant Fees - Survey & Investigations	\$ 66,611
Subtotal	\$ 3,397,177
Q Leave	\$ 11,890
Location Factor	\$ 170,453
Escalation	\$ 400,906
Total	\$ 3,980,427

Cost-Benefit Analysis

For the purposes of a CBA, a design life of 115 years was assumed for basins and retaining walls. Standard design and yearly maintenance values were provided by Waverley Council. A discount rate of 7% was applied in line with guidance from the Australian Government Treasure (Australian Government, 2025).

The BCR for FM07 was calculated to be 3.62, representing a financially feasible option. The benefits quantified far outweigh the estimated costs of the flood mitigation measure.

Additional Comments

As the scope of works are mostly contained within the reserve, minimal disruption to the street and surrounding residential properties is anticipated. A review of the BYDA database also indicates no potential clashes with existing sub-surface utilities. While the improved flood storage capacity may increase the accumulated ponded depths of runoff during large events, the impact to the usability of the reserve could be minimised with the introduction of high infiltration mechanisms or drainage facilities.

Alternatively, while the proposed flood mitigation measure consists of a permanent excavation to provide above-surface storage capacity, a similar outcome could be achieved with the implementation of sub-surface storage (i.e. onsite detention tank).

Improvements to water quality and/or the consideration of potential environmental impacts should be considered during future detailed feasibility assessments. With no major change to the existing function of the reserve, community support is anticipated to be high due to the significant benefits this option provides for a large portion of the LGA.

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A Multi-Criteria Assessment (MCA) involves a matrix of metrics that allow the quantification of the benefits and risks associated with each floodplain risk management measure. The multi-criteria matrix expands upon the high-level assessment criteria developed and used during the assessment of preliminary flood mitigation measures, offering a greater breadth and depth of assessment. While the MCA includes a wide facet of perspectives, it cannot completely encapsulate the full complexity of assessment and selection of suitable floodplain risk management measures. The MCA is intended to be a tool to be used in simplifying this matter, however the limitations should be carefully considered in interrogating the outcomes of this assessment.

In consultation with Council, a scoring system has been established across the range of assessment metrics to allow stakeholders to assess each floodplain risk management measure using a consistent basis. Scores are ranked from one (1) to five (5) with the higher number indicative of a favourable outcome. A weighting has been attached to each assessment metric, acknowledging the greater importance of specific criterion. The weighted score across the range of categories is summed to determine the overall score.

The responses received from the targeted community consultation and input received from Council have been considered in the derivation of the assessment metrics, criteria, and assigning of weighting percentages.

The multi-criteria matrix and associated scoring system is presented in Table 11-1.

The outcomes of the multi-criteria assessment are presented in Table 11-2.

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CM/7.22/25.12- Attachment 3

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#	Criteria	Definition	Scoring Guide (1–5)	Score	Unit / How Measured	Weight (%)	Weight Justification	
			1 = BCR < 0.5	1				
		Datia of account value of homefor to	2 = 0.5–1.0	2			0	
1	Benefit Cost Analysis (BCA)	Ratio of present value of benefits to	3 = 1.0–1.5	3	Benefit-Cost Ratio (unitless)	30%	Core decision factor for investmen	
		total costs.	4 = 1.5–2.0	4	1		prioritisation and value for money.	
			5 = BCR > 2.0	5				
			1 = >\$10M & >2 years	1				
		Cost, timeline, and difficulty of	2 = \$5M-10M or 1.5-2 yrs	2			Affects project staging, risk, and	
2	Implementation Complexity	implementation.	3 = \$2M-5M or 1-1.5 yrs	3	\$AUD and months	10%	feasibility.	
		implementation.	4 = \$1M-2M	4	<u> </u>		icadibility.	
			5 = <\$1M & <6 mo	5				
			1 = No change	1				
		Reduction in properties affected by	2 = 1-2 properties	2			Key safety and community resilience	
3	Above Floor Impact on Properties	internal flooding for the 1% AEP	3 = 2-5 properties	3	Number of properties	15%	measure.	
		event.	4 = 5-10 properties	4			mode are.	
			5 = >10 properties protected	5				
			1 = No change	1				
		Change in peak flood level within a lot	2 = 1mm - 25mm	2	Number of properties and average	A		
4	Change in Flood Affectation	for the 1% AEP event.	3 = 25mm - 50mm	3	depth	10%	Measures direct floodplain improvemen	
		161 116 170 7121 016111	4 = 50mm - 100mm	4				
			5 = >100mm	5				
			1 = No change	1				
		Shift in flood hazard classification	2 = 0m ² - 10,000m ²	2	Area x hazard category rating		Supports planning and emergency management.	
5	Impact on Flood Hazard	Hazard (e.g. high → medium).	3 = 10,000m ² - 25,000m ²	3	change	10%		
			4 = 25,000m ² - 50,000m ²	4			gaa	
			5 = >50,000m ²	5				
			1 = Major relocations/closures	1				
		Disruption to community access,	2 = High disruption	2		50/	Temporary but affects community	
6	Social Disruption	noise, or services.	3 = Moderate	3	Qualitative impact footprint	5%	tolerance and scheduling.	
		,	4 = Minor	4		<u> </u>		
			5 = Minimal	5				
			1 = No improvement	11				
_		l	2 = 0m - 50m	2	4		Important for evacuation, emergency	
7	Emergency Access / Trafficability	Usability of roads during flood events.		3	km of road usable during floods	5%	response, and supply access.	
			4 = 100m - 200m	4			4,000,000,000	
			5 = >200m	5				
			1 = Strong opposition	1				
	O	Support or resistance from	2 = Some opposition	2	Survey results, engagement	5%	Affects approvals, delivery risk, and lon	
ŏ	Community Acceptance & Support	stakeholders and the public.	3 = Neutral	3	feedback	5%	term project success.	
		·	4 = Supportive	4	4		, ,	
			5 = Strong support	5				
			1 = High negative impact	2	4			
9	Environmental Impacts	Effect on biodiversity, ecosystems,	2 = Moderate 3 = Neutral	3	Hectares of ecosystem affected or	5%	Required for compliance and	
9	Environmental Impacts	and waterways.		4	enhanced	5%	environmental stewardship.	
			4 = Low positive	5	4		·	
			5 = Major positive impact 1 = Permanent damage	1				
					4			
10	Heritage Impacts	Impact on Indigenous or cultural	2 = High risk 3 = Low risk	3	Proximity to heritage areas;	5%	Mandatory under heritage legislation	
10	nemage impacts	heritage values.			significance category	3%	where applicable.	
			4 = No impact	4	4			
			5 = Enhances/preserves heritage or NA	5			<u> </u>	



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Table 11-2 Multi-Criteria Assessment Outcomes

							Criteria					
Measure	Description		Implementation Complexity	Above Floor Impact on Properties	Change in Flood Affectation	Impact on Flood Hazard	Social Disruption	Emergency Access / Trafficability	Community Acceptance & Support	Environmental Impacts	Heritage Impacts	Weighted Total Score
FM07	Thomas Hogan Reserve and Francis Street Combined Civil Works	5	3	4	4	5	4	4	4	3	2	4.15
FM01	Gilgandra and Murriverie Road Combined Stormwater Augmentation	4	1	5	5	5	2	5	2	3	5	3.90
LM02	Changes to the Flood Risk Management Statutory Planning Framework	5	5	5	1	2	5	1	2	3	5	3.85
LM03	Application of Flood Planning Controls	5	5	5	1	2	5	1	2	3	5	3.85
LM04	Notifications and Communications	5	5	3	2	2	5	2	3	3	5	3.75
CM01	Community Education and Awareness	5	5	2	2	2	5	4	4	3	5	3.75
LM01	Flood Maps for Strategic Planning Purposes	5	5	3	1	2	5	2	3	3	5	3.65
CM03	Co-ordination with Emergency Services	4	5	2	2	2	5	5	4	3	5	3.50
PM01	Flood Proofing	5	2	5	1	1	2	1	3	3	2	3.20
FM10	York Road Combined Stormwater Augmentation	2	4	2	4	2	4	5	5	2	5	2.95
FM02	Barracluff Park Combined Civil Works	2	2	2	2	3	3	2	1	3	5	2.30
PM02	Voluntary House Raising	2	1	5	1	2	1	1	1	3	3	2.20
FM05	Glenayr Avenue Combined Civil Works	1	3	2	2	2	1	1	3	3	3	1.85



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