



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

COUNCIL MEETING

A meeting of WAVERLEY COUNCIL will be held at the Boot Factory, Spring Street, Bondi Junction at:

7.00 PM, TUESDAY 21 APRIL 2026

A handwritten signature in black ink, appearing to read 'Emily Scott', is positioned above the printed name.

Emily Scott
General Manager

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Statement of Ethical Obligations

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

Live Streaming of Meetings

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

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

AGENDA

PRAYER AND ACKNOWLEDGEMENT OF INDIGENOUS HERITAGE

The General Manager will read the following Opening Prayer:

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

The Mayor will read the following Acknowledgement of Indigenous Heritage:

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

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Nil

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10. Closed Session

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The following matters are proposed to be dealt with in closed session and have been distributed to Councillors separately with the agenda:

CM/10.1/26.04 CONFIDENTIAL REPORT - 1 Bondi Road, Bondi Junction - Lease

CM/10.2/26.04 CONFIDENTIAL REPORT – Royal Commission on Antisemitism and Social Cohesion

At the time of issuing the agenda, the report on the Royal Commission was not available. It will be issued to Councillors under separate confidential cover before the meeting.

- 11. Resuming in Open Session 308**

- 12. Meeting Closure**

OBITUARIES
CM/3/26.04



W A V E R L E Y
COUNCIL

Subject: Obituaries
Author: Emily Scott, General Manager

The Mayor will ask Councillors for any obituaries.

Council will rise for a minute's silence for the souls of people generally who have died in our local government area.

CONFIRMATION AND ADOPTION OF MINUTES CM/4.1/26.04



Subject: Confirmation of Minutes - Council Meeting - 24 March 2026

TRIM No: A26/0030

Manager: Richard Coelho, Executive Manager, Governance

RECOMMENDATION:

That Council confirms the minutes of the Council meeting held on 24 March 2026 as a true record of the proceedings of that meeting.

Introduction/Background

The minutes of Council meetings must be confirmed at a subsequent meeting of Council, in accordance with section 375 of the *Local Government Act 1993*.

Attachments

1. Council Meeting Minutes - 24 March 2026 .



**MINUTES OF THE WAVERLEY COUNCIL MEETING
HELD AT THE BOOT FACTORY, SPRING STREET, BONDI JUNCTION ON
TUESDAY, 24 MARCH 2026**

Present:

Councillor Will Nemesh (Mayor) (Chair)	Hunter Ward
Councillor Keri Spooner (Deputy Mayor)	Waverley Ward
Councillor Ludovico Fabiano	Waverley Ward
Councillor Dov Frazer	Hunter Ward
Councillor Steven Lewis	Hunter Ward
Councillor Paula Masselos	Lawson Ward
Councillor Margaret Merten	Bondi Ward
Councillor Joshua Spicer	Waverley Ward
Councillor Michelle Stephenson	Bondi Ward
Councillor Lauren Townsend	Lawson Ward
Councillor Katherine Westwood	Lawson Ward
Councillor Dominic Wy Kanak	Bondi Ward

Staff in attendance:

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

A public forum chaired by the General Manager was held at 6.30 pm before the meeting.

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

Following apologies/leaves of absence, a motion moved by Cr Nemesh and seconded by Cr Fabiano to allow Cr Wy Kanak to attend the meeting by audio-visual link due to medical reasons was put and declared carried unanimously.

At 8.55 pm, following the vote on item CM/7.4/26.03, the meeting adjourned for a short break. At 9.03 pm, the meeting resumed.

PRAYER AND ACKNOWLEDGEMENT OF INDIGENOUS HERITAGE

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

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

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

1. Apologies/Leaves of Absence

There were no apologies.

2. Declarations of Interest

The Chair called for declarations of interest and the following were received:

- 2.1 Cr Merten declared a less than significant non-pecuniary interest in item CM/6.8/26.03 – Resident Parking Scheme Review – Exhibition and informed the meeting that she has a parking permit.

3. Obituaries

There were no obituaries.

Council rose for a minute's silence for the souls of people generally who have died in our local government Area.

ITEMS BY EXCEPTION

MOTION / UNANIMOUS DECISION

Mover: Cr Nemesh
Seconder: Cr Stephenson

The Council adopts the following items as set out in the agenda:

- CM/4.1/26.03 Confirmation of Minutes – Council Meeting - 24 February 2026.
- CM/6.1/26.03 First Nations Advisory Committee Meeting – 24 November 2025 – Minutes.
- CM/6.2/26.03 Floodplain Management Committee Meeting – 18 February 2026 – Minutes.
- CM/6.3/26.03 Resident Parking Scheme Review Committee Meeting – 19 November 2025 – Minutes.

- CM/6.4/26.03 Waverley Transport Forum Meeting – 19 February 2026 – Minutes.
- CM/6.5/26.03 Investment Portfolio Report – February 2026.
- CM/6.7/26.03 Code of Meeting Practice – Prohibition of Councillor Briefings.
- CM/6.11/26.03 Wairoa Community Centre, 2B Brighton Boulevard, North Bondi – Lease – Exhibition.
- CM/6.13/26.03 Tender Evaluation – SSROC Panel – Fire Control and Associated Services.
- CM/10.1/26.03 CONFIDENTIAL REPORT – Trade Debtors – Debt Write Off.

4. Confirmation of Minutes

CM/4.1/26.03 Confirmation of Minutes - Council Meeting - 24 February 2026 (A26/0030)

MOTION / UNANIMOUS DECISION

Mover: Cr Nemesh
Seconder: Cr Stephenson

That Council confirms the minutes of the Council meeting held on 24 February 2026 as a true record of the proceedings of that meeting.

5. Mayoral Minutes

CM/5.1/26.03 Bondi Shabbat Dinner (A23/0698)

MOTION / UNANIMOUS DECISION

Mover: Cr Nemesh
Seconder: Cr Spooner

That Council:

1. Hosts a community Shabbat Dinner in the Bondi Pavilion courtyard in partnership with the NSW Jewish Board of Deputies.
2. Officers prepare a report to the April Council meeting outlining the format, budget, grant funding and sponsorship for the Shabbat Dinner.
3. Requests the Mayor to write to the NSW Jewish Board of Deputies informing them of this resolution.

Background

Hosting a Shabbat dinner at Bondi Beach is a meaningful opportunity to bring our community together through one of Judaism's most enduring traditions. For thousands of years, Jewish families and communities have gathered on Friday evenings to welcome the Sabbath, a sacred and special time of rest and reflection. Shabbat observance has traditionally included candle lighting, blessings over wine and bread, and shared meals that encourage reflection, gratitude and connection.

In a diverse and vibrant community such as Bondi, a community Shabbat dinner would not only

honour this ancient tradition but provide an opportunity for collective healing and demonstrate our resilience following the tragic events of 14 December 2025.

Bondi's strong Jewish heritage and its reputation as a place for tolerance and respect make it especially fitting for such a gathering. Introducing a community Shabbat dinner is not only an acknowledgement of our cultural heritage but an affirmation of our respect for the Jewish community. At a time when many in our community are seeking connection, a communal gathering offers a simple yet profound way to build relationships, bridge generational and cultural divides, and celebrate the rich Jewish heritage that forms part of Waverley's identity. Through this initiative, Council can help create a welcoming space where the spirit of Shabbat continues to inspire unity, hospitality and community wellbeing.

CM/5.2/26.03 Bondi Beach Terror Attack - Impact on Major Event Licences (A25/0935)

MOTION

Mover: Cr Nimesh

That Council:

1. Notes the impact of the terror attack on 14 December 2025 on ELROW XXL, Locals Lawn, Golden Hour (Crowded House) and Mighty Hoopla.
2. Notes the positive feedback from residents, visitors and businesses in response to Golden Hour and Mighty Hoopla held on 20–21 February 2026.
3. Authorises the General Manager to execute an amendment to both licence agreements with Fuzzy Operations Pty Ltd to extend the licences for one year for Elrow XXL, Locals Lawn, Golden Hour and Mighty Hoopla.

Background

New Year's Eve 2025 at Bondi Beach was anticipated to be a memorable occasion as Bondi welcomed back New Year's celebrations after a decade's absence. Worldwide festival phenomenon Elrow XXL was set to transform Bondi Beach with two sets of fireworks, world class artists and opportunities for creatives. The Locals Lawn was designed to provide free family entertainment for residents with Bondi residents getting first access to tickets.

Prior to the terrorist attack on 14 December 2025, ELROW XXL had sold out, with a high proportion of ticketholders being local and/or eastern suburbs residents. Dine and Dance packages with local hospitality businesses were popular, with local businesses excited by the return of New Year's Eve celebrations.

Despite Golden Hour (Crowded House) and Mighty Hoopla being successful events, both were negatively impacted by the events of 14 December. Golden Hour was on track to sell out, with Mighty Hoopla expected to build as Mardi Gras progressed closer.

Both events required significant infrastructure, staffing, security, transport and talent. The investment by Fuzzy Operations ensured both events received positive feedback and were highlights of the state's festival calendar. Bondi was reclaimed as a place of celebration, unity and community.

Mighty Hoopla received praise from the LGBTQIA+ community for providing a joyous festival experience and a safe space 'where everyone could be who they are.' Held during the Mardi Gras festival and across four stages, it platformed a wide and diverse range of performers including a main

stage performance of first nations artists, as well as popular headliners.

Local businesses, including hospitality, retail and accommodation reported busy trade, assisting them post-14 December. Bondi was vibrant, buzzing and busy.

To ensure future success and provide certainty to the event producer, it is proposed to extend the current licence agreements by one year due to the cancellation of 2025's New Year's Eve event and the impact of 14 December on Golden Hour and Mighty Hoopla. This decision would recognise the impact experienced by Fuzzy Operations and allow them to invest with certainty in future events at Bondi.

Looking forward, New Year's Eve at Bondi will be more than a celebration. It will be a shared moment of optimism, reflection, and connection. The shoreline will be a gathering place where locals and visitors alike come together to mark new beginnings against one of Australia's most iconic backdrops. New Year's Eve at Bondi Beach will reflect our values as a community—welcoming, resilient, forward-looking and fun.

A PROCEDURAL MOTION TO LAY THE ITEM ON THE TABLE FOR CONSIDERATION IN CLOSED SESSION, MOVED BY CR NEMESH AND SECONDED BY CR MASSELOS, WAS THEN PUT AND DECLARED CARRIED.

LATER IN THE MEETING IN CLOSED SESSION, A PROCEDURAL MOTION TO TAKE THE ITEM FROM THE TABLE, MOVED BY CR NEMESH AND SECONDED BY CR SPICER, WAS PUT AND DECLARED CARRIED.

FORESHADOWED MOTION (LAPSED)

Mover: Cr Masselos

That Council:

1. Notes the impact of the terror attack on 14 December 2025 on ELROW XXL, Locals Lawn, Golden Hour (Crowded House) and Mighty Hoopla.
2. Defers any amendment to its licence agreements with Fuzzy Operations Pty Ltd to extend them for 12 months until after a comprehensive community and business consultation concerning the Golden Hour and Mighty Hoopla events held on 20–21 February 2026.
3. Officers develop a set of key performance indicators and suitable evaluation criteria for consideration at the April Council meeting.
4. Officers prepare a report to Council by June 2026 on the outcomes of the consultation.

THE MOTION WAS THEN PUT AND DECLARED CARRIED.

DECISION

That Council:

1. Notes the impact of the terror attack on 14 December 2025 on ELROW XXL, Locals Lawn, Golden Hour (Crowded House) and Mighty Hoopla.
2. Notes the positive feedback from residents, visitors and businesses in response to Golden Hour and Mighty Hoopla held on 20–21 February 2026.
3. Authorises the General Manager to execute an amendment to both licence agreements with Fuzzy Operations Pty Ltd to extend the licences for one year for Elrow XXL, Locals Lawn, Golden

Hour and Mighty Hoopla.

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

N Boaz addressed the public forum.

6. Reports

CM/6.1/26.03 First Nations Advisory Committee Meeting - 24 November 2025 - Minutes (A25/0222)

MOTION / UNANIMOUS DECISION

Mover: Cr Nimesh
Seconder: Cr Stephenson

That Council notes the minutes of the First Nations Advisory Committee meeting held on 24 November 2025 attached to the report.

CM/6.2/26.03 Floodplain Management Committee Meeting - 18 February 2026 - Minutes (SF26/1067)

MOTION / UNANIMOUS DECISION

Mover: Cr Nimesh
Seconder: Cr Stephenson

That Council notes the minutes of the Floodplain Management Committee meeting held on 18 February 2026 attached to the report.

CM/6.3/26.03 Resident Parking Scheme Review Committee Meeting - 19 November 2025 - Minutes (SF25/4204)

MOTION / UNANIMOUS DECISION

Mover: Cr Nimesh
Seconder: Cr Stephenson

That Council notes the minutes of the Resident Parking Scheme Review Committee meeting held on 19 November 2025 attached to the report.

CM/6.4/26.03 Waverley Transport Forum Meeting - 19 February 2026 - Minutes (SF26/1096)

MOTION / UNANIMOUS DECISION

Mover: Cr Nimesh
Seconder: Cr Stephenson

That Council notes the minutes of the Waverley Transport Forum meeting held on 19 February 2026 attached to the report.

CM/6.5/26.03 Investment Portfolio Report - February 2026 (SF25/3747)**MOTION / UNANIMOUS DECISION**

Mover: Cr Nimesh
Seconder: Cr Stephenson

That Council:

1. Notes the Investment Summary Report for February 2026 attached to the report.
2. Notes that the Executive Manager, Finance, as the Responsible Accounting officer, advises that all investments have been made in accordance with the requirements of section 625 of the *Local Government Act 1993* and directions from the Minister for Local Government, including Ministerial Investment Orders, and Council's Investment Policy.

CM/6.6/26.03 Audit, Risk and Improvement Committee - Annual Report 2025 (SF23/1230)**MOTION**

Mover: Cr Nimesh
Seconder: Cr Spicer

That Council notes the Audit, Risk and Improvement Committee's Annual Report 2025 attached to the report, as prepared by the former chair of the Committee.

AMENDMENT

Mover: Cr Fabiano
Seconder: Cr Lewis

That the following clause 2 be added to the motion:

'Officers organise a workshop with Councillors and independent ARIC members no later than June 2026 to discuss Council's strategic audit and risk program and opportunities for improvement.'

THE AMENDMENT WAS PUT AND DECLARED LOST.

THE MOTION WAS THEN PUT AND DECLARED CARRIED.

DECISION

That Council notes the Audit, Risk and Improvement Committee's Annual Report 2025 attached to the report, as prepared by the former chair of the Committee.

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

CM/6.7/26.03 Code of Meeting Practice - Prohibition of Councillor Briefings (SF25/332)**MOTION / UNANIMOUS DECISION**

Mover: Cr Nimesh
Seconded: Cr Stephenson

That Council:

1. Notes that Councillor briefings have ceased as of 1 January 2026, in accordance with the new Code of Meeting Practice.
2. Disestablishes the Strategic Property Review Committee.
3. Disestablishes the Capital Works Review Committee.
4. Notes the question-and-answer process set out in the report as a replacement for Councillor briefings.

CM/6.8/26.03 Resident Parking Scheme Review - Exhibition (A24/1034)

Cr Merten declared a less than significant non-pecuniary interest in this item and informed the meeting that she has a parking permit.

MOTION

Mover: Cr Nimesh
Seconded: Cr Stephenson

That Council:

1. Notes the Existing Conditions Report for the Resident Parking Scheme Review attached to the report (Attachment 1).
2. Notes the outcomes of the community consultation on Phase 1 of the Resident Parking Scheme Review attached to the report (Attachment 2)
3. Publicly exhibits the draft key strategies from the Resident Parking Scheme Review attached to the report (Attachment 3) for a minimum of 28 days, subject to the removal of Key Strategy 4.
4. Officers prepare a report to Council following the exhibition period no later than June 2026.

THE MOVER OF THE MOTION ACCEPTED AN AMENDMENT TO CLAUSE 4.

THE MOTION AS AMENDED WAS THEN PUT AND DECLARED CARRIED.

DECISION

That Council:

1. Notes the Existing Conditions Report for the Resident Parking Scheme Review attached to the report (Attachment 1).
2. Notes the outcomes of the community consultation on Phase 1 of the Resident Parking Scheme Review attached to the report (Attachment 2)

3. Publicly exhibits the draft key strategies from the Resident Parking Scheme Review attached to the report (Attachment 3) for a minimum of 28 days, subject to the removal of Key Strategy 4.
4. Officers prepare a report to Council following the exhibition period no later than July 2026 Committee meetings.

Division

For the Motion: Crs Fabiano, Frazer, Lewis, Masselos, Merten, Nemesh, Spicer, Stephenson, Townsend, Westwood and Wy Kanak.

Against the Motion: Cr Spooner.

CM/6.9/26.03 Beach Accessibility - Update (A21/0205)**MOTION / DECISION**

Mover: Cr Spicer

Seconder: Cr Townsend

That Council notes the update on beach accessibility at Bondi Beach, as set out in the report.

CM/6.10/26.03 Bronte Surf Life Saving Club and Community Facilities Building Upgrade - Project Update and Stage 3 Pricing (A20/0329)**MOTION / DECISION**

Mover: Cr Nemesh

Seconder: Cr Stephenson

That Council:

1. Notes the project update on the Bronte Surf Life Saving Club and Community Facilities Upgrade, as set out in the report.
2. Notes the value engineering achieved and approves Stage 3 of the works.
3. Officers prepare a progress report to Council in July 2026.

CM/6.11/26.03 Wairoa Community Centre, 2B Brighton Boulevard, North Bondi - Lease - Exhibition (A19/0704)**MOTION / UNANIMOUS DECISION**

Mover: Cr Nemesh

Seconder: Cr Stephenson

That Council:

1. In accordance with section 47A of the *Local Government Act 1993*, publicly notifies and exhibits for 28 days the proposal to grant a lease of up to five years to Playgroup NSW for part of the Wairoa Community Centre at 2B Brighton Boulevard, North Bondi.
2. Approves in principle the granting of a lease of up to five years and authorises the General Manager or delegate to negotiate the terms of the lease with Playgroup NSW.

3. Officers prepare a report to Council following the exhibition period to consider any submissions and grant the lease.

CM/6.12/26.03 Tender Evaluation - Catering Services (SF25/5814)

MOTION / DECISION

Mover: Cr Nemesh
Seconded: Cr Stephenson

That Council:

1. 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)(d)(i) of the *Local Government Act 1993*. The attachments contain commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it.
2. Under section 178(1)(a) of the *Local Government (General) Regulation 2021*, accepts the preferred tenderer Flavours Catering and Events for the supply of catering services for Council and Council Committee meetings, strategic Councillor workshops and roundtable meetings, as per the schedule of rates attached to the report.
3. Authorises the General Manager or delegate to enter into contract on behalf of Council with the preferred tenderer for three years with two one-year options.
4. Notifies unsuccessful tenderers of the decision in accordance with section 179 of the *Local Government (General) Regulation 2021*.

CM/6.13/26.03 Tender Evaluation - SSROC Panel - Fire Control and Associated Services (SF17/2878)

MOTION / UNANIMOUS DECISION

Mover: Cr Nemesh
Seconded: Cr Stephenson

That Council:

1. Treats the tender evaluation attached to the report as confidential in accordance with section 11(3) of the *Local Government Act 1993*, as it relates to a matter specified in section 10A(2)(d)(i) of the *Local Government Act 1993*. The tender evaluation contains commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person(s) who supplied it.
2. Under section 178(1)(a) of the *Local Government (General) Regulation 2021*, accepts the following SSROC-approved supplier panel for the supply of fire control and associated services for three years with two one-year options at the discretion of SSROC and Council:
 - (a) Airmaster Corporation Pty Ltd.
 - (b) Fire Control Solutions Trust.
 - (c) Newsound Fire Services Pty Ltd.
 - (d) Optima X Prime Pty Ltd.

(e) Synergy Fire & Security Pty Limited.

3. Notes that SSROC will notify unsuccessful tenderers of the decision in accordance with section 179 of the *Local Government (General) Regulation 2021*.

7. Notices of Motion

CM/7.1/26.03 Housing Development Authority and State Significant Development - Website Information (A11/0500)

MOTION

Mover: Cr Masselos

Seconder: Cr Merten

That Council:

1. Develops and publishes a dedicated webpage and associated downloadable information resources explaining the Housing Development Authority (HDA) and State Significant Development (SSD) processes as they apply within the Waverley local government area (LGA), including:
 - (a) The statutory assessment pathway.
 - (b) The role of Department of Planning Housing Infrastructure (DPHI) as the consent authority.
 - (c) Council's advisory/referral role.
 - (d) How residents can make submissions and access project documentation.
2. Lists on Waverley's webpage all known HDA/SSD housing sites within the LGA, noting:
 - (a) Site address.
 - (b) Link to the relevant State Government project page.
3. Updates this information as required, based on official State Government notifications.
4. Via the Community Planning Advocate, undertakes community information sessions as follows:
 - (a) Each Precinct, as well as for the Combined Precinct.
 - (b) Two general community information sessions.
5. Requests that developers update their hoardings where necessary to accurately portray the intended development.

THE MOVER OF THE MOTION ACCEPTED AMENDMENTS TO THE MOTION.

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

UNANIMOUS DECISION

That Council:

1. Notes that it is currently in the process of developing a webpage with information explaining the Housing Development Authority (HDA) and State Significant Development (SSD) processes as they apply within the Waverley local government area (LGA), including:
 - (a) The statutory assessment pathway.
 - (b) The role of Department of Planning Housing Infrastructure (DPHI) as the consent authority.
 - (c) Council's role.
2. Lists on Waverley's webpage all known HDA/SSD housing sites within the LGA, noting the site address.
3. Via the Community Planning Advocate, undertakes community information sessions as follows:
 - (a) The Combined Precinct.
 - (b) One community information session.

**CM/7.2/26.03 Voluntary Planning Agreements and State Significant Development
(A11/0500)**

MOTION

Mover: Cr Masselos
Seconder: Cr Merten

That Council writes to the Minister for Planning and Public Spaces and the Secretary of the Department of Planning, Housing and Infrastructure to:

1. Raise concerns regarding the anticipated negative impacts on residential amenity and local infrastructure caused by State Significant Development applications with or without concurrent rezoning in the Waverley local government area (LGA).
2. Request that:
 - (a) All such applications are expected to be consistent with Council's Planning Agreement Policy and Affordable Housing Contribution Scheme, including contribution calculation method.
 - (b) Council be a party to any planning agreement offered under such applications.
 - (c) Contributions offered under such applications provide public benefit to local residents of the Waverley LGA and deliver local infrastructure to fully accommodate the additional density introduced by the associated application.

THE MOTION WAS PUT AND DECLARED LOST.

**CM/7.3/26.03 Charing Cross Streetscape Upgrade - Completion of Footpaths - SP2
(A23/0580)****MOTION**

Mover: Cr Masselos

Seconder: Cr Spooner

That Council:

1. Notes that:
 - (a) Work on the Charing Cross Streetscape Upgrade is nearing completion, with positive community and business feedback about the look and feel of the upgrade.
 - (b) Council voted to cease all works associated with Separable Portion 2 (SP2), although some significant preliminary works such as laying conduits under the footpaths and road crossings is complete for the future installation of undergrounding overhead wires.
 - (c) There is strong community and business calls to complete footpath works for the area covered by SP2 given the uneven, unesthetic and dilapidated state of the footpath as a result of these works and age.
2. Commences works for SP2 consistent with the materials used in SP1 to complete the footpath pavement upgrade at Six Ways, including:
 - (a) The area at the corner of Bronte Road and Carrington Road that incorporates the Robin Hood Hotel.
 - (b) The corner of Bronte Road and Victoria Street incorporated by the Ezy Mart shop and opposite the corner of Cass Brothers.
 - (c) The area of Carrington Road and Victoria Street that takes in the Charing Cross Hotel down to the electrician.
3. Notes that the footpath pavement upgrade works:
 - (a) Do not progress the closing of the left-hand turn slip lane from Bronte Road to Carrington Road.
 - (b) Do not progress the traffic control signal and lighting installations at Six Ways.
4. Ensures that the contractor appropriately remediates the road surface of Bronte Road between Neighbourhood Cellars and High Street, which is the area used by the contractors to store toilet facilities, barriers, cement works and other building materials.
5. Allocates funds in the 2026–2027 Capital Works Budget to deliver the footpath pavement upgrade works.

FORESHADOWED MOTION

Mover: Cr Westwood

Seconder: Cr Townsend

That Council:

1. Notes that it has considered and discussed the Charing Cross Streetscape Upgrade on the following occasions:

- (a) CM/7.10/20.12 – Charing Cross Streetscape Upgrade – Design Options Analysis.
 - (b) CM7.10/21.04 – Charing Cross Streetscape Upgrade – Community Consultation.
 - (c) CM/7.15/21.06 – Charing Cross Streetscape Upgrade – Community Consultation Outcomes.
 - (d) CM/7.10/21.07 – Charing Cross Streetscape Upgrade – Project Update.
 - (e) CM/7.12/22.05 – Charing Cross Streetscape Upgrade – Project Update.
 - (f) CM/7.10/22.11 – Petition – Charing Cross Streetscape Upgrade Project.
 - (g) CM/8.7/22.11 – Charing Cross Streetscape Upgrade – Economic Impact and Footpath Repairs (notice of motion).
 - (h) FC/5.5/23.04 – Charing Cross Streetscape Upgrade – Project Update.
 - (i) CM/7.5/23.12 – Tender Evaluation – Charing Cross Streetscape Upgrade – Preliminary Electrical Works.
 - (j) CM/7.17/24.07 – Tender Evaluation – Charing Cross Streetscape Upgrade – Civil Works.
 - (k) CM/7.3/25.04 – Capital Works Review Committee Meeting – 27 February 2025 – Minutes.
 - (l) CM/7.3/25.06 – Capital Works Review Committee Meeting – 27 March 2025 – Minutes.
 - (m) CM/8.4/25.06 – Charing Cross Streetscape Upgrade – Cycleway (notice of motion).
 - (n) CM/7.1/25.08 – Capital Works Review Committee Meeting – 29 May 2025 – Minutes.
 - (o) CM/7.12/25.08 – Charing Cross Streetscape Upgrade – Project Update.
 - (p) CM/7.1/25.09 – Capital Works Review Committee Meeting – 24 July 2025 – Minutes.
 - (q) CM/8.7/25.09 – Charing Cross Streetscape Upgrade and Festival (notice of motion).
 - (r) CM/8.3/25.10 – Charing Cross Streetscape Upgrade – Footpath Seating Fee Waivers (notice of motion).
 - (s) CM/8.4/25.12 – Charing Cross Streetscape Upgrade – SP2 (notice of motion).
 - (t) FC/5.5/26.03 – Charing Cross Streetscape Upgrade and Festival.
2. Notes that Council has considered and discussed Separable Portion 2 (SP2) (Six Ways Upgrade and loss of Bronte Road slip lane) civil works on the following occasions subsequent to the civil works tender award:
- (a) CM/7.3/25.04 – Capital Works Review Committee Meeting – 27 February 2025 – Minutes.
 - (b) CM/7.3/25.06 – Capital Works Review Committee Meeting – 27 March 2025 – Minutes.
 - (c) CM/7.1/25.08 – Capital Works Review Committee Meeting – 29 May 2025 – Minutes.

- (d) CM/7.12/25.08 – Charing Cross Streetscape Upgrade – Project Update.
 - (e) CM/7.1/25.09 – Capital Works Review Committee Meeting – 24 July 2025 – Minutes.
 - (f) CM/8.4/25.12 – Charing Cross Streetscape Upgrade – SP2.
3. Notes that the total cost of SP1 civil works construction is expected to be approximately \$5.65 million.
 4. Notes that the total cost of electrical undergrounding is expected to be approximately \$4.88 million.
 5. Notes that the total estimated cost of the original SP2 civil works proposal was approximately \$3 million, and a materiality upgrade matching SP1 has been estimated to cost \$2.75 million per Option 4 outlined in CM/7.12/25.08 (without the likelihood of receiving grant funding).
 6. Notes that Council on completion of SP1 will make good the rest of Bronte Road up to Carrington Road.
 7. Notes that defect rectification by the contractors is underway and will be complete prior to project completion.

THE MOTION WAS PUT AND DECLARED LOST.

Division

For the Motion: Crs Fabiano, Lewis, Masselos, Merten, Spooner and Wy Kanak.

Against the Motion: Crs Frazer, Nemesh, Spicer, Stephenson, Townsend and Westwood.

THE FORESHADOWED MOTION THEN BECAME THE MOTION.

THE MOVER OF THE MOTION THEN ACCEPTED AN AMENDMENT TO CLAUSE 6.

THE MOTION AS AMENDED WAS THEN PUT AND DECLARED CARRIED.

DECISION

That Council:

1. Notes that it has considered and discussed the Charing Cross Streetscape Upgrade on the following occasions:
 - (a) CM/7.10/20.12 – Charing Cross Streetscape Upgrade – Design Options Analysis.
 - (b) CM7.10/21.04 – Charing Cross Streetscape Upgrade – Community Consultation.
 - (c) CM/7.15/21.06 – Charing Cross Streetscape Upgrade – Community Consultation Outcomes.
 - (d) CM/7.10/21.07 – Charing Cross Streetscape Upgrade – Project Update.
 - (e) CM/7.12/22.05 – Charing Cross Streetscape Upgrade – Project Update.
 - (f) CM/7.10/22.11 – Petition – Charing Cross Streetscape Upgrade Project.

- (g) CM/8.7/22.11 – Charing Cross Streetscape Upgrade – Economic Impact and Footpath Repairs (notice of motion).
 - (h) FC/5.5/23.04 – Charing Cross Streetscape Upgrade – Project Update.
 - (i) CM/7.5/23.12 – Tender Evaluation – Charing Cross Streetscape Upgrade – Preliminary Electrical Works.
 - (j) CM/7.17/24.07 – Tender Evaluation – Charing Cross Streetscape Upgrade – Civil Works.
 - (k) CM/7.3/25.04 – Capital Works Review Committee Meeting – 27 February 2025 – Minutes.
 - (l) CM/7.3/25.06 – Capital Works Review Committee Meeting – 27 March 2025 – Minutes.
 - (m) CM/8.4/25.06 – Charing Cross Streetscape Upgrade – Cycleway (notice of motion).
 - (n) CM/7.1/25.08 – Capital Works Review Committee Meeting – 29 May 2025 – Minutes.
 - (o) CM/7.12/25.08 – Charing Cross Streetscape Upgrade – Project Update.
 - (p) CM/7.1/25.09 – Capital Works Review Committee Meeting – 24 July 2025 – Minutes.
 - (q) CM/8.7/25.09 – Charing Cross Streetscape Upgrade and Festival (notice of motion).
 - (r) CM/8.3/25.10 – Charing Cross Streetscape Upgrade – Footpath Seating Fee Waivers (notice of motion).
 - (s) CM/8.4/25.12 – Charing Cross Streetscape Upgrade – SP2 (notice of motion).
 - (t) FC/5.5/26.03 – Charing Cross Streetscape Upgrade and Festival.
2. Notes that Council has considered and discussed Separable Portion 2 (SP2) (Six Ways Upgrade and loss of Bronte Road slip lane) civil works on the following occasions subsequent to the civil works tender award:
- (a) CM/7.3/25.04 – Capital Works Review Committee Meeting – 27 February 2025 – Minutes.
 - (b) CM/7.3/25.06 – Capital Works Review Committee Meeting – 27 March 2025 – Minutes.
 - (c) CM/7.1/25.08 – Capital Works Review Committee Meeting – 29 May 2025 – Minutes.
 - (d) CM/7.12/25.08 – Charing Cross Streetscape Upgrade – Project Update.
 - (e) CM/7.1/25.09 – Capital Works Review Committee Meeting – 24 July 2025 – Minutes.
 - (f) CM/8.4/25.12 – Charing Cross Streetscape Upgrade – SP2.
3. Notes that the total cost of SP1 civil works construction is expected to be approximately \$5.65 million.
4. Notes that the total cost of electrical undergrounding is expected to be approximately \$4.88 million.

5. Notes that the total estimated cost of the original SP2 civil works proposal was approximately \$3 million, and a materiality upgrade matching SP1 has been estimated to cost \$2.75 million per Option 4 outlined in CM/7.12/25.08 (without the likelihood of receiving grant funding).
6. Notes that Council on completion of SP1 will make good the rest of Bronte Road up to Carrington Road and Victoria Street.
7. Notes that defect rectification by the contractors is underway and will be complete prior to project completion.

Division

For the Motion: Crs Fabiano, Frazer, Merten, Nemesh, Spicer, Spooner, Stephenson, Townsend and Westwood.

Against the Motion: Crs Lewis, Masselos and Wy Kanak.

H Tanner and S Bodnar addressed the public forum.

CM/7.4/26.03 Domestic and Family Violence Accommodation and Support Program (SF26/761)

MOTION

Mover: Cr Stephenson

Seconder: Cr Nemesh

That Council:

1. Notes the renovation and refurbishment of 2A Edmund Street, Queens Park, providing an additional six affordable units as part of Council's Affordable Housing portfolio.
2. Further notes that since October 2024, Council has increased its affordable housing stock by 12 dwellings, a 50% increase.
3. Notes that Council has previously allocated two affordable housing dwellings to provide accommodation and support to residents escaping domestic and family violence (CM/8.6/25.05).
4. Allocates a further two affordable housing units from Council's portfolio to provide accommodation and support to residents escaping domestic and family violence, once the renovation and refurbishment of 2A Edmund Street is complete.

AMENDMENT

Mover: Cr Fabiano

Seconder: Cr Wy Kanak

That the following clause 5 be added to the motion:

'Officers prepare a report to Council in 12 months.'

THE AMENDMENT WAS PUT AND DECLARED LOST.

THE MOTION WAS THEN PUT AND DECLARED CARRIED.

DECISION

That Council:

1. Notes the renovation and refurbishment of 2A Edmund Street, Queens Park, providing an additional six affordable units as part of Council's Affordable Housing portfolio.
2. Further notes that since October 2024, Council has increased its affordable housing stock by 12 dwellings, a 50% increase.
3. Notes that Council has previously allocated two affordable housing dwellings to provide accommodation and support to residents escaping domestic and family violence (CM/8.6/25.05).
4. Allocates a further two affordable housing units from Council's portfolio to provide accommodation and support to residents escaping domestic and family violence, once the renovation and refurbishment of 2A Edmund Street is complete.

**CM/7.5/26.03 Waste Management and Product Stewardship - National Coordination
(A21/0322)**

MOTION

Mover: Cr Fabiano
Seconder: Cr Merten

That Council:

1. Notes the increasing operational and financial pressures faced by local governments in delivering waste collection, recycling and resource recovery services, including growing cost pressures on ratepayers.
2. Notes that many decisions relating to product design, packaging and material composition occur upstream in national and global supply chains, while local governments remain responsible for managing the resulting waste within their communities.
3. Seeks national coordination in the following areas:
 - (a) Greater national coordination and consistency in product stewardship and other waste reduction initiatives to reduce regulatory fragmentation across jurisdictions.
 - (b) Continued collaboration between governments, industry, and local government to support efficient and sustainable waste and recycling systems.
 - (c) Consideration of approaches that support efficient and practical waste management outcomes across the supply chain while minimising cost impacts on households, councils and ratepayers.
 - (d) Policy settings that provide regulatory certainty for industry while supporting sustainable waste and recycling systems and long-term investment in domestic recycling and resource recovery infrastructure.
 - (e) Any future policy development in this area be undertaken through consultation with industry, state, and local government to ensure balanced economic and environmental outcomes.

4. Writes to the following stakeholders with this request:
 - (a) Member for Coogee – Marjorie O’Neill MP.
 - (b) Member for Vaucluse – Kellie Sloane MP.
 - (c) State Minister for the Environment – The Hon Penny Sharpe MLC.
 - (d) Member for Wentworth – Allegra Spender MP.
 - (e) Federal Minister for the Environment and Water – Senator the Hon Murray Watt.
 - (f) Federal Minister for Industry and Innovation and Minister for Science – Senator the Hon Tim Ayres.
5. Notes that this resolution seeks to encourage constructive dialogue and coordination between governments, industry and local government and does not seek to prescribe specific regulatory or legislative measures.

THE MOVER OF THE MOTION ACCEPTED AMENDMENTS TO THE MOTION.

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

UNANIMOUS DECISION

That Council:

1. Notes the increasing operational and financial pressures faced by local governments in delivering waste collection, recycling and resource recovery services, including growing cost pressures on ratepayers.
2. Seeks national coordination in the following areas:
 - (a) Greater national coordination in waste reduction initiatives to reduce regulatory fragmentation across jurisdictions.
 - (b) Continued collaboration between governments, industry, and local government to support efficient and sustainable waste and recycling systems.
 - (c) Consideration of approaches that support efficient and practical waste management outcomes across the supply chain while minimising cost impacts on households, councils and ratepayers.
 - (d) Policy settings that provide regulatory certainty for industry while supporting sustainable waste and recycling systems and long-term investment in domestic recycling and resource recovery infrastructure.
 - (e) Any future policy development in this area be undertaken through consultation with industry, state, and local government to ensure balanced economic and environmental outcomes.
3. Writes to the following stakeholders with this request:
 - (a) Member for Coogee – Marjorie O’Neill MP.

- (b) Member for Vaucluse – Kellie Sloane MP.
 - (c) Minister for the Environment – The Hon Penny Sharpe MLC.
 - (d) Member for Wentworth – Allegra Spender MP.
 - (e) Minister for the Environment and Water – Senator the Hon Murray Watt.
 - (f) Minister for Industry and Innovation and Minister for Science – Senator the Hon Tim Ayres.
4. Notes that this resolution seeks to encourage constructive dialogue and coordination between governments, industry and local government and does not seek to prescribe specific regulatory or legislative measures.

CM/7.6/26.03 Mardi Gras (A25/0088)

MOTION (WITHDRAWN BY CR MERTEN)

That Council:

1. Notes:
 - (a) That the NSW Liberals have called for the defunding of the Sydney Gay and Lesbian Mardi Gras Parade.
 - (b) That Council proudly marched in the 2024 and 2025 Mardi Gras Parades.
 - (c) That Council has a longstanding relationship with Sydney Gay and Lesbian Mardi Gras and Sydney World Pride, including events such as the Marks Park Sunrise (Rise Memorial), festival and event launches, the Bondi Beach Dance Parties, alongside many other events over many years.
 - (d) The mayoral minute of September 2025 in support of ACON's 40-year anniversary.
2. Deeply values our LGBTQIA+ residents, who make a considerable contribution to the diversity of Waverley, and welcomes many LGBTQIA+ tourists visiting Sydney for Mardi Gras.
3. Affirms its support for the current funding arrangements of the NSW Government for the Sydney Gay and Lesbian Mardi Gras and does not support the calls for defunding.
4. Writes to Chris Minns (Premier of NSW), Kellie Sloane (Leader of the Opposition), Marjorie O'Neill (MP for Coogee) and the Sydney Gay and Lesbian Mardi Gras informing them of this resolution.

CM/7.7/26.03 Public Tree Planting Tracker (A22/0383)**MOTION**

Mover: Cr Merten
Seconded: Cr Spooner

That Council:

1. Notes:
 - (a) That the application for a NSW Government Greening our City grant was unsuccessful.
 - (b) That NSW Government Greening our City grant was focused on supporting greater canopy plantings.
 - (c) The update on the outcomes of the Public Domain Tree Inventory Project and progress on the recommendations as reported to the Strategic Planning and Development Committee in November 2025.
 - (d) The ongoing commitment to expand and protect Waverley's urban tree canopy, including Council's target of planting 400 public trees per year and/or 35% of green cover by 2032.
 - (e) Council's replacement tree planting policy that when permission is granted to remove a tree or trees on private land and there is insufficient planting space on site to accommodate a mature tree(s) of similar dimensions, the applicant will be asked to contribute to offset tree planting on public land.
 - (f) That community members care deeply about local trees and their benefits for habitat, lifestyle and business.
 - (g) The current implementation of the asset management system as part of ICT Modernisation Program, which includes a comprehensive tree asset database.
2. Investigates opportunities, as part of the asset management system implementation, to develop an online tree planting tracker and map including locations, species and timelines to allow community members to stay informed about Council's public tree planting program across the local government area.
3. Develops appropriate signage to be installed on-site with each new public tree planting to support community awareness and engagement with Council's planting program, including QR code links to Waverley's Urban Greening and Cooling Strategy and tree planting targets, the benefits of street trees and how to contact Council for further information about street trees.
4. Creates a new program that allows community members to nominate a location for a public tree planting (e.g. reserves, parks, kerbs, verges, traffic islands, etc) for Council investigation, advice and support.
5. Officers prepare a report to Council on progress by August 2026.

THE MOVER OF THE MOTION ACCEPTED AMENDMENTS TO CLAUSES 1, 2, 3 AND 5.

AMENDMENT

Mover: Cr Frazer
Seconded: Cr Townsend

That clause 4 be deleted.

THE AMENDMENT WAS PUT AND DECLARED LOST.

THE MOTION AS AMENDED WAS THEN PUT AND DECLARED CARRIED.

DECISION

That Council:

1. Notes:
 - (a) That a NSW Government Greening our City grant application focused on supporting greater canopy plantings was unsuccessful.
 - (b) The update on the outcomes of the Public Domain Tree Inventory Project and progress on the recommendations as reported to the Strategic Planning and Development Committee in November 2025.
 - (c) The ongoing commitment to expand and protect Waverley's urban tree canopy, including Council's target of planting 400 public trees per year and/or 35% of green cover by 2032.
 - (d) Its replacement tree planting policy; in particular, when permission is granted to remove a tree or trees on private land and there is insufficient planting space on site to accommodate a mature tree(s) of similar dimensions, the applicant will be asked to contribute to offset tree planting on public land.
 - (e) Community members care deeply about trees and their benefits for habitat, lifestyle and business.
 - (f) The current implementation of the asset management system as part of ICT Modernisation Program, which includes a comprehensive tree asset database.
 2. Officers investigate opportunities to develop an online tree planting tracker and map including locations, species and timelines to allow community members to stay informed about Council's public tree planting program across the local government area.
 3. Enhances its current signage that is installed on-site with each new public tree planting to include links to Waverley's Urban Greening and Cooling Strategy, tree planting targets, benefits of street trees and how to contact Council for further information about street trees.
 4. Creates a new program that allows community members to nominate a location for a public tree planting (e.g. reserves, parks, kerbs, verges, traffic islands, etc) for Council investigation, advice and support.
 5. Officers prepare a report to Council by October 2026, including outcomes on cost, feasibility and recommended next steps.
-
8. **Questions with Notice**

There were no questions with notice.

9. Urgent Business

There was no urgent business.

10. Closed Session

CM/10/26.03 Closed Session

MOTION / DECISION

Mover: Cr Nemesh
Seconder: Cr Stephenson

That:

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

CM/10.2/26.03 CONFIDENTIAL REPORT - Tamarama Surf Life Saving Club Building Upgrade - Financial Contributions

This matter is considered to be confidential in accordance with section 10A(2)(c) of the *Local Government Act*, and Council is satisfied that discussion of the matter in an open meeting would, on balance, be contrary to the public interest as it deals with information that would, if disclosed, confer a commercial advantage on a person with whom Council is conducting (or proposes to conduct) business.

CM/10.5/26.03 CONFIDENTIAL REPORT - Oxford Street and Spring Street, Bondi Junction - State Significant Development - Direct Negotiation Update

This matter is considered to be confidential in accordance with section 10A(2)(c) of the *Local Government Act*, and Council is satisfied that discussion of the matter in an open meeting would, on balance, be contrary to the public interest as it deals with information that would, if disclosed, confer a commercial advantage on a person with whom Council is conducting (or proposes to conduct) business.

2. Pursuant to sections 10A(1), 10(2) and 10A(3) of the *Local Government Act*, the media and public be excluded from the meeting on the basis that the business to be considered is classified as confidential under section 10A(2) of the *Local Government Act*.
3. The correspondence and reports relevant to the subject business be withheld from the media and public as provided by section 11(2) of the *Local Government Act*.

At 9.28 pm, Council moved into closed session.

CM/10.1/26.03 CONFIDENTIAL REPORT - Trade Debtors - Debt Write Off (SF24/3672)

Council dealt with this item in open session.

MOTION / UNANIMOUS DECISION

Mover: Cr Nemesch

Seconder: Cr Stephenson

That Council:

1. Treats the report as confidential in accordance with section 11(3) of the *Local Government Act 1993*, as it relates to a matter specified in section 10A(2)(b) of the *Local Government Act 1993*. The report contains discussion in relation to the personal hardship of a resident or ratepayer.
2. Writes off bad trade debts amounting to \$21,593.21 as set out in Attachment 1 of the report, in accordance with clause 213(3) of the *Local Government (General) Regulation 2021*.
3. Notes that \$6,965.90 has been written off by the General Manager for the period 1 May 2025 to 28 February 2026, in accordance with clause 213(3) of the *Local Government (General) Regulation 2021*.

CM/10.2/26.03 CONFIDENTIAL REPORT - Tamarama Surf Life Saving Club Building Upgrade - Financial Contributions (A18/0375)**MOTION / DECISION**

Mover: Cr Nemesch

Seconder: Cr Stephenson

That Council:

1. Treats the report as confidential in accordance with section 11(3) of the *Local Government Act 1993*, as it relates to a matter specified in section 10A(2)(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. Recovers \$219,230 in outstanding contributions from Tamarama Surf Life Saving Club for the completed club building upgrade over a period of 10 years as a condition of the future long-term lease.

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

S Fox and Z Scott-King (both on behalf of Tamarama Surf Life Saving Club) addressed the public forum.

CM/10.5/26.03 CONFIDENTIAL REPORT - Oxford Street and Spring Street, Bondi Junction - State Significant Development - Direct Negotiation Update (A18/0123)

MOTION / DECISION

Mover: Cr Nemesh
Seconded: Cr Lewis

That Council:

1. Treats the report as confidential in accordance with section 11(3) of the *Local Government Act 1993*, as it relates to a matter specified in section 10A(2)(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. Notes the due diligence assessment undertaken to date as part of the direct negotiation process with Apt.Residential regarding the State Significant Development proposal at 410–432 and 147–183 Oxford Street, Bondi Junction, as set out in the report.

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

11. Resuming in Open Session

CM/11/26.03 Resuming in Open Session

MOTION / DECISION

Mover: Cr Nemesh
Seconded: Cr Spicer

That Council resumes in open session.

At 10.17 pm, Council resumed in open session.

Resolutions from closed session made public

In accordance with clause 14.17 of the Waverley Code of Meeting Practice, when the meeting resumed in open session the chair announced the resolutions made by Council while the meeting was closed to members of the public and the media.

12. Meeting Closure

THE MEETING CLOSED AT 10.22 PM.

.....
SIGNED AND CONFIRMED
MAYOR
21 APRIL 2026

:

MAYORAL MINUTES
CM/5/26.04**WAVERLEY**
COUNCIL

Subject: Mayoral Minutes

Author: Mayor of Waverley, Cr Will Nemesh

Mayoral minutes are permissible at Council and Council Committee meetings under the Waverley Code of Meeting Practice. Clauses 9.7–9.9 and 20.17 of the Code state:

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.

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.

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.

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.

MAYORAL MINUTE

CM/5.1/26.04



Subject: National Local Government Summit on Social Cohesion and Antisemitism

TRIM No: A23/0698

Author: Mayor of Waverley, Cr Nemesh

MOTION:

That Council:

1. Notes the request from Combat Antisemitism Movement (CAM) Australia to the Mayor for Waverley Council to co-host the annual National Local Government Summit on Social Cohesion and Antisemitism on 26–27 November 2026.
2. Partners with CAM Australia, the Commonwealth and NSW Governments and the Office of the Special Envoy to Combat Antisemitism to co-host the event.
3. Notes that the Mayor, supported by Council staff, will present to the conference on Council's Strategy to Combat Antisemitism, which was adopted by Council in March 2025.
4. Notes that Council will support the conference by providing in-kind support in the form of Council officer time only and no direct financial contribution will be required.
5. Notes that the conference venue is currently being finalised and will be held at a location in the Greater Sydney region and not within the Waverley local government area.

Background

On 14 December 2025, the Bondi Beach terrorist attack devastated the Waverley community and shocked the nation. Fifteen people were murdered and dozens more injured when gunmen opened fire on a Hanukkah celebration at one of Australia's most iconic public spaces. The attack—the deadliest terrorist incident in modern Australian history—laid bare the urgent need for all levels of government and the broader community to work together to combat antisemitism and strengthen social cohesion.

Waverley Council had already demonstrated leadership in this space, having adopted its Strategy to Combat Antisemitism in March 2025. In the wake of the attack, the importance of that work has only deepened. The National Local Government Summit on Social Cohesion and Antisemitism, to be held on 26–27 November 2026—in the lead-up to the first anniversary of the Bondi Beach attack—presents a powerful and timely opportunity to bring together local governments, community leaders, and government partners to reflect on lessons learned, honour the memory of those lost and recommit to building safe, inclusive and cohesive communities.

The Summit is being convened by Combat Antisemitism Movement (CAM) Australia in partnership with the Commonwealth and NSW Governments and the Office of the Special Envoy to Combat Antisemitism. The conference will bring together mayors, councillors and senior officers from local governments across Australia, alongside community representatives, to explore best-practice

approaches to social cohesion, countering antisemitism and strengthening multicultural harmony at the local level. The program is expected to include keynote addresses, panel discussions, workshops, and the sharing of practical frameworks that councils can adopt in their own communities.

In recognition of Waverley Council's leadership—and the profound connection between the Bondi Beach community and the events of 14 December—CAM Australia has invited the Mayor and Council to serve as co-hosts of the Summit. Co-hosting presents an opportunity for Council to share its experience as a model for local government action, strengthen intergovernmental relationships, and reinforce Waverley's role at the forefront of efforts to protect and support its community.

Council's involvement will be limited to in-kind officer support, with no direct financial contribution required. Council officers will also assist CAM Australia in identifying and pursuing relevant Commonwealth and State government grant opportunities to support the delivery of the Summit, ensuring it is accessible and impactful for participants from across the country.

MAYORAL MINUTE

CM/5.2/26.04



Subject: Minimising Adverse Impacts of Potential Fuel Shortages

TRIM No: A26/0585

Author: Mayor of Waverley, Cr Nemesh

MOTION:

That Council:

1. Notes that the General Manager convened the Crisis Management Team in March 2026 to undertake fuel crisis management planning to minimise any potential impacts on Council services and that this work continues.
2. Notes that the Crisis Management Team has commenced fuel management planning and scenario modelling to ensure Council's critical services can continue to operate with minimal disruption to residents if fuel availability is limited.
3. Notes that officers are working closely with the Southern Sydney Regional Organisation of Councils and Local Government NSW to secure fuel for priority services in the case that fuel supply is limited or rationed.
4. Notes that the current fuel crisis has had an impact of an estimated \$30,000 per month on Council's 2025–26 operational budget.
5. Officers investigate the potential to fast track the purchase of emerging electric vehicle technologies for our waste collection trucks and operational vehicles to future-proof these critical services.
6. Officers assess the likely impacts of the fuel crisis on the draft 2026-2027 Budget prior to final adoption in June 2026 and present options for Council to consider that will offset the likely impacts.
7. Investigates options for on-site fuel storage at the Alexandria Integrated Facility in partnership with Woollahra Council.
8. Advocates for the NSW Government for the ability to use the Domestic Waste Charge as a short-term funding source to offset the financial impacts of the fuel crisis on Council's general operations.

REPORT
CM/6.1/26.04

Subject: Audit, Risk and Improvement Committee Meeting - 11 December 2025 - Minutes

TRIM No: A25/2309

Manager: Richard Coelho, Executive Manager, Governance

Director: Tara Czinner, Director, Corporate Services

RECOMMENDATION:

That Council notes the minutes of the Audit, Risk and Improvement Committee meeting held on 11 December 2025 attached to the report.

1. Executive Summary

Council established the Audit, Risk and Improvement Committee (ARIC) in February 2019. In accordance with the ARIC terms of reference, the minutes are reported to Council once confirmed by the ARIC.

The minutes of the meeting held on 11 December 2025 were confirmed by the ARIC at its meeting on 26 March 2026 and are attached to this report for Council's noting.

2. Introduction/Background

ARIC provides independent assistance to Council by monitoring, reviewing and providing advice on governance processes, risk management and control frameworks and external accountability obligations.

The Committee is supported by an internal audit function and together they are one mechanism Council uses to ensure its internal controls and management approaches are effective for the management of risk across the organisation.

In accordance with clauses 9 and 10.1 of the ARIC terms of reference, the minutes are reported to Council after being confirmed by the Committee. They are then published on Council's website.

3. Relevant Council Resolutions

Nil.

4. Discussion

Nil.

5. Financial Impact

There is no unbudgeted cost to Council to prepare the minutes.

6. Risks/Issues

The minutes are reported to Council for information only.

7. Attachments

1. ARIC - 11 December 2025 - Minutes [↓](#) .



**MINUTES OF THE AUDIT, RISK AND IMPROVEMENT COMMITTEE MEETING
HELD AT THE BOOT FACTORY, SPRING STREET, BONDI JUNCTION ON
THURSDAY, 11 DECEMBER 2025**

Members Present:

John Gordon (Chair)	Independent Member
Sheridan Dudley	Independent Member
Elizabeth Gavey	Independent Member
Cr Joshua Spicer	Councillor Member (non-voting)

In Attendance:

Emily Scott	General Manager
Sharon Cassidy	Director, Assets and Operations
Tara Czinner	Director, Corporate Services
Fletcher Rayner	Director, Planning, Sustainability and Compliance
Ben Thompson	Director, Community, Culture and Customer Experience
Manuel Moncada	Director, Financial Audit, Audit Office of NSW
Jarrold Lean	Internal Auditor (Partner, Risk Consulting, Grant Thornton Australia)
Ambrose Tong	Internal Auditor (Director, Risk Consulting, Grant Thornton Australia)
Hany Kamel	Manager, Audit and Risk
Richard Coelho	Executive Manager, Governance
Rita D'Arcy	Executive Manager, People and Culture (item 5.15)
Rodhan Haughton	Executive Manager, Major Projects (item 5.10)
Teena Su	Executive Manager, Finance
Kevin Trinh	Executive Manager, Business Technology Services (item 5.11)
Carol Jones	Manager, Work Health and Safety (item 5.15)
Al Johnston	Committee Secretary

Prior to the commencement of the meeting, the ARIC members held in-camera sessions with the Manager, Audit and Risk, and the Director, Financial Audit, Audit Office of NSW.

At the commencement of proceedings at 9.03 am, those present were as listed above.

ACKNOWLEDGEMENT OF INDIGENOUS HERITAGE

The Chair read the following Acknowledgement of Indigenous Heritage:

The Waverley Audit, Risk and Improvement Committee respectfully acknowledges the Indigenous heritage and recognises the ongoing Aboriginal traditional custodianship of the land which forms the Waverley local government area.

1. Apologies

There were no apologies.

2. Declarations of Interest

The Chair called for declarations of interest and the following were received:

- 2.1 Elizabeth Gavey informed the Committee that her membership of Penrith Council's Audit, Risk and Improvement Committee has concluded.
- 2.2 Sheridan Dudley informed the Committee that she has been appointed as a member of the Bradfield Development Authority and Advanced Manufacturing Readiness Facility Joint Audit and Risk Committee.

3. Confirmation of Minutes

ARIC/3.1/25.12 Confirmation of Minutes - Audit, Risk and Improvement Committee Meeting - 16 October 2025 (A25/0077)

DECISION

That the Committee confirms the minutes of the Audit, Risk and Improvement Committee meeting held on 16 October 2025 as a true record of the proceedings of that meeting.

4. Actions from Previous Meetings

ARIC/4.1/25.12 Actions from Previous Meetings (SF25/660)

DECISION

That the Committee:

1. Notes the status of the actions from previous meetings as at 11 December 2025 attached to the report.
2. Requests the Manager, Audit and Risk, and Grant Thornton to draft the scope of the independent external review of the internal audit function referred to in Action Item 43 and

report to the Committee at its March 2026 meeting on areas that will need to be addressed prior to such a review.

3. Requests that, in relation to Action Item 43, the timeline for the independent external review of the internal audit function and Audit, Risk and Improvement Committee be amended to read 'by December 2026.'
4. Requests that Action Items 39 and 42 regarding the Outstanding Audit Recommendations report be addressed by the March 2026 meeting.
5. Requests that all completed action items be removed from the list from January 2026.

DISCUSSION

The Committee discussed the following matters:

- The Committee requested that the following items in the report be addressed by the March 2026 meeting:
 - Action Item 39 requesting the Outstanding Audit Recommendations report to identify for each recommendation that has passed its original due date, the original risk rating and current risk rating.
 - Action Item 42 requesting that the findings of the DRIVES audit be added to the Outstanding Audit Recommendations report.
- The scope of the independent external review of the internal audit function referred to in Action Item 43 be drafted by the Manager, Audit and Risk, and Grant Thornton and reported to the Committee at its March 2026 meeting also with any areas that will need to be addressed prior to the review.
- Amending the timeline for the independent external review of the internal audit function and Audit, Risk and Improvement Committee, referred to in Action Item 43, to read 'by December 2026.'
- Clearing all completed Action Items from the list effective from January 2026.

5. Reports

ARIC/5.1/25.12 General Manager's Update (SF25/658)

DECISION

That the Committee notes the General Manager's verbal update provided at the meeting.

DISCUSSION

The General Manager provided a verbal update to the Committee. The key topics discussed were as follows:

SAPA annualisation update

- SAPA backpays will be processed ahead of the originally communicated timeframe of February 2026, as per the following pay runs:
 - 12 November 2025: January and February anniversary dates – Completed.
 - 26 November 2025: February, March, April and May anniversary dates – Completed.
 - 10 December 2025: June and July anniversary dates.
 - 24 December 2025: August, September and October anniversary dates.

Enterprise Agreement negotiations

- Received formal request from the United Services Union (USU) on 12 September 2025 to commence negotiations on the Waverley Enterprise Agreement 2010.
- Following subsequent meeting with the USU in early October, Council put forward the proposed timeline to commence negotiations.
- Meeting with USU, DEPA and LGEA on 12 November 2025 to agree on negotiations terms and conditions and schedule of dates.
- Enterprise Agreement Negotiation Principles including schedule of dates has been signed.
- Weekly EA negotiation meetings with unions and staff delegates commenced 26 November 2025.

Waverley Council and the EA negotiation

- Close to 800 staff—permanent, fixed terms, casuals and seasonal.
- Comparatively high number when looking at metro Sydney.
- Council is committed to:
 - Maintaining a day labour workforce—bipartisan support.
 - Improving efficiency and effectiveness of services for the community without Special Rate Variation.
 - Entering into negotiations in good faith, with care for staff as a core underlying principle to any negotiation.
- Council believes in doing right by our staff, which includes:
 - Good working conditions and accurate payment of wages.
 - Continuing to invest in their learning and professional development.
 - Ensuring that safety and wellbeing are cornerstones of everything we do.
 - Continuing to create a harmonious, connected and productive workplace culture, where change is managed well.
- Need to be mindful of Council's financial position ensuring current services can be maintained now and into the future.
- Make sure our services are run in the most effective and efficient way—value for money for ratepayers.

Q1 budget wrap-up

- Managed to maintain our projected financial position (0.65% positive operating performance

ratio).

- No net increase to the total spend on employee costs (\$85 million total people costs).
- Defer some CAPEX to boost centralised reserve (to prepare for shocks and stresses).
- ICT budget increase to reflect program plus a contingency.
- Reduction of income in parking offset by increase in development assessment.
- Reduction of income due to bus shelter contract timing.
- Seven Ways legal costs impacting operational budget.
- Cost of Seven Ways remediation work impacting capital budget.
- Increase insurance premiums by 11%.
- Increase in income for major events and increase in expenses (net positive).

2026-27 Budget approach

- Zero-base approach—assess income and expenditure requirements, do not base on current or previous budget.
- Fixed costs will be populated, i.e. position-based establishment.
- Fixed-term positions expire at the current term (extensions only to be approved by ELT).
- Wages and salaries increase by 3.5%.
- Full cost recovery services operate with the intended principle.
- Business services compete in the market they operate and generate an appropriate return.
- Capital works program needs to rephase and reprioritise, with a focus on looking after existing assets, completing projects that have started and meeting regulatory requirements.
- AEC financial sustainability targets.
- Office of Local Government financial sustainability benchmarks.

Financial sustainability

Challenges

- Managing community expectations—maintain and increase current service levels in priority areas (identify effectiveness and efficiencies measures).
- Capital works program projects costing approach, project variation management will be a focus.
- Not all strategic plans are currently funded, placing further pressure on budget.

- ICT Modernisation to be delivered within existing operational budget includes WavOne implementation: Finance (Enterprise Budgeting, Contracts and Grants), Assets and Works Management, HR and Payroll plus Customer Experience digital transformation and online services.
- People costs are over 60% of our OPEX approximately \$85 million.
- Wages 3.5% increase—currently negotiating EA with costings not finalised at this stage.
- CPI and cost of living impact both Council and community.
- Ongoing requirement for investment in asset maintenance to manage obligations (minimum \$28m).

The Committee further discussed the following matters:

- Enterprise Agreement negotiations, the recent Council decision on the Family Day Care service review, and upcoming service review reports to Council on commercial waste and commercial car parks.
- The Committee noted it was not consulted on the Family Day Care service review.
- Staff benchmarking data and cost comparisons.

ARIC/5.2/25.12 Audit Office of NSW - Management Letter 2024-25 (A24/0933)

DECISION

That the Committee:

1. Notes the Management Letter on the audit for the year ending 30 June 2025 attached to the report.
2. Requests that management considers merging the external audit recommendations in the Management Letter with the outstanding internal audit recommendations report.
3. Requests that the policy register include a risk rating for each policy.
4. Receives a summary report at its March 2026 meeting on the policy register, including an assessment of overdue review dates and each of the affected policies' risk rating.
5. Receives a summary report of the artificial intelligence policy at its March 2026 meeting, including the timelines for its introduction.

DISCUSSION

The Committee discussed the following matters:

- Merging the external audit recommendations in the Management Letter with the outstanding internal audit recommendations report.

- The five issues identified during the audit, three of which had a moderate rating (absence of AI governance and policy framework, cyber security policy and outdated policies and plans), and two a low rating (manual adjustments processed outside of the general ledger, and review of comprehensive revaluation—investment properties).
- Management of policies, procedures and the policy process. Council has a policy procedure with templates and a policy register with a large number of policies. The intention is for the register to be reported to the Executive Leadership Team for a review of policies with overdue review dates and to determine whether the policies are still required.
- The Committee requested that the policy register include a risk rating for each policy and suggested the management review focus on high-risk policies.
- Policies need only be a few pages in length. Committee members referred officers to Bayside Council for good examples of short, simple policies.
- The Committee requested it receive a summary report at its March 2026 meeting on the policy register, including an assessment of overdue review dates and each of the affected policies' risk rating.
- Cyber security and artificial intelligence issues. The Committee requested it receives a summary report of the artificial intelligence policy at its March 2026 meeting, including the timelines for its introduction.

ARIC/5.3/25.12 Q1 Budget Review - 2025-26 (SF25/5979)

DECISION

That the Committee:

1. Notes that the 2025–26 Q1 budget review was presented to the Council meeting on 18 November 2025.
2. Requests that the budget report contains more detail about reserves and what can and cannot be moved around.

DISCUSSION

The Committee discussed the following matters:

- A reduction in excess staff leave.
- A reduction in Capital Works Program expenditure after the surf club projects are complete but there is always community pressure to deliver more.
- The debt servicing ratio and absence of a loan policy. The Committee suggested the Office of Local Government benchmarks can be extrapolated into a policy document. Council and management need to know what the loan ceiling is.
- Councillor awareness of management's goal to achieve financial sustainability versus pressure

from the community to deliver more.

- Bondi Junction Master Plan and how it impacts Council's strategic property.
- The Committee requested that the budget report contain more detail about reserves and what can and cannot be moved around.

ARIC/5.4/25.12 Internal Audit Report - Procurement (SF25/5199)

DECISION

That the Committee:

1. Notes the internal audit report on procurement attached to the report.
2. Receives a high-level follow-up on the procurement review at a future meeting.

DISCUSSION

The Committee discussed the following matters:

- Following a matter that came to the attention of the Independent Commission Against Corruption, an audit of Council's procurement system and processes, focusing on procurement exemptions, was recommended by the Commission to assess whether systemic issues exist.
- The review identified five findings, three of which had a low rating, one a moderate rating (potential purchase order splitting) and one a high rating (non-compliance with quotation requirements).
- The two highest rating findings, which were order splitting and non-compliance with quotation requirements.
- The overall finding of the review was that Council has a comprehensive procurement framework in place, but that improvement is required in the implementation of the framework.
- Better documentation is needed before the Executive Team signs off on procurement exemptions.
- The use of data analytics by management, its integration into Tech One and further expansion as an effective tool to identify fraudulent activity.
- The inclusion of Council's Manager, Audit and Risk, in audit planning and scoping.

ARIC/5.5/25.12 Internal Audit Report - Accounts Payable (SF25/6466)

DECISION

That the Committee notes the internal audit report on accounts payable attached to the report.

DISCUSSION

The Committee discussed the following matters:

- The Committee was satisfied that audits of procurement and accounts payable were undertaken together.
- The three findings identified in the review, two of which had a moderate rating, and one a low rating.
- The methodology behind the data analytics used in the audit.

ARIC/5.6/25.12 Outstanding Audit Recommendations - Status Update (SF25/709)**DECISION**

That the Committee:

1. Notes the outstanding audit recommendations as of December 2025 attached to the report.
2. Receives an outstanding audit recommendations report that includes recommendations and findings from internal audits, external audits and other reports to improve the Committee's oversight of assurance activities.

DISCUSSION

The Committee discussed the following matters:

- The list of outstanding recommendations is already short; however, further refinements can be made. The Committee discussed the procedure for updating the recommendations and noted the Executive Leadership Team's key performance indicators include the management of the overdue audit recommendations.
- The Committee requested that the recommendations and/or findings from the various external audits, internal audits and other reports be added to the outstanding audit recommendations report, so it becomes a 'one-stop-shop' document. The Committee is responsible for overseeing all Council's assurance activities so a consolidated list will improve efficiencies in that area. The document is not a global spreadsheet, just a list of recommendations the Committee is responsible for overseeing.

ARIC/5.7/25.12 Early Education Centre Licensing (SF25/2636)**DECISION**

That the Committee notes the report on the number of licensed places at Council's early education centres.

DISCUSSION

The Committee discussed the following matters:

- The Committee thanked management for preparing the report, believing it a worthwhile exercise.
- Being aware that there is a difference between internal space marked on plans and usable space once equipment is installed.

ARIC/5.8/25.12 Enterprise Risk Management - Update (A17/0245)

DECISION

That the Committee:

1. Notes the update on the Enterprise Risk Framework and risk activities, as set out in the report.
2. Receives a report on the Strategic Risk Register at its March 2026 meeting.
3. Receives a report on the risk appetite statement and operational risk register at its meeting in May 2026.

DISCUSSION

The Committee discussed the following matters:

- The listing of modern slavery under the procurement section on the operational risk register.
- Management advised the Committee that it is intended to report the top ten risks and any movement in risk ratings to each Executive Leadership Team meeting.
- An update on the risk registers and requested that it receives a report on the Strategic Risk Register at its March 2026 meeting and the operational risk register at its meeting in May 2026.
- A further refinement of the risk appetite statement and requested it receive a report on the statement at its May 2026 meeting.

ARIC/5.9/25.12 Insurance Arrangements (A17/0245)

DECISION

That the Committee:

1. Notes the update on Council's insurance arrangements and their alignment with the Risk Management Framework, as set out in the report.
2. Receives an update report on insurance arrangements at its March 2026 meeting.

DISCUSSION

The Committee discussed the following matters:

- Progress made towards the next insurance renewal in April 2026.
- Insurance coverage for ARIC members.
- Analysis of the claims data and trends to emerge from the insurance provider's integrated plan.

ARIC/5.10/25.12 Capital Works Program - Update (A21/0532)

DECISION

That the Committee:

1. Notes:
 - (a) The progress on the Capital Works Program and the update on key projects and Strategic Asset Management Plan programs, as set out in the report.
 - (b) The actions proposed to improve controls around capital project and program management, as set out in the report.
2. Requests that the traffic light system that has been used in previous reports be included in the next reports to provide a risk tracking mechanism.
3. Receives a report on the process for reviewing and monitoring contractors' financial sustainability.

DISCUSSION

The Committee discussed the following matters:

- The Committee congratulated management on the quality of the capital works reports and confirmed they are used internally by management and not just produced for the Committee.
- The importance of highlighting high-risk issues that may arise outside the reporting cycle.
- The importance of assessing contractors' financial sustainability thoroughly prior to and during the project.

ARIC/5.11/25.12 Information Management and Technology - Cyber and Work Program Update (A18/0665)

DECISION

That the Committee notes:

1. The summary of Council's most valuable assets ('crown jewels') in the context of the Audit Office of NSW's Cyber Security Insights 2025 report, as set out in the report.

2. The update on the ICT Modernisation Program, as set out in the report.

DISCUSSION

The Committee discussed the following matters:

- The Committee expressed comfort that the analysis of the crown jewels set out in the report is thorough.
- The scheduled go-live date for the WavOne Finance module and the revised go-live dates for the Assets and Payroll/HR modules to ensure effective change management and testing regimes with minimal budget impact.
- Supply chain risks and the importance of seeking independent audits of suppliers.
- Use of artificial intelligence is currently prohibited and access to certain websites restricted within the organisation until a policy is in place. The policy is being refined and will be progressively rolled out across the organisation.

ARIC/5.12/25.12 Fraud and Corruption Policy and Strategy - Review (SF24/2549)

DECISION

That the Committee notes:

1. The Fraud and Corruption Policy and Strategy attached to the report (Attachment 1) subject to a review of the document to simplify the content, including but not limited to the following:
 - (a) The document is too long and repetitive.
 - (b) Training clauses be removed because training is a procedure.
 - (c) Investigation clauses be compiled into a separate document.
 - (d) Clarify the Committee's oversight of the fraud and corruption control program at clause 2.8 of the policy.
 - (e) Consider including fraud and corruption in the definition section with examples.
2. The Fraud and Corruption Control Plan 2025–26 attached to the report (Attachment 2).

DISCUSSION

The Committee discussed the following matters:

- The changes to the Policy and Strategy have been made primarily to address the audit recommendations and to focus on implementation.
- The Fraud and Corruption Policy and Strategy is too long and repetitive and should be prioritised for a review to simplify the content. The document contains training and investigation sections

that should be removed into separate documents. The information regarding the Committee's responsibilities is inaccurate and the definition section should define fraud and corruption with examples.

- Bayside Council's seven-page Fraud and Corruption Policy was cited by the Committee as an example of a best practice document.

ARIC/5.13/25.12 Governance Report (SF25/662)

DECISION

That the Committee:

1. Notes the Governance Report.
2. Requests that the report includes outputs and outcomes where appropriate.

DISCUSSION

The Committee discussed the following matters:

- The report contains comprehensive information, but it is unclear what management is going to do with the information. The Committee requested that the report includes outputs and outcomes where appropriate.
- How previous deemed refusals are managed under the new *Environmental Planning and Assessment Amendment (Planning System Reforms) Act 2025*.
- Data breaches in the customer relationship management system (Merit) and management's response.

ARIC/5.14/25.12 Complaints and Compliments - Quarterly Report (A25/0121)

DECISION

That the Committee notes the quarterly customer experience dashboard for July 2025–September 2025 attached to the report.

ARIC/5.15/25.12 Work, Health and Safety Report (A25/0200)

DECISION

That the Committee:

1. Notes:
 - (a) The refined Work Health and Safety report for August 2025 to October 2025.

- (b) The Q1 Employee Assistance Program (Converge) utilisation report for July to September 2025 attached to the report, with the industry utilisation rate comparison.
 - (c) StateCover workers compensation premium for 2024-25 and 2025-26.
2. Requests that childcare data be extracted from the statistics and considered separately to identify the specific trends.

DISCUSSION

The Committee discussed the following matters:

- There is much more data in the report now that Council is using the new provider. The Committee noted it is looking for a traffic light system or similar to indicate risks, ratings and trends for quick analysis. Management advised that further refinements will be made to the report next year, including the addition of historical comparatives.
- The Committee noted that incidents, particularly manual handling incidents, injuries and workers compensation claims are trending higher. Task-specific manual handling training is being provided. The age profile of the day labour force was considered related to the nature of the manual handling injuries.
- Injuries to staff and children in early childhood centres are not clearly discernible from the data provided. The Committee recommended extracting the childcare data from the statistics and dealing with it separately to identify any specific trends.

ARIC/5.16/25.12 ARIC Annual Report 2025 (SF23/1230)

DECISION

That the Committee notes the draft ARIC Annual Report for 2025 attached to the report and provides feedback to the ARIC Chair before it is presented to Council in early 2026.

DISCUSSION

The Committee discussed the following matters:

- Updating the report after this meeting and circulating to members for their concurrence before the report is presented to Council in early 2026.
- The Committee noted that Council's financial position is a major focus for the Committee, as well as meeting benchmarks and targets of the ICT Modernisation project. These will continue to be important considerations for the Committee next year.

ARIC/5.17/25.12 ARIC Work Program 2025 - Review (SF25/661)

DECISION

That the Committee notes the ARIC Work Program 2025 attached to the report.

DISCUSSION

The Committee noted that the external review of internal audit is scheduled for the last quarter of 2026.

ARIC/5.18/25.12 ARIC Annual Work Plan 2026 and Four-Year Work Plan 2026-29 (SF25/661)**DECISION**

That the Committee adopts the ARIC Annual Work Plan 2026 and Four-Year Work Plan 2026-29 attached to the report.

DISCUSSION

The Committee expressed satisfaction with the new format of the work plan and noted that it may be adjusted throughout the year as the Committee balances its priorities and workload.

6. Other Business**ARIC/6.1/25.12 ARIC Meeting Dates 2026**

The Committee noted the meeting dates for 2026 as follows:

- 9.00am Thursday 26 March 2026.
- 9.00am Thursday 14 May 2026.
- 9.00am Thursday 27 August 2026 (Financial Statements).
- 9.00am Thursday 15 October 2026.
- 9.00am Thursday 10 December 2026.

ARIC/6.2/25.12 Farewell to Independent Member Elizabeth Gavey

Independent Member Elizabeth Gavey's term on the Committee ends on 31 December 2025. Elizabeth has served on the Committee since October 2019 and was Chair of the Committee from October 2019 to December 2024. This is Elizabeth's last Committee meeting.

Emily Scott (General Manager), John Gordon (Chair) and Sheridan Dudley (Independent Member) gave speeches thanking Elizabeth for her service. Elizabeth gave a speech in reply.

7. Meeting Closure

THE MEETING CLOSED AT 12.45 PM.

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SIGNED AND CONFIRMED
CHAIR
26 MARCH 2026

REPORT
CM/6.2/26.04

Subject: Surf Life Saving Committee Meeting - 17 March 2026 - Minutes

TRIM No: SF26/1691

Manager: Emily Scott, General Manager

Director: Emily Scott, General Manager

RECOMMENDATION:

That Council notes the minutes of the Surf Life Saving Committee meeting held on 17 March 2026 attached to the report.

1. Executive Summary

This report provides information about the Surf Life Saving Committee meeting held on 17 March 2026. The minutes of the meeting are attached to this report.

2. Introduction/Background

On 29 October 2024, Council re-established the Surf Life Saving Committee to work in collaboration with the surf life saving clubs in Waverley to develop broad and strategic coordination on matters relating to the operation of the clubs.

3. Relevant Council Resolutions

Nil.

4. Discussion

This report updates Councillors on items discussed at the Surf Life Saving Committee meeting held on 17 March 2026. The minutes, once noted, will be placed on Council's website.

5. Financial Impact

The support provided to facilitate Surf Life Saving Committee meetings is covered in Council's operational budget.

6. Risks/Issues

Nil.

7. Attachments

1. Surf Life Saving Committee - 17 March 2026 - Minutes [↓](#) .

Surf Life Saving Committee Meeting



Minutes & Action Items

Date: Tuesday, 17 March 2026
Meeting commenced: 7:30pm
Meeting closed: 8:45pm
Venue: Boot Factory, Cloud Room, Level 2, 27-33 Spring Street, Bondi Junction

Attendees	
Councillors	
Councillor	Paula Masselos (Chair)
Councillor	Joshua Spicer
Councillor	Ludovico Fabiano
Councillor	Michelle Stephenson
Councillor	Dov Frazer (Non-voting)
Staff	
Emily Scott	General Manager
Sharon Cassidy	Director, Assets & Operations
Marija Torbarina	Executive Support (Minutes)
External Stakeholders	
Liz Webb	The President of Bondi Surf Bather’s Life Saving Club
Kimberly Johns	General Manager, Bronte Surf Life Saving Club
Steve Larnach	The President of North Bondi Surf Life Saving
Sandra Fox	The President of Tamarama Surf Life Saving Club
Lisa Bodrero	Club Captain, Tamarama Surf Life Saving Club
Steven Pearce AFSM	Chief Executive Officer, Surf Life Saving NSW
Apologies	
Will Nemesh	Councillor (Chair)
Basil Scaffidi	The President of Bronte Surf Life Saving
Andrew Best	Executive Manager, Property & Facilities
Ben Kusto	Executive Manager, Open Spaces & Recreation Facilities

Item No:	Item	Responsible Officer
1	<p>Welcome and Acknowledgement of Country</p> <p>The meeting opened at 7:32pm and Acknowledgement of Country was conducted by Councillor Masselos.</p>	
2	<p>Introductions and Apologies</p> <p>Will Nemesh, Councillor (Chair) was noted as an apology. Basil Scaffidi, The President of Bronte Surf Life Saving was noted as an apology. Andrew Best, Executive Manager, Property & Facilities was noted as an apology. Ben Kusto, Executive Manager, Open Spaces & Recreation Facilities was noted as an apology.</p>	
3	<p>Declaration of Conflict of Interests</p> <p>Confirmed: No Conflicts of Interest were declared for this meeting.</p>	
4	<p>Confirmation of Minutes dated 13 May 2025</p> <p>Confirmed: Moved: Cr Paula Masselos Seconded: Cr Ludovico Fabiano</p> <p>The Committee confirmed the minutes of the Surf Life Saving Committee meeting dated 30 September 2025.</p>	
5	<p>Surf Life Saving Club Updates</p> <p>Noted:</p> <p>Bronte Surf Life Saving Club (BSLSC)</p> <ul style="list-style-type: none"> • The General Manager of the Bronte Surf Life Saving Club thanked all clubs for their support provided, noting the first season in temporary accommodation has been a big success and an example of collaboration. • 52 new SRC cadets with 150 cadets in total, 40 new bronze, 80 SRC bronze, nippers finished successfully on the weekend. • Collaborating with Tamarama on IRB courses. • Stepped up out of area beach patrols for this season, with 2 patrols at Garie Beach and 4 days at Soldiers Beach on Central Coast. • Recruiting patrollers for additional patrol for ANZAC Day public holiday. • Thanked the Waverley Council events team and Lifeguards for excellent support received for the Bronte to Bondi swim, over 2,000 swimmers. • Thanked the Bondi Surf Bathers Life Saving club for the support in storage and to all clubs for safety support. • Support from all clubs in delivering education this year, looking forward to collaborating with Tamarama for AGM and club awards this year. • Thanked the North Bondi Surf Club for information sharing and lessons learned in planning new club house, lots of site visits conducted. • Build is going well approximately 75% complete, 5-6 weeks behind schedule predominantly due to asbestos and removal of Ausgrid light poles. • Pool jumping at Bronte continues to be an issue. 	

Item No:	Item	Responsible Officer
	<p data-bbox="292 309 815 338"><i>Bondi Surf Bathers Life Saving Club (BSBLSC)</i></p> <ul data-bbox="336 342 1278 943" style="list-style-type: none"> • The President of the Bondi Surf Bathers Life Saving Club thanked Council for the Community Support Grant of \$7,500 following the Bondi Beach attack on 14 December. • Acknowledged the support provided by clubs and community following the attack. • Acknowledged the strong collaboration and partnership between Bondi and North Bondi Surf Clubs during and following the attack. • Acknowledged Tamarama Surf Club and members for providing club house as a safe place. • Acknowledged Bronte Surf Club for providing logistical support. • Shoulder to Shoulder event on 20 December to honour victims and first responders acknowledged. • Increase in training with approximately 30 bronze this year. • City Ford Sydney Bondi Blue Water Challenge swim on 3 May. • Stan McDonald Relay held celebrating 84 years, congratulations to North Bondi for taking the trophy. • Thanked Steven Pearce and Surf Life Saving NSW for support provided over the last couple of months and leadership shown to keep going forward. • Building update provided. <p data-bbox="292 981 794 1010"><i>North Bondi Surf Life Saving Club (NBSLSC)</i></p> <ul data-bbox="336 1014 1278 1682" style="list-style-type: none"> • The President of the North Bondi Surf Life Saving Club acknowledged the response to the Bondi Beach attack on 14 December and joint club collaboration echoed, including the joint Shoulder to Shoulder event on 20 December. • Thanked Council for Community Support Grant of \$7,500 following the Bondi Beach attack, going into upgrading security cameras. • Lease discussions progressing, plan of management guiding. • Members near capacity, 20 senior bronzes this year with 128 juniors. Long service members outnumbering active members. • Nippers finished this weekend with presentation held. • Nico Antic acknowledged at under 13 Nippers presentation with award named after Nico, Nico's father was in attendance to present the award. • North Bondi Classic ocean swim held 8 February, Surf Life Saving helicopter, drones and offshore rescue boats arranged as shark surveillance measures following recent activity. • Preparing for the Australian Surf Life Saving Championships on the Gold Coast. • Black Dog Institute and Veteran's Affairs have been providing counselling services following the 14 December attack, with social events for members also arranged. • View to hold an event in conjunction with Bondi Surf Club for individuals who treated the affected. • Investigating running First Aid and Resuscitation courses for the Jewish community. <p data-bbox="292 1720 762 1749"><i>Tamarama Surf Life Saving Club (TSLSC)</i></p> <ul data-bbox="336 1753 1278 2040" style="list-style-type: none"> • The President of the Tamarama Surf Life Saving Club noted acknowledgements for 14 December, noting it has been a privilege to assist. • Club continues to grow sustainably, 2 bronze intakes this year, long serving memberships noted. • Training and competition teams have grown. • Nippers growing with a record of 180 members, finishing this weekend. • Inclusion is big focus area for the club and championing that. • Celebration for International Women's Day with various activity offerings for members. 	

Item No:	Item	Responsible Officer
	<ul style="list-style-type: none"> • Life Savers with Pride, inclusive surf life saving culture for the LGBTQIA and community. • Building update provided – currently on 1 year transition lease, working towards signing off 20 year lease by December. • Completed 1 year Plan of Management trial successfully, adjustments made for the next 2 years, noting no complaints received. • Club celebrating its 120th year this year. • Thanked Council for approval of parking spot for trailer enabling the club to deliver training. <p>Surf Life Saving NSW</p> <ul style="list-style-type: none"> • The Chief Executive Officer of Surf Life Saving NSW acknowledged Waverley Council and all Councillors for the response to the 14 December Bondi Beach attack. • Acknowledged the Presidents of North Bondi and Bondi Surf Clubs for their tremendous leadership over the event, and to Tamarama and Bronte for the support provided. • Elissa Hancock elected as President of Surf Life Saving NSW in February 2026, marking a historic moment as the first female president in 116 years. • Tumultuous summer noted, with acknowledgement of Bondi Beach attack, four serious shark attacks and tragic drownings. • Increased shark surveillance drones have almost doubled the capability of surf life saving. • Organisation continues to grow with over 85,000 members, making it the fastest growing volunteer emergency service in Australia. • Working with the Jewish Board of Deputies in supplying First Aid training to Jewish schools in the Eastern suburbs. 	
6	<p>Bondi Attack – Follow-Up Discussion</p> <p>The Surf Life Saving Committee received an update from the General Manager.</p> <p>Noted:</p> <ul style="list-style-type: none"> • The General Manager of Waverley Council acknowledged the tremendous leadership shown by the Presidents of Bondi and North Bondi Surf Clubs in response to the Bondi Beach attack on 14 December, and all Waverley Surf Clubs and Surf Life Saving NSW for their support provided. • Waverley Council in critical response mode during December and January. • Community hub operating at the Bondi Pavilion offering direct community support including Reconstruction Authority and Lifeline. Lifeline continues to operate for a further 6 months. • Chabad Bondi temporary kiosk at Bondi Park, offering outreach and assistance for the community. • Temporary memorial established in Bondi Park adjacent to the playground for the victims of the Bondi Beach attack. • Bondi Local Coordination Committee established by the Premier’s Department to provide a coordinated response to the 14 December attack, with multiple agencies including Waverley Council, Surf Life Saving NSW, Reconstruction Authority, and local Jewish organisations. The committee is co-driven by the NSW Government and Jewish Board of Deputies and includes coordinating support, rebuilding social cohesion, managing recovery efforts and funding. 	

Item No:	Item	Responsible Officer
	<ul style="list-style-type: none"> • Council has distributed \$100,000 grant funding to community organisations that provide direct support to the Jewish community, under its Community Support Grants Program. • Condolences for the victims of the Bondi Beach attack were delivered at the Council Meeting held on 24 February 2026. • Extraordinary Council meetings have been held dealing with Council decisions that need to be made in response to the Bondi Beach attack. • Working with the State Government on discussions around a permanent memorial with the Committee to be kept updated. • Activation and marketing campaigns with the State Government to restore Bondi. • Emergency service presence at Bondi noted. • Royal Commission underway with Council actively involved. 	
7	<p>Bronte Surf Club Project Update</p> <p>The Surf Life Saving Committee received an update on the Bronte Surf Club Project.</p> <p>Noted:</p> <ul style="list-style-type: none"> • Council has received approval for a section 455 for the project. • Report to be submitted to March Council meeting on Stage 3 of value engineering. • All asbestos beneath the club has been removed or capped. • Seawall exclusion zone under construction. 	
8	<p>Beach Accessibility Follow Up Discussion</p> <p>The Surf Life Saving Committee received an update on Beach Accessibility.</p> <p>Noted:</p> <ul style="list-style-type: none"> • First Access & Inclusion Committee meeting held last week. • Council has been investigating options for beach matting storage at Bondi Beach. • Volunteering program raised for discussion around assisting people with a disability accessing the beach and improving accessibility. 	
9	<p>Any Other Business</p> <p>Noted:</p> <ul style="list-style-type: none"> • Bronte Surf Club expressed thanks to Council for \$5,000 grant to cadets to run a beach safety day. • ANZAC Day service invitation extended by Bronte Surf Club to the Committee. 	

MEETING CLOSED: 8.30pm

NEXT MEETING: Thursday, 10 September 2026

REPORT
CM/6.3/26.04

Subject: Pricing Policy, Fees and Charges 2026-27, Budget and Long Term Financial Plan 7.1 - Exhibition

TRIM No: SF25/5151

Manager: Teena Su, Executive Manager, Finance

Director: Tara Czinner, Director, Corporate Services

RECOMMENDATION:

That Council:

1. Treats Attachment 5 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)(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. Publicly exhibits the draft Pricing Policy, Fees and Charges 2026-27, draft Budget 2026-27 and draft Long Term Financial Plan 7.1 attached to the report for 28 days.
3. Notes that the projected total project cost of the redevelopment of the Council Chambers site as at April 2026 is \$32.31 million with a proposed funding strategy comprising \$5 million of anticipated grants, \$9.5 million from the Council general fund and a projected funding shortfall of \$17.245 million to be funded via loan financing.
4. In accordance with sections 621 and 623 of the *Local Government Act 1993*, borrows \$17.245 million to fund the redevelopment of the Council Chambers site according to the project delivery schedule.
5. Authorises the General Manager or delegate to source the loan from approved financial institutions, with officers to prepare a report to Council on the loan details in the second quarter of financial year 2026-27.
6. Notes that the Long-Term Financial Plan (LTFP) 7.1:
 - (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 7.1, likely including borrowing, realising efficiencies and cost reductions within Council operations, applying reserve funds earlier than forecast in LTFP 7.1, reducing or rescheduling the capital expenditure program and increasing revenue to fund specific programs and initiatives.

7. Authorises the General Manager to make any necessary editorial and content changes to the draft Pricing Policy, Fees and Charges 2026-27, Budget and LTFP for public exhibition to give effect to Council's resolution.
8. Officers prepare a report to Council following the exhibition period.

1. Executive Summary

Council is projected to spend a total of \$222.22m, of which \$156.93m is directed to delivering operations (including continuing the ICT Modernisation Program implementation and commencing the waste bins roll-out) and \$64.32m in capital expenditure. Capital expenditure allocates \$52.95m for the Capital Works Program and \$11.37m for capital purchases including plant replacement and Library resources. This represents an increase of \$5.59m (4%) in operating expenditure and an increase of \$6.79m (12%) in capital expenditure when compared to the 2025-26 current approved budget.

Total income is expected to be \$211.27m, comprised of operating income (\$180.52m) and capital income (\$30.75m). This is an increase of \$7.04m (4%) in both operating income and \$6.63m (27%) in capital income when compared to the 2025-26 current approved budget.

The second and final loan drawdown for the Bronte Surf Life Saving Club is to complete the project in 2026-27. A new loan of \$17.245m is proposed for the redevelopment of the Council Chamber's site in the LTFP, the first stage of the project commencing in 2026-27 with the first loan drawdown is anticipated to be \$2.45m.

The draft 2026-27 Budget projects a negative 0.78% operating performance ratio and a balanced budget. This is in line with Council's focus of adhering to its Community Strategic Plan, Delivery Program, Operational Plan and its commitment to continue to achieve our financial sustainability objective while at the same time building our fiscal resilience to enable Council to respond to unexpected crises and deliver a balanced budget.

To ensure Council's long-term financial health, the Long-Term Financial Plan (LTFP 7.1) has been reviewed carefully. A strong program of works reflecting Council priorities, this program enables the Council to deliver well defined strategic priorities (including the ICT Modernisation Program and assets renewal) and meet community needs in the short to medium term.

Council uses its operating surplus as a contribution each year to its asset renewal and capital works programs, and in some years, we will need to borrow externally and apply reserves to fund the asset renewal and capital works program. After the financing activity and applying the reserve funds, it forecasts a balanced budget for every year for the next 11 years. Council forecasts having \$113.06m in cash holdings in 2036-37, including a reserve balance of \$91.90m.

LTFP 7.1 enables asset backlogs identified in the adopted Strategic Asset Management Plan (SAMP 7) to be addressed and asset class conditions to be brought up to the community satisfactory standards, while also ensuring Council will maintain a backlog ratio below the benchmark of two percent (2%) as set out by the Office of Local Government over the life of the LTFP.

This approach is recommended for both the 2026-27 budget and Capital Works Program and the LTFP represents prudent financial management and good use of Council's balance sheet and reserves to navigate challenging circumstances. This approach ensures that service delivery, organisational capability and financial stability are maintained.

2. Introduction/Background

Each year the Council is required under the Integrated Planning and Reporting (IP&R) framework to prepare an annual budget, update its Long-Term Financial Plan, and set out the fees and charges (Pricing Policy, Fees and Charges) the Council is proposing to levy over the coming financial year.

3. Relevant Council Resolutions

Nil.

4. Discussion

Draft Pricing Policy, Fees and Charges 2026-27 (Attachment 1)

The Pricing Policy, Fees and Charges underpinning Council's revenue base and fees are guided by the following seven pricing methodologies and principles:

- A – Free of charge, service meets from general income.
- B – Partial recovery, recognising the community benefit it provides.
- C – Full cost recovery.
- D – Full cost recovery plus an appropriate return.
- E – Market prices.
- F – Fee set by legislation/regulation.
- G – Refundable deposit against possible damage to council infrastructure asset.

Rates and annual charges

- Council rates increase by 5.2% in line with the Independent Pricing and Regulatory Tribunal's (IPART) rate pegging determination for 2026-27 financial year.
- Domestic Waste Service Annual Charge increases by 5.2% in line with council rates increase.
- The Stormwater Management Service Annual Charge remains unchanged as per legislation.

Fees set by legislation or subsidiary legislation

Legislative fees are to increase and amend as per the legislative fee structure from 1 July 2026. Council will continue to update the legislative fees whenever the State Government releases the information for the 2026-27 financial year.

Non-legislative fees

When setting the non-legislative fees, several factors considered including inflation, economic outlook, the anticipated employee award increase and service provision costs. Refer to Attachment 1 for details. Notable changes include:

- Discontinue the Family Day Care fees structure as this service will be transitioned out to other providers from 1 July 2026.
- Discontinue the credit card surcharge from 1 October 2026, as per the Reserve Bank of Australia's review of merchant card payment costs and surcharges conclusions paper, which was released on 31 March 2026.
- Introduce new fees for the first two hours parking to non-Library users. Library users continue access to the two hours free parking through a parking validation process.

- Extend the Early Education Centres operation to full cost recovery timeline to four years in consideration of the cost-living-pressure in the current economic environment and revised the fees increase down to 7.5%, not the originally planned 10%, for the 2026-27 financial year.

Draft Budget 2026-27 (Attachments 2 and 3)

Meeting community aspirations and achieving council priorities with constrained resources is the major financial sustainability challenge currently facing Council now and in the coming years.

Council will continue applying strong financial discipline and strategies so as to ensure Council continues to remain financially sustainable in the long term. These strategies include:

- Examining costs of operations to find more efficient and sustainable ways to deliver services including technological enhancements.
- Delivering operating surpluses through prudent budgeting so as to fund infrastructure capital works, in accordance with Strategic Asset Management Plan (SAMP 7).
- Looking for ways to maximise revenue within Council policy constraints.

The draft 2026-27 Budget has incorporated all components of Council's services and activities including:

- Operational services.
- Environmental Action Plan.
- Plant replacement program.
- Capital works program including the facility building renewal/upgrade program.

Council will continue its transformative change by focusing on modernisation and tech-enabled operational improvements, i.e. continue implementing the ICT modernisation strategic program and simultaneously delivering excellent services to the community. In 2026-27, we will commence the waste bins roll-out project that is scheduled to be completed by 2027-28 on the assumption of no major impacts on the supply chain due to international geopolitical events.

It is proposed that Council will spend \$156.93m of operational expenses, an increase of \$5.59m (4%), compared to the 2025-26 current approved budget, predominately due to the borrowing expenses and the anticipated staff Award increase. The corresponding operating income is expected to be \$180.52m, an increase of \$7.04m (4%) on the 2025-26 current approved budget.

An operating surplus before depreciation expenses is projected at \$23.59m to be available for capital spending. Operating surplus, after depreciation, is projected to be negative \$1.41m, and the projected operating performance ratio of negative 0.78%.

The proposed Capital Works Program expense totalling \$52.95m is funded from operating surplus, capital income, loans and reserves fund within the principles of our Reserves Strategy.

Table 1 summarises the 2026-27 Budget and compared to previous years.

Table 1. Budget comparison.

\$'000	Draft Budget 2026/27	Current Approved Budget 2025/26	2024/25 Actuals	\$ Change on Current Approved Budget 2025/26	% Change on Current Approved Budget 2025/26
Operating Revenue					
Rates & Annual Charges	79,430	75,340	73,348	4,090	5%
Investment Income	4,124	4,183	5,600	(59)	-1%
User Charges	65,988	62,968	55,105	3,020	5%
Other Revenues	24,118	22,983	23,267	1,135	5%
Grants Subsidies & Contributions - Operational	6,859	9,218	7,591	(2,360)	-26%
Total Operating Revenue	180,519	174,692	164,910	5,827	3%
Operating Expenses					
Employee Costs	(93,800)	(88,469)	(86,917)	(5,332)	6%
Materials & Contracts	(34,891)	(35,028)	(30,909)	138	0%
Borrowing Expenses	(1,119)	(93)	(24)	(1,026)	1097%
Operating Expenses	(27,121)	(27,751)	(25,833)	630	-2%
Total Operating Expenses	(156,932)	(151,342)	(143,684)	(5,590)	4%
Operating Surplus (excl Depreciation)	23,588	23,350	21,226	237	1%
Operating Deficit (incl Depreciation)	(1,412)	(650)	(1,216)	(763)	378%
Capital Income					
Grants Subsidies & Contributions - Capital	24,914	22,043	16,122	2,871	13%
Net Gains from Disposal of Assets	5,838	866	1,657	4,972	574%
Total Capital Income	30,751	22,908	17,778	7,843	34%
Capital Expenses					
Capital Purchases	(11,374)	(2,382)	(12,256)	(8,993)	378%
Capital Works Program	(52,948)	(55,149)	(42,157)	2,200	-4%
Total Capital Expenses	(64,323)	(57,531)	(54,413)	(6,792)	12%
Net Capital Income / (Expenses)	(33,571)	(34,622)	(36,635)	1,051	-3%
Loan Repayments	(963)	(499)	(486)	(464)	93%
New Borrowing	12,250	10,200		2,050	20%
Total Net Revenue / (Expenses)	1,303	(1,571)	(15,895)	2,874	-183%
Reserve transfer (to) / From	(1,303)	1,571	15,895	(2,874)	-183%
Net Budget Surplus / (Deficit)	(0)	0	0	(0)	

Refer to Attachment 2 for more detail.

Estimated income

Total estimated income is \$211.27m, comprising \$180.52m of operating income and \$30.75m of capital income.

Rates and Domestic Waste Annual Charge income is projected to be \$79.43m. Council rates are calculated based on the 5.2% rate peg increase which was determined by IPART, it generates \$58.14m for FY 2026-27 and it is funding approximately 32% of the operating expense.

Investment income is expected to be \$4.12m, showing a decrease of \$0.59m (-1%) on the 2025-26 current approved budget. The decrease in this income item is mainly driven by the anticipated available cash holding after the capital works investment and the investment rates of return.

User charges are proposed to be \$65.99m, which represents an increase of \$3.07m (5%) compared to the 2025-26 current approved budget.

- Income from car parks and on-street parking totalling \$17.90m, an increase of 8% (\$1.28m) on the 2025-26 current approved budget. This is mainly due to an increase in projected on-street parking meter fees.

- Income from temporary truck zone permit fees is expected to be \$4.23m, an increase of \$0.87m (26%) on the 2025-26 current approved budget.
- Income from parking permits expected to be \$3.04m, representing an increase of \$0.62m (26%) on the 2025-26 current approved budget.

Other revenue is proposed to be \$24.12m, which represents an increase of \$2.34m (11%) compared to the 2025-26 current approved budget.

- Income from property rental, from both the residential and commercial markets is expected to be \$8.54m, an increase of \$0.4m (5%) on the 2025-26 current approved budget.
- Income from fines is expected to increase by \$2.32m (20%) to \$13.73m, mainly from parking fines.

Capital income from grants, contributions to works, planning agreements and section 7.12 and fleet replacement sales and proposed Carrington Road property sale are expected to generate \$30.75m. This income will be allocated to fund the capital works program and fleet replacement purchases.

Total income forecasted from operations and capital is \$211.27m in 2026-27, which is an increase of \$6.63m (7%) on the 2025-26 current approved budget.

The graph below illustrates the allocations of total income.

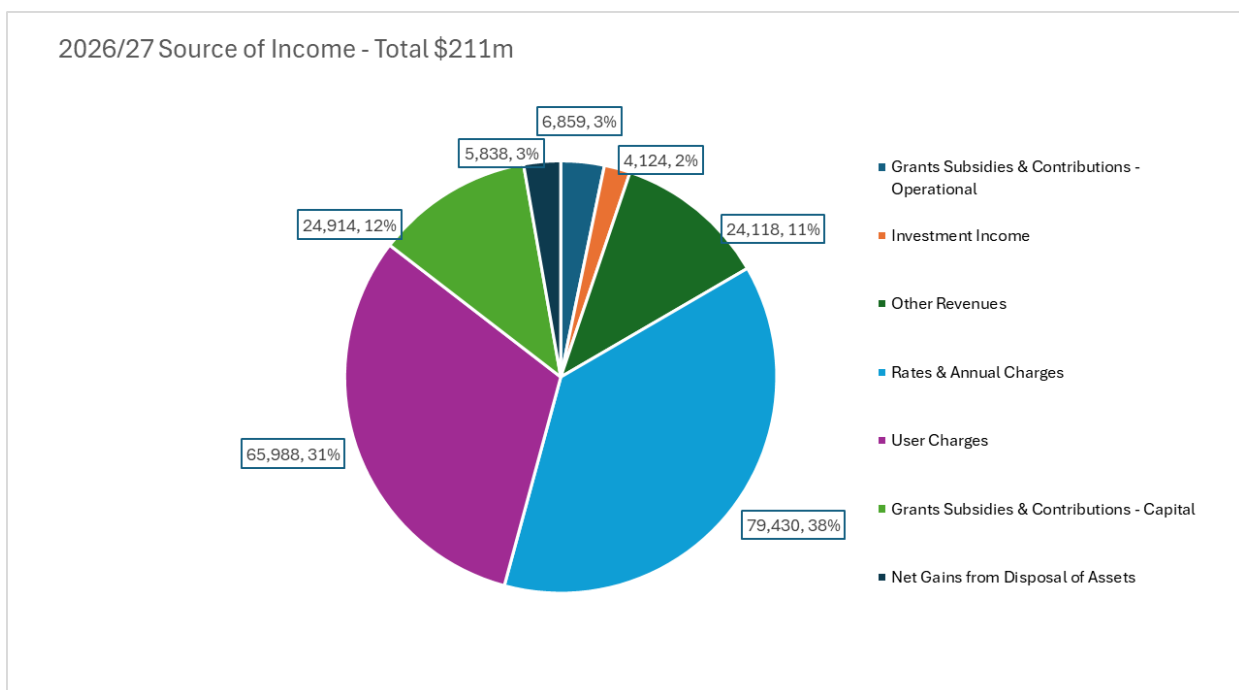


Figure 1. Sources of income.

Estimated expenses

Total expenses expected from operations and capital is \$222.22m in 2026-27, which represents an increase of \$12.99m (6%) on the 2025-26 current approved budget:

- Materials and contracts maintained at a similar level to the 2025-26 current approved budget, at \$34.89m.
- Employee costs have increased by \$5.33m (6%) to \$93.80m in 2026-27. This is mainly due to the expected staff award increase of 4.5%

- Other operating expenses have decreased by \$0.63m (2%) from the 2025-26 current approved budget to \$27.12m in 2026-27. This is mainly due to expenses reduction associated with Bondi Junction incident.
- The proposed Capital Works Program has an estimated cost of \$52.95m. These proposed programs will be funded from various funding sources including external borrowing, anticipated project grants & contributions, general funds from operating income and reserves funding. Grant-funded projects will only proceed if the grant income is successful, or an alternative funding source is available. Refer to Attachment 3 for detail.

The Council Chambers site redevelopment project budget has been revised to \$32.31m from the previous LTFP estimate of \$18.93m to reflect preferred redevelopment option. The funding sources have been revised as shown in the following table.

Table 2. Council Chambers site redevelopment project budget.

Financial Year - \$	FY 2025-26	FY 2026-27	FY 2027-28	FY 2028-29	FY 2029-30	Total
Council Chamber site redevelopment cost estimator	250,000	2,450,000	-	14,587,375	15,024,996	32,312,371
Funding sources:						
Grant				2,550,000	2,450,000	5,000,000
Loan		2,450,000		5,000,000	10,000,000	17,450,000
Council fund	250,000	-	-	7,037,375	2,574,996	9,862,371
Total funding sources	250,000	2,450,000	-	14,587,375	15,024,996	32,312,371

The funding sources may change subject to the success of grant and/or the final scope of project, building and supply chain costs.

The figure below illustrates the allocations of total expenses.

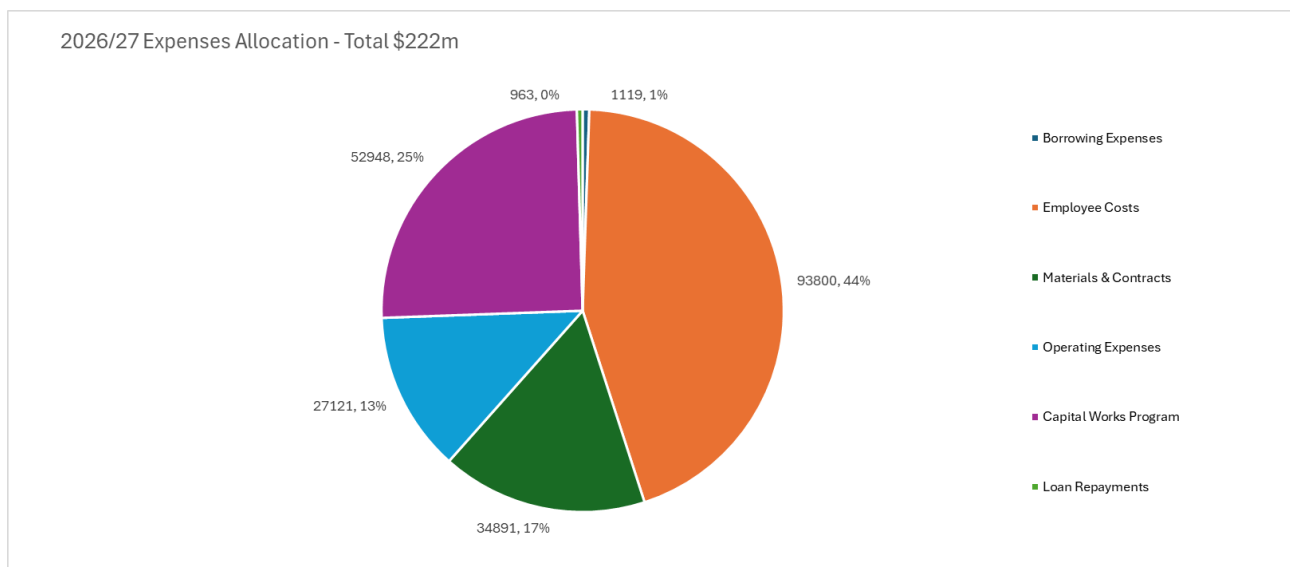


Figure 2. Allocation of expenses.

Operating performance ratio

This ratio measures Council’s achievement of containing operating expenditure within operating revenue. As per the chart below, Council's operating performance ratio is expected to be negative 0.78% in the 2026-27 financial year.

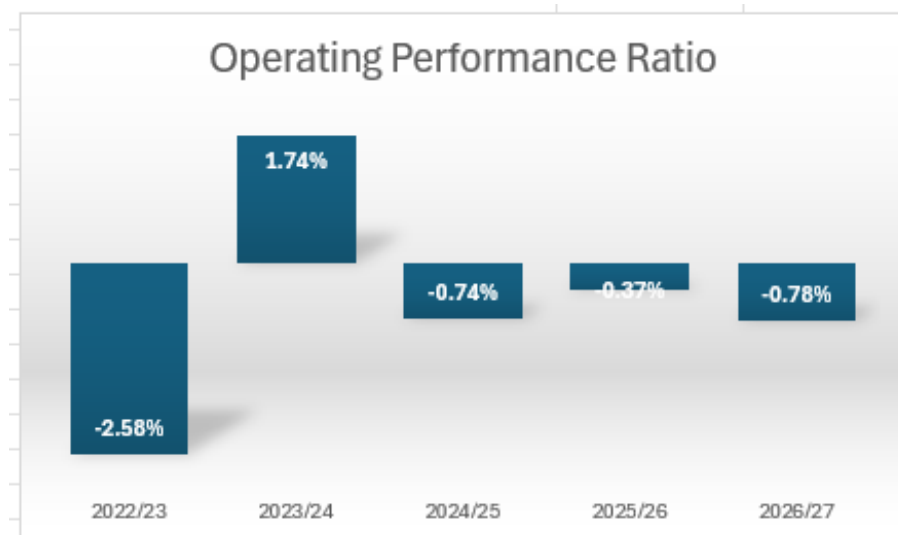


Figure 3. Operating performance ratio.

2026-27 loans

The draft 2026-27 budget proposes the following:

- Loan borrowings of \$12.25m – The second and final loan drawdown (\$9.8m) for Bronte Surf Club project, and new borrowing of \$2.45m for the redevelopment of the Council Chambers site project,
- Loan repayment (principal) of \$0.96m.
- An outstanding loan balance as of 30 June 2027, projected to be \$19.59m.

After applying the reserves and external loan borrowing to the capital works program, the draft 2026-27 budget projects a balanced budget.

The 2026-27 budget has been developed to continue implementing the Community Strategic Plan and Delivery Program. The budget provides for continued services while implementing the ICT Modernisation Program and Capital Works Program. The operating surplus is forecast to be \$23.59m (before depreciation), representing funds available for asset renewal. Council will continue to deliver a balanced budget through effective use of its reserves fund and strategic borrowing to fund infrastructure investment where required.

Global event – Conflict in Iran

The conflict in Iran has created a major global oil crisis, this has significantly impacted Australia, forcing up prices of fuel and other everyday goods for consumers and businesses.

To manage fuel supply chain pressures caused by this global conflict, the Australian Government is taking action to safeguard fuel supply through the National Fuel Security Plan (NFSP) framework. The NFSP framework sets out a four level flexible response, and we are at level 2 at the time of writing this report, as follows:

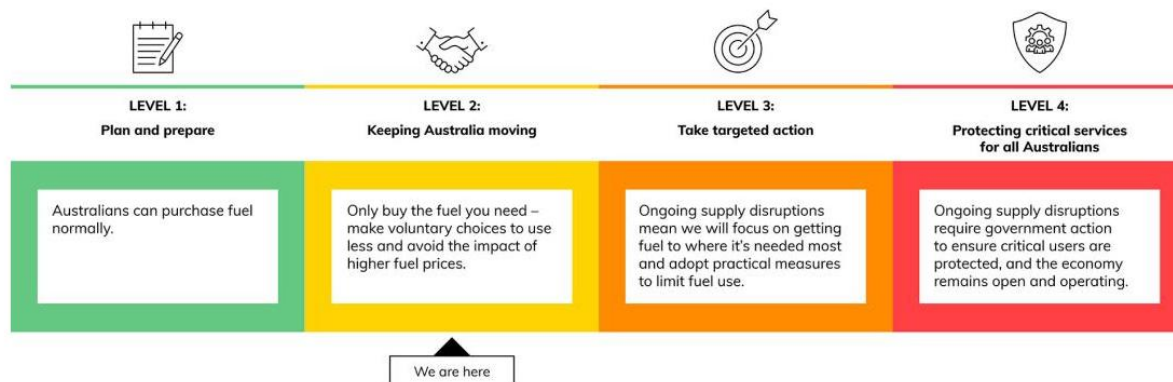


Figure 4. National Fuel Security Plan (NFSP) framework

It is unpredictable as to when a peace agreement will be reached and reopen the Strait of Hormuz. If this conflict prolongs and continues in 2026-27 and the NFSP move to level 4, it will have a significant impact to council operations, e.g. impact services like waste collection, street sweeping, road patching and grading, parks & open space maintenance, community support program, capital program projects cost will increase. The uncertainty and unpredictably also affects council income which is subject to market volatility. Similarly, Council faced these challenges during the COVID-19 pandemic.

Due to the highly unpredictability of this global event, the draft 2026-27 budget does not include a provision to reflect potential service impacts. Any impacts once materialised will be reflected in the upcoming June meeting when Council formally adopts the 2026-27 budget, or in a future 2026-27 budget review.

Council will continue to monitor the situation including impact on services and projects. Council has also established its Crisis Management Team (CMT) to provide coordinated leadership and decision making regarding the fuel crisis so that the Council can respond quickly and effectively. In the event of the conflict continuing, Council will need to balance rising costs, fluctuating income whilst maintaining essential services and infrastructure, e.g. scaling back non-essential services and delay or deferring projects in the capital works program.

Long Term Financial Plan (LTFP 7.1) (Attachment 4)

Each year, the Long-Term Financial Plan (LTFP) is reviewed alongside the annual budget preparation. The LTFP sets out the services, projects, and initiatives Council intends to invest in to make Waverley more resilient and vibrant for Council to continue to meet the needs of our community and residents and forecast the costs and proposed funding.

This is a summary of our long-term financial planning assumptions covering revenue, expenditure, assets and our overall ability to deliver intended levels of service.

The financial information has been prepared based on best estimate assumptions as to the future events which the Council expects will occur. It takes into account economic shifts and conditions in the Australian economy. It is noted that individual financial year forecasts will be varied on an annual basis as more accurate information becomes available and program, income and expenditure forecasts become more accurate.

The basis for the forecast cost indices comes from independent industry advice from TCorp, and Prudential Financial Advisers for local authorities to use in their budget processes consistent with the long-term financial plan (LTFP). These cost indices have been used for both operating and capital budgets as appropriate.

The LTFP 7.1 covers an 11-year period. Assumptions are necessary to ensure that there is a consistent and justifiable basis for the preparation of the financial forecasts.

The significant forecasting assumptions used in developing the financial forecasts in the LTFP 7.1 are summarised below:

Key income assumptions

- IPART rate estimated at 4.5% in 2027-28, 3% in 2028-29, and 3.5% thereafter, and aligns with expected employee award increases.
- Extends the childcare operational full-cost recovery target by further a year to 2028-29 after the cost-living consideration on families, by maintaining a 7.5% annual increase between FY 2026-27 to FY 2028-29, CPI thereafter.
- S7.12 increase by CPI from the 2026-27 level of \$5m due to application value increase, the base case makes no assumption for the s7.12 levy rate increase from the current 1% to 3%-4% for any LGA area.
- Planning agreement (VPA) forecasts at \$1.4m per year from 2027-28 and \$1m thereafter.
- Projected sale of Rowe Street land in 2027-28 in line with previous LTFP assumptions. No other property sales assumptions are in the LTFP.
- Financial Assistance Grants remain consistent at the 2026-27 levels.
- Government grants continue to assist with delivering community buildings upgrade and major infrastructure projects.
- Other items increase by CPI where applicable.

Key expenditure assumptions

- Maintain the 2026-27 service level with adjustment where necessary to achieve financial sustainability.
- Employee Award increase assumptions as 4.5% in 2027-28, 3% in 2028-29, and 3.5% thereafter.
- Fixed term positions cease where applicable.
- Materials and Contracts expenditure increase by CPI.
- Other items increase by CPI where applicable.

Further details on these assumptions are listed in Appendix 2 of the Long-Term Financial Plan 7.1. (Attachment 3).

Key highlights in LTFP 7.1 Capital Works Program

LTFP 7.1 proposed an investment of \$486m in the Capital Works Program for infrastructure assets over the 11-year planning period. To ensure the Capital Works Program progresses on the current scale, and Council will require approximately \$82m grant/contribution funding from the State and Federal governments, and/or other third parties.

Projects will only progress if the forecasted grant income is successful or alternative funding sources are available.

Table 3. LTFP 7.1 Capital Works Program.

LTFP 7.1 Capital Works Program	11 years (2026-27 to 2036-37)		
	Programme Description - \$'000	Expense	Grants/Contributions Income
Building Infrastructure	140,744	9,441	6.71%
Living Infrastructure	16,394		0.00%
Public Domain Infrastructure	22,522	3,250	14.43%
Recreational & Public Spaces Infrastructure	89,561	12,731	14.21%
Road Infrastructure	194,268	48,770	25.10%
Stormwater Drainage Infrastructure	22,739	7,984	35.11%
Total	486,228	82,176	16.90%

Further details on the Capital Works Program are listed in Appendix 1 of the Long-Term Financial Plan 7.1. (Attachment 3).

Balancing the budget over time

The LTFP plan requires that Council will consider and utilise a range of options for achieving balanced budgets, over the life of the Plan and that may vary from forecasts at this time. These are likely to include combinations of realising efficiencies and cost reductions within Council’s operations, applying reserve funds earlier than forecast in LTFP 7.1, reducing or rescheduling the capital expenditure program and increased grant revenue from Federal and State Governments for the investment in specific infrastructure projects identified in the Capital Works Program.

The LTFP 7.1 forecasts a balanced budget for every individual year throughout this planning period to 2036-37. In some years of the LTFP 7.1 period, we will require additional funds to balance the budget, particularly during periods of significant Capital Works Program investment, as shown in the following graph.

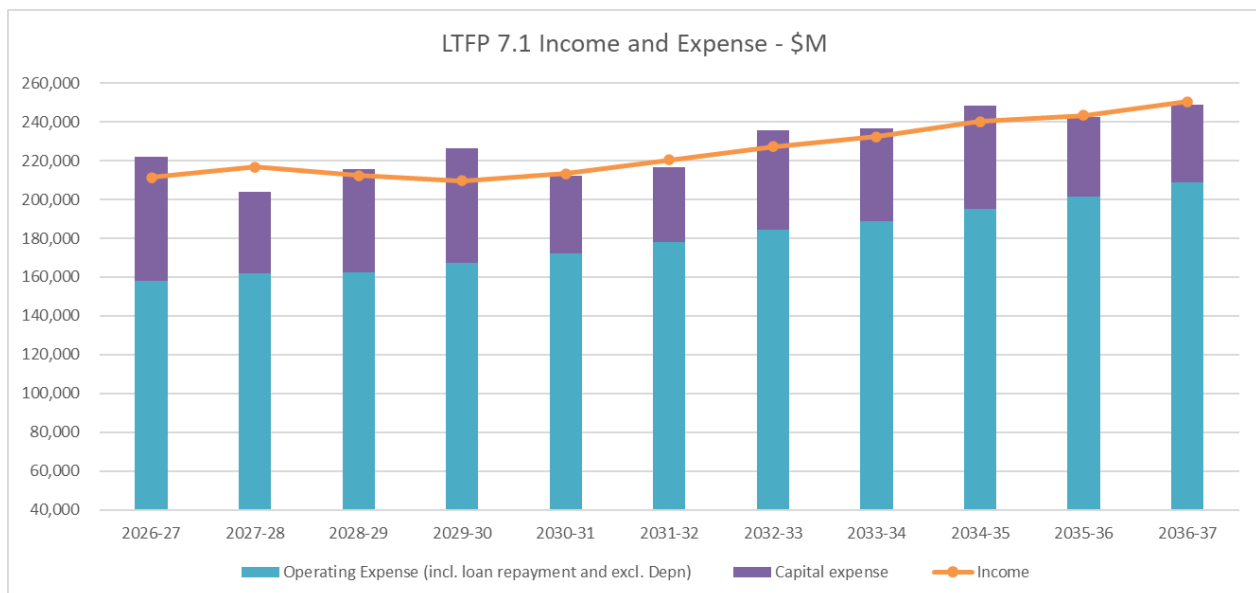


Figure 5. LTFP 7.1 income and expense

External borrowings are required to bridge the funding shortfall for completion of the Bronte Surf Life Saving Club and redevelopment of Council Chambers site over a 15-year term as illustrated in the following table:

Table 4. External borrowing.

Estimated new external loan borrowing schedule	FY 2026-27	FY 2027-28	FY 2028-29	FY 2029-30	Total loan
Bronte Surf Life Saving Club & Community Facilities Upgrade	9,800,000				9,800,000
Council Chamber site redevelopment	2,450,000		5,000,000	10,000,000	17,450,000
Total new loan value	12,250,000	-	5,000,000	10,000,000	27,250,000

Regarding the operating performance ratio (OPR) measure, Council has projected a commitment to achieve the ratio between 0.5% to 1% throughout the LTFP period. Due to the significant investment in the ICT Modernisation Program and the Waste Bins roll-out program in 2026-27 and 2027-28 i.e. non-recurring operational projects, a negative OPR has been projected for those years as shown in the graph below:

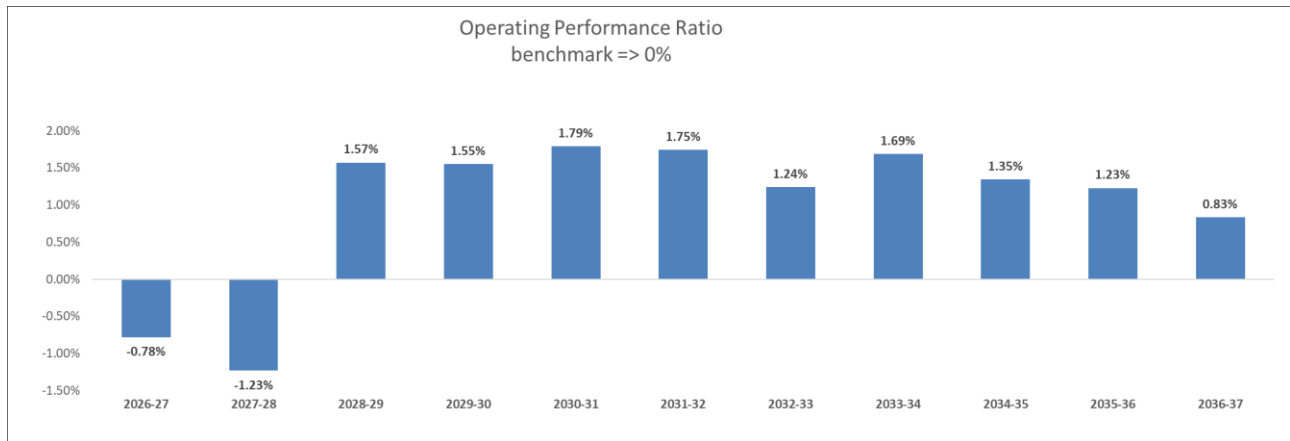


Figure 6. LTFP 7.1 Operating performance ratio.

In summary, the LTFP 7.1 forecasts a balanced budget for every individual year throughout this planning period to 2036-37. It forecasts a cash and cash investments balance to be \$113.06m and a reserve balance of \$91.90m at the end of this planning period 30 June 2037.

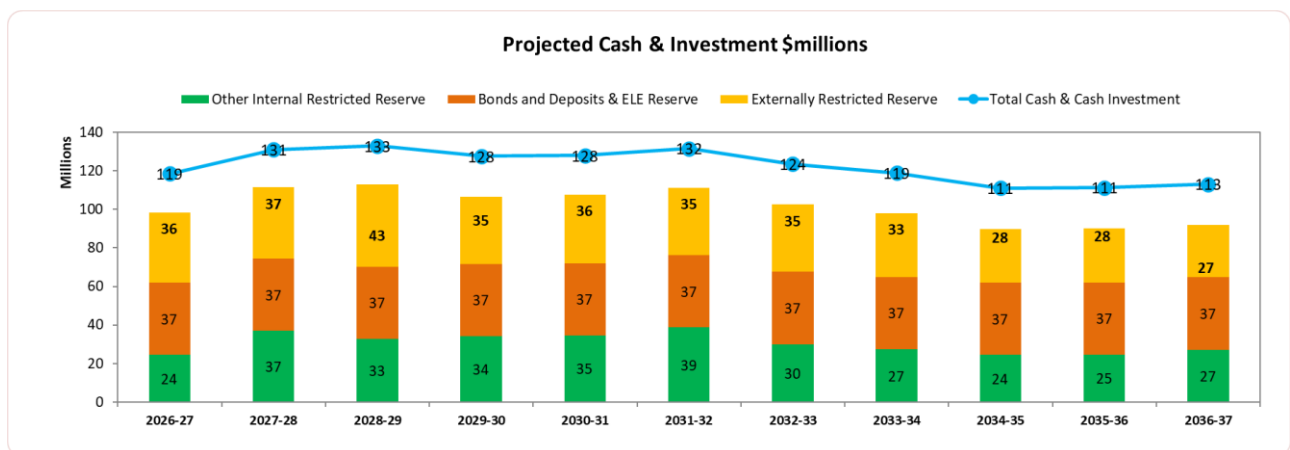


Figure 7. LTFP 7.1 Projected cash and investment.

Before adopting the Pricing Policy – Fees & Charges, Budget and Long-Term Financial Plan 7.1, Council must place these documents on public exhibition for a statutory period of 28 days. This report is seeking Council approval to place these documents on public exhibition. The submission period is from 24 April 2026 to 21 May 2026.

Once the submission date is closed, a further report will be presented to the Council presenting any public comment as well as any updated information for consideration. Council will adopt the final plans following consideration of this material.

5. Financial Impact

The key deliverables, projects and activities are costed in the budget 2026-27 and the Long-Term Financial Plan (LTFP) 7.1.

Council is forecasting a balanced budget in 2026-27 and that it will run balanced budget through the period until 2036-37, in supporting the current services level and Council's key strategic priorities.

6. Risks/Issues

The conflict in Iran has created a major global oil crisis, forcing up fuel prices and prices of other everyday goods. At the time of writing this report, it is difficult to assess what impact on the supply chain and ultimately to Council's service delivery in the 2026-27 financial year. Therefore, the draft 2026-27 budget and LTFP 7.1 does not include provisions to reflect this global event. In the event the conflict continues, as with any unexpected event, Council will need to reprioritise or defer programs and review applying the Emergency reserves. As this conflict unfolds this may require review throughout the year.

The volatility of Australian and international markets can impact on Council's financials because many income lines are influenced by the market condition due to Waverley's low reliance on council rates.

Council has projected a balanced budget supported by various operating and capital income sources, external borrowing and reserve funds. If there is any material decline in income and/or increase in service/project cost, Council would need to secure other alternative income sources or further resource reallocation prioritisation to manage upcoming financial commitments and achieve its long-term financial sustainability goal.

7. Attachments

1. Draft Pricing Policy - Fees and Charges 2026-27 (under separate cover) [⇒](#)
2. Draft 2026-27 Budget Statement by Directorate (under separate cover) [⇒](#)
3. Capital Works Program with Funding Source (under separate cover) [⇒](#)
4. Long Term Financial Plan (LTFP) 7.1 2026-2036 (under separate cover) [⇒](#)
5. Long Term Financial Plan (LTFP) 7.1 Capital Works Program and Funding Sources - For internal use (confidential) .

**REPORT
CM/6.4/26.04**



Subject: Operational Plan 2026-27 - Exhibition
TRIM No: A25/2092
Manager: Sneha Sabu, Coordinator, Corporate Planning and Reporting
Director: Emily Scott, General Manager

RECOMMENDATION:

That Council:

1. Publicly exhibits for 28 days:
 - (a) The draft Operational Plan 2026–27 (Waverley 2027), including the Budget and the Statement of Revenue Policy, attached to the report (Attachment 1).
 - (b) The Rating Structure for 2026–27 contained on page 79 of the draft Operational Plan 2026–27. In accordance with sections 497, 516, 518, 529(2)(d), 534, 535 and 548(3) of the *Local Government Act 1993* (the Act), it is proposed that the following rates and charges be set for every parcel of rateable land within the local government area for the period 1 July 2026 to 30 June 2027:
 - (i) An ordinary rate of 0.068895000 cents in the dollar subject to a minimum rate in accordance with section 548(3) of the Act per assessment on all rateable land categorised Residential in accordance with section 516 of the Act and sub-categorised Ordinary in accordance with section 529(2)(b) of the Act.
 - (ii) An ordinary rate of 0.36376600 cents in the dollar on all rateable land categorised Business in accordance with section 518 of the Act and subcategorised Ordinary in accordance with section 529 (2)(d) of the Act.
 - (iii) An ordinary rate of 0.85292000 cents in the dollar on all rateable land categorised Business in accordance with section 518 of the Act and subcategorised Bondi Junction in accordance with section 529(2)(d) of the Act.
 - (c) The Domestic Waste Management Service Charge being set at \$681 per service per annum for the financial year 2026–27 in accordance with section 496 of the Act.
 - (d) The Stormwater Management Service Charge contained on page 82 of the draft Operational Plan 2026–27 in accordance with section 496A of the Act for the financial year 2026–27 as follows:

Stormwater Management Service Charge		
Category	Unit	Fee or charge
Residential property	per property	25.00
Residential strata property	per property	12.50
Business property	per 350 m2 (or part thereof)	25.00

Business strata property	per 350 m2 (or part thereof) levied equally to strata unit entitlement with a minimum of \$5	25.00
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- 2. Authorises the General Manager to make any necessary editorial and content changes to the draft Operational Plan 2026–2027, including the Budget, for public exhibition to give effect to Council’s resolution.
- 3. Officers prepare a report to Council following the exhibition period.

1. Executive Summary

This report is seeking Council approval to place the draft Operational Plan 2026–2027, including the Budget and the Statement of Revenue Policy, on public exhibition for the period 24 April 2026 to 21 May 2026. A further report will be presented to Council considering any public submissions and setting out any proposed changes, before the final adoption of these documents.

2. Introduction/Background

The Integrated Planning and Reporting (IP&R) Framework consists of an inter-related hierarchy of plans which aims to ensure a more sustainable local government sector. Council has in place a hierarchy of integrated plans consisting of a Community Strategic Plan (Community Strategic Plan 2025–2035), a Delivery Program (Delivery Program 2025–29) and an Operational Plan.

Every year, Council is required to develop an Operational Plan (which is a sub-plan of the Delivery Program) setting out the specific activities (services and projects) it will undertake in that year. Council is also required to prepare an annual budget and update its Long Term Financial Plan.

The Operational Plan 2026–27 sets out the key activities (deliverables), actions, budgets and performance measures Council will employ during the 2026–27 financial year. The Operational Plan includes the Stormwater Management Service Charge and the Statement of Revenue Policy which sets out Council’s rating policy. Accompanying this plan is the proposed Pricing Policy and Schedule of Fees and Charges 2026–27, which sets out the fees and charges Council is proposing to levy over the coming financial year. This document will be discussed as a separate report along with the Budget.

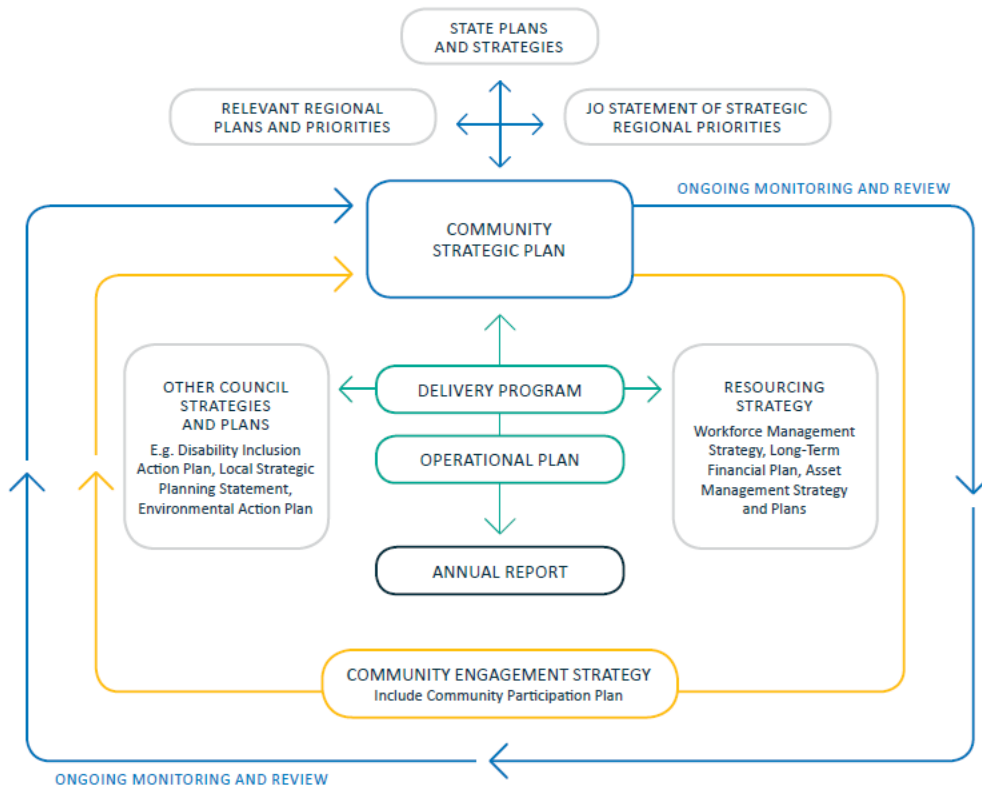


Figure 1. IP&R Framework.

3. Relevant Council Resolutions

Nil.

4. Discussion

In accordance with section 406 of the *Local Government Act*, the Office of Local Government (OLG) has published Guidelines and a Handbook to support the administration of integrated planning and reporting. The Community Strategic Plan 2025–2035 (Waverley 2035), the Delivery Program 2025–2029 (Waverley 2029) and the draft Operational Plan 2026–2027 (Waverley 2027) have been developed in accordance with the OLG Guidelines and Manual.

The Operational Plan has a one-year time frame. The OLG suggests that the Operational Plan be defined as a sub-plan of the Delivery Program that spells out the ‘actions’ to be undertaken in a particular year.

The IPR manual also requires that actions identified in the Delivery Program be carried through to the Operational Plan. Our Operational Plan carries forward the four-year actions from our Delivery Program and includes the action required to ‘deliver’ on what we said we would. The Operational Plan is also required to include a budget for the year as well as our Statement of Revenue Policy. This includes our rating information as well as our pricing policy, fees and charges (discussed separately).

As Waverley grieves the senseless violence and loss of life that occurred at Chanukah by the Sea on Sunday 14 December 2025, Council staff have intentionally considered an enhanced emphasis on public safety and a coordinated approach to the Bondi attack recovery response in the Operational Plan 2026–2027. The priority activities for the next financial year can be viewed under 1.6.3 of the Plan.

5. Financial Impact

The draft Operational Plan 2026–2027 and associated documents is funded by the Long Term Financial Plan 7.1 (2026-2037) and Budget 2026–2027.

Time frame

- Council meeting – 21 April 2026.
 - Council approves the IP&R documents for the purposes of public exhibition.
- Public exhibition – Exhibition dates: 24 April 2026 to 21 May 2026.
 - The IP&R documents are placed on public exhibition for a period of at least 28 days, as per statutory requirement.
- Council meeting – 16 June 2026.
 - Council adopts the IP&R documents as required under the Integrated Planning and Reporting framework.

6. Risks/Issues

There are strategic risks associated with the preparation of Integrated Planning and Reporting suite of documents. These include reputational and compliance risks. Financial, people and service/project delivery risks are also associated with the implementation of these plans.

Since preparation of the Integrated Planning and Reporting suite of documents is legislated under the *Local Government Act 1993*, if the documents are not adopted on time in compliance with the guidance in the Integrated Planning and Reporting Guidelines and Manual, it poses reputational and compliance risks. The draft Operational Plan 2026–2027 (Waverley 2027) was developed in accordance with the OLG Guidelines and Manual.

Implementation of strategies, and actions in these plans are dependent on budget, people and service/project delivery. While these are risks, the Integrated Planning and Reporting Framework is supported by resourcing strategies such as Long Term Financial Plan and Workforce Management Strategy which would address these risks.

Quarterly review of Plan implementation and Budget will ensure that issues/risks pertaining to implementation are addressed. This review process is already established with the Executive Leadership Team, and six-monthly progress reporting to the Audit, Risk and Improvement Committee and Council is also in place.

7. Attachments

1. Draft Operational Plan 2026-2027 (under separate cover) [⇒](#) .

REPORT

CM/6.5/26.04



Subject: Delivery Program 2025-2029 - Six-Monthly Progress Report

TRIM No: A23/0576

Manager: Sneha Sabu, Coordinator, Corporate Planning and Reporting

Director: Emily Scott, General Manager

RECOMMENDATION:

That Council notes the six-monthly progress report on the Delivery Program 2025–2029 attached to the report.

1. Executive Summary

This report provides a summary of progress for activities from the Operational Plan 2025–26 for the period 1 July 2025 to 31 December 2025 and reflects progress for the deliverables identified in the Delivery Program. The detailed Six-Monthly Progress Report is attached to the report.

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

Table 1. Summary of progress.

Themes	Completed	In Progress	In Progress – Impacted by Unforeseen conditions	Delayed	Delayed – Impacted by Unforeseen conditions
Overall	6%	94%	0%	0%	0%
People	3%	97%	0%	0%	0%
Place	4%	96%	0%	0%	0%
Performance	12%	88%	0%	0%	0%

Of the total 178 actions in the Operational Plan 2025–26, 94% (167) of the actions in the Operational Plan are in progress and 6% (11) were completed.

2. Introduction/Background

Section 406 of the *Local Government Act 1993* on Integrated Planning and Reporting Guidelines states that the regulations make provisions with respect to the Integrated Planning and Reporting Guidelines to be complied by Councils. As per Essential Element 4.9 of the Integrated Planning and Reporting Guidelines, the General Manager must ensure that progress reports are provided to the council, with respect to the principal activities detailed in the Delivery Program, at least every six months.

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

In addition to six-monthly progress reports to Council, and in response to section 428A of the Act, Council presents six-monthly progress reports to the Audit, Risk and Improvement Committee. This is to enable the Committee to review the implementation of the strategic plan, delivery program and strategies.

Council’s planning is based on our Community Strategic Plan, which sets out the community’s vision for Waverley. In June 2025, Council adopted the Community Strategic Plan 2025–2035. In accordance with sections 404-5 of the Act, sitting under the Community Strategic Plan is a four-year Delivery Program and a one-year Operational Plan (see Figure 1 below).

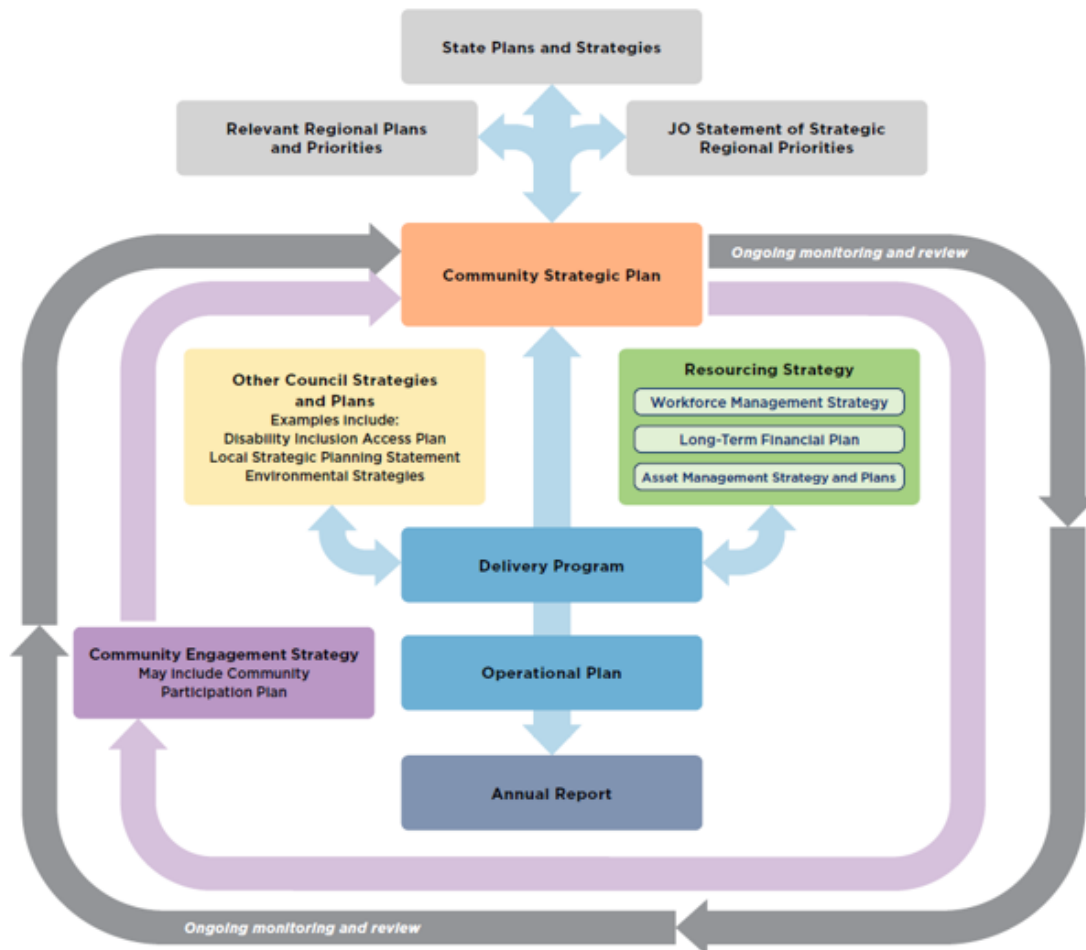


Figure 1. Integrated Planning and Reporting (IP&R) framework.

3. Relevant Council Resolutions

Nil.

4. Discussion

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

This report is the first report on the Community Strategic Plan 2025–2035. The Community Strategic Plan reflects the Waverley community’s long-term priorities and aspirations for the future. The Delivery Program sets out a plan to respond to and meet the community’s long-term vision as stated in the 10-year Community Strategic Plan within each Council term.

The Six-Monthly Progress Report is made up of two parts. The first part gives a high-level summary of key milestones and achievements of the Council in implementing the Operational Plan 2025–26. The second part provides detailed reporting on progress in each activity/project in the Operational Plan 2025–26.

Figure 2 below is a progress summary of Council’s overall performance as on 31 December 2025 in progressing the activities in the Operational Plan 2025–26.

Overall performance

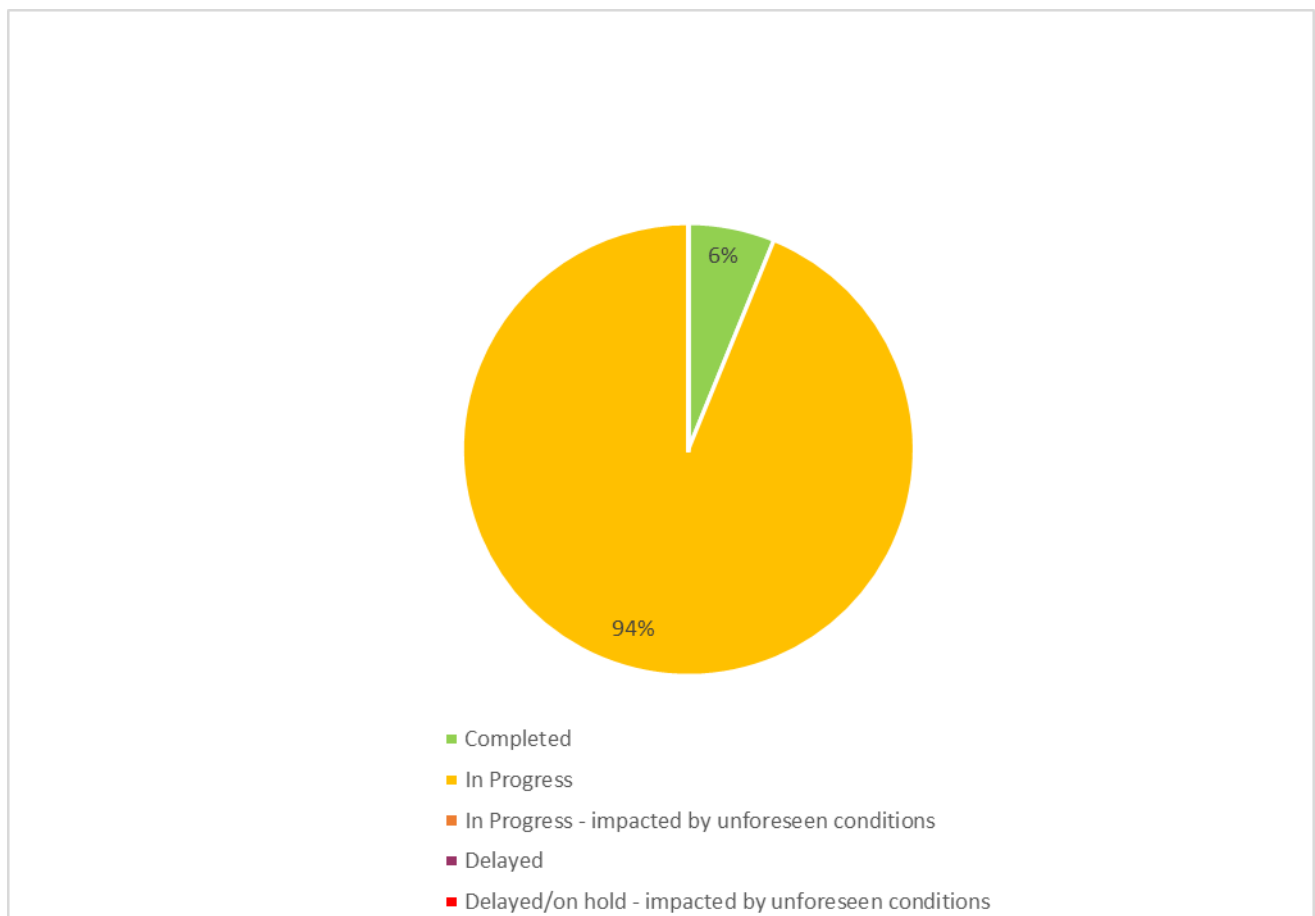


Figure 2. Overall performance progress.

Of the total 178 actions in the Operational Plan 2025–26, 94% (167) of the actions in the Operational Plan are in progress and 6% (11) were completed.

Theme 1 – People

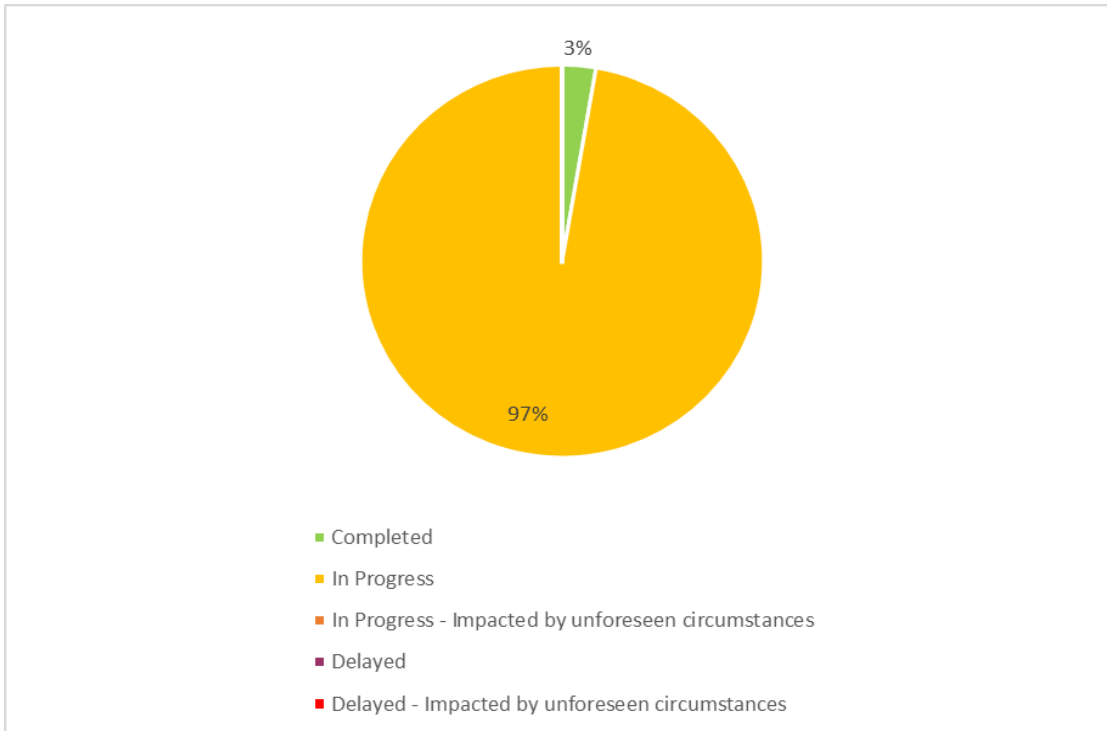


Figure 3. People theme progress.

Of the 37 actions in the People theme of the Operational Plan 2025–26, 97% (36) are in progress and 3% (one) were completed.

Theme 2 – Place

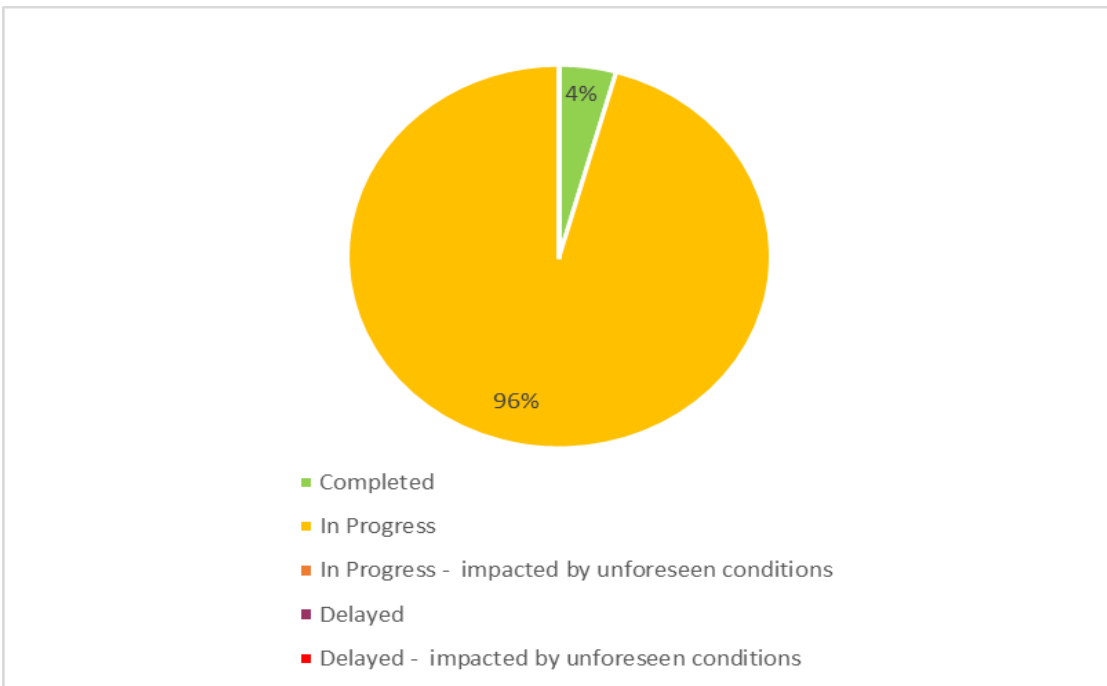


Figure 4. Place theme progress.

Of the 92 actions in the Place theme of the Operational Plan 2025–26, 96% (88) are in progress and 4% (four) were completed.

Theme 3 – Performance

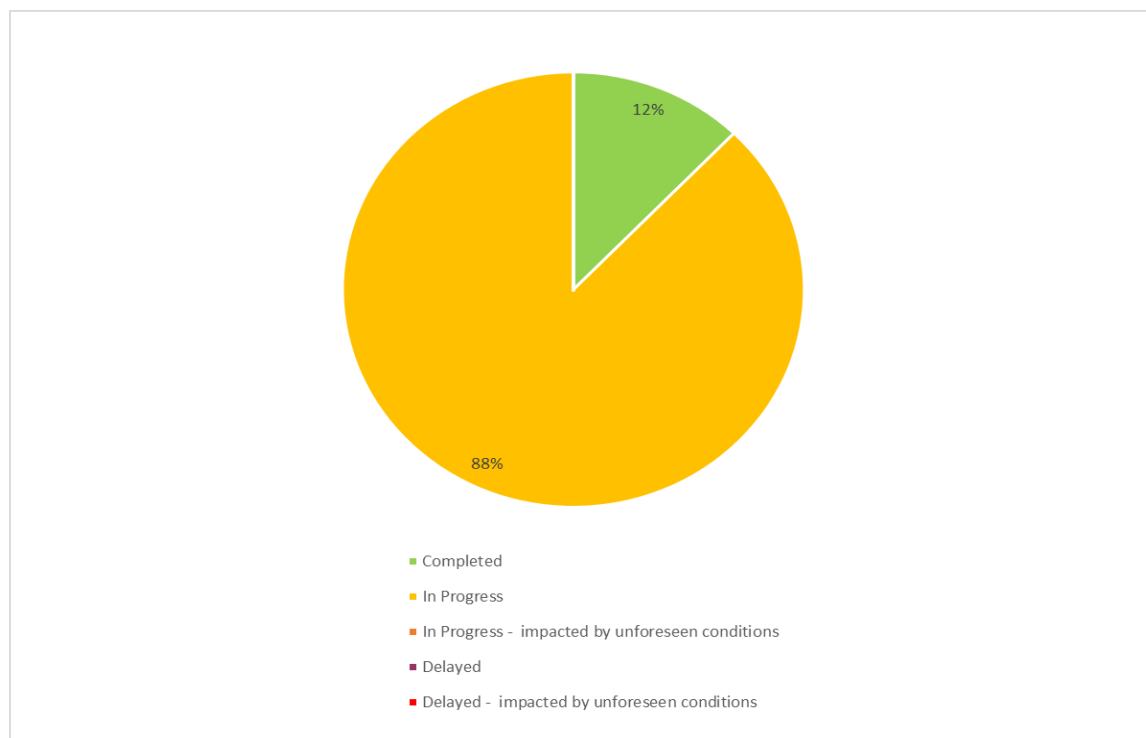


Figure 5. Performance theme progress.

Of the 49 actions in the Performance theme of the Operational Plan 2025–26, 88% (43) actions are in progress and 12% (six) were completed.

5. Financial Impact

The actions in the Operational Plan 2025–26 were included in the budget and work program when the Operational Plan was adopted by Council in June 2025. Funding to implement the Delivery Program over its term is based on the Long Term Financial Plan that supports the Delivery Program. The Progress Report on the Delivery Program is based on information provided by Directors and Executive Managers across Council. The Progress Report on the Delivery Program reflects progress as on 31 December 2025.

6. Risks/Issues

There are three strategic risks associated with the Six-Monthly Progress Report: reputational compliance and performance risks.

Drop in overall performance poses reputational risk for Council. Since reporting on the progress against the Delivery Program is a legislative requirement, not reporting to Council every six months would lead to compliance risk. Not meeting the commitments in the Operational Plan will also lead to performance risks.

To ensure performance is monitored regularly, Council staff undertake a quarterly review of progress, though legislation requires only six-monthly progress reporting. This approach is used to check performance on a regular basis at the leadership level and address any gaps on an ongoing basis. A performance audit is initiated to support the existing risk mitigation approaches.

Six-monthly progress reports to Council are scheduled twice a year: April and September. This is to ensure compliance with Integrated Planning and Reporting requirements of presenting progress to Council every six months.

7. Attachments

1. Six Monthly Progress Report - 1 July-31 December 2025 (under separate cover) [⇒](#) .

REPORT

CM/6.6/26.04



Subject: Precinct Policy and Procedures and Code of Practice for Precincts - Adoption

TRIM No: A25/2181

Manager: Mary Shiner, Manager, Executive Services

Director: Emily Scott, General Manager

RECOMMENDATION:

That Council:

1. Adopts the Precinct Policy and Procedures attached to the report (Attachment 1)
2. Adopts the Code of Practice for Precincts attached to the report (Attachment 2).

1. Executive Summary

The Precinct Policy Handbook 2013 required an update. The delay in the update was due to several factors including the potential Council amalgamation and the pandemic. Officers have since updated the documents, creating the draft Precinct Policy and Procedures, and the draft Code of Practice for Precincts. These two draft documents were submitted to the Council meeting on 9 December 2025 and were endorsed for public exhibition. The 28-day exhibition period ran from 20 January to 19 February 2026.

The Precinct Policy and Procedures and the Code of Practice for Precincts retain the Precinct system in its current form, with the following remaining exactly the same:

- The operational structure, function and objectives of the Precinct system.
- The total number of Precincts and their boundaries.
- The total number of Precinct meetings and Combined Precincts meetings per year.
- The level of support afforded to Precincts and their operations.

Updates included in the attached draft documents do not alter the structure of the Precinct system per se but rather finesse several operational matters.

In response to the submissions received during the exhibition period, some post-exhibition updates have been incorporated into the Precinct Policy and Procedures and Code of Practice for Precincts attached to this report.

2. Introduction/Background

Precincts are a voluntary group of residents, run by residents, who live within the boundaries of a Council recognised Precinct area. Council established the resident run Precinct system in 1987 and has been supporting Precincts for over 37 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. There are 13 Precincts across the Waverley local government area (LGA) and all residents living within the boundaries of their respective Precinct are welcome to participate in their Precinct Committee meetings.

Precincts have operated under a Council-endorsed Policy and Guidelines since inception and as per all Council policies, updates are required to ensure they operate in line with the current environment. The Council-endorsed Policy and Code that governs Precincts (the Precinct Policy Handbook 2013) was due for an update. The updated Precinct Policy and Procedures and Code of Practice for Precincts were submitted to Council on 9 December 2025 and endorsed for public exhibition. The documents were publicly exhibited for 28 days from 20 January to 19 February 2026. This report covers the feedback received during the exhibition period.

3. Relevant Council Resolutions

Meeting and date	Item No.	Resolution
Council 9 December 2025	CM/7.5/25.12	That Council: <ol style="list-style-type: none"> 1. Publicly exhibits the draft Precinct Policy and Procedures attached to the report (Attachment 1) for 28 days. 2. Publicly exhibits the draft Code of Practice for Precincts attached to the Report (Attachment 2) for 28 days. 3. Officers prepare a report to Council following the exhibition period.
Council 19 June 2012	1206.13.25.2	That the Motion be adopted subject to Clause 2 being amended to now read as follows: <ol style="list-style-type: none"> 1. The paragraph under the heading 'Political Candidates at a Precinct Meeting' on page 6 of the Draft Waverley Precinct Policy be amended to now read as follows: <p style="margin-left: 40px;">'A Precinct meeting is a non-political forum primarily attended by residents. Candidates for election at any level of Australian government are not permitted to campaign for votes unless they are specifically invited to participate in a "Meet the Candidates" event listed on a meeting agenda (see Section 2, page 3 of the Precinct Operational Guidelines).'</p>

4. Discussion

Pre-exhibition summary of changes

As advised to Council in the December 2025 report, the Precinct Policy and Procedures and the Code of Practice for Precincts were updated to reflect Council’s new policy template, resulting in two separate documents.

A summary of updates made to the documents (pre-exhibition) are below:

- New format of documents as per Council’s policy template.
- Combined Policy and Guidelines into one document, removing repetition.
- Inclusion of the new option of hybrid and online meetings.
- Further detail regarding taking meeting minutes.
- Further detail regarding arranging a Meet the Candidate event at Precinct meetings.
- Broadening attendance at Precinct Review Committee meetings to include all Precinct Executive Conveners (not just voting members).
- Detailed processes outlined for mediation, dispute resolution and Code of Practice breaches.
- Further detail on Convener/Precinct Executive Committee handover responsibilities.
- Further detail on the role and responsibilities of Precinct Conveners.
- Further detail on the role and responsibilities of Development Application (DA) Representatives.
- Updated procedure for Combined Precincts Meetings for Agenda development and Motions.
- Further detail on managing a Precinct Social Media pages and moderating content.
- Further detail on Precinct interaction with Media Representatives.
- Broadened the Code of Practice for Precincts to cover Precinct Executive Members and all Precinct meeting attendees.
- Updated templates and resources for Precinct use (included in the appendices).

Public exhibition

From 20 January to 19 February 2026, Council publicly exhibited the draft Precinct Policy and Procedures and draft Code of Practice for Precincts via the Have Your Say website. This activity sought feedback from the community on the updated documentation.

A multi-communication channel approach was also used to promote the consultation to reach and encourage residents to participate.

The Have Your Say webpage was promoted via Council’s e-newsletter Waverley Weekly, Council’s social media pages and via direct email to Precinct Executives throughout the consultation period. In accordance with Council’s adapted IAP2 model of engagement, various methods were used to gather community feedback:

- Have Your Say (HYS) website and feedback form.
- Emails to precincts@waverley.nsw.gov.au.
- One face-to-face feedback session with Precinct Executives.

Table 1. Community engagement summary.

Engagement	Audience	Clicks	Overview
Have Your Say website	Total views 400 7 completed feedback forms (from 5 different	N/A	The engagement method was primarily aimed at directing people to Have You Say to provide feedback on the public exhibition. There were 400 unique views during the consultation period.

	people)		The draft Precinct Policy and Procedures had 76 downloads, and the draft Code of Practice for Precincts had 39 downloads. 7 completed feedback forms.
Emails from community	6	N/A	6 emails from the community were received at precincts@waverley.nsw.gov.au
Feedback session with Precinct Executives	20 people attended	N/A	There was one face-to-face Feedback Session with Precinct Executives. 20 people attended this Session at the Waverley Library on Wednesday 5 February 2026.

Table 2. Summary of submissions received and Council response.

Theme	Submissions received	Council response
Public comment - Precincts speaking to the media	<ul style="list-style-type: none"> Precinct Executives should be able to speak with media representatives and identify themselves as part of a Precinct Committee, if they have been authorised to do so by a Precinct meeting or a meeting motion. Precinct members are volunteers not employees of Council and as such need to have an independent voice. Speaking to the media highlights the valuable work of the Precincts. As a compromise solution allow the Convener to speak on behalf of the Precinct. Risk of misinformation if the media only uses Precinct meeting minutes as a source of opinion. How can a Precinct manage media interest in the event of a good news story e.g. Vaocluse/ Diamond Bay Precinct Neighbourhood Fair? 	<p>As per Council's Media Policy, the Mayor is the only spokesperson for Council. Precincts operate under a Council-endorsed Policy, and as such are an extension of Council, and exist as a collaborative entity to Council.</p> <p>In the updated Precinct Policy and Procedures and Code of Practice, Precinct members cannot identify themselves as a representative of a Precinct for quoting purposes to the media. However, they can speak to the media in their capacity as a resident. Additionally, if the media requires clarification on Precinct Meeting minutes, the contact information for Precinct Executives is publicly available on Council's website (at their personal choice).</p> <p>Council is also able to assist in promoting the events hosted by Precincts on social media and in our weekly newsletter, Waverley Weekly. Refer to pages 22-23 in the Precinct Policy and Procedures and pages 6-7 in the Code of Practice for Precincts for further information.</p> <p>Feedback on this theme has not been incorporated into the post-exhibition update. It is not recommended by Council officers.</p>

Precinct meeting minutes	<ul style="list-style-type: none"> All Precinct meeting minutes should be published on Council’s website regardless of Council’s agreement/ disagreement to the content of a draft set of minutes. 	<p>The process for Precinct meeting minutes being published on Council’s website remains unchanged in the new Precinct Policy and Procedures and Code of Practice.</p> <p>Council has a right to determine what it will and will not publish on its website. Refer to page 15 and 17 in the Precinct Policy and Procedures for further detail.</p> <p>Community feedback on this matter has not been incorporated into the post-exhibition update.</p>
	<ul style="list-style-type: none"> There is no support for the use of first names in Precinct meeting minutes when identifying the mover and seconder of motions or action requests. 	<p>The post-exhibition documents have incorporated this feedback. Moving forward, Precinct Meeting minutes should include initials of residents moving and seconding motions. This has been updated throughout the documentation on various pages.</p>
	<ul style="list-style-type: none"> Precincts would like Council officer names in the minutes. 	<p>Due to potential staff turnover, it is best to use the officer’s position to identify them in Precinct meeting Minutes. As such, feedback on this matter has not been incorporated in the post-exhibition update. Refer to pages 43-44 of the Precinct Policy and Procedures for further detail.</p>
	<ul style="list-style-type: none"> Precincts would like Councillors’ names in the minutes. 	<p>This has been clarified in the appendices that Councillors titles and surnames can be included in the Precinct Meeting minutes. Refer to page 44 of the Precinct Policy and Procedures for further detail.</p>

<p>Council officer attendance at Precinct meetings</p>	<ul style="list-style-type: none"> • Precincts would like more frequent Council officer attendance at Precinct meetings to discuss matters of concern 	<p>The Precinct Policy and Procedures notes that <i>‘When more than one Precinct requests a Council Officer to attend their public meeting to discuss a matter of interest that affects multiple Precincts or the entire LGA, the Council Officer will present the matter at the next Combined Precincts Meeting.’</i></p> <p>This is an operational decision. Attending 13 separate Precinct meetings out of regular business hours to discuss the same topic is not an efficient use of time for Council officers.</p> <p>Additionally, the Community Consultation Lead is a full-time resource dedicated to Precincts who regularly facilitates the flow of information between Precincts, Council and Council officers on a regular basis.</p> <p>Community feedback on this matter has not been incorporated into the post-exhibition update. It is not supported by Council officers. Refer to page 21 of the Precinct Policy and Procedures for further detail.</p>
<p>Hosting a Meet the Candidates (MTC) Panel at a Precinct meeting</p>	<ul style="list-style-type: none"> • Precincts would like to host a MTC Panel for a state or federal election without the Combined Precincts agreement. 	<p>The update to the Precinct Policy and Procedures on this theme has been made to involve the Combined Precincts group in the planning of any MTC panels for state and federal elections. This will ensure fairness and equity, so that all Precincts can have a say as to who will host it, where and when to maximise participation from as many Precincts and candidates as possible. Individual Precincts can arrange MTC Panels for local elections without discussing the matter at the Combined Precincts Meeting.</p> <p>Community feedback on this matter has not been incorporated into the post-exhibition update. It is not recommended by Council officers. Refer to pages 19- 20 of the Precinct Policy and Procedures for further detail.</p>

<p>Website/social media use by Precinct members</p>	<ul style="list-style-type: none"> • The current disclaimer required on Precinct websites/social media pages is too long. • Should remove the sentence where Precincts should not post anything that could damage Council or the Precincts’ reputation. • Additionally, as presently worded, it may be the case that the policy applies to posts that are totally unrelated to Council and/or Precinct matters. It should be clarified that the Policy only applies to Precinct and/or Council-related matters 	<p>Community feedback has been included in the post-exhibition updates.</p> <p>This includes updating the Social Media disclaimer, providing clarity on the type of comments that are appropriate and the pages they apply to (on Precinct/ Council social media and webpages). Refer to pages 23-24 of the Precinct Policy and Procedures for further detail.</p>
<p>Disciplinary Procedures in the Precinct System</p>	<ul style="list-style-type: none"> • A report of any disciplinary actions taken, as well as the general nature of the circumstances surrounding the breach, should be tabled at the next Combined Precincts meeting. 	<p>The Precinct Review Committee is a subcommittee of the Combined Precincts group. Its role in dispute resolution was removed in the draft Precinct Policy and Procedures to ensure an impartial party mediates any disputes that may arise.</p> <p>Tabling a report of any dispute resolution incident at a Combined Precincts meeting opens the Combined Precincts meeting up for unnecessary discussion on a matter already resolved.</p> <p>Community feedback on this matter has not been incorporated into the post-exhibition update. It is not recommended by Council officers. Refer to pages 24-26 of the Precinct Policy and Procedures for further detail.</p>

<p>Description and role of precincts</p>	<ul style="list-style-type: none"> The draft Policy states that Council has no authority to direct Precincts, but states that Precincts are bound by the Precinct Code of Practice. These two statements are incompatible. If Council cannot direct Precincts, then Precincts cannot be bound by the Code or the Precinct Policy. 	<p>Community feedback on this theme has been incorporated in the post-exhibition updates to read as follows:</p> <p><i>‘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 are not bound by Waverley Council’s Code of Conduct, but they are bound by the Precinct Policy and Procedures and Code of Practice for Precincts, Council endorsed documents’.</i></p> <p>Refer to page 5 in the Precinct Policy and Procedures and page 4 in the Code of Practice for Precincts for further detail.</p>
<p>Merging the two draft documents - Policy and Code</p>	<ul style="list-style-type: none"> Recommend merging the Policy and Code into one document. 	<p>In updating the documents, the process followed the Council-endorsed templates for the development of policies and codes.</p> <p>Community feedback on this matter has not been incorporated into the post-exhibition update. It is not recommended by Council officers.</p>
<p>Term of Precinct Executives on a Precinct Committee</p>	<ul style="list-style-type: none"> The term of Precinct Executive members should not be limited to a two-year period as the experience of some of the long-term Precinct Committee members is invaluable 	<p>The Policy relating to the length of term of office for Precinct Executives remains unchanged and has been in effect since the inception of Precincts.</p> <p>As demonstrated in the following text, there is no upper limit, but rotation of positions is suggested:</p> <p><i>‘To allow development of members and encourage additional participation, it is suggested that a Precinct Executive who has held office for two (2) continuous years should consider not nominating for a Precinct Executive position unless there are no other nominees.’</i></p> <p>Community feedback on this matter has not been incorporated into the post-exhibition update. It is not recommended by Council officers. Refer to page 8 of the Precinct Policy and Procedures for further detail.</p>

<p>Voting at Precinct meetings</p>	<ul style="list-style-type: none"> • Visitors and guest speakers should be eligible to vote if they meet the criteria of being a local resident as well. 	<p>This feedback has not been incorporated into the documentation. Rather guest speakers' inability to vote has been outlined in the draft documents as it could be a conflict of interest. Further information on who can vote at a Precinct meeting, can be viewed on page 13 of the Precinct Policy and Procedures for further detail.</p>
<p>Precinct Review Committee (PRC)</p>	<ul style="list-style-type: none"> • Clarity is required on who can and cannot be a member of the PRC. 	<p>This community feedback has been incorporated into the post-exhibition update.</p> <p>To nominate for a position on the PRC, you need to be a member of a Precinct Executive Committee. Refer to page 21 of the Precinct Policy and Procedures for further detail.</p>
<p>Audio/visual recording of Precinct meetings</p>	<ul style="list-style-type: none"> • A process is required to accommodate for meeting latecomers, such as a disclaimer on the attendance sheet and/or the Precinct Chair or Secretary informing the new attendees of the earlier meeting decision to record the Precinct Meeting. 	<p>This community feedback has been incorporated into the post-exhibition update.</p> <p>Council Officers have updated the attendance record Template. Refer to page 35 in the Precinct Policy and Procedures for further detail.</p>
<p>Media representative at Precinct meetings</p>	<ul style="list-style-type: none"> • Suggest including that a media representative would be able to remain in the meeting in a work capacity if the meeting also provided its concurrence. Otherwise, they would either have to leave the meeting or remain in the meeting with all comments made being 'off the record'. 	<p>This community feedback has been incorporated into the post-exhibition update, noting that:</p> <p><i>'If a Media Representative would like to attend a Precinct Meeting in a work or reporting capacity, they must seek and gain approval from Council and the Meeting Chair prior to the Precinct Meeting. They would be allowed to remain in the meeting in a work capacity if the meeting also provided its concurrence. Otherwise, they would either have to leave the meeting or remain in the meeting with all comments made being 'off the record'. When concurrence is provided, individuals speaking at a Meeting can only be quoted as a resident (with no identifying details) with their consent'.</i></p> <p>Refer to page 22 of the Precinct Policy and Procedures for further detail.</p>

<p>Precinct Meeting agendas</p>	<ul style="list-style-type: none"> • The joint collaborative process of developing a Precinct meeting agenda. 	<p>Further clarity on this matter has been included in the post-exhibition update to the Precinct Policy and Procedures to state that the Convenor has the final sign-off on behalf of the Precinct Executive Committee. Refer to page 16 of the Precinct Policy and Procedures for further detail.</p>
	<ul style="list-style-type: none"> • Consider additional standard agenda items on Precinct meeting flyers e.g. ocean water quality report and road and street tree maintenance work reports 	<p>Additional agenda items can be decided by each respective Precinct. There is no limit on issue items Precincts can seek reports on.</p> <p>As this is an operational matter, it has not been incorporated in the post-exhibition update as it does not need to be in the Precinct Policy and Procedures or Code of Practice for Precincts.</p>
<p>Miscellaneous comments</p>	<ul style="list-style-type: none"> • There is no commitment from Council on important issues or statements of mutual obligation. 	<p>Council is committed to Precincts and has supported the Precinct system since 1987. Information on Council’s role and responsibility in the Precinct system—including a full-time dedicated Officer (the Community Consultation Lead) and other resources, the commitment to provide information and support, ensuring that a two-way communication flow between Council and Precincts is maintained—is outlined on pages 26 – 27 of the Precinct Policy and Procedures. This Policy and Code continue to serve as an agreement between Council and the Precincts.</p> <p>Council is also committed to ensuring Precinct motions and actions are investigated and responded to as soon as possible. The responses are made public on Council’s website. Bi-annual reports of Precinct motions are also submitted to Council for information and noting and placement on the public record.</p> <p>Council values Precincts’ contribution to community debate and is committed to ensure thorough community engagement with Precincts is conducted in its planning and decision-making processes.</p>

	<ul style="list-style-type: none"> The conditions, expectations and sanctions for volunteers will discourage residents from taking part in the Precinct Executive Committee 	The Precinct Policy has governance and procedural processes in place to ensure the Precinct system operates effectively and fairly. Executive Committee Membership is drawn from an opt-in and people choose voluntarily to join the Precinct system.
Administrative updates	<ul style="list-style-type: none"> Various grammatical and administrative updates 	Various administrative and grammatical updates have been incorporated into the post-exhibition updated documents.

Summary of post-exhibition updates

Further the table above, the following is a summary of the post-exhibition updates made to the Precinct Policy and Procedures and Code of Practice for Precincts that have been made in response to the feedback received during the exhibition period.

- Precinct meeting minutes** – Council officers have updated the documentation to note that Precincts should use residents’ initials in Precinct meeting minutes. This has been updated throughout the documentation on various pages. Additionally, the Precinct Policy and Procedures now clarifies that Councillors titles and surnames can be included in the Precinct meeting minutes. Reference: page 44 of the Precinct Policy and Procedures.
- Website/social media use by Precinct members** – Council officers have updated the social media disclaimer and have provided clarity on the type of comments that are appropriate and the type of pages they apply to (on Precinct/Council social media and webpages). Reference: pages 23-24 of the Precinct Policy and Procedures
- Description and role of Precincts** – Council officers updated the statement as follows: *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 are not bound by Waverley Council’s Code of Conduct, but they are bound by the Precinct Policy and Procedures and Code of Practice for Precincts, Council endorsed documents.* Reference: page 5 of the Precinct Policy and Procedures and page 4 of the Code of Practice for Precincts
- Voting at Precinct meetings** – Council officers have reinforced that guest speakers should not vote at Precinct meetings as it could be a conflict of interest. Reference: pages 12-13 of the Precinct Policy and Procedures.
- Precinct Review Committee (PRC)** – Council officers have clarified in the documentation that to nominate for a position on the PRC, you need to be a member of a Precinct Executive Committee. Reference: page 21 of the Precinct Policy and Procedures
- Audio/visual recording of Precinct meetings** – Council officers have updated the attendance record template to note that recording of the meeting may be in progress and to alert the Precincts Executives if they do not wish to be recorded. Reference: page 35 of the Precinct Policy and Procedures.
- The media at Precinct meetings** – Council officers have included the following in the post-exhibition update: *If a Media Representative would like to attend a Precinct Meeting in a work or reporting capacity, they must seek and gain approval from Council and the Meeting Chair*

prior to the Precinct Meeting. They would be allowed to remain in the meeting in a work capacity if the meeting also provided its concurrence. Otherwise, they would either have to leave the meeting or remain in the meeting with all comments made being 'off the record'. When concurrence is provided, individuals speaking at a Meeting can only be quoted as a resident (with no identifying details) with their consent. Reference: page 22 of the Precinct Policy and Procedures.

- **Precinct meeting agendas** – Further clarity has been included in the post-exhibition documentation. The updates explain the process where Council works with the Precinct Executive to develop a meeting agenda that is clear, factually correct, and fits within the design parameters of the meeting flyer. If Council and the Precinct Executive Convener 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. Reference: page 16 of the Precinct Policy and Procedures.
- **Various administrative and grammatical updates** – Community feedback has been incorporated into the post-exhibition update.

The amended Precinct Policy and Procedures and Code of Practice for Precincts are attached to this report, with changes from the exhibited version shown in red.

5. Financial Impact

There are no financial or resourcing impacts in updating the Precinct Policy and Procedures and Code of Practice for Precincts. The service level will remain as per current arrangements.

6. Risks/Issues

The Precinct Policy Handbook was last reviewed in 2013 and required an update. One of the main issues highlighted in the community feedback was the proposed changes to Precinct interaction with media representatives.

In the updated Precinct Policy and Procedures and Code of Practice, Precinct members cannot identify themselves as a representative of a Precinct for quoting purposes to the media; however, they can speak to the media in their capacity as a resident. Additionally, they can also refer the media representative to their respective Precinct meeting minutes, which may contain motions or discussion on the matter of interest.

7. Conclusion

Council appreciates the valuable contribution Precincts have made to the community for over 37 years and which they continue to make. Council will continue to work collaboratively with Precincts 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.

The post-exhibition updates made to the Precinct Policy and Procedures and Code of Practice for Precincts have considered the feedback received during the exhibition period and have made some post-exhibition amendments as summarised in this report.

8. Attachments

1. Precinct Policy and Procedures (under separate cover) [⇒](#)
2. Code of Practice for Precincts (under separate cover) [⇒](#) .

REPORT
CM/6.7/26.04

Subject: Inbound Donations and Philanthropic Partnerships Policy - Exhibition

TRIM No: A20/0047

Manager: Emily Scott, General Manager

Director: Emily Scott, General Manager

RECOMMENDATION:

That Council:

1. Notes the investigation into the development of a philanthropic partnership policy to support the delivery of the Community Strategic Plan, capital works and infrastructure programs and community services, as set out in the report.
2. Publicly exhibits the draft Inbound Donations and Philanthropic Partnerships Policy attached to the report for 28 days.
3. Officers prepare a report to Council following the exhibition period.

1. Executive Summary

The purpose of this report is to report back to Council on an investigation into the development of a suitable framework for philanthropic partnerships and donation arrangements that support the delivery of Council's Community Strategic Plan, including capital works, infrastructure programs and community services. This report also presents suitable options on how philanthropic partnerships and donation arrangements can be incorporated into existing Council policy.

2. Introduction/Background

Council has two existing policies that document the framework and relevant provisions for sponsorships and donations received by Council. The Sponsorship Policy was adopted in December 2024 to provide further potential for sponsorship opportunities to support revenue opportunities that provide ongoing benefits to the Waverley community. Prior to this, the Inbound Donations Policy was adopted by Council at its meeting on 17 March 2020. The Inbound Donations Policy documents Council's principles in relation to inbound donations and establishes a transparent and coordinated approach to considering offers of donations.

The distinction between Council's two current policies for sponsorships and donations is that donations provided under the provisions of the Inbound Donations Policy include no expectation of any activity or benefit in return. It also assumes a philanthropic motivation, and that the donation is voluntarily and freely given. Sponsorships, both inbound and outbound, under the Sponsorship Policy provide an opportunity for an agreed, mutual benefit. This benefit is determined in collaboration and agreement with Council and may be restricted by legislation and public policy. Additionally, the types of events/activities that Council may consider suitable for inbound sponsorship generally include temporary or recurring activities or events and/or Council assets for sponsorship arrangements that,

for example, span an agreed period, an agreed physical area or an agreed suite of programs and events.

At its meeting on 21 October 2025, Council passed a resolution for Council officers to investigate options for broadening Council's approach to philanthropic partnership and sponsorships and determine whether this can be incorporated into a new or existing Council policy. It was envisaged that a philanthropic partnership and donations policy may significantly improve income opportunities for Council to fund strategic programs including capital works projects, infrastructure programs and community services that benefit the community, whilst reducing any financial impact on ratepayers.

Accordingly, a new, updated draft Inbound Donations and Philanthropic Partnerships Policy, which includes additional clauses to provide a suitable framework for philanthropic partnerships, has been prepared and attached to this report for Council consideration.

3. Relevant Council Resolutions

Meeting and date	Item No.	Resolution
Council 21 October 2025	CM/8.4/25.10	That Council: <ol style="list-style-type: none"> 1. Investigates the development of a philanthropic partnership policy to provide an effective framework for future 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.

4. Discussion

Investigation into the best-practice approach for a philanthropic partnership policy

To assist in the development of a framework for philanthropic partnerships and donation agreements Council staff carried out an initial and thorough desktop analysis of several councils to identify and confirm best-practice options that could be implemented at Council.

The desktop analysis identified and reviewed relevant policies from the councils of Woollahra, City of Parramatta, Northern Beaches, Georges River, Wingecarribee Shire, Ku-ring-gai. Council staff also reviewed policies from the City of Casey and Glen Eira in Victoria, in addition to the NSW Government Sponsorship Policy. The review also considered Council's existing Sponsorship Policy and Inbound Donations Policy to confirm any gaps in the document provisions for sponsorships and donations received by Council.

The investigation confirmed that the Inbound Donations Policy is due for revision and is the most suitable policy to incorporate the framework for philanthropic partnerships and donations. The investigation also identified a series of suitable clauses that could be incorporated into Council's existing policy to provide suitable governance of philanthropic partnerships and donations.

Inbound Donations and Philanthropic Partnerships Policy

The draft Inbound Donations and Philanthropic Partnerships Policy included in Attachment 1 of this report has been reviewed and updated provide an effective governance framework for inbound donations and philanthropic partnerships. The policy includes suitable provisions to ensure requisite probity and transparency required for the acceptance of all inbound donation offers and philanthropic partnerships. This includes an internal assessment process and approval process for philanthropic donations which is in accordance with existing policy and financial delegations. The draft policy also includes provisions for ensuring that philanthropic donations support the delivery of Council's Community Strategic Plan, capital works and infrastructure programs and community services.

Key changes to the draft Inbound Donations and Philanthropic Partnerships Policy are identified in red text and include:

- Updated and simplified policy scope to include philanthropic donations.
- Inbound Donation Principles for philanthropic donations and partnerships, including examples of donations or partnerships that will be considered.
- Provision and criteria for the assessment of philanthropic donations and partnerships.
- Conditions and process for retracting philanthropic donations should a conflict of interest occur of if the donation is considered unethical and/or contradicts Council's values.
- Alignment of philanthropic donations with the existing approval requirements for inbound donations.

It is proposed that the draft Inbound Donations and Philanthropic Partnerships Policy will be placed on public exhibition on the Council's Have Your Say website for 28 days. Officers will prepare a report to Council following the exhibition period with a proposal to adopt the policy, pending outcomes of the consultation process.

5. Financial Impact

There are no financial impacts associated with this report. It is envisaged that philanthropic partnership opportunities structured under the draft Inbound Donations and Philanthropic Partnerships Policy will improve income opportunities for Council to the delivery of Council's Community Strategic Plan, including capital works, infrastructure programs and community services that benefit the community, while reducing any financial impact on ratepayers.

6. Risks/Issues

People, environment, service/project delivery and financial risks associated with the draft Inbound Donations and Philanthropic Partnerships Policy and more specifically the framework for philanthropic partnerships are considered minimal. Legal and reputation/governance risks relating to issues of probity associated with Council receiving donations are considered low as the draft policy includes clear principles that must be satisfied prior to a donation being accepted. The policy also includes provisions which provides Council with the discretion to refuse or terminate any arrangement if the donation or partnership gives rise to or may give rise to a real or perceived conflict of interest.

7. Attachments

1. Draft Inbound Donations and Philanthropic Partnerships Policy [↓](#) .



WAVERLEY
COUNCIL



Inbound Donations and Philanthropic Partnerships Policy



Department	Corporate Services
Approved by	Council
Date approved	
File reference	A20/0047
Next revision date	Four years from approval date
Relevant legislation	Local Government Act 1993
Related policies/ procedures/guidelines	<p>Waverley Art Collection – Acquisition and Deaccessioning Guidelines 2018</p> <p>Waverley Council Code(s) of Conduct</p> <p>Waverley Council Sponsorship Policy</p> <p>Waverley Library Collection Development Plan</p> <p>Public Art Policy 2021</p> <p>Open Space and Recreation Strategy 2021-2031</p> <p>Play Strategy 2014-2029</p> <p>Adopted Plans of Management for Crown Land, Community Land and Road Reserves</p>
Related forms	

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DRAFT

1. Background

From time-to-time Council receives offers of donations from organisations and individuals.

2. Purpose

The purpose of this policy is to outline Waverley Council's principles in relation to inbound donations and **philanthropic partnerships** to establish a transparent and coordinated approach to considering offers of donations and **philanthropic partnerships**.

3. Scope

This Policy applies to the financial, in-kind or material donations, or offers of donations to Council, with no expectation of any activity or benefit in return. It assumes a philanthropic motivation, and is voluntarily and freely given.

It is noted that ~~Waverley Library Service has Deductable Gift Recipient status through the Australian Taxation Office.~~ The following categories of donations **and/or philanthropic donations** made to the ~~Waverley Library Service~~ **Waverley Council** are subject to the provisions of this policy:

- Cash donations.
- Donation of materials that are accompanied by an official valuation from an accredited valuer.
- Bequests.
- **Real estate/property**
- **In-kind donations**
- **Pledges**
- **Endowment**

This Policy details the framework and provisions for the review and acceptance of all inbound donation offers and philanthropic partnerships, which support the delivery of Council's Community Strategic Plan and capital works and infrastructure programs and community services.

For donations made to the Waverley Library Service, this service has Deductable Gift Recipient status through the Australian Taxation Office. This Policy does not apply to donations to the Waverley Library service of books, AV materials, artworks, etc that are not being made as tax deductible gifts pursuant to the Library Services Gift Recipient Status, ~~and donations made by the Friends of Waverley Library (FOWL).~~ The Waverley Library Collection Development Plan (and associated guidelines) and the

Waverley Art Collection – Acquisition and Deaccessioning Guidelines document the protocols and procedures for donations of books/AV materials etc, and artwork, respectively.

This policy does not apply to sponsorship agreements covered under the Sponsorship Policy. This Policy does also not apply to the donations of personal memorials and tributes in recognition of living or deceased individuals, which are covered under the adopted Council guidelines for signage and plaques in public places.

4. Content

4.1 Inbound Donation Principles

4.1.1 Council will receive donations only when the benefit to the community can be clearly defined.

4.1.2. Council will not accept donations if the donation arrangement could:

- Compromise, or be seen to compromise, Council's ability to exercise its functions.
- Limit, or appear to limit, Council's ability to carry out its functions fully, impartially or ethically.

4.1.3. Council reserves the right to decline a donation where the potential donor, their activities or their proposals are in conflict with Council's core values or could have a negative impact on the community.

4.1.4. Donations may be received by way of:

- Funding (including cash payments and bequests).
- Materials, goods and services.
- In-kind support.

4.1.6. Donations may be allocated to a particular activity, in Council's absolute discretion, having regard to the donor's wishes in respect of the intended purpose of the donation.

4.1.7. Inbound donations are only to be accepted if the time and resources used to receive the donation is not greater than the value of the donation.

4.1.8. Donations will not be accepted from political parties.

4.1.9. Donors must provide explanation of the philanthropic motivation for their donation.

4.1.10 For the avoidance of doubt, a donation under this Policy is not a development contribution under Division 6 of Part 4 of the Environmental Planning and Assessment Act 1979 (the EPA Act). A donation under this Policy does not reduce any obligation to make development contributions required pursuant to a condition of development consent imposed under s 7.11 and s 7.12 of the Act or a planning agreement within the meaning of s 7.4 of the Act. Donations made under this Policy are not be taken into consideration in determining any

contribution under s 7.11 and s 7.12 of the Act, or in determining whether to grant development consent to any development application, or to progress any proposal to amend any planning instruments.

4.2 Philanthropic Partnerships and Donations Principles

4.2.1 Council will consider proposals for philanthropic partnerships and donations that contribute to social, environmental, economic and cultural outcomes that benefit the local community, including:

- Upgrades to parks and community facilities.
- Improvement in accessibility in public spaces.
- Improvement to recreational and leisure spaces within the community.
- General public domain upgrades that align with improvements outlined in relevant masterplan, Streetscape Design Guidelines and Public Domain Technical Manual.
- Enhancing green spaces.
- Environmental programs that align with Waverley Council's Biodiversity Action Plan, relevant Ecological Restoration Action Plans and Urban Greening and Cooling Strategy.

4.2.2 Council will only consider philanthropic donations of public facilities or contributions towards public facilities on public land where it is in the best interest of the community in general. This will be guided by the:

- adopted Waverley Council Community Strategic Plan,
- Waverley Council Long Term Financial Plan,
- Section 94 Contributions Plan,
- Plan of Management for the public land on which the facility is to be located,
- Council work program or priority list for that type of facility.

4.2.3 Philanthropic donations or partnerships must align with the strategic directions and masterplans of relevant Plans of Management adopted for the Crown Land, Community Land and Road Reserves parcel or portion relevant to the proposed philanthropic partnerships and donations.

4.2.4 Philanthropic donations may be received by way of:

- Funding including cash payments or cash equivalents in the form of cheque, electronic bank transfer (EFT) or credit card contribution in a lump sum.
- Materials, goods and services

- Item of value and/or significance including works of art, furniture, rare books, manuscripts.
 - Pledges which commit the donor to give a specific dollar amount or in-kind support.
 - Bequests which involve the donor transferring funding or property to Waverley Council at the donor's death through either the donor's will or trust.
- 4.2.5 Philanthropic donations must have a direct community benefit. Donors must provide evidence of the philanthropic motivation for their donations. Incoming donations are only to be accepted if the time and resources used to obtain the donation is proportionate to the value of the donation.
- 4.2.6 Philanthropic donations will be accepted in accordance with Clause 4.1 and 4.2 of this Policy and in addition:
- Anonymous donations will not be accepted.
 - Donations that are allocated should demonstrate that the donor and Council have a mutual agreement.
 - Council will administer the philanthropic donations within existing financial policies, systems, procedures and business processes to improve efficiency and effectiveness and align with financial sustainability.
- 4.2.7 Should, at any stage of the philanthropic partnership, a conflict of interest occurs, or if the partnership or donation be considered unethical and contradicts Council's values, the donation will be returned and the process to retract the donation/s will be made at any time at the discretion of Council.

4.3 Donation Assessment and Approval

- 4.3.1 All inbound donation offers will be assessed by an internal panel, appointed by the General Manager, in accordance with this Policy to determine whether they accord with the Inbound Donations Principles detailed in section 4.1, **Philanthropic Partnerships and Donations Principles detailed in section 4.2**, and related requirements and obligations.
- 4.3.2 Notwithstanding clause 4.3.1, Council is not obliged to accept a donation from any organisation/individual. Decisions to accept or reject offers of inbound donations will be subject to appropriate transparency.
- 4.3.3 In conjunction with the assessment process, proposed donation arrangements will be risk assessed for the possibility of a real or perceived conflict of interest. Council has the discretion to decline offers of donation where the donor's involvement (including parent companies or subsidiaries) could compromise, or be seen to compromise, Council's role and public image.

- 4.3.4 The General Manager or authorised delegate will make all final decisions relating to inbound donations, other than where this Policy or the Local Government Act 1993 specifies that the decision should be made by Council.
- 4.3.5 When deciding whether to accept an incoming donation of over \$20,000, the determination will take place at an ordinary meeting of Council. Council's business papers will publicly disclose the decision of Council in relation to the proposed donation.
- 4.3.6 Any approved incoming donation arrangement entered into, excluding bequests, must be formalised with a written agreement. This agreement should be the entire arrangement between the parties, and no privileges for either party shall exist outside the agreement, unless approved by both parties. In relation to bequests, Council will advise the executor, in writing, whether the bequest is accepted.
- 4.3.7 All inbound donations will be receipted to the organisation/individual making the donation.
- 4.3.8 Any approved incoming donations will be recorded in an online register published on Council's website.

4.4 Donation and Partnership Recognition

- 4.4.1 Donor and partnership recognition including the types of recognition, significance thresholds, and signage and promotion, will be determined by Council in accordance with adopted Council guidelines for signage and plaques.
- 4.4.2 Donations and partnerships, and their recognition will be subject to appropriate transparency and reported as required by the Local Government Act 1993.

5. Review

This Policy will be reviewed every four (4) years or earlier if required due to legislative change or Council resolution.

6. Definitions

Term	Definition
Conflict of interest	Has the meaning in Council's Code of Conduct
Council	Waverley Council
Donation	The provision of financial, in-kind or material contribution to an individual or organisation, with no expectation of any activity or benefit in return. It assumes a philanthropic motivation, and is voluntarily and freely given. Political donations will not be accepted by Council
Gift	An item of value, for example a gift voucher, entertainment, hospitality, travel, commodity, property etc., which one person or organisation presents to another
Inbound donation	A donation (including an unconditional gift or bequest) from an individual or organisation to Council (Note: Only an individual can make a bequest)
Philanthropic Donation	A voluntary, unconditional transfer of money, time, goods, services, that support the delivery of Council's Community Strategic Plan, capital works and infrastructure programs and community services.
Philanthropic Partnership	A relationship between Council and a partner intended to achieve a strategic philanthropic purpose of benefit to the local community, the details of which implemented in accordance with the Inbound Donations and Philanthropic Partnerships Policy.

REPORT
CM/6.8/26.04

Subject: Sydney Roosters - Community Partnership Agreement - Update

TRIM No: A25/0632

Manager: Mary Shiner, Manager, Executive Services

Director: Emily Scott, General Manager

RECOMMENDATION:

That Council:

1. Notes the outcomes and community benefits of Council's Community Partnership Agreement with the Eastern Suburbs District Rugby League Football Club (Sydney Roosters) for the 2025–26 season.
2. Officers prepare a report to Council on the agreement for the 2026–27 season by April 2027.

1. Executive Summary

The purpose of the report is to update Council on the outcomes of the community partnership agreement with the Eastern Suburbs District Rugby League Football Club (Sydney Roosters) for the 2025-26 season.

2. Introduction/Background

The Sydney Roosters, founded in 1908 as the Eastern Suburbs District Rugby League Football Club, are one of the oldest and most successful clubs in the National Rugby League (NRL), having won 15 premierships and competing in every season since their inception.

The Sydney Roosters and Council have an enduring and special relationship founded in the Roosters' headquarters within the Waverley area, including their Leagues Club in Bondi Junction and the Waverley Bowling Club site in Birrell Street.

Council and Easts are intrinsically linked as the then Eastern Suburbs Leagues Club officially moved to Waverley when Council granted it a lease on the first floor of the Bondi Pavilion in 1958.

The Sydney Roosters are local sporting icons in the Waverley community and are known to be instrumental in bringing the local community together to celebrate their love of sport. The club is recognised for its success on the field and has also been recognised in its enduring and ongoing commitment to the Waverley community through its charitable contributions and support provided to many local community groups.

The Sydney Roosters were founding members of Council's Net Zero Alliance, which aims to support Council in achieving its community target of net zero greenhouse gas emissions by 2035. The Sydney Roosters are also long-term supporters and sponsors of the Waverley Brightest and Best Business Awards and active participants in the Chamber of Commerce.

In May 2025, Council entered into a community partnership with the Sydney Roosters under a two-year sponsorship agreement, in accordance with Council's Sponsorship Policy, for the 2025-26 and 2026-27 seasons. It involved both financial and in-kind contributions provided by Council. The community partnership focuses on joint initiatives that create a positive and inclusive environment within the community, promoting positive health and wellbeing and building a stronger future through education and increased participation in community events and initiatives delivered in the local government area.

3. Relevant Council Resolutions

Meeting and date	Item No.	Resolution
Council 20 May 2025	CM/11.2/25.05	<p>That Council:</p> <ol style="list-style-type: none"> <li data-bbox="689 622 1396 902">1. Treats the report as confidential in accordance with section 11(3) of the <i>Local Government Act 1993</i>, as it relates to a matter specified in section 10A(2)(c) of the <i>Local Government Act 1993</i>. 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. <li data-bbox="689 943 1382 1115">2. Enters into the Community Partnership Agreement with the Eastern Suburbs District Rugby League Football Club (Sydney Roosters) attached to the report for the 2025-26 and 2026-27 seasons. <li data-bbox="689 1155 1367 1261">3. Allocates \$30,000 from the General Manager's operational budget for each of the 2025-26 and 2026-27 financial years. <li data-bbox="689 1301 1390 1406">4. Makes an internal budget submission to the draft 2025-26 Budget and Long Term Financial Plan currently on exhibition to enable this allocation. <li data-bbox="689 1447 1394 1552">5. Authorises the General Manager or delegate to complete negotiations and execute all necessary documentation to finalise the matter.

4. Discussion

A Community Partnership Agreement for the 2025-26 and 2026-27 seasons was executed in May 2025 and commenced in July 2025 for a two-year period. The agreement comprised both a \$30,000 financial contribution from Council each year and in-kind contributions and distribution was to occur in accordance with the Council approved criteria detailed in the May 2025 report.

The table below outlines the outcomes achieved against the community partnership agreement for the 2025-26 season.

Table 1. Partnership agreement outcomes.

Partnership agreement offer	2025-26 season outcomes
<p>Attendance at events</p> <p><i>NRL game and event access</i></p> <ul style="list-style-type: none"> • Four reserved seats for all Club owned home games at Allianz Stadium • On one occasion per season, three guests at the Sydney Roosters Tunnel Club post-game • 12 invitations to the Sydney Roosters Corporate Season Launch in Season 2026 • Three invitations to the Sydney Roosters Sponsors Dinner in each year of the agreement • Three invitations to the Sydney Roosters Jack Gibson Award Night in each year of the agreement • Two invitations to a Player Sponsor Specific Experience (either match day or preseason) <p><i>NRLW game and event access</i></p> <ul style="list-style-type: none"> • Four reserved seats for all Sydney Roosters NRLW Home Games • Three invitations to the Sydney Roosters NRLW Awards Night in each year of the agreement • 15 seats at the Sydney Roosters NRLW Awards Night in each year of the agreement <p><i>Hospitality – Sydney Roosters NRL games</i></p> <ul style="list-style-type: none"> • 20 tickets to the Captain’s Club (or similar offering) <p><i>Ticketing – Sydney Roosters NRL Games</i></p> <ul style="list-style-type: none"> • 50 General Admission tickets to all Sydney Roosters Club own Home Games 	<p>200 general admission tickets provided amongst the following groups:</p> <ul style="list-style-type: none"> • Bondi Beach Public School • Bondi Public School • Bronte public School • Clovelly Public School • Galilee Bondi • St Charles • Wairoa School • Moriah College • Waverley College • Rose Bay Secondary College • Repair Café volunteers • Men’s Shed • Waverley Community Gardening Group • Housing Committee Members • Reconciliation Advisory Group • Council trainees • Community Living Program (WCLP) • Caretakers Cottage • WAYS • Youth Week volunteers • Gardening at Waverley Cemetery Volunteers • Wairoa Reserve Shared Garden Group • Langlee Lane Shared Garden Group • Event volunteers (Lunar New Year/Global Table) <p>11 reserved home game tickets to staff as rewards</p> <p>2 VIP tickets to the 2025 NRLW Players Club Dinner to the 2025 Local Heros Award winner</p> <p>15 tickets to the NRLW awards night for volunteers with Bondi Beach playgroup</p> <p>20 tickets to the Captain’s Club on 6 July 2025 for Councillors, the General Manager and Executive Services team.</p>

<p>Merchandise</p> <p><i>NRL merchandise</i></p> <ul style="list-style-type: none"> • One team-signed Sydney Roosters jersey per year of the agreement • One team-signed and framed Sydney Roosters jersey per year of the agreement • Two Sydney Roosters Players Club jackets per year of the agreement <p><i>NRLW merchandise</i></p> <ul style="list-style-type: none"> • One team-signed Sydney Roosters NRLW jersey per year of the agreement 	<p>All merchandise (i.e. three signed jerseys) was donated to the Staff Charitable Trust to raffle with proceeds distributed to selected charities.</p>
<p>Promotion</p> <p><i>Roosters street flag banners</i></p> <ul style="list-style-type: none"> • Provision of Roosters street flag banners for installation at agreed times and locations during the season 	<p>Council displayed the Roosters flags for the Roosters NRLW team when they made the Grand Final.</p> <p>The Roosters also supported ‘The Bondi Feeling’ Council campaign to support the community and economic recovery of Bondi post-14 December 2025 terror attack.</p>
<p>School programs</p> <p>One schools coaching Clinic – hosted at a venue in the Waverley local government area</p>	<p>Council hosted a Roosters School Holiday clinic at Waverley Oval on 9 October 2025</p>

A report to Council on the agreement for the 2026-27 season will be prepared by April 2027.

5. Financial Impact

The agreement comprises an annual contribution of \$30,000 for each of the 2025-26 and 2026-27 financial years, commencing in July 2025.

6. Risks/Issues

The risks of participating in a community partnership agreement with the Sydney Roosters include the allocation of funding to a local sporting club at the expense of funding for another Council service or sporting club as well as the perceived unfair allocation of tickets and merchandise obtained through the partnership agreement.

The Sydney Roosters and Council have an enduring and special relationship founded in the Roosters’ headquarters within the Waverley area, including their Leagues Club in Bondi Junction and the Waverley Bowling Club site in Birrell Street. No other NRL or NRLW teams operate out of the Waverley local government area or are seeking a partnership agreement with Council. Council provides much-needed support to many local sporting clubs through the issuing licences for clubs to access our sporting fields and Council venues as well as our grants programs. Sydney Roosters had not received any support from Council previously and due to the mutually beneficial agreement that has been executed, it is deemed that the community partnership agreement is low risk.

The allocation of tickets and merchandise obtained through the agreement provide benefit to local community groups, local schools, youth groups and organisations, volunteers and residents. The merchandise is donated to the Staff Charitable trust as raffle prizes, with proceeds distributed to selected charities.

The agreed distribution process for tickets and merchandise is overseen by the Executive Leadership Team ensuring the maximum community benefit of the proposal is realised. Tickets for staff are on occasion distributed as rewards or on a random or first-in-best-dressed basis. Distribution of tickets to the local community inspires inclusivity and is bringing people together and enhancing wellbeing across the community.

7. Attachments

Nil.

REPORT

CM/6.9/26.04



Subject: Investment Portfolio Report - March 2026

TRIM No: SF25/3747

Manager: Teena Su, Executive Manager, Finance

Director: Tara Czinner, Director, Corporate Services

RECOMMENDATION:

That Council:

- Notes the Investment Summary Report for March 2026 attached to the report.
- Notes that the Executive Manager, Finance, as the Responsible Accounting officer, advises that all investments have been made in accordance with the requirements of section 625 of the *Local Government Act 1993* and directions from the Minister for Local Government, including Ministerial Investment Orders, and Council's Investment Policy.

1. Executive Summary

For the month of March 2026, Council's investment portfolio generated \$572,715 in interest.

The interest income for year to date achieved 93.74% (\$3,920,803) of the current budget of \$4,182,687

2. Introduction/Background

Section 212 of the *Local Government (General) Regulation 2021* requires that Council be provided with a written report setting out details of all money that the Council has invested under section 625 of the *Local Government Act 1993* (the Act) and certifying that these investments have been made in accordance with the Act, regulations, Ministerial Investment Orders and Council's Investment Policy.

The interest on investment budget for the 2025-26 financial year was adopted by Council at its meeting on 24 February 2026 set at \$4,182,687.

The table below illustrates the monthly interest income received by Council and performance against the budget.

Table 1. Monthly interest income received by Council.

Month	Original Budget	Current Budget	Actual Monthly (\$)	Actual YTD (\$)	Tracking YTD Current Budget %
July	3,871,071	4,182,687	295,342	295,342	7.06%
August	3,871,071	4,182,687	322,030	617,306	14.76%
September	3,871,071	4,182,687	526,796	1,144,102	27.35%
October	3,871,071	4,182,687	522,989	1,667,157	39.86%

November	3,871,071	4,182,687	383,736	2,050,893	49.03%
December	3,871,071	4,182,687	593,428	2,644,322	63.22%
January	3,871,071	4,182,687	335,033	2,979,354	71.23%
February	3,871,071	4,182,687	368,734	3,348,089	80.05%
March	3,871,071	4,182,687	524,738	3,920,803	93.74%

3. Relevant Council Resolutions

Meeting and date	Item No.	Resolution
Council 24 March 2026	CM/6.5/26.03	That Council: <ol style="list-style-type: none"> 1. Notes the Investment Summary Report for February 2026 attached to the report. 2. Notes that the Executive Manager, Finance, as the Responsible Accounting officer, advises that all investments have been made in accordance with the requirements of section 625 of the <i>Local Government Act 1993</i> and directions from the Minister for Local Government, including Ministerial Investment Orders, and Council's Investment Policy.

4. Discussion

Council's investment portfolio posted a return of -0.10% pa (-0.01% actual) for the month versus the bank bill index benchmark return of 3.80% pa (0.32% actual). Over the past 12 months the investment portfolio has returned 4.77% versus the bank bill index benchmark's 3.80%.

Concerns about the fallout of the war in the Middle East triggered sell-offs in the share and bond markets resulting in the NSW TCorp Long Term Growth Fund logging a negative return for the month, down 4.28% (actual).

The sharp rise in market interest rates, particularly long-dated terms, had a detrimental effect on the market value of bonds in the portfolio. However, the rise in rates is already flowing through to higher quarterly rate resets on the floating rate notes (FRNs) and higher yields on term deposits.

Without marked-to-market influences, Council's investment portfolio yielded 4.54% pa for the month, up 11 basis points from last month. This is based on the actual interest rates being received on existing investments and excludes the underlying changes to the market value of the securities and growth fund.

During March, Council had maturities of \$9m among three Suncorp Bank term deposits with original terms of 12 (x2) and 24 months, which were yielding an average of 4.71% pa. A \$4m Newcastle Permanent senior FRN paying three-month bank bill swap rate (BBSW) +0.63% pa also matured during the month.

Council invested \$6m between two new deposits with terms of six and 12 months at an average rate of 5.30% pa.

Table 2. Non-fossil fuel vs fossil fuel ADI deposit rates (invested shaded).

Date	Amount	Term (months)	Non-Fossil/Green Deposit Rates	Fossil Fuel ADI Deposit Rates
17 March 2026	\$3,000,000	12	5.15%	5.15%
24 March 2026	\$3,000,000	12	5.45%	5.38%

As at 31 March 2026, Council's investment portfolio has a current market value of \$132,516,992 which represents a gain of \$1,250,943 on the \$131,266,050 face value of the portfolio.

The table below provides a summary by investment (asset) type.

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

Asset group	Face value	Current value
Cash	\$21,298,617	\$21,298,617
Floating Rate Note	\$29,600,000	\$29,718,789
Managed Funds	\$9,367,433	\$9,367,433
Term Deposit	\$71,000,000	\$72,132,154
Total	\$131,266,050	\$132,516,993

Table 4. Portfolio value – Summary by investment (reserve) type.

Reserves	Value
External Restriction Reserves	\$ 37,081,729
Internal Restriction Reserves	\$ 68,895,079
Unrestricted fund	\$ 25,289,243
Total	\$ 131,266,050

Analysis

Attached to this report is a summary of the investment portfolio for the month of March. These reports are prepared by Council's independent financial advisor, Prudential Investment Services Corp. The table below compares Council's portfolio return to the bank bill index benchmark.

Table 5. Portfolio return.

Month	Portfolio return %	Ausbond BB index %	Variance %
Apr-25	4.58	4.38	0.20
May-25	0.62	0.34	0.28
Jun-25	6.12	3.94	2.18
Jul-25	5.43	3.60	1.83
Aug-25	5.48	3.84	1.64
Sept-25	5.63	3.62	2.01
Oct-25	5.39	3.55	1.84
Nov-25	3.52	3.66	-0.14

Dec-25	4.19	3.71	0.48
Jan-26	4.77	3.64	1.13
Feb-26	4.93	3.76	1.17
Mar-26	-0.10	3.80	-3.90
Average % return over the last 12 months	4.77	3.80	0.97

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

As at the end of March 2026, 59% of Council’s portfolio was invested in non-fossil-fuel-lending authorised deposit-taking institutions (ADIs) and socially responsible investments, while fossil-fuel-lending ADIs (including the daily operation fund) accounted for 34% of the portfolio. The remaining 7% is invested with TCorp.

From March 2019 to March 2026, Council has seen a movement in its investment in fossil-fuel-lending ADIs from 21.40% to 34%, as shown in Figure 1 below.

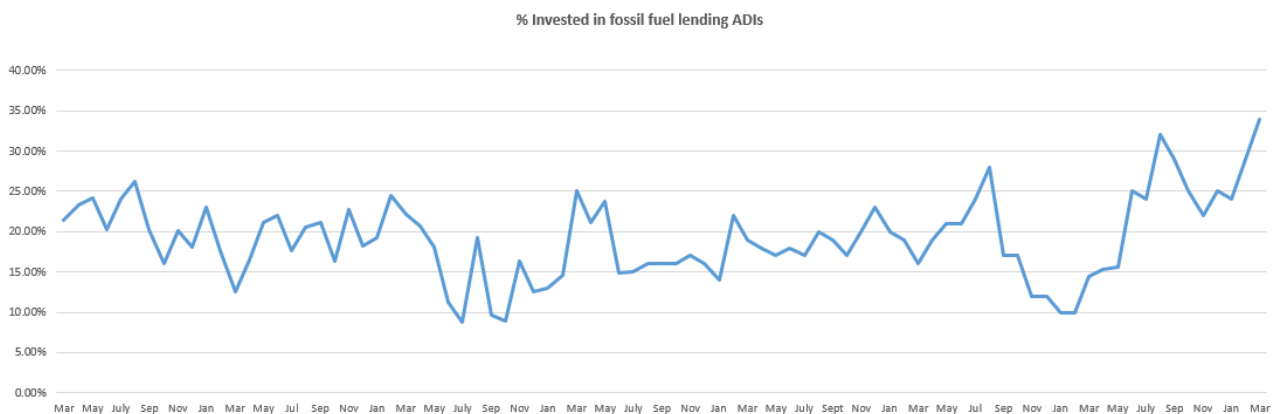


Figure 1. Investments in fossil-fuel-lending ADIs.

When excluding the working capital funds held in the Commonwealth Bank account (a fossil-fuel-lending bank) to meet day-to-day operating requirements, 70.57% of Council’s investment portfolio was invested in non-fossil-fuel-lending ADIs and socially responsible investments, 20.92% fossil-fuel-lending ADIs and the remaining 8.52% is invested with TCorp as displayed in Figure 2 below.

Figure 2: Investment portfolio - March 2026

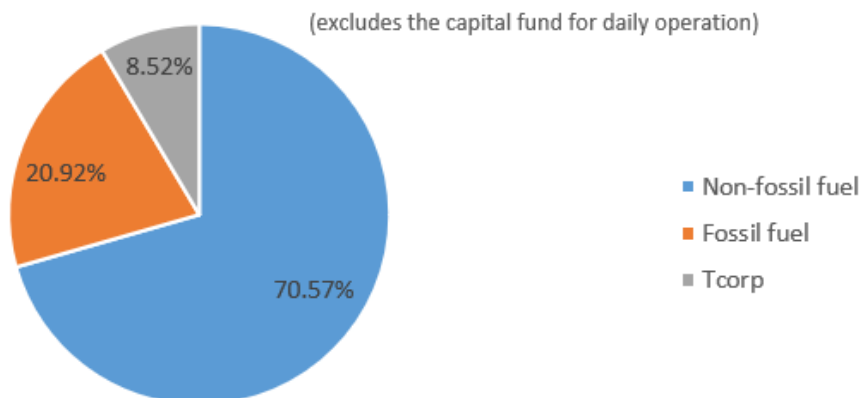


Figure 2. Investment portfolio.

5. Financial Impact

Council’s investment portfolio has achieved interest earning of \$3,920,803 for the year to date, representing 93.74% of the Current Budget of \$4,182,687.

This report has been prepared in consultation with Council’s independent financial advisor, Prudential Investment Services Corp.

6. Risks/Issues

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

7. Attachments

1. Investment Summary Report - March 2026 [↓](#) .



Investment Summary Report
March 2026

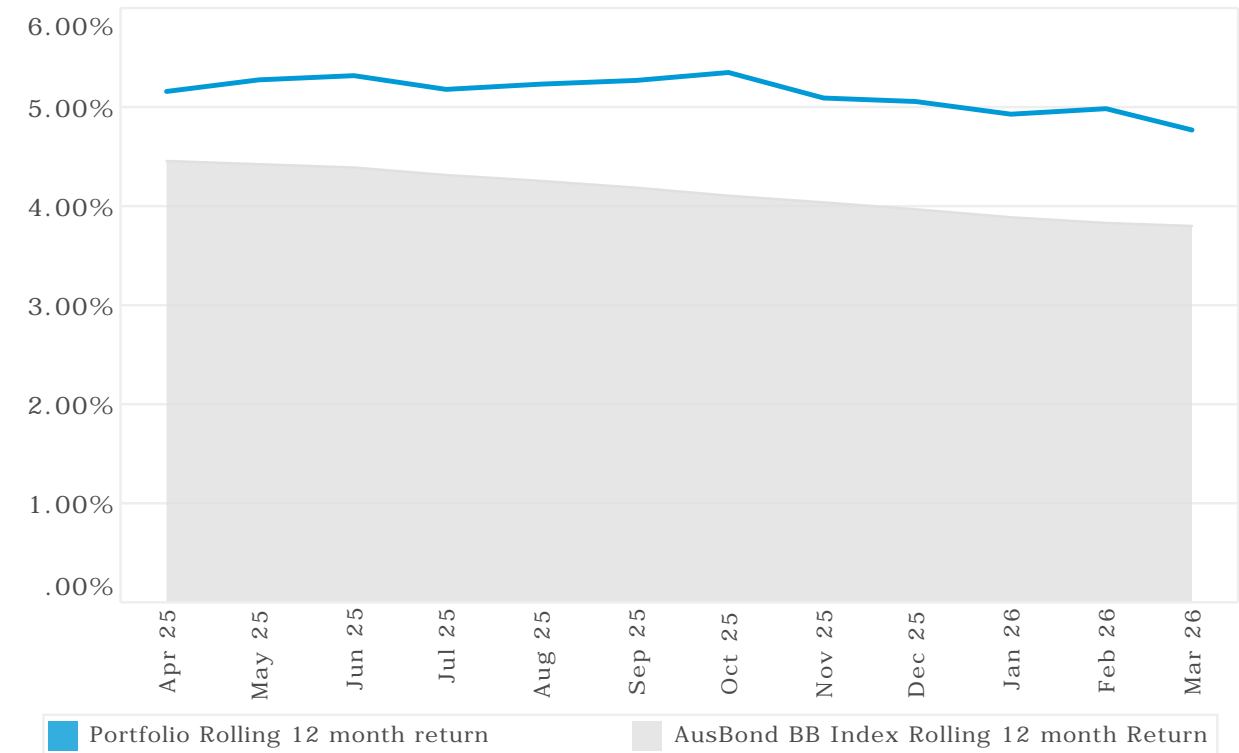
Waverley Council Executive Summary - March 2026



Investment Holdings

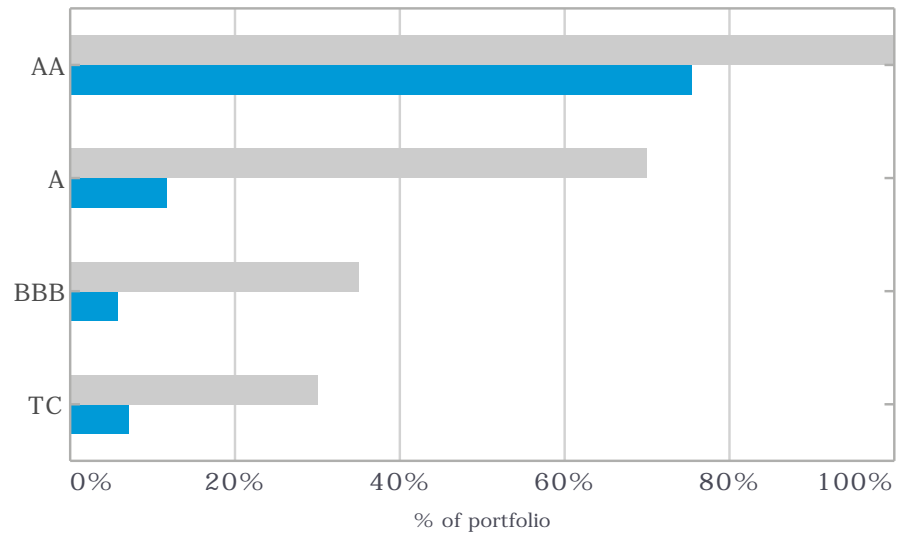
	Face Value (\$)	Current Value (\$)
Cash	21,298,617	21,298,617
Floating Rate Note	29,600,000	29,718,789
Managed Funds	9,367,433	9,367,433
Term Deposit	71,000,000	72,132,154
	131,266,050	132,516,992

Investment Performance

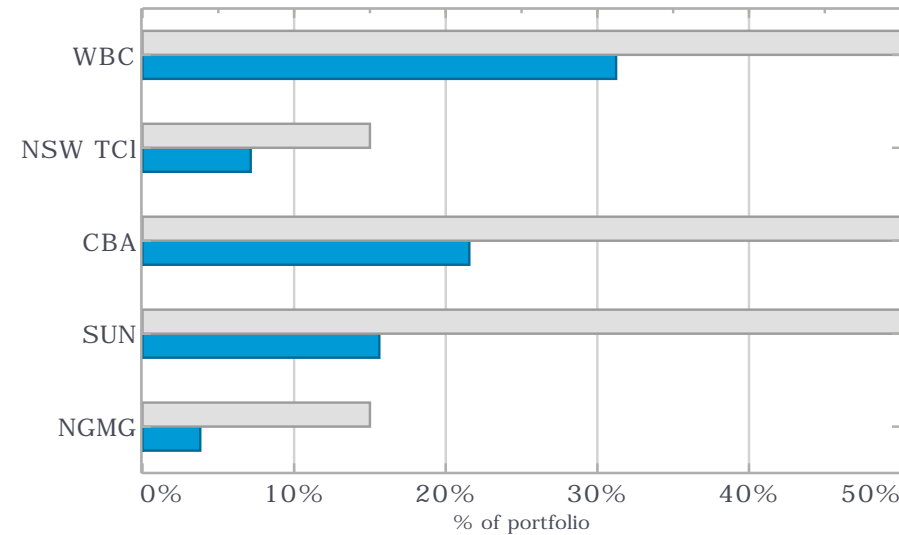


Investment Policy Compliance

Total Credit Exposure



Individual Institutional Exposures



Term to Maturities

	Face Value (\$)		Policy Max
Between 0 and 1 years	115,416,050	88%	100% a
Between 1 and 10 year:	15,850,000	12%	70% a
	131,266,050		

Specific Sub Limits

Between 3 and 10 year:	11,750,000	9%	50% a
Between 5 and 10 year:	0	0%	25% a

Waverley Council

Investment Holdings Report - March 2026



Cash Accounts

Face Value (\$)	Current Rate (%)	Institution	Credit Rating	Current Value (\$)	Deal No.	Reference
1,000.00	0.0000%	Commonwealth Bank of Australia	AA-	1,000.00	120800	Eastgate CP
1,000.00	0.0000%	Commonwealth Bank of Australia	AA-	1,000.00	370151	Library Gift
4,973.76	0.0000%	Commonwealth Bank of Australia	AA-	4,973.76	120801	Hollywood Av CP
10,418.32	0.0000%	Commonwealth Bank of Australia	AA-	10,418.32	120799	Library CP
10,980.48	0.0000%	Commonwealth Bank of Australia	AA-	10,980.48	120796	Cemetery Funds
127,979.26	0.0000%	Commonwealth Bank of Australia	AA-	127,979.26	120795	Trust Funds
641,722.34	0.0000%	Commonwealth Bank of Australia	AA-	641,722.34	120794	General Funds
808,833.46	0.0000%	Commonwealth Bank of Australia	AA-	808,833.46	120797	Depositor Funds
19,691,709.67	4.1000%	Commonwealth Bank of Australia	AA-	19,691,709.67	120789	24hr Call
21,298,617.29	3.7907%			21,298,617.29		

Managed Funds

Face Value (\$)	Monthly Return (%)	Institution	Credit Rating	Funds Name	Current Value (\$)	Deal No.	Reference
9,367,432.65	-4.2795%	NSW T-Corp (LT)	TCl	Long Term Growth Fund	9,367,432.65	538089	
9,367,432.65	-4.2795%				9,367,432.65		

Term Deposits

Maturity Date	Face Value (\$)	Current Rate (%)	Institution	Credit Rating	Purchase Price (\$)	Purchase Date	Current Value (\$)	Deal No.	Accrued Interest (\$)	Next Interest Date	Reference
17-Apr-26	3,000,000.00	5.0300%	Westpac Group	AA-	3,000,000.00	17-Apr-24	3,144,285.21	545017	144,285.21	Annually	Green
29-Apr-26	3,000,000.00	4.1200%	Westpac Group	AA-	3,000,000.00	20-Aug-25	3,075,853.15	546363	75,853.15	At Maturity	Green
5-May-26	3,000,000.00	4.1200%	Westpac Group	AA-	3,000,000.00	1-Sep-25	3,071,789.59	546401	71,789.59	At Maturity	Green
5-May-26	3,000,000.00	4.1500%	Westpac Group	AA-	3,000,000.00	5-Sep-25	3,070,947.95	546444	70,947.95	At Maturity	Green
10-Jun-26	3,000,000.00	4.2100%	Suncorp Bank	AA-	3,000,000.00	11-Jun-25	3,101,732.05	546153	101,732.05	At Maturity	
17-Jun-26	3,000,000.00	4.1900%	Suncorp Bank	AA-	3,000,000.00	16-Sep-25	3,067,843.56	546579	67,843.56	At Maturity	
15-Jul-26	4,000,000.00	4.5600%	Suncorp Bank	AA-	4,000,000.00	13-Jan-26	4,038,978.63	547025	38,978.63	At Maturity	
21-Jul-26	3,000,000.00	4.1100%	Westpac Group	AA-	3,000,000.00	27-Aug-25	3,073,304.38	546382	73,304.38	At Maturity	Green

Waverley Council

Investment Holdings Report - March 2026



Maturity Date	Face Value (\$)	Current Rate (%)	Institution	Credit Rating	Purchase Price (\$)	Purchase Date	Current Value (\$)	Deal No.	Accrued Interest (\$)	Next Interest Date	Reference
22-Jul-26	3,000,000.00	4.1500%	National Australia Bank	AA-	3,000,000.00	22-Oct-25	3,054,916.44	546741	54,916.44	At Maturity	
4-Aug-26	2,000,000.00	4.1000%	Westpac Group	AA-	2,000,000.00	2-Sep-25	2,047,402.74	546408	47,402.74	At Maturity	Green
20-Aug-26	3,000,000.00	4.1000%	Westpac Group	AA-	3,000,000.00	20-Aug-25	3,075,484.93	546362	75,484.93	At Maturity	Green
15-Sep-26	3,000,000.00	5.1500%	Bank of Queensland	A-	3,000,000.00	17-Mar-26	3,006,349.32	547222	6,349.32	At Maturity	
30-Sep-26	3,000,000.00	4.2000%	Westpac Group	AA-	3,000,000.00	1-Oct-25	3,030,723.29	546625	30,723.29	Quarterly	Green
20-Oct-26	3,000,000.00	4.5000%	Bank of Queensland	A-	3,000,000.00	20-Jan-26	3,026,260.27	547043	26,260.27	At Maturity	
27-Oct-26	3,000,000.00	4.8500%	Westpac Group	AA-	3,000,000.00	26-Feb-26	3,013,553.42	547164	13,553.42	At Maturity	
2-Nov-26	3,000,000.00	4.3300%	Westpac Group	AA-	3,000,000.00	31-Oct-25	3,054,095.34	546786	54,095.34	At Maturity	Green
10-Nov-26	3,000,000.00	4.3500%	Westpac Group	AA-	3,000,000.00	10-Nov-25	3,050,769.86	546798	50,769.86	At Maturity	Green
24-Nov-26	3,000,000.00	4.3300%	Westpac Group	AA-	3,000,000.00	25-Nov-25	3,012,812.05	546873	12,812.05	Quarterly	Green
16-Dec-26	3,000,000.00	4.5800%	Suncorp Bank	AA-	3,000,000.00	16-Dec-25	3,039,902.47	546938	39,902.47	At Maturity	
6-Jan-27	3,000,000.00	4.5800%	National Australia Bank	AA-	3,000,000.00	6-Jan-26	3,031,997.26	546999	31,997.26	At Maturity	
19-Feb-27	2,000,000.00	4.8500%	Commonwealth Bank of Australia	AA-	2,000,000.00	20-Feb-26	2,010,630.14	547138	10,630.14	At Maturity	
24-Feb-27	3,000,000.00	4.8900%	Westpac Group	AA-	3,000,000.00	24-Feb-26	3,014,469.04	547145	14,469.04	At Maturity	
3-Mar-27	3,000,000.00	4.8900%	Westpac Group	AA-	3,000,000.00	24-Feb-26	3,014,469.04	547146	14,469.04	Annually	
24-Mar-27	3,000,000.00	5.4500%	Suncorp Bank	AA-	3,000,000.00	24-Mar-26	3,003,583.56	547242	3,583.56	At Maturity	
	71,000,000.00	4.4927%			71,000,000.00		72,132,153.69		1,132,153.69		

Floating Rate Notes

Maturity Date	Face Value (\$)	Current Rate (%)	Security Name	Credit Rating	Purchase Price (\$)	Purchase Date	Current Value (\$)	Deal No.	Accrued Interest (\$)	Next Coupon Date	Reference
15-May-26	1,000,000.00	5.2072%	BEN Snr FRN (May26) BBSW+ 1.25%	A-	1,000,000.00	15-May-23	1,007,196.79	544084	6,277.17	15-May-26	
18-Jun-26	4,000,000.00	4.9086%	BEN Snr FRN (Jun26) BBSW+ 0.65%	A-	4,000,000.00	18-Jun-21	4,009,131.00	541523	7,531.00	18-Jun-26	
15-Sep-26	3,750,000.00	4.6539%	SUN Snr FRN (Sep26) BBSW+ 0.48%	AA-	3,750,000.00	15-Sep-21	3,757,387.75	541877	7,650.25	15-Jun-26	
23-Dec-26	5,000,000.00	4.7230%	CBA Green Snr FRN (Dec26) BBSW+ 0.41%	AA-	5,000,000.00	23-Sep-21	5,006,172.88	541916	5,822.88	23-Jun-26	
14-May-27	1,600,000.00	4.9572%	BEN Snr FRN (May27) BBSW+ 1.00%	A-	1,600,000.00	14-May-24	1,615,945.28	545080	9,561.28	14-May-26	
27-Nov-28	2,500,000.00	5.0161%	BOz Snr FRN (Nov28) BBSW+ 1.03%	BBB+	2,500,000.00	27-Nov-25	2,507,592.76	546851	11,337.76	27-May-26	
18-Mar-30	3,200,000.00	5.0886%	NAB Snr FRN (Mar30) BBSW+ 0.83%	AA-	3,200,000.00	18-Mar-25	3,217,276.13	545905	6,245.73	18-Jun-26	

Waverley Council

Investment Holdings Report - March 2026



Maturity Date	Face Value (\$)	Current Rate (%)	Security Name	Credit Rating	Purchase Price (\$)	Purchase Date	Current Value (\$)	Deal No.	Accrued Interest (\$)	Next Coupon Date	Reference
21-May-30	750,000.00	4.9235%	SUN Snr FRN (May30) BBSW+0.93%	AA-	750,000.00	21-May-25	756,458.21	546059	3,743.21	21-May-26	
13-Jun-30	2,800,000.00	5.1275%	ING Snr FRN (Jun30) BBSW+0.95%	A	2,800,000.00	13-Jun-25	2,818,225.51	546125	7,473.51	15-Jun-26	
23-Jan-31	2,200,000.00	4.9385%	NPBS Snr FRN (Jan31) BBSW+ 1.13%	BBB+	2,216,720.00	27-Feb-26	2,210,297.08	547158	20,241.08	23-Apr-26	
23-Jan-31	2,800,000.00	4.9385%	NPBS Snr FRN (Jan31) BBSW+ 1.13%	BBB+	2,800,000.00	23-Jan-26	2,813,105.38	547033	25,761.38	23-Apr-26	
	29,600,000.00	4.9124%			29,616,720.00		29,718,788.77		111,645.25		

Waverley Council

Accrued Interest Report - March 2026



Investment	Deal No.	Comments	Face Value (\$)	Settlement Date	Maturity Date	Interest Received (\$)	Days	Interest Accrued (\$)	Yield (% pa)
Floating Rate Note									
NPBS Snr FRN (Mar26) BBSW+0.63%	540983		4,000,000.00	4-Mar-21	4-Mar-26	42,468.16	3	1,415.60	4.31%
BEN Snr FRN (May26) BBSW+1.25%	544084		1,000,000.00	15-May-23	15-May-26	0.00	31	4,422.55	5.21%
BEN Snr FRN (Jun26) BBSW+0.65%	541523		4,000,000.00	18-Jun-21	18-Jun-26	43,121.10	31	15,676.10	4.61%
SUN Snr FRN (Sep26) BBSW+0.48%	541877		3,750,000.00	15-Sep-21	15-Sep-26	39,192.33	31	14,110.53	4.43%
CBA Green Snr FRN (Dec26) BBSW+0.41%	541916		5,000,000.00	23-Sep-21	23-Dec-26	51,038.63	31	18,298.99	4.31%
BEN Snr FRN (May27) BBSW+1.00%	545080		1,600,000.00	14-May-24	14-May-27	0.00	31	6,736.36	4.96%
BOz Snr FRN (Nov28) BBSW+1.03%	546851		2,500,000.00	27-Nov-25	27-Nov-28	0.00	31	10,650.62	5.02%
NAB Snr FRN (Mar30) BBSW+0.83%	545905		3,200,000.00	18-Mar-25	18-Mar-30	35,917.15	31	13,030.08	4.79%
SUN Snr FRN (May30) BBSW+0.93%	546059		750,000.00	21-May-25	21-May-30	0.00	31	3,136.20	4.92%
ING Snr FRN (Jun30) BBSW+0.95%	546125		2,800,000.00	13-Jun-25	13-Jun-30	31,471.69	31	11,765.10	4.95%
NPBS Snr FRN (Jan31) BBSW+1.13%	547033		2,800,000.00	23-Jan-26	23-Jan-31	0.00	31	11,744.16	4.94%
NPBS Snr FRN (Jan31) BBSW+1.13%	547158		2,200,000.00	27-Feb-26	23-Jan-31	0.00	31	9,227.55	4.94%
						243,209.06		120,213.84	4.72%
Term Deposits									
Suncorp Bank	544951		3,000,000.00	19-Mar-24	17-Mar-26	144,404.38	16	6,364.93	4.84%
Suncorp Bank	545937		3,000,000.00	18-Mar-25	17-Mar-26	139,716.16	16	6,141.37	4.67%
Suncorp Bank	545954		3,000,000.00	25-Mar-25	24-Mar-26	138,220.27	23	8,733.69	4.62%
Westpac Group	545017		3,000,000.00	17-Apr-24	17-Apr-26	0.00	31	12,816.17	5.03%
Westpac Group	546363		3,000,000.00	20-Aug-25	29-Apr-26	0.00	31	10,497.53	4.12%
Westpac Group	546401		3,000,000.00	1-Sep-25	5-May-26	0.00	31	10,497.54	4.12%
Westpac Group	546444		3,000,000.00	5-Sep-25	5-May-26	0.00	31	10,573.98	4.15%
Suncorp Bank	546153		3,000,000.00	11-Jun-25	10-Jun-26	0.00	31	10,726.84	4.21%
Suncorp Bank	546579		3,000,000.00	16-Sep-25	17-Jun-26	0.00	31	10,675.89	4.19%
Suncorp Bank	547025		4,000,000.00	13-Jan-26	15-Jul-26	0.00	31	15,491.51	4.56%
Westpac Group	546382		3,000,000.00	27-Aug-25	21-Jul-26	0.00	31	10,472.05	4.11%
National Australia Bank	546741		3,000,000.00	22-Oct-25	22-Jul-26	0.00	31	10,573.97	4.15%

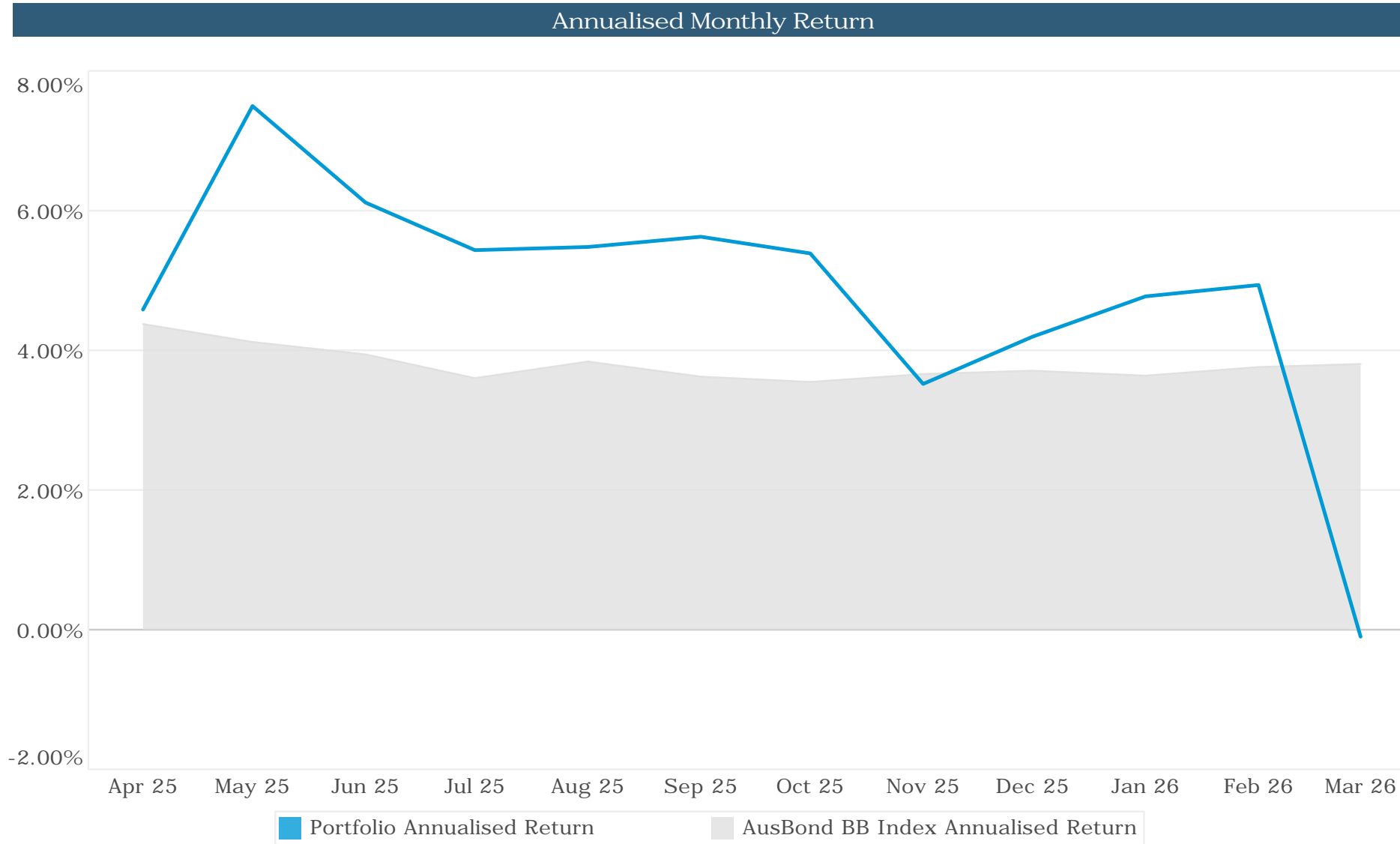
Waverley Council

Accrued Interest Report - March 2026



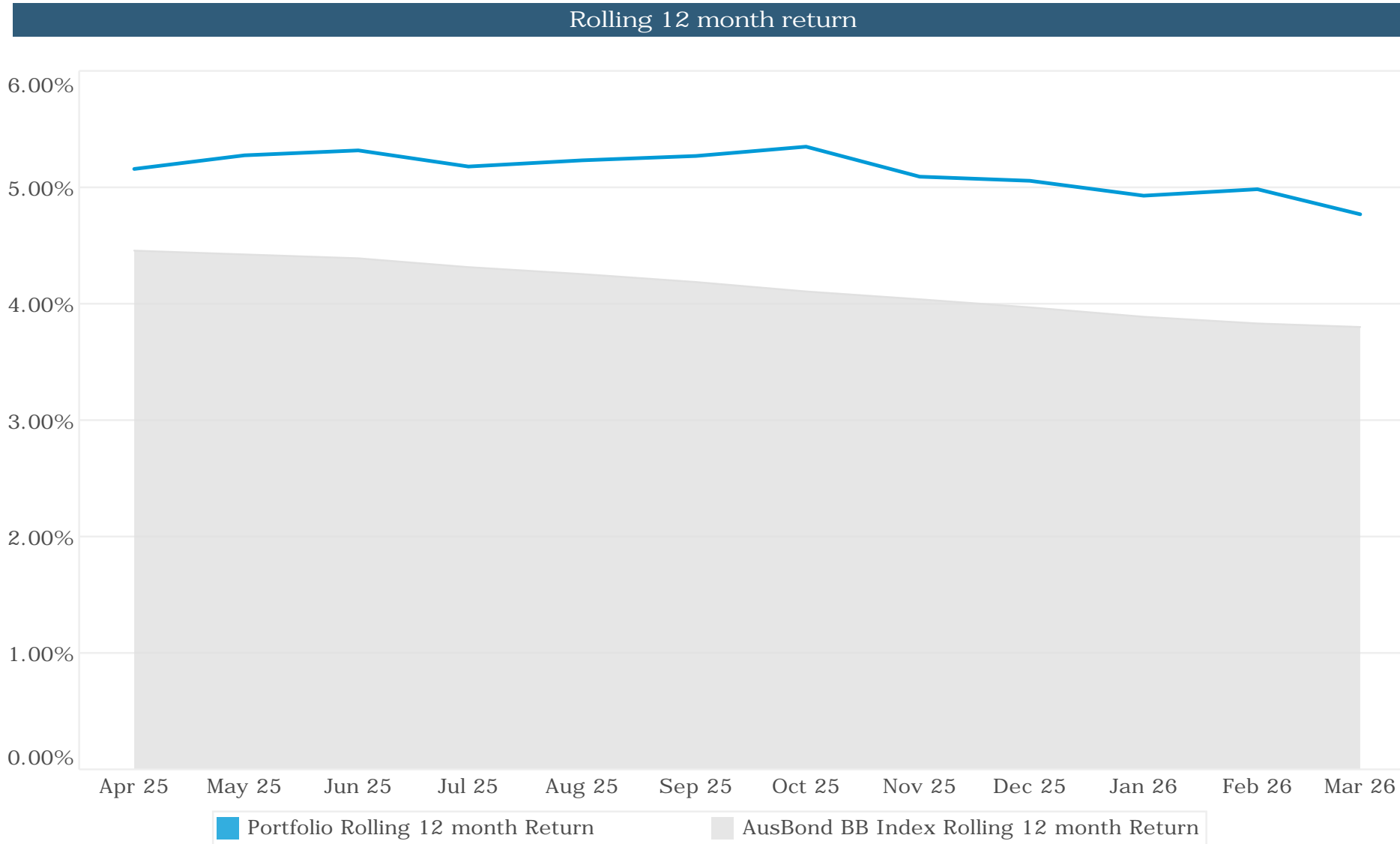
Investment	Deal No.	Comments	Face Value (\$)	Settlement Date	Maturity Date	Interest Received (\$)	Days	Interest Accrued (\$)	Yield (% pa)
Westpac Group	546408		2,000,000.00	2-Sep-25	4-Aug-26	0.00	31	6,964.38	4.10%
Westpac Group	546362		3,000,000.00	20-Aug-25	20-Aug-26	0.00	31	10,446.57	4.10%
Bank of Queensland	547222		3,000,000.00	17-Mar-26	15-Sep-26	0.00	15	6,349.32	5.15%
Westpac Group	546625		3,000,000.00	1-Oct-25	30-Sep-26	0.00	31	10,701.37	4.20%
Bank of Queensland	547043		3,000,000.00	20-Jan-26	20-Oct-26	0.00	31	11,465.75	4.50%
Westpac Group	547164		3,000,000.00	26-Feb-26	27-Oct-26	0.00	31	12,357.53	4.85%
Westpac Group	546786		3,000,000.00	31-Oct-25	2-Nov-26	0.00	31	11,032.60	4.33%
Westpac Group	546798		3,000,000.00	10-Nov-25	10-Nov-26	0.00	31	11,083.56	4.35%
Westpac Group	546873		3,000,000.00	25-Nov-25	24-Nov-26	0.00	31	11,032.60	4.33%
Suncorp Bank	546938		3,000,000.00	16-Dec-25	16-Dec-26	0.00	31	11,669.59	4.58%
National Australia Bank	546999		3,000,000.00	6-Jan-26	6-Jan-27	0.00	31	11,669.59	4.58%
Commonwealth Bank of Australia	547138		2,000,000.00	20-Feb-26	19-Feb-27	0.00	31	8,238.36	4.85%
Westpac Group	547145		3,000,000.00	24-Feb-26	24-Feb-27	0.00	31	12,459.45	4.89%
Westpac Group	547146		3,000,000.00	24-Feb-26	3-Mar-27	0.00	31	12,459.45	4.89%
Suncorp Bank	547242		3,000,000.00	24-Mar-26	24-Mar-27	0.00	8	3,583.56	5.45%
						422,340.81		275,079.15	4.46%
Grand Totals						665,549.87		395,292.99	4.54%

Waverley Council Investment Performance Report - March 2026



Historical Performance Summary (% pa)			
	Portfolio	Annualised BB Index	Outperformance
Mar 2026	-0.10%	3.80%	-3.90%
Last 3 months	3.12%	3.73%	-0.61%
Last 6 months	3.75%	3.68%	0.07%
Financial Year to Date	4.34%	3.69%	0.65%
Last 12 months	4.77%	3.80%	0.97%

Waverley Council Investment Performance Report - March 2026



Historical Performance Summary (% actual)			
	Portfolio	Annualised BB Index	Outperformance
Mar 2026	-0.01%	0.32%	-0.33%
Last 3 months	0.76%	0.91%	-0.15%
Last 6 months	1.85%	1.82%	0.03%
Financial Year to Date	3.24%	2.75%	0.49%
Last 12 months	4.77%	3.80%	0.97%

Waverley Council Environmental Commitments Report - March 2026



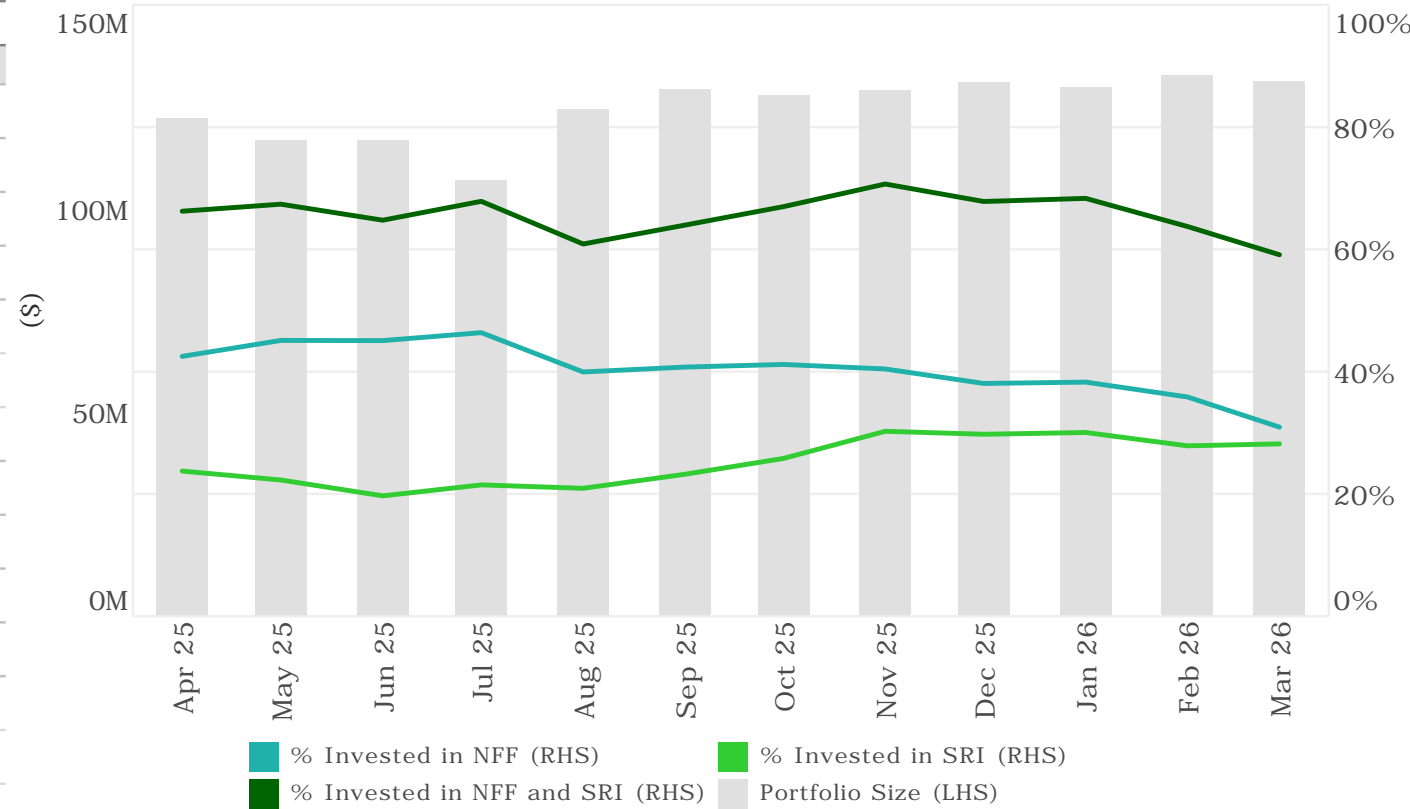
Current Breakdown

ADI Lending Status *	Current Month (\$)	Previous Month (\$)
Fossil Fuel Lending ADIs		
Commonwealth Bank of Australia	23,298,617	17,349,371
ING Bank Australia	2,800,000	2,800,000
National Australia Bank	9,200,000	9,200,000
Westpac Group	9,000,000	9,000,000
	44,298,617 34%	38,349,371 29%
Non Fossil Fuel Lending ADIs		
Bank Australia	2,500,000	2,500,000
Bank of Queensland	6,000,000	3,000,000
Bendigo and Adelaide Bank	6,600,000	6,600,000
Newcastle Greater Mutual Group	5,000,000	9,000,000
Suncorp Bank	20,500,000	26,500,000
	40,600,000 31%	47,600,000 36%
Other		
NSW T-Corp (LT)	9,367,433	9,786,233
	9,367,433 7%	9,786,233 7%
Socially Responsible Investment		
CBA (Green)	5,000,000	5,000,000
Westpac Group (Green TD)	32,000,000	32,000,000
	37,000,000 28%	37,000,000 28%
	131,266,050	132,735,604

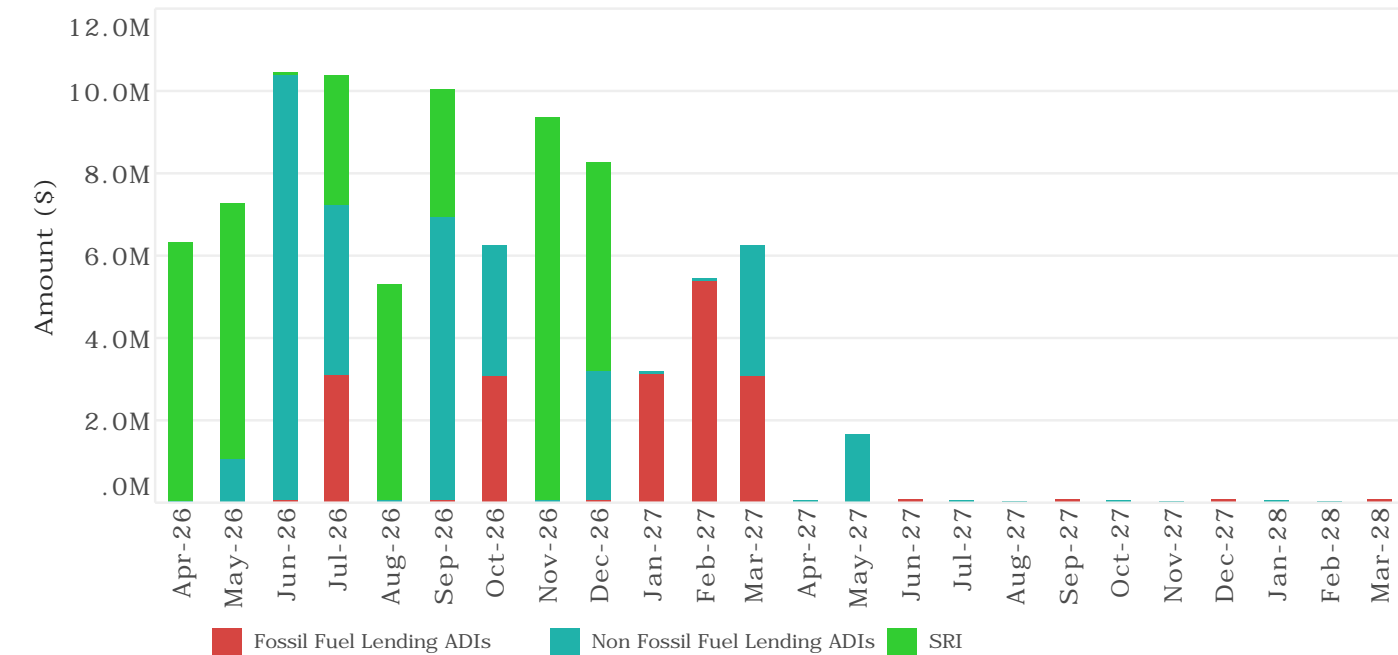
* source: Marketforces & APRA

Percentages may not add up to 100% due to rounding

Historical Portfolio Exposure to NFF Lending ADIs and SRIs



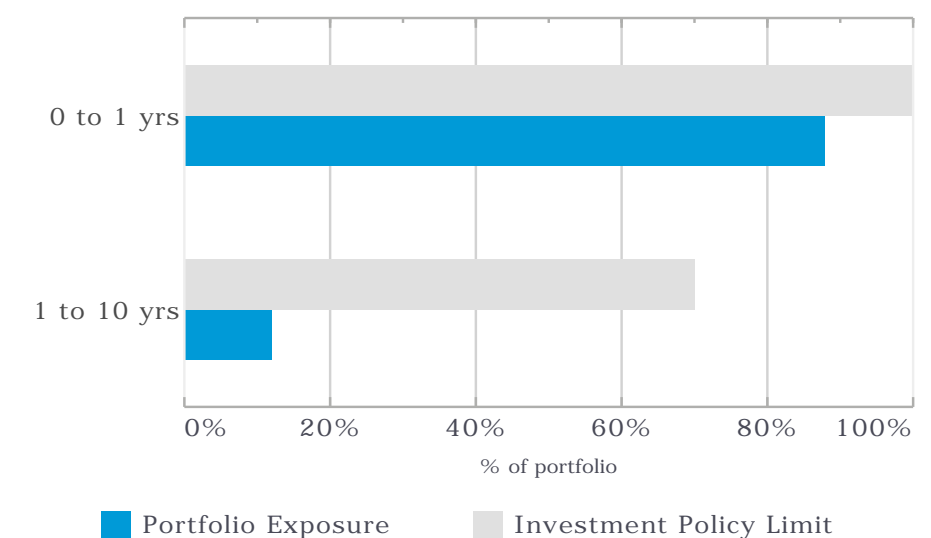
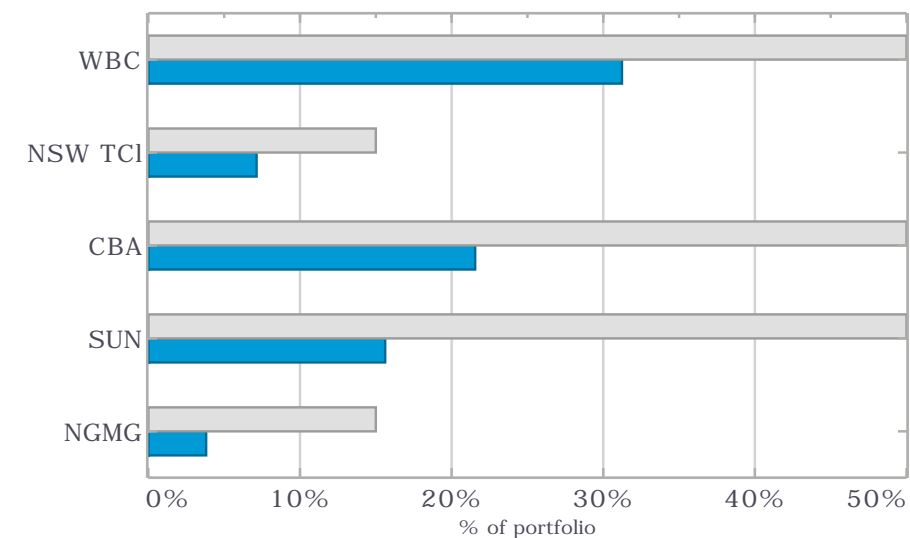
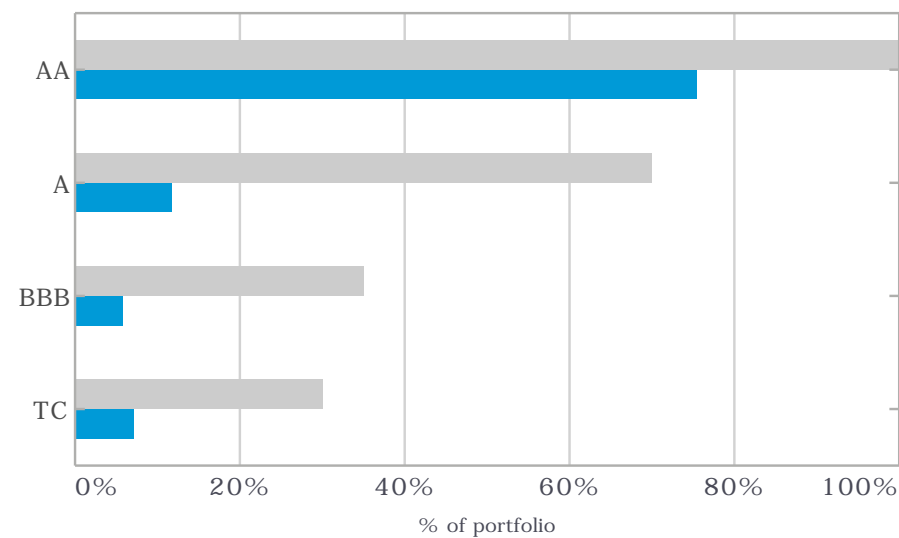
Upcoming Maturities



Waverley Council Investment Policy Compliance Report - March 2026



Total Credit Exposure Individual Institutional Exposures Term to Maturities



Credit Rating Group	Face Value (\$)	Policy Max
AA	98,998,617	75% 100% a
A	15,400,000	12% 70% a
BBB	7,500,000	6% 35% a
TC	9,367,433	7% 30% a
	131,266,050	

Institution	% of portfolio	Investment Policy Limit
Westpac Group (AA-)	31%	50% a
NSW T-Corp (TCI)	7%	15% a
Commonwealth Bank of Australia (AA-)	22%	50% a
Suncorp Bank (AA-)	16%	50% a
Newcastle Greater Mutual Group (BBB+)	4%	15% a
Bendigo and Adelaide Bank (A-)	5%	30% a
Bank of Queensland (A-)	5%	30% a
National Australia Bank (AA-)	7%	50% a
Bank Australia (BBB+)	2%	15% a
ING Bank Australia (A)	2%	30% a

	Face Value (\$)	Policy Max
Between 0 and 1 years	115,416,050	88% 100% a
Between 1 and 10 years	15,850,000	12% 70% a
	131,266,050	

Specific Sub Limits			
Between 3 and 10 years	11,750,000	9%	50% a
Between 5 and 10 years	0	0%	25% a

a = compliant
r = non-compliant

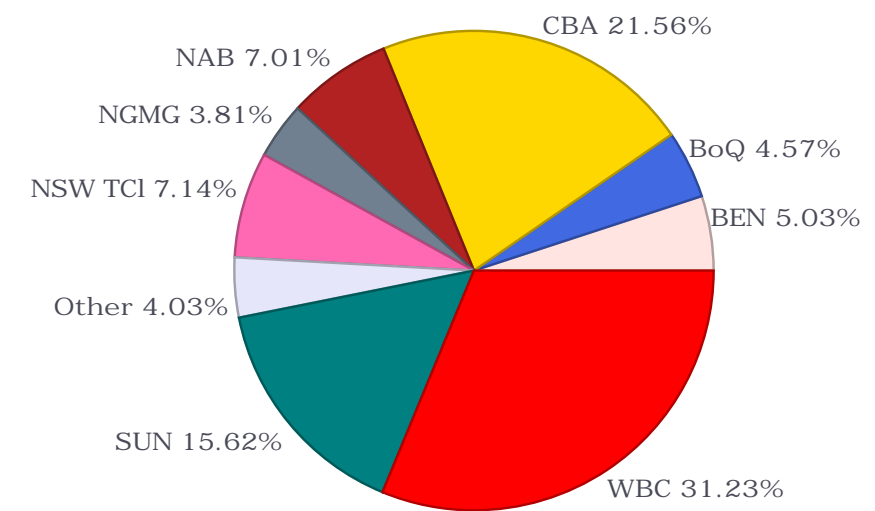
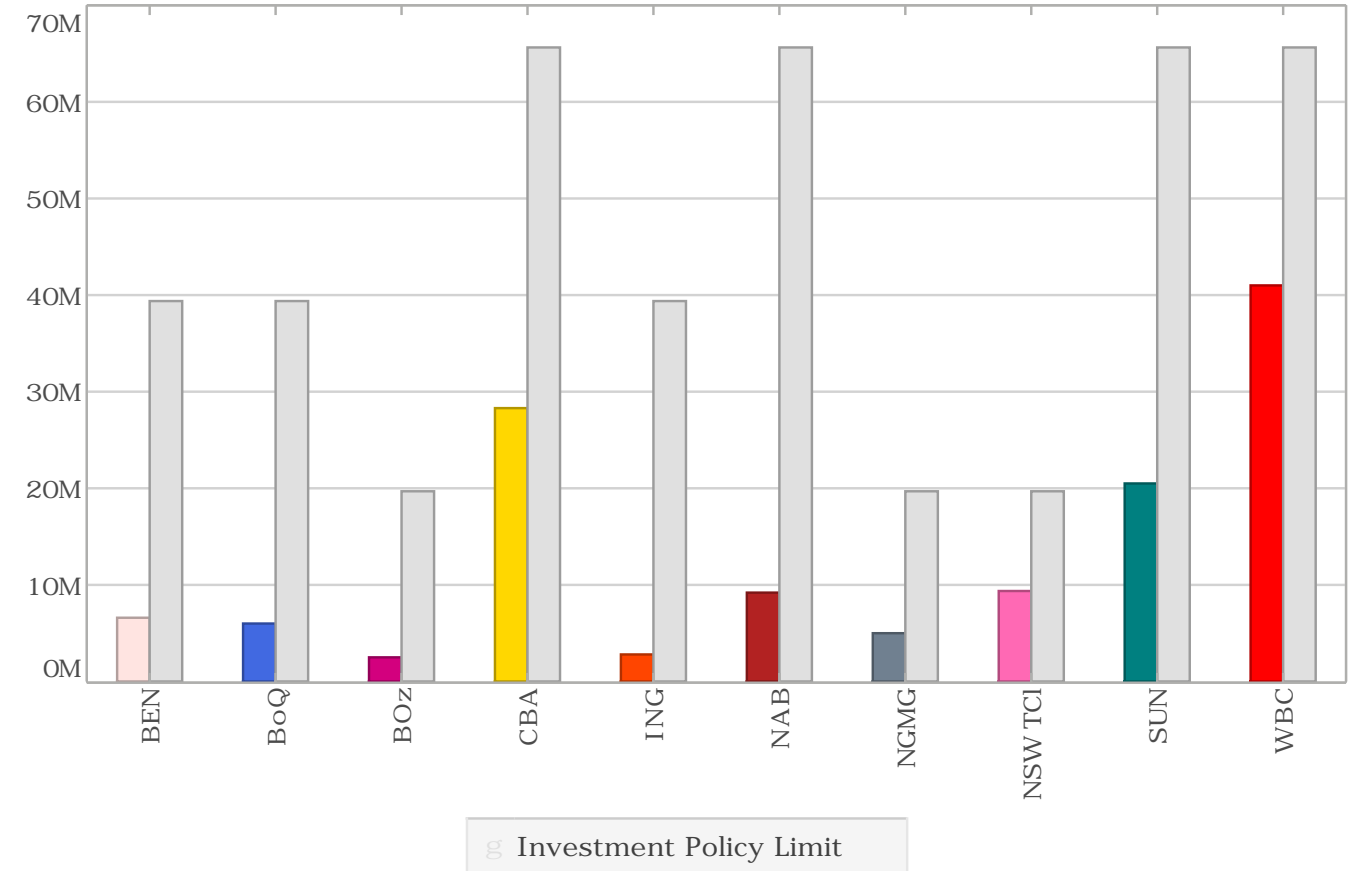
Waverley Council Individual Institutional Exposures Report - March 2026



Individual Institutional Exposures

Individual Institutional Exposure Charts

	Current Exposures		Policy Limit		Capacity
Bank Australia (BBB+)	2,500,000	2%	19,689,907	15%	17,189,907
Bank of Queensland (A-)	6,000,000	5%	39,379,815	30%	33,379,815
Bendigo and Adelaide Bank (A-)	6,600,000	5%	39,379,815	30%	32,779,815
Commonwealth Bank of Australia (AA-)	28,298,617	22%	65,633,025	50%	37,334,408
ING Bank Australia (A)	2,800,000	2%	39,379,815	30%	36,579,815
National Australia Bank (AA-)	9,200,000	7%	65,633,025	50%	56,433,025
Newcastle Greater Mutual Group (BBB+)	5,000,000	4%	19,689,907	15%	14,689,907
NSW T-Corp (TCI)	9,367,433	7%	19,689,907	15%	10,322,474
Suncorp Bank (AA-)	20,500,000	16%	65,633,025	50%	45,133,025
Westpac Group (AA-)	41,000,000	31%	65,633,025	50%	24,633,025
	131,266,050				



Waverley Council

Cashflows Report - March 2026



Actual Cashflows for March 2026

Date	Deal No.	Cashflow Counterparty	Asset Type	Cashflow Description	Amount
4-Mar-26	540983	NPBS Snr FRN (Mar26) BBSW+0.63%	Floating Rate Note	Coupon Date	42,468.16
		NPBS Snr FRN (Mar26) BBSW+0.63%	Floating Rate Note	Maturity	4,000,000.00
<u>Deal Total</u>					<u>4,042,468.16</u>
Day Total					4,042,468.16
13-Mar-26	546125	ING Snr FRN (Jun30) BBSW+0.95%	Floating Rate Note	Coupon Date	31,471.69
Day Total					31,471.69
16-Mar-26	541877	SUN Snr FRN (Sep26) BBSW+0.48%	Floating Rate Note	Coupon Date	39,192.33
Day Total					39,192.33
17-Mar-26	544951	Suncorp Bank	Term Deposit	Maturity: Face Value	3,000,000.00
		Suncorp Bank	Term Deposit	Maturity: Interest Received/Paid	144,404.38
Day Total					<u>3,144,404.38</u>
17-Mar-26	545937	Suncorp Bank	Term Deposit	Maturity: Face Value	3,000,000.00
		Suncorp Bank	Term Deposit	Maturity: Interest Received/Paid	139,716.16
Day Total					<u>3,139,716.16</u>
17-Mar-26	547222	Bank of Queensland	Term Deposit	Settlement: Face Value	-3,000,000.00
Day Total					<u>-3,000,000.00</u>
Day Total					3,284,120.55
18-Mar-26	541523	BEN Snr FRN (Jun26) BBSW+0.65%	Floating Rate Note	Coupon Date	43,121.10
Day Total					<u>43,121.10</u>
18-Mar-26	545905	NAB Snr FRN (Mar30) BBSW+0.83%	Floating Rate Note	Coupon Date	35,917.15
Day Total					<u>35,917.15</u>
Day Total					79,038.25
23-Mar-26	541916	CBA Green Snr FRN (Dec26) BBSW+0.41%	Floating Rate Note	Coupon Date	51,038.63
Day Total					<u>51,038.63</u>

Waverley Council

Cashflows Report - March 2026



Date	Deal No.	Cashflow Counterparty	Asset Type	Cashflow Description	Amount
				Day Total	51,038.63
24-Mar-26	545954	Suncorp Bank	Term Deposit	Maturity: Face Value	3,000,000.00
		Suncorp Bank	Term Deposit	Maturity: Interest Received/Paid	138,220.27
				<u>Deal Total</u>	<u>3,138,220.27</u>
24-Mar-26	547242	Suncorp Bank	Term Deposit	Settlement: Face Value	-3,000,000.00
				<u>Deal Total</u>	<u>-3,000,000.00</u>
				Day Total	138,220.27
				<u>Total for Month</u>	<u>7,665,549.88</u>

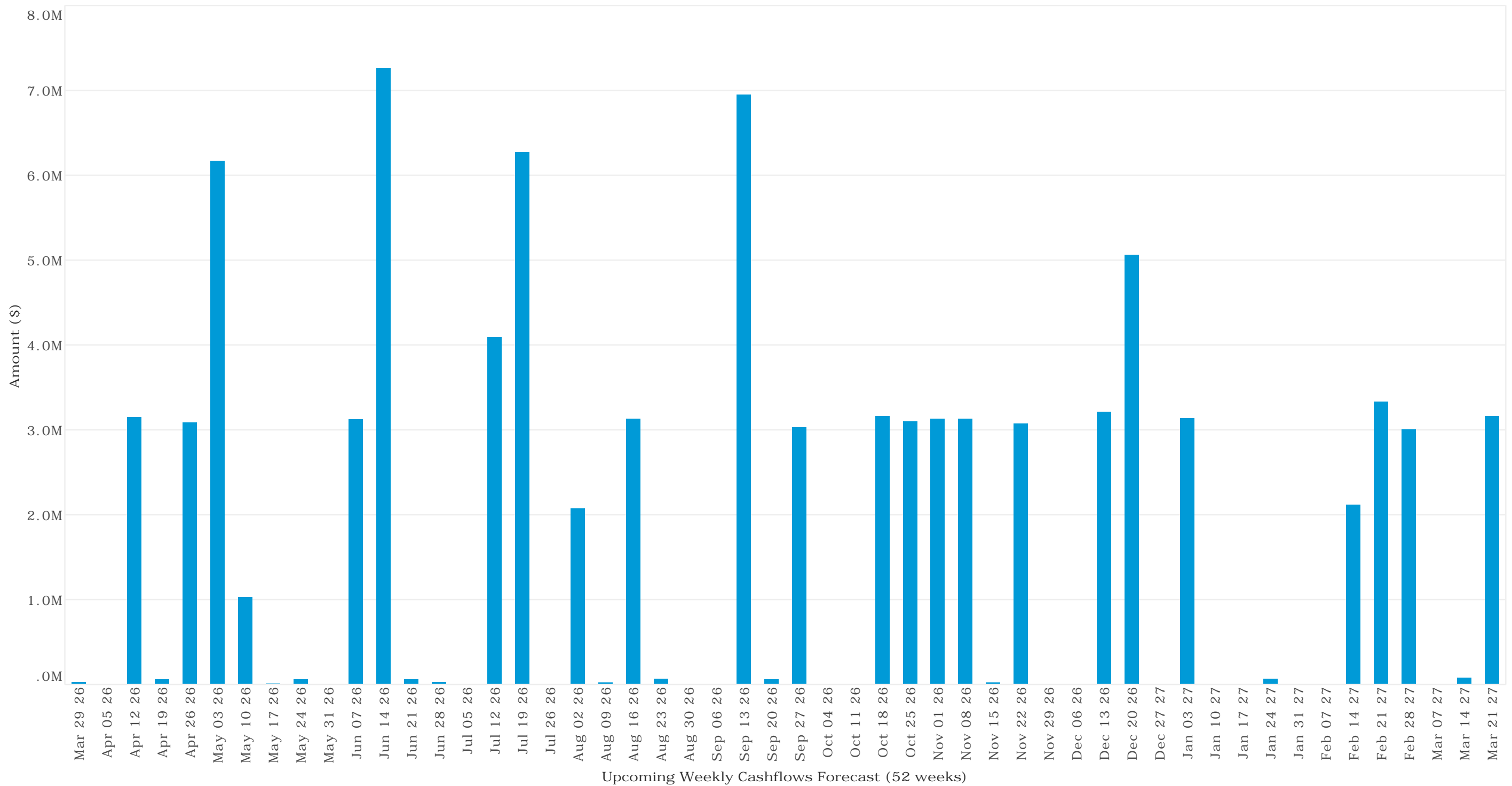
Forecast Cashflows for April 2026

Date	Deal No.	Cashflow Counterparty	Asset Type	Cashflow Description	Amount
1-Apr-26	546625	Westpac Group	Term Deposit	During: Interest Received/Paid Dates	30,723.29
				<u>Deal Total</u>	<u>30,723.29</u>
				Day Total	30,723.29
17-Apr-26	545017	Westpac Group	Term Deposit	Maturity: Face Value	3,000,000.00
		Westpac Group	Term Deposit	Maturity: Interest Received/Paid	150,900.00
				<u>Deal Total</u>	<u>3,150,900.00</u>
				Day Total	3,150,900.00
23-Apr-26	547033	NPBS Snr FRN (Jan31) BBSW+ 1.13%	Floating Rate Note	Coupon Date	34,095.95
				<u>Deal Total</u>	<u>34,095.95</u>
23-Apr-26	547158	NPBS Snr FRN (Jan31) BBSW+ 1.13%	Floating Rate Note	Coupon Date	26,789.67
				<u>Deal Total</u>	<u>26,789.67</u>
				Day Total	60,885.62
29-Apr-26	546363	Westpac Group	Term Deposit	Maturity: Face Value	3,000,000.00
		Westpac Group	Term Deposit	Maturity: Interest Received/Paid	85,334.79
				<u>Deal Total</u>	<u>3,085,334.79</u>
				Day Total	3,085,334.79

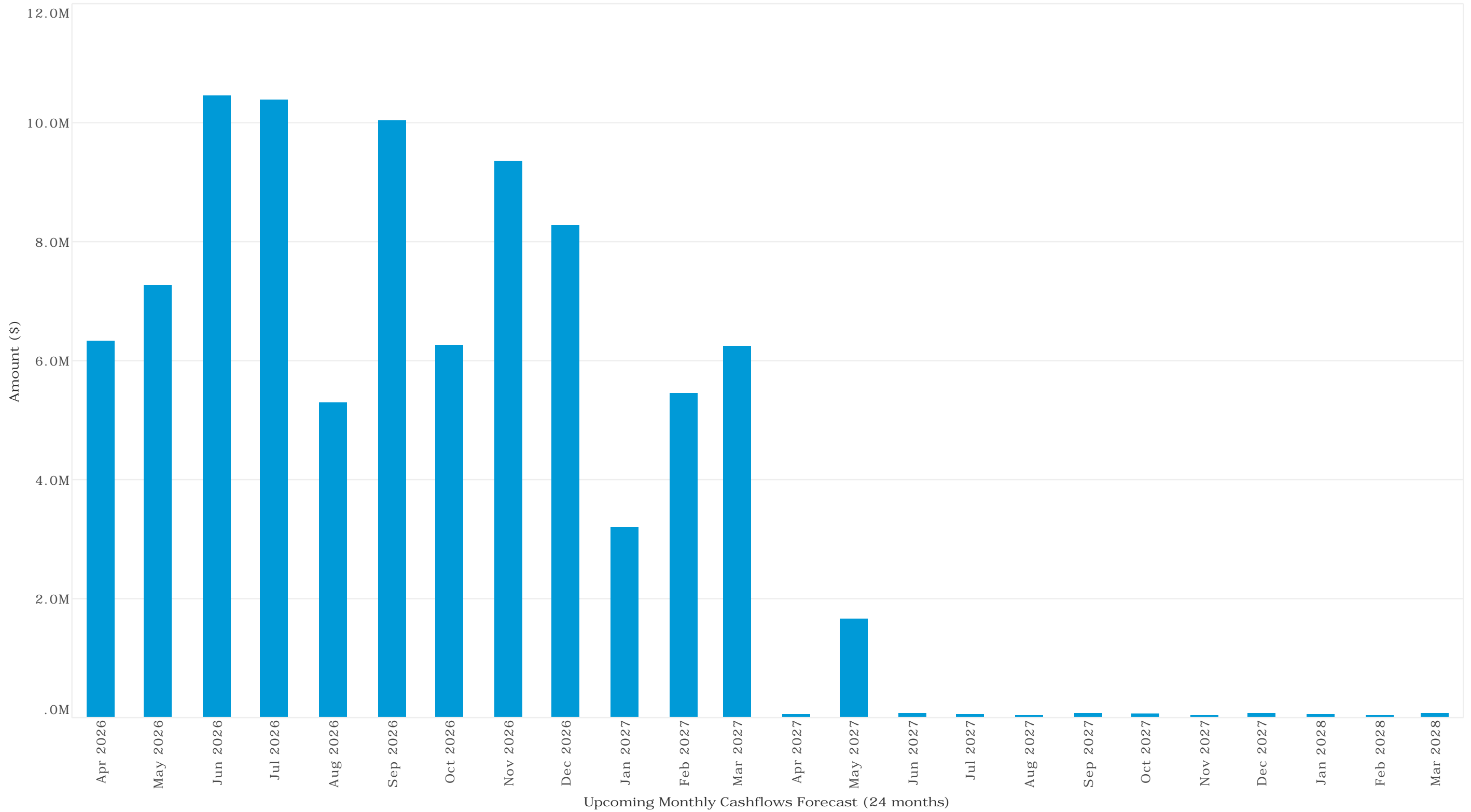
Waverley Council Cashflows Report - March 2026



Date	Deal No.	Cashflow Counterparty	Asset Type	Cashflow Description	Amount
				<u>Total for Month</u>	<u>6,327,843.70</u>



Waverley Council Cashflows Report - March 2026



REPORT

CM/6.10/26.04



WAVERLEY
COUNCIL

Subject:	Community Shabbat Dinner
TRIM No:	A23/0698
Manager:	Matthew McDonald, Executive Manager, Community, Library and Recreation Venues
Director:	Ben Thompson, Director, Community, Culture and Customer Experience

RECOMMENDATION:

That Council:

- Notes the arrangements for the community Shabbat Dinner to be held at Bondi Pavilion on 29 May 2026, as set out in the report.
- Allocates up to \$160,000 (excluding GST) to deliver the event, with officers to pursue opportunities for sponsorship to offset the cost to Council.

1. Executive Summary

At its meeting on 24 March 2026, Council approved a mayoral minute for Council to host a community Shabbat Dinner in the Bondi Pavillion courtyard in partnership with the NSW Jewish Board of Deputies. This report outlines the proposed date, format and budget for this event.

2. Introduction/Background

For generations, Jewish families and communities have gathered on Friday evenings to mark the beginning of Shabbat—a time set aside for rest, reflection, and coming together.

Following the tragic events of 14 December 2025, a community shabbat dinner that celebrates the Jewish tradition of blessings over wine and bread shared with family and friends is considered an inclusive way to bring our community together, bridge cultural divides, promote healing and celebrate the resilience and diversity of our community.

Council officers were requested to prepare a report outlining the format and budget for this event.

3. Relevant Council Resolutions

Meeting and date	Item No.	Resolution
Council 24 March 2026	CM/5.1/26.03	That Council: <ol style="list-style-type: none"> Hosts a community Shabbat Dinner in the Bondi Pavilion courtyard in partnership with the NSW Jewish Board of Deputies. Officers prepare a report to the April Council meeting outlining the format, budget, grant

		funding and sponsorship for the Shabbat Dinner.
		3. Requests the Mayor to write to the NSW Jewish Board of Deputies informing them of this resolution.

4. Discussion

The date proposed for this event is Friday 29 May 2026. The dinner will be an invitation-only event for approximately 300 guests to be held under a marquee in the Garu and Gaya courtyards of Bondi Pavillion. Council officers are working in partnership with the NSW Jewish Board of Deputies on the planning for the event including kosher catering.

The guests invited will be a mix of elected officials, community representatives and Jewish community organisations and representatives.

Council staff are sourcing all event infrastructure, providing all required support and technical staff and liaising with other stakeholders including hirers and tenants to ensure a successful event.

Council has invited Chabad Bondi to be a part of the dinner including the delivery of a prayer and blessing.

5. Financial Impact

This report seeks approval for a total of \$160,000 (excluding GST) to deliver this event. This expenditure consists of catering, event infrastructure, staffing costs and security.

It is hoped that sponsorship can be sourced to offset this cost to Council, and grant opportunities will be explored. As this is a new proposed event, it is not currently included in Council's budget.

Due to the short time frame and limited suppliers (e.g. large-scale kosher catering), a procurement exemption will be exercised to engage appropriate suppliers to deliver catering, event infrastructure and security services for the event.

6. Risks/Issues

Council will work with NSW Police and CSG regarding security for the event as well as having private security in place.

7. Attachments

Nil.

REPORT

CM/6.11/26.04



Subject: Local Government Civics Program for Young People

TRIM No: A25/1839

Manager: Rebecca Rodwell, Acting Executive Manager, Community Programs

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

RECOMMENDATION:

That Council approves the design and development of an online civics education program for young people, as set out in the report.

1. Executive Summary

Following the resolution from Council to establish a civics education program for young people, officers recommend that an online program is designed and developed in collaboration with young people, which highlights:

- The importance of local government and how it operates in relation to other levels of government.
- Services and infrastructure Council provides.
- Volunteering and work experience opportunities with Council.
- How young people can get involved with Council through events, activities and having their say.

2. Introduction/Background

Civics education is important for enabling children and young people to engage with and understand complex social and political issues, successfully navigate misinformation and develop capacity for lifelong civic engagement. Within the [NSW school curriculum](#), civics education includes learning about civic institutions, decision-making processes, democratic principles and concepts, roles and responsibilities and skills for active citizenship.

[UNICEF Innocenti](#) describes these areas of learning along with understanding the workings of government, electoral systems and legal frameworks as civics education in its most basic form, and notes: skills such as critical thinking, media literacy, and 'respectful dialogue in diverse societies and understanding global interconnections' might also be seen as essential for effective citizenship in today's world to ensuring young people can navigate increasingly polarisation, misinformation and false, manipulative information.

The 2025 [From Classroom to Community](#) report on the federal parliamentary inquiry into civics education, engagement and participation in Australia puts the case for the importance of civics education and why improvements to the teaching and learning of civics is needed:

- A healthy and stable democracy depends on engaged citizens with at least a basic level of civic literacy to comprehend political discourse and understand the legal frameworks that shape society.

- Democracies globally are challenged by increasing misinformation and disinformation. Both civics education coupled with media literacy ensures individuals can discern credible news and information to maintain a factual public discourse, understand the issues and how to vote.
- Young people report feeling increasingly disillusioned and disconnected from political process.
- Access to formal and informal civics education and participation opportunities is inequitable across schools and state education jurisdictions.

Council has a number of opportunities for young people around civic engagement; however, these are not presented as a ‘program’. Designing an online youth-friendly program to be shared with relevant stakeholders, including schools, Youth Advisory Committee, Youth Summit attendees and people attending Council program and events, would provide a concise and informative introduction to local government, and create a shared understanding of how civic involvement could be valuable to them. This could also be shared on our website and to other councils.

3. Relevant Council Resolutions

Meeting and date	Item No.	Resolution
<p>Council 9 December 2025</p>	<p>CM/8.9/25.12</p>	<p>That Council:</p> <ol style="list-style-type: none"> 1. Note the importance of civics and civics education for children and young people. 2. Notes Council’s long-established Precinct system and its focus on civic engagement. 3. Investigates the establishment of a civics program for young people, including but not limited to: <ol style="list-style-type: none"> (a) The importance of local government and how it operates in relation to other levels of government (b) Visiting a selection of Waverley’s key infrastructure. (c) Understanding what services and infrastructure Council provides. (d) Volunteering with Council. (e) Work experience opportunities with Council. 4. Investigates the feasibility of extending the work to Council’s Community Programs team to deliver a civics program specifically for children and young people. 5. Officers prepare a report to Council no later than March 2026 on the outcome.

4. Discussion

Waverley's precincts system and focus on civics engagement

Council has a strong track record for civic engagement and is one of a handful of local government organisations that have maintained its Precinct Committee structure which was established in 1987. The Precincts enable residents to participate in placemaking and connect directly with Council on the issues that matter to them. Involvement on a Precinct Committee does not require specific skills or experience, simply an interest and passion for contributing time to creating something positive within the community.

Council also facilitates civic participation through advisory committees, consultation on various issues/plans through forums, 'have your say' and pop-ups, surveys and events.

Young people's civic engagement and participation

Council is committed to children and young people's civic engagement and participation evidenced by programs designed to engage young people in co-design and consultative activities.

These include:

- Waverley Youth Summit – An annual event with local schools and youth organisations which has consulted around 125 young people aged between 11 and 24 years since 2023 on topics including how young people's voices be better represented at Council. The Youth Summit includes education around the roles and responsibilities of Council within the community, and ways in which residents can get more involved with Council.
- Beach Bash – A platform for emerging young musicians aged between 14 – 20 years. This is a youth-led partnership involving bands, DJs/ MCs and individuals volunteering as event coordinators, to plan and deliver a live music event.
- Culture Waves – An intercultural program open for young people aged 14-18 years old to explore culture, diversity and identity within our multicultural and multi-faith society. The program was developed in co-design with a youth reference group and in 2025 culminated in the Culture Fest community event designed and implemented by the young people who attended the program. Its aim is civic participation for young people and adult mentors who volunteer with the program, role modelling the benefits of contributing to the greater good of the community. Culture Waves also provides an opportunity for participants to volunteer and learn new skills, which may be used towards their Duke of Edinburgh's International Award.
- Waverley Youth Advisory Committee – In the process of being established, with the first meeting to take place mid-year.

Other programs that recognise and encourage civic participation from young people:

- Mayor of Waverley Social Inclusion Award recognises children and young people's contributions to ensuring others in their school communities feel included and a sense of belonging by demonstrating kindness toward others' experiences of difference and diversity and actively involving and including peers in school life.
- Volunteering opportunities for young people – Library, events, Youth Week/Beach Bash organising committee and specific voluntary roles offering industry experience in event coordination and technical support

Local schools (Rose Bay Secondary College and St Clare's) have offered programs for students that build their civic engagement in collaboration with Council, including student voice initiatives (Waverley Youth Voice) and community services programs (Intergenerational program pilot in 2023/24 with the seniors). All schools in Waverley local government area run student representative councils (SRCs) and have supported students to attend the annual Waverley Youth Summit.

Online civics education program for young people

Young people are often time poor with school, work and extracurricular commitments. Therefore, an online civics education program would provide useful information in an easy to digest format, that young people can access in their own time or whilst attending Council events and activities.

As children and young people are experts in their own lives, they have experience and knowledge that is unique to their situation. As a result, they can tell adults things that adults do not know, and children and young people's perspectives can lead to more creative and relevant solutions/services. Therefore, when designing the online civics education program, we will ensure young people are included in the process from the outset.

Council will utilise established networks including the Youth Advisory Committee, volunteers, Culture Waves participants and Youth Week/Beach Bash organising committees to create a youth led program. These individuals have demonstrated an interest in and understanding of civic participation through their involvement with Council to date. The opportunity to design an education program will utilise the unique perspective and experience of young people, whilst also building their skills in a range of areas including leadership, technical, creative and interpersonal skills.

The young people will co design both the content, with support from Council Officers, and also the structure and format of the program. Officers envisage that the content will include information about:

- The role of local government.
- Key information about Council structure and functions.
- How young people can connect with and benefit from Council

The proposed structure and format may include film, animation, interviews, creative art—this will be workshopped by young people with the support of technical experts and Council officers.

5. Financial Impact

Council officers estimate that the cost to design and develop the program with a consultant and young people would be around \$15,000-\$20,000. Officers will determine budget in the new financial year and explore grant opportunities.

6. Risks/Issues

A risk may be that the project design and ideas exceed available budget. Therefore a clear project brief will be provided to participants.

7. Attachments

Nil.

REPORT
CM/6.12/26.04

Subject: Parklet Policy - Exhibition

TRIM No: SF25/1336

Manager: Tim Sneesby, Acting Executive Manager, Urban Planning

Director: Emily Scott, General Manager

RECOMMENDATION:

That Council:

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

1. Executive Summary

This report responds to the Council resolution of 9 December 2025 (CM/7.18/25.12) requesting the development of a business-led, user-pays model for Council's Parklet Program.

The draft Parklet Policy (attached) outlines three parklet types: Council-provided fabricated parklets, Council-provided concrete barrier parklets and business-provided parklets—each with its own approval requirements, responsibilities and associated fees.

The proposed approach aims to ensure equitable access to parklets, provide cost recovery for Council and formalise ongoing maintenance and safety obligations. It is recommended that the policy be exhibited for 28 days.

The Parklet Policy has been prepared as a standalone document to reflect the distinct processes, responsibilities and operational requirements that differ from Footpath Seating Policy. Combining the two at this stage could create unnecessary complexity for applicants and staff and may reduce clarity around approvals, fees and ongoing management.

2. Introduction/Background

Council has operated a Parklet Program for approximately 10 years. The first generation of parklets was developed as an urban activation, to improve the public domain, 'activate' public spaces for people and support centre vitality and viability. The first generation was located in Spring Street (Bondi Junction) and Bronte Road (Charing Cross). They were well-received by both businesses and the broader community.

The early parklets acted as trial projects and informed subsequent permanent public domain upgrades. Both Spring Street and Charing Cross have since undergone footpath widenings and other permanent pedestrian improvements. The long-term objective of the program has been to extend safe, activated public spaces that create a positive community atmosphere and support local businesses.

Over time, parklets have been relocated to other suitable locations within the local government area (LGA). Through the Streets as Shared Spaces Grant, Council was able to purchase five more parklets that were designed specifically for Waverley's conditions. These are all currently deployed in centres where they support business activity.

To date, Council has been providing parklets free of charge as they were considered as an extension of the public domain. However, ongoing maintenance, relocation and asset management have not been funded through a dedicated budget.

Businesses have found the parklets to be very beneficial to their trade and have advocated strongly to keep them when officers have indicated they would be rotated elsewhere in the LGA. Furthermore, there is a growing list of businesses that would like a parklet and have indicated that they would be prepared to pay to have one. The draft Parklet Policy aims to provide equitable access to parklets via a user-pays system.

3. Relevant Council Resolutions

Meeting and date	Item No.	Resolution
Council 9 December 2025	CM/7.18/25.12	That Council: <ol style="list-style-type: none"> 1. Approves a business-led model for the Parklet Program, as set out in the report (Option 1). 2. Officers prepare a report to Council by March 2026 on implementing the model, which may be incorporated into the Footpath Seating Policy and Guidelines.

4. Discussion

This discussion outlines the key considerations arising from the proposed Parklet Policy, including operational, financial and regulatory matters.

Legislative framework

Approvals for parklets are issued under section 138 of the *Roads Act 1993* and section 68 of the *Local Government Act 1993*.

Trial period

It is recommended that the user-pays model will be implemented on a 12-month basis. The trial will allow Council to assess:

- Business uptake and financial viability.
- Operational and maintenance impacts.
- Community response.
- Safety and compliance performance.

Feedback from current businesses with parklets

Businesses that currently benefit from a parklet have expressed strong support for retaining them. The additional patronage they accommodate benefits the businesses and the general atmosphere of the streets that have parklets enhances the overall pedestrian friendly atmosphere.

While supportive of a continuation of the program, businesses acknowledge that participation under a user-pays model will require a commercial assessment once final fees are confirmed.

Feedback from businesses seeking parklets

A waiting list for parklets has been established over the last two years. Businesses expect equitable access to parklets. Consultation with prospective parklet beneficiaries confirms that they would be prepared to pay for them subject to cost clarity and the perceived commercial benefit.

Maintenance

Currently, Council is responsible for the maintenance and upkeep of all Council-owned parklets. As outdoor structures exposed to weather and traffic conditions, parklets require regular inspection and repair. While some businesses are proactive with maintenance, there has been no funding dedicated to this activity and maintenance has been done via the customer request (Merit) process.

The policy proposes that a lease and an agreement be entered into between Council and businesses to determine the responsibilities of each party regarding cleaning and maintenance.

Lease periods

The policy proposes:

- Council-provided fabricated parklets will be leased to businesses for 12-month periods and rotated across the LGA in accordance with demand
- Council-provided concrete barrier parklets be leased for 12 months, with the option for renewal
- Business-provided parklets will have a 12-month permit, with the option to be renewed annually

Next steps

Subject to Council's resolution, officers will review the current expression of interest list and contact interested businesses to consult on the three parklet options available under the policy. Businesses will be provided with details of each option and invited to nominate their preferred parklet type. Design guidelines, application forms and supporting documentation will be then finalised and reported to Council in the post-exhibition report.

5. Financial Impact

The introduction of fees will enable Council to recover costs associated with administration, installation, removal and asset management of parklets.

Initial capital funding will be required for procurement and deployment of the concrete barrier parklets. The estimated cost per concrete barrier parklet is approximately \$6,500 including transportation and installation.

Proposed fees are aligned with Council's existing footpath seating rates to ensure consistency and equity across public domain usage. Application fees, annual occupation fees and removal fees apply as outlined in the draft policy. The program is intended to achieve cost neutrality over time.

6. Risks/Issues

Financial risk

There is a risk that some businesses may choose not to participate under a user-pays model. This may reduce uptake and limit cost recovery.

Safety risk

Parklets are located within the road reserve and present potential safety risks if not properly maintained. The deteriorating condition of some existing parklets increases risk exposure.

Reputation risk

Some neighbouring councils (Randwick and City of Sydney) currently provide parklets at no cost. Introducing fees may attract criticism that Council is less supportive of local businesses. However, the proposed model improves equity and ensures responsible management of public assets.

Compliance risk

Failure to maintain parklets to an appropriate standard exposes Council to liability. Formalising agreements and clarifying responsibilities reduces this risk.

Realised risk

Several older parklets are approaching the end of their service life and may pose safety concerns. It is recommended that non-compliant or deteriorated parklets be removed or upgraded.

7. Attachments

1. Draft Parklet Policy 2026 [↓](#) .



WAVERLEY
COUNCIL

Parklet Policy



Department	Urban Planning
Approved by	Council
Date approved	24 March 2026
File reference	SF25/1336
Next revision date	1 February 2028
Relevant legislation	Roads Act 1993, Local Government Act 1993
Related policies/ procedures/guidelines	N/A
Related forms	Parklet Application Form, Parklet Renewal Form, Parklet Change of Ownership form

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1. Introduction

This policy applies to businesses within the Waverley Local Government Area seeking to install and operate a Parklet within a public road reserve. It sets out the framework for the planning, approval, installation, use and management of Parklets to ensure they are safe, well designed, equitable and deliver public amenity outcomes.

All Parklets require approval from Council (under Section 138 of the *Roads Act 1993*) and must comply with the requirements of this policy, relevant legislation and any applicable standards or guidelines.

1.1 Purpose of the program

The Parklet program facilitates the creation of an increased amount of publicly accessible community space within Waverley's streets and neighbourhood centres by allocating selected kerbside areas for seating, planting and low impact activities. The program aims to increase public amenity, support local businesses and contribute to safe, active and walkable streets.

Parklets are intended to address unmet demand for seating space in retail and commercial areas, to encourage street level activity and strengthen local centres as places for people to gather, rest and interact.

1.2 What is a Parklet

A Parklet is a temporary space created by occupying an amount of kerbside space and extending the pedestrian environment into the street. Parklets are generally located adjacent to the kerb and provide spaces for people to sit, rest and spend time in areas of high-pedestrian activity.

Public Benefits

Parklets increase public amenity by providing additional places to sit and socialise. They contribute to more active street environments and improve comfort for people using local centres.

Benefits for adjoining businesses

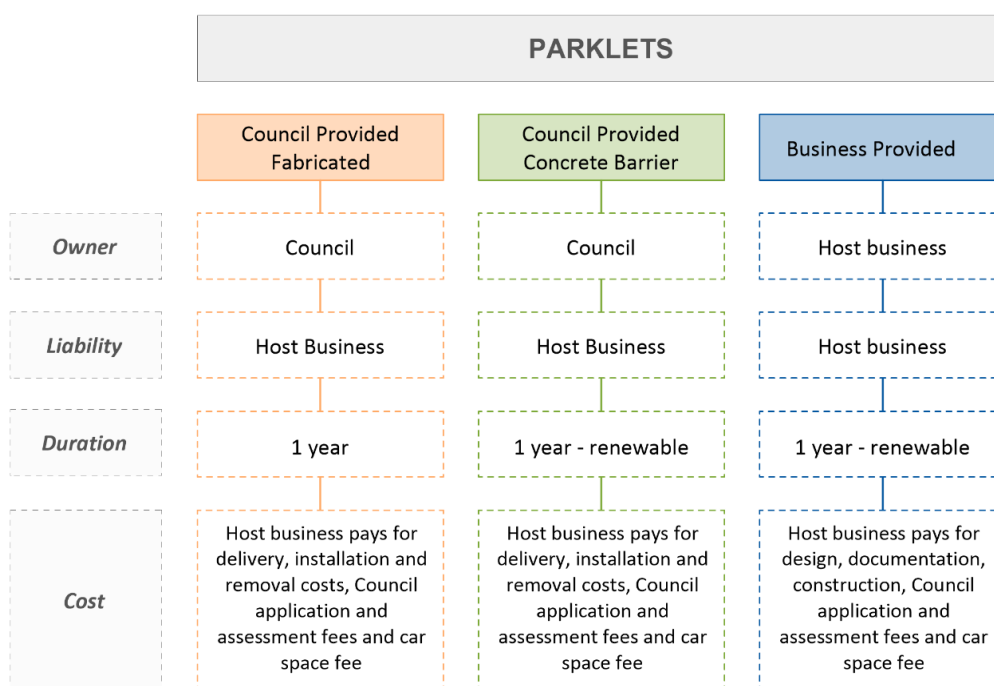
For businesses hosting a Parklet, benefits include additional outdoor seating and increased customer capacity, improved street presence and increased visibility from the street. Parklets can support business viability by enhancing the customer experience and encouraging longer stays near the business.

1.3 Who can apply for a Parklet

Parklets are primarily intended for ‘food and drink premises’ operating from a ground floor business that is directly adjacent to a suitable kerbside location within the Waverley LGA and meets Council’s site selection criteria.

1.4 Parklet pathways

There are **three** different pathways for a business to obtain a Parklet. Refer to relevant sections of this policy for detailed requirements, costs and fees and processes for each pathway.



A - Council Provided – Fabricated

These Parklets are owned and installed by Council and are typically allocated for shorter periods, rotated every 12 months. There is a limited number of Council provided Parklets and applications are managed via a waiting list.

B -Council Provided – Concrete Barrier

Concrete barrier Parklets are supplied by Council and can be leased by businesses for installation outside their premises. They are intended to be in place for one year and can be renewed annually.

C - Business Provided

Businesses may construct their own Parklet in accordance with Council's design standards and criteria as set out in the Parklets Design Guidelines document. These Parklets can be in place for longer periods and may be renewed annually subject to Council assessment of location suitability, compliance and feedback.

2. Applications and requirements

This section outlines eligibility, assessment criteria and the application process for each Parklet type.

2.1 Location suitability

Parklets may only be located where the street environment is suitable and safe. Locations will generally:

- Be on roads with speed limit of 50 km/h or less
- Have clear sightlines and straight road geometry
- Be located within parallel parking bays
- Not be on clearways or classified roads
- Be set back 10m from intersections and traffic signals
- Avoid utility access points, driveway crossings, drainage infrastructure and service covers

Final suitability is determined by Council officers including traffic and safety assessment.

2.2 Fees and costs

Tables 1 and 2 below outline the fees and costs for each Parklet type.

Outdoor space fees, the Parklet parking space surcharge, Council application and assessment fees and bond amount are prescribed within Waverley Council's **Pricing Policy and Schedule of Fees and Charges** (available on Council's website) under **section 36 – Use of Roads, Footpaths and Pedestrian Malls**.

Table 1 – Council Fees

Parklet Type	Council Provided - Fabricated	Council Provided - Concrete Barrier	Business Provided
<i>Outdoor Space Fee (Annual)</i>	In accordance with Section 36.4 – Footpath Seating and Application fees, plus 20% Parklet surcharge*	In accordance with Section 36.4 – Footpath Seating and Application fees, plus 20% Parklet surcharge*	In accordance with Section 36.4 – Footpath Seating and Application fees, plus 20% Parklet surcharge*
	Area generally based on parking space area of 6m x 2.4m)	Area generally based on parking space area of 6m x 2.4m)	Area generally based on parking space area of 6m x 2.4m)
<i>Council Application & Assessment Fee</i>	In accordance with Section 36.4 – Footpath Seating and Application fees*	In accordance with Section 36.4 – Footpath Seating and Application fees*	In accordance with Section 36.4 – Footpath Seating and Application fees*
<i>Bond</i>	Equivalent to 3 months footpath seating fees*	Equivalent to 3 months footpath seating fees*	N/A

*Amount may be annually updated, refer to the latest Waverley's Pricing Policy and Schedule of Fees and Charges – rates apply according to location. The 20% surcharge helps recover some of the cost associated with the parking space occupied by the Parklet.

Table 2 – Other Costs

Applicants should also be aware of additional costs associated with installation and operation of parklets, as outlined in Table 2 below.

Parklet Type	Council Provided - Fabricated	Council Provided - Concrete Barrier	Business Provided
<i>Delivery & Installation</i>	\$ 800 **	\$1350**	By Business
<i>Traffic Control</i>	\$500 **	\$500 **	\$500 **
<i>Timber Deck</i>	N/A	Optional Additional - cost to be confirmed upon application	N/A
<i>Design & Documentation</i>	N/A	N/A	By Business
<i>Construction</i>	N/A	N/A	By Business
<i>Public Liability Insurance (\$20M)</i>	By Business	By Business	By Business
<i>Maintenance</i>	By Business	By Business	By Business

** Costs are indicative only and based on previous installations and supplier quotes, final amounts will be confirmed at the time of application and invoiced accordingly

2.3 Applications

Refer to the relevant section below for the application process for each Parklet type.

2.3.1 Council provided - fabricated Parklets

1. Applicants are encouraged to contact the Parklet team on parklets@waverley.nsw.gov.au to confirm location suitability and register to be on the waiting list.
2. If the location is supported and a Parklet is available, the applicant should complete the Parklet Application Form and submit along with any supporting documents.
3. Council will assess the application and notify the applicant of the outcome within 2-4 weeks. If approved, an invoice will be issued.
4. The applicant will need to sign the Parklet Agreement including the Routine Maintenance Checklist Agreement and pay the invoice to secure their Parklet Permit.
5. Once the agreements are signed and invoice is paid, Council will schedule and coordinate installation with the applicant.
6. During the permit period, the host is responsible for routine cleaning, maintenance and upkeep as per as per the Maintenance and Upkeep Agreement.
7. At the end of the approved term, the Parklet is removed and relocated by Council. Applicants can reapply to be added to the list.

2.3.2 Council provided - concrete barrier Parklets

1. Applicants are encouraged to contact the Parklet team on parklets@waverley.nsw.gov.au to confirm location suitability.
2. If supported, applicant should complete the Parklet Application Form and submit along with any supporting documents.
3. Council will assess the application and notify the applicant of the outcome within 2-4 weeks. If approved, an invoice will be issued.
4. The applicant will need to sign the Parklet Agreement including the Routine Maintenance Checklist agreement and pay the invoice to secure their Parklet Permit.
5. Once the agreements are signed and invoice is paid, Council will schedule and coordinate installation with the applicant.
6. During the permit period, the applicant is responsible for routine cleaning, maintenance and upkeep as per the Maintenance and Upkeep Agreement.
7. At the end of the approved term, the Parklet must be either renewed or removed in accordance with Council direction.

2.3.3 Business provided Parklets

1. Applicants are encouraged to contact the Parklet team on parklets@waverley.nsw.gov.au to confirm location suitability.
2. If supported, applicant should complete the Parklet Application Form and submit along with any supporting documents including detailed design and construction details.

3. Council will assess the application and notify the applicant of the outcome within 2-4 weeks. If approved, an invoice will be issued.
4. The applicant will need to sign the Parklet Agreement including the Routine Maintenance Checklist agreement and pay the invoice to secure their Parklet Permit.
5. Once the agreements are signed and invoice is paid, Council will coordinate installation with the applicant and confirm any requirements for works within the road reserve. The business owner is responsible for ensuring all works comply with approved plans, safety requirements and relevant standards.
6. During the permit period, the applicant is responsible for routine cleaning, maintenance and upkeep as per the Maintenance and Upkeep Agreement.
7. At the end of the approved term, the Parklet must be either renewed or removed in accordance with Council direction.

2.4 Maintenance

Parklets will need to be maintained by the host business in accordance with the Routine Maintenance Checklist and Agreement. Council-owned Parklets that are subject to major damage or weathering would be repaired by Council.

Council reserves the right to require modification, temporary closure or removal of a Parklet where safety, operational, traffic or other unforeseen issues arise. In the event of a temporary closure or removal, fees would not be charged.

2.5 Premises Compliance

Business owners must ensure the premises holds current development consent or other relevant approval to operate as a foods and drink premises. Any additional seating associated with a Parklet should be consistent with the approved use and patron capacity of the premises.

2.6 Shared Use

Only one business may be nominated as the permit holder for each Parklet and will be solely responsible for compliance with all permit conditions. Sharing arrangements with neighbouring businesses are at the discretion of the permit holder; however all obligations remain with the nominated permit holder.

2.7 Third-Party Advertising

No signage, branding or third-party advertising will be permitted on Council Owned Parklets including concrete barriers.

Business provided Parklets may incorporate branding colours and logos, provided no third-party advertising is displayed as the design complies with Council standards.

2.8 Change of ownership

If a business changes ownership, the new operator must either apply to transfer the Parklet approval or submit a Parklet removal application. For business provided Parklets removal is the responsibility of the business.

2.9 Liquor Licence & Plan of Management (if applicable)

If your premises serves alcohol, a copy of the liquor licence and Plan of Management (POM) is required.

2.10 Public Liability Insurance (after approval)

If/when approval is issued, the applicant must obtain public liability insurance for the approved footpath area for legal liability to the public in respect of personal injury and property damage.

The insurance must:

- Be for a minimum \$20 million (or a larger amount if directed by Council);
- Name “Waverley Council” as an interested party as owner in respect of the Parklet adjacent to the business;
- Include a “cross-liability” clause, and
- Secure the interest of the applicant and that of Council against any claim that may be made as a result of the use of the Parklet.

A Certificate of Currency must be provided to Council prior to the use of the Parklet. Thereafter the Certificate is to be provided to Council annually.

Public Liability Insurance is only required after approval is issued.

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3. Appendix

Forms

- Form 1 – Parklet Application
- Form 2 – Parklet Renewal
- Form 3 – Change of Ownership
- Form 4 – Removal Request

Contracts / Documents

- Parklet Agreement
- Business Provided Parklet Design Guidelines and Requirements
- Maintenance and Upkeep Checklist / Agreement

Appendices will be provided following the March Council meeting

REPORT

CM/6.13/26.04



Subject: Strata Parking Enforcement Framework - Exhibition

TRIM No: A16/0667

Manager: Angela Rossi, Acting Executive Manager, Compliance

Director: Emily Scott, General Manager

RECOMMENDATION:

That Council:

1. Invites expressions of interest (EOI) from owners corporations in the Waverley local government area to participate in an on-demand strata parking management scheme.
2. Publicly exhibits the draft Strata Parking Guidelines attached to the report for 28 days.
3. Officers prepare a report to Council on the outcome of the EOI and exhibition, including resourcing requirements to administer the scheme.

1. Executive Summary

This report provides an overview of the process for Council to introduce an on-demand, strata parking management scheme in the Waverley local government area.

2. Introduction/Background

In November 2016, the *Strata Schemes Management Act 2015* commenced, permitting councils to enter into agreements with strata and community schemes to enforce parking restrictions on common property. This legislation was incorporated into the *Local Government Act* under section 650A.

At the 15 November 2016 Council meeting, it was resolved to further investigate the provisions of the *Strata Schemes Management Act 2015* and the *Local Government Act 1993* as they apply to the management of unauthorised parking on private property through a commercial arrangement between Council and an owners corporation.

In March 2017, 35 strata managers were invited to participate in an online survey. The seven strata managers who completed the survey manage 70 buildings throughout the local government area, equating to a potential of 500 parking spaces.

In June 2017, these respondents were invited to take part in a focus group to further explore the implications and expectations of a parking agreement.

On 8 August 2017, Council considered a report detailing the results of the investigation and consultation. Council resolved to conduct a trial of strata/community parking area agreements for a period up to six months.

On 1 December 2018, Council entered into a trial with the owners corporation of 29-31 Paul Street, Bondi Junction, for the common property, which comprised eight visitor parking spaces. One infringement was issued during the six-month trial period.

At the Operations and Community Services Committee meeting on 6 July 2021, Council received a report detailing the outcomes of the strata parking area agreement trial. At this meeting, Council resolved that officers develop guidelines and present them to the Combined Precincts for their consideration and that officers report back to Council. The draft guidelines were presented to the Combined Precinct in March 2023 and later to Council for information in December 2023.

The purpose of this report is to provide an overview of the proposed framework to introduce an on-demand strata parking enforcement scheme in response to CM 8.3/25.11 and to seek endorsement to undertake an expression of interest of owners corporations in the Waverley local government area to determine the level of interest. It is also recommended that the draft Strata Parking Management Guidelines attached to this report are publicly exhibited for community feedback.

3. Relevant Council Resolutions

Meeting and date	Item No.	Resolution
Council 18 November 2025	CM/8.3/25.11	<p>That Council:</p> <ol style="list-style-type: none"> <li data-bbox="687 907 1374 1149">1. Notes the previous report on Strata Parking Area Agreements (PD/5.6/23.12) considered on 5 December 2023, which outlined the legislative framework and identified challenges limiting participation in strata parking enforcement agreements under section 650A of the <i>Local Government Act 1993</i>. <li data-bbox="687 1193 1374 1328">2. Recognises that while the earlier trial saw limited uptake due to high cost and resource impact, unauthorised parking in strata properties remains a common concern raised by residents. <li data-bbox="687 1373 1374 1933">3. Investigates an on-demand strata parking enforcement scheme that: <ol style="list-style-type: none"> <li data-bbox="762 1480 1374 1574">(a) Allows strata properties to opt in voluntarily through an initial joining fee, annual participation fee and per call-out fee. <li data-bbox="762 1619 1374 1753">(b) Is structured to be at least cost neutral to Council, with all costs recovered through participation and call out fees, and from any infringements issued under the scheme. <li data-bbox="762 1798 1374 1933">(c) Limits enforcement under the scheme to on-request call-outs made by the strata manager or another designated representative of the strata property. <li data-bbox="687 1977 1374 2076">4. Officers prepare a report to Council by March 2026 that includes the necessary steps for the commencement of the on-demand strata parking

		enforcement scheme at that time.
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4. Discussion

Section 650A of the *Local Government Act 1993*

Section 650A of the *Local Government Act* allows strata and community schemes to enter into an agreement with their local council to set aside part of their common property for a strata parking area or community parking area. This agreement must be approved by special resolution of the owners corporation or community, precinct or neighbourhood association and must comply with any requirements for schemes prescribed by regulations under the *Strata Schemes Management Act 2015* or the *Community Land Management Act 2021*. The council may then exercise functions under this section, including the reception of notices and signs. See the Office of Local Government's guidelines (Attachment 2) for further details.

Council's on-demand strata parking management scheme

To introduce and appropriately resource an on-demand strata parking enforcement scheme in Waverley, the following steps are required:

1. Undertake an expression of interest of owners corporations in Waverley to assess the level of interest in participating in a trial.
2. Establish an appropriate annual charge for an opt-in service for owners corporations interested in participating in a trial. It is proposed the annual charge would be a for profit service to ensure full cost recovery for Council services.
3. Assign a Council officer to oversee the implementation of an on-demand service and respond to call out requests in line with the Strata Parking Guidelines (Attachment 1).

If Council wishes to pursue the introduction of an on-demand strata parking management scheme, it is recommended that an expression of interest is run in May 2026, with a report back to Council on the outcomes of the EOI in addition to the resourcing requirements and proposed pricing structure for the scheme.

5. Financial Impact

Parking agreements are a commercial arrangement that are not cost neutral. Therefore, it is appropriate for Council to require a fee for the servicing of a parking agreement.

The cost cannot be reliably offset by infringement revenue as evidenced through the previous trial. Therefore, an appropriate fee is recommended to be established for the investigation, implementation and continued monitoring of premises that enter into strata parking agreements.

The cost to manufacture and install new signage would be covered by the owners corporation. Council would supply and install these signs with the cost determined by assessment for each location.

6. Risks/Issues

Prior to the introduction of an on-demand strata parking management scheme, Council should determine the level of community interest through an EOI process and report back on the appropriate pricing structure prior to a scheme implementation next financial year.

7. Attachments

1. Draft Waverley Council Strata Parking Management Guidelines [↓](#)
2. OLG - Free Parking and Strata/Community Parking Agreements - Guidelines for Councils - December 2016 [↓](#) .



WAVERLEY
COUNCIL



Waverley Council Strata Parking Management Guidelines



Department	Planning, Sustainability and Compliance
Approved by	Council
Date approved	21 April 2026
TRIM	D26/49567
Next revision date	21 April 2030
Relevant legislation	Strata Schemes Management Act 2015 Community Land Management Act 1989
Related policies/ procedures/guidelines	Free Parking & Strata / Community Parking Area Agreements Guidelines – Office of Local Government
Related forms	

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1. Introduction

1.1 What is the purpose of these Guidelines

The primary purpose of these Guidelines is to provide information and inform the assessment of strata parking area agreement applications from owners corporations.

1.2 Legislative context

In November 2016, the *Strata Schemes Management Act 2015* commenced permitting councils to enter into agreements with strata and community schemes to enforce parking restrictions on private land. This legislation was incorporated into the Local Government Act as section 650A.

The owners corporation of a strata scheme under the *Strata Schemes Management Act 2015* or the association of a community, precinct or neighbourhood scheme under the *Community Land Management Act 1989* may enter into an agreement with the council so long as the agreement is approved by special resolution of the owners corporation.

Under strata/community parking area agreements, part of the common property of the scheme is set aside for use as a parking area and the council exercises its enforcement functions in that area.

1.3 Reading these Guidelines

These guidelines are concerned only with strata parking area agreements as there are no community schemes operating in the Waverley Council LGA.

These guidelines are based on the *Free Parking & Strata / Community Parking Area Agreements Guidelines* originally published by the Office of Local Government.

Should owners corporations choose to enter into agreement, it will be between the individual owners corporation “The Owner” and Waverley Council.

2. Overview of the Parking Area Provisions

2.1 What is a parking area agreement?

Section 650A (strata and community parking) agreements – The owners corporation of a strata scheme may enter into an agreement with Council so long as the agreement is approved by **special resolution** of the owners corporation.

2.2 Effects of entering into a strata parking area agreement

If an owners corporation enters into a parking area agreement with a local council, the following outcomes will result:

- **Council will specify conditions in respect of parking** and notify the public by way of signs and notices erected on the land; and
- The owners corporation will delegate the regulation and enforcement of signed parking restrictions a private property to Council. The owners corporation can still control parking, for example, by giving a lot owner exclusive use of part of the common property for their use for parking.

2.3 How flexible can parking area conditions be?

Parking area conditions are set out in signage erected in the area by Council. The matters which may be covered by the signs are listed within sections 650A(2) of the Act are the:

- a) time during which the public may use the parking area;
- b) maximum period for which a vehicle may be parked in the parking area (or in any part of the parking area); and
- c) designation of a parking space within the parking area as a space for the sole use of persons with disabilities.

When a parking area application is received Council will assess what terms and conditions are proposed by the owner to be included in the signs to be erected in the proposed parking area.

The terms and conditions must generally comply with the requirements of section 650A(2), as any outside this scope generally would not be enforceable.

While Council will consider the owners' preferences concerning the proposed hours of operation of the parking area and the time limitations that will apply to vehicles using the parking area etc, any such proposal must align with Council's parking enforcement hours of operation.

2.4 What will Council do if the owner seeks to apply additional conditions?

If an applicant submits a parking area agreement application that seeks to impose conditions outside the scope of section 650A(2) of the Act, Council can decline the application.

If necessary, Council could use the provisions of section 632 "Acting contrary to notices erected by councils" to facilitate the implementation of special arrangements.

Section 632 signs would need to be erected in conjunction with section 650A signs. It is important to note that enforcement action under section 632 will involve Council identifying and giving a penalty notice to the driver of the vehicle at the time of the offence (who may or may not be the owner of the vehicle).

In determining special requests, Council will have regard to balancing public and private interest considerations and its capacity to carry out enforcement in terms of section 632.

2.5 What are the signage requirements for parking areas?

The parking area provisions of the Act are enabled under section 650A(1), which state that “the driver of a vehicle parked in a [parking area] otherwise than as permitted by a notice or sign erected by the council is guilty of an offence”.

Section 650A(2) of the Act states that the terms of any such notice or sign may relate to any one or more of:

- a) time during which the public may use the parking area;
- b) maximum period for which a vehicle may be parked in the parking area (or in any part of the parking area); and
- c) designation of a parking space within the parking area as a space for the sole use of persons with disabilities.

Therefore, where Council has entered into an agreement with an owners corporation, signage must be erected to give the powers effect.

It is important to note that Council may charge the owner an appropriate fee for the installation and maintenance of such signs.

2.6 Can Council recover enforcement costs in parking agreements?

Yes. Parking agreements are commercial arrangements and they are not cost-neutral.

3. Parking Area Agreement Applications

3.1 What criteria will be used by Council in assessing applications?

Waverley Council will apply the following criteria to all applications to enter into a strata parking area agreement:

- The owner has already implemented all reasonable measures to deter vehicle related problems including the erection of signs, fencing, gates and other barrier devices?

Note: In cases where amenity considerations are given a low priority by an owners corporation and that owners corporation chooses not to take sufficient action e.g. install gates/barrier devices, initiate administrative action etc, there will be no role for Council to undertake.

- Prior to finalising an strata parking area agreement Council will need to see evidence of the formal approval of the relevant owners corporation association to enter into the agreement (as required under sections 650A(9) and 650A(10) of the Act).

- Council is satisfied that there is a genuine need from a public policy perspective to assist the owner in deterring vehicle related problems via the proposed parking area agreement.
- The area to be covered by a proposed agreement is common property.
- The owners corporation understand that parking enforcement will be applied equally and without discrimination against any person found to have breached the signage requirements applicable.
- The owners corporation agree to grant Council officers independent access to secure parking locations.
- Council Officers will conduct a site inspection to determine any potential safety issues for Enforcement Officers.
- The owners corporation agrees to pay the service fee of (to be determined) for the term of the agreement.
- The owners corporation agrees all costs associated with installation and maintenance of signage is borne by the owners corporation.
- The owners corporation understands and accepts that Council retains all infringement revenue.
- The owners corporation understands that councils retain complete discretion as to how they will undertake their law enforcement activities; and
- Council has sole discretion regarding the decision to enter into an agreement or not.

3.2 What matters should Council ensure are included within a parking area agreement?

The following items may be considered to provide a basic framework for an agreement. However, agreements are not limited to these terms.

The agreement should clearly stipulate:

- Who are the principal parties to the agreement the land to which the agreement applies.
- The period of the agreement including the agreement commencement and conclusion dates.
- The implications for the owner of turning the land into a parking area.
- The right of Council to automatically vary an agreement to reflect changes in law.
- Whether Council proposes to publicly notify the proposal and invite submissions, and who will pay the advertising costs, if any.

- The circumstances under which either of the principal parties may terminate the agreement and the procedure that is to be adhered to give effect to the termination.
- Any renewal options and how these shall be exercised.
- The fees, charges and other costs that the owner will be liable to pay to Council.
- The signs, fencing, gates and any other structures, physical improvements to the land that might be carried out and who will be liable for the costs.
- The obligation to maintain any signs, fences, gates etc to the standard required by Council, and who will be liable for the costs.
- Who is to be liable for any damages which may arise from persons parking in the parking area.
- That Council will not be liable for any costs, damages or liabilities incurred by the owner etc as a consequence of the early termination of an agreement by either party.
- That the owner is aware that all revenue from parking fines etc shall belong to Council under the Act; and
- That the council will retain complete discretion as to the performance of regulatory/law enforcement activities.

3.3 What additional issues may be included in a section 650A, strata parking agreement?

In addition to those conditions set out above, Council may include the following provisions in any agreement established under section 650A.

A. Maintaining emergency access parking spaces

Council must ensure that any dedicated parking space set aside in the area for the exclusive use of emergency services vehicles (e.g. ambulances or police vehicles), usually through the development approval process, are not impacted by any agreement.

B. Notification of any changes in use to common property

While the owners corporation still retains the right to deal with the common property as provided under the Strata Schemes Management Act 2015, it must undertake to advise the Council within 24 hours of any approved change of use of common property that may affect the provision of parking control restrictions as set out in the agreement.

3.4 What matters are inappropriate for inclusion in an agreement?

Upon entering into a parking area agreement with Council, an owners corporation effectively turns over the specified part of the common property to Council control.

Ensuring compliance with parking restrictions then becomes a council law enforcement function. Law enforcement functions are generally not matters that are open to landowner negotiation, and it is in the public interest that Council retains **complete discretion** as to how they will undertake their law enforcement activities.

Accordingly, Council will not give specific undertakings in relation to law enforcement operations. Council will refrain from giving explicit undertakings regarding the frequency of its monitoring of compliance with parking conditions in any area subject to a parking area agreement.

If an owners corporation seeks to impose conditions Council in regard to its law enforcement functions, Council will decline the application.

3.4.1 Special by-law powers of owners corporations

Council should note that owners corporations in strata schemes can pass specific by-laws to control parking. For example, an owners corporation may impose, through a by-law, wheel-clamping or tow away provisions to prevent vehicles parking in allocated parking spots.

Any extra conditions imposed through by-laws must be in-line with the Strata Schemes Management Act 2015. Under that legislation, an owners corporation must pass a resolution at a general meeting to impose the by-law.

Any by-laws applicable to parking in a strata scheme must be enforced by the relevant owners corporation. Council has no powers to enforce such by-laws and they therefore must not be included in any parking agreement.

3.5 Is Council obligated to enter into a parking agreement with an owners corporation?

No. Council may approve or decline an application.

3.6 Do appeal rights exist against Council's decision?

In cases where an applicant is in disagreement with a decision made by Council in respect of an application Council should, if requested, review that decision.

However, there are no appeal rights, either to the Land and Environment Court or any other body available to an owner against Council's decision.

3.7 Transparency and accountability

Agreements should generally be a matter of public record accessible in the same way as any other Council documents.

Council will not allow confidentiality clauses to be included in agreements unless there are extraordinary reasons to do so as these types of clauses may serve to create the impression

that the Council is seeking to suppress important information, or that it has shown bias in favour of a landowner.

3.8 Dispute resolution and termination of agreements

Parties are to meet within 14 days to attempt resolution of the dispute. Either party can terminate the agreement at any time without reason provided 28 days of notice is given in writing.

Termination of the agreement does not remove responsibility or expenses already agreed to or expenses relating to damages a party is responsible for.

4. Review of Guidelines

This document will be reviewed every four (4) years or earlier if required due to legislative change or Council resolution.



Strengthening local government

FREE PARKING AND STRATA / COMMUNITY PARKING AREA AGREEMENTS

GUIDELINES FOR COUNCILS



DECEMBER 2016

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1. INTRODUCTION

1.1 What is the purpose of these Guidelines?

The primary purpose of these Guidelines is to assist councils in the assessment of free parking area and strata/community parking area agreement applications submitted by landowners, owners corporations and community associations.

Sections 650(7) and 650A(8) of the *Local Government Act 1993* (the Act) require the Chief Executive of the Office of Local Government to establish Guidelines to be followed by councils with regard to parking area agreements. These Guidelines apply for that purpose.

A separate document prepared for the information of landowners, owners corporations and community associations, *Dealing with vehicle trespass and driveway obstruction*, clearly distinguishes the different roles and responsibilities of landowners and councils in regard to vehicle trespass, driveway obstruction and related vehicle and land use problems.

It is important that councils read both documents to obtain a clear and comprehensive understanding of the extent of their duties and responsibilities.

Some councils operate commercial parking stations as well as free parking areas. In order to ensure that there is no misunderstanding concerning the impact of the regulations on commercial parking stations, a section of these Guidelines is targeted at such stations.

1.2 Legislative context

Section 650(6) of the Act also allows landowners to apply to their local council to enter into free parking area agreement in respect of their land. Under these agreements the area is put under council control with the council enforcing parking restrictions on the land in the same way that parking restrictions may be enforceable in all councils' public free parking areas.

In November 2016, the *Strata Schemes Management Act 2015* commenced permitting councils to enter into agreements with strata and community schemes to enforce parking restrictions on private land. This legislation was incorporated into the Local Government Act as section 650A.

The owners corporation of a strata scheme under the *Strata Schemes Management Act 2015* or the association of a community, precinct or neighbourhood scheme under the *Community Land Management Act 1989* may enter into an agreement with the council so long as the agreement is approved by special resolution of the owners corporation or community association.

Under strata/community parking area agreements, part of the common property of the scheme is set aside for use as a parking area and the council exercises its enforcement functions in that area.

1.3 Reading these guidelines

The Guidelines apply to **both** free parking area agreements and strata/community parking area agreements, unless specifically stated.

Where the provisions apply to **both** types of areas, for ease of understanding, these guidelines refer to such areas collectively as “parking areas” (instead of individually as “free parking areas” or “strata/community parking areas”).

An agreement may be between a landowner and a council (in the case of free parking areas), or between an owners corporation or community association and a council (in the case of strata/community parking areas). However, for ease of understanding, the non-council party is generally referred to in these guidelines as the “owner”, unless specifically stated.

2. OVERVIEW OF THE PARKING AREA PROVISIONS

2.1 What is a parking area agreement?

There are two types of parking area agreement available under the Act:

- A. Section 650 (free parking area) agreements – A landowner may enter into an agreement with the local council (see Appendix 1 for an overview of the section 650 agreement application process).
- B. Section 650A (strata and community parking) agreements – The owners corporation of a strata scheme or the association of a community, precinct or neighbourhood scheme may enter into an agreement with the council so long as the agreement is approved by special resolution of the owners corporation or community association (see Appendix 2 for an overview of the section 650A agreement application process).

2.2 Effects of entering into a parking area agreement

A. Section 650 (free parking area) agreements

If a landowner enters into a free parking area agreement with a local council, the following outcomes will result:

- control of the land (but only that part of the land which is the subject of the agreement) passing to the council;
- the council making the land available for free parking by the public; and
- the council specifying conditions in respect of parking and that these conditions need to be notified by way of signs and notices erected on the land.

B. Section 650A (strata and community parking area) agreements

If an owners corporation or community association enters into a parking area agreement with a local council, the following outcomes will result:

- the council specifying conditions in respect of parking. It would be required that these conditions be notified by way of signs and notices erected on the land; and
- the regulation and enforcement of signed parking restrictions passing to the council. The owners corporation can still control parking, for example, by giving a lot owner exclusive use of part of the common property for their use for parking.

2.3 How flexible can parking area conditions be?

Parking area conditions are set out in signage erected in the area by the council. The matters which may be covered by the signs are listed within sections 650(2) and 650A(2) of the Act are the:

- (a) time during which the public may use the parking area;
- (b) maximum period for which a vehicle may be parked in the parking area (or in any part of the parking area); and
- (c) designation of a parking space within the parking area as a space for the sole use of persons with disabilities.

Section 651 of the Act also provides for the liability of vehicle owners for offences relating to compliance with any such signs.

When a parking area application is received a council will need to carefully assess what terms and conditions are proposed by the owner to be included in the signs to be erected in the proposed parking area.

The terms and conditions must generally comply with the requirements of sections 650(2) or 650A(2), as any outside this scope generally would not be enforceable. However, alternative approaches can be considered in some limited circumstances (see section 2.7 below).

While applications are likely to reflect the owners' preferences concerning the proposed hours of operation of the parking area and the time limitations that will apply to vehicles using the parking area etc, the council is accountable to the public and therefore will need to make a determination that incorporates a broad assessment of both private and public interest considerations.

It would be inappropriate for a council to allow a gross mismatch between the public and private needs. For example, in a free parking area, an application that proposed a 15 minute time limit on parking may be inappropriate in a location where motorists usually conduct transactions at nearby businesses which generally take at least an hour to complete.

2.4 What should a council do if the owner seeks to apply additional conditions?

If an applicant submits a parking area agreement application that seeks to impose conditions outside the scope of sections 650(2) or 650A(2) of the Act, the council could disallow the application. However, the council should adopt a reasonable degree of flexibility and carefully evaluate the proposal and the reasons which underpin it.

It may be the case that the request is a valid one. For example, the applicant may wish to place a limitation on the gross weight of vehicles accessing the parking area in order to minimise noise or avoid damaging the land.

If necessary, council could use the provisions of section 632 "Acting contrary to notices erected by councils" to facilitate the implementation of special arrangements.

Section 632 signs would need to be erected in conjunction with section 650/650A signs (see section 2.3 of the Guidelines for further information).

It is important to note that enforcement action under section 632 will involve the council identifying and giving a penalty notice to the driver of the vehicle at the time of the offence (who may or may not be the owner of the vehicle).

In determining special requests, a council should have regard to balancing public and private interest considerations and its capacity to carry out enforcement in terms of section 632.

Note: In the case of section 650A (Strata and Community parking area) agreements, see also section 3.5.1 below regarding conditions imposed through Strata Scheme By-laws.

2.5 What are the signage requirements for parking areas?

The parking area provisions of the Act are enabled under sections 650(1) and 650A(1), which state that “the driver of a vehicle parked in a [parking area] otherwise than as permitted by a notice or sign erected by the council is guilty of an offence”.

Sections 650(2) and 650A(2) of the Act state that the terms of any such notice or sign may relate to any one or more of:

- (a) time during which the public may use the parking area;
- (b) maximum period for which a vehicle may be parked in the parking area (or in any part of the parking area); and
- (c) designation of a parking space within the parking area as a space for the sole use of persons with disabilities.¹

Therefore, a council that has entered into an agreement with an owner must erect signage to give the powers effect. As with all council notices and signs, the content of the signage should be developed with regard to the requirements of section 670 of the Act:

Note: Before entering into an agreement, it is important that the owner is made aware that the council may charge an appropriate fee for the installation and maintenance of such signs.

2.6 Can a council recover enforcement costs in parking agreements?

Yes, and it should. Parking agreements are commercial arrangements and applicants should be made aware that they are not cost-neutral.

In considering whether to enter into an agreement, a council must ensure that it is not unduly diverting its limited enforcement resources away from public parking areas. This is a particularly important consideration in the case of strata/community parking agreements where no additional free public parking will result.

¹ A forthcoming legislative amendment will give effect to council powers to issue PINs with respect to offences relating to disability parking spaces in strata and community parking areas.

It is therefore appropriate for a council to require a fee for service type arrangement for the servicing of a parking agreement. However, any such fees levied by councils should be done so in a fair and transparent way. The Act requires each council to set fees and charges through its annual budgeting process, which includes a mandatory public notification period.

3. PARKING AREA AGREEMENT APPLICATIONS

3.1 What criteria should be used by councils in assessing applications?

Where an owner cites vehicle trespass or related problems as the main reason for seeking to enter into a parking area agreement a council should apply the following criteria:

1. Has the owner already implemented all reasonable measures to deter vehicle related problems including the erect on of signs, fencing, gates and other barrier devices?
2. Is the council satisfied that there is a genuine need from a public policy perspective to assist the owner in deterring vehicle related problems via the proposed parking area agreement?

3A. In the case of a section 650 (free parking area) agreement

Does the landowner understand that the council will take control of the land and make it available for parking by the public free of charge, and is the landowner agreeable to this? **OR**

3B. In the case of a section 650A (strata and community parking area) agreement

Does the owners corporation or community association understand that parking enforcement will be applied equally and without discrimination against any person found to have breached the signage requirements applicable?

Note: In the case of a section 650 (free parking area) agreement only, the first two criteria may be dispensed with if the primary purpose of the application is the landowner's aim to either provide new or additional disabled parking spaces or to add to the overall stock of parking spaces under council control which will be generally accessible to the public free of charge.

3.2 Are there any additional criteria for strata/community agreements?

Yes. Prior to finalising an strata/community parking agreement a council will need to see evidence of the formal approval of the relevant owners corporation or community scheme association to enter into the agreement (as required under sections 650A(9) and 650A(10) of the Act).

It is not necessary for a council to require evidence of such an approval at the application stage. At this point, evidence of the majority of vote of the strata committee (or community organisation committee) to make an application to council for a parking area agreement should be obtained by the council.

However, if council approves the application and proceeds to enter into the agreement with the owners corporation/community association, then the formal approval must be obtained before any agreement can be finalised.

3.3 What matters should the council ensure are included within a parking area agreement?

The following items may be considered to provide a basic framework for an agreement. However, agreements are not limited to these terms.

The agreement should clearly stipulate:

- who are the principal parties to the agreement the land to which the agreement applies;
- the period of the agreement including the agreement commencement and conclusion dates;
- the implications for the owner of turning the land into a parking area;
- the right of the council to automatically vary an agreement to reflect changes in law;
- whether the council proposes to publicly notify the proposal and invite submissions, and who will pay the advertising costs, if any;
- the circumstances under which either of the principal parties may terminate the agreement and the procedure that is to be adhered to give effect to the termination;
- any renewal options and how these shall be exercised;
- the fees, charges and other costs that the owner will be liable to pay to the council;
- the signs, fencing, gates and any other structures, physical improvements to the land that might be carried out and who will be liable for the costs;
- the obligation to maintain any signs, fences, gates etc to the standard required by the council, and who will be liable for the costs;
- who is to be liable for any damages which may arise from persons parking in the parking area;
- that the council will not be liable for any costs, damages or liabilities incurred by the owner etc as a consequence of the early termination of an agreement by either party;
- that the owner is aware that all revenue from parking fines etc shall belong to the council under the Act; and
- that the council will retain complete discretion as to the performance of regulatory/law enforcement activities.

3.4 What additional issues may be included in a section 650A (strata/community scheme parking) agreement?

In addition to those conditions set out in section 2.8 above, councils may include the following provisions in any agreement established under section 650A.

A. Maintaining emergency access parking spaces

Councils must ensure that any dedicated parking space set aside in the area for the exclusive use of emergency services vehicles (e.g. ambulances or police vehicles), usually through the development approval process, are not impacted by any agreement.

B. Access to secured properties

It will be necessary for councils to negotiate with the owners corporation or community association, a method of access to any parking area that it is located within a secured area (e.g. behind a sliding security gate) to allow entry for enforcement purposes.

C. Notification of any changes in use to common property

While the owners corporation still retains the right to deal with the common property as provided under the *Strata Schemes Management Act 2015*, it must undertake to advise the Council within 24 hours of any approved change of use of common property that may affect the provision of parking control restrictions as set out in the agreement.

3.5 What matters are inappropriate for inclusion in an agreement?

Upon entering into a parking area agreement with a council, an owner effectively turns over the land (or a specified part of the common property) to council control. Ensuring compliance with parking restrictions then becomes a council law enforcement function.

Law enforcement functions are generally not matters that are open to landowner negotiation, and it is in the public interest that councils retain complete discretion as to how they will undertake their law enforcement activities.

Accordingly, it is neither necessary nor desirable for a council either to infer or to give specific undertakings in relation to law enforcement operations. In particular, a council should refrain from giving explicit undertakings regarding the frequency of its monitoring of compliance with parking conditions in any area subject to a parking area agreement.

If an owner seeks to impose conditions on a council in regard to its law enforcement functions the council should explain that this is beyond the owner's power. If the owner does not withdraw any such demand the council should decline the application.

3.5.1 *Special by-law powers of owners corporations*

Councils should note that owners corporations in strata schemes can pass specific by-laws to control parking. For example, an owners corporation may impose, through a by-law, wheel-clamping or tow away provisions to prevent vehicles parking in allocated parking spots.

Any extra conditions imposed through by-laws must be in-line with the *Strata Schemes Management Act 2015*. Under that legislation, an owners corporation must pass a resolution at a general meeting to impose the by-law.

Any by-laws applicable to parking in a strata scheme must be enforced by the relevant owners corporation. Councils have no powers to enforce such by-laws and they therefore must not be included in any parking agreement.

3.6 Are councils obligated to enter into a parking area agreement with a landowner, owners corporation or community association?

No. A council may approve or decline an application.

3.7 Do appeal rights exist against a council's decision?

In cases where an applicant is in disagreement with a decision made by a council in respect of an application the council should, if requested, review that decision. However, there are no appeal rights, either to the Land and Environment Court or any other body available to an owner against a council's decision.

3.8 Can a council initiate a proposal?

Yes. While sections 650(6) and 650A of the Act clarify that an owner can apply to their local council to enter into parking area agreements, the sections do not prevent a council from inviting applications from an owner. An invitation may proceed on the basis of the council submitting a draft agreement to an owner for consideration.

There may be a variety of circumstances in which a council may feel the need to take the initiative (e.g. in the case of a free parking area agreement, the provision of an adequate number of disabled parking spaces in an established shopping complex).

However, there is no authority for a council to force an owner to submit an application to enter into a parking area agreement. Nor is there any power for a council to impose an agreement against an owner's will.

If initiating a proposal, councils should ensure that owners fully understand the implications of entering into a parking area agreement (e.g. owners must pay for the signage and other associated costs).

In the case of strata/community parking area agreements, the council should ensure that the owners corporation or community association is also aware that the parking provisions and associated penalties will apply not only to visitors who disobey the signage but also to lot owners, residents and tenants.

3.9 Transparency and accountability

Agreements should generally be a matter of public record accessible in the same way as any other council documents.

Councils should not allow confidentiality clauses to be included in agreements unless there are extraordinary reasons to do so as these types of clauses may serve to create the impression that the council is seeking to suppress important information, or that it has shown bias in favour of a landowner.

3.10 Classification of land as Operational Land and inclusion in council's Asset Register

In the case of a section 650 (Free Parking Area agreement) only, if private land passes to council control under a parking area agreement the council will need to ensure that the requirements of the Act relating to the classification of the land (as operational land), and the inclusion of the land in the council's asset register are met.

These administrative requirements should be explained to the owner prior to an agreement being concluded.

3.11 Dispute resolution and termination of agreements

Parties are to meet within 14 days to attempt resolution of the dispute. Either party can terminate the agreement at any time without reason provided 28 days of notice is given in writing.

Termination of the agreement does not remove responsibility or expenses already agreed to or expenses relating to damages a party is responsible for.

3.12 Model Parking Area Agreement

Councils may devise their own pro-forma parking area agreements. A suggested basic framework which councils may wish to use to develop their own standard agreements is attached for information (see Attachment 1).

4. COMMERCIAL PARKING STATIONS

4.1 Commercial (pay-for-use) parking stations

The following information is intended for councils that operate commercial parking stations, and does not apply to parking areas operated by councils.

The information is equally applicable to private sector owned and operated commercial parking stations.

4.2 Policy objectives of the legislation

As indicated in the Introduction the principle policy objectives of the legislation are to resolve the very significant community concerns about the summary wheel clamping, tow away and impounding of vehicles by persons purporting to play a parking enforcement role for landowners and to assist landowners to implement more effective deterrents.

It has never been an objective of the legislation to re-define the fundamental contractual arrangements, agreements, terms or conditions which have traditionally been used within the commercial car parking industry.

4.3 Purpose Of Section 651C (2)(d)

Section 651C(2)(d) of the Act preserves the commercial arrangements that are an inherent feature of the commercial parking station industry.

4.4 Impact of legislation on commercial parking stations

The Act does not alter the conduct of business between car parking station proprietors and their customers whether they are casual or permanent customers, except to the extent that if any proprietors currently engage in wheel clamping they will need to introduce alternative vehicle immobilisation and/or detention methods.

4.5 Power to ban vehicle immobilisation devices via regulation

Commercial parking station operators should note that while section 651B of the Act makes provision for the Minister to prescribe other vehicle immobilisation devices by way of regulations in order to ban their use, there are currently no proposals to make regulations.

Accordingly, the only immobilisation devices currently banned are wheel clamps.

4.6 Conduct of commercial parking stations

As is already the case a commercial parking station proprietor will continue to be able to stipulate a range of terms and conditions for parking such as, for example:

- what the fees for parking are;
- that the fees will be payable before the vehicle is removed from the parking station when the parking station closes;

- that a vehicle parked contrary to a notice or causing an obstruction or danger to persons or property may be removed at the proprietor's discretion; and
- the restrictions or fees or charges for wanting a vehicle removed after the parking station has closed, etc.

4.7 Vehicles may be detained if prior notification of conditions given

In the situation where motorists have been informed by signs or notices etc by the car park proprietor that parking fees must be paid before a vehicle may be removed from the parking station, a proprietor acting within the terms and conditions who detains a vehicle until outstanding fees are paid would be within their rights to do so.

Monthly account holders who fail to pay are subject to the terms and conditions of their agreement with the proprietor and outstanding fees can be recovered as a civil debt by means of the usual court action. Alternatively, proprietors may prefer to detain the offending owner's vehicle if they have the opportunity to do so, as the Act does not remove this possible remedy.

4.8 Detention of a vehicle must not involve immobilisation by way of wheel clamping

The alternative vehicle detention measures that may be used by a parking station proprietor are essentially operational issues ultimately for their determination.

Proprietors who wish to continue the practice of detaining vehicles to recover outstanding fees and charges will need to consider a broad range of factors including:

- the design and construction of the car park;
- the terms of the agreement or arrangement that exists between the proprietor and the customer what may entail reasonable force in any particular circumstances; and
- commercial considerations including likely customer reaction etc to any policy which is adopted.

4.9 Acquisition of power to relocate vehicles within the parking station

It is understood that some proprietors wish to reserve the right to relocate vehicles for operational or commercial reasons (e.g. a vehicle is obstructing the entrance or driveways of the parking station or an unauthorised vehicle is parked in a reserved parking space).

The Act does not affect any current or future vehicle relocation arrangements. However, it would seem to be the case that a vehicle relocation power might only be derived by way of the agreement or arrangement that exists between the proprietor and a customer.

It might therefore be prudent that proprietors ensure that vehicle relocation clauses are clearly stated in signs notices, agreements or contracts etc so that the proprietor has the requisite authority to remove and relocate vehicles to another pre-determined and/or agreed location. It may be feasible to set up that location as a detention facility for vehicles that have fees and charges in arrears.

4.10 Transparency and business ethics

The key point is that commercial parking station proprietors should make the proposed means of detention of vehicles in arrears clearly known to all customers and ensure the inclusion of these details in written signs, notices, agreements or contracts etc.

The crucial factor that a parking station proprietor will need to focus on is what terms and conditions for parking are notified by signs etc to motorists which confer the lawful right to possess, control or detain the vehicle. This is the present situation and it is reiterated that the Act essentially retains the status quo except for the ban on wheel clamping.

4.11 Other options for dealing with vehicles obstructing driveways

The *Impounding Act 1993* may be applied if a vehicle which is abandoned or left unattended is causing an obstruction and, after necessary inquiries, the vehicle may be impounded by the council of the area.

In more serious situations, where an abandoned vehicle is in such a position as to obstruct the proper flow of traffic or to constitute a danger to the pedestrians either the council or the Police may order the immediate impounding of the vehicle under the Impounding Act or the Road Rules, as the case may be. Authorised impounding officers need to exercise caution by making inquiries before impounding a vehicle.

Provision also exists under legislation governing the State Emergency Service and Fire and Rescue NSW to remove vehicles and obstructions in particular circumstances.

The Impounding Act provisions are applicable to any land coming within the definition of "area of operations" contained in the Act. The definition is very broad and includes both privately owned residential and business premises.

ATTACHMENT 1- MODEL PARKING AREA AGREEMENT

PARKING AREA AGREEMENT

PARTIES

The Parties to this agreement are the _____ Council and
(insert name of Council)

(insert name of Owner/ Owners Corporation / Community Association)

DEFINITIONS

“Council” means the (insert name).....Council

“Owner” means the (insert name Owner/ Owners Corporation / Community Association)

“Property/land” means the property or land agreed to in the **Schedule 1** hereunder.

PURPOSE

The purpose of this agreement is to place the land under Council control so that it is managed and operated as free parking area, and to make provision for certain consequential arrangements under section 650 / 650A of the *Local Government Act 1993* between the Owner and the Council to give effect to the agreement.

AGREEMENT

The Council and the Owner agree to enter this agreement on the basis of the following terms and conditions.

TERM

The agreement commences on and extends for a period ending 30 June 20... or unless earlier determined by mutual agreement or in accordance with the termination and arbitration clause.

APPLICATION TO LAND

The Agreement applies to the land described in **Schedule 1**.

COUNCIL'S RESPONSIBILITIES AND EXCLUSIONS

The Council agrees to:

- manage and operate the land as a free parking area;
- specify the physical barriers, signs and notices required on the land;
- Install or arrange the installation of signs at the Owner's cost to meet Council's assessment of needs in respect of any included property;
- **(SECTION 650 – FREE PARKING AREA AGREEMENTS ONLY)** Specify the times which the free parking area will be accessible for use by the public.

The costs associated with council's involvement (to be paid by the Owner) will be:

- the cost of signs and their installation and any maintenance;
- the cost of any fencing, gates etc and their installation and maintenance; and
- administrative fees and charges (specify if any and what these will be).

OWNER'S RESPONSIBILITIES

The Owner agrees to:

- the Council having full discretion to contract out any of its relevant functions if it wishes to do so, except its law enforcement function;
- pay the Council any agreed fees, charges and or expenses incurred in respect of this agreement;
- allow the Council complete discretion as to the extent of surveillance which the Council is to cause to be exercised over the property; and
- meet the costs detailed by the Council.

ADDRESSES FOR SERVICE

The addresses of the respective parties for service of any documents are:

Council	Owner or Owner's agent
Officer Name _____	Name _____
_____	_____
Postal Address	

DISPUTE RESOLUTION

Should any dispute arise under this agreement, the Owner and the Council, the Owner (or their representative) and the General Manager of the Council (or the nominee of that General Manager) are to meet within 14 days of notice of dispute with a view to resolving the dispute and in the event of their failing to resolve the dispute, the agreement will be terminated forthwith subject only to the owner being liable to meet any outstanding payments to the Council pro rata to the period during which the agreement has been in force.

LAW

The law relating to this agreement is the law relating to the State of New South Wales.

Signed for
and on behalf of the

_____ **Council**

this _____ day of 20 _____

Signed for
and on behalf of the Owner

this _____ day of 20 _____

Postal Address

NOTE: Council must attach a schedule ("Schedule 1") to this agreement, describing the land to which the agreement applies.

ATTACHMENT 2: OVERVIEW OF RELEVANT LEGISLATION

Section 650 – Free parking areas

(1) The driver of a vehicle parked in a free parking area otherwise than as permitted by a notice or sign erected by the council is guilty of an offence.

Maximum penalty: 5 penalty units.

(2) The terms of any such notice or sign may relate to any one or more of the following:

- (a) the time during which the public may use the free parking area;
- (b) the maximum period for which a vehicle may be parked in the free parking area (or in any part of the free parking area);
- (c) the designation of a parking space within the free parking area as a space for the sole use of persons with disabilities.

(3) For the purposes of this section, a vehicle parked otherwise than as permitted by such a notice or sign includes a vehicle parked in a parking space designated as a space for the sole use of persons with disabilities, unless:

- (a) a parking authority for a person with disabilities is displayed on the vehicle in the manner specified in the authority; and
- (b) the conditions specified in the authority are being observed; and
- (c) the authority is in force.

(4) If spaces in which a vehicle may be parked in a free parking area are marked by the council (for example, by means of painted lines or by studs, pads or plates), a person must not cause a vehicle to be parked in a free parking area:

- (a) otherwise than in such a parking space; or
- (b) in a parking space in which another vehicle is parked; or
- (c) so that any part of the vehicle is on or across (or partly on or across) any line, stud, pad, plate or other mark defining the space or so that the vehicle is not wholly within the space.

Maximum penalty: 5 penalty units.

(5) The driver of a vehicle in a free parking area must at all times observe and comply with any reasonable direction of any authorised person regarding the parking or movement of the vehicle within the area.

Maximum penalty: 5 penalty units.

(6) The owner of any private land may enter into an agreement with the council under which the land, or any part of the land, is set aside for use as a free parking area.

(7) It is the duty of the Departmental Chief Executive to establish guidelines to be followed by councils in relation to agreements of the kind referred to in subsection (6), including guidelines as to:

- (a) the circumstances in which a council may enter into such an agreement; and
- (b) the matters for which such an agreement must or must not make provision; and
- (c) the exercise by a council of any functions conferred on it by such an agreement.

650A Strata parking areas and community scheme parking areas

(1) The driver of a vehicle parked in a strata parking area or a community scheme parking area established under this section otherwise than as permitted by a notice or sign erected by the council is guilty of an offence.

Maximum penalty: 5 penalty units.

(2) The terms of the notice or sign may relate to any one or more of the following:

- (a) the time during which residents or visitors may use the parking area;
- (b) the maximum period for which a vehicle may be parked in the parking area (or in any part of the parking area);
- (c) the designation of a parking space within the free parking area as a space for the sole use of persons with disabilities.²

(3) For the purposes of this section, a vehicle parked otherwise than as permitted by any such notice or sign includes a vehicle parked in a parking space designated as a space for the sole use of persons with disabilities, unless:

- (a) a parking authority for a person with disabilities is displayed on the vehicle in the manner specified in the authority; and
- (b) the conditions specified in the authority are being observed; and
- (c) the authority is in force.

(4) If spaces in which a vehicle may be parked in a strata parking area or community scheme parking area are marked by the council or the owners corporation or association (for example, by means of painted lines or by studs, pads or plates), a person must not cause a vehicle to be parked in the parking area:

- (a) otherwise than in such a parking space; or
- (b) in a parking space in which another vehicle is parked; or
- (c) so that any part of the vehicle is on or across (or partly on or across) any line, stud, pad, plate or other mark defining the space or so that the vehicle is not wholly within the space.

Maximum penalty: 5 penalty units.

(5) The driver of a vehicle in a strata parking area or community scheme parking area must at all times observe and comply with any reasonable direction of any authorised person regarding the parking or movement of the vehicle within the parking area.

Maximum penalty: 5 penalty units.

(6) The owners corporation of a strata scheme under the *Strata Schemes Management Act 2015* may enter into an agreement with the council under which part of the common property of the scheme is set aside for use as a strata parking area and the council exercises functions under this section, including the erection of notices and signs.

(7) The association of a community, precinct or neighbourhood scheme under the *Community Land Management Act 1989* may enter into an agreement with the council under which part of the land within the scheme is set aside for use as a community scheme parking area and the council exercises functions under this section, including the erection of notices and signs.

² A forthcoming legislative amendment will give effect to council powers to issue PINs with respect to offences relating to disability parking spaces in strata and community parking areas.

(8) It is the duty of the Director-General to establish guidelines to be followed by councils in relation to agreements of the kind referred to in subsection (6) or (7), including guidelines as to:

- (a) the circumstances in which a council may enter into an agreement; and
- (b) the matters for which an agreement must or must not make provision; and
- (c) the exercise by a council of any functions conferred on it by an agreement.

(9) An agreement for a strata parking area, and any other agreement conferring functions on a council in relation to a strata parking area, must be approved by special resolution of the owners corporation and must comply with any requirements for such schemes prescribed by regulations under the *Strata Schemes Management Act 2015*.

(10) An agreement for a community scheme parking area, and any other agreement conferring functions on a council in relation to a community scheme parking area, must be approved by special resolution of the association and must comply with any requirements for such schemes prescribed by regulations under the *Community Land Management Act 1989*.

REPORT

CM/6.14/26.04



Subject: Bronte House - Capital Works and Community Access

TRIM No: A02/0250-06

Manager: Andrew Best, Executive Manager, Property and Facilities
Matthew McDonald, Executive Manager, Community, Library and Recreation Venues

Director: Sharon Cassidy, Director, Assets and Operations

RECOMMENDATION:

That Council:

1. Notes the works being carried out at Bronte House and that public access to the gardens will be accommodated with open days during the works when safe to do so.
2. Undertakes an expression of interest process to identify suitable proposals for a tearoom service commensurate with the available facilities and heritage and maximising public access and enjoyment of Bronte House.
3. Officers further progress a plan for public access and programming following the completion of works, with a report to be prepared to Council.

1. Executive Summary

Bronte House is one of Council's most significant and much-loved community assets. The property has been tenanted for many decades with the more recent leases awarded for a period of five years through an open tender process. The most recent leases have required that the tenant provide public access to the property a minimum of six times in a 12-month period from the lease commencement date. The current lease expires at the end of February 2026.

In response to the limited public access provided through the previous residential lease model, in March 2025 Council endorsed officers undertaking a review of the future use and public accessibility to the property and undertaking a community consultation process on alternate options.

At its meeting in July 2025, Council endorsed implementing a Council-run community access model for the building going forward.

2. Introduction/Background

At its meeting in March 2025, Council endorsed officers undertaking an investigation into alternative uses for the property with a comparison of the financial implications of these options. It also endorsed officers to undertake a community consultation process of the future use and public accessibility to the property.

At its meeting in July 2025, Council considered the significant community feedback from the community consultation process and approved in principle a community access model, which had a high level of community support.

3. Relevant Council Resolutions

Meeting and date	Item No.	Resolution
Council 17 July 2025	CM/7.21/25.07	<p>That Council:</p> <ol style="list-style-type: none"> 1. Treats Attachment 2 of the report as confidential in accordance with section 11(3) of the <i>Local Government Act 1993</i>, as it relates to a matter specified in section 10A(2)(c) of the <i>Local Government Act 1993</i>. 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.
Council 18 March 2025	CM/8.4/25.03	<p>That Council:</p> <ol style="list-style-type: none"> 1. Notes the rich history of Bronte House and its significant historical, architectural and cultural significance to Waverley. 2. Notes that the property is currently tenanted, with the current residential lease due to expire in 2026. 3. Notes that Bronte House and gardens are currently only accessible to the public four times a year.

		<p>4. Officers prepare a report to the July Council meeting on options to:</p> <ul style="list-style-type: none"> (a) Increase public accessibility and use of Bronte House. (b) Investigate the ability for a social enterprise to use Bronte House and gardens. (c) Other potential uses for public enjoyment and benefit, including but not limited to a tea room and art and historical tours. (d) Examine the financial implications and feasibility of not having a residential tenancy and how income could be offset by community or social enterprise use. (e) Recommend changes if required to the Bronte House Plan of Management. <p>5. Seeks community feedback, including a Have Your Say survey on Council’s website, on increasing public accessibility to Bronte House and incorporates this feedback into the report to Council.</p> <p>6. Informs the following stakeholders of this motion:</p> <ul style="list-style-type: none"> (a) The Member for Wentworth, Allegra Spender MP. (b) The Member for Coogee, Marjorie O’Neill MP. (c) All Precincts. (d) The Waverley Historical Society.
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4. Discussion

Maintenance and capital works

Council is required to maintain the Bronte House property in accordance with the Bronte House Conservation Management Plan. The following capital renewal projects have been included in the 2026-27 Capital Works Program.

- The removal and reapplication of limewash to all external façade walls. This also includes a salt extraction treatment to ensure the longevity of the sandstone walls once the limewash has been reapplied.
- The relaying of the front and rear tessellated tile verandas to replace the current cracked tiles and uneven surfaces to remove trip hazards.

- Stabilisation of the upper retaining walls within the garden that have lost structural integrity due to soil movement because of severe wet weather events over recent years.

Section 60 heritage approvals have already been obtained for the works to proceed and a procurement process for a head contractor will be completed during May and June 2026 with the aim of construction commencing in July or August 2026. It is anticipated that the works will take four to six months to complete.

These works are required regardless of the future use of Bronte House. Community access is a significant change of use from the previous residential tenancy model. The current approved capital works program does not bring the building up to current access standards or provide the amenity or infrastructure needed for services such as a tearoom. For this to be viable, additional works to meet current access, amenity (bathrooms) and food storage standards would be required.

The proposed change of use requires an update to the Bronte House Plan of Management (PoM) which sets out how the property will be managed. This process includes a period of community consultation on the proposed changes and Council endorsement of the update PoM.

Ongoing community access during maintenance and capital works.

Public access to this community asset during the maintenance and capital works will be maintained when safe to do so. Council will continue its program of garden open days and promote these to the community. In addition to this, officers will plan low-impact events such as a Teddy Bears Picnic in conjunction with local playgroups to facilitate and encourage access.

Tearoom service expression of interest

Through the community consultation, a popular option to include in community access was a tearoom service open to the public. It is anticipated this would be a low-impact tearoom service serving coffee, tea, cold drinks, light snacks and high tea. This would be in line with the heritage of the site, taking advantage of the beautiful surrounds of the house and garden.

Having an operator of a low-impact tearoom service would also assist in the safe operation and security of the venue. It would also be a source of potential revenue to support the operational costs of the venue. It is envisaged that the target demographic for such a service would be locals, and those interested in heritage and gardening (such as senior citizen day trips etc). It would also support Council programming and events on-site (such as the Waverley Garden Awards).

As it is a unique proposition, it is proposed to run an expression of interest process to seek proposals for a tearoom service commensurate with the available facilities and heritage and maximising public access and enjoyment of Bronte House. This would assist Council in establishing interest, potential revenue and requirements.

Community access model and programming

Council Officers are working on the community access model and programming. Understanding the interest in a tearoom service will be integral to this planning process.

Some initial programming ideas have included:

- Art courses and workshops.
- House and garden tours.
- Gardening, floral and propagating workshops.

- Heritage walks.
- Gallery exhibition space.
- Artist residency.
- Community education.
- Community clubs (such as book and film clubs).
- Children's activities and programming.
- Picnics.
- History appreciation activities.

Consideration will also be given to the available facilities of the building, access and use limitations and fit out (noting that the house is now unfurnished). There is the potential for a volunteer program to assist with delivery of some cultural and community programs.

Planning is being focused on low impact and community first. While it will be attractive to visitors from across the country, it is planned through community access locals can appreciate, celebrate and access this significant community asset.

5. Financial Impact

The budget for the planned capital renewal works scheduled to take place early in 2026-27 financial year is \$750,000.

Community access during the works will be funded from existing operational budget.

6. Risks/Issues

Risks and issues include:

- Accessibility – The building is not fit for purpose as a public venue and the current capital works program does not bring the building in line with current access standards.
- Public safety – There is a risk associated with the public exploring the gardens without a degree of supervision. The lower sections of the gardens include steep slopes, uneven surfaces that pose a safety risk. This will be managed with supervision on open days.

7. Attachments

Nil.

REPORT

CM/6.15/26.04



Subject: Signage and Plaques in Public Places Guideline

TRIM No: A25/1841

Manager: Nikolaos Zervos, Executive Manager, Infrastructure Services

Director: Sharon Cassidy, Director, Assets and Operations

RECOMMENDATION:

That Council:

1. Notes the investigation into the feasibility of establishing a commemoration and memorialisation framework for the Waverley local government area, including opportunities to strengthen recognition of significant community contributions and major civic projects.
2. Notes the draft Signage and Plaques in Public Places Guideline attached to the report (Attachment 1), which:
 - (a) Establishes a clear and consistent governance framework for signage and plaques in public places.
 - (b) Enables commemorative recognition of significant community contributions, civic milestones and major infrastructure projects.
 - (c) Supports transparent and equitable decision-making for requests for recognition.
3. Notes the draft Signage as Remote Supervision – Implementation Guideline attached to the report (Attachment 2), which strengthens Council’s approach to public safety, risk management and the effective use of signage in public spaces.
4. Approves the continuation of Council’s existing position of not permitting private memorials on public land, noting the long-term operational, equity, asset management and public space impacts associated with personal memorialisation.

1. Executive Summary

Council resolved to investigate the feasibility of introducing a policy framework to guide commemorative and memorial plaques across the Waverley local government area. The notice of motion sought to explore opportunities to recognise community contributions, acknowledge civic leadership and major infrastructure projects, and consider requests for personal memorialisation.

This report responds to that resolution by establishing a clear and balanced framework for commemorative recognition within Waverley’s highly valued public spaces.

Council has a strong and established history of recognising community contribution and civic achievement through a range of mechanisms, including community awards programs, facility naming, heritage interpretation and plaques associated with major infrastructure projects. These approaches

provide meaningful and visible recognition while maintaining the integrity and accessibility of public space.

To strengthen and formalise this approach, officers have prepared the draft Signage and Plaques in Public Places Guideline. The Guideline delivers a number of key positive outcomes:

- Clear recognition pathways for significant community contributions, civic achievements and major public infrastructure projects.
- Consistent and transparent governance, ensuring all requests for plaques and signage are assessed against defined criteria and significance thresholds.
- Enhanced place-based storytelling, supporting heritage interpretation and community identity through appropriate commemorative elements.
- Improved design, placement and asset management standards, ensuring plaques and signage contribute positively to the character and amenity of public spaces.
- Alignment with strategic asset management and public domain planning, supporting long-term sustainability.

The Guideline recognises that commemorative plaques play an important role in interpreting local history, acknowledging outstanding contributions and reinforcing civic identity. It provides a structured and equitable framework to support these outcomes while ensuring that public spaces remain accessible, cohesive and well-managed.

The framework is supported by the draft Signage as Remote Supervision – Implementation Guideline, which strengthens Council’s approach to safety signage, ensuring it is risk-based, consistent and effective in supporting safe use of public spaces.

In considering the full range of commemorative opportunities, the report also examines personal memorialisation within public spaces. While such requests are often genuine and heartfelt, experience across the local government sector demonstrates that widespread personal memorialisation can create significant long-term challenges, including increasing demand, asset management obligations, equity concerns and impacts on the character and function of shared public spaces.

The proposed framework responds to these challenges by clearly distinguishing between public commemorative recognition of broad community significance and private memorialisation, ensuring that public space continues to be managed in the collective interest of the community.

Overall, the proposed approach enables Council to:

- Enhance and formalise how it recognises significant contributions and achievements.
- Provide clarity and consistency in decision-making.
- Protect the long-term integrity, accessibility and amenity of Waverley’s public spaces.

Officers therefore recommend that Council endorse the guideline framework and the Council maintain its current position regarding private memorials on public land.

2. Introduction/Background

Council has a long history of recognising individuals and organisations who have made meaningful contributions to the Waverley community. This recognition has historically occurred through a range of mechanisms including Waverley Community Awards (formerly Local Heros Award) and Community Leader Award (formerly Best of the Best Award), official openings of major infrastructure projects, facility naming honours and interpretive or commemorative signage associated with significant sites.

A notice of motion requested that Council investigate the feasibility of introducing a formal policy to allow commemorative and memorial plaques within the Waverley local government area (LGA). The motion identified three potential areas of focus:

- Accommodating requests from residents for the personal memorialisation of individuals who have passed away.
- Recognising residents who have significantly contributed to the local community.
- Acknowledging past or current Councillors associated with major infrastructure projects.

Interest in memorialisation within public spaces is not uncommon across local government areas. Families often seek ways to commemorate loved ones through plaques, tree plantings, memorial benches or other physical elements located in parks, reserves or other community spaces.

Council currently accommodates these requests through the 'Ivy Vine' program at Waverley Cemetery.

However, the management of personal memorials on public land raises a range of policy, operational and community equity considerations that have been examined by Council previously.

In 2015 officers prepared an information briefing report examining the feasibility of allowing commemorative memorials within the Waverley LGA. The report highlighted several concerns regarding the management of personal memorials in public space, including the cumulative impact of multiple memorial installations, long-term maintenance obligations and potential expectations from families regarding ongoing stewardship of the memorial site.

These issues were considered again in 2018 through a report to the Operations and Community Services Committee regarding commemorative tributes. The report reinforced the importance of ensuring public spaces remain accessible and inclusive while recognising that personal memorialisation can create practical challenges for councils responsible for managing shared community assets.

At the time, Council's Sponsorship, Grants and Donations Policy (2013) contained provisions that effectively precluded memorial plaques on public land.

Since then, Council's policy framework has evolved. The 2013 policy has been replaced by the Inbound Donations Policy 2020 and the Sponsorship Policy 2024. Neither of these policies specifically addresses memorial plaques or commemorative signage, creating a need for a dedicated guideline framework governing signage and plaques in public places.

In response, officers have developed the draft Signage and Plaques in Public Places Guideline to provide a clear governance framework for signage and commemorative plaques while maintaining Council's existing position regarding private memorialisation on public land.

3. Relevant Council Resolutions

Meeting and date	Item No.	Resolution
Council 19 August 2025	CM/8.10/25.08	That Council: 1. Investigates the feasibility of a commemoration and memorialisation plaque policy for the Waverley local government area that considers opportunities to:

		<ul style="list-style-type: none"> (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. <p>2. 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.</p>
<p>Operations and Community Services Committee 9 October 2018</p>	<p>OC/5.2/18.10</p>	<p>That Council:</p> <ul style="list-style-type: none"> 1. Maintains its position of declining donations for park benches and trees with associated memorials from individual community members. 2. Maintains its position of assessing offers of sponsorship from community organisations and charities for public domain infrastructure based on their merit and a formal agreement. 3. Notes the options available for memorials through the Ivy Leaf vine, scatter ash gardens and proposed memorial walk at Waverley Cemetery. 4. Considers extending the Ivy Leaf memorial to South Head Cemetery. 5. Officers identify areas for 'reflective spaces' in the design of Council's parks, reserves and other open spaces, and focus on reinforcing these spaces to allow for seating and reflection in a tranquil, passive space. 6. Accepts donations to fund works within select 'reflective spaces' in the local government area, in accordance with the Sponsorship, Grants and Donations Policy. 7. Updates its website with further information on memorials in Waverley (as outlined above). 8. In accordance with the Sponsorship, Grants and Donations Policy, enters into a sponsorship agreement with Miranda Smidmore to pay tribute to her son Luke Smidmore in the form a timber

		seat with plaque in Bondi Park (south) in recognition of her donation to the Prince of Wales Hospital.
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4. Discussion

Review of other Sydney metropolitan councils

A review of policies and practices across Sydney metropolitan councils indicates that while several councils allow limited forms of memorialisation within public spaces, these programs are generally tightly controlled through defined governance frameworks.

Common approaches include:

- Memorial benches located in parks or coastal areas.
- Plaques installed on park furniture.
- Tree planting programs accompanied by small plaques.
- Commemorative gardens or designated memorial locations.

These programs are generally managed through strict application processes and may include waiting lists due to limited availability of suitable locations.

In most cases applicants are required to pay significant fees to cover the cost of the bench, plaque installation and administration. Fees across councils vary but are often several thousand dollars.

While these programs allow families to commemorate loved ones, they also highlight some of the challenges associated with memorialisation in public space. Many councils restrict the number of memorial locations available, limit the duration of memorial placements, or retain the right to remove memorial elements when infrastructure is upgraded.

The existence of these restrictions demonstrates that even councils that permit memorialisation must carefully manage demand and long-term impacts on public assets.

Above is a summary of key findings. A further detailed assessment including an options assessment for Council's memorialisation approach is provided in Attachment 3 of this report.

Implications for Council

Personal memorialisation in public spaces

Requests for memorial plaques, benches, trees and similar commemorative installations are commonly received by councils. These requests are typically motivated by families wishing to commemorate loved ones who have passed away and/or individuals who have had a meaningful connection with a particular location.

While such requests are understandable and often heartfelt, allowing widespread personal memorialisation on public land presents a number of significant challenges.

Public spaces such as parks, reserves and coastal walkways are shared community assets intended to be accessible to all members of the public. Introducing private memorial elements within these spaces can gradually transform them into areas that appear privately dedicated rather than collectively shared.

Within the Waverley LGA, public open space is finite and heavily utilised. Allowing personal memorialisation would likely generate increasing demand over time that could exceed the capacity of available spaces. As is currently being experienced at other councils.

Council would also assume responsibility for managing the installation, maintenance, repair and eventual replacement or removal of memorial infrastructure. This would place additional resource expectations on Council staff and budgets over the long term.

Equity and financial accessibility

A number of councils that permit memorial plaques manage demand through the introduction of application fees, installation costs and ongoing maintenance charges.

While this approach can reduce the number of applications received, it raises potential equity concerns. High fees may result in memorial opportunities being available primarily to individuals with greater financial means, potentially creating perceptions that public space can effectively be purchased for personal commemoration.

Maintaining Council's current position helps ensure public spaces remain neutral community assets rather than locations where recognition is influenced by financial capacity.

Long-term management issues

Experience across the local government sector demonstrates that personal memorials can create complex long-term management challenges.

Families often, understandably, develop strong emotional attachments to memorial sites and may expect the memorial to remain in place indefinitely. However, public spaces and infrastructure evolve over time as parks are upgraded, facilities are replaced and public safety requirements change.

When changes to infrastructure affect memorial elements, councils may be required to contact families or stakeholders associated with the memorial. These conversations can be difficult and may re-traumatise families who are reminded of the loss of their loved one.

Council officers can also find themselves in challenging situations where expectations regarding maintenance, repair or replacement of memorial plaques exceed what Council can reasonably provide.

These issues were highlighted in previous Council reports and remain relevant considerations in the development of any memorialisation policy or guideline.

Current recognition of community contributions

Council already recognises community contributions through a variety of mechanisms including:

- Waverley Community Awards and Community Leader Award programs.
- Facility naming honours (i.e. Margret Whitlam Recreation Centre and Normal Lee Place).
- Heritage interpretation signage and Heritage recognition plaques (i.e. NSW Blue Plaques program).
- Plaques associated with major infrastructure projects.

This approach allows Council to recognise significant contributions while maintaining a consistent framework for the use of public space.

Signage and Plaques in Public Places Guideline

To address the absence of a dedicated policy framework, officers have prepared the draft Signage and Plaques in Public Places Guideline (Attachment 1).

The guideline establishes a consistent governance framework for the management of signage and plaques across Council managed public places. Key elements of the guideline include:

- Clarification of Council's position regarding private memorialisation on public land.
- Criteria for plaques associated with major Council infrastructure projects.
- Naming/re-naming protocols for place and facilities that may include memorialisation or recognition of individuals.
- Governance arrangements for Community Leader Award program plaques with tenure limitations.
- Governance arrangements for considering proposals for commemorative recognition.
- Consistent design and placement standards for signage and plaques.
- Integration with Council's Strategic Asset Management Plan.

The guideline ensures that requests for commemorative recognition are considered transparently while protecting the integrity and accessibility of public spaces.

Signage as Remote Supervision – Implementation Guideline

The guideline is supported by the Draft Signage as Remote Supervision – Implementation Guideline (refer Attachment 2).

This guideline provides operational guidance on the use of signage to support public safety, risk management and appropriate use of public facilities. Signage plays an important role in communicating hazards, behavioural expectations and safety information to users of public spaces.

The guideline ensures that signage used for safety and operational purposes is consistent, evidence-based and aligned with Council's risk management framework.

Guideline Implications and Alignment with the Community Strategic Plan

The proposed guideline approach aligns with the strategic direction established in Council's Community Strategic Plan 2025–2035.

The Community Strategic Plan is underpinned by four social justice principles:

- Equity.
- Access.
- Rights.
- Participation.

These principles guide Council's governance and decision-making.

Maintaining Council's current position regarding private memorialisation supports the principle of equity by ensuring public space is managed in the collective interest of the whole community rather than allocated through individual memorial installations.

The approach also supports access by ensuring public parks, reserves and community spaces remain open, inclusive and accessible without being incrementally occupied by personal memorial infrastructure.

The principle of rights is reflected in Council's responsibility to manage community assets fairly and sustainably for present and future generations.

Participation is supported through transparent governance processes established in the new guideline framework, which allows requests for recognition to be considered appropriately through Council decision-making structures.

The guideline framework also aligns with the Community Strategic Plan's three strategic themes:

- People theme – It supports inclusive and equitable access to community spaces.
- Place theme – It protects the quality, functionality and long-term management of public spaces within the Waverley local government area.
- Performance theme – It establishes clear governance structures for signage and commemorative recognition, improving transparency and consistency in decision-making.

Conclusion

Council recognises the important role that commemorative recognition can play in acknowledging individuals who have significantly contributed to the Waverley community or who hold personal significance for local families. Requests for memorialisation are often made with genuine intent to honour the memory of loved ones or recognise meaningful community contributions.

However, the review undertaken for this report demonstrates that the introduction of personal memorialisation programs within public spaces presents a range of long-term operational, equity and governance challenges. These include the finite availability of open space within the Waverley LGA, increasing demand for memorial infrastructure, ongoing asset management responsibilities, and the complex expectations that can arise from families regarding the permanence and maintenance of memorial installations.

A review of approaches adopted by other Sydney metropolitan councils indicates that while memorial programs exist elsewhere, they are generally accompanied by significant fees, strict eligibility criteria and limitations on locations in order to manage demand and reduce operational impacts. Even with these controls, many councils continue to experience challenges associated with the long-term management of memorial infrastructure.

Given the limited availability of public open space in Waverley and the high level of community use of existing parks, officers consider that introducing a personal memorialisation program would create expectations and administrative responsibilities that may be difficult for Council to sustainably manage over time.

The proposed Signage and Plaques in Public Places Guideline provides a clear governance framework for signage and commemorative plaques while maintaining Council's existing position regarding private memorialisation on public land. This approach ensures that public spaces remain accessible and equitable community assets while still allowing Council to appropriately recognise significant community contributions through formal governance processes.

For these reasons, officers recommend that Council maintain its current position regarding personal memorialisation and adopt the proposed guideline framework to guide signage and plaque management across the Waverley LGA.

5. Financial Impact

The proposed guideline does not introduce a new memorial program that would generate ongoing financial obligations for Council.

Requests for memorials or recognition associated with private donations would be considered on a case-by-case basis and would require a separate report to Council in accordance with the proposed guideline.

Recognition of government funding contributions associated with infrastructure projects will continue to be incorporated within the allocated project budgets.

Park signage upgrades are delivered through an annual renewal program as part of Council's capital works program, with funding identified within Council's Long Term Financial Plan.

6. Risks/Issues

The introduction of widespread personal memorialisation in public spaces would present several risks for Council.

Financial risk may arise from the ongoing maintenance, repair or replacement of memorial infrastructure and the administrative burden associated with managing requests.

Community risks include potential conflict with families or community members regarding expectations of maintenance, permanence or location of memorial elements.

Environmental and place management risks may arise from the cumulative visual impact of multiple plaques, benches or other memorial infrastructure within limited public spaces.

Reputational risk may occur where Council is required to remove or relocate memorials due to park upgrades or infrastructure replacement.

Legal and regulatory risks may arise where memorial infrastructure creates hazards or obstructs access within public spaces.

Service delivery risks may emerge where Council staff are required to manage increasing numbers of requests or complex stakeholder expectations associated with memorialisation.

Maintaining Council's current position regarding personal memorials on public land helps minimise these risks while ensuring public spaces remain accessible and managed in the broader community interest.

7. Attachments

1. Draft Signage and Plaques in Public Places Guideline (under separate cover) [⇒](#)
2. Draft Signage as Remote Supervision - Implementation Guideline (under separate cover) [⇒](#)
3. Commemorative Plaques and Memorials - Sydney Metropolitan Council Policy Review (under separate cover) [⇒](#) .

REPORT
CM/6.16/26.04

Subject: Coastal Landslips Remediation - Update

TRIM No: SF25/6468

Manager: Nikolaos Zervos, Executive Manager, Infrastructure Services

Director: Shane Smith, Acting Director, Assets and Operations

RECOMMENDATION:

That Council:

1. Approves the following prioritisation program for landslip remediation projects, as set out in the report:
 - (a) North Bronte Park Cliff Collapse – Stage 1.
 - (b) North Bronte Park Cliff Collapse – Stage 2.
 - (c) Rodney Reserve Landslip – Stage 1.
 - (d) South Bondi Landslip and Footpath Remediation Project.
 - (e) Rodney Reserve Landslip – Stage 2.
2. Allocates \$420,000 to the North Bronte Park Cliff Collapse as part of the 2025–26 third quarter budget adjustment to commence work as outlined in the report.
3. In respect of the Rodney Reserve landslip:
 - (a) Defers Option 1 (remediation of Landslip A to eliminate identified risks and to reinstate the permanent fence line along the original alignment) and considers funding in the draft Long Term Financial Plan to be reported to Council in April.
 - (b) Approves the short-term Option 2 (permanent fence replacement), with the fence alignment to be constructed around the landslip zones in accordance with the adequate Factor of Safety (FOS) 1.3 parameters, as recommended in the geotechnical design report, leaving the landslip area unremediated.
4. In respect of the South Bondi Landslip and Footpath Remediation Project:
 - (a) Notes that the Bondi Park, Beach and Pavilion Plan of Management and South Bondi Park Master Plan proposes removal the lower footpath connection between the amenities block and promenade (currently closed off due to a landslip) and upgrades the main staircase and upper footpath to improve capacity and connectivity.
 - (b) Approves the commencement of detailed design for South Bondi Park footpath improvement upgrades based on the Plan of Management.

- (c) Approves funding for the South Bondi Park footpath improvement upgrade works in the 2026–2027 Capital Works budget to allow construction to commence.
 - (d) Due to South Bondi Park footpath improvement upgrade works commencing in the shorter term, approves the permanent closure of the lower footpath connection between the amenities block and promenade with signage and fencing on site to reflect this change and advertise the future upgrades works to the community.
5. Notes that the draft Coastal Management Program, currently in development, will provide important strategic guidance on how to proactively manage and fund coastal landslips and infrastructure improvements in the future.

1. Executive Summary

This report provides Council with an update on several coastal landslip incidents affecting public infrastructure and parkland at North Bronte Park Rodney Reserve and South Bondi Park and seeks Council endorsement of a prioritised program of remediation works and associated capital funding adjustments.

Key issues for council

- Recent coastal landslip incidents have affected public infrastructure and parkland at North Bronte Park, Rodney Reserve and South Bondi Park, requiring ongoing risk management and remediation planning.
- Geotechnical investigations undertaken following recent landslip and rockfall events have identified varying levels of risk across these locations. In particular, unstable sandstone formations along the cliff line at North Bronte Park present an ‘unacceptable societal risk’ due to the potential for sudden rockfall impacting beach users and the coastal walk. This is currently closed off as part of the coastal walk diversion.
- Limited capital funding is currently available to address all identified landslip remediation projects simultaneously. A prioritised and staged approach is therefore required.
- The report recommends prioritising remediation works at North Bronte Park, where the combination of public safety risk, high visitation levels and proximity to major public infrastructure

Given the level of public exposure at Bronte Beach and the proximity of the hazard to key public infrastructure and current capital works associated with the Bronte Surf Life Saving Club (SLSC) redevelopment, it is recommended that remediation works at North Bronte Park be prioritised ahead of other lower-risk sites.

Council is currently managing several coastal instability issues across these locations. Geotechnical investigations undertaken have identified varying levels of risk across each location. While temporary safety measures have been implemented at each site, longer-term remediation works are required to address underlying geotechnical risks and restore safe public access where appropriate.

While the landslip incidents described in this report are site-specific and require immediate operational management, they also highlight broader challenges associated with managing coastal cliff instability across the Waverley coastline. These issues will inform Council’s developing Coastal Management Program.

Given the limited capacity to deliver all three projects simultaneously, officers recommend a staged approach to remediation works that prioritises the most immediate public safety risks while aligning with adopted strategic plans and long-term asset management priorities.

While Council could reallocate funding and resources from other approved projects to accelerate remediation works across all three locations, doing so would delay delivery of other priority community projects. Given that risks at Rodney Reserve and South Bondi Park are currently being effectively managed, a staged delivery approach is considered the most balanced and responsible use of Council resources in the short-term.

The staged approach recommended in this report therefore reflects both financial and resource capacity and practical delivery constraints allowing Council to address the most immediate public safety concerns at high profile / high visitation locations while planning for longer-term coastal stability works at low-risk/lower priority sites through future capital works programs and future grant funding opportunities following the completion of Council's NSW Coastal Management Program under the framework established by the *Coastal Management Act 2016*.

2. Introduction/Background

Waverley's coastal parklands and recreational areas are located along steep sandstone cliffs and embankments that are subject to natural weathering, coastal erosion and groundwater movement. These conditions can periodically lead to landslips or rockfall events that affect public infrastructure and require ongoing monitoring and management.

During 2025, two separate geotechnical incidents occurred at North Bronte Park and South Bondi Park.

Over recent years, three separate geotechnical incidents have also occurred at Rodney Reserve between 2019 and 2024. The 2019 landslip and associated fencing were remediated. Two further slips have since been assessed: one located well outside publicly accessible areas and another affecting the park embankment and fence line.

In all cases, Council implemented immediate safety measures and engaged specialist geotechnical consultants to assess the stability of the affected areas and recommend appropriate remediation strategies.

Temporary fencing, access restrictions and monitoring have been implemented at each site to ensure public safety while further investigations and design work are undertaken.

These interim risk controls remain in place at all sites and are reviewed regularly based on geotechnical advice. Current risk ratings indicate that risks are being effectively managed under existing exclusion zones; however, long-term remediation works remain necessary to reduce residual risk levels, and in the case of Bronte Park, allow areas to be reopened for public use including the upper coastal walk.

This report provides Council with an update on the findings of those investigations and outlines recommended next steps for managing the risks associated with each location.

Coastal cliff instability and landslip hazards are recognised coastal risks along the Waverley coastline. Information gathered through investigations and monitoring of these incidents will assist Council in informing future coastal hazard management planning and potential funding opportunities through Council's developing Coastal Management Program.

3. Relevant Council Resolutions

Rodney Reserve Landslip

Meeting and date	Item No.	Resolution
Council 22 June 2021	CM/8.4/21.06	<p>That Council officers:</p> <ol style="list-style-type: none"> 1. Investigate the methodology of the Rodney Reserve sports field upgrade to establish: <ol style="list-style-type: none"> (a) What the reduced levels (RLs) were before and after the upgrade. (b) Was any provision made in the design for run off on the eastern side of the field. (c) If any levels of the original playing fields were levelled or changed. (d) If any underground irrigation resulted in water pooling on the eastern edge of the playing field. 2. Report back to Council to establish whether any further channeling or provision for any runoff needs to take place or any subsequent work on the irrigation system to ensure that no further pooling takes place which could result in a further landslip.
Finance, Operations and Community Services Committee 2 March 2021	OC/5.3/21.03	<p>That Council:</p> <ol style="list-style-type: none"> 1. Based on the recommendations from a geotechnical assessment and advice provided in 2019 and peer review of geotechnical reports completed in 2020, aligns the fence parallel to the sports field at Rodney Reserve, at the top of the embankment set back a minimum of two metres landward from the slopes crest to ensure the fence minimises its impact on the stability of the embankment. 2. Installs a 1.6-metre-high fence as specified in Council's Public Domain Technical Manual, with post and concrete footings designed by Council's structural engineers. 3. Notes that the new fence will conform to Council's preferred coastal fence design. 4. Notes that the new fence will conform to Council's preferred coastal fence design prepare a report on the outcome to the December Council meeting.

		5. Notes Uses stainless steel 2205 in the fence replacement at Rodney Reserve as an alternative to the current coastal fencing prototype as a trial of this material.
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North Bronte Park Cliff Collapse

Meeting and date	Item No.	Resolution
Council 23 December 2025	CM/7.23/25.12	That Council: <ol style="list-style-type: none"> 1. Notes the safety measures and remediation works in response to the Bronte Beach rockfall, as set out in the report. 2. Does not repurpose the sandstone for Council projects but considers it for maintenance works
Council 4 November 2025	CM/8.5/25.10	That Council: <ol style="list-style-type: none"> 1. Notes the recent landslide at North Bronte, which resulted in a large piece of native sandstone breaking away from the cliff. 2. Investigates options for site remediation of the immediate area by clearing the loose sandstone and stabilising the 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.

4. Discussion

Following is a summary of geotechnical investigations at each site and recommended actions.

North Bronte Park Cliff Collapse Remediation Project – Area A

At North Bronte Park, a rockfall event in August 2025 caused significant damage to the cliff face, beach access stairs and a stormwater culvert. The adjoining beach and coastal walk were immediately closed as a precaution.

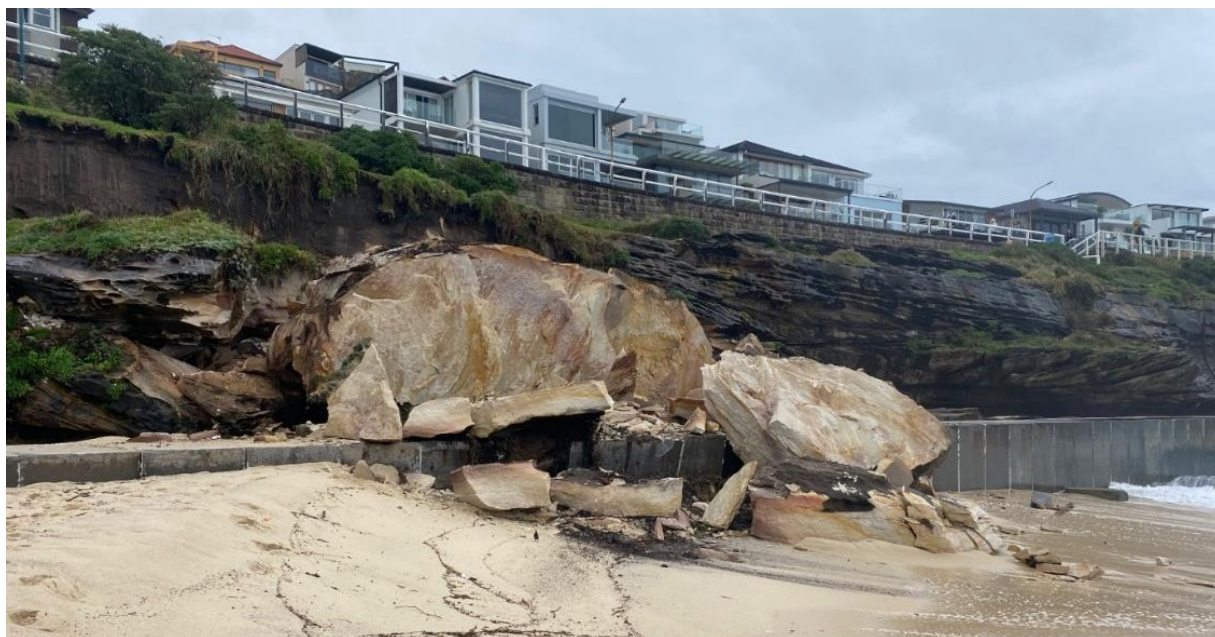


Figure 1. Cliff collapse Bronte Beach, 1 August 2025.

Geotechnical consultants were engaged to inspect Area A and provide advice on public safety and remediation options. Initial inspections identified unstable rock debris and sections of overhanging sandstone along the cliff face that may present a risk of further rockfall.

Council's immediate and ongoing risk mitigation approach to Area A, based on geotechnical advice, has included installing barricades to restrict public access to the affected area and closing off the collapsed beach stair access point. The coastal walk, immediately above the slip was able to be reopened for public use.

Based on current geotechnical advice, the residual risk level for Area A is considered manageable under controlled access conditions, provided existing exclusion zones and monitoring arrangements remain in place.

A selective request for quotation process was immediately commenced to engage contractors to undertake the initial remediation works, based on the geotechnical engineer's advice, to Area A. However, only two submissions were received and the significant disparity between the prices indicated that the results were unlikely to represent a reliable market cost for the works.

In addition, access to the beach and cliff line required to undertake the remediation works at Area A was, and continues to be, constrained by construction activities associated with the Bronte Surf Life Saving Club redevelopment.

Given the immediate area was secure, the portion of coastal walk reopened and ongoing construction access constraints, procurement of the remediation works for the cliff collapse has been deferred until improved site access becomes available, and a revised construction program can be aligned with construction activities at the Bronte SLSC.



Figure 2. North Bronte Park – Cliff inspection site location plan.

North Bronte Park Additional Cliff Stability Assessment – Area B

In August 2025, Council requested additional geotechnical investigations of the remaining extent of cliff face south of the collapsed beach access stairs to the Bronte SLSC – Area B.



Figure 3. North Bronte Park – Cliff inspection – Area B.

Investigations of Area B identified unstable rock formations and cliff overhang conditions that present an ‘unacceptable societal risk’ to life due to the potential for sudden cliff collapse with little or no warning.

This section of cliff line and coastal walk had already been closed to public access due to redevelopment works at Bronte SLSC and pedestrian diversion in place around the development site. These closures will remain in place until remediation works can be completed.

Current risk exposure is being managed through full closure of the affected coastal walk section, diversion of pedestrian movement and ongoing geotechnical monitoring of cliff conditions. Along the beach and intertidal zone, below the cliff lines, Council is installing additional warning signage and messaging to inform beach users to remain clear of the cliff line.

Given the location of the cliff directly above Bronte Beach, and supporting the above coastal walk and adjoining parkland, and Council's significant capital investment currently being delivered through the Bronte SLSC redevelopment and associated promenade works, addressing the long-term stability of this section of cliff and reopening the coastal walk remains a high priority for Council.

Rodney Reserve Landslips

Rodney Reserve has been created on a constructed fill embankment that forms a levelled reserve containing a sports field and surrounding grassed areas. The embankment ranges between approximately 6 metres and 12.5 metres in height and terminates at a coastal cliff approximately 70 metres above the shoreline. A 1.6 metre high chainwire safety fence is located along the crest of the embankment.

In 2019, a localised landslip occurred near the southern end of the sports field where embankment fill slumped several metres downward, with some debris falling over the cliff edge. The slip extended several metres landward of the fence line and was subsequently remediated using rockfill stabilisation works designed by Council's geotechnical consultants. The coastal fence was reconstructed along its original alignment following completion of the works.

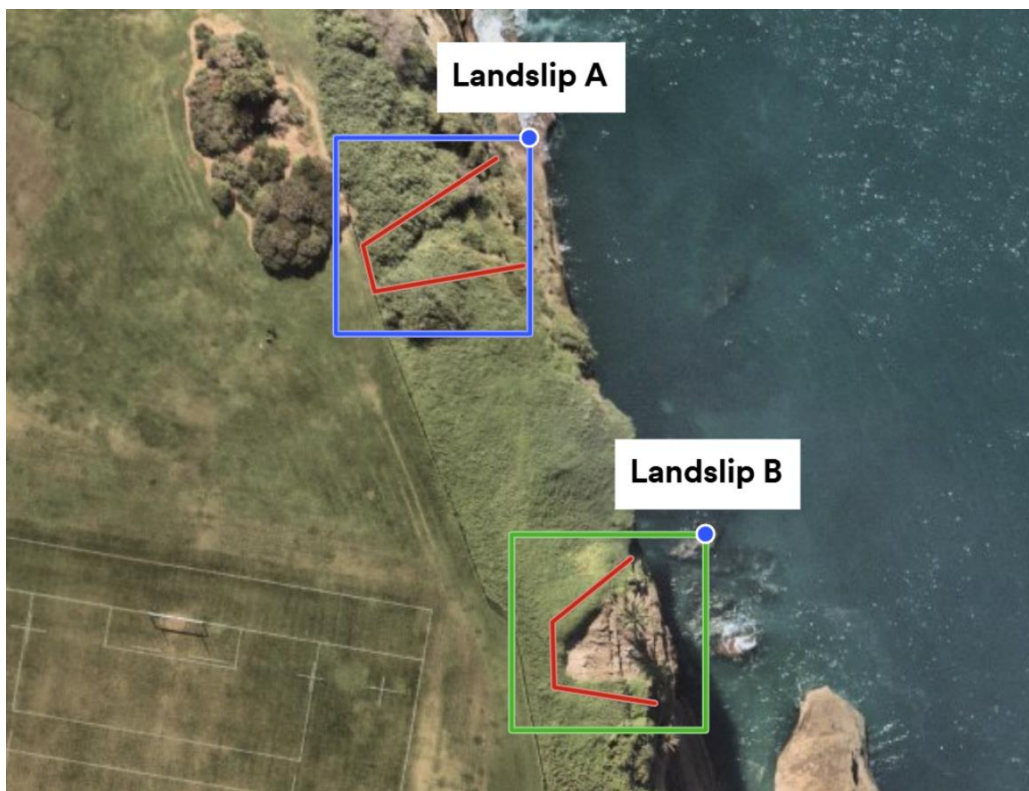


Figure 4. Rodney Reserve – Landslip location plan.

In early 2022, two further landslips occurred following a period of exceptionally heavy rainfall. These failures, referred to as Landslip A and Landslip B, were of a similar scale to the 2019 event. Landslip A extended to the existing fence line while Landslip B occurred part way down the embankment.

Council immediately installed safety fencing set back from the top of Landslip A to prevent public access to the area. Landslip B was well down slope away from public access and sufficiently protected by the existing fence line.

Council engaged Geotechnical consultants to undertake a detailed investigation of the embankment stability and assess the potential risks posed to park users. The investigation included subsurface testing, drone surveys of the embankment and cliff line, and numerical slope stability modelling to determine the factor of safety.

In geotechnical engineering, the Factor of Safety (FoS) in slope stability modelling is a quantitative measure used to determine the stability of the slope by comparing its resisting capacity against the driving forces. A FoS less than 1.0 equates to an unstable slope with imminent risk of failure while a FoS greater than 1.0 the slope is considered stable. The higher the value, the greater the margin of safety against uncertainties.

The assessment concluded that both the temporary safety fence alignment at Landslip A and the existing fence alignment at Landslip B, as well as remaining fence along most of the embankment, achieves a factor of safety of approximately 1.3.

However, should Council wish to reinstate the fence along its original alignment both affected Landslip A and Landslip B areas require remediation.

Without remediation the fence line will need to remain substantially back from its original position to include a setback of 3 metres from edge of Landslip A area and 4 metres back from the current fence alignment at Landslip B.

A risk-to-life assessment was subsequently undertaken for persons near both the unimpacted fence alignments and proposed fence realignments. This assessment concluded that the level of individual and societal risk is currently within acceptable limits, although the landslip areas may regress further over time if left un-remediated.

Temporary fencing has remained installed around Landslip A to restrict public access while longer-term management options are considered.

In addition to above assessment, Council commissioned an additional assessment of the coastal cliff line to understand if there were any further cliff face stability issues that could impact the stability of the fill embankment that forms a levelled reserve above. The investigations found naturally occurring cliff and rock formations such as cliff joints, seams between rock formation layers, overhangs and undercuts all due to natural cliff face erosion processes that will continue to wear away at the face.

The assessment determined that the existing cliff line does not pose an unacceptable risk to Rodney Reserve over the next 100 years, that Council should continue to monitor the cliff line on a 10-to-20-year basis and that any proposed park structures along the fill embankment edge be founded to rock.

In conclusion, based on current geotechnical advice, the residual risk level for both landslips is considered manageable under controlled conditions, provided existing exclusion zones and monitoring arrangements remain in place.

Council subsequently issued a request for quotation for remediation works of Landslip A including excavation of unstable material, slope stabilisation and reinstatement of the coastal fence.

Five conforming submissions were received with pricing ranging from approximately \$373,000 to \$718,000 (excluding GST). The lowest conforming submission exceeded the available project budget by approximately \$93,000 and additional contingency allowances would likely increase the funding shortfall to approximately \$150,000.

Given resource and budget constraints and the results of the geotechnical risk assessment, two options were considered:

- Option 1 - Full landslip remediation and fence reinstatement on original alignment.
- Option 2 – Fence realignment to maintain safe setback distance and ongoing monitoring of slip zones with future long-term landslip remediation funding to be considered.

The landslip area at Rodney Reserve receives relatively low visitation and the short-term loss of parkland resulting from a fence realignment to a safe distance is considered minimal compared with the volume of people accessing the coastal walk and beach area at Bronte Park.

Based on the cost of remediation works and competing higher-priority coastal remediation projects within the local government area (LGA), it is recommended that Council proceed with Option 2 in the short term, reallocate funding to the higher priority works at Bronte Park and defer full remediation works at Rodney Reserve to a future capital works program.

South Bondi Landslip and Footpath Remediation Project

On 25 August 2025 a landslip caused partial subsidence of the lower footpath connecting the South Bondi Park amenities block to the Bondi promenade.



Figure 5. South Bondi Park – Landslip location plan.

Geotechnical investigations identified approximately 11 metres of footpath settlement of between 100 mm and 140 mm. The movement is likely caused by groundwater and stormwater infiltration affecting the soil supporting the footpath directly above the cliff edge.

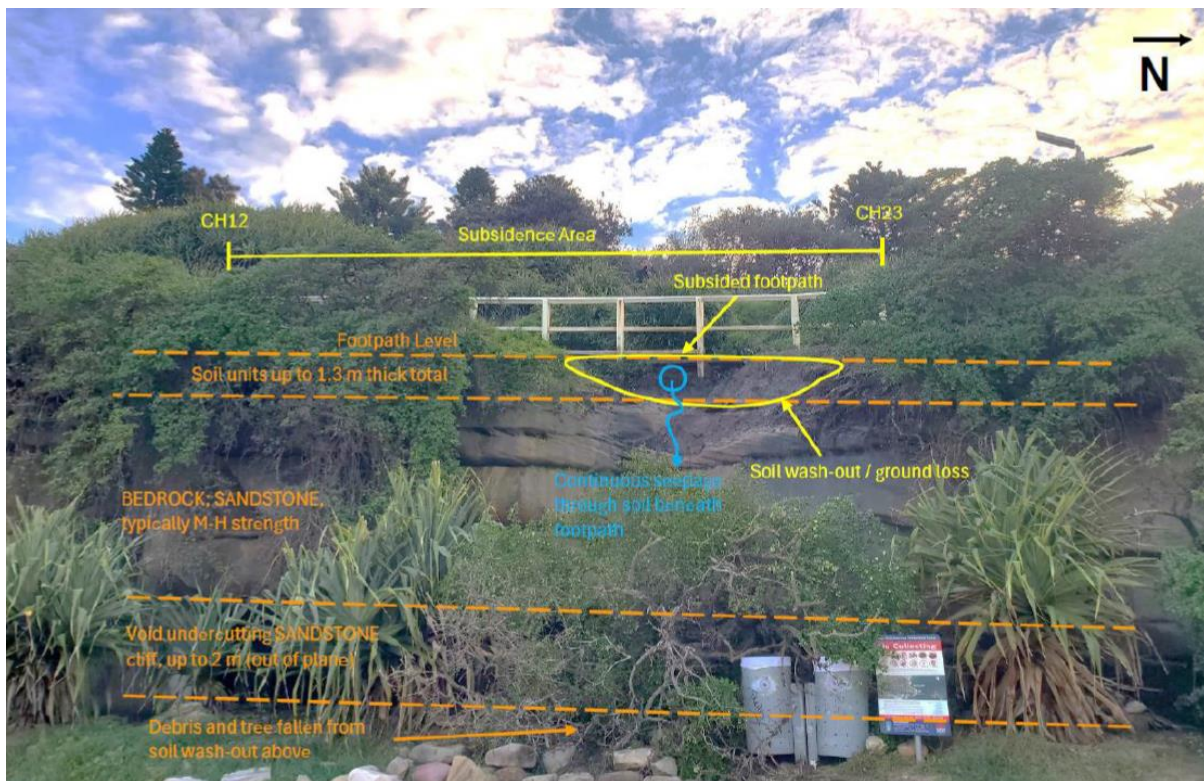


Figure 6. South Bondi Park – Extent of landslip/footpath subsidence.

Temporary fencing was immediately installed and remains in place to prevent public access to the affected section. Current assessments indicate that the risk of catastrophic collapse is low and the exclusion zone is sufficient to manage immediate safety risks.

While remediation of the footpath could be undertaken through reconstruction on concrete piles and additional retaining structures, this section of path has long been identified as substandard due to its narrow width and limited capacity to accommodate high pedestrian volumes. The path cannot be widened inland due to the existing sewer main.

The adopted Bondi Park, Beach and Pavilion Plan of Management recommend removal of the lower footpath and improvement of the upper path and stair connections to better accommodate pedestrian movement and improve accessibility within the park.

Given this strategic direction, it is recommended that the lower footpath be permanently decommissioned rather than reconstructed and that design work be accelerated on the planned upper pathway improvements with funding for construction being considered in the draft 2026/27 Capital Works program.

Project prioritisation recommendation

Council currently has several major projects funded and in progress limiting available resources and immediate funding to remediate all three landslips in the short term.

Limited capital availability reflects existing commitments to major capital works currently underway across the LGA, including the Bronte Surf Life Saving Club redevelopment and associated public

domain works across Council. In addition to funding constraints, delivery capacity is also influenced by site access limitations, particularly at North Bronte Park where current surf club construction activities restrict access to the cliffline.

The project prioritisation recommendations (or staged approach) in this report therefore reflects both financial and resource capacity and practical delivery constraints and recommends strategically allocating resources and funding to the higher stability risk, higher profile, higher visitation and higher reputational risk site at Bronte Park and beach.

Below is the recommended prioritisation program:

Table 1 – Landslip Prioritisation Program

Priority	Project	Proposed Action	Timing
1	North Bronte Cliff Collapse (Area A) – Stage 1	Rock fall removal, stormwater culvert repairs, upper cliff rock removal and upper cliff edge coastal fencing.	2025-26
2	North Bronte Cliff Edge Stabilisation (Area B) – Stage 2	Cliff line stabilisation works. Engage suitably qualified consultants to scope out remaining required cliff line stabilisation works for the entire beach front cliff line from Bronte SLSC to the northwards extent of the beach, including replacement beach access stairs with a costing and staging plan to assist Council in programming construction and funding works	2025-26 – 2026-27
3	Rodney Reserve Landslip Fence Realignment – Stage 1	Realignment of the 1.6m fence landward of the Landslip A. Set in place regular monitoring program of slip zone.	2025-26
4	South Bondi Park Upgrade Project	Permanently decommission lower footpath with permanent fencing and signpost accordingly. Accelerate detailed design on future South Bondi Park upgrade project based on relevant Bondi PoM actions for construction in 2026-27.	2025-26 – 2026-27
5	Rodney Reserve Landslip Remediation – Stage 2	Funding for remediation works for Landslip A and Landslip B and reinstatement of fence on original alignment.	Review Long Term Financial Plan

The staged approach recommended in this report therefore reflects both financial and resource capacity and practical delivery constraints allowing Council to address the most immediate public safety concerns at high profile / high visitation locations while planning for longer-term coastal stability works at low risk / lower priority sites through future capital works programs and future grant funding opportunities following the completion of Council's NSW Coastal Management Program under the framework established by the *Coastal Management Act 2016*.

Coastal management program funding

Council is in the early stages of drafting the Coastal Management Program (CMP) which will provide Council with strategic direction on coastal management prioritise and funding mechanisms to meet Council's obligations under the *Coastal Management Act 2016* (CM Act) to support the protection and enhancement of our coastal assets and align with *State Environmental Planning Policy (Resilience and Hazards) 2021* ('Resilience and Hazards SEPP') and NSW Coastal Management Manual.

CMPs set the long-term strategy for the coordinated management of the coast, with a focus on achieving the objectives of the CM Act. CMPs identify coastal management issues and the actions required to address these issues in a strategic and integrated way.

The objectives of the CMP include:

- Enabling Council and the community to mitigate current and future risks from coastal hazards, taking into account the effects of climate change.
- Establishing strategies to enhance the resilience of public coastal assets against the impacts of an uncertain climate future, including those resulting from climate change.
- Promoting integrated and coordinated coastal planning, management and reporting.
- Supporting public participation in coastal management and planning, while fostering greater public awareness, education and understanding of coastal processes and management actions.

The CMP will include Implementation Plan which are actionable, staged strategies that outline how councils will deliver, fund, and manage coastal actions over time, often spanning 5–10 years. They bridge long-term strategies with immediate, on-ground actions like coastal dune restoration, development controls, or infrastructure improvements such as seawall upgrades and proactive cliff stabilisation works. This would cover proactive works to stabilise the cliffs at Bronte for example.

It will also include Emergency Plans, refer to as Coastal Zone Emergency Action Sub-Plan (CZEAS). CZEASs outline specific, immediate actions for managing risks from coastal hazards like erosion, inundation, and cliff instability. It defines roles for public authorities, sets triggers for emergency responses, and often facilitates emergency protection works. This would cover reactive response to situations like the Bronte cliff collapse.

CMPs detail how and when those actions are to be implemented, their costs and proposed cost-sharing arrangements and other viable funding mechanisms such as the NSW Government Coastal and Estuary Grants Program.

The preparation of the Coastal Management Program will allow Council to take a more proactive approach to managing coastal cliff instability and landslip hazards across the Waverley coastline, including identifying priority infrastructure protection works and potential State funding opportunities through the NSW Coastal Management Program established under the *Coastal Management Act 2016*.

Council is in the initial stages of preparing the CMP. Until the CMP is adopted by Council, we will be ineligible to apply for grants under the SW Government Coastal and Estuary Grants Program for the current projects identified in the report.

5. Financial Impact

The following table provides funding recommendations for each project.

All recommendations below will be included in the draft 2026-27 Capital Works Budget and LTFP review to be reported to Council in April 2026.

Table 2 - Landslip prioritisation program funding.

Project	Current Funding	Proposed Funding	Timing
North Bronte Cliff Collapse (Area A) – Stage 1	Unfunded	A total of \$420,000 be reallocated to North Bronte Beach – Rockfall project as a 2025/26 third quarter budget adjustment with funding reallocation of \$220,000 from Rodney Reserve Landslip and \$200,000 funding from SAMP Rockfall Remediation.	2025-26
North Bronte Cliff Edge Stabilisation (Area B)– Stage 2	Draft 2026-27 CAPEX	Council is currently drafting next year’s 2026/27 Capital Works Budget and LTFP. Approximately \$1 million dollars will be proposed in the next year CAPEX program toward Stage 2 works next year.	2025-26 – 2026-27
Rodney Reserve Landslip Fence Realignment – Stage 1	\$310,000 Funding expended: \$23,850 Balance: \$286,150	Reduce budget to \$66,150.00. Reduce scope to installation of approximately 50 m of 1.6 m chain wire fence on Geotechnical Engineer’s recommended safe alignment. Continue to monitor embankment slope.	2025-26
South Bondi Park Upgrade Project	Design – Funded	Design work for this project has already commenced utilising existing 2025-26 Park Planning and Design budgets. Permanent fencing works, along with minor demolition of any remaining unstable areas of footpath of approximately \$20,000 funded from existing SAMP budget allocations.	2025-26
South Bondi Park Upgrade Project	Construction - Draft 2026-27 CAPEX	Funding is being recommended in the draft 2026-27 Capital Works program towards footpath and staircase upgrades in South Bondi.	2026-27
Rodney Reserve Landslip Remediation – Stage 2	\$0	\$500,000 Future funding for remediation works for Landslip A and Landslip B and reinstatement of fence on original alignment to be included in the Draft LTFP review.	Review Long Term Financial Plan

Coastal Management Plan grant funding

Council is currently preparing its Coastal Management Program which will provide a strategic framework for managing coastal hazards, including coastal erosion, coastal inundation and coastal cliff instability.

The CMP will identify long-term coastal management actions, funding strategies and implementation priorities.

Once adopted, the CMP will enable Council to seek funding under the NSW Government Coastal and Estuary Grants Program, including:

- Implementation funding for infrastructure projects.
- Emergency funding for coastal hazard response.

Until the CMP is completed and adopted, Council is not eligible to apply for these grant programs for the current landslip projects.

Council will continue to seek alternative external grant funding opportunities to help offset the cost of current landslip projects when opportunities arise.

6. Risks/Issues

North Bronte Park

- Risks – Unstable rock formations may result in further rockfall / cliff collapse events if stabilisation works are not undertaken. This risk is further heightened by Council's significant capital investment in the Bronte Surf Life Saving Club redevelopment and associated promenade works, which will increase public use of the affected areas.
- Issues – Parts of the coastal walk, upper park, beach and beach access infrastructure cannot reopen until stabilisation works are completed.

Rodney Reserve

- Risks – The landslip area may continue to experience gradual movement if left un-remediated. Installation of permanent fencing set back from the edge will reduce public safety risks by restricting access to the affected area.
- Issues – The existing project budget is insufficient to deliver full remediation works. Deferring the project will require ongoing monitoring of the landslip area.

South Bondi Park

- Risks – Continued ground movement may further damage the closed footpath section.
- Issues – The lower footpath is currently closed to the public and will remain closed pending implementation of the long-term park circulation improvements. This increases demand on the upper footpath and staircase.

7. Attachments

Nil.

REPORT
CM/6.17/26.04

Subject: Shared E-Bike Parking and Management Trial and E-Micromobility Sharing Schemes Reform

TRIM No: A17/0445

Manager: Nikolaos Zervos, Executive Manager, Infrastructure Services

Director: Sharon Cassidy, Director, Assets and Operations

RECOMMENDATION:

That Council:

1. Notes the outcomes of the community consultation attached to the report (Attachment 4) on the shared e-bike parking and management trial.
2. Makes permanent the dedicated shared bike parking areas installed as part of the trial and continues to monitor and refine as required.
3. Installs additional dedicated shared bike parking areas at the locations set out in the report and allocates \$20,000 in the 2026–2027 Capital Works Program for their delivery.
4. Authorises the Executive Manager, Infrastructure Services, to refine the parking area designs should on-site circumstances warrant changes and to develop operating authorisation conditions for all share bike operators within Waverley, in line with updated legislation, including no-go and go-slow zones, as preliminarily identified in the report.
5. Allocates future fees collected from share bike operators to the management of share bikes and the provision of additional active transport infrastructure.
6. Continues to investigate options for an integrated mobility hub in Bondi Junction in the medium- to longer-term.
7. Approves the submission to Transport for NSW attached to the report (Attachment 1) on E-micromobility sharing schemes reform.

1. Executive Summary

In June 2025, Council resolved to install dedicated shared bike parking areas in high-demand locations in the local government area (LGA). This report assesses the effectiveness of these sites, including the outcomes of the community consultation, and proposes additional sites to be implemented in the near-term.

The installation of 60 dedicated shared bike parking areas, and subsequent restricted parking zones (RPZs) has significantly reduced the impacts of improper shared bike parking. This includes limiting instances where shared bikes limit the available footpath width and consolidating shared bike parking to specific zones. Public feedback has been solicited, which indicates further community desire for more enforcement and expansion of the shared bike parking areas. An additional 36 dedicated shared

bike parking areas are proposed in areas of high demand to further improve the management of shared bike parking.

As a result of legislation change in late 2025, Transport for New South Wales (TfNSW) is proposing a series of regulations to better manage shared bikes. This report outlines these changes and recommends several early policy and infrastructural measure to be included as part of future operator authorisation processes. The report also contains a proposed submission to be submitted to TfNSW as part of the E-micromobility Sharing Schemes Reform consultation process. The submission draws heavily from the Council's experience and leadership efforts to manage public bike sharing in a way that mitigates undue negative impact, while maintaining the benefits these devices bring.

2. Introduction/Background

Shared e-bikes are a popular form of transport in the Waverley LGA. They provide an alternative solution to short vehicle trips and have seen considerable growth in use. They often fill in the crucial first and last leg of the transport network; being a common method of travel to and from Bondi Junction Train Station, bus stops, and high interest locations. These trips are taken in both the weekday and the weekend. Given an emerging fuel crisis within the state and across the globe, the importance of shared e-mobility in providing transport resilience is increasingly clear.

In recent years, the number of trips taken on shared bikes has increased by over 350% in the Waverley LGA. As such, a raft of feedback has been raised to Council including parking, storage, and visual clutter of shared bikes. These devices are often parked in ways that limit the available footpath. This presents issues for pedestrians and other street users.

Ideally, these bikes are meant to be parked in ways which do not limit the available footpath for other pedestrians. However, in practice this is often not the case. This is due to a raft of reasons, including, but not limited to:

- It is common to have narrow (<1.5m) footpaths in the LGA.
- Enforcement of parking is limited, and users are finding the most convenient location to park.
- It is not uncommon for other members of the public to move these bikes, even if they are not the ones riding them.

Figure 1 shows an example of poor parking at Bronte Beach.



Figure 1. Improper shared bike parking at Bronte Beach.

Impacts of shared bikes

Shared bike services have a series of impacts, both positive and negative.

Positive impacts

Shared bikes provide an additional transport option for residents, visitors, etc. The following summarises several key benefits (as per a report from 2025 European Institute of Innovation and Technology, Urban Mobility - Return on Investment in Bike Sharing Schemes):

- Reduced congestion (approximately 15% of shared bike trips replace private car trips).
- Reduced pressure on public transport (approximately 50% of shared bike trips replace public transport trips).
- Reduced air pollution.
- Reduced traffic noise.
- Increased exercise for users.
- Increased employment opportunities.
- Where vehicle parking is reallocated to shared bike parking, increased spend at local businesses.

Most of these benefits extend beyond the Waverley area, however, a key impact for Council is the decreased vehicle use.

Negative impacts

There are also negative impacts of shared bike schemes. The following summarises these:

- Inappropriate parking reduces pedestrian accessibility.
- Unsafe rider behaviour.
- Visual amenity impacts.

This report, and the ongoing trial, intends to mitigate the impacts of inappropriate parking.

2025 memorandum of understanding

In response to Council resolution CM/6.3/25.03, Council entered a memorandum of understanding (MoU) with mutually agreed terms with all three shared bike operators in Waverley.

The MoU sought to define a cooperative framework under which the shared bike providers operate micromobility services within the Waverley LGA. This includes but is not limited to bike numbers within the LGA, designated parking locations, geofencing and enforcement mechanisms. However, further state regulatory support is required to advance the essence and intent of the MoU. This is articulated through the proposed submission to the E-micromobility Sharing Schemes Reform consultation process in Attachment 1.

3. Relevant Council Resolutions

Meeting and date	Item No.	Resolution
Council 17 June 2025	CM/7.15/25.06	That Council: <ol style="list-style-type: none"> 1. Treats the attachment to the report as confidential in accordance with section 11(3) of the <i>Local Government Act 1993</i>, as it relates to a

		<p>matter specified in section 10A(2)(d)(i) of the <i>Local Government Act 1993</i>. The attachment contains commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person who supplied it.</p> <ol style="list-style-type: none"> 2. Installs dedicated shared e-bike parking areas in Bondi Junction, Bondi Beach and Bronte Beach for a trial period of six months at the locations set out in the report. 3. Allocates \$65,000 from the Road Safety and Traffic Calming Program budget to undertake the parking trial, with the costs to be passed on to the shared bike providers, in accordance with the memorandum of understanding with the providers. 4. Notes that this is the first tranche of dedicated shared e-bike parking spaces in the local government area and that further spaces may be identified and implemented in consultation with the bike share operators. 5. Notes that Ario, Lime and HelloRide have all signed the memorandum of understanding with Council. 6. Monitors and evaluates the trial, with officers to prepare a report to Council following the trial. 7. Authorises the Executive Manager, Infrastructure Services, to adjust the trial locations and line marking designs throughout the trial based on preliminary feedback and outcomes.
<p>Council 18 March 2025</p>	<p>CM/6.3/25.03</p>	<p>That Council:</p> <ol style="list-style-type: none"> 1. Notes the significant increase in trips taken on shared bikes in Waverley, with a 350% increase between 2021 and 2024. 2. Acknowledges the problems caused by the uncontrolled proliferation of shared bikes in Waverley and the community concerns regarding their operation. 3. Prepares a memorandum of understanding (MoU) to be negotiated with bike share providers, requiring operators to cover costs of implementing the MoU, including infrastructure and enforcement. The MoU should define:

		<ul style="list-style-type: none"> (a) Permissible bike numbers within the local government area. (b) Designated parking locations. (c) Geofencing and enforcement. (d) Service level agreements addressing relocation and placement of bikes. (e) Data sharing for Council monitoring. (f) The maximum speed at which e-bikes can operate electrically assisted being 20 km/h. (g) Process by which helmets must accompany e-bikes. <ol style="list-style-type: none"> 4. Requires-the terms of the MoU to be agreed to within four weeks of this resolution, with Council reserving its right to take additional enforcement actions against shared bike operations if the MoU timeframe has not been met. 5. Conducts a six-month bike share parking trial, starting June 2025, using designated parking areas on footpaths and on-street (where appropriate), focusing on high-traffic areas like Bondi Junction, Bondi Beach and Bronte Beach. 6. Requires-the MoU to provide that operators address bike placements hindering pedestrian access, especially for those with disabilities, within two hours of notification. 7. Implements an enhanced enforcement regime, including increased ranger patrols, monitoring (physical and data-driven and impounding of improperly parked bikes. 8. Issues fines for non-compliance in line with the <i>Public Spaces (Unattended Property) Regulation 2022</i> for a class 2 item at a cost of \$1,320 per item. 9. Urges the NSW Government to implement a State-run tender process for bike share services with clear operational controls and to allocate a portion of the generated revenue to local councils for infrastructure and enforcement. 10. Officers prepare a report to Council in June 2025 with a deliverable management plan.
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		<p>11. Informs the following stakeholders of this motion:</p> <ul style="list-style-type: none"> (a) The Member for Wentworth, Allegra Spender MP. (b) The Member for Vacluse, Kellie Sloane MP. (c) The Member for Coogee, Marjorie O'Neill MP. (d) The Mayor of Woollahra, Cr Sarah Swan. (e) The Mayor of Randwick, Cr Dylan Parker. (f) All Waverley Precincts. (g) Share bike operators: <ul style="list-style-type: none"> (i) Lime. (ii) Ario. (iii) HelloBike.
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4. Discussion

2025 shared bike parking trial

In June 2025, Council resolved to undertake a six-month trial of shared bike parking areas. This trial involved the installation of on and off street, brand agnostic, parking areas. Of the 65 sites approved through this resolution, 60 have been installed. The sites installed are a mix of on-street and off-street sites, with the capacity to store approximately 500 shared bikes.

As well as the 60 sites installed by Council, Transport for New South Wales (TfNSW) has installed two additional shared bike parking areas near Bondi Junction Train Station. Upon consultation with Council officers, TfNSW has indicated the desire to install two further areas around this station. This increases the total number of shared bike parking areas to 64. TfNSW have indicated that a priority for the state is to install on-street parking bays in existing No Stopping Zones (NSZs) at intersections. NSZs are typically in place to aid with user sightlines. The provision of shared bike parking in these zones will not impact sightlines. Many of the NSZs in Waverley have already been converted into vehicle parking to attempt to reduce on-street parking pressure. As such, there is limited ability to install shared bike parking in NSZs in Waverley.

Operator observations

Once an adequate number of sites were installed, Council officers worked with shared bike operators to implement Restricted Parking Zones (RPZs). RPZs are areas where riders of shared bikes can only park their bike in designated parking areas within that zone. This is enforced through prompts in the operators' apps and limiting the ability for a user to end their trip (park) if they are not within a designated parking area. RPZs at Bondi Beach, Bondi Junction, and Bronte Beach were installed in late November 2025. RPZs were found to support improved shared bike parking behaviour significantly.

Given that more dedicated parking areas have been provided on the whole, parking behaviour was also found to improve outside of RPZs. This indicates a broader change in behavioural norms.

Throughout this trial, Council officers routinely identified discrepancies in what operators had agreed to implement, and what was happening on the ground. Further, there was general reluctance from operators to enforce and tighten restrictions around the installed Restricted Parking Zones (RPZs). The operators outlined several reasons for this, including:

- Issues regarding GPS drift and inaccuracies in parking pin location.
- Tolerances within the apps for inappropriate parking.
- Impact on rider experience.

It is worth noting that these issues do not necessarily stem from operators acting in bad faith, but more so as a product of a regulatory framework (or lack thereof), that requires operators leverage competitive advantages in day-to-day operations.

Shared bike parking area trial – qualitative observations

Site design and issues

Attachment 2 outlines a series of lessons learnt about the trial site design. Additionally, several sites with issues were identified after installation. These sites will be addressed or removed once suitable alternatives are identified.

Shared bike parking area trial – quantitative observations

As part of this trial, the effectiveness of the parking areas has been assessed through two key metrics:

Consolidation of trip ends

RideReport—a shared micromobility data platform—provides data on where users are ending trips on all three shared bike operators in the Waverley LGA. This data has been assessed to determine whether users are parking within RPZs. The assessment of this data is shown in Attachment 3.

Overall, both RPZs assessed (Bondi Junction, Bondi Beach) saw a near double increase in trip ends occurring within 10 m of dedicated parking areas after installation. Understanding the limitations of the before data, this metric indicates that the installation of parking areas resulted in a significant improvement to parking behaviour throughout the LGA.

On-site assessment of ‘poor’ shared bike parking.

Data was collected before and after installation of the sites on the number of inappropriately parked shared bikes in both Bondi Junction and Bondi Beach. The assessment criteria, as well as other data pertinent to this, is shown as Attachment 3. Shared bike parking areas have reduced instances of inappropriately parked shared bikes by between 40% and 80%.

Overall, the trial of dedicated shared bike parking areas has been effective in consolidating the parking of shared bikes to dedicated, safe, parking areas.

Feedback and consultation outcomes

As part of informing Council’s next steps for managing shared bikes, public consultation has taken place. This consultation was performed in two main ways: general public feedback and shared bike user surveys. The high-level results from these are summarised below.

Public consultation

In February 2026, public feedback on shared bike parking areas was attained using HaveYourSay. This feedback was focused on the trial being undertaken. It did not seek comment about whether shared bikes should be in place. That said, approximately 20% of respondents did not support shared bikes at all. Overall, 80 responses were received.

Below outlines the key themes received through this feedback:

- There is support in general for parking areas. There is a preference for on-street parking areas as opposed to off-street.
- The majority of support is for parking areas in commercial areas, as opposed to residential areas.
- There needs to be more enforcement and better geofencing with these areas.
- There are not enough parking areas to meet demand, and residents would like to see more.
- Riders use the bikes dangerously and do not wear helmets.
- There is acknowledgement of both the progress Council has made in managing these devices, as well as the benefits of these devices.

A detailed summary of this consultation is provided in Attachment 4.

Shared bike user surveys

In collaboration with BicycleNSW, a survey of shared bike users was conducted. This survey focused on determining the sentiment related to user experience of the installed trial areas. It was administered through on-street surveys of users as they parked shared bikes (intercept survey) and through the operators' apps. This survey garnered 225 responses. This consultation outlines the key role that shared bikes play as part of Councils transport system. Respondents indicated that if shared bikes were unavailable, the majority (56%) would have taken their trip using a bus, private car or Uber/ taxi. As such, shared bikes reduce the impact of traffic on our roads and reduce the pressure on the (already busy) public transport system. Further details about this consultation, and other key takeaways, are provided in Attachment 4.

Waverley Transport Forum

On Thursday 19 February 2026, feedback was sought from the Waverley Transport Forum on the current trial. The feedback received about the trial largely echoed the general sentiment.

Consultation summary

The key takeaways from all forms on consultation are:

- The positive impact on the management of bikes that the spaces have made. There is a want for more spaces.
- Residents would like to see more enforcement of these spaces.
- The spaces not complementing the visual amenity of the area, particularly in residential areas.
- Residents and users support on-street shared bike parking areas in commercial areas. There is limited support for both off-street areas and areas in residential zones.
- The business community is supportive of the trial; however, they would like to see more enforcement (source: Bondi Chamber of Commerce).

This feedback has been considered as part of the next steps proposed for managing shared bikes.

The need for a mobility hub

A common issue seen throughout the trial was rider behaviour and parking behaviour in Oxford Street Mall.

Figure 2 shows significant overflow parking at one of the sites on Oxford Street.



Figure 2. Inappropriate parking in Oxford Street Mall adjacent to dedicated parking areas

These spaces provide a key link for riders to other transport modes (bus/ train). There is limited on-street shared bike parking space to be used as a replacement. Council officers will continue to investigate an integrated mobility hub in Bondi Junction, advancing policy direction from Waverley People Movement and Places and the Waverley Bike Strategy 2025, considering the effects of ongoing streams of work.

In the interim, to ensure a safe environment for pedestrians, a slow zone is to be investigated. More details on this are provided below.

Changes to parking area design

As a result of the observations outlined, feedback received, and updated regulations, a series of changes to the parking area design are recommended. These are detailed in Attachment 2.

The program will be periodically reviewed by Council officers, and any changes to site design will follow the required channels for approval. The above site designs are in-line with the draft regulations provided by Transport for New South Wales.

Recommended additional shared bike parking areas

As noted in the consultation responses, there is limited community desire for the installation of designated parking areas (and subsequent restricted parking zones) in residential areas. As such, any attempt to designate entire residential precincts as a restricted parking zone, without a significant coverage of designated parking areas, would severely impact the efficacy of these schemes. Whilst this would improve footpath accessibility, the negative impacts on both rider amenity and parking supply would outweigh these benefits. There are expected to be localised areas of high shared bike parking demand (e.g. outside apartment buildings, local shops, parks) in residential areas.

Council officers recommend continuing to permit ad-hoc parking in residential areas, with designated parking and RPZs being installed in commercial/ high-demand areas and localised areas of high shared bike parking demand.

As indicated through consultation feedback and general resident complaints, the preference for shared bike parking is to be installed off the footpath going forward. As such, the new parking areas are proposed to be on-street where possible.

Figure 3 shows the existing demand pattern for the entire LGA. There are high levels of demand in existing RPZs, and other areas of high demand are proposed to have additional sites installed.

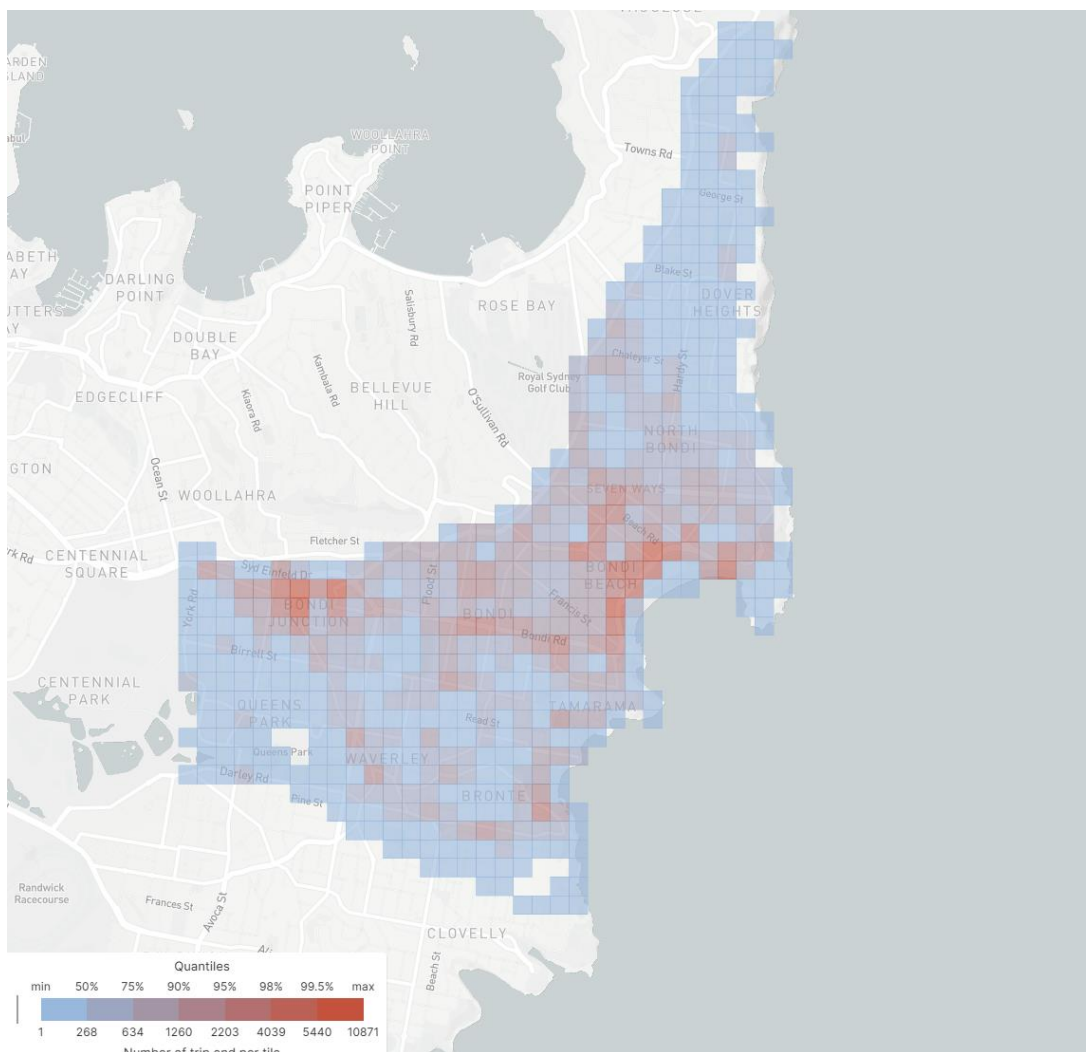


Figure 3. Demand map of the entire LGA

Figure 4 below summarises the locations of the proposed new parking areas. Attachment 5 provides further details for these sites. Sites are proposed in the following locations:

- Along Bondi Road.
- Along Old South Head Road.
- Along MacPherson Street.
- Along Bronte Road.



Figure 4. Proposed parking spaces to be added throughout the LGA.

Where these sites are installed, a subsequent RPZ will be installed to ensure sufficient use of these spaces by users, whilst limiting the impact of shared bikes on the surrounding footpath. As noted in prior reports, the use of No Stopping Zones for shared bike parking (where safe to do so) is preferred. However, the LGA has already converted many of these areas into vehicular parking. As such, to accommodate shared bike parking in a way which does not impact footpath space, vehicle parking needs to be reallocated.

The proposed 36 spaces, with capacity for approximately 400 shared bikes, reallocate approximately 19 on-street vehicle spaces. Two spaces proposed on Old South Head Road would also require TfNSW approval.

Once the additional sites proposed in Attachment 5 are installed, this would significantly increase the coverage of RPZs in the LGA.

Figure 5 shows the existing RPZs and the potential additional RPZs that can be installed once additional parking spaces are installed.

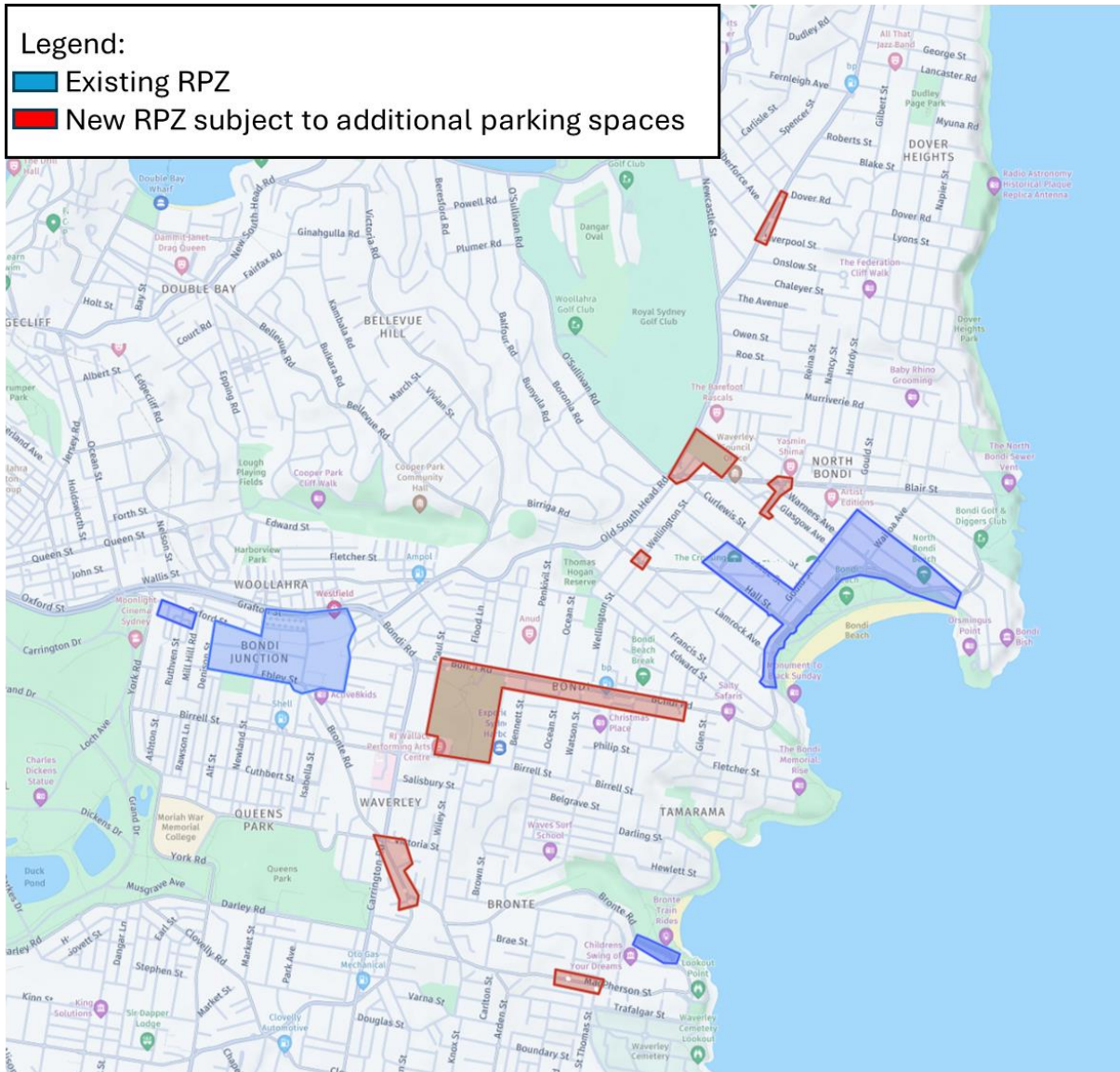


Figure 5. Total areas of restricted parking throughout the LGA including due to all existing and proposed parking areas

2025 NSW legislation and Council Implications

In October 2025, the NSW State Government passed a bill to regulate and manage the use of shared bikes throughout NSW. The regulations associated with this bill are currently out for consultation. The proposed regulations provide the following key relevant outcomes:

- Operators are required to be approved by TfNSW. This is intended to focus on ensuring all devices are safe to use. This will help alleviate one of the largest concerns surrounding shared bike use: speed and dangerous riding behaviour.
- Shared bike parking guidance.
- Operators will provide TfNSW and councils a monetary contribution (a fee) per trip. The money collected by TfNSW will be redistributed to councils through a grant program to cover the costs associated with the rollout of parking infrastructure.
- The legislation and accompanying regulations do not give individual councils the power to deny an operator the right to operate within an LGA. However, councils can set authorisation conditions which an operator must meet to be able to operate within an LGA. These conditions can include Restricted Parking Zones, slow-zones, and no-go-zones. Councils have more powers to infringe operators where their devices are not compliant with council rules.
- The number of shared bikes within an LGA is expected to be dynamic, set by TfNSW, and based on a series of KPIs (parking compliance, safety compliance, etc.). This is intended to ensure that service is consistent across LGA boundaries.

More details on this can be found in the subsequent regulations and legislation.

Compliance guidelines and policies

The impending regulations are intended to give Council the power to set defined metrics for which operators must achieve to operate within Waverley. If an operator is operating outside of these metrics, there are additional avenues for enforcement.

As such, a defined framework for enforcement is to be developed. This framework is expected to determine the following:

- Distance from dedicated parking bays where a bike is determined to be poorly parked. The provided regulations from TfNSW indicate a tolerance of 1.5 m is suitable.
- Method of enforcement. With the indicated data sharing frameworks, the monitoring and enforcement of devices could be done remotely, rather than through a typically ranger/ticket type arrangement (as is used for cars).
- The fee imposed for not achieving the agreed upon metrics.

The above metrics/framework will be part of an operator's authorisation conditions. These conditions and an authorisation framework are proposed to be developed and authorised by the Executive Manager, Infrastructure Services.

Slow zones and no-go zones

As part of the impending regulatory changes (see above), Council will be delegated the authority to implement slow zones and no-go zones. These zones will form part of the operating conditions, with the intent of this being consistent across all operators. These zones are intended in high-pedestrian activity areas (HPAAs), and where there is a heightened risk of injury to riders and/ or other road users.

Currently, slow zones and no-go zones are present in Waverley in coastal reserves and parks. There are also several existing operator specific no-go zones, which are a result of historic needs and collaboration. On top of these, additional slow zones should be included in the following HPAAs:

- Oxford Street Mall.
- Waverley Park shared path.
- Old South Head Road shared path.
- Bronte Park.

These slow zones, and all existing slow and no-go zones will be considered as part of operator conditions, which will be developed prior to any operators right to operate under new legislation and regulations as currently understood.

Fee setting

The impending regulations propose to allow Councils to exact a fee of up to 20c per trip. Transport for NSW would exact up to 60 c per same trip, meaning that the cost for each trip would increase by up to 80c. This fee is intended to cover to costs of administration and staffing related to the management of these devices (planning, compliance, regulation) as well as facilitate the installation of new active transport facilities. This fee is expected to generate approximately \$180,000 for Council per year (based on current trip rates and current fee indications).

The existing parking trial has been installed at a cost of approximately \$500 per space (materials only). The costs associated with the installation of these spaces are expected to be covered by a grant system from TfNSW, which is on top of the fee outlined above.

E-micromobility Sharing Schemes Reform

The regulations required to enable the recently adopted state legislation, is currently out for public consultation. Council officers have prepared a submission, which reflects Waverley Councils experience with the provisions and management of shared bike parking. This submission also reflects discussion within this report. It is attached as Attachment 1, with key points and Council officer recommendations summarised as follows:

- That TfNSW minimise the number of operators approved for a set of LGA to no more than two at least for the first 18 months of the regulated environment.
- That councils retain the authority to set conditions around restricting the overall number of devices parked within our LGA overall, as well as within specified parking areas.
- That TfNSW approval requirements include minimising as far as feasibly possible the GPS drift. Initially this could be set to 1.5 metres, but this should be set and reduced further as technology makes this feasible
- The approval conditions by TfNSW need to ensure multiple categories of slow zones with differing speed limits.
- The approval conditions by TfNSW need to enable parking arrangements to adequately match device numbers to capacity to supply.
- Reporting to TfNSW should be made directly by the operators through the apps or data platforms rather than via the land authorities. TfNSW should provide a direct facility for the community to make complaints about sharing services
- Council encourages TfNSW to consider reallocating space on State Roads for the storage and management of shared bikes to achieve the goal of incorporating these devices into the transport system
- Capacity for bike parking needs to be included in the determination of initial fleet size and metrics required to increase fleet size.
- That at least 75% the fees levied per ride are allocated to councils and that the grant funding scenario is removed. This removes the unnecessary work associated with a grant program and gives Councils the autonomy to manage their road assets.

5. Financial Impact

The installation of the proposed additional 36 sites is expected to cost approximately \$500 per site (materials only). This results in an implementation cost of approximately \$20,000. Council does not have sufficient budget allocation in the 2025-2026 capital works program to cover these costs. As

such, budget will need to be allocated from existing programs in the 2026/2027 capital works program. Costs are anticipated to be recouped through a grant program associated with the impending state regulations; however, the timing for and exact structure of this grant program remains unclear.

There will continue to be an operational financial impact associated with ensuring compliance. Current resourcing does not allow for efforts required to meaningfully monitor and/or enforce the outcomes of the new regulations as currently understood. Noted earlier, Council may receive approximately \$180,000 per year from trip fees. It is recommended that future revenue be used to enhance compliance needs.

6. Risks/Issues

The following risks are expected as a result of the expansion of shared bike parking and the move towards these being a more permanent fixture within parts of the LGA.

Managing public expectations

The provision of additional parking areas, and better compliance frameworks, is anticipated to improve the issues seen with parking. However, some challenges will remain. As found throughout the existing trial, there are limitations (GPS drift etc.) around the ability to manage devices to the level some residents expect. As such, Council will need to continually manage public expectations and requests as they arise and continue to work with partners and the State to work toward worldwide best practise.

Excessive compliance burden

The impending regulations provide Council with further powers to enforce inappropriate shared bike parking. Council strongly encourages the use of the available technology, which TfNSW is actively working on providing, to enforce the required regulations. If this data is not managed properly by the state or the operators, this will cause undue burden on Councils ranger teams.

Impacts of incorrect parking

In certain areas, the number of bikes parked could far exceed the available space provided in the shared bike parking area. This will lead to users seeking to park as close as possible to the parking area, however, it will still be outside of the defined space. Where footpath space is limited, bikes parked at the periphery of the defined areas may impact pedestrians. Ongoing review and assessment of dedicated spaces is recommended to manage the risk.

7. Attachments

1. E-micromobility Sharing Schemes Reform consultation submission for TfNSW (under separate cover) [⇒](#)
2. Shared Bike Parking Trial - Assessment of existing sites and design (under separate cover) [⇒](#)
3. Shared Bike Parking Trial - Assessment of trip ends post trial (under separate cover) [⇒](#)
4. Shared Bike Parking Trial - Consultation Summary (under separate cover) [⇒](#)
5. Proposed additional shared bike parking spaces (under separate cover) [⇒](#) .

REPORT

CM/6.18/26.04



Subject: Bondi Beach Beautification - O'Brien Street, Hall Street and Glenayr Avenue

TRIM No: A25/0484

Manager: Nikolaos Zervos, Executive Manager, Infrastructure Services

Director: Sharon Cassidy, Director, Assets and Operations

RECOMMENDATION:

That Council:

1. Notes the dilapidated condition of the streetscape at the junction of O'Brien Street, Hall Street and Glenayr Avenue, Bondi Beach ('Six Ways').
2. Notes that the Bondi Local Area Traffic Management (LATM) Study has identified the intersection as a priority.
3. Publicly exhibits the design options for the intersection attached to the report.
4. Notes that both designs include landscaping improvements and will increase amenity through new street trees, garden beds, upgraded pedestrian crossings and opportunities for outdoor dining and seating.
5. Officers prepare a report to Council following the exhibition period.

1. Executive Summary

This report responds to clause 4 of the April 2025 Council resolution regarding the dilapidated condition of the streetscape at the corner of O'Brien Street and Glenayr Avenue. The 'Six Ways' junction has not seen significant renewal in over 30 years and currently suffers from poor pedestrian access and low amenity. While previously omitted from the 2020-21 Glenayr Avenue upgrades due to the then-imminent development at 99-101 Hall Street, the location is now a priority within the Bondi Local Area Traffic Management (LATM) Study.

Officers recommend coordinating the requested landscape fixes (pavers, walls, and garden beds) with a broader intersection reconfiguration as part of the LATM. This approach will improve road safety, bus prioritisation, and public amenity by adopting the high-quality materiality used at 'Seven Ways.' Community consultation on two design options is scheduled to commence on 28 April 2026.

2. Introduction/Background

The Six Ways junction comprises of O'Brien Street, Hall Street, and Glenayr Avenue. It is a critical node that has remained largely unchanged for three decades. The current infrastructure is tired, dilapidated and fails to meet modern standards for pedestrian safety or bus movements.

A 2006 attempt to renew the area was abandoned following community opposition from residents in Cox Avenue, in particular related to changes to the driveway of 14-16 O'Brien Street. More recently, during the 2020-21 Glenayr Avenue upgrades, Six Ways was designed to match the Seven Ways aesthetic but was excluded from the construction scope to avoid damage from the redevelopment of 99-101 Hall Street.

3. Relevant Council Resolutions

Meeting and date	Item No.	Resolution
Council 29 April 2025	CM/8.6/25.04	<p>That Council:</p> <ol style="list-style-type: none"> 1. Notes that some streetscape areas within the Bondi Basin are in poor condition and in need of an upgrade. 2. Installs fairy lights in: <ol style="list-style-type: none"> (a) Hall Street, between Glenayr Avenue and Campbell Parade. (b) Roscoe Street, between Gould Street and Campbell Parade. 3. Funds the installation of the fairy lights from existing 2025-26 capital works budget allocation for the Campbell Parade streetscape upgrade. 4. 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. 5. 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. 6. Informs the following stakeholders of this motion: <ol style="list-style-type: none"> (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.

4. Discussion

Current strategy: the Bondi LATM Study

The Bondi LATM Study has identified this junction as a high-priority location for reconfiguration to reduce driver conflict points and improve safety. Rather than performing isolated repairs, officers propose a coordinated delivery of the LATM project, which will include:

- New landscaped garden beds and native tree planting.
- Upgraded pedestrian crossings and widened footpaths.
- New street lighting and outdoor dining opportunities.
- New concrete kerb and guttering.

Design options for consultation

Two concepts have been developed for community consultation (see Attachments 1 and 2):

- Option 1 – Prioritises the Glenayr Avenue and O'Brien Street route to facilitate smoother bus movements. It involves significant changes to road priority to favour the main transport corridor.
- Option 2 – Focuses on 'squaring off' junctions and adjusting road widths to improve sightlines. This option maintains the existing Hall Street and O'Brien Street priority while actively prompting drivers to reduce speeds.

Community engagement approach

The exhibition of Option 1 and Option 2 will utilise multiple channels to engage the community and gather feedback. Methods of engagement include:

- Have Your Say project page with dedicated feedback survey.
- Have Your Say automated email notifications.
- Social media posts.
- Dedicated engagement and project email addresses for direct communication.

Public exhibition for these options will occur via the Have Your Say page starting 28 April 2026 for a period of four weeks.

5. Financial Impact

The coordination of landscaping repairs with the LATM infrastructure project ensures better value for money by preventing double-handling of site works.

The financial impact is as follows:

- Initial investigation: funded through existing operational budgets.
- Capital Works: detailed costing will be finalised following the selection of a preferred option (Option 1 or Option 2).
- Synergies: by aligning this with the 2025-26 Capital Works program (including the fairy lights and Biddigal Reserve projects mentioned in the original motion), Council can achieve a unified aesthetic across the Bondi Basin.

6. Risks/Issues

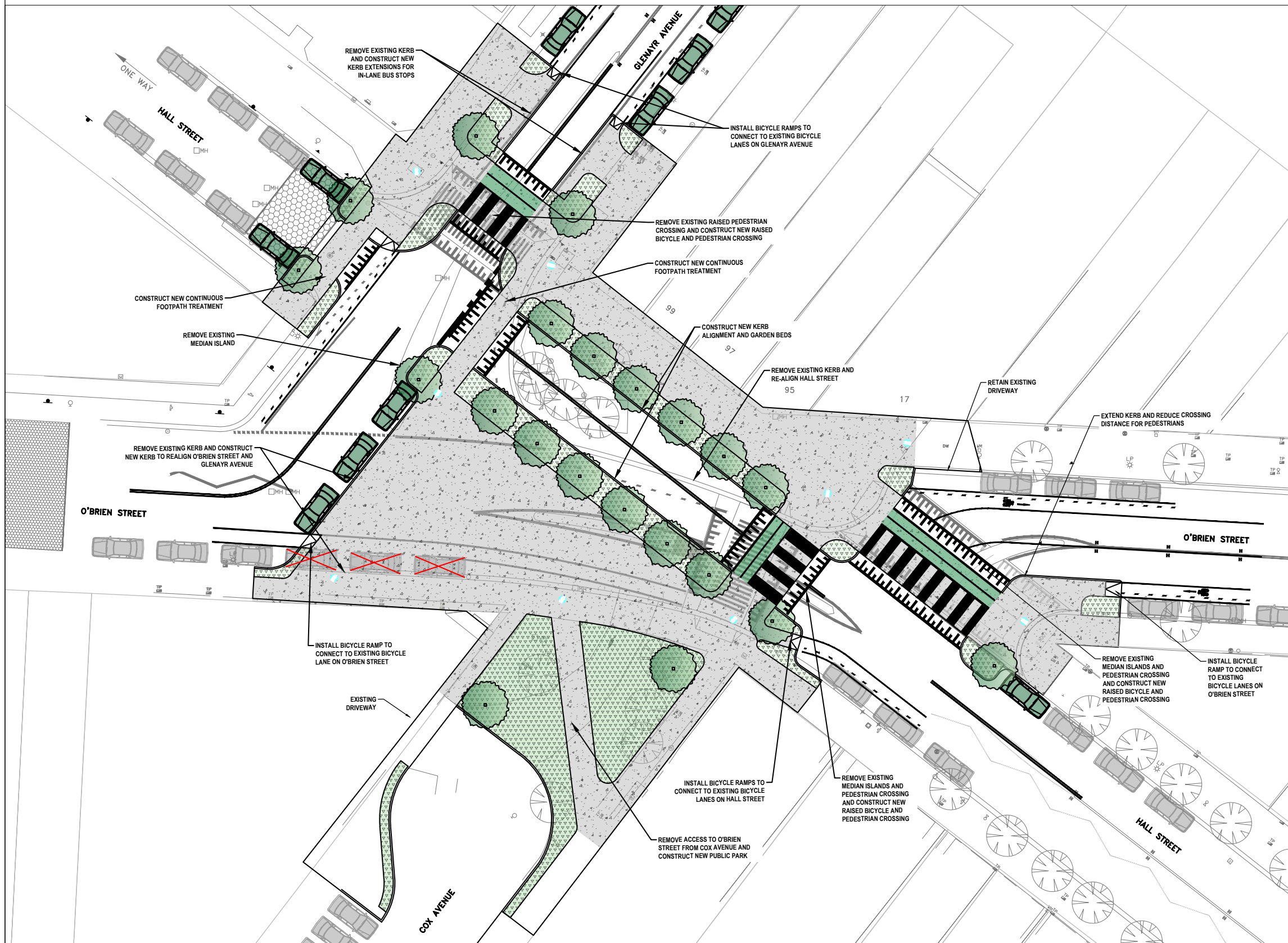
Risks include:

- Community opposition – Similar to the 2006 proposal, residents (particularly on Cox Avenue) may have concerns regarding changes to traffic flow or parking. This will be mitigated through a transparent 28-day consultation period and targeted consultation with local residents.
- Construction impacts – Significant roadworks at a busy junction can disrupt local businesses and bus routes. A detailed Construction Traffic Management Plan (CTMP) will be required.
- Development interface – Coordination remains necessary with any remaining works at 99-101 Hall Street to ensure new Council assets are not damaged by private construction activities.
- Option selection – Option 1 significantly alters traffic priority; if not supported by the community, the safety benefits of bus prioritisation may be delayed.

7. Attachments

1. Option 1 - O'Brien Street at Hall Street [↓](#)
2. Option 2 - O'Brien Street at Hall Street [↓](#) .

O'BRIEN STREET AT GLENAYR AVENUE, BONDI LOCAL AREA TRAFFIC MANAGEMENT - OPTION 1



LEGEND

- NEW CONCRETE KERB & GUTTER 150mm HIGH
- NEW REINFORCED CONCRETE FOOTPATH PAVEMENT
- NEW GARDEN BED
- NEW STREET TREE
- NEW LINEMARKING (TYP.)
- PARKING GAIN - 5.2M PASSENGER VEHICLE ILLUSTRATED AT 6M SPACING
- NEW SHARED PATH LINEMARKING

<table border="0"> <tr> <td colspan="2">SURVEYED BY: N/A</td> <td colspan="2">DATE:</td> <td colspan="2">COORDINATION:</td> <td colspan="2">DATUM:</td> <td colspan="2"> </td> </tr> <tr> <td colspan="2">CIVIL DESIGN, MAJOR PROJECTS</td> <td colspan="2">Level 1, 87-99 Oxford Street, Bondi Junction, NSW, 2022 PO Box 9, Bondi Junction NSW 1555</td> <td colspan="2">Tel: (02) 9083 8000</td> <td colspan="2">Email: info@waverley.nsw.gov.au Web: www.waverley.nsw.gov.au</td> <td colspan="2"> </td> </tr> </table>										SURVEYED BY: N/A		DATE:		COORDINATION:		DATUM:				CIVIL DESIGN, MAJOR PROJECTS		Level 1, 87-99 Oxford Street, Bondi Junction, NSW, 2022 PO Box 9, Bondi Junction NSW 1555		Tel: (02) 9083 8000		Email: info@waverley.nsw.gov.au Web: www.waverley.nsw.gov.au				APPROVED: DATE SIGNED:		Project Name: O'BRIEN ST AT GLENAYR AVE, BONDI		PROJ No: XXX TRIM No: XXXX			
SURVEYED BY: N/A		DATE:		COORDINATION:		DATUM:																															
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SCALE AS SHOWN @ A3: PLAN: HORIZ: N/A LONG-SECTION VERT: N/A CROSS-SECTION VERT: N/A										Drawing Title: CONCEPT PLAN - OPTION 1		Drawing No: SK01		Issue: B																							

ISSUE	ISSUE DESCRIPTION	DATE	DRN	DES	VER	ISSUE	ISSUE DESCRIPTION	DATE	DRN	DES	VER
B	CONCEPT DESIGN	19/03/25	AM	AM							
A	CONCEPT DESIGN	16/10/24	AM	AM	NZ						

REPORT

CM/6.19/26.04



Subject:	North Bondi Shops and Bus Terminus Upgrade - Project Update
TRIM No:	A22/0183
Manager:	Nikolaos Zervos, Executive Manager, Infrastructure Services
Director:	Sharon Cassidy, Director, Assets and Operations

RECOMMENDATION:

That Council:

1. Notes that North Bondi Village is situated within a complex bus terminus that makes landscape and layout changes to the streetscape difficult to achieve.
2. Approves the concept design for the North Bondi Shops and Bus Terminus Upgrade attached to the report and proceeds to detailed design.
3. Notes that the concept design includes a program of practical, incremental improvements, including continuous footpath treatments, renewal of concrete road slabs, landscaping, planter beds and line marking.
4. Collaborates with Transport for NSW to develop more substantive future terminus changes in line with bus operational needs.

1. Executive Summary

The North Bondi shops and bus terminus area has been identified as a priority upgrade project for a number of years, with the condition of road and footpath assets, pedestrian safety, and the quality of the public domain all requiring attention. The area holds significant community value as a local shopping village, tourism destination, and key public transport interchange, and has been the subject of multiple concept design exercises since 2016.

Community consultation undertaken in March and April 2024 generated strong engagement, with 207 responses received including 176 completed surveys and 31 written submissions. Broadly, 77% of respondents expressed support for the upgrade either in full or with some modifications, reflecting clear community appetite for improvement to the precinct.

Concurrent liaison with Transport for NSW (TfNSW) and bus operator Transdev John Holland has, however, confirmed that the operational requirements of the bus terminus place significant constraints on the extent of physical change that is practicable. The terminus must continue to function as an end-of-line layover point and active interchange, with bus swept paths, layover capacity, and driver amenities all required to be maintained throughout any works. Concept designs proposing large scale reconfiguration of the terminus footprint; including the relocation of bus layover areas to Military Road are not supported by TfNSW and have been confirmed as operationally impractical under the current fleet requirements.

TfNSW has also advised that articulated bus ('bendy bus') services operating to North Bondi are currently under review as part of a broader network and fleet assessment. While any change to the vehicle types serving the terminus could alter design constraints in the future, this review has not yet been finalised, and its outcomes cannot be relied upon to inform the current design program.

In light of these constraints, it is recommended that the project be reframed around a program of practical, incremental improvements that deliver meaningful public domain outcomes without disrupting the operational functionality of the terminus. The recommended works include infrastructure renewal of deteriorated road pavements and footpaths, increase greenery where possible and continuous footpaths and kerb buildouts to improve greenery and pedestrian amenity, and improved pedestrian crossing facilities.

This approach allows Council to deliver visible and tangible improvements to the North Bondi precinct in the near term, while preserving the ability to pursue more substantive terminus changes should TfNSW's operational review create new design opportunities in the future.

2. Introduction/Background

Site location

The North Bondi shops and bus terminus area is generally defined as the section of Campbell Parade between Brighton Boulevard and Hastings Parade, encompassing the central bus terminus, adjacent footpaths, roadway, and the North Bondi village shopping strip. The area is a key community destination, recognised as a vibrant hub for tourism, retail, and everyday local activity whilst also serves as an important public transport interchange point for the eastern suburbs.

The existing precinct is characterised by wide concrete road pavements with minimal greenery, narrow footpaths on both sides of Campbell Parade, an at-grade pedestrian crossing on the northern side of the Brighton Boulevard intersection, the bus terminus with accompanying shelters and the heritage tram shed building.

The North Bondi bus terminus was originally constructed in 1929 as the terminus of the Bondi tram line. As such, the structure holds both functional significance as a public transport asset and considerable historical and community heritage value.

Design history

Prior to 2023

The need to upgrade the North Bondi precinct has been recognised for over a decade, with several concept design exercises undertaken across successive strategic frameworks:

- December 2016 – Concept Design Option 1 (Campbell Parade Streetscape Upgrade Design Review): Council completed the Campbell Parade Streetscape Upgrade Design Review, which identified the North Bondi shops and bus terminus area as a discrete stage for upgrade, covering the area between Hastings Parade and Brighton Boulevard. The final report, adopted by Council in December 2016, made high-level conceptual recommendations to improve the Campbell Parade streetscape intended to guide detailed design and capital works delivery.
- July 2017 - Concept Design Options 2a and 2b (Taylor Brammer): Taylor Brammer developed concept designs for the Campbell Parade, North Bondi precinct, proposing the relocation of the bus terminus to the eastern side of Military Road, south of Blair Street, with the Blair Street and Military Road intersection converted to a roundabout arrangement. The two variants were designated Options 2a and 2b for reporting purposes.

- May 2018 to August 2019 - Concept Design Option 3 (Aspect Studios): Aspect Studios was awarded the Campbell Parade Streetscape Upgrade Design Services project in May 2018 and in August 2019 developed the Phase 3 Concept Design Approach. This treated the North Bondi Village precinct—between Hastings Parade and Brighton Boulevard—as a discrete design stage, designated Option 3.

2023 - Concept refinement

In June 2023, at the Strategic Planning and Development Committee meeting (PD/5.6/23.06), Council resolved to further refine Options 2a/b and 3 for stakeholder and community consultation, subject to the pedestrian crossing locations being reassessed to avoid traffic bottlenecks and the proposed palm trees being reconsidered due to concerns about obstruction of beach views.

The options were refined through engagement with Council officers and project stakeholders, producing a revised suite labelled Options 2a/b/c and 3a/b. These were presented to Councillors at a briefing in November 2023, with Option 3b receiving the strongest support.

TfNSW was also briefed during this period. TfNSW expressed support for the Option 3a/b designs and formally opposed Options 2a/b/c, citing operational concerns with the proposed relocation of the bus terminus to Military Road. TfNSW's operational requirements and their influence on the design are discussed further in Section 4.2 of this report.

2024 - Consultation

Community consultation undertaken in March and April 2024 generated strong engagement, with 207 responses received including 176 completed surveys and 31 written submissions. Broadly, 77% of respondents expressed support for the upgrade either in full or with some modifications, reflecting clear community appetite for improvement to the precinct. Following consultation, council officers incorporated and investigated further from the feedback of the consultation.

Key issues from consultation related to traffic related issues such as, but not limited to:

- Detailed traffic analysis and provide considerations in relation to community feedback
- Review the impacts of the proposed one-way traffic flow on eastern side of Brighton Boulevard and Hastings Parade and to investigate if two-way can remain
- Review operation and safety of proposed perpendicular parking spots and optimum locations
- Investigate additional parking options such as 15 minutes spots, pick-up and drop off zones.

2025-2026 - Reviewing and finalisation of concept design

Following public consultation, Council officers revisited the previously exhibited Concept 3B. Further consultation with TfNSW indicated that elements of the proposed layout may present challenges to the efficient operation and functionality of the bus terminus.

Considering this feedback, Council officers undertook a review of earlier design options, including the original 2016 Master Plan, to explore alternative approaches for the precinct upgrade. Building on this work, several refined concept options were developed internally, with a focus on enhancing public open space and greenery, improving pedestrian safety, and considering opportunities for additional parking.

These options were subsequently discussed with key stakeholders, with the outcome supporting a more balanced and moderated scope of improvements.

3. Relevant Council Resolutions

Meeting and date	Item No.	Resolution
Council 20 May 2025	CM/8.5/25.05	<p>That Council:</p> <ol style="list-style-type: none"> 1. Notes community consultation feedback for the North Bondi bus terminus upgrade as well as the importance of the project. 2. Commits to the undertaking the recommendations based on this feedback. 3. Investigates costings around reviewed options in preparation for moving forward with the project. 4. Informs the following stakeholders of this motion: <ol style="list-style-type: none"> (a) Bondi and Districts Chamber of Commerce. (b) Businesses at the North Bondi terminus and surrounds. (c) Transport NSW. (d) Bondi Ward Precincts.
Council 20 February 2024	CM/7.14/24.02	<p>That Council:</p> <ol style="list-style-type: none"> 1. Publicly exhibits the concept design attached to the report for the North Bondi Shops and Bus Terminus Upgrade for 28 days. 2. Notes that: <ol style="list-style-type: none"> (a) A community consultation report will be circulated to Councillors following the exhibition period, along with an updated concept design where relevant. (b) Where a significant design change is proposed, the updated concept design will be presented to a Councillor briefing in accordance with the Councillor Engagement Process for Capital Works Projects. (c) Where there is no significant design change, the project will proceed to detailed design in accordance with the Councillor Engagement Process for Capital Works Projects.

<p>Strategic Planning and Development Committee 6 June 2023</p>	<p>PD/5.6/23.06</p>	<p>That Council:</p> <ol style="list-style-type: none"> 1. Notes the recent safety upgrades to the North Bondi bus terminus, as set out in the report. 2. Notes the previous concept designs for the North Bondi shops and bus terminus, as set out in the report. 3. Approves the refinement of Options 2a/b and Option 3 for the North Bondi Shops and Bus Terminus Upgrade subject to: <ol style="list-style-type: none"> (a) The location of the crossings being reassessed to avoid traffic congestion that may exacerbate the traffic bottleneck, prior to the community consultation. (b) The proposed palm trees being reconsidered due to blocking beach vistas from retail and residential properties. 4. Undertakes stakeholder and community consultation on the above options and receives a further report to Council on the outcomes.
<p>Council 21 March 2023</p>	<p>CM/8.5/23.03</p>	<p>That Council:</p> <ol style="list-style-type: none"> 1. Notes the ongoing safety concerns of residents and businesses in and around the North Bondi bus terminus. 2. Immediately: <ol style="list-style-type: none"> (a) Repaints the zebra crossing at the intersection of Campbell Parade and Brighton Boulevard. (b) Installs improved and more visible pedestrian crossing signs across the intersection. 3. Investigates if a lighting solution to improve safety could also be immediately installed, with a report to be received by Council in May 2023.
<p>Council 21 June 2022</p>	<p>CM/8.6/22.06</p>	<p>That Council:</p> <ol style="list-style-type: none"> 1. Notes that: <ol style="list-style-type: none"> (a) The infrastructure in the vicinity of the North Bondi shops and bus terminus is in desperate need of an upgrade, such as the concrete road surface, footpaths, unsafe

		<p>bus terminus, the entrance to Brighton Boulevard east, and the lack of greenery.</p> <p>(b) Previous design concepts have already been developed that address these concerns.</p> <p>2. Receives a report at the September 2022 Council meeting that:</p> <p>(a) Outlines the infrastructure upgrade requirements, such as road and footpath repairs/renewal, safer bus terminus for pedestrians, pedestrian crossing improvements, beautification and residential, public and business amenity improvements.</p> <p>(b) Identifies and reviews previous concept designs in meeting identified requirements.</p> <p>(c) Estimates potential costs and timings and identifies budget cost centres and allocation to meet project costs.</p>
Council 19 March 2019	CM/7.4/19.03	<p>That:</p> <p>1. Council prepares concept designs for the Campbell Parade Streetscape upgrade based on a combination of the design approaches ‘squeeze the street’ and ‘tweak the edges’.</p> <p>2. Council prepares detailed plans for the Ben Buckler commercial area (also known as the North Bondi bus terminus), the corner of Francis Street and Campbell Parade. The detailed designs will articulate the concept design.</p> <p>3. Council recognises the mixed residential/commercial nature of these locations, and design outcomes will consider outdoor seating for retail outlets, patrons and commercial waste management within the principle of minimisation of negative impacts on adjacent residential amenity.</p> <p>4. The concept design for Campbell Parade, and the detailed plans for the Ben Buckler commercial area, the corner of Francis Street and Campbell Parade, be returned to Council for consideration separately as prepared.</p>

<p>Strategic Planning and Development Committee 6 November 2018</p>	<p>PD/5.7/18.11</p>	<p>That:</p> <ol style="list-style-type: none"> 1. Council endorses public consultation on the values and principles for the Campbell Parade Streetscape Upgrade for a period of 28 days commencing on 12 November 2018, with these changes: <ol style="list-style-type: none"> (a) There should be four guiding principles for the consultation by adding 'Protect Residents' Amenity'. (b) Amend consultation program to include 'a letter-box drop to residents in the B4 mixed zone and adjoining residential areas' and 'the survey design and report should identify residents' responses and attach a greater weight to residents in any analysis.' 2. In regard to approaches to design, add 'Smooth the interface (minimise impacts on residents including those in adjoining residential zones)' 3. Council notes that, following the public consultation, a further report will be prepared for Council summarising the consultation process, key feedback and recommending key values and principles for the Concept Design.
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4. Discussion

Design constraints – Bus terminus operations

Following the development and exhibition of the concept design options, ongoing liaison with TfNSW and bus operator Transdev John Holland has re-confirmed that the operational requirements of the North Bondi bus terminus place significant constraints on the extent of physical changes that can be made to the precinct.

The terminus serves as both an end-of-line layover point and an active interchange for several bus routes. Any changes to the terminus footprint must preserve the following operational requirements:

- Swept paths – Buses must be able to manoeuvre safely into and out of the terminus area. The turning geometry required for the current fleet, including articulated buses operating on routes, constrains any reduction in the roadway width or changes to kerb alignments within the terminus area.
- Bus layover areas – Sufficient space must be retained for buses to stand between services. The layover function is integral to on-time running across the network and cannot be displaced without TfNSW identifying and approving an alternative location of equivalent operational capacity.
- Bus driver amenities – The terminus provides facilities for drivers including rest areas and toilet amenities. Any upgrade works must not remove or disrupt access to these facilities during or

following construction. Replacement or upgraded amenities would need to be provided prior to any demolition of existing facilities.

Fleet changes and TfNSW Operational Review

TfNSW has advised that the current bus fleet operating through North Bondi is subject to a broader network review. In particular, the articulated bus ('bendy bus') services currently operating to North Bondi are under review, with TfNSW examining operational and fleet changes across the eastern suburbs network. Any change to the vehicle types serving the terminus would alter the swept path and layover space requirements, potentially initiate additional design flexibility in the future.

However, until TfNSW finalises its fleet and operational review, the current swept path requirements of the articulated fleet must continue to be treated as the operative design constraint. Council officers will continue to liaise with TfNSW to monitor the progress of this review and its implications for the terminus design.

Implications for concept design

The operational constraints described above have been assessed against the concept design options developed to date. This assessment has confirmed that large-scale changes to the physical footprint of the terminus area including the relocation of bus layover areas, reconfiguration of the roadway, or significant kerb realignment are not feasible at this time without disruption to bus operations.

Concept Options 2a/b/c, which proposed the relocation of the bus terminus to the eastern side of Military Road, were previously opposed by TfNSW on operational grounds. The swept path analysis and layover requirements for the current fleet confirm that the Military Road relocation would not adequately accommodate the operational needs of the terminus.

Option 3b, which retains the general footprint of the existing terminus while improving the surrounding public domain, remains the preferred direction. However, given the constraints identified, even this option requires further scaling back of proposed changes to ensure bus operations are not compromised.

Recommended approach – Scaled-back improvements

Given the constraints on large-scale terminus reconfiguration, it is recommended that the project be reframed around a program of practical, incremental improvements that deliver meaningful public domain and amenity outcomes while preserving the full operational functionality of the terminus. The recommended approach includes the following:

- Infrastructure renewal – Replacement of the existing deteriorated concrete road pavement and footpaths within the precinct, consistent with asset renewal priorities identified in the Strategic Asset Management Plan. Pavement renewal can be delivered without altering the road width or bus manoeuvring geometry.
- Increase greenery – Installation of appropriately sized and positioned planter boxes or planting area in nature strips to introduce greenery and soften the public domain environment. Movable planter boxes offer the advantage of flexibility, and they can be repositioned to accommodate operational requirements as needed.
- Continuous footpaths and kerb buildouts – Installation of kerb buildouts at key locations along the shopping strip to narrow pedestrian crossing distances, slow traffic, improve pedestrian amenity, and create additional planting areas. Buildout locations and geometry would be designed in accordance with swept path analysis to ensure bus movements are not impeded.

- Pedestrian crossing improvements – Upgrades to pedestrian crossing facilities, including line marking refresh, improved signage, and consideration of raised crossing treatments where operationally feasible.
- Street furniture – Provision of additional bicycle parking, seats and other street furniture to improve the amenity of the village environment for residents, visitors, and businesses.

This approach allows meaningful and visible improvements to be delivered in the near term, while retaining the ability to pursue more substantive terminus reconfiguration should TfNSW's operational review create new design opportunities in the future. Based on this approach Council has developed the final concept as per Attachment 1.

5. Financial Impact

The proposed upgrades within Attachment 1 are estimated to cost approximately \$500,000 for the construction works. This is an estimate based on the concept design; a refined cost estimate will be undertaken during detail design stage. Council officers will be including the above funding in the draft 2026-27 Capital Works Program which is presented to Council in a separate report.

6. Risks/Issues

Public perception

The project was initially consulted on as a more substantial precinct upgrade. The refinement to a more moderate scope of works may result in mixed community responses, with some stakeholders supportive of the revised approach, while others may express disappointment regarding the reduced scale of improvements. Ongoing communication and clear articulation of the project constraints and benefits will be important in managing expectations.

Sightlines and maintenance

The introduction of additional landscaping elements, including planting areas/planter box infrastructure, may present potential sightline considerations if not appropriately designed and maintained. To mitigate this risk, careful attention will be given to the placement, height, and ongoing maintenance of these elements to ensure pedestrian and vehicular visibility is maintained, along with the long-term management of landscaping to support safety and amenity outcomes.

7. Attachments

1. North Bondi Shops and Bus Terminus Upgrade concept design [↓](#) .

REPORT

CM/6.20/26.04



Subject: North Bondi Surf Life Saving Club - Lease and Licence
- Exhibition Outcome

TRIM No: A25/0714

Manager: Andrew Best, Executive Manager, Property and Facilities

Director: Sharon Cassidy, Director, Assets and Operations

RECOMMENDATION:

That Council:

1. Grants a lease to North Bondi Surf Lifesaving Club Incorporated for the North Bondi Surf Life Saving Club building and Advanced Rescue Life Saving Facility for 20 years on the terms and conditions set out in the report.
2. Authorises the General Manager or delegate to complete negotiations and execute all necessary documentation to finalise the matter.

1. Executive Summary

The North Bondi Surf Life Saving Club operates from the North Bondi Surf Club building located at the Northern end of Bondi Park, Bondi Beach.

Under section 47 of the *Local Government Act 1993*, Council is required to publicly exhibit its intent to offer a lease or licence over community land for a period of over five years.

Officers have completed the exhibition process, and this report summarises the feedback received and recommends Council approve the award of a lease to the club for a term of 20 years.

2. Introduction/Background

North Bondi Surf Life Saving Club building is located on Crown Reserve with Council acting as Crown Land Manager for the land in accordance with the *Crown Lands Management Act 2016*.

The clubhouse building was constructed by the club in 2013 at its own cost of \$7.2 million with Council providing a grant of \$750,000 towards the cost of the project.

The previous 20-year licence expired in 2023 with the club operating under short-term licences since this time.

At its meeting in December 2025, Council approved undertaking a section 47 public exhibition process of the intent to offer the North Bondi Surf Life Saving Club Incorporated a new 20-year lease over the premises.

This report summarises the feedback received through the public exhibition period.

3. Relevant Council Resolutions

Meeting and date	Item No.	Resolution
Council 9 December 2025	CM/7.24/25.12	That Council: <ol style="list-style-type: none"> 1. In accordance with section 47 of the <i>Local Government Act 1993</i>, publicly notifies and exhibits for 42 days: <ol style="list-style-type: none"> (a) The proposal to grant a lease of up to 20 years to the North Bondi Surf Lifesaving Club for the North Bondi Surf Life Saving Club building and Advanced Rescue Life Saving Facility. (b) The proposal to grant a licence of up to 20 years to the North Bondi Surf Lifesaving Club to use the forecourt in front of the club building for club events and fundraising activities. 2. Officers prepare a report to Council following the exhibition period.
Council 15 July 2025	CM/7.23/25.07	That Council defers this item to the August Council meeting.
Council 15 September 2020	CM/7.17/20.09	That Council: <ol style="list-style-type: none"> 1. Endorses the proposed Variation of Licence with the North Bondi Surf Life Saving Club to incorporate the newly constructed storage area known as the Advanced Response Lifesaving Facility. 2. Authorises the General Manager to finalise negotiations and execute the Variation of Licence.

4. Discussion

A public notice advertisement was placed in the Wentworth Courier, physical notices were installed on and around the building and letters containing the notice were hand delivered to residences located in the vicinity of the building.

The public exhibition was placed on Council's Have Your Say web page and the page was viewed 750 times, with 23 submissions being received.

The submissions were almost exclusively in support of granting the club a new 20-year lease. The submissions reinforced the long-standing use of the land as a surf life saving club, highlighted the long connection of the club to Waverley and the community benefit the club provides through its activities particularly the provision of volunteer lifesaving services at the beach.

One submission that made no comment as to whether they supported the award of a new lease and questioned if Council would be seeking to place limitations on the use of the forecourt by the club and whether Council would be seeking to enter profit share arrangements from the activation of the forecourt area.

The full submissions are attached to the report.

Given the long-standing connection between the club and Council and the historical use of the building location as a surf club, it is appropriate that Council enter direct negotiations over a new lease and licences with the club as a sitting lessee, in accordance with Council's Leasing and Licensing of Council Managed Land Policy.

Officers will seek to negotiate final terms of the new lease with the club with a view to executing a new lease as soon as practicable.

5. Financial Impact

Should a lease be approved by Council, the club would be required to pay the general Crown Land licence fee, which is currently \$642.

6. Risks/Issues

There are no risks associated with Council awarding the club a new lease over the existing club premises.

7. Attachments

1. Submissions [↓](#) .

Have Your Say Waverley

Please upload your submission or leave comment on the lease proposal below Results

Feb 19, 2026 - Mar 20, 2026

Project: Proposed lease - North Bondi Surf Life Saving Club, Section 47 Notice

Form: Please upload your submission or leave comment on the lease proposal below

Tool Type: Form

Activity ID: 1029

Exported: 2026-04-02 09:20:44

Exported By: JonathanRumore

Filter By: No filters applied.

Response No:
1

Contribution ID: 44242
Member ID: 16152
Date Submitted: Mar 20, 2026, 02:30 PM

Q1 Upload your submission here

File Upload

Q2 Provide your comments on the proposed lease below:

Long Text I fully support this, This is land the club has used for 120 years and they continue to offer so much to the community.

Response No:
2

Contribution ID: 44154
Member ID: 16252
Date Submitted: Mar 10, 2026, 12:58 PM

Q1 Upload your submission here

File Upload

Q2 Provide your comments on the proposed lease below:

Long Text

I am writing to express my strong support for the proposed lease to the North Bondi Surf Life Saving Club. As one of the cornerstone institutions of our community, NBSLSC plays an irreplaceable role in ensuring public safety, fostering youth development, and strengthening the social and cultural fabric of the Bondi area. The Club's operational effectiveness relies on having secure, long-term control over the facilities and areas that enable it to carry out its essential work. Granting the proposed lease, together with the explicit right for the Club to self-manage all areas defined within that lease, is critical to maintaining the high standard of lifesaving services and community programs on which locals and visitors depend.

Response No:
3

Contribution ID: **44134**
Member ID: **16247**
Date Submitted: **Mar 05, 2026, 06:28 PM**

Q1 Upload your submission here

File Upload

Q2 Provide your comments on the proposed lease below:

Long Text I absolutely support the lease for North Bondi SLSC, a pillar at the heart of the community.
See you on the beach!

Response No:
4

Contribution ID: 44125
Member ID: 16243
Date Submitted: Mar 05, 2026, 11:25 AM

Q1 Upload your submission here

File Upload

Q2 Provide your comments on the proposed lease below:

Long Text

I write in strong support of Waverley Council's proposal to grant a long-term lease to North Bondi Surf Life Saving Club for the club building and associated areas within Bondi Park Reserve.

North Bondi Surf Life Saving Club is a vital community institution that plays an essential role in beach safety, youth development, and community connection at one of Australia's most iconic beaches.

I have personally been a member of the club since I was 15 years old and am now 28. Over that time, the club has been an incredibly important part of my life. It provided me with the opportunity to give back to the community through volunteer patrols and lifesaving services, helping to keep locals and visitors safe in the water. It also allowed me to represent the club competitively at both state and national levels, which has been a rewarding experience.

Surf Life Saving Clubs are unique community organisations where volunteering, sport, and public service come together. North Bondi SLSC is no exception. The club provides training and development opportunities for young people, instils strong values of responsibility and teamwork, and creates pathways for members to contribute meaningfully to public safety.

The club is also deeply embedded in the local community. My father is a life member of North Bondi SLSC, and through him I grew up around the club and the people who dedicate countless hours to keeping the beach safe. For many families, the club spans generations and becomes an important part of their identity and connection to the Bondi community.

Beyond lifesaving operations, the club fosters lifelong friendships, mentorship, and a strong sense of belonging. It is a place where people from all walks of life come together with a shared purpose - protecting our coastline and supporting each other.

Granting a long-term lease will provide the club with the certainty it needs to continue operating effectively and planning for the future. Stability in tenure will allow the club to invest in facilities, training, and programs that support lifesaving operations and community engagement at North Bondi.

Given the critical public safety role that the club performs, along with its enormous social and community value, I strongly support Waverley Council granting the proposed lease.

North Bondi Surf Life Saving Club has served the community for generations, and it deserves the security and support needed to continue that work well into the future.

I fully endorse the proposed lease and encourage Council to proceed with its approval.

Ready aye ready,
[Redacted Signature]

Response No:
5

Contribution ID: **44123**
Member ID: **16242**
Date Submitted: **Mar 05, 2026, 08:43 AM**

Q1 Upload your submission here

File Upload

Q2 Provide your comments on the proposed lease below:

Long Text

I am for the lease for the North Bondi Surf club lease to be approved across all areas outlined. The club has been invaluable to the safety of Bondi Beach and is an institution in the area. A part from Saving lives in the summer, the volunteers of this surf club are a huge asset to the local waverly community and the club is a hub of activity for many locals and tourists to the Waverly area. I cant see any reason to not renew this lease.

Response No:
6

Contribution ID: 44122
Member ID: 16241
Date Submitted: Mar 05, 2026, 08:37 AM

Q1 Upload your submission here

File Upload https://haveyoursay.waverley.nsw.gov.au/download_file/8914

Q2 Provide your comments on the proposed lease below:

Long Text Please find attached my submission to support the 20 year lease.

Response No:
7

Contribution ID: **44121**
Member ID: **16240**
Date Submitted: **Mar 04, 2026, 10:17 PM**

Q1 Upload your submission here

File Upload

Q2 Provide your comments on the proposed lease below:

Long Text

Been a member for many years and an age manager for the last 5 years for nippers. My nipper age group is 65 boy - that's 65 immediate families and also their extended families which could equate to nearly 500 or more of those getting direct benefits from the club. Imperative to the community

Response No:
8

Contribution ID: 44120
Member ID: 10564
Date Submitted: Mar 04, 2026, 09:49 PM

Q1 Upload your submission here

File Upload

Q2 Provide your comments on the proposed lease below:

Long Text

As a 15-yr member of NBSLSC, I fully support offering a lease for renewing the site. May the lease be long and with few restrictions.

Response No:
9

Contribution ID: 44119
Member ID: 2278
Date Submitted: Mar 04, 2026, 09:38 PM

Q1 Upload your submission here

File Upload

Q2 Provide your comments on the proposed lease below:

Long Text Support this proposed lease as NBSLSC continues to enrich our community with all its involvement.

Response No:
10

Contribution ID: **44116**
Member ID: **5911**
Date Submitted: **Mar 04, 2026, 08:05 PM**

Q1 Upload your submission here

File Upload

Q2 Provide your comments on the proposed lease below:

Long Text

North Bondi Surf Life Saving Club is both an essential community service and a longstanding community participation model that serves both young and old residents of Bondi and the broader Waverley area. Their contribution to community starts with beach safety programs from the age of 6 which is not only invaluable to the safety of children living or enjoying our beautiful coast but further, develops long term values in young people of social cohesion and acceptance. This is further maintained through the ages of youth into teenage years and into adulthood building a strong sense of community, friendships and the ideal of giving back to the broader community. For these reasons alone, North Bondi Lifesaving Club deserves to have their lease renewed.

Response No:
11

Contribution ID: 44115
Member ID: 9543
Date Submitted: Mar 04, 2026, 05:58 PM

Q1 Upload your submission here

File Upload

Q2 Provide your comments on the proposed lease below:

Long Text Lease must for a term of 100 years. NBSLSC have saved more than 100,000 lives since inception in 1901. The club must continue for future centuries and be given a strong endorsement for another 100 years by Waverley Council

Response No:
12

Contribution ID: **44113**
Member ID: **16239**
Date Submitted: **Mar 04, 2026, 05:25 PM**

Q1 Upload your submission here

File Upload

Q2 Provide your comments on the proposed lease below:

Long Text

I am full support in the renewal of the lease of the NBSC, it is an incredible community and space for volunteers filling a key role keeping families, locals and foreigners safe on the beach.

Response No:
13

Contribution ID: 44111
Member ID: 16238
Date Submitted: Mar 04, 2026, 04:08 PM

Q1 Upload your submission here

File Upload

Q2 Provide your comments on the proposed lease below:

Long Text I endorse the proposed lease. The club and its members are essential to the Bondi community

Response No:
14

Contribution ID: 44110
Member ID: 16237
Date Submitted: Mar 04, 2026, 03:44 PM

Q1 Upload your submission here

File Upload

Q2 Provide your comments on the proposed lease below:

Long Text

The Club plays a vital role in the local community, providing essential surf lifesaving services that help ensure the safety of beach users in summer. Beyond this core responsibility, the Club serves as a central hub for sporting activity, training, and community engagement, bringing together members of all ages through surf sports, volunteer programs, and social events. The events of 14 December clearly demonstrated the Club's importance and readiness, with its members responding with bravery and skill when the community needed them most. Continued access to suitable premises through this lease will enable the Club to maintain and strengthen these critical services and its positive contribution to the community.

Response No:
15

Contribution ID: **44108**
Member ID: **10886**
Date Submitted: **Mar 04, 2026, 02:50 PM**

Q1 Upload your submission here

File Upload

Q2 Provide your comments on the proposed lease below:

Long Text

OMG of course this club is critical to not just Bondi but Australia - Why - Well let's start with how many lives are saved by the volunteers of this club each year, many of which are interstate or OS tourists. Add in the first aids applied every weekend. And finally, let's not forget the Bondi attack and how critical this building and the amazing members were to the safety of those impacted. This lease is the best investment ever.

Response No:
16

Contribution ID: 44107
Member ID: 16234
Date Submitted: Mar 04, 2026, 02:47 PM

Q1 Upload your submission here

File Upload

Q2 Provide your comments on the proposed lease below:

Long Text

I am writing as a member of North Bondi Surf Life Saving Club to strongly support the renewal of its lease. The Club plays an essential role in safeguarding the thousands of locals and visitors who use North Bondi each year. Our volunteer members contribute countless hours to patrols, rescues, first aid responses and water safety education, providing an invaluable public service that would otherwise fall to already stretched emergency services. The clubhouse is not simply a building — it is critical operational infrastructure that enables lifesaving activities and community programs to function effectively.

In the wake of the recent tragedy in Bondi, the importance of visible, trusted community institutions has never been clearer. Our members are not only lifesavers on the beach, but active contributors to community safety, resilience and connection more broadly. The Club provides reassurance, leadership and practical support during times of crisis, and fosters a strong culture of volunteerism and care within the local area. Renewing the lease will ensure this vital community asset continues to serve and protect the people of Bondi for generations to come.

Response No:
17

Contribution ID: **44106**
Member ID: **16235**
Date Submitted: **Mar 04, 2026, 02:42 PM**

Q1 Upload your submission here

File Upload https://haveyoursay.waverley.nsw.gov.au/download_file/8903

Q2 Provide your comments on the proposed lease below:

Long Text

Response No:
18

Contribution ID: 44105
Member ID: 10832
Date Submitted: Mar 04, 2026, 02:23 PM

Q1 Upload your submission here

File Upload

Q2 Provide your comments on the proposed lease below:

Long Text North Bondi Life Surf Life Saving club is a wonderful asset to the community and I fully support its lease renewal.

Response No:
19

Contribution ID: 44104
Member ID: 16233
Date Submitted: Mar 04, 2026, 02:13 PM

Q1 Upload your submission here

File Upload

Q2 Provide your comments on the proposed lease below:

Long Text

To Waverley Council,

I am writing on behalf of both my husband and I to express our strong support for the proposal to grant a long-term lease to North Bondi Surf Life Saving Club.

As local residents, members of the club community (both my husband and I are active NB Surf Lifesavers) and parents whose son will be starting Nippers this coming summer (and our daughter a few years after him), we see firsthand the immense value that North Bondi SLSC provides to both the local community and the broader public.

The club performs a critical public service through its volunteer lifesaving patrols, rescue services and safety education. Bondi is one of the most visited beaches in Australia, and the work of volunteer lifesavers is essential in keeping both residents and visitors safe. The dedication of these volunteers, who give their time to protect others, represents one of the most meaningful forms of community service.

Beyond beach safety, the club plays an incredibly important role in building community connection and developing young people. Programs such as Nippers help children learn water safety, resilience, teamwork and respect for the ocean. As parents about to introduce our young children to this program, we are deeply grateful for the opportunity it provides for children to grow up in a safe, supportive and community-minded environment.

North Bondi SLSC is also a gathering place for the local community - bringing together people of all ages and backgrounds through volunteering, sport and shared purpose. It is an institution that strengthens the social fabric of Waverley.

Providing the club with a long-term lease will give it the certainty needed to continue its vital work. Stability of tenure allows the club to plan responsibly for the future, maintain and improve its facilities and support the volunteers and programs that serve our community.

For these reasons, we strongly support the proposed lease and encourage Waverley Council to continue supporting the essential work of North Bondi Surf Life Saving Club.

Thank you for the opportunity to provide a submission.

Kindest,

[Redacted Signature]

Bondi Beach NSW 2026

Response No:
20

Contribution ID: 44103
Member ID: 123
Date Submitted: Mar 04, 2026, 02:09 PM

Q1 Upload your submission here

File Upload

Q2 Provide your comments on the proposed lease below:

Long Text

I fully support the lease renewal.
I believe that North Bondi Surf Life Saving Club and its members provide a valuable community service.

Response No:
21

Contribution ID: 44102
Member ID: 5498
Date Submitted: Mar 04, 2026, 02:04 PM

Q1 Upload your submission here

File Upload

Q2 Provide your comments on the proposed lease below:

Long Text

I am an active lifesaver at North Bondi SLSC so of course I support the renewal of the lease.

The club has high standing in the community in Bondi and beyond. Officials and members of the club take lifesaving very seriously and the club is a focal point of the beach community.

The club, officials, members and their activities make Waverley a better place to live and a safer place so please grant this important lease renewal.



Response No:
22

Contribution ID: 44101
Member ID: 2198
Date Submitted: Mar 04, 2026, 01:58 PM

Q1 Upload your submission here

File Upload

Q2 Provide your comments on the proposed lease below:

Long Text In support for the lease renewal for NBSLSC.

Response No:
23

Contribution ID: 43910
Member ID: 3835
Date Submitted: Feb 19, 2026, 12:11 PM

Q1 Upload your submission here

File Upload

Q2 Provide your comments on the proposed lease below:

Long Text

It would be good if you uploaded the Licence conditions proposed over the remaining areas (Areas B, C, E, F and G) particularly given how much commercial activation is applied to Area C. Are there any limitations, and/or is there any profit share in the use of that area?

To the General Manager, Waverley Council,

Re: Section 47 Notice – Proposed Lease to North Bondi Surf Life Saving Club Inc

I write in strong support of the proposed 20-year lease to North Bondi Surf Life Saving Club Inc over the premises at Campbell Parade, Ramsgate Avenue and Queen Elizabeth Drive, North Bondi.

North Bondi SLSC provides an essential and irreplaceable community service. Volunteer surf lifesavers protect beachgoers on one of Sydney's most popular and heavily used beaches every year, and the club's continued presence is fundamental to public safety in the area.

A 20-year lease provides the tenure security the Club needs to plan long-term, invest in facilities, recruit and train volunteers, and maintain the high standard of patrolling services the community relies upon. Without secure occupancy, the Club's capacity to operate effectively would be undermined.

North Bondi SLSC also contributes significantly to community life beyond lifesaving — through youth development programs, nippers, and as a gathering place for locals and visitors alike. Granting this lease is a sound and responsible use of community land that serves the public interest.

[REDACTED]

[REDACTED]

Darlinghurst
2010

Submission in Support of Proposed Lease - North Bondi Surf Life Saving Club Inc

To the General Manager and Councillors of Waverley Council,

I write in strong support of the proposed twenty (20) year lease to North Bondi Surf Life Saving Club Inc in respect of the Club premises and associated land at Campbell Parade, Ramsgate Avenue and Queen Elizabeth Drive, North Bondi.

I have been an active volunteer member of North Bondi Surf Life Saving Club for seven years. During this time, I have seen firsthand the vital role the Club plays not only in surf lifesaving operations, but in fostering community connection, youth development, public safety education and local engagement.

The Club's presence on Bondi Park Reserve is fundamental to its ability to carry out its core purpose: protecting the lives of beachgoers. North Bondi is one of Australia's most iconic and heavily visited beaches. The operational demands placed on volunteer lifesavers are significant and ongoing. A secure, long-term lease provides the stability required to maintain lifesaving equipment, training programs, patrol operations, storage facilities and emergency response readiness at the highest standard.

Beyond frontline lifesaving, the Club provides:


- Structured training and development pathways for youth and senior members
- Community education in water safety and first aid
- Inclusive volunteer opportunities that strengthen social cohesion
- A safe and supportive environment for members of all ages

A 20-year lease will allow the Club to responsibly plan for the future, invest in its facilities, and continue serving the local and broader Sydney community with certainty and confidence.

As a long-standing volunteer, I can personally attest to the professionalism, dedication and integrity of the Club's members. The proposed lease will ensure that this essential community institution can continue to operate effectively and sustainably for decades to come.

I respectfully urge Council to proceed with granting the proposed lease.

Yours sincerely,


Member, North Bondi Surf Life Saving Club

5 March 2026

REPORT

CM/6.21/26.04



Subject: Tender Evaluation - Bondi Golf and Diggers Club Project - Head Contractor

TRIM No: SF26/1552

Manager: Rodhan Haughton, Executive Manager, Major Projects

Director: Sharon Cassidy, Director, Assets and Operations

RECOMMENDATION:

That Council:

1. Treats the tender evaluation attached to the report as confidential in accordance with section 11(3) of the *Local Government Act 1993*, as it relates to a matter specified in section 10A(2)(d)(i) of the *Local Government Act 1993*. The tender evaluation contains commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person(s) who supplied it.
2. Under section 178(1)(a) of the *Local Government (General) Regulation 2021*, accepts the preferred tenderer [NAME TO BE INSERTED BY COUNCIL AT THE MEETING] for the supply of the head contractor services for the Bondi Golf and Diggers Club Project for the sum of \$[TO BE INSERTED BY COUNCIL AT THE MEETING] (excluding GST).
3. Authorises the General Manager or delegate to enter into contract on behalf of Council with the preferred tenderer.
4. Notifies unsuccessful tenderers of the decision in accordance with section 179 of the *Local Government (General) Regulation 2021*.

1. Executive Summary

The purpose of this report is to seek Council's approval of the Tender Evaluation Panel's (TEP) recommendation to appoint the preferred tenderer for the head contractor services to complete the Bondi Golf and Diggers Club Project, and for the contract to be executed under delegation.

2. Description of Service or Product being Tendered

The Bondi Golf and Diggers Club is a coastal recreational facility located at North Bondi, New South Wales. The site comprises a nine-hole golf course situated on a clifftop setting overlooking the Pacific Ocean, together with a clubhouse providing hospitality, community and ancillary facilities.

In 2024, a structural engineering company was engaged to provide structural consultancy services including conducting site inspections, providing a condition assessment report and detailed scope of works and methodology to complete the remedial works required.

The report identified areas that required immediate attention, particularly the roof, eaves and gutters. There is also a window lintel that has failed and subsequently the brickwork above it has failed.

The scope of this project includes a priority list of remediation works to address the water ingress issues and masonry cracking.

3. Scope of Tender

The successful contractor will be engaged as the head contractor for the works and will be responsible for engaging all necessary subcontractors to meet the project principles and scope of works.

The scope of works involves:

- Assessment of the existing condition of the Bondi Golf and Diggers Club.
- Replacement of damaged ceiling tiles.
- Rectification cracking on the western and southeast side of the façade.
- Remove redundant services on the roof and patch penetrations.
- Repair or replace (where necessary) damaged gutters, eaves and downpipes.
- Rectification of damaged ceilings in the male and female toilets.
- Replacement of damaged roof tiles (provisional sum).
- Replacement of damaged roof sarking (provisional sum).
- Rectification of window timber frames (provisional sum).
- Making good of any general works areas utilised for storage/compounding purposes.

4. Reason for Tender

An open request for tender offered the best opportunity to test the market for a building remediation project of this nature and scale.

5. Relevant Council Resolutions

Nil.

6. Discussion

Invitation to tender

A Tender Evaluation Panel (TEP) was established to evaluate the tenders. The Panel consisted of:

- Richard Zhu – Project Officer, Major Projects
- Brett McAlpin – Project Manager, Major Projects
- John Andrews – Property Manager, Property and Facilities

A Request for Tender (RFT) Evaluation and Probity Plan was developed and approved by the Panel on 24 February 2026.

Tenders were called on 23 January 2026. Advertisements for the tender were placed in the Vendor Panel on 23 January 2026.

Tenders closed on 20 February 2026 at 2 pm.

The Panel used the RFT Evaluation and Probity Plan to determine which tenders offered the best value for money.

Tenders received

The following tenders were received:

- Antt Construction Pty Ltd.
- Citibuild Design Group Pty Ltd.
- Progroup Management Pty Ltd.
- The Trustee for Dreis Family Trust.
- Trade Wind Pty Ltd.

Late tenders

Nil.

Non-conforming tenders

The following tenders were determined to be non-conforming:

- Antt Construction Pty Ltd – This tender was deemed to be non-conforming because the submission failed to meet the mandatory criteria of providing financial and commercial trading integrity including insurances and completing all returnable schedules.
- Citibuild Design Group Pty Ltd – This tender was deemed to be non-conforming because the submission failed to meet the mandatory criteria of providing financial and commercial trading integrity including insurances and completing all returnable schedules.
- The Trustee for Dreis Family Trust – This tender was deemed to be non-conforming because the submission failed to meet the mandatory criteria of providing financial and commercial trading integrity including insurances and completing all returnable schedules. Clarification was sought for this information to be provided which is discussed below in the ‘post-tender contact’ section.

It should be noted that even though these submissions were deemed non-conforming, they were still provided with a technical and commercial evaluation score to allow the chair of the TEP to provide credible and constructive feedback should a tender briefing be requested by those companies.

Alternative tenders

Nil.

Tender evaluation

The following the two tenders met the mandatory requirements (refer to the ‘post-tender contact’ section for further details):

- Progroup Management Pty Ltd.
- Trade Wind Pty Ltd.

Tenders were evaluated in accordance with the *Local Government Act 1993*, the *Local Government (General) Regulation 2021*, Council's Procurement Procedure, the Office of Local Government's Tendering Guidelines for NSW Local Government and the RFT Evaluation and Probity Plan.

The Panel agreed on the following advertised selection criteria:

- Lump sum price.
- Demonstrated experience and past performance on similar projects.
- Key personnel, qualifications, skills and experience.
- Understanding of the requirement and proposed methodology.
- Proposed program.
- Environmental and social sustainability.

Tenders were given a score on each of the evaluation criteria and ranked in accordance with their scores. Final scores and rankings are shown in the confidential tender evaluation attached to the report.

Post-tender contact

Following the tender evaluation meeting, the TEP sought clarifications from Progroup Management Pty Ltd, the Trustee for Dreis Family Trust and Trade Wind Pty Ltd. The details of the clarification sought are provided below.

Progroup Management Pty Ltd

Council sought clarifications on 5 March and 12 March 2026 on the following matters:

- Additional supporting information for financial assessment.
- Confirmation of the terms of the draft contract.
- Confirmation of the updated scope of works indicated in the tender addendums.
- Confirmation of the remediation of roof works being considered as the provisional sums.

The responses with additional information were provided by Progroup Management Pty Ltd on 9 March and 13 March 2026 and accepted by the Evaluation Panel.

The Trustee for Dreis Family Trust

Council sought clarifications on 5 March, 12 March and 23 March 2026 on the following matters:

- Additional supporting information for required insurances.
- Confirmation of the terms of the draft contract.
- Confirmation of the updated scope of works indicated in the tender addendums.
- Confirmation of the remediation of roof works being considered as the provisional sums.

The responses with sufficient information were not provided by the Trustee for Dreis Family Trust, resulting in the failure of meeting mandatory criteria of providing financial & commercial trading integrity including insurances and completing all returnable schedules, therefore, the submission was deemed non-conforming.

Trade Wind Pty Ltd

Council sought clarification from Trade Wind Pty Ltd on 5 March 2026 on the following matters:

- Additional supporting information for required insurances.
- Confirmation of the updated scope of works indicated in the tender addendums.
- Confirmation of the remediation of roof works being considered as the provisional sums.

The responses with additional information were provided by Trade Wind Pty Ltd on 10 March 2026 and accepted by the Evaluation Panel.

Tender Evaluation Panel's recommendation

Following evaluation of the conforming tenders, the Tender Evaluation Panel recommends that the preferred tenderer provides the best value to Council because of the following evaluation result:

- Complied with mandatory criteria.
- Placed first on lump sum price.
- Scored well on all technical criteria.
- Placed first on overall scoring.

7. Financial Impact

The budget for the head contractor service for Bondi Golf and Diggers Club is from SAMP Community Centres and Halls across financial years 2025-26 and 2026-27.

The preferred tenderer's price is included in the confidential tender evaluation attached to the report.

The total budget allocation is currently \$400,000 excluding GST across both financial years. There is sufficient budget to proceed with all lump sum components of the project scope. Through the management of the provisional sums declared in the preferred tenderers submission, there is sufficient funds to execute the contract. Provisional sums will only be activated where within the allocated budget.

8. Risks/Issues

The work is being undertaken in and round the Bondi Golf and Diggers Club, which could impact their day-to-day operations. To minimise this impact, the project team will implement the followings:

- Provide the club with at least three weeks' notice of the works commencing.
- It was declared at tender that each contractor would be required to minimise the impact on the club's day-to-day operations while undertaking the works. This will be done through strategic sequencing of works based on direct consultation with the club and an understanding of their busier times of operation.
- Project team to maintain regular two-way communication with the manager of the club with any adjustments necessary to minimise the impact of the works implemented immediately.

9. Attachments

1. Tender evaluation (confidential) .

REPORT
CM/6.22/26.04

Subject: Tender Evaluation - SSROC Panel - Digitisation, Storage and Destruction of Council Records and Associated Services

TRIM No: SF17/2878

Manager: Teena Su, Executive Manager, Finance

Director: Tara Czinner, Director, Corporate Services

RECOMMENDATION:

That Council:

1. Treats the tender evaluation attached to the report as confidential in accordance with section 11(3) of the *Local Government Act 1993*, as it relates to a matter specified in section 10A(2)(d)(i) of the *Local Government Act 1993*. The tender evaluation contains commercial information of a confidential nature that would, if disclosed, prejudice the commercial position of the person(s) who supplied it.
2. Under section 178(1)(a) of the *Local Government (General) Regulation 2021*, accepts the following SSROC-approved supplier panel for the supply of digitisation, storage and destruction services for Council records and associated services for three years with two two-year options at the discretion of SSROC and Council:
 - (a) Category 1 – Digitisation:
 - (i) Fujifilm Data Management Solutions Australia Pty Ltd.
 - (ii) Grace Records Management (Australia) Pty Ltd.
 - (iii) The Information Management Group Pty Ltd.
 - (iv) ZircoDATA Pty Ltd.
 - (b) Category 2 – Scan-on-demand:
 - (i) Fujifilm Data Management Solutions Australia Pty Ltd.
 - (ii) Grace Records Management (Australia) Pty Ltd.
 - (iii) The Information Management Group Pty Ltd.
 - (iv) ZircoDATA Pty Ltd.
 - (c) Category 3 – Secure storage:
 - (i) Government Records Repository.

- (ii) Grace Records Management (Australia) Pty Ltd.
 - (iii) The Information Management Group Pty Ltd.
 - (iv) ZircoDATA Pty Ltd.
- (d) Category 4 – Secure destruction:
- (i) Grace Records Management (Australia) Pty Ltd.
 - (ii) Shred-X Pty Ltd.
 - (iii) ZircoDATA Pty Ltd.
- (e) Category 5 – Document conservation:
- (i) Government Records Repository.
 - (ii) Record Partners Pty Ltd.
 - (iii) The Information Management Group Pty Ltd.
- (f) Category 6 – Digital mailroom:
- (i) Fujifilm Data Management Solutions Australia Pty Ltd.
 - (ii) Grace Records Management (Australia) Pty Ltd.
 - (iii) The Information Management Group Pty Ltd.
- (g) Category 7 – Consultation and strategy:
- (i) Fujifilm Data Management Solutions Australia Pty Ltd.
 - (ii) Grace Records Management (Australia) Pty Ltd.
 - (iii) Record Partners Pty Ltd.
 - (iv) The Information Management Group Pty Ltd.
3. Notes that SSROC will notify unsuccessful tenderers of the decision in accordance with section 179 of the Local Government (General) Regulation 2021.

1. Executive Summary

The purpose of this report is to recommend the outcome of the invitation to tender process conducted in accordance with the Tender Evaluation and Probity Plan for digitisation, storage and destruction of council records and associated services.

The digitisation, storage and destruction of Council records and associated services panel will enable councils to engage vetted, qualified and experienced suppliers under their respective Procurement Policies for the duration of the agreement.

The tender process was conducted in compliance with the *Local Government Act 1993* and *Local Government (General) Regulation 2021*.

2. Scope of Tender

Through this aggregated procurement process, Councils will gain access to highly qualified and well-established Panel of Suppliers for the delivery of the specified Information and Records Management services ensuring consistency, capability, quality, and safe and secure handling of records. Tenderers were invited to make a submission for one or more of the following categories:

- Category 1 – Digitisation of council records.
- Category 2 – Scan-on demand services.
- Category 3 – Secure off-site storage.
- Category 4 – Secure destruction of physical records.
- Category 5 – Conservation of archived records.
- Category 6 – Digital mailroom services.
- Category 7 – Consulting and strategy development.

3. Reason for Tender

The establishment of this panel contract is expected to deliver the following benefits:

- Secure, timely and on-demand access to digitised records, enabling faster response times improved customer services and reducing administrative burden.
- Professional conservation, careful handling, and compliant digitisation of valuable and historical records, ensuring long-term integrity, safety, and accessibility.
- Reduced reliance on physical storage and labour-intensive processes through digitisation, digital mailroom services, and streamlined records handling workflows.
- Digitised records that are fully searchable, indexed, and integrated with Council systems, improving discoverability, retrieval accuracy, and user experience.
- Flexible adoption pathways for councils, with full options for full conversion, staged digitisation, day-forward models, backlog processing or business unit-specific solutions.
- Legislative tendering compliance across all records-related service categories including secure off-site storage, secure destruction, digital mailroom services and consulting.
- Alignment with the NSW *State Records Act*, privacy legislation, and relevant standards, ensuring that digitisation, transport, storage, destruction, and data handling processes meet mandatory compliant obligations.
- Suppliers contribute to social procurement goals including fair work practices, inclusive employment and training opportunities, and support for diversity and equality.
- Best-value procurement as councils benefit from cost-effective, high-quality, and innovative information and record management services that balance compliance, flexibility, and long-term operational savings.

4. Relevant Council Resolutions

Nil.

5. Discussion

Invitation to tender

A Tender Evaluation Panel was established to evaluate the tenders. The Panel consisted of:

- Amal Kemp – SSROC Strategic Procurement Specialist (Panel Chair, non-voting member).
- Mathew Hayes – Waverley, Manager Information Services (voting member).
- Naveed Hasmi – Sutherland Shire, Project Manager IM&T (voting member).
- Anthony Iacovella – Burwood, Records Projects Manager (voting member).
- David Edwards – City of Canada Bay, Information and Data Governance Manager (technical expert, non-voting member).

An RFT Evaluation and Probity Plan was developed and approved by the Panel prior to the assessment of tenders. The criteria without the weightings were listed in the RFT document.

The request for tender was advertised by Burwood Council as the host council on VendorPanel on 23 September 2025, and the tender closed on 22 October 2025.

The Panel used the RFT Evaluation and Probity Plan to determine which tenders offered the best value for money.

Tenders received

The following tenders were received:

- Manford Records Management Pty Ltd trading as Compu-Stor.
- Datacom Information Systems Pty Ltd.
- Fujifilm Data Management Solutions Australia Pty Ltd.
- Futuristic Digital Pty Ltd.
- Australian Data Storage Pty Ltd trading as GMS Digital.
- Government Records Repository (State Government Statutory Authority).
- Grace Records Management (Australia) Pty Ltd.
- Iron Mountain Australia Group Pty Limited.
- Law In Order Pty Ltd.
- Record Partners Pty Ltd.
- Shred-X Pty Ltd.
- The Information Management Group Pty Ltd.
- ZircoDATA Pty Ltd.

Late tenders

Nil.

Non-conforming tenders

The following tenders were determined to be non-conforming:

- Datacom Information Systems Pty Ltd. This tender was deemed to be non-conforming because it did not include price. Clarification was made to the tenderer to confirm that this was not an upload error. The tenderer's reply was insistence to negotiate price with the individual councils. The submission was marked as non-conforming and set aside.

Alternative tenders

Nil.

Tender evaluation

The following 12 tenders met the mandatory requirements and proceeded to detailed evaluation:

- Manford Records Management Pty Ltd trading as Compu-Stor.
- Fujifilm Data Management Solutions Australia Pty Ltd.
- Futuristic Digital Pty Ltd.
- Australian Data Storage Pty Ltd trading as GMS Digital.
- Government Records Repository (State Government Statutory Authority).
- Grace Records Management (Australia) Pty Ltd.
- Iron Mountain Australia Group Pty Limited.
- Law In Order Pty Ltd.
- Record Partners Pty Ltd.
- Shred-X Pty Ltd.
- The Information Management Group Pty Ltd.
- ZircoDATA Pty Ltd.

Conforming tenders were evaluated in accordance with the *Local Government Act 1993*, the *Local Government (General) Regulation 2021*, Council's Procurement Procedure, the Office of Local Government's Tendering Guidelines for NSW Local Government and the RFT Evaluation and Probity Plan.

The Panel agreed on the following advertised selection criteria:

- Conformity with tender submission requirements.
- Cybersecurity licences.
- Demonstrated compliance with legislation.
- Insurances.
- References.
- Work health and safety (WHS) and environmental, social and governance (ESG) compliances.
- Capability.
- Experience, company profile and personnel.
- Service delivery model & methodology.
- Project management and support.
- Tendered schedule of rates.

Tenders were given a score on each of the evaluation criteria and ranked in accordance with their scores. Final scores and rankings are shown in the confidential tender evaluation attached to the report.

Tender Evaluation Panel's recommendation

Following evaluation of the tenders, the Tender Evaluation Panel recommends that the preferred tenderers provide the best value to Council because:

- Preferred tenderer 1 – Tenderer provides a mature, secure and high-capacity digitisation and scan-on-demand service with strong quality assurance, reliable custody controls and proven council performance, representing a stable and compliant end-to-end solution aligned to all RFT requirements. Tender demonstrated strong operational capability, and proven delivery of closely related services including digitisation and scan-on-demand. Tender demonstrates strong consulting capability across information governance, records management strategy, metadata design, and organisational information-management uplift.

- Preferred tenderer 2 – Tenderer offers a highly capable, secure and scalable digitisation and scan-on-demand service, underpinned by strong accreditation, backed by major government project experience, strong QA controls and a robust cybersecurity framework. Tender proposes a robust, scalable digital mailroom with AI-assisted capture/classification, encrypted delivery and complete auditability. The model aligns to council routing rules and is supported by enterprise-grade references. The Panel noted that the Tenderer’s consulting response, although excellent, is highly process-driven and while technically strong and methodologically mature, the submission was not strong in a deep understanding of the legislative and governance challenges faced by councils with low records-management maturity, limited internal resources, or without a dedicated information-management function.
- Preferred tenderer 3 – Tenderer delivers a secure, standards-aligned digitisation and scan-on-demand service with strong QA, rigorous chain-of-custody processes and reliable council references, offering a well-controlled and compliant solution for these categories. The Panel determined that the tenderer’s storage service aligns with the NSW Standard on physical storage, providing climate-controlled facilities, controlled access, and barcode-based custody with Total Recall. The methodology sets out regular audits, destruction-eligibility reporting, and defined response times, supported by relevant Council references. Tenderer operates a certified destruction service with robust custody controls (barcoded bins, GPS tracking, witnessed/CCTV-recorded shredding) and automated certification through Total Recall.
- Preferred tenderer 4 – Tenderer provides a secure, compliant and well-governed digitisation and scan-on-demand service, underpinned by certified quality systems, strong chain-of-custody via Coalesce, and a proven delivery record with multiple NSW councils. Tenderer offers a secure and well-governed storage service consistent with NSW State Records’ Physical Storage Standard. Their extensive certifications and demonstrated capability across multiple Councils provide strong confidence in their ability to manage, track and safeguard Council records throughout their lifecycle. A structured conservation service incorporating specialist handling, controlled environments, archival-grade materials, and detailed procedures and workflow for stabilisation, repair, encapsulation and deacidification. Tender demonstrates a capable and scalable digital mailroom solution incorporating OCR-driven capture, automated classification, exception handling, and secure encrypted delivery workflows aligned with ISO 27001. Tenderer provides a multi-layered consulting capability covering advisory, strategic planning, metadata and information architecture, sentencing, governance reviews, and business case development, supported by qualified personnel with significant experience in government digitisation and information management.
- Preferred tenderer 5 – Statutory NSW Government body operating under the *State Records Act 1998* and *Museums of History NSW Act 2022*, reducing regulatory and compliance risk. Secure chain-of-custody processes supported by controlled transport, barcode tracking, and audited records management systems. Climate-controlled, purpose-built storage facilities mitigate risks associated with deterioration, environmental damage, and loss of archival records. As the NSW Government regulatory authority for State records through Museums of History NSW, the Tenderer remains the legislated body empowered to provide advice on archival obligations, and councils may still need to engage with Government Records Repository for mandatory regulatory functions.
- Preferred tenderer 6 – Tender demonstrated a highly mature and fully compliant destruction capability underpinned by national NAID AAA certification with PSPF endorsement, extensive ISO accreditation, and a robust, end-to-end chain-of-custody framework.

- Preferred tenderer 7 – Tender clearly demonstrated a strong, specialised and scalable capability for conservation work with a highly capable partnership model utilising the expertise of Steamatic’s IICRC-certified conservation and remediation specialists. Tender demonstrated clear strategic maturity, strong governance and relevant sector experience, and is suitable for panel appointment for this category.

6. Financial Impact

This is a schedule of rates panel contract, so there is no financial commitment to proceed with the panel suppliers.

It is advantageous to use SSROC panel contracts for better value and to save time in the supplier selection process.

7. Attachments

1. Tender evaluation (confidential) .

NOTICE OF MOTION CM/7.1/26.04



Subject: Microplastic Pollution

TRIM No: A21/0318

Submitted by: Councillor Fabiano

MOTION:

That Council:

1. Notes growing scientific concern regarding microplastic pollution and its impacts on marine ecosystems and potential human health.
2. Notes findings from the Australian Microplastic Assessment Project indicating increasing levels of microplastics in NSW coastal waterways, including the identification of Bondi Beach as a microplastic hotspot.
3. Recognises the role local governments can play in reducing microplastic pollution through stormwater management, procurement practices, environmental monitoring and community education.
4. Officers prepare a report to Council outlining opportunities for Council to reduce stormwater pollution and microplastic pollution, including consideration of:
 - (a) Opportunities to improve stormwater filtration systems, including the role of additional gross pollutant traps and stormwater quality improvement devices to improve water quality and reduce microplastics at our beaches and waterways.
 - (b) Measures to minimise the escape of expanded waste, including polystyrene and plastic debris into the environment.
 - (c) Opportunities to strengthen compliance and education regarding construction site waste management and plastic containment.
 - (d) Community education initiatives to reduce microplastic pollution.
 - (e) Opportunities to improve monitoring and reporting of microplastics in local waterways, including partnerships with research organisations such as the Australia Microplastic Assessment Project.
 - (f) Implementation costs, feasibility and potential partnerships with the community and other stakeholders

Background

Waverley's stormwater system ends up at our beaches, Sydney Harbour and in Centennial Parklands. Stormwater pollution, including that from microplastics, is an ongoing environmental concern. The persistence of microplastics in the environment and potential impacts on marine ecosystems and

human health are key issues. They originate from various sources, including the breakdown of plastic litter, expanded polystyrene packaging, synthetic textiles, industrial plastic pellets, construction site debris, and rubber crumb used in synthetic sports fields.

Recent monitoring by the Australian Microplastic Assessment Project revealed a significant rise in microplastics in Sydney's coastal waterways. Average quantities on metropolitan shorelines have increased roughly threefold in recent years.

The study also pinpointed Bondi Beach as a hotspot, underscoring the local significance of this issue.

Local governments can significantly address stormwater pollution and microplastic pollution through stormwater management, environmental monitoring, construction site compliance, procurement practices, and community education.

As the coastal authority for Bondi Beach and surrounding waterways, Council is well-positioned to consider practical measures to reduce microplastic pollution within its jurisdiction.

General Manager's comment

Should Council support this motion, the report will be prepared for Council's consideration.

Sharon Cassidy
Director, Planning, Sustainability and Compliance

NOTICE OF MOTION

CM/7.2/26.04



Subject: Code of Meeting Practice - Attendance by Councillors at Meetings by Audio-Visual Link

TRIM No: SF26/1841

Submitted by: Councillor Townsend

MOTION:

That Council:

1. Notes that:
 - (a) The new Model Code of Meeting Practice that came into effect in 2026 prohibits Councillors from attending Council meetings or Council Committee meetings via audio-visual link other than for reasons of ill-health, other medical reasons or because of unforeseen caring responsibilities.
 - (b) At its meeting on 28 March 2026, the NSW Branch of the Australian Local Government Women's Association (ALGWA) passed the following motion:

'To extend the allowable reasons for AV attendance at council meetings to include professional commitments, personal hardship, necessary travel and breastfeeding—noting that the current very restricted allowable reasons act as a barrier to female participation.'
 - (c) On 1 April 2026, the Prime Minister declared a national fuel crisis.
2. Endorses the motion passed by ALGWA on 28 March 2026.
3. Notes the further hardship this new ban has created for rural and regional councillors, particularly in light of the national fuel crisis.
4. Calls on the NSW Government to urgently review the allowable reasons for attending Council meetings and Council Committee meetings via audio-visual link:
5. Writes to the following stakeholders informing them of this motion:
 - (a) Minister for Local Government – the Hon Ron Hoenig MP.
 - (b) Shadow Minister for Local Government – the Hon Tim James MP.
 - (c) Minister for Women – the Hon Jodie Harrison MP.
 - (d) Shadow Minister for Women – the Hon Melissa McIntosh MP.
 - (e) Local Government NSW.

- (f) The NSW Branch of the Australian Local Government Women's Association.
- (g) The Country Mayors Association.

Background

A new Code of Meeting Practice for all Councils in NSW came into effect in 2026. Among other changes, it prohibited the commonly used practice of attending meetings via audio-visual link unless for certain limited reasons.

At its meeting on 28 March 2026, the NSW Branch of the Australian Local Government Women's Association (ALGWA) passed the following motion, which was moved by Cr Westwood of Waverley Council and seconded by Cr Wilks of Inverell Shire Council:

To extend the allowable reasons for AV attendance at council meetings to include professional commitments, personal hardship, necessary travel and breastfeeding—noting that the current very restricted allowable reasons act as a barrier to female participation.

All Councillors have many other commitments, both professional and personal. This applies particularly to female councillors, who shoulder many familial and foreseeable caring responsibilities. While many regional councils are geographically vast and councillors are dispersed across them, sometimes hundreds of kilometres apart.

On 1 April 2026, the Prime Minister declared a national fuel crisis.

An urgent review of the allowable reasons for attending council and council committee meetings by AV link is therefore needed.

General Manager's comment

If resolved by Council, officers will prepare the letters.

Tara Czinner
Director, Corporate Services

NOTICE OF MOTION
CM/7.3/26.04**Subject:** Automated External Defibrillators (AEDs)**TRIM No:** A26/0591**Submitted by:** Councillor Frazer

MOTION:

That Council:

1. Notes the important role that automated external defibrillators (AEDs) can play in improving survival rates from incidents of cardiac arrest.
2. Notes that Council has 13 AED units installed across its public buildings and two units externally accessible in parks.
3. Investigates additional park locations within the local government area where AED units could be installed to expand coverage.
4. Officers prepare a report to Council on the outcome of the investigation.

Background

An automated external defibrillator (AED) is a portable, life-saving device used to treat sudden cardiac arrest by analysing heart rhythm and delivering an electric shock if needed. Designed for public use with simple, step-by-step instructions, they improve survival rates significantly.

Council has installed 13 units across its public buildings and two externally accessible units located in Waverley Park adjacent to the sports courts and Bronte Park adjacent to the ocean pool.

There may be the opportunity to install additional AEDs in other parks and reserves that experience high visitation, that are used for active recreation.

It is recommended that officers undertake an investigation to identify any additional parks where the installation of AED units may be warranted and a report be brought back to Council in relation to location, costs, timeline and any other relevant matters such as risk of vandalism.

General Manager's comment

Should Council support this motion, the report will be prepared for Council's consideration.

Sharon Cassidy
Director, Assets and Operations

NOTICE OF MOTION CM/7.4/26.04



Subject: Footpath Rectification Works - Bondi Junction
Commercial Area

TRIM No: A26/0592

Submitted by: Councillor Nemesh
Councillor Westwood
Councillor Townsend

MOTION:

That Council:

1. Notes the outstanding footpath rectification works around Club Bondi Junction in Ebley Street and Bronte Road required as part of a condition of development consent.
2. Notes that Council officers are currently in the design phase for the works, with design scheduled to be completed by June 2026 and construction to commence in Q1 2026–2027.
3. Notes the outstanding footpath rectification works in Oxford Street between Bondi Road and Adelaide Street, Bondi Junction.
4. Officers consider expediting these works as part of the 2026–2027 Capital Works program.

Background

The public domain around Club Bondi Junction on Ebley Street, Bronte Road and Grey Street is currently in detail design phase with construction scheduled and budgeted for next financial year. Works are planned to begin in Q1, July to September 2026.

The footpath area in Oxford Street (north Side) between Adelaide Street and Bondi Road is currently in temporary asphalt. The footpath area is more than 6 m wide due to land dedications from the developers of the adjoining mixed-use buildings. The intention is to widen Oxford Street by 3 m adding an additional traffic lane to improve traffic and bus operations inbound to Bondi Junction.

The associated cost to undertake these works have previously been estimated at over \$2 million due to utility service adjustments that would be necessary. For the project to go ahead the state government would need to support the project with significant grant funding. Concept designs have already been developed by Council. Given the complexity of this project and unknown timelines officers will assess current condition of the asphalt footpath and undertake necessary patching to reduce trip hazards and improve visual appearance. Officers will present the Concept designs to Transport for NSW for their consideration and response to begin discussions/negotiations for the road widening project.

General Manager's comment

Should Council support this motion the report, officers will consider the project in the 2026-27 detailed Capital Works Program.

Shane Smith
Acting Director, Assets and Operations

URGENT BUSINESS
CM/9/26.04

Subject: Urgent Business

Author: Emily Scott, General Manager

WAVERLEY
COUNCIL

In accordance with clauses 9.1-9.6 of the Waverley Code of Meeting Practice, business may be considered at a meeting at which all councillors are present, even though due notice of the business has not been given to councillors.

However, this can happen only if the meeting resolves to deal with the business on the grounds that it is urgent and requires a decision by Council before the next scheduled ordinary Council meeting. The resolution must state the reasons for the urgency.

Such a motion can be moved without notice.

Only the mover of the motion and the chairperson can speak to the motion before it is put.

A motion to have urgent business transacted at the meeting requires a seconder.

The mover of the motion must, when speaking to the motion, explain why he or she believes it requires a decision by Council before the next scheduled ordinary Council meeting.

If all councillors are not present at the meeting, the chairperson must also rule that the business is urgent and requires a decision by the council before the next scheduled ordinary meeting.

CLOSED SESSION

CM/10/26.04



Subject: Moving into Closed Session

Author: Emily Scott, General Manager

WAVERLEY
COUNCIL

RECOMMENDATION:

That:

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

CM/10.1/26.04 CONFIDENTIAL REPORT - 1 Bondi Road, Bondi Junction - Lease

This matter is considered to be confidential in accordance with Section 10A(2)(c) of the *Local Government Act*, and the Council is satisfied that discussion of the matter in an open meeting would, on balance, be contrary to the public interest as it deals with information that would, if disclosed, confer a commercial advantage on a person with whom Council is conducting (or proposes to conduct) business.

CM/10.2/26.04 CONFIDENTIAL REPORT – Royal Commission on Antisemitism and Social Cohesion

At the time of issuing the agenda, this report was not available. It will be issued to Councillors under separate confidential cover before the meeting.

2. Pursuant to section 10A(1), 10(2) and 10A(3) of the *Local Government Act*, the media and public be excluded from the meeting on the basis that the business to be considered is classified as confidential under section 10A(2) of the *Local Government Act*.
3. The correspondence and reports relevant to the subject business be withheld from the media and public as provided by section 11(2) of the *Local Government Act*.

Introduction/Background

In accordance with section 10A(2) of the Act, Council may close part of its meeting to deal with business of the following kind:

- (a) Personnel matters concerning particular individuals (other than councillors).
- (b) Personal hardship of any resident or ratepayer.
- (c) Information that would, if disclosed, confer a commercial advantage on a person with whom Council is conducting (or proposes to conduct) business.
- (d) Commercial information of a confidential nature that would, if disclosed:
 - (i) Prejudice the commercial position of a person who supplied it: or
 - (ii) Confer a commercial advantage on a competitor of Council;
 - (iii) Reveal a trade secret.
- (e) Information that would, if disclosed, prejudice the maintenance of law.
- (f) Matters affecting the security of Council, Councillors, Council staff and Council property.

- (g) Advice concerning litigation, or advice that would otherwise be privileged from production in legal proceedings on the grounds of legal professional privilege.
- (h) Information concerning the nature and location of a place or an item of Aboriginal significance on community land.
- (i) Alleged contraventions of any Code of Conduct requirements applicable under section 440.

It is my opinion that the business listed in the recommendation is of a kind referred to in section 10A(2) of the *Local Government Act 1993* and, under the provisions of the Act and the *Local Government (General) Regulation 2021*, should be dealt with in a part of the meeting that is closed to members of the public and the media.

Pursuant to section 10A(4) of the Act and clauses 14.9–14.12 of the Waverley Code of Meeting Practice, members of the public may make representations to the meeting immediately after the motion to close part of the meeting is moved and seconded, as to whether that part of the meeting should be closed.

RESUMING IN OPEN SESSION CM/11/26.04



WAVERLEY
COUNCIL

Subject: Resuming in Open Session

Author: Emily Scott, General Manager

RECOMMENDATION:

That Council resumes in open session.

Introduction/Background

In accordance with clause 14.17 of the Waverley Code of Meeting Practice, when the meeting resumes in open session the chair will announce the resolutions made by Council while the meeting was closed to members of the public and the media.