



Finance, Community & Services Committee

Monday, 11 November 2024
6:30 PM

Agenda

Finance, Community & Services Committee (FC&S)

Woollahra Council will be holding Committee meetings (i.e. Environmental Planning (EP), Finance, Community & Services (FC&S) and Strategic & Corporate (S&C) with The Mayor, Councillors and staff will be participating in person. Members of the public are invited to attend the Committee meeting in person or watch and/or listen to meetings live (via Council's website).

Members of the public may also submit late correspondence. Instructions on how to do this are provided below:

- **To watch and/or listen to the meeting live (from 6.30pm)**
Details on how to watch and listen to the meeting live will be available at Council Agendas, Audio Recordings and Minutes.
<https://www.youtube.com/@woollahracouncil5355/streams>
- **To request to address the Committee (pre-register by 10.00am on the day of the meeting)**
Pre-register to address the Committee by 10.00am on the day of the meeting by using the relevant registration form on Council's website - www.woollahra.nsw.gov.au
- **To submit late written correspondence (submit by 10.00am on the day of the meeting)**
Members of the public may submit late written correspondence on an agenda item being considered at the Committee meeting. If you wish to make a written submission on an item on the agenda, please email your submission to records@woollahra.nsw.gov.au by 10.00am on the day of the meeting.

Once registered you will be forwarded information on how to join the meeting via email.

The audio recording and late correspondence considered at the meeting will be uploaded to Council's website by 5.00pm on the next business day.

Outline of Meeting Protocol & Procedure:

- The Chairperson will call the Meeting to order and ask the Committee Members and/or Staff to present apologies and/or late correspondence.
- The Chairperson will commence the Order of Business as shown in the Index to the Agenda.
- At the beginning of each item the Chairperson will invite member(s) of the public who registered to speak to address the Committee.
- Members of the public who have registered to address the Committee, will be allowed four (4) minutes in which to address the Committee. One (1) warning bell will be rung at the conclusion of three (3) minutes and two (2) warning bells rung at the conclusion of four (4) minutes. Please direct comments to the issues at hand.
- If there are persons representing both sides of a matter (e.g. applicant/objector), the person(s) against the recommendation speak first.
- At the conclusion of the allocated four (4) minutes, the speaker will take no further part in the debate unless specifically called to do so by the Chairperson.
- If there is more than one (1) person wishing to address the Committee from the same side of the debate, the Chairperson will request that where possible a spokesperson be nominated to represent the parties.
- After considering any submissions the Committee will debate the matter (if necessary), and arrive at a recommendation
- (R items which proceed to Full Council) or a resolution (D items for which the Committee has delegated authority).

Disclaimer:

Councillors, staff and members of the public are advised that meeting are being lived streamed, accessible via a link from Council's website.

By speaking at a Committee Meeting members of the public consent to their voice, image and personal information (including name and address) being recorded and publicly available on Council's website. Accordingly, please ensure your address to Council is respectful and that you use appropriate language and refrain from making any defamatory statements or discriminatory comments.

Woollahra Council **does not** accept any liability for statements, comments or actions taken by individuals during a Committee meeting. Any part of the meeting that is held in closed session will not be recorded.

People connecting to this meeting by conferencing technology are reminded that under the *Local Government Act 1993*, the recording of meetings by a member of the public using any electronic recording device including a mobile phone or video camera is not permitted. Any person found recording without the permission of Council may be expelled from the meeting.

The audio recording of each meeting will be retained on Council's website for a minimum period of 6 months. After that period has passed, recordings of meetings may be disposed of in accordance with the *State Records Act 1998*.

For further information please visit www.woollahra.nsw.gov.au

Recommendation **only** to the Full Council ("R" Items):

- Such matters as are specified in Section 377 of the Local Government Act and within the ambit of the Committee considerations.
- The voting of money for expenditure on works, services and operations.
- Rates, Fees and Charges
- Donations.
- Grants Program.
- Asset Rationalisation.
- Corporate Operations:
 - Statutory Reporting;
 - Adoption of Council's Community Strategic Plan, Delivery Program and Operational Plan;
 - Delegations; and

- Policies

- Voluntary Planning Agreements (VPAs)
- Leases required to be determined by Full Council by specific legislative requirements.
- Matters which involve broad strategic or policy initiatives within responsibilities of Committee.
- Matters delegated to the Council by the Roads and Maritime Services.
- Residential Parking Schemes – Provision and Policies.
- Matters requiring the expenditure of moneys and in respect of which no Council vote has been made.
- Matters not within the specified functions of the Committee.
- Matters reserved by individual Councillors in accordance with any Council policy on "safeguards and substantive change."

Delegated Authority to be determined at Committee level ("D" Items):

- General financial and corporate management of the Council, except those specifically excluded by statute, by Council direction or delegated specifically to another Committee. Note: This is not to limit the discretions of nominated staff members exercising Delegated Authorities granted by the Council.
- Statutory reviews of Council's Delivery Program and Operational Plan.
- Finance Regulations, including:
 - Authorisation of expenditures within budgetary provisions where not delegated;
 - Quarterly review of Budget Review Statements;
 - Quarterly and other reports on Works and Services provision; and
 - Writing off of rates, fees and charges because of non-rateability, bad debts, and impracticality of collection.
- Auditing.
- Property Management.
- Asset Management.
- Works and Services - Monitoring and Implementations.
- Legal Matters and Legal Register.
- Parks and Reserves Management.
- Infrastructure Management, Design and Investigation.
- Community Services and Programs.
- Cultural Programs.
- Library Services.
- Health.
- Licensing.

- Liquor Licences.
- Regulatory.
- Fire Protection Orders.
- Residential Parking Schemes (surveillance and administration).
- Traffic Management (Traffic Committee Recommendations).
- Waste Minimisation.
- To require such investigations, reports or actions as considered necessary in respect of matters contained within the Business Agendas (and as may be limited by specific Council resolution).
- Confirmation of the Minutes of its Meetings.
- Statutory reviews of Council's Delivery Program and Operational Plan.
- Any other matter falling within the responsibility of the Finance, Community & Services Committee and not restricted by the Local Government Act or required to be a Recommendation to Full Council as listed above.
- Matters reserved by individual Councillors in accordance with any Council policy on "safeguards" and substantive change.

Finance, Community & Services Membership: 7 Councillors

Quorum: The quorum for Committee meeting is 4 Councillors

Woollahra Municipal Council

Notice of Meeting

07 November 2024

To: Her Worship the Mayor, Councillor Sarah Swan ex-officio

Councillors	Alexander Andruska	(Chair)
	Hugh Woodgate	(Deputy Chair)
	James Ardouin	
	Mary-Lou Jarvis	
	Harriet Price	
	Mark Silcocks	
	Toni Zelter	

Dear Councillors,

Finance, Community & Services Committee – 11 November 2024

In accordance with the provisions of the Local Government Act 1993, I request your attendance at Council's **Finance, Community & Services Committee** meeting to be held in the **Council Chambers, 536 New South Head Road, Double Bay, on Monday, 11 November 2024 at 6:30 PM.**

Members of the Public may:

- Register to address the meeting (via Zoom or in Person) by completing the relevant form available on Council's website: <https://www.woollahra.nsw.gov.au/files/assets/public/v/1/forms/code-of-meeting-practice-comp-public-forum-registration-form-items-not-on-the-agenda-2023-2024.pdf> and email the completed form to records@woollahra.nsw.gov.au by **10.00am on the day of the meeting.**
- Submit late correspondence for consideration by Councillors by emailing records@woollahra.nsw.gov.au by **10.00am on the day of the meeting.**

Watch and listen to the meeting live via Council's website:

https://www.woollahra.nsw.gov.au/council/meetings_and_committees/council_meetings/council_agendas_and_minutes.

An audio recording of the meeting will be uploaded to Council's website following the meeting by 5.00pm on the next business day.

If you have any difficulties accessing the meeting please contact (02) 9391 7001.

Regards,

Craig Swift-McNair
General Manager

Finance, Community & Services Committee

Agenda

1. Opening
2. Acknowledgement of Country (Gadigal People and Birrabirragal People)
3. Leave of Absence and Apologies
4. Disclosure of Interest

Items to be Decided by this Committee using its Delegated Authority

- 5.1 Confirmation of Minutes of Meeting held on 5 August 2024
- 5.2 Confirmation of Minutes of the Woollahra Local Traffic Committee Meeting held on 6 August 2024
- 5.3 Confirmation of Minutes of the Woollahra Local Traffic Committee Meeting held on 3 September 2024
- 5.4 Confirmation of Minutes of the Woollahra Local Traffic Committee Meeting held on 1 October 2024
- 5.5 Confirmation of Minutes of the Woollahra Local Traffic Committee Meeting held on 5 November 2024
- 5.6 Confirmation of Minutes of the Public Art Panel Meeting held on 13 August 2024
- 5.7 Confirmation of Minutes of the Woollahra Small Sculpture Prize Committee Meeting held on 30 July 2024

Items to be Submitted to the Council for Decision with Recommendations from this Committee

- 6.1 Paddington Community Garden Licence Renewal
- 6.2 Capital Works Program - Quarterly Progress Report September 2024
- 6.3 Monthly Financial Report - 30 Sep 2024
Investment held as at 31 Oct 2024
- 6.4 2024-25 Budget Review for the Quarter ended September 2024
- 6.5 Peaker Lane, Woollahra - Appearance and Cleanliness
- 6.6 Land owner's consent to submit a Development Application for Outdoor Dining structures at Plumer Road, Rose Bay
- 6.7 Draft Policy - Homelessness in Public Spaces
- 6.8 Outgoing Sponsorship Program 2024/25 Recommended Projects for funding

Item No: 5.1
Subject: **CONFIRMATION OF MINUTES OF MEETING HELD ON 5 AUGUST 2024**
Author: Carolyn Nurmi, Governance Officer
Approver: Jennifer Chenhall, Manager, Governance & Risk

Purpose of the Report:

The Minutes of the Finance, Community & Services Committee of 5 August 2024 were previously circulated. In accordance with the guidelines for Committees' operations it is now necessary that those Minutes be formally taken as read and confirmed.

Alignment to Delivery Program:

11.3 Ensure effective and efficient governance and risk management.

Recommendation:

THAT the Minutes of the Finance, Community & Services Committee Meeting of 5 August 2024 be taken as read and confirmed.

Executive Summary:

This report presents the Finance Community & Services Committee Minutes of 5 August 2024 for confirmation. The Minutes of the meeting are presented as **Attachment 1** for adoption.

Discussion:

The Finance Community & Services Committee Minutes are presented to the Committee as a procedural matter. Any matter arising from the Minutes can be discussed.

Options:

Submission of Minutes to the Finance Community & Services Committee is a procedural matter for the adoption of the Minutes.

Community Engagement and / or Internal Consultation:

No internal or external consultation has taken place in the preparation of this report.

Policy Implications:

There are no direct policy implications as a result of this report.

Financial Implications:

There are no direct financial implications as a result of this report.

Resourcing Implications:

There are no direct resourcing implications as a result of this report.

Conclusion:

The Minutes are presented for confirmation by the Finance Community & Services Committee.

Attachments:

1. Unconfirmed FC&S Minutes - 5 August 2024



Finance, Community & Services Committee

Monday 5 August 2024
6.30pm

Minutes

Unconfirmed

Unconfirmed

Finance, Community & Services Committee Minutes

Monday 5 August 2024

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Finance, Community & Services Committee

Minutes of the Meeting held on 5 August 2024 at 6.30pm

Present: His Worship the Mayor, Councillor Richard Shields ex-officio (left meeting during Item R3)
Councillors: Toni Zeltzer (Chair)
Mary-Lou Jarvis
Nicola Grieve
Harriet Price
Mark Silcocks

Staff	Jim Allison	(Senior Property Officer)
	Emilio Andari	(Manager Engineering Services)
	Jennifer Chenhall	(Manager Governance & Risk)
	Linda Caporusso	(Event Coordinator) (via Zoom)
	Ever Fang	(Team Leader Traffic & Transport)
	Justine Henderson	(Manager Communications & Engagement)(via Zoom)
	Rhys Johnson	(Governance Coordinator)
	Patricia Occelli	(Director – Community & Customer Experience)
	Sue Meekin	(Director – Corporate Performance)
	Vicki Munro	(Manager Community & Culture)
	Tom O’Hanlon	(Director – Infrastructure & Sustainability)
	Paul Ryan	(Chief Financial Officer)
	Anthony Sheedy	(Senior Property Officer)

Also in Attendance: Councillor Shapiro and Councillor Witt – Item R5 only

1. Opening

The Chair declared the Finance, Community & Services Committee of 5 August 2024 open and welcomed Councillors, staff and members of the public who are watching and listening to this evening's meeting.

2. Acknowledgement of Country (Gadigal People and Birrabirragal People)

The Chair read the following Acknowledgement of Country:

I would like to acknowledge that we are here today on the land of the Gadigal and Birrabirragal people, the traditional custodians of the land. On behalf of Woollahra Council, I acknowledge Aboriginal or Torres Strait Islander people attending today and I pay my respects to Elders past, present and emerging.

3. Acknowledgement of the Sovereign of the Day (King Charles III)

The Chair read the following Acknowledgement of the Sovereign of the Day (King Charles III):

I also acknowledge King of Australia King Charles III.

4. Leave of Absence, Apologies and Attendance by Audio-Visual Link by Councillors

Apologies were received and accepted from Councillor Elsing and Councillor Cavanagh, and leave of absence granted.

5. Late Correspondence

Late correspondence was submitted to the committee in relation to items D2/Y5, D2/Y6 & R6

6. Disclosures of Interest

The Chair, Councillor Zeltzer declared a Non-Significant, Non-Pecuniary Interest in Item D2/Y6 (Woollahra Local Traffic Committee Minutes - 2 July 2024 - Fitzwilliam Road and Burrabirra Avenue, Vaucluse – Traffic Calming Measures Design Plan), as Councillor Zeltzer knows one of the members of the public addressing the Committee. Councillor Zeltzer remained in the meeting, participated in debate and voted on the matter.

Items to be Decided by this Committee using its Delegated Authority

Item No: D1 Delegated to Committee
Subject: **CONFIRMATION OF MINUTES OF MEETING HELD ON 1 JULY 2024**
Author: Sue O'Connor, Governance Officer
File No: 24/114816
Purpose of the Report: The Minutes of the Finance, Community & Services Committee of 1 July 2024 were previously circulated. In accordance with the guidelines for Committees' operations it is now necessary that those Minutes be formally taken as read and confirmed.
Alignment to Delivery Program: Strategy 11.3: Ensure effective and efficient governance and risk management.

(Silcocks/Jarvis)

Resolved:

THAT the Minutes of the Finance, Community & Services Committee Meeting of 1 July 2024 be taken as read and confirmed.

Note: In accordance with Council's Code of Meeting Practice a Division of votes is recorded on this matter.

For the Motion

Councillor Grieve
Councillor Jarvis
Councillor Price
Councillor Shields
Councillor Silcocks
Councillor Zeltzer

Against the Motion

Nil

6/0

Item No: D2 Delegated to Committee
Subject: **WOOLLAHRA LOCAL TRAFFIC COMMITTEE MINUTES - 2 JULY 2024**
Author: Emilio Andari, Manager Engineering Services
Approver: Tom O'Hanlon, Director Infrastructure & Sustainability
File No: 24/133415
Purpose of the Report: For the Committee to consider the recommendations of the Woollahra Local Traffic Committee.
Alignment to Delivery Program: Strategy 11.3 Ensure effective and efficient governance and risk management.

Note: The Chair, Councillor Zeltzer declared a Non-Significant, Non-Pecuniary Interest in this Item, as Councillor Zeltzer knows one of the members of the public addressing the Committee. Councillor Zeltzer remained in the meeting, participated in debate and voted on the matter.

Note: Bevan Boss, Melissa Chen, Benjamin Kremer and Maurie Stang, addressed the Committee in relation to Item Y6.

Note: The Committee amended the Resolution.

(Silcocks/Jarvis)

Resolved:

THAT the Recommendations Y1-Y5 contained in the minutes of the Woollahra Local Traffic Committee held on Tuesday 2 July 2024 be adopted, with Item Y6 being referred to full Council due to a division of votes within the Finance, Community & Services Committee.

Note: In accordance with Council's Code of Meeting Practice a Division of votes is recorded on this matter.

For the Motion

Councillor Grieve
Councillor Jarvis
Councillor Price
Councillor Shields
Councillor Silcocks
Councillor Zeltzer

Against the Motion

Nil

6/0

Item No: Y1
Subject: ROSE BAY CENTRE - 40KM/H HIGH PEDESTRIAN ACTIVITY AREA
Author: Ever Fang, Traffic & Transport Team Leader
Approver: Emilio Andari, Manager Engineering Services
File No: 24/90703
Purpose of the Report: To improve pedestrian and road safety within the Rose Bay Centre.
Alignment to Strategy 6.3: Ongoing responsiveness to traffic congestion, noise and speeding.
Delivery Program:

(Silcocks/Jarvis)

Resolved:

THAT:

- A. Council endorse the Rose Bay Centre High Pedestrian Activity Area (HPAA) Study, as shown in Attachment 1;
- B. A 40km/h HPAA be implemented in Rose Bay Centre, as shown in the Concept Plan in Attachment 2, subject to the concurrence of Transport for NSW (TfNSW) on a detailed design plan for the entry treatments with associated signage and pavement markings; and
- C. Council staff explore funding opportunities for the implementation of the Rose Bay Centre 40km/h HPAA through Federal and State Grants.

Note: In accordance with Council's Code of Meeting Practice a Division of votes is recorded on this matter.

For the Motion

Councillor Grieve
Councillor Jarvis
Councillor Price
Councillor Shields
Councillor Silcocks
Councillor Zeltzer

Against the Motion

Nil

6/0

Item No: Y2
Subject: **QUEEN STREET, WOOLLAHRA - 40KM/H HIGH PEDESTRIAN ACTIVITY AREA**
Author: Ever Fang, Traffic & Transport Team Leader
Approver: Emilio Andari, Manager Engineering Services
File No: 24/90704
Purpose of the Report: To improve pedestrian and road safety within Queen Street shopping precinct.
Alignment to Delivery Program: Strategy 6.1: Facilitate an improved network of accessible and safe active transport options.

(Silcocks/Grieve)

Resolved:

THAT:

- A. Council endorse the Queen Street, Woollahra, 40km/h High Pedestrian Activity Area (HPAA) Study, as shown in Attachment 1;
- B. A 40km/h HPAA be implemented in Queen Street, between Oxford Street and Ocean Street, Woollahra, as shown in the Concept Plan in Attachment 2, subject to the concurrence of Transport for NSW (TfNSW) on a detailed design plan for the entry treatments with associated signage and pavement markings; and
- C. Council staff explore funding opportunities for the implementation of the Queen Street 40km/h HPAA through Federal and State Grants.

Note: In accordance with Council's Code of Meeting Practice a Division of votes is recorded on this matter.

For the Motion

Councillor Grieve
Councillor Jarvis
Councillor Price
Councillor Shields
Councillor Silcocks
Councillor Zeltzer

Against the Motion

Nil

6/0

Item No: Y3
Subject: **WATSONS BAY PERMIT PARKING TRIAL REVIEW**
Author: Ever Fang, Traffic & Transport Team Leader
Approver: Emilio Andari, Manager Engineering Services
File No: 24/106147
Purpose of the Report: To review the trial permit parking scheme.
Alignment to Delivery Program: Strategy 6.2: Management of public parking on-street and off-street.

(Shields/Grieve)

Resolved:

THAT the matter be deferred and presented to an Extraordinary Local Traffic Committee meeting which is to be held prior to the Finance, Community & Services Committee meeting in August 2024, in order to consider TfNSW's Permit Parking Guidelines 2024.

Note: In accordance with Council's Code of Meeting Practice a Division of votes is recorded on this matter.

For the Motion

Against the Motion

Councillor Grieve
Councillor Jarvis
Councillor Price
Councillor Shields
Councillor Silcocks
Councillor Zeltzer

Nil

6/0

Item No: Y4
Subject: **CRANBROOK LANE, BELLEVUE HILL - NO PARKING RESTRICTIONS**
Author: Coen O'Shannessy, Traffic & Transport Engineer
Approvers: Ever Fang, Traffic & Transport Team Leader
Emilio Andari, Manager Engineering Services
File No: 24/108260
Purpose of the Report: To respond to the request from local residents.
Alignment to Delivery Program: Strategy 6.2: Management of public parking on-street and off-street.

(Grieve/Zeltzer)

Resolved:

THAT a 'No Parking' restriction be installed on the eastern side of Cranbrook Lane, Bellevue Hill at the frontage of No. 21 Cranbrook Lane, starting immediately south of the gateway access to the tennis court driveway and continuing 26 metres north, ending immediately south of the driveway access of No. 19 Cranbrook Lane as shown in Attachment 1, in order to deter illegal parking, and improve access and traffic safety at this location.

Note: In accordance with Council's Code of Meeting Practice a Division of votes is recorded on this matter.

For the Motion

Against the Motion

Councillor Grieve
Councillor Jarvis
Councillor Price
Councillor Shields
Councillor Silcocks
Councillor Zeltzer

Nil

6/0

Item No: Y5
Subject: **ETHAM AVENUE, DARLING POINT - TIMED MAIL ZONE RESTRICTIONS**
Author: Ever Fang, Traffic & Transport Team Leader
Approver: Emilio Andari, Manager Engineering Services
File No: 24/108391
Purpose of the Report: To respond to a request from Australia Post.
Alignment to Delivery Program: Strategy 6.2: Management of public parking on-street and off-street.

Note: Late correspondence was tabled by Alice Ilich, Ben Opit & David Slessar.

(Grieve/Jarvis)

Resolved:

THAT 'No Stopping 12pm-2pm Mon-Fri, Australia Post Vehicles Excepted' restrictions on the northern side of Etham Avenue, Darling Point and immediately east of the 10 metre statutory 'No Stopping' zone, for a distance of 6 metres as shown in Attachment 1.

Note: In accordance with Council's Code of Meeting Practice a Division of votes is recorded on this matter.

For the Motion

Against the Motion

Councillor Grieve
Councillor Jarvis
Councillor Price
Councillor Shields
Councillor Silcocks
Councillor Zeltzer

Nil

6/0

Item No: Y6
Subject: FITZWILLIAM ROAD AND BURRABIRRA AVENUE, VAUCLUSE - TRAFFIC CALMING MEASURES DESIGN PLAN
Author: Ever Fang, Traffic & Transport Team Leader
Approver: Emilio Andari, Manager Engineering Services
File No: 24/110641
Purpose of the Report: To improve road safety address local flooding issues.at this intersection.
Alignment to Delivery Program: Strategy 6.1: Facilitate an improved network of accessible and safe active transport options.

Note: In accordance with Council's meeting procedures and policy, this matter is referred to full Council on 12 August 2024, due to a division of votes 3 for the Motion and 3 against the Motion. **(See Item R13).**

Item No: D3 Delegated to Committee
Subject: WOOLLAHRA LOCAL TRAFFIC COMMITTEE MINUTES - 26 JULY 2024
Author: Emilio Andari, Manager Engineering Services
Approver: Tom O'Hanlon, Director Infrastructure & Sustainability
File No: 24/134426
Purpose of the Report: For the Committee to consider the recommendations of the Extraordinary Woollahra Local Traffic Committee.
Alignment to Delivery Program: Strategy 11.3 Ensure effective and efficient governance and risk management.

Note: The Committee amended the Resolution.

(Jarvis/Shields)

Resolved:

THAT the Recommendation Y1 contained in the minutes of the Extraordinary Woollahra Local Traffic Committee held on Tuesday 26 July 2024 be referred to full Council.

Note: In accordance with Council's Code of Meeting Practice a Division of votes is recorded on this matter.

For the Motion

Councillor Grieve
Councillor Jarvis
Councillor Price
Councillor Shields
Councillor Silcocks
Councillor Zeltzer

Against the Motion

Nil

6/0

Item No: Y1
Subject: **WATSONS BAY PERMIT PARKING TRIAL REVIEW**
Author: Ever Fang, Traffic & Transport Team Leader
Approver: Emilio Andari, Manager Engineering Services
File No: 24/122621
Purpose of the Report: To review the trial permit parking scheme.
Alignment to Delivery Program: Strategy 6.2: Management of public parking on-street and off-street.

Note: In accordance with Council's meeting procedures and policy, this matter is referred to full Council on 12 August 2024, due to a substantive change of the Committee's Recommendation. **(See Item R14).**

Item No: D4 Delegated to Committee
Subject: **CONFIRMATION OF MINUTES OF INCLUSION (DISABILITY, AGED & CARERS) ADVISORY COMMITTEE MEETING HELD ON 3 JULY 2024**
Author: Grant Cummins, Development Officer, Community & Culture
File No: 24/117392
Purpose of the Report: The Minutes of the Inclusion (Disability, Aged & Carers) Advisory Committee of 3 July 2024 were previously circulated. In accordance with the guidelines for Committees' operations it is now necessary that those Minutes be formally taken as read and confirmed.
Alignment to Delivery Program: Strategy 2.2: Understand needs of our community so that we can facilitate access to support and services.

Note: The Committee amended the Resolution to change the word "confirmed" to "noted."

(Grieve/Shields)

Resolved:

THAT the Minutes of the Inclusion (Disability, Aged & Carers) Advisory Committee Meeting of 3 July 2024 be taken as read and noted.

Note: *In accordance with Council's Code of Meeting Practice a Division of votes is recorded on this matter.*

For the Motion

Councillor Grieve
Councillor Jarvis
Councillor Price
Councillor Shields
Councillor Silcocks
Councillor Zeltzer

Against the Motion

Nil

6/0

Item No: D5 Delegated to Committee
Subject: **CONFIRMATION OF MINUTES OF THE PUBLIC ART PANEL MEETING HELD ON 20 JUNE 2024**
Author: Holly Williams, Acting Public Art Coordinator
File No: 24/129363
Purpose of the Report: The Minutes of the Public Art Panel of 20 June 2024 were previously circulated. In accordance with the guidelines for Committees' operations it is now necessary that those Minutes be formally taken as read and confirmed.
Alignment to Delivery Program: Strategy 3.1: Promote opportunities for innovative, creative and cultural initiatives that support the community.

(Grieve/Silcocks)

Resolved:

THAT the Minutes of the Public Art Panel Meeting of 20 June 2024 be taken as read and noted.

Note: In accordance with Council's Code of Meeting Practice a Division of votes is recorded on this matter.

For the Motion

Councillor Grieve
Councillor Jarvis
Councillor Price
Councillor Shields
Councillor Silcocks
Councillor Zeltzer

Against the Motion

Nil

6/0

Item No: D6 Delegated to Committee
Subject: **CONFIRMATION OF MINUTES OF ARTS AND CULTURE ADVISORY COMMITTEE HELD ON 15 JULY 2024**
Author: Maya Jankovic, Coordinator Community & Culture
File No: 24/129665
Purpose of the Report: The Minutes of the Arts and Culture Advisory Committee of 15 July 2024 were previously circulated. In accordance with the guidelines for Committees' operations it is now necessary that those Minutes be formally taken as read and confirmed.
Alignment to Delivery Program: Strategy 3.1: Promote opportunities for innovative, creative and cultural initiatives that support the community.

Note: The Committee amended the Resolution to change the word "confirmed" to "noted."

(Jarvis/Grieve)

Resolved:

THAT the Minutes of the Arts and Culture Advisory Committee Meeting of 15 July 2024 be taken as read and confirmed.

Note: In accordance with Council's Code of Meeting Practice a Division of votes is recorded on this matter.

For the Motion

Against the Motion

Councillor Grieve
Councillor Jarvis
Councillor Price
Councillor Shields
Councillor Silcocks
Councillor Zeltzer

Nil

6/0

Items to be Submitted to the Council for Decision with Recommendations from this Committee

Item No: R1 Recommendation to Council
Subject: **DISABILITY INCLUSION ACTION PLAN - ANNUAL REPORT 2023/24**
Author: Grant Cummins, Development Officer, Community & Culture
Approvers: Maya Jankovic, Coordinator Community & Culture
Vicki Munro, Manager Community & Culture
Patricia Occelli, Director Community & Customer Experience
File No: 24/121613
Purpose of the Report: To inform Council of progress implementing Council's Disability Inclusion Action Plan 2022-2026 for the Financial Year 2023/24
Alignment to Delivery Program: Strategy 2.2: Understand needs of our community so that we can facilitate access to support and services.

(Silcocks/Grieve)

Recommendation:

THAT the annual report covering the period 2023/24 for the Disability Inclusion Action Plan, 2022-2026 be received and noted.

Note: In accordance with Council's Code of Meeting Practice a Division of votes is recorded on this matter.

For the Motion

Against the Motion

Councillor Grieve
Councillor Jarvis
Councillor Price
Councillor Shields
Councillor Silcocks
Councillor Zeltzer

Nil

6/0

Item No: R2 Recommendation to Council
Subject: **POST PUBLIC EXHIBITION - CHILDREN, YOUTH & FAMILIES STRATEGY AND FOUR YEAR ACTION PLAN**

Authors: Jamie Adams, Development Officer, Community & Culture
Maya Jankovic, Coordinator Community & Culture

Approvers: Vicki Munro, Manager Community & Culture
Patricia Occelli, Director Community & Customer Experience

File No: 24/114992

Purpose of the Report: To present the Children, Youth & Families Strategy and Action Plan to Council for adoption, following public exhibition.

Alignment to Delivery Program: Strategy 1.1: Provide, promote and facilitate a range of community projects, programs and events that support an inclusive, thriving and sustainable community.

Note: The Committee amended Part B of the Recommendation.

(Jarvis/Grieve)

Recommendation:

THAT Council:

- A. Note the submissions received in relation to the Draft Children, Youth & Families Strategy and Four Year Action Plan report that was placed on public exhibition from 21 June to 18 July 2024.
- B. Adopt the Children, Youth & Families Strategy and Four Year Action Plan (**Attachment 1**), subject to the administrative amendments made at the Finance, Community & Services Committee Meeting held on 5 August 2024.

Note: *In accordance with Council's Code of Meeting Practice a Division of votes is recorded on this matter.*

For the Motion

Councillor Grieve
Councillor Jarvis
Councillor Price
Councillor Shields
Councillor Silcocks
Councillor Zeltzer

Against the Motion

Nil

6/0

Item No: R3 Recommendation to Council
Subject: **OUTGOING SPONSORSHIP PROGRAM IMPLEMENTATION**
Authors: Emma Rodgers-Wilson, Development Officer, Community & Culture
Maya Jankovic, Coordinator Community & Culture
Approvers: Vicki Munro, Manager Community & Culture
Patricia Occelli, Director Community & Customer Experience
File No: 24/103014
Purpose of the Report: To endorse the Outgoing Sponsorship Program Criteria and Priority for 2024/25 and to note the proposed dates for the 2024/25 round.
Alignment to Delivery Program: Strategy 1.1: Provide, promote and facilitate a range of community projects, programs and events that support an inclusive, thriving and sustainable community.

Note: The Mayor, Councillor Shields left the meeting, the time being 7.53pm.

(Grieve/Silcocks)

Recommendation:

THAT Council:

- A. Endorse the following Priorities for Sponsorship for the 2024/25 Outgoing Sponsorship Program:
- i. Cultivating a vibrant Woollahra through initiatives that enhance opportunities for residents and visitors to actively participate in major community and cultural activities, with special focus on performing arts.
 - ii. Long standing initiatives that have enabled the growth of social capital and delivered community building outcomes.
- B. Note that funding for 2024/25 will not be provided for projects which have already being funded through the 2024/25 Grants program.
- C. Note the proposed dates for the implementation of the 2024/25 Outgoing Sponsorship Program.

Note: In accordance with Council's Code of Meeting Practice a Division of votes is recorded on this matter.

For the Motion

Councillor Grieve
Councillor Jarvis
Councillor Price
Councillor Silcocks
Councillor Zeltzer

Against the Motion

Nil

5/0

Item No: R4 Recommendation to Council
Subject: **DRAFT EVENTS POLICY AND DRAFT EVENTS STRATEGY FOR PUBLIC EXHIBITION**
Author: Linda Caporusso, Event Coordinator
Approvers: Justine Henderson, Manager Communications & Engagement
Patricia Occelli, Director Community & Customer Experience
File No: 24/131386
Purpose of the Report: To provide members of the FC&S Committee with the amended Events Policy and the draft Events Strategy for feedback and endorsement.
Alignment to Delivery Program: Strategy 1.1: Provide, promote and facilitate a range of community projects, programs and events that support an inclusive, thriving and sustainable community.

(Grieve/Price)

Recommendation:

THAT Council:

- A. Endorse the draft Events Policy presented as **Attachment 1** for the purpose of public exhibition for a period of 28 days.
- B. Endorse the draft Events Strategy presented as **Attachment 2** for the purpose of public exhibition for a period of 28 days.

Note: In accordance with Council's Code of Meeting Practice a Division of votes is recorded on this matter.

For the Motion

Against the Motion

Councillor Grieve
Councillor Jarvis
Councillor Price
Councillor Silcocks
Councillor Zeltzer

Nil

5/0

Item No: R5 Recommendation to Council
Subject: **DRAFT WOOLLAHRA ARTS AND CULTURE STRATEGY AND ACTION PLAN, 2024-2028**
Author: Vicki Munro, Manager Community & Culture
Approver: Patricia Occelli, Director Community & Customer Experience
File No: 24/134825
Purpose of the Report: To present the Draft Woollahra Arts and Culture Strategy and Action Plan, 2024-2028 to Council to be placed on public exhibition for a period of 28 days.
Alignment to Delivery Program: Strategy 3.1: Promote opportunities for innovative, creative and cultural initiatives that support the community.

Note: Councillor Shapiro and Councillor Witt attended the meeting during this item as non-voting Committee members.

(Silcocks/Grieve)

Recommendation:

THAT Council:

- A. Endorse the Draft Woollahra Arts and Culture Strategy and Action Plan, 2024-2028 presented as **Attachment 1** for the purpose of public exhibition for a period of 28 days.
- B. Notes that a further report will be tabled at a future meeting of Council on submissions received to the Draft Woollahra Arts and Culture Strategy and Action Plan.

Note: In accordance with Council's Code of Meeting Practice a Division of votes is recorded on this matter.

For the Motion

Councillor Grieve
Councillor Jarvis
Councillor Price
Councillor Silcocks
Councillor Zeltzer

Against the Motion

Nil

5/0

Item No: R6 Recommendation to Council
Subject: **MONTHLY FINANCIAL REPORT - 30 JUNE 2024
INVESTMENT HELD AS AT 31 JULY 2024**
Author: Abdullah Rayhan, Team Leader Financial Services
Approvers: Paul Ryan, Chief Financial Officer
Sue Meekin, Director Corporate Performance
File No: 24/125457
Purpose of the Report: To present the monthly financial report for June 2024 and to present a list of investments held as of 31 July 2024.
Alignment to Delivery Program: Strategy 11.2: Secure Council's financial position.

Note: Late correspondence was tabled by Paul Ryan, Council's Chief Financial Officer.

(Silcocks/Grieve)

Recommendation:

THAT Council:

- A. Receive and note the Monthly Financial Report – June 2024.
- B. Note that the Council's 12-month weighted average return for June 2024 on its direct investment portfolio of 5.25% (LM: 5.26%, LY: 4.28%) exceeds the benchmark 90-day AusBond Bank Bill Index of 4.41%.
- C. Note that the interest revenue for the year to date June 2024 is \$5.22M, exceeding our revised year to date budget of \$4.69M for the same period.
- D. Receive and note the list of Council's investments held as of 31 July 2024 (provided as late correspondence).

Note: In accordance with Council's Code of Meeting Practice a Division of votes is recorded on this matter.

For the Motion

Against the Motion

Councillor Grieve
Councillor Jarvis
Councillor Price
Councillor Silcocks
Councillor Zeltzer

Nil

5/0

Item No: R7 Recommendation to Council
Subject: **CAPITAL WORKS PROGRAM STATUS REPORT - JUNE 2024 INCLUDING 2023-24 BUDGET ROLLOVERS AND REVOTES**
Authors: Petrina Duffy, Coordinator Strategy & Performance
Henrietta McGilvray, Senior Corporate Accountant
Esther Hii, Acting Senior Corporate Accountant
Paul Ryan, Chief Financial Officer
Approvers: Sue Meekin, Director Corporate Performance
Tom O'Hanlon, Director Infrastructure & Sustainability
File No: 24/79564
Purpose of the Report: To provide the Committee with an update on the status of projects in the 2023-24 Capital Works Program and to report on the 2023-24 Budget rollovers and revotes.
Alignment to Delivery Program: Strategy 11.2: Secure Council's financial position.

(Grieve/Price)

Recommendation:

THAT Council:

- A. Note and receive the Quarterly Progress Report – Capital Works Program for June 2024.
- B. Approve the items identified as “Revote” in Attachment 1 totalling \$822,751 and in Attachment 2 totalling \$1,630,432 to the 2024-25 Budget.
- C. Note that the net impact of the operational rollovers is a decrease in Council's 2024-25 Net Operating Result before Capital Grants & Contributions of \$1.228m to a surplus of \$485k.

Note: In accordance with Council's Code of Meeting Practice a Division of votes is recorded on this matter.

For the Motion

Against the Motion

Councillor Grieve
Councillor Jarvis
Councillor Price
Councillor Silcocks
Councillor Zeltzer

Nil

5/0

Item No: R8 Recommendation to Council
Subject: **DELIVERY PROGRAM 2022/23 TO 2025/26 AND OPERATIONAL PLAN 2023/24 PROGRESS REPORT JUNE 2024**
Author: Petrina Duffy, Coordinator Strategy & Performance
Approvers: Sue Meekin, Director Corporate Performance
Scott Pedder, Director Planning & Place
Patricia Occelli, Director Community & Customer Experience
Tom O'Hanlon, Director Infrastructure & Sustainability
File No: 24/133354
Purpose of the Report: To review the status of the Priorities and Actions in Council's Delivery Program 2022/23 – 2025/26 and Operational Plan 2023/24 for the six months ending 30 June 2024. □
Alignment to Delivery Program: Strategy 11.1: Build an efficient organisation that places customers and the community at the heart of service delivery.

(Jarvis/Price)

Recommendation:

THAT the June 2024 Progress Report on Council's Delivery Program 2022/23 to 2025/26 and Operational Plan 2023/24 be received and noted.

Note: In accordance with Council's Code of Meeting Practice a Division of votes is recorded on this matter.

For the Motion

Councillor Grieve
Councillor Jarvis
Councillor Price
Councillor Silcocks
Councillor Zeltzer

Against the Motion

Nil

5/0

Item No: R9 Recommendation to Council
Subject: **CLOSING AND SALE OF ROAD RESERVE IN WILLARA LANE ADJOINING 49 & 53 WUNULLA ROAD, POINT PIPER (SC5969)**
Author: Anthony Sheedy, Senior Property Officer
Approvers: Zubin Marolia, Manager Property & Projects
Tom O'Hanlon, Director Infrastructure & Sustainability
File No: 24/20562
Purpose of the Report: To consider the closing and sale of road reserve in Willara Lane adjoining 49 & 53 Wunulla Road, Point Piper.
Alignment to Delivery Program: Strategy 11.2: Secure Council's financial position.

Note: The Committee added new Recommendation Part E.

(Price/Silcocks)

Recommendation:

THAT Council:

- A. Proceed with the sale of Willara Lane road reserve to the adjoining owners 49 & 53 Wunulla Road, Point Piper Point with the following conditions:
- i. A purchase price of \$10,455 per square metre (excl GST) for proposed lot 101 being an estimated 140.5 sqm road reserve portion and equating to \$1,468,182 (excl GST), subject to final survey.
 - ii. A purchase price of \$10,455 per square metre (excl GST) for proposed lot 102 being an estimated 31.76 sqm road reserve portion and equating to \$331,818 (excl GST), subject to final survey.
 - iii. A 10% deposit of \$146,893 is paid to Council by the purchaser of proposed lot 101, and \$33,205 by the purchaser of proposed lot 102 within 28 days of Council approval.
- B. Subject to A above, in accordance with Section 38D Roads Act, 1993 Council approve the closing of the subject 172.26 sqm of Willara Lane road reserve adjoining 49 and 53 Wunulla Road, provided that each purchaser enters into a conditional Contract of Sale with the Council.
- C. Approve entering into easements with utility providers Jemena, and Sydney Water; and with owner No's 49 and 53 regarding Council Stormwater pipe (easement to drain water), plus the creation of an easement for a Right of Carriageway across the full width of Willara Lane.
- D. Subject to points A to C above, Council authorise the Mayor and General Manager to execute and affix the Council Seal to all necessary documentation to effect the Road closure and sale, e.g. Plan of Road Subdivision and closing, Transfer document etc.
- E. That a condition of the sale be included that any fencing erected not impede the public view of the harbour.

Note: *In accordance with Council's Code of Meeting Practice a Division of votes is recorded on this matter.*

For the Motion

Councillor Grieve
Councillor Jarvis
Councillor Price
Councillor Silcocks
Councillor Zeltzer

Against the Motion

Nil

5/0

Item No: R10 Recommendation to Council
Subject: **REQUEST FOR TENDERS FOR THE LEASE AND OPERATION OF LYNE PARK TENNIS CENTRE AT 550 NEW SOUTH HEAD ROAD ROSE BAY**
Author: Michelle Perez, Senior Property Officer
Approvers: Zubin Marolia, Manager Property & Projects
Tom O'Hanlon, Director Infrastructure & Sustainability
File No: 24/121789
Purpose of the Report: To inform Council of Officers' intention to invite Tenders for the lease and operation of Lyne Park Tennis Centre.
Alignment to Delivery Program: Strategy 11.2: Secure Council's financial position.

Note: The Committee added a new Part C to the Recommendation.

(Grieve/Silcocks)

Recommendation:

THAT Council:

- A. Resolves to initiate request for Tenders for the lease and operation of Lyne Park Tennis Centre at 550 New South Head Road Rose Bay comprising the six (6) courts and operation of the cafe in connection with use of the courts.
- B. Includes provisions in the Tender to allow for multi-sport use of two courts, ensuring diverse activities can take place to optimise usage of the courts.
- C. Includes provisions that the public toilet building be included in the Tender as a separable portion with Tenderers to make submissions on its use.

Note: In accordance with Council's Code of Meeting Practice a Division of votes is recorded on this matter.

For the Motion

Councillor Grieve
Councillor Jarvis
Councillor Price
Councillor Silcocks
Councillor Zeltzer

Against the Motion

Nil

5/0

Item No: R11 Recommendation to Council
Subject: **CONSIDERATION OF TENDER RESPONSES FOR THE LEASE AND OPERATION OF WATSONS BAY TEA ROOMS AT 8 MARINE PARADE, WATSONS BAY - TENDER SC7974**
Authors: Jim Allison, Senior Property Officer
Michelle Perez, Senior Property Officer
Approvers: Zubin Marolia, Manager Property & Projects
Tom O'Hanlon, Director Infrastructure & Sustainability
File No: 24/129350
Purpose of the Report: To consider responses to the tender for the Lease and Operation of Watsons Bay Tea Rooms, tender no. SC7974
Alignment to Delivery Program: Strategy 11.2: Secure Council's financial position.

(Grieve/Jarvis)

Recommendation:

THAT Council:

- A. Accepts the tender submitted from Baithouse Watsons Bay Pty Ltd for the sum of \$56,818.18 excl. GST per annum for rent and enters into a Lease and Deed of Agreement for the Operation of Watsons Bay Tea Rooms Cafe, 8 Marine Parade, Watsons Bay for an initial term of five years plus a five-year option term with CPI annual rent increases and a review to market.
- B. Requires a comprehensive work, health and safety plan specific to the use of the premises to be submitted prior to formalising any lease agreement.
- C. Authorises the General Manager to execute all legal documents required to enter into a Lease and Deed of Agreement with Baithouse Watsons Bay Pty Ltd.

Note: In accordance with Council's Code of Meeting Practice a Division of votes is recorded on this matter.

For the Motion

Councillor Grieve
Councillor Jarvis
Councillor Price
Councillor Silcocks
Councillor Zeltzer

Against the Motion

Nil

5/0

Item No: R12 Recommendation to Council
Subject: **REVIEW OF COUNCIL'S PRIVACY MANAGEMENT PLAN**
Author: Jennifer Chenhall, Manager Governance & Risk
Approvers: Sue Meekin, Director Corporate Performance
Craig Swift-McNair, General Manager
File No: 23/2397
Purpose of the Report: To present to Council for consideration the Draft Privacy Management Plan
Alignment to Delivery Program: Strategy 11.3: Ensure effective and efficient governance and risk management.

(Silcocks/Grieve)

Recommendation:

THAT Council adopts the revised Privacy Management Plan as shown at **Attachment 1** to this report.

Note: In accordance with Council's Code of Meeting Practice a Division of votes is recorded on this matter.

For the Motion

Councillor Grieve
Councillor Jarvis
Councillor Price
Councillor Silcocks
Councillor Zeltzer

Against the Motion

Nil

5/0

Item No: R13 Recommendation to Council
Subject: **FITZWILLIAM ROAD AND BURRABIRRA AVENUE, VAUCLUSE - TRAFFIC CALMING MEASURES DESIGN PLAN**
Author: Ever Fang, Traffic & Transport Team Leader
Approver: Emilio Andari, Manager Engineering Services
File No: 24/110641
Purpose of the Report: To improve road safety address local flooding issues.at this intersection.
Alignment to Delivery Program: Strategy 6.1: Facilitate an improved network of accessible and safe active transport options.

Note: In accordance with Council's meeting procedures and policy, this matter is referred to full Council on 12 August 2024, due to a division of votes, 3 for the Motion and 3 against the Motion.

Note: The Chair, Councillor Zeltzer declared a Non-Significant, Non-Pecuniary Interest in this Item, as Councillor Zeltzer knows one of the members of the public addressing the Committee. Councillor Zeltzer remained in the meeting, participated in debate and voted on the matter.

Note: Late correspondence was tabled by Maurie & Vivien Stang and Ted & Maureen Kremer.

Note: Bevan Boss, Melissa Chew, Dr Benjamin Kremer and Maurie Stang addressed the Committee.

(Grieve/Silcocks)

Recommendation:

THAT the design plan for the proposed kerb extension and infrastructure upgrades at the intersection of Fitzwilliam Road at Burrabirra Avenue, Vauclose, and installation of 'Give Way' control with associated signs and line markings (as per attached Attachment 1 – Design Plan) be approved.

Note: In accordance with Council's Code of Meeting Practice a Division of votes is recorded on this matter.

For the Motion

Councillor Grieve
Councillor Price
Councillor Silcocks

Against the Motion

Councillor Jarvis
Councillor Shields
Councillor Zeltzer

3/3

Item No: R14 Recommendation to Council
Subject: **WATSONS BAY PERMIT PARKING TRIAL REVIEW**
Author: Ever Fang, Traffic & Transport Team Leader
Approver: Emilio Andari, Manager Engineering Services
File No: 24/122621
Purpose of the Report: To review the trial permit parking scheme.
Alignment to Delivery Program: Strategy 6.2: Management of public parking on-street and off-street.

Note: In accordance with Council's meeting procedures and policy, this matter is referred to full Council on 12 August 2024, due to a substantive change of the Committee's Recommendation.

**Motion moved by Councillor Jarvis
Seconded by Councillor Shields**

THAT the matter be referred to the next Council Meeting of the 12 August 2024 in order for staff to obtain a cost-estimate on seeking legal advice on the question of the legality of the new guidelines as advised by TfNSW; i.e. whether they were duly authorised under the relevant legislation.

Amendment moved by Councillor Grieve

THAT Council:

- A. Request all existing 'P15 minute Permit Holders Excepted Area WB1' restrictions in Watsons Bay, be replaced with '1P Permit Holders Excepted Area WB1' restrictions, in order to comply with the published TfNSW Permit Parking Guidelines 2024, and to maintain a balance with preferential treatment for residents and equitable parking for other motorists.
- B. That the parking restrictions introduced by TfNSW be monitored over the 2025 summer period and then Council staff prepare a further report for consideration by Council, which includes staff submissions and any submissions from the Watsons Bay Association regarding the changes.

**The Amendment lapsed for want of a Seconder.
The Motion was put and carried.**

(Jarvis/Shields)

Resolved:

THAT the matter be referred to the next Council Meeting of the 12 August 2024 in order for staff to obtain a cost-estimate on seeking legal advice on the question of the legality of the new guidelines as advised by TfNSW; i.e. whether they were duly authorised under the relevant legislation.

Note: In accordance with Council's Code of Meeting Practice a Division of votes is recorded on this matter.

For the Motion

Councillor Grieve
Councillor Jarvis
Councillor Shields
Councillor Silcocks
Councillor Zeltzer

Against the Motion

Councillor Price

5/1

There being no further business the meeting concluded at 9.05pm.

We certify that the pages numbered 449 to 472 inclusive are the Minutes of the Finance, Community & Services Committee Meeting held on 5 August 2024 and confirmed by the Finance, Community & Services Committee on 4 November 2024 as correct.

Chairperson

Secretary of Committee

Item No: 5.2
Subject: **CONFIRMATION OF MINUTES OF THE WOOLLAHRA LOCAL TRAFFIC COMMITTEE MEETING HELD ON 6 AUGUST 2024**
Author: Emilio Andari, Manager Engineering Services
Approver: Tom O'Hanlon, Director Infrastructure & Sustainability

Purpose of the Report:

For the Committee to consider the recommendations of the Woollahra Local Traffic Committee.

Alignment to Delivery Program:

6.3 Ongoing responsiveness to traffic congestion, noise and speeding.

Recommendation:

THAT the Recommendations Y1-Y6 contained in the minutes of the Woollahra Local Traffic Committee held on Tuesday 6 August 2024 be adopted.

Executive Summary:

This report presents the Woollahra Local Traffic Committee Minutes held on 6 August 2024 for consideration by the Finance Community & Services Committee of 11 November 2024. The minutes are presented as **Attachment 1**.

Discussion:

This report presents items on traffic and parking related matters on public roads, and/or road related areas, which were considered at the Woollahra Local Traffic Committee meeting held on 6 August 2024. The minutes of this meeting are presented as **Attachment 1**.

Options:

Council may resolve in line with the recommendation(s) as included in this report or, Council may choose to resolve in some other manner.

Community Engagement and / or Internal Consultation:

There is no community engagement and/or internal review on this report.

Policy Implications:

There is no policy implications on this report.

Financial Implications:

There is no financial implications on this report.

Resourcing Implications:

There is no resourcing implications on this report.

Conclusion:

The minutes are presented for consideration by the Finance, Community & Services Committee.

Attachments:

1. Woollahra Local Traffic Committee Minutes - 6 August 2024



Woollahra Local Traffic Committee

Tuesday 6 August 2024
10.00am

Minutes

Woollahra Local Traffic Committee Minutes

Tuesday 6 August 2024

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Items to be Recommended to the Finance, Community and Services Committee by the Woollahra Local Traffic Committee for Consideration

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11.	General Business	

Woollahra Local Traffic Committee Minutes

The meeting of the Woollahra Local Traffic Committee was held in the Tarralbe Room (Committee Room), 536 New South Head Road, Double Bay, on 6 August 2024 at 10.00am.

Attendance

Committee Members:

Present:	Emilio Andari Van Le Taskira Islam Dylan Gojak	(Woollahra Municipal Council) (Chair) (Transport for NSW) (Transport for NSW) (Kellie Sloane MP Representative)
Staff:	Ever Fang Coen O'Shannessy Velsamy Sankaran	(Woollahra Municipal Council) (Woollahra Municipal Council) (Woollahra Municipal Council)
Observer:	Stella Cimarosti	(Transport for NSW)

1. Opening

The Manager of Engineering Services declared the Woollahra Local Traffic Committee of 6 August 2024 open and welcomed Committee Members.

2. Acknowledgement of Country (Gadigal People and Birrabirragal People)

The Manager Engineering Services read the following Acknowledgement of Country:

I would like to acknowledge that we are here today on the land of the Gadigal and Birrabirragal people, the traditional custodians of the land. On behalf of Woollahra Council, I acknowledge Aboriginal or Torres Strait Islander people attending today and I pay my respects to Elders past, present and emerging.

3. Leave of Absence and Apologies

Apologies: Sgt Anthony Leeson (Eastern Suburbs Police)
Alex Greenwich MP (Member for Sydney)

4. Confirmation of Minutes of Previous Meeting

The minutes of Meeting No. 7/24 held in Tarralbe Room, Double Bay, and via teleconference on Tuesday, 2 July 2024 confirmed by Taskira Islam and Dylan Gojak.

5. Matters arising from Minutes of Previous Meeting

Nil.

6. Woollahra Local Traffic Committee recommendations not adopted or amended by Woollahra Council Finance, Community & Services Committee

Nil.

7. Extraordinary Meetings

Nil.

8. Late Correspondence

Nil.

**Items to be Recommended to the Finance, Community and Services Committee by
the Woollahra Local Traffic Committee for Consideration**

Item No:	Y1
Subject:	MILITARY ROAD, WATSONS BAY - PARKLET INSTALLATION
Author:	Coen O'Shannessy, Traffic & Transport Engineer
Approvers:	Ever Fang, Traffic & Transport Team Leader Emilio Andari, Manager Engineering Services
File No:	24/131073
Purpose of the Report:	To seek approval for the installation of a parklet
Alignment to Delivery Program:	Strategy 6.2: Management of public parking on-street and off-street.
Recommendation:	

THAT approval be granted to replace the existing '2P 8am-4pm Mon-Sun' located on the eastern side of Military Road, Watsons Bay, across the frontage of Shop 1/24 Military Road, with 'No Stopping' restrictions for a section of 6 metres, as shown in Attachment 1, for the installation of a parklet to support and encourage community connection by introducing additional outdoor seating and planting, subject to the following conditions:

- A. Any directive provided by the NSW Police Force is to be complied with.
- B. All conditions contained within the Parklet Approval issued by Woollahra Council (Attachment 2).
- C. The parklet is to operate in conjunction to the approved footway dining permit and operate for a period of 12 months commencing from the date in which the applicant is notified of the determination of their application with the potential for extension.
- D. The applicant must supply and erect protection barriers for the parklet to ensure public safety. The applicant must remove any implemented barriers, at the completion of the period.
- E. The applicant must inform Council officers when the parklet is no longer required and will be removed.
- F. Council shall be indemnified against all claims for damage or injury that may result from either the activities or from the occupation of part of the public road reserve during the activities. A copy of Public Liability Insurance Cover to the value of \$20,000,000 shall be provided to Council prior to the installation of the parklet and Council must be listed as an interested party on the insurance policy.
- G. Council shall be reimbursed for the cost of repair of any damage caused to Council property as a result of the activities.
- H. Noise created by the use of equipment or activity must be controlled as required by the 'Protection of the Environment Operations (Noise Control) Regulation 2000'.
- I. The applicant must make arrangements to remove all waste/rubbish from the parklet on a daily basis.

- J. Failure to comply with any of these conditions may result in the cancellation of the use of a parklet at Council's discretion.
- K. Woollahra Council reserves the right to cancel this approval at any time.

Committee Vote: Unanimous Support

Item No: Y2
Subject: **TOWNS ROAD, VAUCLUSE - NO STOPPING RESTRICTIONS**

Author: Coen O'Shannessy, Traffic & Transport Engineer
Approvers: Ever Fang, Traffic & Transport Team Leader
Emilio Andari, Manager Engineering Services

File No: 24/131407
Purpose of the Report: To respond to requests from local residents

Alignment to Delivery Program: Strategy 6.2: Management of public parking on-street and off-street.
Recommendation:

THAT 'No Stopping' restriction be installed on the western side of Towns Road, Vacluse, for a distance of 15 metres from its intersection with New South Head Road as shown in Attachment 1, in order to deter illegal parking and improve traffic safety at this location.

Committee Vote: Unanimous Support

Item No: Y3
Subject: **CAMP STREET, WATSON BAY - NO STOPPING RESTRICTIONS**

Author: Ever Fang, Traffic & Transport Team Leader
Approver: Emilio Andari, Manager Engineering Services

File No: 24/132344
Purpose of the Report: To respond to requests from the local community

Alignment to Delivery Program: Strategy 6.2: Management of public parking on-street and off-street.
Recommendation:

THAT 'No Stopping' restrictions be installed on the western side of Camp Street, immediately north of Pacific Street, Watsons Bay for a distance of 6 metres, to deter illegal parking and improve traffic safety and local amenities, as shown in Attachment 1.

Committee Vote: Unanimous Support

Item No: Y4
Subject: **WOLSELEY ROAD, POINT PIPER - MOBILITY PARKING SPACE**

Author: Ever Fang, Traffic & Transport Team Leader
Approver: Emilio Andari, Manager Engineering Services
File No: 24/132345
Purpose of the Report: To create reasonable access for a Mobility Permit holder to their residence.
Alignment to Delivery Program: Strategy 6.2: Management of public parking on-street and off-street.
Recommendation:

THAT:

- A. A 'Mobility Parking' space be installed on the eastern side of Wolseley Road, Point Piper, for a length of 6 metres adjacent to property No.1B Wolseley Road, as shown in Attachment 1; and
- B. The applicant be advised of Council's Procedure and conditions for 'Mobility Parking' zones, including the requirement to renew these zones annually.

Committee Vote: Unanimous Support

Item No: Y5
Subject: **7 BAY STREET, DOUBLE BAY - PARKLET INSTALLATION**

Authors: Ever Fang, Traffic & Transport Team Leader
Jim Allison, Senior Property Officer
Approver: Emilio Andari, Manager Engineering Services
File No: 24/132346
Purpose of the Report: To seek approval for the installation of a parklet
Alignment to Delivery Program: Strategy 6.2: Management of public parking on-street and off-street.
Recommendation:

THAT approval be granted to replace the existing '2P Ticket 9am-6pm Mon-Sat' located on the eastern side of Bay Street, Double Bay, across the frontage of 7 Bay Street, with 'No Stopping' restrictions for a distance of 6.9 metres, as shown in Attachment 1, for the installation of a parklet to support and encourage community connection by introducing additional outdoor seating and planting, subject to the following conditions:

- A. Any directive provided by the NSW Police Force is to be complied with.
- B. All conditions contained within the Parklet Approval issued by Woollahra Council (Attachment 2).
- C. The parklet is to operate in conjunction to the approved footway dining permit and operate for a period of 12 months commencing from the date in which the applicant is notified of the determination of their application with the potential for extension.
- D. The applicant must supply and erect protection barriers for the parklet to ensure public safety. The applicant must remove any implemented barriers, at the completion of the period.

- E. The applicant must inform Council officers when the parklet is no longer required and will be removed.
- F. Council shall be indemnified against all claims for damage or injury that may result from either the activities or from the occupation of part of the public road reserve during the activities. A copy of Public Liability Insurance Cover to the value of \$20,000,000 shall be provided to Council prior to the installation of the parklet and Council must be listed as an interested party on the insurance policy.
- G. Council shall be reimbursed for the cost of repair of any damage caused to Council property as a result of the activities.
- H. Noise created by the use of equipment or activity must be controlled as required by the 'Protection of the Environment Operations (Noise Control) Regulation 2000'.
- I. The applicant must make arrangements to remove all waste/rubbish from the parklet on a daily basis.
- J. Failure to comply with any of these conditions may result in the cancellation of the use of a parklet at Council's discretion.
- K. Woollahra Council reserves the right to cancel this approval at any time.

Committee Vote: Unanimous Support

Item No: Y6
Subject: **BAY STREET, DOUBLE BAY - PARKLET INSTALLATION FOR 2-22 KNOX STREET**
Authors: Ever Fang, Traffic & Transport Team Leader
Jim Allison, Senior Property Officer
Approver: Emilio Andari, Manager Engineering Services
File No: 24/133556
Purpose of the Report: To seek approval for the installation of a parklet
Alignment to Delivery Program: Strategy 6.2: Management of public parking on-street and off-street.
Recommendation:

THAT approval be granted to replace the existing '2P Ticket 9am-6pm Mon-Sat' located on the eastern side of Bay Street, Double Bay, near shop 15 of 2-22 Knox Street, with 'No Stopping' restrictions for a distance of 5.865 metres, as shown in Attachment 1, for the installation of a parklet to support and encourage community connection by introducing additional outdoor seating and planting, subject to the following conditions:

- A. Any directive provided by the NSW Police Force is to be complied with.
- B. All conditions contained within the Parklet Approval issued by Woollahra Council (Attachment 2).
- C. The parklet is to operate in conjunction to the approved footway dining permit and operate for a period of 12 months commencing from the date in which the applicant is notified of the determination of their application with the potential for extension.

- D. The applicant must supply and erect protection barriers for the parklet to ensure public safety. The applicant must remove any implemented barriers, at the completion of the period.
- E. The applicant must inform Council officers when the parklet is no longer required and will be removed.
- F. Council shall be indemnified against all claims for damage or injury that may result from either the activities or from the occupation of part of the public road reserve during the activities. A copy of Public Liability Insurance Cover to the value of \$20,000,000 shall be provided to Council prior to the installation of the parklet and Council must be listed as an interested party on the insurance policy.
- G. Council shall be reimbursed for the cost of repair of any damage caused to Council property as a result of the activities.
- H. Noise created by the use of equipment or activity must be controlled as required by the 'Protection of the Environment Operations (Noise Control) Regulation 2000'.
- I. The applicant must make arrangements to remove all waste/rubbish from the parklet on a daily basis.
- J. Failure to comply with any of these conditions may result in the cancellation of the use of a parklet at Council's discretion.
- K. Woollahra Council reserves the right to cancel this approval at any time.

Committee Vote: Unanimous Support

Items for Discussion by Committee Members

Item No: Z1
Subject: TRANSPORT FOR NSW FUNDED PROJECTS STATUS

Author: Ever Fang, Traffic & Transport Team Leader
Approver: Emilio Andari, Manager Engineering Services
File No: 24/133107
Purpose of the Report: Monthly Update on Transport for NSW Funded Projects
Alignment to Delivery Program: Strategy 6.1: Facilitate an improved network of accessible and safe active transport options.
Recommendation:

THAT the information be received and noted.

Committee Vote: Unanimous Support

11. General Business

Nil

There being no further business the meeting concluded at 11:16 am.

We certify that the pages numbered 1 to 9 inclusive are the Minutes of the Woollahra Local Traffic Committee Meeting held on 6 August 2024.

Chairperson

Secretary of Committee

Item No: 5.3
Subject: **CONFIRMATION OF MINUTES OF THE WOOLLAHRA LOCAL TRAFFIC COMMITTEE MEETING HELD ON 3 SEPTEMBER 2024**
Author: Emilio Andari, Manager Engineering Services
Approver: Tom O'Hanlon, Director Infrastructure & Sustainability

Purpose of the Report:

For the Committee to consider the recommendations of the Woollahra Local Traffic Committee.

Alignment to Delivery Program:

6.3 Ongoing responsiveness to traffic congestion, noise and speeding.

Recommendation:

THAT the Recommendations Y1-Y5 contained in the minutes of the Woollahra Local Traffic Committee held on Tuesday 3 September 2024 be adopted.

Executive Summary:

This report presents the Woollahra Local Traffic Committee Minutes held on 3 September 2024 for consideration by the Finance Community & Services Committee of 11 November 2024. The minutes are presented as **Attachment 1**.

Discussion:

This report presents items on traffic and parking related matters on public roads, and/or road related areas, which were considered at the Woollahra Local Traffic Committee meeting held on 3 September 2024. The minutes of this meeting are presented as **Attachment 1**.

Options:

Council may resolve in line with the recommendation(s) as included in this report or, Council may choose to resolve in some other manner.

Community Engagement and / or Internal Consultation:

There is no community engagement and/or internal review on this report.

Policy Implications:

There is no policy implications on this report.

Financial Implications:

There is no financial implications on this report.

Resourcing Implications:

There is no resourcing implications on this report.

Conclusion:

The minutes are presented for consideration by the Finance, Community & Services Committee.

Attachments:

1. Woollahra Local Traffic Committee Minutes - 3 September 2024



Woollahra Local Traffic Committee

Tuesday 3 September 2024
10.00am

Minutes

Woollahra Local Traffic Committee Minutes

Tuesday 3 September 2024

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Items to be Recommended to the Finance, Community and Services Committee by the Woollahra Local Traffic Committee for Consideration

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11.	General Business	

Woollahra Local Traffic Committee Minutes

The meeting of the Woollahra Local Traffic Committee was held in the Tarralbe Room (Committee Room), 536 New South Head Road, Double Bay, on 3 September 2024 at 10.00am.

Attendance

Committee Members:

Present:	Emilio Andari Taskira Islam Sgt Anthony Leeson	(Woollahra Municipal Council) (Chair) (Transport for NSW) (Eastern Suburbs Police)
Staff:	Ever Fang Velsamy Sankaran	(Woollahra Municipal Council) (Woollahra Municipal Council)

1. Opening

The Manager of Engineering Services declared the Woollahra Local Traffic Committee of 3 September 2024 open and welcomed Committee Members.

2. Acknowledgement of Country (Gadigal People and Birrabirragal People)

The Manager Engineering Services read the following Acknowledgement of Country:

I would like to acknowledge that we are here today on the land of the Gadigal and Birrabirragal people, the traditional custodians of the land. On behalf of Woollahra Council, I acknowledge Aboriginal or Torres Strait Islander people attending today and I pay my respects to Elders past, present and emerging.

3. Leave of Absence and Apologies

Apologies:	Alex Greenwich MP Kellie Sloane MP Coen O'Shannessy	(Member for Sydney) (Member for Vaucluse) (Woollahra Municipal Council)
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4. Confirmation of Minutes of Previous Meeting

The minutes of Meeting No. 8/24 held in Tarralbe Room, Double Bay, and via teleconference on Tuesday, 6 August 2024 confirmed by Taskira Islam.

5. Matters arising from Minutes of Previous Meeting

Nil.

6. Woollahra Local Traffic Committee recommendations not adopted or amended by Woollahra Council Finance, Community & Services Committee

Nil.

7. Extraordinary Meetings

Nil.

8. Late Correspondence

Nil.

**Items to be Recommended to the Finance, Community and Services Committee by
the Woollahra Local Traffic Committee for Consideration**

Item No: Y1
Subject: **SHORT STREET, WATSONS BAY - AT-GRADE PEDESTRIAN CROSSING**
Author: Velsamy Sankaran, Traffic & Transport Engineer
Approvers: Ever Fang, Traffic & Transport Team Leader
Emilio Andari, Manager Engineering Services
File No: 24/139612
Purpose of the Report: To upgrade and modify the existing Pedestrian Crossing facility
Alignment to Delivery Program: Strategy 6.1: Facilitate an improved network of accessible and safe active transport options.

Recommendation:

THAT:

- A. The concept design for the proposed at-grade marked pedestrian crossing in Short Street, Watsons Bay, west of Cliff Street, as shown in the Attachment 1, be approved in principle; and subject to funding for this project being sought in a future Traffic Capital Works Program or funding opportunities through State and Federal Grants; and
- B. A detailed design for the proposed at-grade pedestrian crossing in Short Street, Watsons Bay, west of Cliff Street, together with community consultation feedback, be presented to a future local traffic committee meeting for consideration and approval.

Committee Vote: Unanimous Support

Item No: Y2
Subject: **FLETCHER STREET, WOOLLAHRA - MOBILITY PARKING SPACE**
Author: Velsamy Sankaran, Traffic & Transport Engineer
Approvers: Ever Fang, Traffic & Transport Team Leader
Emilio Andari, Manager Engineering Services
File No: 24/148574
Purpose of the Report: To create reasonable access for a Mobility Permit Holder to their residence
Alignment to Delivery Program: Strategy 6.2: Management of public parking on-street and off-street.

Recommendation:

THAT:

- A. A 'Mobility Parking' space be installed on the northern side of Fletcher Street, Woollahra, for a length of 6 metres adjacent to property No.1 Raine Street, Woollahra, as shown in the Attachment 1; and
- B. The applicant be advised of Council's Procedure and conditions for 'Mobility Parking' zones, including the requirement to renew these zones annually.

Committee Vote: Unanimous Support

Item No: Y3
Subject: **BOUNDARY STREET, PADDINGTON - TIMED PARKING RESTRICTIONS**

Author: Ever Fang, Traffic & Transport Team Leader
Approver: Emilio Andari, Manager Engineering Services
File No: 24/152702
Purpose of the Report: To respond to requests from the local community
Alignment to Delivery Program: Strategy 6.2: Management of public parking on-street and off-street.

Recommendation:

THAT the existing '1P 8am-11pm Permit Holders Excepted PGTN1' restrictions on the southern side of Boundary Street, west of its intersection with West Street, Paddington, be extended for a distance of four (4) metres to replace the existing 'No Stopping' restrictions at this location, as shown in Attachment 1, to improve parking opportunities in this area.

Committee Vote: Unanimous Support

Item No: Y4
Subject: **MAGNEY LANE, WOOLLAHRA - ONE-WAY TRAFFIC CONDITIONS INVESTIGATION**

Author: Coen O'Shannessy, Traffic & Transport Engineer
Approvers: Ever Fang, Traffic & Transport Team Leader
Emilio Andari, Manager Engineering Services
File No: 24/152945
Purpose of the Report: To respond to requests from local residents
Alignment to Delivery Program: Strategy 6.3: Ongoing responsiveness to traffic congestion, noise and speeding.

Recommendation:

That the proposed 'One-Way' traffic conditions in Magney Lane, Woollahra, between Edgecliff Road and Fern Place not be implemented due to the low level of community support.

Committee Vote: Unanimous Support

Item No: Y5
Subject: **EDGECLIFF ROAD, WOOLLAHRA - NO STOPPING RESTRICTION AT YARWOOD LANE**
Author: Coen O'Shannessy, Traffic & Transport Engineer
Approvers: Ever Fang, Traffic & Transport Team Leader
Emilio Andari, Manager Engineering Services
File No: 24/153012
Purpose of the Report: Request from local residents to improve safety
Alignment to Delivery Program: Strategy 6.2: Management of public parking on-street and off-street.
Recommendation:

THAT the statutory 10 metre 'No Stopping' restriction on the northern side of Edgecliff Road, Woollahra, west from its intersection with Yarwood Lane, as shown in Attachment 1, be signposted in order to improve road safety at this location.

Committee Vote: Unanimous Support

Items for Discussion by Committee Members

Item No: Z1
Subject: **TRANSPORT FOR NSW FUNDED PROJECTS STATUS**
Author: Ever Fang, Traffic & Transport Team Leader
Approver: Emilio Andari, Manager Engineering Services
File No: 24/153321
Purpose of the Report: Monthly Update on Transport for NSW Funded Projects
Alignment to Delivery Program: Strategy 6.1: Facilitate an improved network of accessible and safe active transport options.
Recommendation:

THAT the information be received and noted.

Committee Vote: Unanimous Support

11. General Business

Nil.

There being no further business the meeting concluded at 10.17 am.

We certify that the pages numbered 1 to 5 inclusive are the Minutes of the Woollahra Local Traffic Committee Meeting held on 3 September 2024.

Chairperson

Secretary of Committee

Item No: 5.4
Subject: **CONFIRMATION OF MINUTES OF THE WOOLLAHRA LOCAL TRAFFIC COMMITTEE MEETING HELD ON 1 OCTOBER 2024**
Author: Emilio Andari, Manager Engineering Services
Approver: Tom O'Hanlon, Director Infrastructure & Sustainability

Purpose of the Report:

For the Committee to consider the recommendations of the Woollahra Local Traffic Committee.

Alignment to Delivery Program:

6.3 Ongoing responsiveness to traffic congestion, noise and speeding.

Recommendation:

THAT the Recommendations Y1-Y4 contained in the minutes of the Woollahra Local Traffic Committee held on Tuesday 1 October 2024 be adopted.

Executive Summary:

This report presents the Woollahra Local Traffic Committee Minutes held on 1 October 2024 for consideration by the Finance Community & Services Committee of 11 November 2024. The minutes are presented as **Attachment 1**.

Discussion:

This report presents items on traffic and parking related matters on public roads, and/or road related areas, which were considered at the Woollahra Local Traffic Committee meeting held on 1 October 2024. The minutes of this meeting are presented as **Attachment 1**.

Options:

Council may resolve in line with the recommendation(s) as included in this report or, Council may choose to resolve in some other manner.

Community Engagement and / or Internal Consultation:

There is no community engagement and/or internal review on this report.

Policy Implications:

There is no policy implications on this report.

Financial Implications:

There is no financial implications on this report.

Resourcing Implications:

There is no resourcing implications on this report.

Conclusion:

The minutes are presented for consideration by the Finance, Community & Services Committee.

Attachments:

1. Woollahra Local Traffic Committee Minutes - 1 October 2024



Woollahra Local Traffic Committee

Tuesday 1 October 2024
10.00am

Minutes

Woollahra Local Traffic Committee Minutes

Tuesday 1 October 2024

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Woollahra Local Traffic Committee Minutes

The meeting of the Woollahra Local Traffic Committee was held in the Tarralbe Room (Committee Room), 536 New South Head Road, Double Bay, on 1 October 2024 at 10.00am.

Attendance

Committee Members:

Present:	Emilio Andari Taskira Islam	(Woollahra Municipal Council) (Chair) (Transport for NSW)
Staff:	Ever Fang Velsamy Sankaran Coen O'Shannessy Jonas Manalang	(Woollahra Municipal Council) (Woollahra Municipal Council) (Woollahra Municipal Council) (Woollahra Municipal Council)

1. Opening

The Manager of Engineering Services declared the Woollahra Local Traffic Committee of 1 October 2024 and welcomed Committee Members.

2. Acknowledgement of Country (Gadigal People and Birrabirragal People)

The Manager Engineering Services read the following Acknowledgement of Country:

I would like to acknowledge that we are here today on the land of the Gadigal and Birrabirragal people, the traditional custodians of the land. On behalf of Woollahra Council, I acknowledge Aboriginal or Torres Strait Islander people attending today and I pay my respects to Elders past, present and emerging.

3. Leave of Absence and Apologies

Apologies:	Alex Greenwich MP Kellie Sloane MP Sgt Anthony Leeson	(Member for Sydney) (Member for Vaucluse) (Eastern Suburbs Police)
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4. Confirmation of Minutes of Previous Meeting

The minutes of Meeting No. 9/24 held in Tarralbe Room, Double Bay, and via teleconference on Tuesday, 3 September 2024 confirmed by Taskira Islam.

5. Matters arising from Minutes of Previous Meeting

Nil.

6. Woollahra Local Traffic Committee recommendations not adopted or amended by Woollahra Council Finance, Community & Services Committee

Nil.

7. Extraordinary Meetings

Nil.

8. Late Correspondence

- One (1) late submission was received in regards to Item Y1. A copy of the document has been distributed to the other committee members via email and were also presented at the meeting.

**Items to be Recommended to the Finance, Community and Services Committee by
the Woollahra Local Traffic Committee for Consideration**

Item No: Y1
Subject: **OSWALD STREET, DARLING POINT - PERMIT PARKING RESTRICTIONS**
Author: Coen O'Shannessy, Traffic & Transport Engineer
Approvers: Ever Fang, Traffic & Transport Team Leader
Emilio Andari, Manager Engineering Services
File No: 24/173512
Purpose of the Report: To respond to request from the local community
Alignment to Delivery Program: Strategy 6.2: Management of public parking on-street and off-street.
Recommendation:

That the existing '2P 8am-8pm Permit Holders Excepted Area RUSH 1' parking restrictions be extended to the available kerbside parking on the western side of Oswald Street south of Oswald Lane, Darling Point, as shown in Attachment 1.

Committee Vote: Unanimous Support

Item No: Y2
Subject: **DUXFORD STREET, PADDINGTON - GIVE WAY CONTROL INTERSECTION TREATMENT**
Author: Ever Fang, Traffic & Transport Team Leader
Approver: Emilio Andari, Manager Engineering Services
File No: 24/173830
Purpose of the Report: To respond to requests from the local community
Alignment to Delivery Program: Strategy 6.3: Ongoing responsiveness to traffic congestion, noise and speeding.
Recommendation:

That 'Give Way' control treatment with associated signs and line markings be installed in Duxford Street at its intersection with Gurner Street, Paddington, as shown in Attachment 1, in order to improve traffic safety at this location.

Committee Vote: Unanimous Support

Item No: Y3
Subject: **FLINTON STREET, PADDINGTON - STOP CONTROL INTERSECTION TREATMENT**

Author: Ever Fang, Traffic & Transport Team Leader
Approver: Emilio Andari, Manager Engineering Services
File No: 24/173832
Purpose of the Report: To respond to requests from the local community
Alignment to Delivery Program: Strategy 6.3: Ongoing responsiveness to traffic congestion, noise and speeding.
Recommendation:

That the installation of 'Stop' control treatments for Flinton Street, at its intersection with Glenmore Road, Paddington, be approved, in order to improve traffic conditions and road safety at the intersection, as shown in Attachment 1.

Committee Vote: Unanimous Support

Item No: Y4
Subject: **DRUMALBYN ROAD, BELLEVUE HILL - NO STOPPING RESTRICTIONS**

Author: Ever Fang, Traffic & Transport Team Leader
Approver: Emilio Andari, Manager Engineering Services
File No: 24/173834
Purpose of the Report: To respond to requests from the local community
Alignment to Delivery Program: Strategy 6.2: Management of public parking on-street and off-street.
Recommendation:

THAT 'No Stopping' restrictions be signposted on northern side of Drumlbyn Road, east of Victoria Road for a distance of 10 metres, to reinforce statutory requirements and improve traffic safety at this location, as shown in Attachment 1.

Committee Vote: Unanimous Support

Items for Discussion by Committee Members

Item No: Z1
Subject: **TRANSPORT FOR NSW FUNDED PROJECTS STATUS**

Author: Ever Fang, Traffic & Transport Team Leader
Approver: Emilio Andari, Manager Engineering Services
File No: 24/173835
Purpose of the Report: Monthly Update on Transport for NSW Funded Projects
Alignment to Delivery Program: Strategy 6.1: Facilitate an improved network of accessible and safe active transport options.
Recommendation:

THAT the information be received and noted.

Committee Vote: Unanimous Support

11. General Business

Nil.

There being no further business the meeting concluded at 10:19 am.

We certify that the pages numbered 1 to 5 inclusive are the Minutes of the Woollahra Local Traffic Committee Meeting held on Tuesday 1 October 2024.

Chairperson

Secretary of Committee

Item No: 5.5
Subject: CONFIRMATION OF MINUTES OF THE WOOLLAHRA LOCAL TRAFFIC COMMITTEE MEETING HELD ON 5 NOVEMBER 2024
Author: Emilio Andari, Manager Engineering Services
Approver: Tom O'Hanlon, Director Infrastructure & Sustainability

Purpose of the Report:

For the Committee to consider the recommendations of the Woollahra Local Traffic Committee.

Alignment to Delivery Program:

6.3 Ongoing responsiveness to traffic congestion, noise and speeding.

Recommendation:

THAT the Recommendations Y1-Y9 contained in the minutes of the Woollahra Local Traffic Committee held on Tuesday 5 November 2024 be adopted.

Executive Summary:

This report presents the Woollahra Local Traffic Committee Minutes held on 5 November 2024 for consideration by the Finance Community & Services Committee of 11 November 2024. The minutes are presented as **Attachment 1**.

Discussion:

This report presents items on traffic and parking related matters on public roads, and/or road related areas, which were considered at the Woollahra Local Traffic Committee meeting held on 5 November 2024. The minutes of this meeting are presented as **Attachment 1**.

Options:

Council may resolve in line with the recommendation(s) as included in this report or, Council may choose to resolve in some other manner.

Community Engagement and / or Internal Consultation:

There is no community engagement and/or internal review on this report.

Policy Implications:

There is no policy implications on this report.

Financial Implications:

There is no financial implications on this report.

Resourcing Implications:

There is no resourcing implications on this report.

Conclusion:

The minutes are presented for consideration by the Finance, Community & Services Committee.

Attachments:

- 1. Woollahra Local Traffic Committee Minutes - 5 November 2024



Woollahra Local Traffic Committee

Tuesday, 5 November 2024
10:00 AM

Minutes

Woollahra Local Traffic Committee

Tuesday, 5 November 2024

Minutes

Attendance

Committee Members:

Present: Emilio Andari (Woollahra Municipal Council) (Chair)
Taskira Islam (Transport for NSW)
Sgt Anthony Leeson (Eastern Suburbs Police)

Staff: Ever Fang (Woollahra Municipal Council)
Coen O'Shannessy (Woollahra Municipal Council)

Observer: Rino Mucciacciaro (Transdev-John Holland)

Also in

Attendance: Cr Lucinda Regan (Councillor - 9.3)
Scott Perkins (Resident - 9.3)
Yael Heynold (Resident - 9.3)
Maureen Brett (Resident - 9.7)

1. Opening

The Manager of Engineering Services declared the Woollahra Local Traffic Committee of 5 November 2024 open and welcomed Committee Members.

2. Acknowledgement of Country (Gadigal People and Birrabirragal People)

The Chair read the following Acknowledgement of Country:

I would like to acknowledge that we are here today on the land of the Gadigal and Birrabirragal people, the traditional custodians of the land. On behalf of Woollahra Council, I acknowledge Aboriginal or Torres Strait Islander people attending today and I pay my respects to Elders past, present and emerging.

3. Leave of Absence and Apologies

Kellie Sloane MP	(Member for Vacluse)
Alex Greenwich MP	(Member for Sydney)
Velsamy Sankaran	(Woollahra Municipal Council)

4. Confirmation of Minutes

The minutes of Meeting No.10/24 held in Tarralbe Room, Double Bay, and via teleconference on Tuesday, 1 October 2024 were confirmed by Taskira Islam.

5. Matters arising from Minutes of Previous Meeting

Nil.

6. Woollahra Local Traffic Committee recommendations not adopted or amended by Woollahra Council Finance, Community & Services Committee

Nil.

7. Extraordinary Meeting

Nil.

8. Late Correspondence

- One (1) late submission was received in regards to Item 9.5. A copy of the submission was distributed to the other committee members via email and was also presented at the meeting.

9. Items to be Recommended to the Finance, Community and Services Committee by the Woollahra Local Traffic Committee for Consideration

Item No:	9.1
Subject:	JERSEY ROAD, PADDINGTON - PEDESTRIAN CROSSING AUDIT
Author:	Velsamy Sankaran, Traffic & Transport Engineer
Purpose of the Report:	To audit the existing pedestrian crossing in line with Australian Standards, Austroads Guides and TfNSW Standard Supplements and Technical Directions.
Alignment to Delivery Program:	6.1 Facilitate an improved network of accessible and safe active transport options.

Recommendation:

THAT the following alterations be carried out at the pedestrian crossing in Jersey Road, east of Paddington Street, Paddington, to improve conditions for pedestrians and bring this facility in line with Austroads Guide to Traffic Management – Part 6, Australian Standard 1742.10, TfNSW Australian Standard Supplements and TfNSW Technical Directions, including the following actions:

- A. The faded transverse lines for the crossing (PX lines), dividing (barrier) lines (BB lines) and zig-zag advance markings be repainted on both approaches to the crossing;
- B. Bi-directional Raised Retro-reflective Pavement Markers (RRPMs) be provided at 5m spacing for the BB lines on both approach of the crossing;
- C. The night time illumination levels be measured in accordance with AS/NZS 1158.4 and remedied as required as part of Council's lighting audit project; and
- D. The existing at-grade pedestrian crossing be upgraded to a raised pedestrian crossing to reduce traffic speed and enhance road safety, subject to funding for this project being sought by a future Traffic Capital Works Program, or funding opportunities through State and Federal Grants.

Committee Vote: Unanimous Support

Item No:	9.2
Subject:	BORONIA ROAD, BELLEVUE HILL - NO STOPPING RESTRICTIONS
Author:	Ever Fang, Traffic & Transport Team Leader
Purpose of the Report:	To respond to requests from the local residents
Alignment to Delivery Program:	6.2 Management of public parking on-street and off-street.

Recommendation:

THAT 'No Stopping' restrictions be signposted on eastern side of Boronia Road, north of Bunyula Road, Bellevue Hill, for a distance of 10 metres to reinforce statutory requirements and improve traffic safety at this location, as shown in Attachment 1.

Committee Vote: Unanimous Support

Item No: 9.3
Subject: **KAMBALA ROAD, BELLEVUE HILL - KERB EXTENSION AND FOOTPATH UPGRADES DESIGN PLAN**
Author: Coen O'Shannessy, Traffic & Transport Engineer
Purpose of the Report: To improve pedestrian safety and local amenities
Alignment to Delivery Program: 6.1 Facilitate an improved network of accessible and safe active transport options.

Recommendation:

That the proposed kerb extension and footpath upgrade in Kambala Road, Bellevue Hill, as shown in Attachment 1, be approved in order to improve pedestrian access and safety.

Note: Ms Yael Heynold and Mr Scott Perkins addressed the committee showing support to the design as it addresses safety concerns whilst preserving the existing street tree at this location.

Note: Councillor Lucinda Regan noted that there were submissions in objection to the design and asked if alternate design solutions were considered.

Note: Council's Manager Engineering Services, Emilio Andari, stated as part of the investigation, design options were considered by Council staff. Mr Andari suggested that an on-site meeting will be offered to the local residents who made a submission, prior to the Finance, Community & Services Committee meeting to address any concerns raised.

Committee Vote: Unanimous Support

Item No: 9.4
Subject: **FITZWILLIAM ROAD, VAUCLUSE - NO STOPPING RESTRICTIONS**
Author: Ever Fang, Traffic & Transport Team Leader
Purpose of the Report: To respond to requests from the local community
Alignment to Delivery Program: 6.2 Management of public parking on-street and off-street.

Recommendation:

THAT 'No Stopping' restrictions be installed on the western side of Fitzwilliam Road, south of its intersection with Boambillee Avenue, Vaucluse for a distance of 15 metres, as shown in Attachment 1, to improve sightlines and traffic safety at this location.

Committee Vote: Unanimous Support

Item No: 9.5
Subject: **MONCUR STREET, WOOLLAHRA - RAISED PEDESTRIAN CROSSING DESIGN PLAN**
Author: Ever Fang, Traffic & Transport Team Leader
Purpose of the Report: To improve road safety and pedestrian amenities in this area.
Alignment to Delivery Program: 6.1 Facilitate an improved network of accessible and safe active transport options.

Recommendation:

THAT the design plan for the proposed raised pedestrian crossing in Moncur Street, Woollahra, immediately south of its intersection with Morrell Street (as per attached Attachment 1 – Design Plan) be approved.

Note: One (1) late correspondence was received and tabled at the meeting.

Committee Vote: Unanimous Support

Item No: 9.6
Subject: **WINDSOR STREET, PADDINGTON - MOBILITY PARKING SPACE IN POINT PIPER LANE**
Author: Velsamy Sankaran, Traffic & Transport Engineer
Purpose of the Report: To create reasonable access for a Mobility Permit holder to their residence
Alignment to Delivery Program: 6.2 Management of public parking on-street and off-street.

Recommendation:

THAT:

- A. A 'Mobility Parking' space be installed on the north-western side of Point Piper Lane, Paddington, for a length of 5.4 metres on the eastern boundary of property No.182 Windsor Street, Paddington, next to the existing 'No Stopping' restriction, as shown in the Attachment 1; and
- B. The applicant be advised of Council's Procedure and conditions for 'Mobility Parking' zones, including the requirement to renew these zones annually.

Committee Vote: Unanimous Support

Item No: 9.7
Subject: **DARLING POINT ROAD, DARLING POINT - KERB EXTENSIONS AND FOOTPATH UPGRADES DESIGN PLAN**
Author: Velsamy Sankaran, Traffic & Transport Engineer
Purpose of the Report: To seek approval of the design plans for the proposed infrastructure upgrades
Alignment to Delivery Program: 6.1 Facilitate an improved network of accessible and safe active transport options.

Recommendation:

THAT the design plan for the proposed traffic infrastructure upgrades including footpath widening, kerb extension and kerb ramps upgrades with associated signs and linemarkings in Darling Point Road, near its intersection with St Marks Road (as per attached Attachment 1 - Design Plan) be approved.

Note: Ms Maureen Brett addressed the committee and raised concerns to the footpath design at the intersection. It was also requested that parking in this section of Darling Point Road should be removed as vehicles may be required to use the wrong side of road when cars are parked at this location. Other concerns, including illegal parking and pick-up/drop-off of nearby schools were also raised.

Note: Council's Manager Engineering Services, Emilio Andari, confirmed that the footpath will be widened along Darling Point Road, near the existing tree, whilst maintaining compliant travel lane widths to allow vehicular movements and to accommodate bus services. Other issues that were raised were noted, and will be investigated, and illegal parking will be reported to Regulatory Services Team for monitoring and enforcement.

Community Vote: Unanimous Support

Item No: 9.8
Subject: **NEW YEAR'S EVE 2024 - TRAFFIC MANAGEMENT PLAN**
Author: Ever Fang, Traffic & Transport Team Leader
Purpose of the Report: To seek approval for the Traffic Management Plan for New Year's Eve 2024
Alignment to Delivery Program: 6.3 Ongoing responsiveness to traffic congestion, noise and speeding.

Recommendation:

THAT the 2024 New Year's Eve traffic control measures as detailed in the Traffic Management Plan, prepared by AAA Traffic Control Pty Ltd, as shown in Attachment 1, be implemented subject to approval from the NSW Government's Transport Management Centre (TMC) in relation to the proposed road closures, special event clearways and temporary speed limit reduction.

Note: Council's Manager Engineering Services, Emilio Andari, requested Transport for NSW (TfNSW) to temporarily change the phasing of traffic signals in Darling Point during peak hours to accommodate high volumes of traffic exiting the peninsular. Ms Taskira Islam from TfNSW raised that requests could be sent to Signal Teams for review and consideration.

Note: Rino Mucciacciaro from Transdev John Holland, the local bus operator, raised that Special Event Clearway restrictions are requested on both sides of New South Head Road, between Serpentine Parade and Old South Head Road, Vaucluse.

Community Vote: Unanimous Support.

Item No: 9.9
Subject: **LOCATIONS ACROSS WOOLLAHRA MUNICIPALITY - PARKING RESTRICTIONS FOR ELECTRIC VEHICLE CHARGING STATIONS ON STREET POLES**
Author: Ever Fang, Traffic & Transport Team Leader
Purpose of the Report: To provide electric vehicle charging stations to the local community
Alignment to Delivery Program: 6.2 Management of public parking on-street and off-street.

Recommendation:

THAT Council:

- A. Note that a comprehensive community consultation has taken place for the installation of public electric vehicle charging stations between 6 August and 3 September 2024;
- B. Approve the installation of electric vehicle charging stations with respective parking restrictions at the following locations:

1. '2P 8am-11pm Electric Vehicles Only While Charging' restrictions for 2 parking bays on the western side of Hopewell Street near 36 Hopewell Street, Paddington as shown in Attachment 1;
 2. '4P 8am-11pm Electric Vehicles Only While Charging' restrictions for 2 parking bays on the northern side of Glenmore Road near 146 Glenmore Road, Paddington as shown in Attachment 2;
 3. '4P 8am-11pm Electric Vehicles Only While Charging' restrictions for 2 parking bays on the western side of Cascade Street near 50 Cascade Street, Paddington as shown in Attachment 3;
 4. '4P 8am-11pm Electric Vehicles Only While Charging' restrictions for 2 parking bays on the northern side of Paddington Street near 124 Jersey Road, Paddington as shown in Attachment 4;
 5. '4P 8am-11pm Electric Vehicles Only While Charging' restrictions for 1 parking bay on the western side of Duxford Street, near 1 Broughton Street, Paddington as shown in Attachment 5.
- C. Delegate authority to the Manager, Engineering Services to modify the signage should on-site circumstances warrant changes.

Committee Vote: Unanimous Support

10. Items for Discussion by Committee Members

Item No: 10.1
Subject: **TRANSPORT FOR NSW FUNDED PROJECT STATUS**
Author: Ever Fang, Traffic & Transport Team Leader
Purpose of the Report: Monthly Update on Transport for NSW Funded Projects
Alignment to Delivery Program: 6.1 Facilitate an improved network of accessible and safe active transport options.

Recommendation:

THAT the information be received and noted.

Committee Vote: Unanimous Support

11. General Business

Nil.

Item No: 5.6
Subject: **CONFIRMATION OF MINUTES OF THE PUBLIC ART PANEL MEETING HELD ON 13 AUGUST 2024**
Author: Holly Williams, A/Public Art Coordinator
Approver: Maya Jankovic, A/Manager Community & Culture
Vicki Munro, A/Director Community & Customer Experience

Purpose of the Report:

The Minutes of the Public Art Panel of 13 August 2024 were previously circulated. In accordance with the Panel's Terms of Reference, the Public Art Panel minutes are reported to the Finance, Community and Services Committee for notation.

Alignment to Delivery Program:

3.1 Promote opportunities for innovative, creative and cultural initiatives that support the community.

Recommendation:

THAT the Minutes of the Public Art Panel Meeting of 13 August 2024 are received and noted.

Executive Summary:

This report presents the Public Art Panel Minutes of 13 August 2024 for notation by the Finance, Community & Services Committee. The Minutes of the meeting are presented as **Attachment 1**.

Discussion:

The Public Art Panel Minutes are presented to the Committee as a procedural matter. The key discussion points detailed in the Minutes include:

1. Offer of Donation and a 5 Year loan of artworks by Ron Robertson-Swann OAM.

Ron Robertson-Swann, OAM is a significant Australian sculptor with a long-standing connection to the local area. There was discussion on a proposed donation and which artwork might be selected. The Panel identified *Quantum* as their preferred work. Possible locations and potential impact of a such a large work in the public open space was discussed. It was subsequently proposed that a member of the Panel might accompany the Public Art Coordinator on a tour of potential sites as part of the research and decision-making process. The Panel also discussed the offer to accept a loan for a 5-year term for the second artwork, titled *Tony's Tower II*, which was not supported by the Panel.

A further report will be presented to a future Public Art Panel meeting on the estimated value for the Cultural Gifts Program donation, proposed surface finish, location and plinth options and costs for maintenance and installation of the *Quantum* artwork. Dependent on the outcome of the Panel's advice, a report will then be presented to Council for acceptance of the donation of the *Quantum* artwork in accordance with the Council's Donations and Sponsorship policy (amended 11 June 2024).

2. Bay Street public art commission in Double Bay.

Following the engagement of artist Penny Evans with her proposed artwork *Wadhangarii*, the Panel reviewed the developed design proposal submitted by UAP for the Bay Street Public Art Commission. UAP provided technical advice in response to the Panel's questions on patina colour, design dimensions and load bearing requirements to reduce risk issues for the sculpture.

Options:

This report is for notation only.

Community Engagement and / or Internal Consultation:

There was no community engagement and / or internal consultation required in writing this report.

Policy Implications:

There are no policy implications as a result of this report.

Financial Implications:

Funding of \$250,000 for the Bay Street public art commission was from a grant from the NSW Government's Public Spaces Legacy Program.

Resourcing Implications:

There are no resourcing implications as a result of this report.

Conclusion:

The minutes of the 13 August 2024 meeting of the Public Art Panel are presented to the Finance, Community & Services Committee for notation.

Attachments:

1. Public Art Panel Minutes - 13 August 2024



Public Art Panel

Tuesday 13 August 2024
2.00pm

Minutes

UNCONFIRMED

Public Art Panel Minutes

Tuesday 13 August 2024

Present: Councillors: Toni Zeltzer (Chair),

**Community
Representatives:** Michael Brand
Jillian Broadbent
David Gonski
Elizabeth Lewin
Scott Perkins

Staff: Holly Williams (Acting Public Art Coordinator)
Vicki Munro (Manager – Community & Cultural)
Patricia Occelli (Director Community & Customer Experience)

Others:

Meeting opened: 2:02pm held using teleconferencing technology

UNCONFIRMED

1. Opening

The Chair welcomed everyone to the Public Art Panel meeting held on 13 August 2024.

2. Acknowledgement of Country

The Chair acknowledged the Traditional Custodians of the land, the Gadigal and Birrabirragal people, and the Traditional Custodians of the various lands upon which we met virtually.

3. Apologies

Apologies were received from The Mayor, Clr Richard Shields

Staff apologies were nil

4. Disclosures of Interest

Nil

5. Late Correspondence

Updated Technical Design Proposal from UAP for the Bay Street Public Art Commission. Circulated on Sunday 12 August 2024.

6. Confirmation of Minutes

Item No: 6.1
Subject: CONFIRMATION OF MINUTES OF PUBLIC ART PANEL MEETING ON 20 JUNE 2024
Author: Holly Williams, Acting Public Art Coordinator
Purpose of the Report: To present the Minutes of 20 June 2024 for Confirmation by the Panel

(Gonski/Brand)

Resolved:

THAT the Minutes of the Public Art Panel meeting held on 20 June 2024 be noted and confirmed.

7. Items for Discussion

Item No:	7.1
Subject:	OFFER OF A DONATION AND A 5 YEAR LOAN FOR ARTWORKS BY RON ROBERTSON-SWANN OAM.
Author:	Holly Williams, Acting Public Art Coordinator
Purpose of the Report:	To provide information and seek the Panel's recommendation on a donation of an artwork and a 5 year loan of a second artwork by Ron Robertson-Swann.

Discussion:

There was discussion on a proposed donation and which artwork might be selected. The Panel identified *Quantum* as their preferred work. Discussion turned to the implications for its installation particularly its size, material and proposed surface preparation (which the Proposal suggested as a black paint finish). The potential need for it to be installed on a concrete plinth or base was raised. Possible locations and potential impact of a such a large work in the public open space were also discussed. It was subsequently proposed that a member of the Panel might accompany the Public Art Coordinator on a tour of potential sites as part of the research and decision-making process.

The Panel discussed the offer to accept a loan for a 5-year term for the second artwork and this was not supported.

(Lewin/Perkins)

Resolved:

THAT the Panel:

- A. Considered and supported the proposal of a donation of the artwork titled *Quantum* by Ron Robertson-Swann OAM, through the Cultural Gifts Program.
- B. Considered and did not support the proposal of a 5 year loan of the second artwork titled *Tony's Tower II* by Ron Robertson-Swann OAM.
- C. Requested that further research be undertaken to confirm the estimated value for the Cultural Gifts Program donation and a further report be provided to the Panel with the proposed surface finish, location and plinth options and proposed costs for maintenance and installation.
- D. Noted dependent on the outcome of the Panel's advice, a report will be presented to Council for approval in accordance with the Council's Donations and Sponsorship policy (amended 11 June 2024).
- E. Expressed appreciation for the offer of the Donation and the Loan from such a highly regarded artist and that this sentiment be conveyed to the artist and gallerist in writing.

Item No: 7.2
Subject: OFFER OF DONATION - SCULPTURE BY PETER ROZARIO
Author: Holly Williams, Acting Public Art Coordinator
Purpose of the Report: To provide information and seek the Panel's recommendation on a donation of an artwork from Peter Rozario.

Discussion:

There was discussion on the proposed donation of *Sunflower* and its recent presentation in the *Lumiere Sculpture Festival*. There was discussion regarding the potential installation and maintenance costs that might be involved with a permanent outdoor placement of the work.

(Perkins/Broadbent)

Resolved:

THAT the Panel:

- A. Considered and did not support the proposal of a donation of a sculpture by Peter Rozario (Artist name: de Rozario).
- B. Expressed appreciation for the offer of the Donation and that this sentiment be conveyed to the artist.

Item No: 7.3
Subject: DOUBLE VISION PUBLIC ART VIDEO SCREEN: PROGRAM FOR THE PERIOD 1 OCTOBER 2024 TO 30 SEPTEMBER 2025.
Author: Holly Williams, Acting Public Art Coordinator
Purpose of the Report: To provide an update on the Double Vision public art video screen program across 2024-2025.

Discussion:

The Panel noted the details of the Double Vision program for 2024-2025 and were pleased that the program was for a 12-month period.

(Brand/Gonski)

Resolved:

THAT the Panel noted the 2024-2025 Double Vision public art video screen program at Kiaora Place, Double Bay for the period 1 October 2024 to 30 September 2025.

Item No: 7.4
Subject: **BAY STREET PUBLIC ART COMMISSION - UPDATE ON FINAL TECHNICAL ARTWORK DESIGN PROPOSAL**
Author: Holly Williams, Acting Public Art Coordinator
Purpose of the Report: To provide an update on the preparation of the final technical artwork design proposal from Artist Penny Evans and UAP for the Bay Street public art commission.

Discussion:

There was discussion of the technical design update provided by UAP specifically the increase in height of the sandstone base, the proposed 100kg load bearing and that the angles of the spear and leaf had not changed. The additional engineering advice UAP sought in response to the Panel's questions were discussed. Clarification was sought by the Panel regarding:

- final patina on the spear and leaf elements of the sculpture;
- the size of the work and if the final design proposal is an accurate representation of the final artwork; and
- the load bearing of the spear and leaf.

The potential for undesirable interactions with the sculpture, including using rope to pull on the spear and leaf were raised and whether security cameras are located within the precinct.

It was noted that UAP and the Artist are yet to provide further details on the proposed surface finish and colour. The position, size and font selected for the lettering on the sandstone base was discussed. There was support the updated position of the lettering on the sandstone base which proposes to be placed further up from the bottom of the ground.

(Broadbent/Lewin)

Resolved:

THAT the Panel:

- A. Noted the Technical Artwork Design Proposal by UAP sent as Late Correspondence on Sunday 12 August 2024.
- B. Considered and supported the proposed change to the height of the work outlined in the Technical Artwork Design Proposal by UAP
- C. Agreed to progress the Bay Street Public Art Commission to fabrication stage providing the outstanding issues of the longevity of the final surface finish and the stability are resolved.

8. General Business

A Powerpoint presentation titled *Public Art Panel Highlights* was shown and Clr Zeltzer as Chair thanked all Panel members and encouraged the existing members to nominate for the new Public Art Panel which will be appointed for a four-year term following the Council elections. Clr Zeltzer also thanked the Staff, particularly Public Art Coordinator Maria Lacey who has supported the work of the Panel for many years.

The Panel noted that the Draft Woollahra Art and Culture Strategy and Action Plan 2024-2028 is going on Exhibition from 21 August until 18 September 2024 and that it will be circulated to the Panel for feedback.

The Panel noted that discussions were ongoing with the artists for *Viewfinder II* proposed by Joel Adler and the Wilberforce Carpark Public Art Commission proposal by Mika Popov.

The condition on an artwork plaque and encroaching tree branches adjacent to the Pelican sculpture in Rose Bay was brought to the attention of staff for action.

9. Advisings

Nil

10. Next Meeting

The next meeting is scheduled for November/December 2024, post-Council elections.

There being no further business the meeting concluded at 3:02 pm.

UNCONFIRMED

Item No: 5.7
Subject: **CONFIRMATION OF MINUTES OF THE WOOLLAHRA SMALL SCULPTURE PRIZE COMMITTEE MEETING HELD ON 30 JULY 2024**
Author: Sep Pourbozorgi, Director Woollahra Gallery at Redleaf
Approver: Vicki Munro, A/Director Community & Customer Experience

Purpose of the Report:

The Minutes of the Woollahra Small Sculpture Prize Committee Meeting of 30 July 2024 were previously circulated. In accordance with the Committee's Terms of Reference, the Woollahra Small Sculpture Prize Committee minutes are reported to the Finance, Community and Services Committee for notation.

Alignment to Delivery Program:

3.1 Promote opportunities for innovative, creative and cultural initiatives that support the community.

Recommendation:

THAT the Minutes of the Woollahra Small Sculpture Prize Committee Meeting of 30 July 2024 be received and noted.

Executive Summary:

This report presents the Woollahra Small Sculpture Prize Committee Minutes of 30 July 2024 for notation by the Finance, Community & Services Committee. The Minutes of the meeting are presented as **Attachment 1**.

Discussion:

The Woollahra Small Sculpture Prize Committee Minutes are presented to the Committee as a procedural matter. The key discussion points detailed in the Minutes include:

- The Committee was updated on exhibition dates, judges and finalists, noting that there was an increase in the number of entries from the previous year;
- The Woollahra Small Sculpture Prize sponsorship targets were met with a combination of cash and in kind support; and
- Details of the launch event held on Thursday 12 September 2024 were discussed and supported.

Options:

This report is for notation only.

Community Engagement and / or Internal Consultation:

There was no community engagement and / or internal consultation required in writing this report.

Policy Implications:

There are no policy implications as a result of this report.

Financial Implications:

There are no financial implications as a result of this report.

Resourcing Implications:

There are no resourcing implications as a result of this report.

Conclusion:

The Minutes of the Woollahra Small Sculpture Prize Committee meeting held on 30 July 2024 are presented to the Finance, Community & Services Committee for notation.

Attachments:

1. Unconfirmed Minutes for the Woollahra Small Sculpture Prize Committee Meeting 30 July 2024



Woollahra Small Sculpture Prize Committee

Tuesday 30 July 2024
5.00pm

Minutes

Unconfirmed

Woollahra Small Sculpture Prize Minutes

Tuesday 30 July 2024

Present: Councillors: Isabelle Shapiro (Chair)
Nicola Grieve

Community

Representatives: Stella Downer
Elizabeth Hastings
Professor Emeritus Ian Howard
Anna Waldmann
Ali Yeldham

Staff: Pippa Mott (Director Woollahra Gallery at Redleaf)
Vicki Munro (Manager Community and Culture)
Patricia Occelli (Director Community and Customer Experience)

Others: Nil

Meeting opened: 5.00pm held in person.

1. Opening

The Chair welcomed everyone to the Woollahra Small Sculpture Prize Committee meeting held on 30 July 2024.

2. Acknowledgement of Country

The Chair read the following Acknowledgement of Country:

I would like to acknowledge that we are here today on the land of the Gadigal and Birrabirragal people, the traditional custodians of the land. On behalf of Woollahra Council, I acknowledge Aboriginal or Torres Strait Islander people attending today and I pay my respects to Elders past, present and emerging.

3. Apologies

Apologies were received from Christopher Dawson and Alison Renwick.

4. Declarations of Interest

Nil

5. Late Correspondence

Nil

6. Confirmation of Minutes

Item No: 6.1
Subject: CONFIRMATION OF MINUTES OF THE WOOLLAHRA SMALL SCULPTURE PRIZE COMMITTEE HELD 13 FEBRUARY 2024
Author: Pippa Mott, Director Woollahra Gallery at Redleaf
Purpose of the Report: To present the minutes of the Woollahra Small Sculpture Prize Committee meeting 13 February 2024.

(Shapiro/Grieve)

Resolved:

THAT the Minutes of the Woollahra Small Sculpture Prize Committee meeting of 13 February 2024 be received and noted.

7. Items for Discussion

Item No: 7.1
Subject: WOOLLAHRA SMALL SCULPTURE PRIZE UPDATE FOR 2024 PRIZE
Author: Pippa Mott, Director Woollahra Gallery at Redleaf
Purpose of the Report: To provide an update on 2024 Woollahra Small Sculpture Prize finalists, sponsorship, and invitation list planning.

Discussion:

The main points discussed were:

- The 2024 Woollahra Small Sculpture Prize will open on Thursday 12 September until Sunday 20 October, 2024.
- 751 entries were received from every state and territory. There was great First Nations representation, and a high number of international entries.
- The three judges; Liz Nowell, Jarrod Rawlins and Erin Vink selected 65 finalists. The Director, Woollahra Gallery at Redleaf presented the finalists selection at the meeting.
- 59 artworks will be shown as 6 artists declined the opportunity to participate, due to the flying of the Israeli flag at Council Chambers.
- The Sponsorship target for 2024 was \$30,000. Sponsorship was sought from mid March to end July 2024. A total of \$43,500 in sponsorship was received, consisting of \$27,500 cash and \$16,000 in-kind from the following sponsors:

Bronze

- Leonard Joel Auction House
- Frank Robinson Jewellers
- Moo Brew, in-kind beverage support
- Winona Wine, in-kind beverage support

Silver

- Crawford's Casting
- D'Leanne Lewis
- J. Farren Price
- Chiswick
- Catalina Rose Bay
- Mandalay Flowers, in-kind flowers

Gold

- Sanderson Mercedes-Benz
- Kim and Scott Farquhar

Platinum

- Artist Profile, in-kind advertising and editorial
- UAP, \$2000 cash + in-kind programming support
- Councilor Shapiro outlined the limitations with the current Donations and Sponsorship Policy – The Manager Community and Culture advised that the policy will be reviewed prior to the next Woollahra Small Sculpture Prize.
- The details of the Woollahra Small Sculpture Prize launch event were discussed.
- Anna Waldmann suggested that a closing event could be investigated for future years to maintain momentum throughout exhibition.

(Shapiro/Grieve)

Resolved:

THAT the Committee received and noted the 2024 Woollahra Small Sculpture Prize update report.

8. General Business

It was noted that the current Woollahra Small Sculpture Prize Committee will end and a call for new members will occur with the appointment of the new Council, after September 2024.

9. Advisings

Nil.

10. Next Meeting

The next meeting has not yet been scheduled.

There being no further business the meeting concluded at 6:00pm

Item No: 6.1
Subject: **PADDINGTON COMMUNITY GARDEN LICENCE RENEWAL**
Author: Micaela Hopkins, Team Leader Environment & Sustainability
Michelle Rose, Environmental Education Officer
Approver: Tom O'Hanlon, Director Infrastructure & Sustainability

Purpose of the Report:

To support the continuation of Paddington Community Garden and present a new Deed of Licence (User Agreement) for three years with an option for Council to extend for two years.

Alignment to Delivery Program:

5.1 Enhance council provided community facilities to foster connections between people and place and enhance quality of life.

Recommendation:

THAT Council:

- A. Enter into a Deed of Licence (User Agreement) between Woollahra Municipal Council and Paddington Community Garden Inc. for three years with an option for Council to extend the agreement for a further two year period.
 - B. Congratulate and thank Paddington Community Garden volunteers for creating, maintaining and enhancing a valuable and vibrant space for the Woollahra community for the last 15 years.
 - C. Authorise the General Manager to execute the new Deed of Licence.
-

Executive Summary:

The Paddington Community Garden is subject to a Deed of Licence Agreement between Council and Paddington Community Garden Inc. The current Deed of Licence was for a period of three years and was extended for two years according to an option in the agreement. The licence now requires renewal and the new version is attached for Council's endorsement.

Discussion:

The Paddington Community Garden was established in 2009 and has acted as a positive example for other Community Gardens to establish in our area.

The garden is located at Quarry Street Paddington, behind the Palms Tennis Centre in Trumper Park. The garden site is fenced and includes: individual garden plots, communal plots, a rotunda, shed and pergola, rainwater tank, pond, worm farms, seed raising area and compost hub.

It provides a welcoming garden space for the local community to come together, grow organic fruit and vegetables, celebrate sustainability and share their time, experience and produce. The garden has a stable and strong membership base with many members participating in monthly working bees maintaining and enhancing the garden facilities.

The current Deed of Licence (User Agreement) between Council and Paddington Community Garden Inc. commenced in December 2019. It is proposed that a new User Agreement (Attachment 1) be entered into for a period of three years with the option for Council to extend the agreement for a further two years. There have been minor, non-substantive changes to the Agreement, to ensure consistency with the current User Agreements for Cooper Park Community Garden and Rose Bay Community Garden, and Council's recently adopted Leasing and Licencing of Council Controlled Land Policy.

Activities and achievements

Over the past fifteen years the community garden has prided itself in being a sanctuary for members and the community at large. The members reflect our community diversity and provide access and opportunities for all members equally.

Activities include: monthly meetings and harvest meals, two plant out days per year and four working bees. The garden has also hosted composting, gardening and bush foods workshops for the community and for our school sustainability network. The group have received environmental grants from Council to improve their facilities including a 2024/25 grant to replace the decaying infrastructure on garden beds and a 2020/21 grant to extend their rainwater harvesting capacity.

The Paddington Community Garden members are a dedicated and enthusiastic group of gardeners. They have developed an excellent website to provide further detail about the group, their commitment to sustainability and their activities: <https://www.paddingtoncommunitygarden.org.au/>.

Future operations

The garden Committee have noted the following priorities for the coming years:

- Maintain our primary focus on the upkeep and maintenance off our garden beds to grow and nurture plants.
- Continue to reinforce the successful culture we have established and address some of the wear and tear on our amenities moving forward.
- Continue to collect green waste from our local retailers to enhance our compost regimes and to reduce landfill.
- Provide opportunities to demonstrate sustainable practices using solar collection, water catchment and diverse composting techniques.
- Strive to be an active participant in providing a venue for community environmental education and general overall wellbeing.

People are the heart of Paddington Community Garden activities and the group will continue to pursue their objectives of being A Growing Place, A Meeting Place, A Learning Place and a Healthy Place and a Beautiful Place.

Options:

Council may resolve in line with the recommendations as included in this report or, Council may choose to resolve in some other manner.

Community Engagement and / or Internal Consultation:

There was no community engagement required in writing this report. The Paddington Community Garden committee was consulted to provide details of their future plans. Internal consultation occurred between the Environment & Sustainability Team and Open Space & Trees Department, both of whom strongly support the continuation of the garden.

Policy Implications:

The Deed of Licence is consistent with Council's Leasing and Licencing of Council Controlled Land Policy and Council's Community Gardens Policy. There are no policy implications as a result of this report.

Financial Implications:

The Community Garden is self-funded through membership fees. Council's Operational Budget includes a small allocation to support Community Gardens. Community Gardens are eligible to apply for Council's environmental grants.

Resourcing Implications:

Council provides occasional in-kind support from staff to the Community Garden.

Conclusion:

The Paddington Community Garden has been established for fifteen years. The garden is a highly valued community space enabling local residents to participate in organic gardening and learn about living sustainably. The garden continues to thrive with members maintaining the space and making improvements to ensure the space remains productive, beautiful and functional. The members should be proud of their achievements.

It is recommended that Council enter a Deed of Licence (User Agreement) for three years (with the option of extension for a further two years) to enable the community garden to continue to thrive.

Attachments:

1. Deed of Licence - Paddington Community Garden 2024

**Deed of Licence (User Agreement):
Paddington Community Garden Trumper Park Reserve**

**Trumper Park (D500267) Land Manager (the affairs of which
are managed by Woollahra Municipal Council)**

and

Paddington Community Garden Inc

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Attachments

- "A" Plan of Licensed Premises
- "B" Woollahra Municipal Council Community Gardens Policy
- "C" Constitution
- "D" Garden Plan

**Deed of Licence (User Agreement):
Paddington Community Garden Trumper Park Reserve**

Date	2024
Parties	<p>Trumper Park (D500267) Land Manager (the affairs of which are managed by Woollahra Municipal Council) (Licensor)</p> <p>Paddington Community Inc (Incorporation No: INC9889323) (Licensee)</p>
Background	<p>A. The Licensor is the appointed Crown land manager of the Reserve under the Act and the Licensor is authorised under the Act to grant a licence of the Reserve or part thereof.</p> <p>B. The Licensee is an incorporated non-profit association which has agreed to develop, manage and operate a Community Garden at the Licensed Premises.</p> <p>C. The Licensor has agreed to licence the Licensed Premises to the Licensee for the Licence Term upon the terms and conditions of this deed.</p>

IT IS AGREED AS FOLLOWS:

Deed

1. DEFINITIONS AND INTERPRETATION

1.1 Crown Lands Management Act 2016

The Licence is subject to the provisions of the Act including Division 3.3 of the Act.

1.2 Definitions and Interpretation

In this deed, unless the contrary intention appears:

"Act" means the Crown Land Management Act, 2016.

Deed of Licence (User Agreement): Paddington Community Garden Trumper Park Reserve

"**Community Garden**" has the meaning as provided in **Item 2** of the Reference Schedule.

"**Community Gardens Policy**" means the document attached to this deed marked "**B**" as amended from time to time.

"**Constitution**" means the Constitution of the Licensee prepared in accordance with the Associations Incorporation Act 2009 which are attached to this deed marked "**C**" as amended from time to time.

"**Council**" means Woollahra Municipal Council in any capacity other than as the Manager.

"**Environmental Laws**" means any law of State protection policy incorporated by reference to or being part of any law relating to the protection of the Environment.

"**Garden Plan**" means the document attached to this deed marked "**D**" as amended from time to time.

"**Improvements**" means all improvements funded by the Licensee and made by the Licensee to the Licensed Premises (whether before or after the Licence Commencement Date) including all elevated garden bed structures, irrigation systems, watering systems, sheds, water tanks and sun shelters installed by the Licensee).

"**Licence**" means the licence (including the temporary licence) granted under Part 2 of this deed.

"**Licence Commencement Date**" means the date for the commencement of the Licence Term specified in **Item 1** of the Reference Schedule.

"**Licence Term**" means a period of three (3) years commencing on the Licence Commencement Date.

"**Licensed Premises**" means that part of the Reserve being the area of approximately seven hundred and sixty square metres (760m²) as hatched on the plan attached to this deed marked "**A**".

"**Licensee**" means Paddington Community Garden Inc (Incorporated No: INC9899323) and its successors and where not repugnant to the context, its servants and agents.

"**Licensee's Goods**" means all goods and chattels (excluding all Improvements) funded by the Licensee and used by the Licensee in connection with operation of the Community Garden at the Licensed Premises (including all compost tumblers, hoses and gardening tools and equipment).

"**Licensee's Obligations**" means all of the Licensee's obligations under this deed.

"**Licensor**" means Woollahra Municipal Council in its capacity as the Manager, its successors and assigns as the Manager.

"**Manager**" means the appointed Crown land manager of the affairs of the Reserve in accordance with the Act.

"**Member**" means a registered member of the Licensee.

"**Members User Agreement**" means the standard agreement between the Licensee and a Member specifying the terms and conditions of the Member's right to use the Licensed Premises, including all such terms specified in the Community Gardens Policy.

"**Minister**" means the Minister responsible for the administration of the Act.

"**Plan of Management**" means the Plan of Management in relation to the Reserve adopted by the Council and the Minister as amended from time to time.

Deed of Licence (User Agreement): Paddington Community Garden Trumper Park Reserve

“**Reference Schedule**” means the reference schedule to this deed.

“**Reserve**” means Trumper Park (D500267)Reserve .

“**Reserve Trust**” means the Trumper Park (D500267) Reserve Trust, a corporation established, constituted and appointed Trustee of the Reserve dedicated for the purpose of public recreation on 26 May 1893.

- 1.3 Where used in this deed, words importing the singular number or plural number shall include the plural number and singular number respectively and words importing the masculine gender shall include the feminine or neuter gender.
- 1.4 The headings of the various parts of this deed have been inserted to assist the parties in the reading of this deed but must not be taken into account in the interpretation of any of the clauses of this deed.
- 1.5 Where a party to this deed comprises more than one person or corporation, the covenants of that party in this deed will bind the persons and/or corporations constituting that party jointly and severally.

2. GRANT OF LICENCE

- 2.1 The Licensor grants to the Licensee a non-exclusive licence to use the Licensed Premises for the Licence Term.
- 2.2 The Licence does not confer on the Licensee the right of exclusive possession or occupation or use of the Licensed Premises.
- 2.3 Nothing contained in this deed is intended to or will confer on the Licensee any right as tenant of the Licensed Premises or create the relationship of landlord and tenant between the parties and any such implication or inference is expressly negated.
- 2.4 The Council intends towards the end of the Licence Term, to review the management and operation of the Community Garden at the Licensed Premises and consider the expected outcomes outlined in the Garden Plan for the Licensed Premises and that this may lead to the Licensor offering to renew the Licence for a further two (2) years from expiration of the Licence Term upon terms and conditions then agreed between the Licensor and the Licensee in writing.

3. LICENCE FEE AND SERVICE CHARGES

3.1 Licence Fee

No licence fee is payable by the Licensee for the Licence.

3.2 Payment for Services to the Licensed Premises

- (a) The Licensee must pay during the Licence Term within fourteen (14) days after demand, all costs, fees, expenses and charges in respect of the following during the Licence Term:
- (i) usage of all water services in relation to the Licensed Premises;
 - (ii) provision of any security patrol, security monitoring, pest control and waste removal services in relation to the Licensed Premises;
 - (iii) any telephone services connected to the Licensed Premises: and

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- (iv) all other charges and impositions imposed by any public utility or authority for the supply of any other service (except electricity) separately supplied to the Licensed Premises.
- (b) The Licensor must pay all charges for usage of all electricity services in relation to the Licensed Premises during the Licence Term.
- (c) If there is no separate meter for recording or measuring charges for usage of water services in relation to the Licensed Premises, the proportion of charges for usage of water services in relation to the Licensed Premises shall be determined by the Licensor from time to time (acting reasonably).

4. USE OF THE LICENSED PREMISES

4.1 Permitted Use

- (a) The Licensee must not use the Licensed Premises other than as a Community Garden.
- (b) Without limiting the generality of clause 4.1(a), the Licensee must not use or permit to be used the Licensed Premises or any part thereof for:
 - (i) residential purposes (whether temporary or permanent), or
 - (ii) for the keeping of livestock or poultry (except any livestock or poultry provisionally approved by the Licensor in writing).
Any such approval for provision and inclusion of livestock or poultry if granted, will initially be for a trial period with a review by the Licensor within twelve (12) days runs from the date of commencement of such use.
- (c) The Licensee must at all times during the Licence Term at the Licensee's expense, use the Licensee's best endeavours to develop, manage and operate the Licensed Premises as a Community Garden in accordance with the Members User Agreement.
- (d) The Licensee will be bound by the operating hours for use of the Licensed Premises as agreed between the Licensor and the Licensee in writing from time to time, but the Licensee must not use the Licensed Premises outside daylight hours (not before 7 am and not after 7 pm on any day (except during Daylight Savings Time) and not before 7 am or after 8pm during Daylight Savings Time without the written consent of the Licensor.
- (e) The Licensee must not generate noise that exceeds the background noise level when measured at the boundary of the Licensed Premises:
 - (i) outside the hours of 8 am to 6 pm inclusive Monday to Saturday inclusive; or
 - (ii) on Sundays and Public Holidays.
- (f) The Licensee must not park any motor vehicle or permit any motor vehicle over two tonne (2t) upon the Reserve other than for the purpose of loading and unloading of persons and goods near the main gate of the Licensed Premises and the Licensee must ensure that all such loading and unloading is undertaken between 8 am to 6 pm inclusive Monday to Saturday inclusive only and undertaken with minimum delay and that all motor vehicles used for that purpose are removed from the Reserve immediately upon completion of that purpose.
- (g) The Licensee must not at any time during the Licence Term permit any:
 - (i) noxious, immoral, noisome, offensive or illegal act, trade, business, occupation or calling to be exercised, carried on, permitted or suffered in or upon the Licensed Premises; or
 - (ii) act, matter or thing whatsoever to be done in or upon the Licensed Premises which shall or may cause unreasonable annoyance, nuisance,

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grievance, damage or disturbance to the occupiers or owners of adjoining or neighbouring lands or buildings.

- (h) The Licensee must at all times during the Licence Term:
 - (i) fully comply with the Plan of Management in relation to the Licensed Premises and the Licensee's use and occupation of the Licensed Premises; and
 - (ii) manage the Community Garden in accordance with:
 - (A) the Community Gardens Policy;
 - (B) the Constitution; and
 - (C) the Garden Plan.
- (i) The Constitution must be consistent with the Community Gardens Policy and this deed and if there is any such inconsistency between the Constitution and the Community Gardens Policy, the provisions of the Community Gardens Policy must prevail to the extent of that inconsistency.
- (j) All produce must be chemically free or organically grown at the Licensed Premises and no produce from the Licensed Premises is to be sold for private profit (but such produce can be sold for fundraising purposes with the proceeds used to fund the Licensee's not for profit activities with respect to the Licensed Premises (and/or donated).

4.2 Compliance with Legal Requirements

- (a) Without prejudice to the obligation of the Licensee to obtain the Licensor's consent to any alterations or additions made to the Licensed Premises, the Licensee must at all times during the Licence Term comply with all statutes, ordinances, proclamations, orders and regulations present or future affecting or relating to the Licensed Premises or the use thereof and with all requirements which may be made or notices or orders which may be given by any governmental, semi governmental, city, municipal, health, licensing or any other authority having jurisdiction or authority in respect of the Licensed Premises or the use thereof and without limiting the generality of this clause the Licensee must not use the Licensed Premises without obtaining any consent permit licence or authority which the Licensee may be obliged by law to obtain and without complying with the conditions of any such consent permit licence or authority PROVIDED THAT nothing in this clause will render the Licensee liable to make any structural alterations to the Licensed Premises nor provide any permanent fittings other than structural alterations or permanent fittings which may be rendered necessary by reason of the special nature of the business carried on or to be carried on by the Licensee on the Licensed Premises or for repairing damage caused by the negligence of the Licensee or the Licensee's servants agents or invitees.
- (b) The Licensee must not use or permit to be used the Licensed Premises for any illegal purpose or activity and in particular without limiting the generality of this clause, must not use the Licensed Premises for any purpose for which any appropriate development consent has not been obtained. The Licensee must ensure that the conditions of any such development consent are fully complied with.

4.3 Precautions against fire

The Licensee must take such precautions against fire on or in respect of the Licensed Premises as may be required under or in pursuance of any Act or Acts of Parliament now or hereafter in force or by any local or public authority and must at the Licensee's expense, do

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all such other acts matters and things as are or may under or in pursuance of any Act or Acts of Parliament now or hereafter to be in force be directed or required by any local or public authority to be done or executed during the Licence Term or in respect of the Licensed Premises whether by the owner or occupiers thereof PROVIDED THAT nothing in this clause will render the Licensee liable to make any structural alterations to the Licensed Premises nor provide any permanent fittings other than structural alterations or permanent fittings which may be rendered necessary by reason of the special nature of the business carried on or to be carried on by the Licensee on the Licensed Premises and other than structural alterations or permanent fittings which may be required made by the Licensee at any time prior to or during the Licence Term.

4.4 Display of signs

- (a) The Licensee must not paint, affix or exhibit or permit to be painted, affixed or exhibited onto or upon any part of the fencing or the Licensed Premises so as to be visible from outside the Licensed Premises any sign, notice, nameplate, placard, poster or other advertisement without the prior written approval of the Licensor which approval must not be unreasonably withheld and of the Council. No sign will be affixed to or exhibited on any part of the fencing or the Licensed Premises by the Licensee unless all necessary permits which must be obtained from the relevant local government authority or other appropriate authority have been obtained by the Licensee.
- (b) Immediately prior to vacating the Licensed Premises, the Licensee must remove all signs, names, advertisements or notices erected painted displayed affixed or exhibited upon or on the fencing or the Licensed Premises and must make good any damage or disfigurement caused by reason of such erection, painting, displaying, affixing, exhibiting or removal.

4.5 Amenity of the Licensed Premises

- (a) The Licensee must not permit any noxious noisome or offensive trade business occupation or calling at any time during the Licence Term to be exercised carried on permitted or suffered in, upon or about the Licensed Premises and must not permit any act matter or thing whatsoever at any time during the Licence Term to be done in, upon or about the Licensed Premises which will or may cause annoyance nuisance grievance damage or disturbance to occupiers or owners of adjoining or neighbouring lands or buildings.
- (b) The Licensee must ensure that all waste bins used in connection with the Licensed Premises are kept in a location approved by the Council.
- (c) The Licensee must not without the written consent of the Licensor (which consent must not be unreasonably withheld) erect or place upon or within or without the Licensed Premises any radio or television aerial or antenna or any loudspeakers, screens or similar devices or equipment and must not without the written consent of the Licensor use or permit to be used any musical instrument, loudspeaker, radio, gramophone, television or other similar media or equipment likely to be heard or seen from outside the Licensed Premises.

4.6 Care of Licensed Premises

- (a) The Licensee must not do or permit or suffer to be done upon the Licensed Premises anything that may cause damage to the Licensed Premises.
- (b) The Licensee must not (other than in accordance with a specified use of the Licensed Premises approved by the Licensor in writing), store chemicals inflammable liquids or solids acetylene gas or alcohol volatile or explosive oils compounds or substances upon or about the Licensed Premises and must not use any such substances or fluid in or about the Licensed Premises for any purpose and must not in any way create any actual or potential fire hazard in or about the

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Licensed Premises. The Licensee must permit the Licensor at all times to enter upon the Licensed Premises and to abate any actual or potential fire hazard in or about the Licensed Premises and if such hazard in the reasonable opinion of the Licensor is caused by or results from the use or occupancy of the Licensed Premises by the Licensee, the Licensee must pay to the Licensor the costs and expenses incurred by the Licensor in carrying out such work.

- (c) The Licensee must at all times during the Licence Term`:
- (i) ensure that the Licensor and the operator of the tennis centre adjoining the Licensed Premises is provided with a key or relevant lock code to enable them to gain access to the Licensed Premises;
 - (ii) not unreasonably deny public access rights to the Licensed Premises;
 - (iii) manage safe access in and around the Licensed Premises; and
 - (iv) by the expiration of each period of twelve (12) months of the Licence Term, provide to the Council a written report providing details relating to the function of the Community Garden at the Licensed Premises and the Licensee's development, management and operation of the Community Garden at the Licensed Premises which reports will be used by the Licensor to monitor performance of the Licensee's obligations meeting all Council's objectives including in relation to development, management and operation of the Community Garden at the Licensed Premises in accordance with this deed.

4.7 No Representation or Warranty

No representation or warranty is given by the Licensor as to:

- (a) the purpose for which the Licensed Premises may be used or not used under any law or as to the existence or non-existence of any rights in connection with any such use; or
- (b) whether or not there is any contamination in, on or under the Licensed Premises or any adjacent premises; and
- (c) the Licensee acknowledges that the Licensee has made its own enquiries and satisfied itself in that regard in all respects.

4.8 Occupational Health and Safety

The Licensee agrees, at its cost, to ensure, to the maximum extent permitted by law, that the Licensee nor any of the Licensee's employees and agents does not do or fail to do anything which may result in the Licensor being in breach of any obligation imposed on the Lessor in respect of the Licensed Premises under the Work Health and Safety Act 2011.

Environmental Laws

4.9

The Licensee must ensure the Licensee's occupation and use of the Licensed Premises complies with the Environmental Laws.

Licensor's right to inspect

4.10

The Licensor may at all reasonable times during the Licence Term without giving notice to the Licensee together with the Licensor's servants and agents enter upon the Licensed Premises to monitor performance of the Licensee's Obligations.

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4.11 Licensor's right to terminate Licence

- (a) If at any time during the Licence Term the Licensed Premises is not used as a Community Garden in accordance with this deed, the Licensor may terminate the Licence by written notice to the Licensee.
- (b) If the Licence is terminated in accordance with clause 4.11(a) the Licensee must:
 - (i) vacate the Licensed Premises by the date required by the Licensor; and
 - (ii) remove from the Licensed Premises all of the Licensee's Goods and any items of the Improvements which the Licensee requires to be removed from the Licensed Premises; and
 - (iii) leave the Licensed Premises in a clean state and tidy condition.

4.12 Licensor's Obligations

The Licensor must during the Licence Term:

- (a) maintain the area (excluding the Trumper Park Tennis Centre) adjacent to the Licensed Premises in accordance with the Council's maintenance schedule for that area;
- (b) promote and raise community awareness of the Community Garden at the Licensed Premises through various Council promotions and Council's website;
- (c) provide contact information to the public of existing community garden contracts for the Community Garden at Licensed Premises; and
- (d) whenever reasonably practicable, provide mulch for use on the Licensed Premises.

4.13 Licensor's right to use

- (a) The Licensor reserves the right and liberty to the Licensor and all persons, claiming through or authorised by the Licensor, the right to install, maintain, use, repair, alter and replace all signs, drains, sewers, pipes, vents, flues, ducts, conduits, cables and wires passing through or along or in the Licensed Premises and to pass and run water, air, electricity, sewerage, drainage, soil, gas, smoke, fumes and other utility services through such drains, sewers, pipes, vents, glues, ducts, conduits, cables and wires and to enter upon the Licensed Premises for such purposes provided that in exercising such rights as aforesaid the Licensor shall not interfere with the Licensee in its permitted use of the Licensed Premises to any greater extent than may be reasonably necessary.
- (b) The Licensor may at all times during the Licence Term with reasonable notice to the Licensee, access and use the Licensed Premises for the purpose of undertaking environmental workshops and other educational purposes.
- (c) The Licensee must at all times during the Licence Term, ensure that one entry way to the Licensed Premises is padlocked with a standard lock as used by the Licensor.

5. ASSIGNMENT AND SUB-LICENSING

- 5.1 The Licence is personal to the Licensee and is not assignable by the Licensee in any circumstances whatsoever and subject to clause 5.2, the Licensee must not sub-licence or part with or share possession of the Licensed Premises or any part of the Licensed Premises.

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- 5.2 Notwithstanding clause 5.1, the Licensee may allocate to Members the right to use in accordance with the Members User Agreement specified garden allotments within the Licensed Premises as determined by the Licensee.

6. MAINTENANCE REPAIR AND ALTERATIONS

6.1 Repairs and Maintenance

- (a) The Licensee must at all times during the Licence Term, maintain, repair, amend, replace, renew and keep the Licensed Premises together with all conveniences, amenities and appurtenances relating to the Licensed Premises in good and substantial repair order and condition in all respects and as nearly as possible in the same condition as at the Licence Commencement Date or in the event of any part thereof having been replaced or renewed during the Licence Term then as nearly as possible in the same condition as at the date of such replacement or renewal having regard to the age thereof, reasonable wear and tear excepted. The Licensee will not be required to carry out work of a structural nature to so much of the Licensed Premises as has not been constructed by or on behalf of the Licensee unless the need for such work arises as a result of the particular use to which the Licensee is putting the Licensed Premises or unless the work is required as a result of damage caused to the Licensed Premises by the Licensee its servants agents or invitees.
- (b) The Licensee must during the Licence Term maintain all approved signs notices and advertisements in good repair and the Licensee indemnifies and agrees to keep indemnified the Licensor its servants and agents against all actions, claims, demands, suits whatsoever arising out of or relating to such signs, notices or advertisements.
- (c) The Licensee must immediately make good any breakage defect or damage to the Licensed Premises or to any adjoining premises or any facility or appurtenance thereof occasioned by want of care misuse or abuse on the part of the Licensee or its invitees or otherwise occasioned by any breach or default of the Licensee under this deed.
- (d) The Licensee must at all times during the Licence Term at its expense, keep and maintain the gates, locks and fittings of the Licensed Premises in good and efficient working order and at the expiration of the Licence Term or sooner determination of the Licence, return all keys of the Licensed Premises to the Licensor.
- (e) The Licensee must at its expense at all times during the Licence Term, keep the Licensed Premises clean and tidy and free from rubbish and for this purpose must store and keep all waste materials and garbage in proper receptacles and must have all such waste materials and garbage regularly removed from the Licensed Premises.
- (f) The Licensee must at its expense, at all times during the Licence Term cause the Licensed Premises to be kept free of noxious weeds and pests in accordance with the Council's then existing policies.
- (g) The Licensee must at its expense, maintain the Licensed premises, vegetation, fencing, signage, furniture and/or other structures to the satisfaction of the Council.

6.2 Alterations and additions

- (a) The Licensee must not and must not permit any person to make any alteration or addition to the Licensed Premises without the prior written consent of the Licensor and must in the course of such alterations or additions made with the prior written

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consent of the Licensor observe and comply with all requirements of the Licensor and of any public and other relevant authorities.

- (b) The Licensee must not without the prior written consent of the Licensor install any partitioning and/or any equipment or other installation in the Licensed Premises and any such approved partitioning, equipment or installation must be installed at the Licensee's cost by the Licensor or such persons nominated or approved by the Licensor in writing.

6.3 Licensee's fixtures

Except as otherwise provided in this deed or unless otherwise agreed in writing by the parties to this deed, all partitioning equipment and installations erected or installed in the Licensed Premises by or at the cost of the Licensee will remain the property of the Licensee who will be responsible for all maintenance thereof and in the case of plant and equipment for the repair and running costs thereof and such partitioning equipment and/or installations may and if so required by the Licensor must be removed by the Licensee at or immediately prior to the expiration of the Licence Term or any renewal of the Licence Term but the Licensee must upon such removal do no damage to the Licensed Premises and must reinstate the Licensed Premises to the condition it was in prior to such installations. If the Licensee fails or refuses to remove and carry away any such partitioning equipment and installations or any other articles or items belonging to the Licensee at or immediately following the determination of the Licence or any renewal thereof the Licensor may at the expense of the Licensee remove and dispose of the same and any such partitioning equipment installations and other items not removed by the Licensee as aforesaid shall become the property of the Licensor.

6.4 Security

The Licensee must use its best endeavours to protect and keep the Licensed Premises and any property contained in the Licensed Premises secure from theft, robbery or vandalism and must keep all doors of any structures and gates locked.

6.5 Notice of damage

The Licensee must give to the Licensor written notice of any substantial or permanent damage to the Licensed Premises other services within twenty-four (24) hours of the Licensee becoming aware of such damage or malfunction.

6.6 Supply Failure

Notwithstanding any implication or rule of law to the contrary, the Licensor must not in any circumstances be liable to the Licensee for any loss or damages suffered by the Licensee for any malfunction, failure to function of the water gas or electricity services or the appurtenances contained in the Reserve, the Building or the Licensed Premises or for blockage of any sewers, wasters, drains or storm water drains from any cause whatsoever.

6.7 Ownership of Improvements and Licensee's Goods

The Licensor and the Licensee agree:

- (a) until expiration of the Licence Term or sooner termination of the Licence;
 - (i) the Licensee will own the Improvements and the Licensee's Goods; and
 - (ii) the Licensee must at the Licensee's expense, maintain and repair the Improvements and the Licensee's Goods; and
- (b) on expiration of the Licence Term or sooner termination of the Licence:

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- (i) the Licensee must remove from the Licensed Premises all of the Licensee's Goods and any items of the Improvements which the Licensor requires to be removed from the Licensed Premises; and
 - (ii) unencumbered ownership shall vest in the Licensor of all items of the Improvements which the Licensor requires not to be removed from the Licensed Premises.
- (c) The Licensee must not mortgage, charge or otherwise encumber any of the Improvements.

7. INSURANCE

7.1 Public Risk Insurance

- (a) The Licensee must effect and keep current during the Licence Term, a public risk insurance policy in the names of the Licensor and the Licensee for the amount specified in **Item 3** of the Reference Schedule.
- (b) The Licensor may from time to time require the amount of such policy to be increased by such amount as may be reasonable having regard to the effect of inflation.
- (c) The Licensee must by the Licence Commencement Date provide to the Licensor a certificate of currency in respect of the public risk insurance policy referred to in clause 7.1(a).

7.2 Licensee to maintain insurance

- (a) The Licensee must not at any time during the Licence Term do permit or suffer to be done any act matter or thing whereby any insurances in respect of the Licensed Premises may be vitiated or rendered void or voidable or (except with the approval in writing of the Licensor) whereby the rate of premium on any such insurance may be liable to be increased.
- (b) The Licensee must from time to time as and when required by notice in writing from the Licensor, immediately pay all extra premiums of insurance on the Licensed Premises as may be required on account of extra risk caused by the use to which the Licensed Premises are put by the Licensee or by the bringing or keeping on the Licensed Premises of any materials or substances.
- (c) All policies of insurance liable or required to be effected by the Licensee under this deed whether in respect of the property or risk of the Licensor or the Licensee must be taken out with an insurance office or company approved in writing by the Licensor.
- (d) In addition to its obligations under clause 7.1(c), the Licensee must in respect of any other policy of insurance to be effected by the Licensee under this deed, if so required produce to the Licensor a certificate of currency within twenty-four (24) hours of receipt of a request for the same from the Licensor.

7.3 Structure, Building and the Licensee's contents

The Licensor shall not be liable for any damage to or loss or theft of any:

- (a) structure or building erected by the Licensee upon the Licensed Premises; or
- (b) plant, equipment and chattels kept or left on the Licensed Premises.

8. RELEASE AND INDEMNITY

8.1 Release of Licensor

The Licensee agrees to occupy use and keep the Licensed Premises at the risk of the Licensee and the Licensee releases to the full extent permitted by law, the Licensor and its agents servants contractors and employees, in the absence of any negligence on their part, from all claims and demands of every kind in respect of or resulting from any accident damage death or injury connected with such use by the Licensee its servants, agents, contractors or invitees occurring in, on or about the Licensed Premises and the Licensee agrees that in the absence of any such negligence, the Licensor and its agents, servants, contractors and employees must have no responsibility or liability for any loss damage death or injury suffered by the Licensee (whether to or in respect of the Licensee's person or property or the business conducted by the Licensee) or any of the Licensee's servants, agents, contractors or invitees as a result of any breakage leakage accident or event in, on or about the Licensed Premises.

8.2 Indemnity of Licensor

The Licensee indemnifies the Licensor and keep them fully indemnified from and against all actions claims demands losses damages costs and expenses for which the Licensor or the Minister will or may be or become liable in respect of or arising from:

- (a) the negligent use misuse or abuse by the Licensee or any servant agent contractor customer or invitee of or any other person claiming through or under the Licensee of the water gas electricity oil lighting and other services and facilities of the Licensed Premises;
- (b) loss damage to any property or death or injury at any time in or about the Licensed Premises arising from the overflow of water supply or rain water which may leak into or issue from any part of the Licensed Premises or any pipes attached to or connected with the same;
- (c) loss damage death or injury from any cause whatsoever to property or person caused or contributed to by the use of the Licensed Premises by the Licensee or any servant agent contractor or invitee of the Licensee or other person acting on behalf of the Licensee; and
- (d) loss damage death or injury from any cause whatsoever to property or person in, on or about the Licensed Premises occasioned or contributed to by any act omission neglect breach or default of the Licensee or any servant agent customer contractor sub contractor or invitee of the Licensee or other person acting on behalf of the Licensee.

8.3 Failure of Services

The Licensor will be under no liability for any loss injury or damage sustained by the Licensee or any other person at any time as a result of or arising in any way out of the failure of the electricity or water supply or any other services or facilities provided by the Licensor or enjoyed by the Licensee in conjunction with the Licensed Premises.

9. LICENSOR'S COVENANT

9.1 Quiet enjoyment

Subject to this deed and to the Licensee duly and punctually observing and performing the covenants obligations and provisions in this deed on the part of the Licensee to be observed and performed, the Licensee may peaceably possess and enjoy the Licensed Premises

Deed of Licence (User Agreement): Paddington Community Garden Trumper Park Reserve

during the Licence Term without any interruption or disturbance from the Licensor or any other person or persons lawfully claiming by from or under the Licensor.

10. DEFAULT, TERMINATION, ABATEMENT OF LICENCE FEE, ETC

10.1 Licensor's powers on default

- (a) Subject to clause 10.2, if:
- (i) any monies payable under this deed which have not been paid by the due date remain unpaid for one (1) month after the date when the Licensor has given to the Licensee notice in writing that such other monies are outstanding;
 - (ii) the Licensee has its property seized under any distress or execution or makes any arrangement with or assignment for the benefit of creditors or makes or attempts to make any composition or arrangement for the benefit of creditors;
 - (iii) the interest of the Licensee in the Licensed Premises be attached or taken into execution or upon any legal process;
 - (iv) the Licensee being a company, an order is made or a resolution is effectively passed for the winding up of the Licensee (other than for the purposes of amalgamation or reconstruction) or the Licensee ceases or threatens to cease to carry on business; or
 - (v) the Licensee fails to perform or observe any one or more of the covenants or provisions on the part of the Licensee expressed or implied in this deed unless the non performance or non observance has been waived or excused by the Licensor in writing and such failure continues for one (1) month after the Licensee has been given notice in writing to cease the said non performance or non observance

the Licensor may at any time thereafter but without prejudice to any claim which the Licensor may have against the Licensee in respect of any breach of the covenants and provisions in this deed on the part of the Licensee to be observed and performed re enter and repossess (by force if necessary) and enjoy the Licensed Premises as of its former estate (anything herein contained to the contrary notwithstanding) and thereupon the Licence shall absolutely determine.

- (b) Acceptance by the Licensor of any monies after default by the Licensee under this deed, shall be without prejudice to the exercise by the Licensor of the power conferred upon it by clause 10.1 or any other right power or privilege of the Licensor under this deed and must not operate as an election by the Licensor either to exercise or not to exercise any such rights powers or privileges.

10.2 Essential Terms

The following covenants by the Licensee are essential terms of this deed, namely:

- (a) the covenant as to permitted use under clause 4.1;
- (b) the covenant as to assignment and sub-licensing under clause 5.1;
- (c) the covenants as to repairs and maintenance and alterations under clause 6.1 and additions under clause 6.2 inclusive; and
- (d) the covenants as to insurance under clauses 7.1 to 7.3 inclusive.

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Omission of a clause from the above list will not imply that it is not an essential term of this deed.

10.3 Removal of Licensee's property on termination

Subject to clause 6.7, upon termination of the Licence for any reason whatsoever, the Licensee must immediately remove all its goods, chattels and effects from the Licensed Premises and in the event of the Licensee failing to do so the Licensor may at the cost and expense of the Licensee remove such goods, chattels and effects in such manner and to such place as it may think fit and the Licensor will not be responsible for any loss or damage to such goods, chattels and effects caused by such removal and all costs and expenses incurred by the Licensor thereby will be recoverable from the Licensee. The Licensor will also be entitled upon expiration of the Licence Term or prior termination of the Licence to sell or otherwise dispose of any goods, chattels and effects which the Licensee has not removed from the Licensed Premises by auction sale or by private treaty and the Licensor will be entitled to apply the net proceeds of any such sale to reduction of any sums owing by the Licensee to the Licensor under this deed. Any balance of such proceeds not applied as aforesaid will be accounted for by the Licensor to the Licensee. The Licensee hereby grants the Licensor full power and authority to deal with the said goods, chattels and effects in any manner authorised by this clause and appoints the Licensor the attorney of the Licensee for such purpose. The Licensee further agrees that the Licensor will not be under any obligation to insure any such goods, chattels and effects or to otherwise ensure their safety.

10.4 Condition of Licensed Premises on termination

The Licensee must immediately upon termination of the Licence, peaceably surrender and yield up to the Licensor the Licensed Premises in good and substantial repair order and condition in every case having regard to the age of what is being surrendered or yielded up and their condition at the Licence Commencement Date in all respects as nearly as possible in the same condition as at the time of the erection or installation of the same or the Licence Commencement Date whichever is the later.

10.5 Resumption

If the whole of the Licensed Premises is resumed taken or acquired by any statutory authority competent in that regard the Licence will immediately cease and determine but without prejudice to any of the rights or remedies of the Licensor or the Licensee in respect of any antecedent breach of covenant on the part of the Licensee or the Licensor.

10.6 Termination of Licence owing to damage to Licensed Premises

- (a) If the Licensed Premises or any part thereof which the Licensee is entitled under this deed to occupy is destroyed or damaged by fire or other risk to such an extent that the Licensed Premises are inaccessible or are wholly or partly unfit for occupation and use by the Licensee, then, until such time as the Licensed Premises are again rendered fit for occupation and use the payments in respect of outgoings payable by the Licensee under this deed or a fair proportion thereof having regard to the nature and extent of the damage sustained will be suspended.
- (b) If the Licensor notifies the Licensee in writing that the Licensor considers that damage to the Licensed Premises is such as to make repair of the damage impracticable or undesirable, the Licensor or the Licensee may terminate the Licence by giving not less than seven (7) days' notice in writing to the other of them and no compensation is payable in respect of that termination.
- (c) If the Licensor fails to repair the damage within a reasonable time after the Licensee requests the Licensor in writing to do so, the Licensee may terminate the Licence by giving not less than seven (7) days' notice in writing of termination to the Licensor.

Deed of Licence (User Agreement): Paddington Community Garden Trumper Park Reserve

11. GENERAL

11.1 Exclusion of warranties

The Licensee acknowledges and declares that no promise representation warranty or undertaking has been given by or on behalf of the Licensor in respect of the suitability of the Licensed Premises for any purpose or any business to be carried on therein or the fittings finish facilities and amenities of the Licensed Premises or of any land or premises giving access to the same.

11.2 Whole Agreement

Without prejudice to the provisions of and except as provided in this deed, the covenants and provisions contained in this deed expressly or by statutory implication cover and comprise the whole of the agreement between the parties and no further or other covenants or provisions whether in respect of the Licensed Premises or otherwise will be deemed to be implied in this deed or to arise between the parties to this deed by way of collateral or other agreement or by reason of any action, omission, promise representation warranty or undertaking given or made by any party to this deed to another on or prior to the execution of this deed and the existence of any such implication or collateral or other agreement is hereby negated.

11.3 Effect of waivers

No waiver by the Licensor of any one breach of any covenant obligation or provision contained or implied in this deed will operate as a waiver of another breach of the same or of any other covenant obligation or provision contained or implied in this deed.

11.4 Legal costs and expenses

- (a) Each party must pay their own legal costs of or incidental to the preparation, negotiation, execution and stamping of this deed, the application for the Minister's Consent and of any application for the consent of the Licensor under this deed.
- (b) The Licensee must pay the Licensor's reasonable legal costs (assessed on an indemnity basis) and all duties fees charges and expenses of or incidental to any and every breach or default by the Licensee hereunder and in or incidental to the exercise or attempted exercise of any right power privilege authority or remedy of the Licensor under or by virtue of this deed and the fees of all professional consultants properly incurred by the Licensor in consequence of or in connection with any breach or default by the Licensee under this deed.

11.5 Service of notices

Every notice or other communication of any nature whatsoever required to be served, given or made under or arising from this deed:

- (a) must be in writing in order to be valid;
- (b) will be sufficient if executed by the party giving, serving or making the same or on its behalf by any attorney, director, secretary, other duly authorised officer or solicitor of such party;
- (c) will be deemed to have been duly served, given or made in relation to a party if it is delivered or posted by pre paid post to the address of a party or sent by email to the public officer, Treasurer or President of the Licensee (as notified by the Licensee to the Licensor in writing from time to time as being the then current email address for such persons). The address of a party shall be that party's last known usual place of residence or place of business or, in the case of the Licensee, the address of the public officer of the Licensee (as notified by the Licensee to the Licensor in writing from time to time); and

Deed of Licence (User Agreement): Paddington Community Garden Trumper Park Reserve

- (d) will be deemed to be given, served or made:
 - (i) (in the case of prepaid post) on the third business day after the date of posting;
 - (ii) (in the case of email), four (4) hours after sending unless the sender receives a delivery pending or non-delivery report and on receipt of a transmission report confirming successful transmission; and
 - (iii) (in the case of delivery by hand) on delivery.

11.6 Licensee's obligations to be performed at Licensee's risk and expense

Whenever the Licensee is obliged or required under this deed to do or effect any act matter or thing then the doing of such act matter or thing will, unless this deed otherwise provides, be at the sole risk and expense of the Licensee.

12. GOODS AND SERVICES TAX

- 12.1 Except as otherwise provided by this clause, the Licensee agrees that all money payable or consideration to be given by the Licensee to the Licensor under this Licence is exclusive of Goods and Services Tax (GST).
- 12.2 Liability for any GST payable in respect of any taxable supply under this deed is additional to all other money payable or consideration to be given by the Licensee to the Licensor under this deed.
- 12.3 The Licensee must without deduction or set off pay to the Licensor any GST payable in respect of any taxable supply under this deed.
- 12.4 The amount of GST payable by the Licensee will be:
 - (a) calculated by multiplying the amount or consideration payable (or to be provided) for the relevant supply by the prevailing GST rate; and
 - (b) payable on the earlier to occur of the time at which:
 - (i) the other moneys payable or consideration is to be given under this deed in respect of that supply are payable; or
 - (ii) any GST in respect of that supply is payable.
- 12.5 If this deed requires the Licensee to pay, reimburse or contribute to an amount paid or payable by the Licensor in respect of an acquisition from a third party for which the Licensor is entitled to claim an input tax credit, the amount required to be paid, reimbursed or contributed by the Licensee will only be the value of the acquisition by the Licensor plus, if the Licensor's recovery from the Licensee is a taxable supply, any GST payable under this clause.
- 12.6 The Licensor will issue a tax invoice in respect of any taxable supply under this deed, which will enable the Licensee, if permitted by the A New Tax System (Goods and Services Tax) Act 1999 (the Act), to claim a credit for GST paid by the Licensee.
- 12.7 For the purpose of this clause 12 any terms used in it which have meanings under the Act, will have the meanings given by the Act.

13. CONSENT AUTHORITY

- 13.1 The Licensee acknowledges and agrees with the Licensor that the Council is the appropriate consent authority in respect of any development application lodged by or on behalf of the Licensee in respect of the Licensee's use of the Licensed Premises.
- 13.2 Nothing in this deed shall be read or construed as fettering the Council's rights, powers and discretions as such consent authority.

14. LIMITATION OF LIABILITY

- 14.1 The Licensor enters into this deed only in its capacity as the Manager and in no other capacity.
- 14.2 Any liability arising under or in connection with this deed may be enforced against the Licensor only to the extent to which the Licensor is actually indemnified out of the property comprising the Reserve.
- 14.3 This limitation of the Licensor's liability applies despite any other provision of this deed and extends to all liabilities and obligations of the Licensor in any way connected with any representation, warranty, conduct, omission, agreement or transaction related to this deed.
- 14.4 The Licensee may not sue the Licensor in any capacity other than as the Manager.
- 14.5 The provisions of this clause 14 must not apply to any obligation or liability of the Licensor under this deed to the extent that it is not satisfied because by operation of law there is a reduction in the extent of the Licensor's indemnification out of the property comprising the Reserve as a result of the Licensor's fraud, negligence or breach of trust.

Reference Schedule

Item 1 LICENCE COMMENCEMENT DATE

Item 2 PERMITTED USE (CLAUSE 4.1)

As a non-profit community garden operated by the Licensee and its members and used for the production of produce for the personal use of its members of the public through allotments or shared plots and for demonstration of gardening or other environmental activities being undertaken and to encourage the involvement of disabled, schools, youth and aged groups and citizens in gardening activities.

Item 3 PUBLIC RISK INSURANCE (CLAUSE 7.1(a))

Not less than twenty million dollars (\$20,000,000.00) or such other amount reasonably required by the Licensor in respect of any single accident or event.

**Deed of Licence (User Agreement):
Paddington Community Garden Trumper Park Reserve**

Executed as a deed

IN WITNESS WHEREOF the parties hereto have hereunto set their hands and affixed their seals on the day first hereinbefore written.

Signed for and on behalf of **WOOLLAHRA MUNICIPAL COUNCIL** by the Director, Infrastructure and Sustainability pursuant to the Delegation of Authority from the General Manager dated in the presence of:)
)
)
)
)
)
)
)
)
)
)
)

.....
Director Infrastructure and Sustainability
Pursuant to s388 Local Government Act
1993

Signed, Sealed and Delivered)
for and on behalf of)
Paddington Community)
Garden Incorporated)
by authority of the Committee in)
the presence of:)

.....
Committee Member

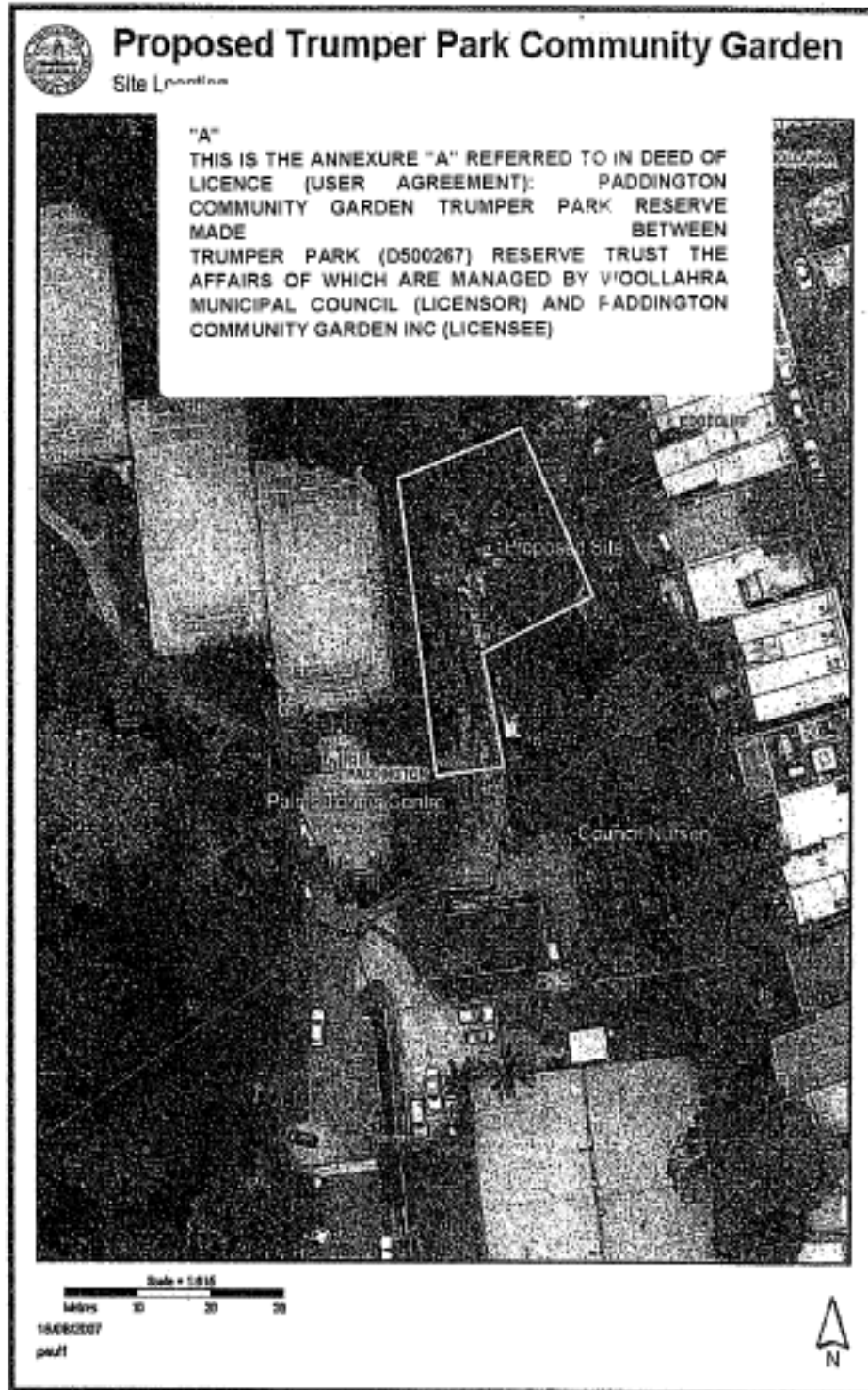
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Committee Member

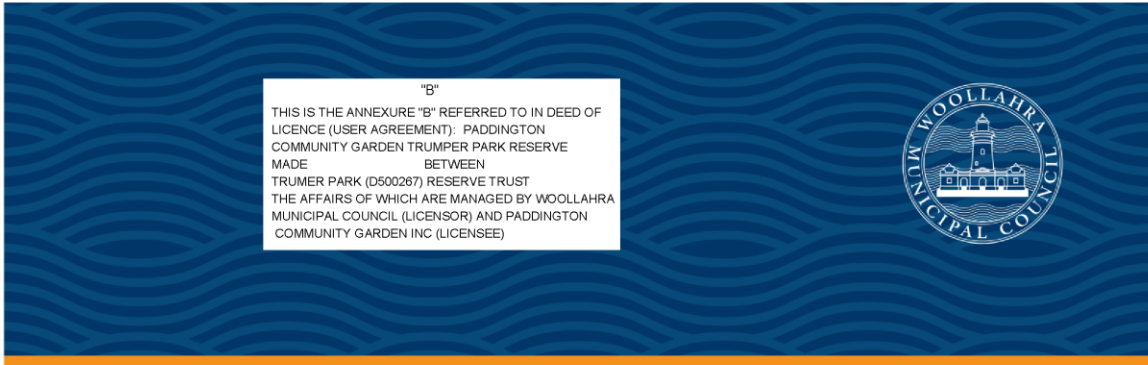
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CONSENT

**Deed of Licence (User Agreement):
Paddington Community Garden Trumper Park Reserve**





Community Gardens Policy

Adoption Date:	12 December 2011 by Council Resolution
Review Date:	12 December 2027
Version:	2
Division/Department:	Technical Services/Open Space & Trees
Responsible Officer:	Environmental Education Officer
HPE CM Record Number:	18/128538

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What is a Community Garden?

A 'community garden' is defined as a parcel of public open space operated by the community (with Council assistance) where the site is used for:

- The production of produce for the personal use of its members through allotments or shared plots, and
- Demonstration gardening, or where other environmental activities are undertaken, also encouraging the involvement of schools, youth groups and citizens in gardening activities.

Community gardens are not-for-profit, and can provide for a wide range of environmental, social and economic benefits.

Different Types of Community Gardens

There are different forms a community garden can take, they are:

Community Garden - a mixture of allotments for each member and some shared areas.

Verge Garden - garden beds that are established on the nature strip, or road reserve that are communally managed by a group of local residences and decisions are made jointly.

School Kitchen Garden - a community garden in a school, in which local residents outside of the school community can join and manage the garden in partnership with the school. Gardens may include individual plots for residents and communal garden beds that the school can manage and use for lessons on cooking, nutrition and the environment and provide produce for the school canteen. Council recognises that many schools in our local area have established productive and thriving school kitchen gardens. Many of these are developed like a community garden, in that the whole school community (teachers, parents and students) are involved in its development.

Note: Should you have a connection to a school in the area, you may wish to contact them directly to volunteer to help with their garden, or to help set one up. However, the approval of outside involvement is at the discretion of each school and is not the role nor responsibility of Council.

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Our Policy

Woollahra Council recognises community gardening as a valuable recreational activity that contributes to health and well-being, positive social interaction, community development, environmental education and sustainability principles, protection and use of open space.

Objectives

The objectives of this policy include:

- To recognise the need for and benefits of community gardens.
- To establish community gardens throughout Woollahra on public open space, where feasible and appropriate.
- To recognise the value of community gardens, as a public amenity.
- To ensure that all community gardens are managed in an efficient manner and maintained to an acceptable standard.
- To ensure all community gardens are chemical free, water efficient and sustainable.
- To acquire, share and increase knowledge and practice of organic gardening with various educational institutions and the local community.
- To offer a suitable site for Council environmental workshops and educational days.
- To standardise processes and procedures for the development of the community gardens.
- To clarify the rights and responsibilities of all stakeholders involved in community garden projects with reference to public liability, maintenance, safety and access.

Woollahra 2030 –Community Strategic Plan to 2030

This policy has been prepared in accordance with the following strategies from the Woollahra Council Delivery Program 20018 - 2021:

Goal 1: A connected, harmonious and engaged community for all ages and abilities

- Provide and facilitate a range of community projects, programs and events
- Provide places and spaces for people to connect and interact

Goal 5: Liveable places from the Woollahra Community Strategic Plan, strategies include:

- Enhance local community, cultural and recreation facilities to become more attractive, integrated and accessible.

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- Provide attractive, accessible, connected and safe parks, sportsgrounds, foreshore areas and other public spaces.

Goal 8: Sustainable use of resources:

- Provide programs and projects to reduce local greenhouse gas emissions and ecological footprint.
- Encourage greater community participation in waste reduction, recycling and composting initiatives

Council Support

Woollahra Council supports community gardens by working with community partners, in assisting to identify and contribute to site development activities. Subject to available resources Council will:

- Promote and raise awareness of community gardening
- Provide information to the public about the operation of community gardens
- Assist interested groups in searching for suitable public land for the development of community gardens
- Assist with site development such as site planning and design, surveying, and site preparation
- Provide in-kind support where feasible (i.e. water options, mulch etc.)
- Host workshops on practical skills, and group management (i.e. governance); and
- Provide grant funding opportunities and advice.

Establishment of Community Gardens

Woollahra Council supports the development of community gardens, particularly in high density areas in the Municipality. Woollahra Council will assist in locating new garden sites, where available land exists, where neighbours are supportive, and where a community group demonstrates interest and commitment.

For Council to consider supporting the development of any new community garden, applicants will need to address the site selection criteria outlined below. The first step is to establish a community garden group and conduct a site assessment of the potential site. If the site meets the criteria, applicants should then discuss the proposal with Council and go through the potential issues.

1 Site Selection Criteria – Community Gardens

Location

- Consistency with relevant plans for open space
- Informed and supportive neighbours
- Proximity to high density living areas
- Close proximity to supporting infrastructure and services, such as power and water
- An area of approximately 750m²

Usability of site

- The site should have no major safety or health concerns
- Good passive surveillance
- Sun exposure
- Soil quality and drainage

Accessibility

- Should be accessible for a range of user groups
- Accessibility to public transport (where possible)
- Vehicle access

Multiple Use

- Community gardens should be integrated without adversely conflicting with other land uses
- Community gardens can be used as information sites for Council and School Workshops.

Upon Council review of a proposal and meeting the relevant criteria, a report to Council will be presented recommending that the proposal be exhibited to the public for comment. A follow up report will be submitted to Council for its consideration.

2 Site Selection Criteria – Community Verge Gardens

Establishing verge gardens requires special consideration by Council to ensure that accessibility on footpaths, traffic and road conditions are not affected and that other environmental issues such as stormwater capture, weed management and street tree protection are considered in the design of new garden beds.

Applicants wanting to establish a new community garden on the nature strip will need to first speak to Council to see if their street is suitable for the inclusion of garden beds. Applicants will also be required to get support from neighbours and may be required to form a community garden group.

Location

- Woollahra Council is the owner or are trust managers of the land
- Land is unutilised or under utilised
- There is community support to implement and maintain the verge garden

Usability of site

- The site should have no major safety, health or traffic concerns
- Good passive surveillance
- Adequate sun exposure
- Adequate soil quality and drainage

Accessibility

- Should be accessible for a range of user groups
- Access ways to be maintained at all times

Multiple Use

- Community verge gardens should be integrated without adversely conflicting with other land uses
- Community verge gardens can still be used as information sites for Council and School Workshops.

Community verge gardens where available land exists, where neighbours are supportive, and where a community group demonstrates interest and commitment will be favoured.

Where community verge gardens are proposed to be created close to adjoining residents, Council will consult with the affected residents and, where objections are raised, report on the matter to Council for its consideration.

Community Management of Gardens

Community gardens should be managed and implemented by the community, however this must be undertaken in such a way that the needs of all stakeholders are taken into account.

Incorporation of the Garden Group

The Council may require community garden groups to have a clear and identified legal structure. Garden groups can apply to the NSW Office of Fair Trading to become Incorporated Associations. This arrangement affords the group some flexibility in the management of funds and enables them to open a bank account, obtain public liability insurance cover and apply for government grants.

Incorporation as an association requires groups to establish a management committee with annually elected office bearers and to commit to regular meetings. This can be beneficial for the Garden as it maintains a structure that can address management issues. Having a committee also helps share the tasks of garden management and avoids excessive responsibility being placed on a few people or the garden management becoming dominated by one person.

Insurance and Risk Management

Community Gardens will be licensed to an incorporated community group with an approved Public Liability Cover of \$10 million that indemnifies Council. Each garden group has a duty of care to the community who access the garden areas. This community group will be required to manage safe access in and around the site and, if necessary, allocation of garden plots. Management of the site will also need to follow Council's direction on the issue of Ecologically Sustainable Development and encourage all members, through its functions and activities, to act more sustainably.

The incorporated community group will liaise with Council staff in regards to any new infrastructure or projects planned for the garden. Prior to erection / installation of any infrastructure, written approval from Council or, where required, Development Consent must be obtained.

User Agreement

A licence for use agreement must be signed between Woollahra Council and the organisation for the purpose of developing and maintaining a community garden. The licence agreement would also contain conditions for the use of the site.

At the initial set up of a new garden, a license will be granted for 12 months with an option for a 3 year agreement after this period. All community gardens will operate on a not-for-profit basis.

Deed of Licence (User Agreement): Paddington Community Garden Trumper Park Reserve

A licence or other agreement with the group could be revoked or not renewed if:

- The group disbands or ceases to function due to internal conflict;
- The garden is not maintained or becomes unsafe for public access;
- Appropriate insurance cover is not maintained.

The group will be required to report annually to Council on the function of the garden and how they are meeting Council objectives.

Council retains the capacity to use the garden as a demonstration site for community education activities such as tours and workshops. The Council will work with the garden group to ensure that organised activities do not conflict significantly with other garden uses, such as regular working bees.

Information regarding community gardens will be advertised through Council's website and publications. It will also be advertised to the community at Council's community centres and during Council promotions and events.

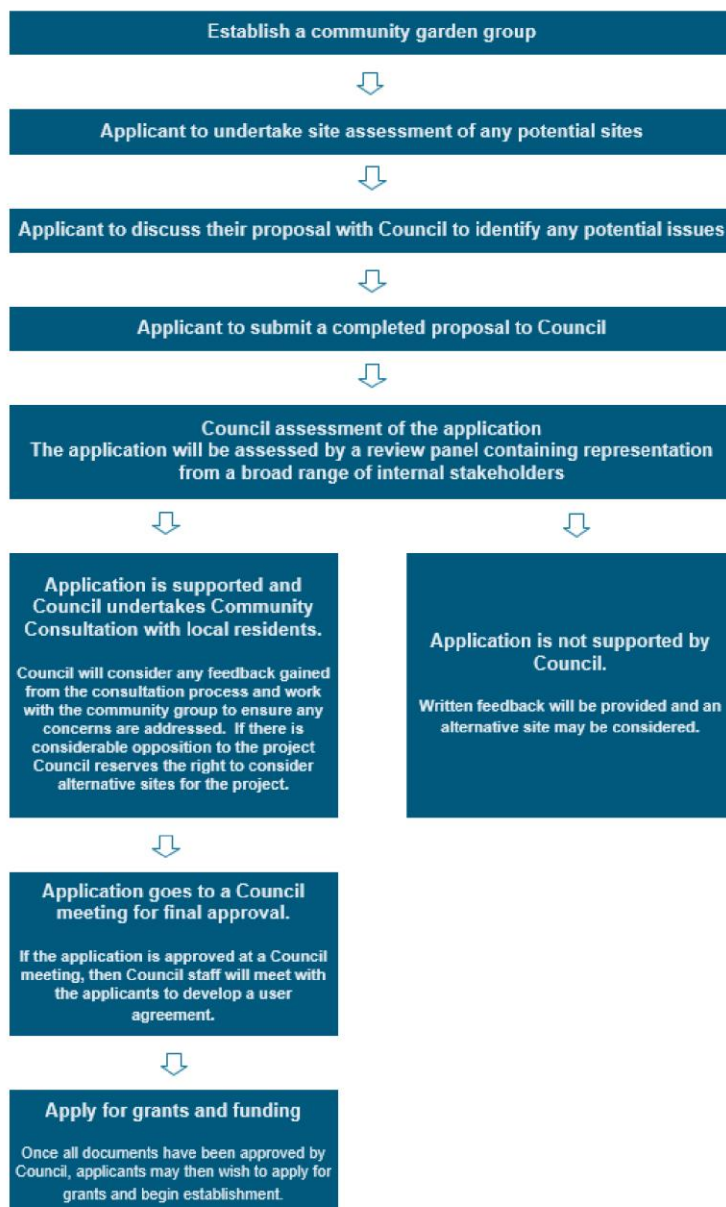
The non-profit organisation agrees to develop, manage and operate the community garden according to a user agreement with their members, which specifies the terms of use, management responsibilities, user fees and access procedures, which include the following:

- Residents of the Woollahra Municipality will be given priority for membership, however, it will be open to all on a first served basis.
- The association may set rules with the assistance of the Office of Fair Trading. Rules must not be inconsistent with Council's Community Garden Policy.
- A list of by-laws are developed by the association and must comply with Section 11 of the Associations Incorporation Act 1984 approved by Council (Staff). Members are required to sign a contract indicating their compliance.
- Membership and use of the site can be revoked for non-compliance with the organisations by-laws, the applicable user agreement or this policy.
- Gardeners need to commit to work within the communal garden and may need to undertake various courses before being allocated an individual allotment. Gardeners must be nominated by two current members.
- Allotment gardens must be maintained to a minimum standard of aesthetics and orderliness. Year-round produce is encouraged.
- Produce is to be organically grown and chemical free.
- Produce is not to be sold for private commercial profit. Funds from selling produce must be invested in the garden. Excess produce can be donated.
- The organisation is to have its own Public Liability Insurance (becoming a member of a Landcare group can reduce the cost of the PLI).
- Allow monitoring and review as stipulated by the agreement.
- Allow the provisional inclusion of poultry/ livestock within community gardens that are deemed appropriate.
- Any requests for poultry/ livestock be approved by Council staff and assessed regularly.
- Any approval granted will be subject to a trial period with a review to be undertaken twelve months from commencement.

Deed of Licence (User Agreement): Paddington Community Garden Trumper Park Reserve

Procedure for Implementation

Once a preferred site has been established, applicants will need to submit a proposal to Council. If the proposal is supported, then Council will organise community consultation with local residents and work with the community garden group to address any concerns.



Deed of Licence (User Agreement): Paddington Community Garden Trumper Park Reserve

Community Gardens Policy

Want to Know More?

For further information on this policy, contact our Open Space and Trees Department.
Advice is available from Councils:

- Environmental Education Officer on 9391 7095

Version: Final

Approval date: 12 December 2019

This part of our policy provides an overall summary of the intention and reason for a policy. Specific implementation procedures are available on request. The General Manager has approved this policy and the attached procedures.

Policy Amendments

Date	Responsible Officer	Description
18/11/19	Team Leader Environment & Sustainability	Minor changes to wording to reflect updated corporate planning documents and clarify approval requirements.

**Deed of Licence (User Agreement):
Paddington Community Garden Trumper Park Reserve**

**Deed of Licence (User Agreement):
Paddington Community Garden Trumper Park Reserve**

10778 25/06/2013

"C"
THIS IS THE ANNEXURE "C" REFERRED TO IN DEED OF
LICENCE (USER AGREEMENT): PADDINGTON
COMMUNITY GARDEN TRUMPER PARK RESERVE
MADE BETWEEN
TRUMPER PARK (D500267) RESERVE TRUST THE
AFFAIRS OF WHICH ARE MANAGED BY WOOLLAHRA
MUNICIPAL COUNCIL (LICENSOR) AND PADDINGTON
COMMUNITY GARDEN INC (LICENSEE)

**PADDINGTON COMMUNITY GARDEN
INCORPORATED**

CONSTITUTION

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4 November 2013
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Part 1 Preliminary

1 Definitions

(1) In this constitution:

Commissioner means the Commissioner of the Office of Fair Trading.

ordinary member means a member of the committee who is not an office-bearer of the Association, as referred to in rule 16(2).

secretary means:

- (a) the person holding office under this constitution as secretary of the Association.

Special general meeting means a general meeting of the Association other than an annual general meeting.

the Act means the *Associations Incorporation Act 1984*.

the regulation means the *Associations Incorporation Regulation 1999*.

(2) In this constitution:

- (a) a reference to a function includes a reference to a power, authority and duty, and

- (b) a reference to the exercise of a function includes, if the function is a duty, a reference to the performance of the duty.

(3) The provisions of the *Interpretation Act 1987* apply to and in respect of this constitution in the same manner as those provisions would so apply if this constitution were an instrument made under the Act.

2 Name

- (1) The name of the Association shall be "Paddington Community Garden Incorporated" (referred to in this constitution as the "Association").

3 Objects

- (1) The objects of the Association are to create for the community a not for profit meeting place, a learning place, a healthy place, a growing place and a beautiful place as summarised below:

- (a) A meeting place.

A convivial place for people to mix with a group, diverse in age, background and ability to form

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friendships and social bonds which contribute to a sense of community.

- (b) A learning place.
A place in which to share gardening knowledge with members and visitors about sustainability including:
 - i. organic methods;
 - ii. waste reduction; and
 - iii. water and solar harvesting.
- (c) A healthy place.
A place to enjoy:
 - i. social interaction;
 - ii. the pleasure of physical exercise in the open air;
 - iii. the availability of nutrition from fresh organic produce; and
 - iv. producing a sense of well being by engaging with nature, watching things live and grow, touching the earth and breathing the scent of plants and flowers
- (d) A growing place.
A space in an inner suburb where fresh organic food - vegetables, herbs, fruit and flowers can be grown and harvested locally.
- (e) A beautiful place
An environment that is in harmony with nature and neighbours.

Part 2 Membership

4 Membership qualifications

A person is qualified to be a member of the Association if, but only if:

- (a) the person is a person referred to in section 15(1) (a), (b) or (c) of the Act and has not ceased to be a member of the Association at any time after incorporation of the Association under the Act,
or
- (b) the person is a natural person:

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- (i) who has been nominated for membership of the Association as provided by rule 5, and
- (ii) who has been approved for membership of the Association by the committee of the Association; or
- (c) is a nominated representative of an organisation which has been approved for membership of the Association by the committee of the Association.

5 Nomination for membership

- (1) A nomination of a person for membership of the Association:
 - (a) must be made by a member of the Association in writing in the form set out in Appendix 1 to this constitution, and
 - (b) must be lodged with the secretary of the Association.
- (2) As soon as practicable after receiving a nomination for membership, the secretary must refer the nomination to the committee which is to determine whether to approve or to reject the nomination.
- (3) As soon as practicable after the committee makes that determination, the secretary must:
 - (a) notify the nominee, in writing, that the committee approved or rejected the nomination (whichever is applicable), and
 - (b) if the committee approved the nomination, request the nominee to pay (within the period of 28 days after receipt by the nominee of the notification) the sum payable under this constitution by a member as entrance fee and annual subscription.
- (4) the secretary must, on payment by the nominee of the amounts referred to in clause (3)(b) within the period referred to in that provision, enter the nominee's name in the register of members and, on the name being so entered, the nominee becomes a member of the Association.

6 Cessation of membership

- A person ceases to be a member of the Association if the person:
- (a) dies, or
 - (b) resigns membership, or
 - (c) is expelled from the Association, or
 - (d) membership fees remain unpaid for more than two (2) months after they fall due under clause 10.

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- 7 Membership entitlements not transferable**
- A right, privilege or obligation which a person has by reason of being a member of the Association:
- (a) is not capable of being transferred or transmitted to another person, and
 - (b) terminates on cessation of the person's membership.
- 8 Resignation of membership**
- (1) A member of the Association is not entitled to resign that membership except in accordance with this rule.
 - (2) A member of the Association who has paid all amounts payable by the member to the Association in respect of the member's membership may resign from membership of the Association by first giving to the secretary written notice of at least one month (or such other period as the committee may determine) of the member's intention to resign and, on the expiration of the period of notice, the member ceases to be a member.
 - (3) If a member of the Association ceases to be a member under clause (2), and in every other case where a member ceases to hold membership, the secretary must make an appropriate entry in the register of members recording the date on which the member ceased to be a member.
- 9 Register of members**
- (1) The secretary of the Association must establish and maintain a register of members of the Association specifying the name and address of each person who is a member of the Association together with the date on which the person became a member.
 - (2) The register of members must be kept at the principal place of administration of the Association and must be open for inspection, free of charge, by any member of the Association at any reasonable hour.
 - (3) A member of the Association may obtain a copy of any part of the register on payment of a fee of \$1 for each page copied or, if some other amount is determined by the committee, that other amount.
- 10 Fees and subscriptions**
- (1) A member of the Association must, on admission to membership, pay to the Association the annual membership fee.
 - (2) The initial membership fee shall be determined by the Interim Committee and confirmed at the first Annual General Meeting.

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- (3) The annual membership fee shall be determined on an annual basis and ratified by the Annual General Meeting each year.
- (4) All membership and other fees must be paid within twenty-eight (28) days of becoming due which will be
 - (a) except as provided by paragraph (b), before 1 July in each calendar year, or
 - (b) if the member becomes a member on or after 1 July in any calendar year – on becoming a member and before 1 July in each succeeding calendar year.
- (5) A member is responsible for ensuring he or she remains a financial member and for paying all due fees as required.

11 Members' liabilities

The liability of a member of the Association to contribute towards the payment of the debts and liabilities of the Association or the costs, charges and expenses of the winding up of the Association is limited to the amount, if any, unpaid by the member in respect of membership of the Association as required by rule 10.

12 Resolution of internal disputes

- (1) Disputes between members (in their capacity as members) of the Association, and disputes between members and the Association, are to be referred to a community justice centre for mediation in accordance with the *Community Justice Centres Act 1983*.
- (2) At least 7 days before a mediation session is to commence, the parties are to exchange statements of the issues that are in dispute between them and supply copies to the mediator.

13 Disciplining of members

- (1) A complaint may be made to the committee by any person that a member of the Association:
 - (a) has persistently refused or neglected to comply with a provision or provisions of this constitution, or
 - (b) has persistently and wilfully acted in a manner prejudicial to the interests of the Association.
- (2) On receiving such a complaint, the committee:
 - (a) must cause notice of the complaint to be served on the member concerned; and
 - (b) must give the member at least 14 days from the time the notice is served within which to make submissions to the committee in connection with the complaint, and

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- (c) must take into consideration any submissions made by the member in connection with the complaint.
- (3) The committee may, by resolution, expel the member from the Association or suspend the member from membership of the Association if, after considering the complaint and any submissions made in connection with the complaint, it is satisfied that the facts alleged in the complaint have been proved.
- (4) If the committee expels or suspends a member, the secretary must, within 7 days after the action is taken, cause written notice to be given to the member of the action taken, of the reasons given by the committee for having taken that action and of the member's right of appeal under rule 14.
- (5) The expulsion or suspension does not take effect:
 - (a) until the expiration of the period within which the member is entitled to appeal against the resolution concerned, or
 - (b) if within that period the member exercises the right of appeal, unless and until the Association confirms the resolution under rule 14(5),whichever is the latter.

14 Right of appeal of disciplined member

- (1) A member may appeal to the Association in general meeting against a resolution of the committee under rule 11, within 7 days after notice of the resolution is served on the member, by lodging with the secretary a notice to that effect.
- (2) The notice may, but need not, be accompanied by a statement of the grounds on which the member intends to rely for the purposes of the appeal.
- (3) On receipt of a notice from a member under clause (1), the secretary must notify the committee which is to convene a general meeting of the Association to be held within 28 days after the date on which the secretary received the notice.
- (4) At a general meeting of the Association convened under clause (3):
 - (a) no business other than the question of the appeal is to be transacted, and
 - (b) the committee and the member must be given the opportunity to state their respective cases orally or in writing, or both, and
 - (c) the members present are to vote by secret ballot on the question of whether the resolution should be confirmed or revoked.

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- (5) If at the general meeting the Association passes a special resolution in favour of the confirmation of the resolution, the resolution is confirmed.

Part 3 The committee

15 Powers of the committee

The committee is to be called the committee of management of the Association and, subject to the Act, the Regulation and this constitution and to any resolution passed by the Association in general meeting:

- (a) is to control and manage the affairs of the Association, and
- (b) may exercise all such functions as may be exercised by the Association, other than those functions that are required by this constitution to be exercised by a general meeting of members of the Association, and
- (c) has power to perform all such acts and do all such things as appear to the committee to be necessary or desirable for the proper management of the affairs of the Association.

16 Constitution and membership

- (1) Subject in the case of the first members of the committee to section 21 of the Act, the committee is to consist of:

- (a) the office-bearers of the Association, and
- (b) 2 ordinary members,

each of whom is to be elected at the annual general meeting of the Association under rule 17.

- (c) In addition to the members of the committee of management elected by the membership there may be a further member of the committee of management being a serving Woollahra Councillor as appointed by the Mayor of Woollahra Council. Nothing in this rule requires such a member to be appointed by the Mayor of Woollahra.

- (2) The office-bearers of the Association are to be:

- (a) the president
- (b) the vice-president
- (c) the treasurer, and
- (d) the secretary

- (3) Each member of the committee is, subject to this constitution, to hold office until the conclusion of the annual general meeting following the date of the member's election, but is eligible for re-election.

- (4) In the event of a casual vacancy occurring in the membership of the committee, the committee may appoint a member of the Association to fill the vacancy and the member so appointed is to hold office, subject to this constitution, until the conclusion of the annual general meeting next following the date of the appointment.

17 Election of members

- (1) Nominations of candidates for election as office-bearers of the Association or as ordinary members of the committee:
- (a) must be made in writing, signed by 2 members of the Association and accompanied by the written consent of the candidate (which may be endorsed on the form of the nomination), and
 - (b) must be delivered to the secretary of the Association at least 7 days before the date fixed for the holding of the annual general meeting at which the election is to take place.
- (2) If insufficient nominations are received to fill all vacancies on the committee, the candidates nominated are taken to be elected and further nominations are to be received at the annual general meeting.
- (3) If insufficient further nominations are received, any vacant positions remaining on the committee are taken to be casual vacancies.
- (4) If the number of nominations received is equal to the number of vacancies to be filled, the persons nominated are taken to be elected.
- (5) If the number of nominations received exceeds the number of vacancies to be filled, a ballot is to be held.
- (6) The ballot for the election of office-bearers and ordinary members of the committee is to be conducted at the annual general meeting in such usual and proper manner as the committee may direct.

18 Secretary

- (1) the secretary of the Association must, as soon as practicable after being appointed as secretary, lodge notice with the Association of his or her address.
- (2) It is the duty of the secretary to keep minutes of:
- (a) all appointments of office-bearers and members of the committee,
 - (b) the names of members of the committee present at a committee meeting or a general meeting, and
 - (c) all proceedings at committee meetings and general meetings.

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- (3) Minutes of proceedings at a meeting must be signed by the chairperson of the meeting or by the chairperson of the next succeeding meeting.

19 Treasurer

It is the duty of the treasurer of the Association to ensure:

- (a) that all money due to the Association is collected and received and that all payments authorised by the Association are made, and
- (b) that correct books and accounts are kept showing the financial affairs of the Association, including full details of all receipts and expenditure connected with the activities of the Association.

20 Casual vacancies

For the purposes of this constitution, a casual vacancy in the office of a member of the committee occurs if the member:

- (a) dies, or
- (b) ceases to be a member of the Association, or
- (c) becomes an insolvent under administration within the meaning of the *Corporations Act 2001* of the Commonwealth, or
- (d) resigns office by notice in writing given to the secretary, or
- (e) is removed from office under rule 21, or
- (f) becomes a mentally incapacitated person, or
- (g) is absent without the consent of the committee from all meetings of the committee held during a period of 6 months.

21 Removal of member

- (1) The Association in general meeting may by resolution remove any member of the committee from the office of member before the expiration of the member's term of office and may by resolution appoint another person to hold office until the expiration of the term of office of the member so removed.
- (2) If a member of the committee to whom a proposed resolution referred to in clause (1) relates makes representations in writing to the secretary or president (not exceeding a reasonable length) and requests that the representation be notified to the members of the Association, the secretary or the president may send a copy of the representations to each member of the Association or, if the representations are not so sent, the member is entitled

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to require that the representations be read out at the meeting at which the resolution is considered.

22 Meetings and quorum

- (1) The committee must meet at least 3 times in each period of 12 months at such place and time as the committee may determine.
- (2) Additional meetings of the committee may be convened by the president or by any member of the committee.
- (3) Oral or written notice of a meeting of the committee must be given by the secretary to each member of the committee at least 48 hours (or such other period as may be unanimously agreed on by the members of the committee) before the time appointed for the holding of the meeting.
- (4) Notice of a meeting given under clause (3) must specify the general nature of the business to be transacted at the meeting and no business other than that business is to be transacted at the meeting, except business which the committee members present at the meeting unanimously agree to treat as urgent business.
- (5) Any 3 members of the committee constitute a quorum for the transaction of the business of a meeting of the committee.
- (6) No business is to be transacted by the committee unless a quorum is present and if, within half an hour of the time appointed for the meeting, a quorum is not present, the meeting is to stand adjourned to the same place and at the same hour of the same day in the following week.
- (7) If at the adjourned meeting a quorum is not present within half an hour of the time appointed for the meeting, the meeting is to be dissolved.
- (8) At a meeting of the committee:
 - (a) the president or, in the president's absence, the vice-president is to preside, or
 - (b) if the president and the vice-president are absent or unwilling to act, such one of the remaining members of the committee as may be chosen by the members present at the meeting is to preside.

23 Delegation by committee to sub-committee

- (1) The committee may, by instrument in writing, delegate to one or more sub-committees (consisting of such member or members of the Association as the committee thinks fit) the exercise of such of the functions of the committee as are specified in the instrument, other than:
 - (a) this power of delegation, and

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- (b) a function which is a duty imposed on the committee by the Act or by any other law.
- (2) A function the exercise of which has been delegated to a sub-committee under this rule may, while the delegation remains unrevoked, be exercised from time to time by the sub-committee in accordance with the terms of the delegation.
- (3) A delegation under this section may be made subject to such conditions or limitations as to the exercise of any function, or as to time or circumstances, as may be specified in the instrument of delegation.
- (4) Despite any delegation under this rule, the committee may continue to exercise any function delegated.
- (5) Any act or thing done or suffered by a sub-committee acting in the exercise of a delegation under this rule has the same force and effect as it would have if it had been done or suffered by the committee.
- (6) The committee may, by instrument in writing, revoke wholly or in part any delegation under this rule.
- (7) A sub-committee may meet and adjourn, as it thinks proper.

24 Voting and decisions

- (1) Questions arising at a meeting of the committee or of any sub-committee appointed by the committee are to be determined by a majority of the votes of members of the committee or sub-committee present at the meeting.
- (2) Each member present at a meeting of the committee or of any sub-committee appointed by the committee (including the person presiding at the meeting) is entitled to one vote but, in the event of an equality of votes on any question, the person presiding may exercise a second or casting vote.
- (3) Subject to rule 22(5), the committee may act despite any vacancy on the committee.
- (4) Any act or thing done or suffered, or purporting to have been done or suffered, by the committee or by a sub-committee appointed by the committee, is valid and effectual despite any defect that may afterwards be discovered in the appointment or qualification of any member of the committee or sub-committee.

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Part 4 General meeting

25 Annual general meetings – holding of

- (1) With the exception of the first annual general meeting of the Association, the Association must, at least once in each calendar year and within the period of 6 months after the expiration of each financial year of the Association, convene an annual general meeting of its members.
- (2) The Association must hold its first annual general meeting:
 - (a) within the period of 18 months after its incorporation under the Act, and
 - (b) within the period of 6 months after the expiration of the first financial year of the Association.
- (3) Clauses (1) and (2) have effect subject to any extension or permission granted by the Commissioner under section 26(3) of the Act.

26 Annual general meetings – calling of and business at

- (1) The annual general meeting of the Association is, subject to the Act and to rule 25, to be convened on such date and at such place and time as the committee thinks fit.
- (2) In addition to any other business which may be transacted at an annual general meeting, the business of an annual general meeting is to include the following:
 - (a) to confirm the minutes of the last preceding annual general meeting and of any special general meeting held since that meeting,
 - (b) to receive from the committee reports on the activities of the Association during the last preceding financial year,
 - (c) to elect office-bearers of the Association and ordinary members of the committee,
 - (d) to receive and consider the statement which is required to be submitted to members under section 26(6) of the Act.
- (3) An annual general meeting must be specified as such in the notice convening it.

27 Special general meetings – calling of

- (1) The committee may, whenever it thinks fit, convene a special general meeting of the Association.
- (2) The committee must, on the requisition in writing of at least 5 per cent of the total number of members, convene a special general meeting of the Association.
- (3) A requisition of members for a special general meeting:

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- (a) must state the purpose or purposes of the meeting, and
 - (b) must be signed by the members making the requisition, and
 - (c) must be lodged with the secretary, and
 - (d) may consist of several documents in a similar form, each signed by one or more of the members making the requisition.
- (4) If the committee fails to convene a special general meeting to be held within 1 month after that date on which a requisition of members for the meeting is lodged with the secretary, any one or more of the members who made the requisition may convene a special general meeting to be held not later than 3 months after that date.
- (5) A special general meeting convened by a member or members as referred to in clause (4) must be convened as nearly as is practicable in the same manner as general meetings are convened by the committee and any member who consequently incurs expenses is entitled to be reimbursed by the Association for any expense so incurred.

28

Notice

- (1) Except if the nature of the business proposed to be dealt with at a general meeting requires a special resolution of the Association, the secretary must, at least 14 days before the date fixed for the holding of the general meeting, give a notice to each member specifying the place, date and time of the meeting and the nature of the business proposed to be transacted at the meeting.
- (2) If the nature of the business proposed to be dealt with at a general meeting requires a special resolution of the Association, the secretary must, at least 21 days before the date fixed for the holding of the general meeting, cause notice to be given to each member specifying, in addition to the matter required under clause (1), the intention to propose the resolution as a special resolution.
- (3) No business other than that specified in the notice convening a general meeting is to be transacted at the meeting except, in the case of an annual general meeting, business which may be transacted under rule 26(2).
- (4) A member desiring to bring any business before a general meeting may give notice in writing of that business to the secretary who must include that business in the next notice calling a general meeting given after receipt of the notice from the member.

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29 Procedure

- (1) No item of business is to be transacted at a general meeting unless a quorum of members entitled under this constitution to vote is present during the time the meeting is considering that item.
- (2) Five members present in person (being members entitled under this constitution to vote at a general meeting) constitute a quorum for the transaction of the business of a general meeting.
- (3) If within half an hour after the appointed time for the commencement of a general meeting a quorum is not present, the meeting:
 - (a) if convened on the requisition of members, is to be dissolved,
and
 - (b) in any other case, is to stand adjourned to the same day in the following week at the same time and (unless another place is specified at the time of the adjournment by the person presiding at the meeting or communicated by written notice to members given before the day to which the meeting is adjourned) at the same place.
- (4) If at the adjourned meeting a quorum is not present within half an hour after the time appointed for the commencement of the meeting, the members present (being at least 3) is to constitute a quorum.

30 Presiding member

- (1) The president or, in the president's absence, the vice-president, is to preside as chairperson at each general meeting of the Association.
- (2) If the president and the vice-president are absent or unwilling to act, the members present must elect one of their number to preside as chairperson at the meeting.

31 Adjournment

- (1) The chairperson of a general meeting at which a quorum is present may, with the consent of the majority of members present at the meeting, adjourn the meeting from time to time and place to place, but no business is to be transacted at an adjourned meeting other than the business left unfinished at the meeting at which the adjournment took place.
- (2) If a general meeting is adjourned for 14 days or more, the secretary must give written or oral notice of the adjourned meeting to each member of the Association stating the place,

date and time of the meeting and the nature of the business to be transacted at the meeting.

- (3) Except as provided in clauses (1) and (2), notice of an adjournment of a general meeting or of the business to be transacted at an adjourned meeting is not required to be given.

32 Making of decisions

- (1) A question arising at a general meeting of the Association is to be determined on a show of hands and, unless before or on the declaration of the show of hands a poll is demanded, a declaration by the chairperson that a resolution has, on a show of hands, been carried or carried unanimously or carried by a particular majority or lost, or an entry to that effect in the minute book of the Association, is evidence of the fact without proof of the number or proportion of the votes recorded in favour of or against that resolution.
- (2) At a general meeting of the Association, a poll may be demanded by the chairperson or by at least 3 members present in person or by proxy at the meeting.
- (3) If a poll is demanded at a general meeting, the poll must be taken;
- (a) immediately in the case of a poll which relates to the election of the chairperson of the meeting or to the question of an adjournment, or
- (b) in any other case, in such manner and at such time before the close of the meeting as the chairperson directs,
- and the resolution of the poll on the matter is taken to be the resolution of the meeting on that matter.

33 Special resolution

A resolution of the Association is a special resolution:

- (a) if it is passed by a majority which comprises at least three-quarters of such members of the Association as, being entitled under this constitution so to do, vote in person or by proxy at a general meeting of which at least 21 days' written notice specifying the intention to propose the resolution as a special resolution was given in accordance with this constitution, or
- (b) where it is made to appear to the Commissioner that it is not practicable for the resolution to be passed in the manner specified in paragraph (a) if the resolution is passed in a manner specified by the Commissioner.

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34 Voting

- (1) On any question arising at a general meeting of the Association a member has one vote only.
- (2) All votes must be given personally or by proxy but no member may hold more than 5 proxies.
- (3) In the case of an equality of votes on a question at a general meeting, the chairperson of the meeting is entitled to exercise a second or casting vote.
- (4) A member or proxy is not entitled to vote at any general meeting of the Association unless all money due and payable by the member or proxy to the Association has been paid.

35 Appointment of proxies

- (1) Each member is to be entitled to appoint another member as proxy by notice given to the secretary no later than 24 hours before the time of the meeting in respect of which the proxy is appointed.
- (2) The notice appointing the proxy is to be in the form set out in Appendix 2 to this constitution.

Part 5 Miscellaneous

36 Insurance

- (1) The Association may effect and maintain insurance.

37 Funds – source

- (1) The funds of the Association are to be derived from entrance fees and annual subscriptions of members, donations and, subject to any resolution passed by the Association in general meeting, such other sources as the committee determines.
- (2) All money received by the Association must be deposited as soon as practicable and without deduction to the credit of the Association's bank account.
- (3) The Association must, as soon as practicable after receiving any money, issue an appropriate receipt.

38 Funds – management

- (1) Subject to any resolution passed by the Association in general meeting, the funds of the Association are to be used in pursuance of the objects of the Association in such manner as the committee determines.

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Deed of Licence (User Agreement): Paddington Community Garden Trumper Park Reserve

Deed of Licence (User Agreement): Paddington Community Garden Trumper Park Reserve

HWL Ebsworth

(2) All cheques, drafts, bills of exchange, promissory notes and other negotiable instruments must be signed by any 2 members of the committee or employees of the Association, being members or employees authorised to do so by the committee.

39 Alteration of objects and constitution

The statement of objects and this constitution may be altered, rescinded or added to only by a special resolution of the Association.

40 Custody of books

Except as otherwise provided by this constitution, the secretary must keep in his or her custody or under his or her control all records, books and other documents relating to the Association.

41 Inspection of books

The records, books and other documents of the Association must be open to inspection, free of charge, by a member of the Association at any reasonable hour.

42 Service of notices

(1) For the purpose of this constitution, a notice may be served on or given to a person:

- (a) by delivering it to the person personally, or
- (b) by sending it by pre-paid post to the address of the person, or
- (c) by sending it by facsimile transmission or some other form of electronic transmission to an address specified by the person for giving or serving the notice.

(2) for the purpose of this constitution, a notice is taken, unless the contrary is proved, to have been given or served:

- (a) in the case of a notice given or served personally, on the date on which it is received by the addressee, and
- (b) in the case of a notice sent by pre-paid post, on the date when it would have been delivered in the ordinary course of post, and
- (c) in the case of a notice sent by facsimile transmission or some other form of electronic transmission, on the date it was sent, or if the machine from which the transmission was sent produces a report indicating that the notice was sent on a later date, on that date.

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**Deed of Licence (User Agreement):
Paddington Community Garden Trumper Park Reserve**

Deed of Licence (User Agreement):
Paddington Community Garden Trumper Park Reserve

HWLEbsworth

Appendix 1

(Rule 5 (1))

APPLICATION FOR MEMBERSHIP OF ASSOCIATION

..... Incorporated (incorporated under the
Associations Incorporation Act 1984.)

I.....
(full name of applicant)

of.....
(address)

..... hereby apply to
become a
(occupation)

member of the above-named incorporated Association. In the event of my
admission as a member, I agree to be bound by the constitution and any
regulations of the Association for the time being in force.

.....
Signature of applicant

Date.....

I..... a member of the
Association,
(full name)

nominate the applicant, who is personally known to me, for membership of the
Association.

.....
Signature of proposer

Date.....

I..... a member of the
Association,
(full name)

second the nomination of the applicant, who is personally known to me, for
membership of the Association.

.....
Signature of seconder

Date.....

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**Deed of Licence (User Agreement):
Paddington Community Garden Trumper Park Reserve**

Deed of Licence (User Agreement):
Paddington Community Garden Trumper Park Reserve

HWL Ebsworth

Appendix 2

(Rule 5 (1))

FORM OF APPOINTMENT OF PROXY

I, of
(full name) (address)

being a member of

.....
(name of incorporated Association)

hereby appoint of

.....
(full name of proxy) (address)

being a member of that incorporated Association, as my proxy to vote for me on my behalf at the general meeting of the Association (annual general meeting or special general meeting, as the case may be) to be held on the

..... day of
(month and year)

and at any adjournment of that meeting.

* My proxy is authorised to vote in favour of/against (delete as appropriate) the resolution (insert details).

* to be inserted if desired.

.....
Signature of member appointing proxy

Date.....

NOTE: A proxy vote may not be given to a person who is not a member of the Association.

"D"

THIS IS THE ANNEXURE "D" REFERRED TO IN DEED OF LICENCE (USER AGREEMENT): PADDINGTON COMMUNITY GARDEN TRUMPER PARK RESERVE MADE BETWEEN TRUMPER PARK (D500267) RESERVE TRUST THE AFFAIRS OF WHICH ARE MANAGED BY WOOLLAHRA MUNICIPAL COUNCIL (LICENSOR) AND PADDINGTON COMMUNITY GARDEN INC (LICENSEE)

Paddington Community Garden THE GARDEN PLAN

MEETING PLACE

Objective:

A convivial place for people to mix with a group, diverse in age background and ability, to form friendships and social bonds which contribute to a sense of community

Strategies:

- Implement a Code of Conduct to notify members of the importance of managing their own behaviour in creating a friendly atmosphere where people interact harmoniously and conflict is resolved.
- Encourage diversity- recruit in ethnic media, language schools, pre-schools, community centres and aged care facilities.
- Inform members about supervision of children
- Distribute garden brochure with translation of basic details in top 10 community languages.
- Build a shelter for members and visitors to socialise.
- Establish communal gardening, team gardening and working bees.
- Convene meetings to communicate, to plan and report on garden activities
- Hold morning teas, lunches with garden produce
- Celebrate with calendar events
- Produce garden calendar by members with seasonal tasks, events and produce menus.
- Organise excursions.

Regulations: The Code of Conduct

To ensure social harmony in the meeting place:

- Everyone will abide by democratic decisions.
- Each member will take responsibility to manage his or her own behavior so that everyone enjoys the garden. Children are welcome at the garden, however they must be supervised by their parents or teachers at all times.
- Personal criticism of other members does not belong in the garden.
- At meetings members will respect the right of everyone to express their own views in a congenial and constructive manner. Opinions on practice and procedure will be supported with well researched facts and should be presented in a non-judgmental manner.
- Representations on behalf of the Association must only be made by a nominated member of the Committee.
- Conflict between members will be promptly referred to the Committee for resolution.

Expected Outcomes

Membership:

- Sufficient numbers to sustain viable garden, to ensure continuity and attendance at meetings and social events

LEARNING PLACE

Objective:

To share gardening knowledge with members and visitors about sustainability, organic methods, waste reduction, water and solar harvesting

Strategies:

- Establish a library of books and reference material of sustainable practices
- Produce members' manual on organic methods
- Establish reports at meetings on seasonal successes and failures to build up local knowledge
- Set up website
- Implement induction workshops on organic methods and no-dig gardening.
- Provide support for composting and worm farming demonstrations by Council Waste Officer
- Send invitations to school and groups.
- Organise visits to and from other community gardens to exchange information.
- Attend talks, conferences and seminars and report to garden meetings.
- Provide examples of water and solar harvesting - install water tanks, build retaining walls to capture run off and lay mulch to retain moisture in soil. Install solar panels to run fountain

Regulations:

Prior to being nominated for membership of the Association the Committee must be satisfied that:

- the person has a sufficient level of gardening knowledge which may be obtained by attending up to two (2) workshops held by the Association; and
- the person must have participated in communal garden activities on at least two (2) occasions.

Expected Outcomes:

- Sustainability and organic methods practised and promoted through inductions, workshops, reference library and website.
- Compost and worm farming demonstrations by Council Waste Education Officer.
- Examples of water harvesting with water tanks installed, retaining walls built to capture runoff and mulch laid to retain moisture in soil.
- Solar panels installed to run fountain.
- Information exchange- visits to and from other community gardens.
- Seasonal reporting at garden meetings.
- Attendance and reporting from seminars and conferences.

14/05/2008 2 THE GARDEN PLAN

HEALTHY PLACE

Objective:

To provide a place for

- social interaction
- the pleasure of physical exercise in the open air
- the availability of nutrition from fresh organic produce
- producing a sense of well being by engaging with nature, watching things live and grow, touching the earth and breathing the scent of plants and flowers.

Strategies:

- Provide a space for healthy exercise through gardening, social interaction and wellbeing through engaging with nature.
- Survey members on physical and psychological wellbeing.
- Plan regular lunches of organic, fresh food
- Inform members on health and safety issues.
- No chemical pesticides to be used.
- Lone gardeners to lock gate

Regulations:

- Organic methods will be used to provide a healthy food source.
- Plants will be cultivated without the use of chemicals and pest control will be achieved using organic strategies.
- Soil health will be maintained by regular addition of organic matter, plant diversity, crop rotation and regular mulching.

Expected Outcomes:

- Result of members' survey on physical and psychological wellbeing.
- Social interaction achieved through gardening and events.
- Organic methods used to produce healthy plants.
- Safety information given.

14/05/2008 3 THE GARDEN PLAN

GROWING PLACE

Objective:

A space in an inner suburb where fresh organic food - vegetables, herbs, fruit and flowers can be grown and harvested locally.

Strategies:

- Develop plots, spans and garden zones to produce a diversity of plants.
- Nurture soil and conserve water
- Establish seasonal photographic record of utilization of growing spaces

Regulations:

The growing area of the garden contains both communal zones and plots.

Communal Activities:

Members are expected to contribute 4 hours each month of communal activities.

Team Plots:

- Team gardening will be available to all members.
- Team gardeners will nominate a Team Leader to co-ordinate the activities in their team plot.
- Team gardeners will be provided with plants and seeds by the Association and will share their produce with all. The Association will also provide mulch and fertilisers for team plots.

Individual Plots: 1- 4 people

- Individual or shared plots will also be available subject to demand and a limit of one per household will apply.
- Individual and shared plot holders will supply their own plants and seeds and will retain their produce.
- Plot allocations will remain unless relinquished or forfeited through lack of use or unpaid fees.
- All gardeners will be responsible to produce their own compost and use organic methods of pest control, and to acquire their own mulch and fertilisers.

Expected Outcomes:

- Plots, spans and garden zones developed
- Soil nurtured and water conserved
- Seasonal photographic record of fully utilized garden

14/05/2008 4 THE GARDEN PLAN

BEAUTIFUL PLACE

Objective:

To create an environment that is in harmony with nature and neighbours.

Strategies:

- Implement guidelines – use of natural materials, avoid clutter of junk.
- Keep pathways and plots weeded and mulched.
- Conduct visitors' survey.
- Conduct neighbours' survey.

Regulations:

In order to create a beautiful place that acknowledges the ecosystem of the site, the Garden will conform to the visual standards which generally apply to public parkland. All installations and infrastructure will comply with these standards and must be approved by the Committee prior to installation.

- Natural materials and finishes should be selected where possible.
- Painted surfaces should be either black or dark green.
- Brightly coloured and white plastic materials should be avoided.
- Recycled materials that might be considered as junk by others, ornaments or art objects should not be introduced without permission.
- Noise should not be made which would disrupt the neighbours' peace.

Expected Outcomes:

- Positive results of visitors' survey.
- Positive results of neighbours' survey.

Item No: 6.2
Subject: **CAPITAL WORKS PROGRAM - QUARTERLY PROGRESS REPORT
SEPTEMBER 2024**
Author: Petrina Duffy, Coordinator Strategy & Performance
Henrietta McGilvray, Senior Corporate Accountant
Approver: Sue Meekin, Director, Corporate Performance
Tom O'Hanlon, Director Infrastructure & Sustainability

Purpose of the Report:

The purpose of this report is to provide the Committee with an update on the status of projects in the 2024-2025 Capital Works Program, for the quarter ended 30 September 2024.

Alignment to Delivery Program:

11.1 Build an efficient organisation that places customers and the community at the heart of service delivery.

Recommendation:

THAT the Capital Works Program – Quarterly Progress Report for the quarter ended 30 September 2024 be received and noted.

Executive Summary:

To provide the Committee with an update on the status of projects in the 2024-2025 Capital Works Program, for the quarter ended 30 September 2024.

Discussion:

As part of Council's quarterly reporting under Council's Integrated Planning and Reporting Framework, this report is presented to the Finance, Community & Services Committee detailing the status of projects in the Capital Works Program.

Consistent with the approach adopted for progress reporting on the Priorities and Actions contained in Council's Delivery Program and Operational Plan, the Capital Works Program Status Report is presented by Key Service Area, Strategy and Priority. Specific projects supporting the Priority are then listed in the table under the heading "Actions".

The Capital Works Program Status Report for the period ended 30 September 2024 is attached as **Attachment 1**. It includes, in the introductory pages, a snapshot of the Capital Works Program with a high level summary according to project status, budget, actual expenditure to date and budget remaining, statistics and charts.

Options:

This report is for noting only.

Community Engagement and / or Internal Consultation:

This report has been compiled using information provided by Directors and Managers in relation to their area of budget responsibility.

Policy Implications:

There are no direct policy implications as a result of this report.

Financial Implications:

Capital Works actions with budgets that were rolled over from last financial year have been consolidated with the current year 2024-2025 budgets. This is a consolidation of existing budget and does not represent any increases or decreases in total funding.

Projects over expended at 30 September 2024 (those with a negative in the budget remaining column) have been addressed in the September 2024 Quarterly Budget Review which also appears on tonight's agenda.

Resourcing Implications:

Resourcing implications are outlined within the report.

Conclusion:

It is recommended the September 2024 Quarterly Capital Works Program Progress Report be received and noted.

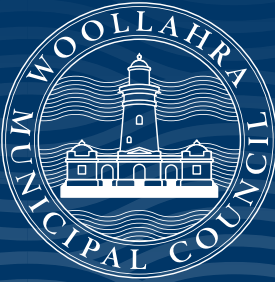
Attachments:

1. Capital Works Progress Report - Q1 FY2024-25 - 1 July - 30 September 2024



CAPITAL WORKS PROGRAM

QUARTERLY PROGRESS REPORT JULY - SEPTEMBER 2024/25



Contents

Introduction	iii
Capital Works Actions July - September 2024/25 Progress	iv
Environment & Climate Change	1
<i>Includes Strategies:</i>	
5.4: Reduce impacts of local flooding and improve floodplain risk management	
7.2: Support cleaner, healthier waterways including improved water quality and healthy water catchments, creeks and harbour.	
8.1: Reduce greenhouse gas emissions.	
8.5: Reduce potable water usage by Council and encourage reduced usage on private property.	
Parks, Trees & Recreation	5
<i>Includes Strategy:</i>	
5.3 Provide and maintain clean, attractive, accessible, connected and safe parks, sportsgrounds, foreshore areas and other public spaces and infrastructure such as roads, footpaths, bicycle facilities, stormwater drains and seawalls.	
Land & Building Services	13
<i>Includes Strategies:</i>	
5.1: Enhance council provided community facilities to foster connections between people and place and enhance quality of life.	
9.1: Collaborating to achieve great placemaking outcomes in our local centres which are hubs for jobs, shopping, dining, entertainment, and community activities.	
11.2: Secure Council's financial position.	

Transport & Engineering

Includes Strategies:

19

5.5: Renew and upgrade ageing infrastructure including roads, footpaths, stormwater drains and seawalls.

6.3: Reduce traffic congestion, noise and speeding.

9.1: Collaborating to achieve great placemaking outcomes in our local centres which are hubs for jobs, shopping, dining, entertainment, and community activities.

Corporate Services

Includes Strategy:

31

11.1: Build an efficient organisation that places customers and the community at the heart of service delivery.

Community Services, Culture & Arts

Includes Strategy:

32

5.1: Enhance council provided community facilities to foster connections between people and place and enhance quality of life.

Preschool

Includes Strategy:

35

5.1: Enhance council provided community facilities to foster connections between people and place and enhance quality of life.

Library Services

Includes Strategy:

36

5.1: Enhance council provided community facilities to foster connections between people and place and enhance quality of life.

Cover image: Lyne Park playground, Rose Bay

Introduction

What is our Delivery Program & Operational Plan?

The Delivery Program 2022/23 to 2025/26 and Operational Plan 2024/25 are structured on the Goals and Strategies of our Community Strategic Plan *Woollahra 2032*. The Delivery Program identifies Priorities, whilst the Operational Plan outlines our deliverable projects for the year, including our Capital Works program.

Progress reports for each of Council's key service areas from our Delivery Program and Operational Plan are reported on a biannual basis. In addition a Capital Works Program report is presented quarterly to the Finance, Community & Services Committee.

What is the Capital Works Program – Quarterly Progress Report?

This report provides progress comments against each project in the Capital Works Program. It is designed to provide a snapshot to the Council and the community on the progress against the Capital Works Program as adopted in the Delivery Program 2023/23 to 2025/26 and Operational Plan 2024/25.

Capital Works Program Quarterly Progress Report Statistics to end of September 2024

The Capital Works Program delivers actions which support the community priorities identified in our Community Strategic Plan, *Woollahra 2032*.

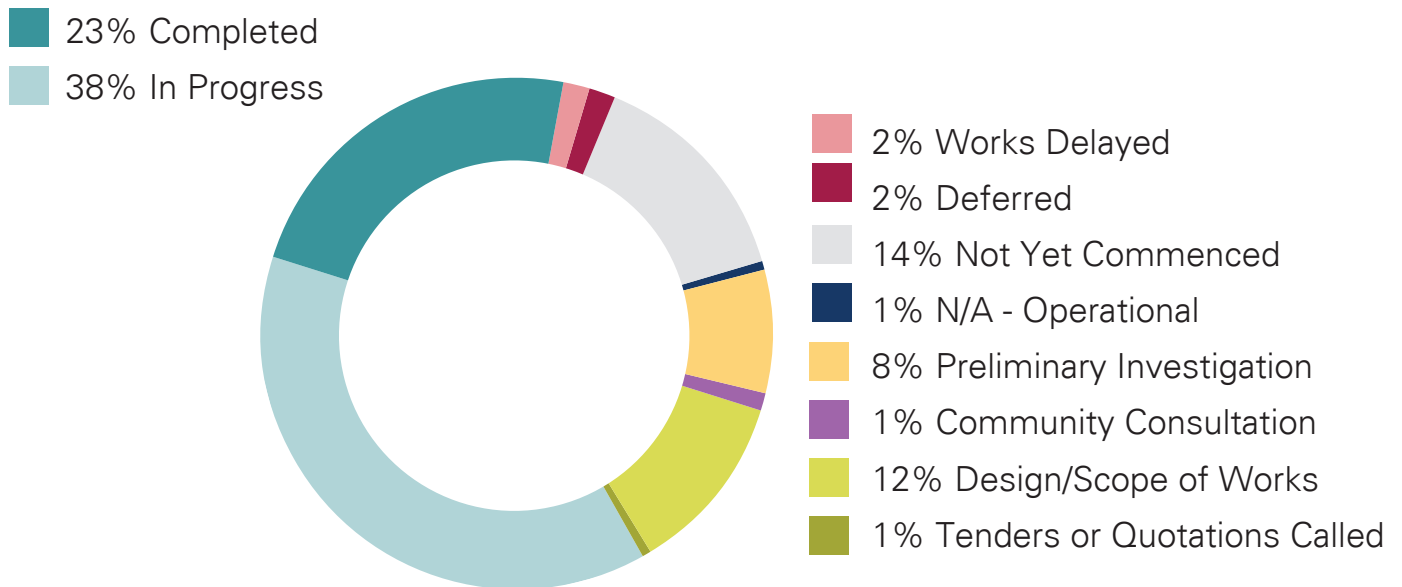
This Capital Works Program progress report lists its project Actions under the key service area it supports:

- Environment & Climate Change
- Parks, Trees & Recreation
- Land & Building Services
- Transport & Engineering
- Corporate Services
- Community Services, Culture & Arts
- Preschool
- Library Services.

The following table provides a snapshot of the status of the progress of all Actions as at 30 September 2024.

Capital Works Actions

As at 30 September 2024



Status	Current Quarter		Budget (\$)	YTD Expenditure (\$)	Budget Remaining (\$)
	# of Projects	%			
Completed	44	23%	4,054,325	3,228,196	826,129
Preliminary Investigation	15	8%	1,932,511	395,980	1,536,531
Community Consultation	2	1%	933,646	225	933,421
Design/Scope of Works	22	12%	2,748,526	239,550	2,508,976
Tenders or Quotations Called	1	1%	30,000	0	30,000
Construction Commenced	0	0%	0	0	0
In Progress	73	38%	16,419,967	5,461,795	10,958,172
Works Delayed	3	2%	740,242	5,137	735,105
Deferred	3	2%	50,000	0	50,000
Not Commenced	27	14%	26,069,000	28,313	26,040,687
N/A- Operational	1	1%	160,068	0	160,068
TOTAL	191	100%	52,978,217	9,359,196	43,619,021

Environment & Climate Change

Actions	Current Status	Progress Comments	Comment Updated	Projected Status 30 June 2025	Budget (\$)*	YTD Expenditure (\$)**	Budget Remaining (\$)
Strategy 5.4: Reduce impacts of local flooding and improve floodplain risk management.							
Priority 5.4.2: Develop and implement a five year capital renewal program for stormwater drainage infrastructure.							
5.4.2.1 Stormwater Inlet Capacity Increase - Multiple jobs to improve stormwater capacity (01466) and to identify and rectify small stormwater system works (01492)	In Progress	<p>The Inlet Capacity Increase project and Stormwater Small Works Project are carried out concurrently and are on-going projects which involve improving/constructing stormwater kerb inlets or systems to improve overall stormwater capacity.</p> <p>Works completed in FY2024/25 are: Reconstruction of stormwater pit near 24 Chester Street, Woollahra; Relining of pipe in Greycairn Place, Woollahra. The following works that are in progress for FY24/25 are;</p> <ul style="list-style-type: none"> • Relining of pipe in Milton Avenue, Woollahra; • Relining of pipe in New Beach Road, Darling Point to harbour; • Reconstruction of stormwater pit and pipe in Benelong Crescent, Bellevue Hill; • New stormwater pipe works in Fitzwilliam Road, Vacluse; • New stormwater pipe works in Albermarle Lane, Rose Bay. 	Yes	Completed	659,297	225,466	433,831
5.4.2.2 Condition assessment for the stormwater network by using CCTV inspection (01493)	In Progress	<p>This is an on-going project and involves undertaking CCTV inspections of Council's stormwater network in known problem areas or in critical locations to assess the condition of pipes across the LGA. Any defects identified are recorded and repair works are prioritised. This data is considered when developing Council's future capital and maintenance drainage budgets and is incorporated in Council's Asset and Defects Register. The CCTV inspection contractor is still undertaking works, with funds committed.</p>	Yes	Completed	119,063	70,196	48,867

*The budget figure includes the current year's original budget plus revotes and rollovers from previous year and any adopted quarterly variations

**Actual Expenditure to end of quarter, including commitments.

Actions	Current Status	Progress Comments	Comment Updated	Projected Status 30 June 2025	Budget (\$)*	YTD Expenditure (\$) **	Budget Remaining (\$)
5.4.2.3 Pipe Refurbishment Program - Climate Change Adaption Measure (01892)	Design / Scope of Works	The pipe refurbishment program involves upgrading stormwater pipes and systems to improve overall stormwater capacity. The following works scheduled for FY24/25 are; <ul style="list-style-type: none"> • Relining of pipe in Underwood Street to Ashton Lane, Paddington; • Relining of pipe in 8 Dumaresq Road, Rose Bay to harbour - investigations have commenced. 	Yes	Completed	205,800	81,461	124,339
5.4.2.4 Pringle Place at Bellevue Garden, Bellevue Hill - New stormwater pipe connection from Pringle Place to Bellevue Gardens (construction) (01663)	In Progress	Construction works remaining include concrete works with stormwater connection of dish drain along Pringle Place and are expected to be completed in Q2 FY24/25. These works are in conjunction with the Pringle Place rock face stabilisation works (#01664).	Yes	Completed	23,380	23,364	16
5.4.2.5 Edgecliff Road, Woollahra - Climate Change Adaption Measures (01891)	Design / Scope of Works	A concept design is being finalised for the Woollahra Gateway project which includes streetscape upgrades to the intersection of Edgecliff Road and Old South Head Road, Woollahra. Part of the scope of works is to improve stormwater infrastructure at this location and will incorporate a raingarden. This project is in conjunction with #01487.	Yes	Completed	51,450	74,586	-23,136
5.4.2.6 Kiaora Road corner Forest Road, Double Bay - Stormwater improvement works (01662)	In Progress	Construction works are well underway and are anticipated for completion in Q2 FY24/25. As this project is being undertaken in conjunction with #01754, any overexpenditure will be covered by funds from that project.	Yes	Completed	10,999	10,778	221
5.4.2.7 Caledonian Road Rose Bay - Stormwater outfall upgrade on Rose Bay Beach (design and construct) (01661)	In Progress	A design is being finalised and community consultation will be undertaken in Q3 of FY24/25. These works will be undertaken in conjunction with the Caledonian Road footpath reconstruction and road pavement resurfacing (#01821) and will be constructed in Q4 FY24/25 (the winter months and following completion of Collins Avenue project).	Yes	Construction Commenced	121,317	677	120,640

*The budget figure includes the current year's original budget plus revotes and rollovers from previous year and any adopted quarterly variations

**Actual Expenditure to end of quarter, including commitments.

Actions	Current Status	Progress Comments	Comment Updated	Projected Status 30 June 2025	Budget (\$)*	YTD Expenditure (\$)**	Budget Remaining (\$)
Strategy 7.2: Support cleaner, healthier waterways including improved water quality and healthy water catchments, creeks and harbour.							
Priority 7.2.2: Implement a program of capital works for water quality improvement, including installation of stormwater quality improvement devices such as raingardens and Gross Pollutant Traps.							
7.2.2.1 Water Quality Improvement - Implementation of Water Sensitive Urban Design projects including raingarden (01487)	Design / Scope of Works	A concept design is being finalised for the Woollahra Gateway project which includes streetscape upgrades to the intersection of Edgecliff Road and Old South Head Road, Woollahra. Part of the scope of works is to improve stormwater infrastructure at this location and will incorporate a raingarden. This is in conjunction with project #01891.	Yes	Completed	50,000	0	50,000
7.2.2.2 Water Quality Improvement - Gross Pollutant Trap (01795)	Design / Scope of Works	This project is for the installation of a GPT at Collins Avenue Rose Bay. Pre-construction planning and development of the construction methodology is complete. The project is in procurement phase and will commence construction in Q3/4 FY24/25. This project is being undertaken in conjunction with project #01484.	Yes	Completed	140,000	955	139,045
7.2.2.3 Water Quality Improvement - Design and Construction of Gross Pollutant Trap to treat stormwater (01831)	Design / Scope of Works	This project includes the design and construction of a GPT at Gibsons Beach and a GPT in the Rushcutters Bay catchment. Both are currently in detailed design phase.	Yes	Completed	400,000	0	400,000
Strategy 8.1: Reduce greenhouse gas emissions.							
Priority 8.1.1: Provide programs and projects to reduce local greenhouse gas emissions.							
8.1.1.1 Energy Conservation & Carbon Reduction Projects (01490)	Preliminary Investigation	Preliminary investigations have commenced for a rooftop solar installation on a Council owned building at Lyne Park, which is leased by Jezve Cafe.	Yes	Completed	100,000	0	100,000
8.1.1.2 Electric Vehicle Charging - Installation of public chargers (01703)	Community Consultation	Council, via the 3 Council Regional Environment Program, was successful in obtaining grant funding through the NSW Government Electric Vehicle Kerbside Charging Grants and Local Small Commitments Allocation. The funds allocated to this project will be used as Council's co-contribution to the grant project. A schedule of works is in development and will be rolled	Yes	Construction Commenced	183,646	0	183,646

*The budget figure includes the current year's original budget plus revotes and rollovers from previous year and any adopted quarterly variations

**Actual Expenditure to end of quarter, including commitments.

Actions	Current Status	Progress Comments	Comment Updated	Projected Status 30 June 2025	Budget (\$)*	YTD Expenditure (\$)**	Budget Remaining (\$)
		out over the next 12 months. This quarter, community consultation was undertaken for the first round of chargers proposed to be installed. The next step is to report proposed parking changes to Traffic Committee and then FCS.					
8.1.1.3 Transition from Gas - Phase 1 - Phase 1 - replacing hot (01972)	Not Yet Commenced	A grant application has been submitted to co-fund this project, awaiting the outcome of the application.	Yes	Construction Commenced	180,000	0	180,000
8.1.1.4 Transition from Gas - Phase 2 - Phase 2 - VRF System (01973)	Not Yet Commenced	A grant application has been submitted to co-fund this project, awaiting the outcome of the application.	Yes	Construction Commenced	400,000	0	400,000
Strategy 8.5: Reduce potable water usage by Council and encourage reduced usage on private property.							
Priority 8.5.1 Integrate water sensitive urban design into local infrastructure and development and investigate stormwater re-use.							
8.5.1.1 Stormwater Harvesting (01484)	Design / Scope of Works	This project is for stormwater harvesting at Collins Avenue Rose Bay. Pre-construction planning and development of the construction methodology is complete. The project is in procurement phase and will commence construction in Q3/4 FY24/25. This project is being undertaken in conjunction with project 01795.	Yes	Completed	184,706	607	184,099
Priority 8.5.2 Implement projects to reduce Council's water usage.							
8.5.2.1 Water Conservation - Projects to reduce potable water use (00162)	Construction Commenced	Contractors have largely completed the installation of a rainwater tank and associated drainage works at Christison Park this quarter. The project will be completed in Q2 FY24/25 with planting around the tank to soften the appearance.	Yes	Completed	249,359	143,474	105,885
ENVIRONMENT & CLIMATE CHANGE TOTAL:					\$3,079,017	\$631,564	\$2,447,453

*The budget figure includes the current year's original budget plus revotes and rollovers from previous year and any adopted quarterly variations

**Actual Expenditure to end of quarter, including commitments.

Parks, Trees & Recreation

Actions	Current Status	Progress Comments	Comment Updated	Projected Status 30 June 2025	Budget (\$)*	YTD Expenditure (\$)**	Budget Remaining (\$)
Strategy 5.3 Provide and maintain clean, attractive, accessible, connected and safe parks, sportsgrounds, foreshore areas and other public spaces and infrastructure such as roads, footpaths, bicycle facilities, stormwater drains and seawalls.							
Priority 5.3.2 Implement a prioritised program of capital improvements to public open spaces and recreation facilities.							
5.3.2.1 Parks & Open Spaces Project Management (00054)	In Progress	This cost centre is used for consultancy fees on initial investigation works on various projects identified for the FY24/25.	Yes	Completed	115,629	58,956	56,673
5.3.2.2 Park furniture roll-out (LGA-wide) (00450)	In Progress	Renewal of existing park furniture and new opportunity sites have been identified and continue to be installed. Procurement is complete and rollout will continue throughout FY24/25.	Yes	Completed	164,495	28,308	136,187
5.3.2.3 Park lighting upgrades (00667)	In Progress	Marine Parade lighting is complete. Harbourview Park and Rushcutters Bay Park lighting renewal to occur in Q2 and Q3 FY24/25.	Yes	Completed	101,768	52,500	49,268
5.3.2.4 Park Signage - Renewal and new park signage in parks (00777)	In Progress	A list of signage renewal is complete and procurement commenced. Installation to occur in Q2 and Q3 FY24/25.	Yes	Completed	247,130	109,546	137,584
5.3.2.5 Fencing Upgrade – Various sites (01338)	In Progress	The renewal of the Lough Playing field fence is complete. Fencing renewal work along the fence between Gap Park and Christison Park is currently in progress.	Yes	Completed	271,557	223,045	48,512
5.3.2.6 Multi-use sports facilities construction - Lough Playing Fields (01672)	Works Delayed	The draft Review of Environmental Factors (REF) for the Lough Playing Fields multi-courts is complete and currently being reviewed by staff (which included an acoustics report). As the proposal encroaches onto a small part of Sydney Water land, we are progressing positive discussions with Sydney Water around required agreements for use of the land. Once the REF is finalised and discussions with Sydney Water finalised, a report to Council will be presented prior to proceeding to community consultation. Undertaken in conjunction with #01396.	Yes	Construction Commenced	293,042	5,137	287,905

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**Actual Expenditure to end of quarter, including commitments.

Actions	Current Status	Progress Comments	Comment Updated	Projected Status 30 June 2025	Budget (\$)*	YTD Expenditure (\$)**	Budget Remaining (\$)
5.3.2.7 New/additional street planter boxes in business centres throughout LGA (01682)	In Progress	This project was rolled over from FY23/24. FiveWays improvements works are complete with remaining budget to be allocated to additional planting.	Yes	Completed	3,400	0	3,400
5.3.2.8 Landscape improvements at various sites including Ian St embankment, Spring St laneway, Edward St steps (01866)	In Progress	Landscape improvement works at Spring Street steps, Edward Street and Edgecliff Square are complete. Further sites are pending investigation to be undertaken with remaining available budget.	Yes	Completed	21,588	17,455	4,133
5.3.2.9 Renewal of softfall at various sites (01086)	Completed	Softfall works are complete at Lyne Park.	Yes	Completed	152,688	152,688	0
5.3.2.10 Informal and non-traditional play elements at various locations (01771)	In Progress	Orders of informal play elements have been placed, with delays being experienced to the supply and delivery of equipment. Once delivered installation will follow which is expected to be Q2 FY24/25.	Yes	Completed	149,700	34,000	115,700
5.3.2.11 Major sportsfield renovations - Drainage at at sportsfields Woollahra 2 & 3 to improve usability during wet weather (01482)	N/A - Operational	Funds are being transferred to the operational budget, please refer to Q1 Jul-Sep FY24/25 budget change tabled to FC&S Committee and then Council concurrently with the Capital Works report.	Yes	N/A	160,068	0	160,068
5.3.2.12 Priority infrastructure for change to dog regulations - Infra (01920)	In Progress	The development of Review of Environmental Factors (REF) for the change of regulations to some parks are being developed. Once these have been presented to Council and the changes approved the infrastructure will be organised (for eg. signage, bins etc.). A report to Council will be presented in Q3 FY24/25.	Yes	Completed	106,000	0	106,000
5.3.2.13 Installation of mulch pit at Woollahra 2 & 3 sportsfields for Council use (01873)	In Progress	Procurement for the mulch pit is now complete following a second request for quotations. The price received for this is over budget due to current market costs. The overspend will be managed with underspending on other projects. Site preparation works have commenced.	Yes	Completed	63,225	88,600	-25,375

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**Actual Expenditure to end of quarter, including commitments.

Actions	Current Status	Progress Comments	Comment Updated	Projected Status 30 June 2025	Budget (\$)*	YTD Expenditure (\$)**	Budget Remaining (\$)
5.3.2.14 Thornton playground design and consultation (01875)	In Progress	Initial community consultation, to seek ideas on the renewal design, was completed. Following this, the design work of the playground is also now complete. Following the Council resolution, dated 29 April 2024, the renewal of Thornton Reserve Playground was replaced by the renewal of Robertson Park playground. Thornton Reserve Playground will be given consideration in the development of the FY25/26 Capital Works Budget. Timing on consultation of the design is anticipated to occur at the end of FY24/25.	Yes	In Progress	21,379	14,150	7,229
5.3.2.15 Cooper Park Pond upgrade (01766)	In Progress	A Review of Environmental Factors (REF) is progressing via an external consultant. Once finalised and approved, request for quotations of the work will commence. This is being undertaken in conjunction with #01872.	Yes	Completed	40,492	877	39,615
5.3.2.16 Renewal of the historic sandstone weirs in Cooper Park Creek (01872)	In Progress	A Review of Environmental Factors (REF) is progressing via an external consultant. Once finalised and approved, request for quotations of the work will proceed. This is being undertaken in conjunction with #01766.	Yes	Completed	326,419	37,797	288,622
5.3.2.17 Multi-use sports facilities construction - Additional funding required for Lough Playing Fields multicourts (01396)	In Progress	The draft Review of Environmental Factors (REF) for the Lough Playing Fields multi-courts is complete and currently being reviewed by staff (which included an acoustics report). As the proposal encroaches onto a small part of Sydney Water land, we are progressing positive discussions with Sydney Water around required agreements for use of the land. Once the REF is finalised and discussions with Sydney Water finalised, a report to Council will be presented prior to proceeding to community consultation. Undertaken in conjunction with #01672.	Yes	Construction Commenced	400,000	0	400,000
5.3.2.18 Upgrade and redesign Lower Cooper Park cricket nets (01864)	Completed	The upgrade of the Lower Cooper Park cricket nets are complete.	Yes	Completed	33,829	26,354	7,475

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**Actual Expenditure to end of quarter, including commitments.

Actions	Current Status	Progress Comments	Comment Updated	Projected Status 30 June 2025	Budget (\$)*	YTD Expenditure (\$) **	Budget Remaining (\$)
5.3.2.19 Rushcutters Bay Park Youth Facility (01190)	In Progress	To proceed with the Rushcutters Bay Park Youth Facility, a Section 60 application to Heritage NSW is required which is currently being prepared. Following a meeting with Heritage NSW for pre-lodgement advice, a Review of Environmental Factors (REF) is being finalised and an Aboriginal cultural values assessment is complete. In review of the draft REF, an updated acoustics report, a detailed site assessment and an Acid Sulphate Soils Assessment is required to be included in the REF. These documents are currently being finalised and will be included in a final REF for submission to the Director, Planning and Place for review and assessment. Should the REF be approved, the S60 application will be submitted. It is expected to be submitted to Heritage NSW in Q2 FY24/25.	Yes	Construction Commenced	1,095,922	71,410	1,024,512
5.3.2.20 Redleaf Plan of Management - Retaining wall and pathway renewal (01336)	Completed	The renewal of the Redleaf retaining wall is complete. Savings from this project will be used to fund overspend on other projects.	Yes	Completed	68,049	3,273	64,776
5.3.2.21 Sayonara Slipway improvements (01340)	Preliminary Investigation	The Sir David Martin Reserve Plan of Management proposes to activate the Sayonara Slipway for water based recreation and related maritime purposes, whilst retaining and preserving the heritage fabric of the site. A survey of the site has been completed and a site analysis undertaken. The next stage of works will include community consultation to determine possible improvements and activations which is expected to occur in Q2 FY24/25. Any works to the site would require a Heritage Impact Statement.	Yes	In Progress	150,000	1,225	148,775
5.3.2.22 Yarranabbe Park - Northern Plaza and stairs construction (01399)	Works Delayed	GML Heritage have prepared the Conservation Management Strategy for the site. This project is included in that Strategy. Investigations are underway to determine the feasibility of the project in regards to its heritage impact on the State Heritage Listed park. It is also noted that as development options for the Swimmable Harbour project are progressing this project may be affected (as Yarranabbe Park is an identified site for investigation).	Yes	Not Yet Commenced	400,000	0	400,000

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**Actual Expenditure to end of quarter, including commitments.

Actions	Current Status	Progress Comments	Comment Updated	Projected Status 30 June 2025	Budget (\$)*	YTD Expenditure (\$)**	Budget Remaining (\$)
5.3.2.23 Yarranabbe Park entry landscaping adjacent to RANSA (01918)	Design / Scope of Works	A scope of works and initial investigations have begun on improvements to the Yarranabbe Park entry (adjacent to RANSA). Once a design is complete, community consultation will commence. Works to be planned in the winter months of 2025.	Yes	Construction Commenced	112,000	0	112,000
5.3.2.24 Yarranabbe Fitness Station renewal (01877)	Completed	The renewal of the Yarranabbe Park Fitness Station is complete. The over spend was due to additional unforeseen landscaping works which will be managed via underspend on other projects.	Yes	Completed	50,106	61,707	-11,601
5.3.2.25 Soudan Street reserve landscape upgrade to improve usability and accessibility (01867)	Completed	The landscape upgrade to Soudan Street Reserve are complete. The remaining budget will be used to fund overspend on other projects.	Yes	Completed	18,647	11,220	7,427
5.3.2.26 Pocket park upgrades including Comber St Reserve and Sutherland St Reserve (01868)	In Progress	The Sutherland Street Reserve upgrade is nearing completion. The initial design on Comber Street Reserve upgrade is finalised with community consultation to occur in FY24/25. A further budget will be sought in the FY25/26 Capital Works budget to fund this work.	Yes	Completed	36,784	19,740	17,044
5.3.2.27 Royal Hospital for Women Park (RHWP) landscape improvements - terracing, weed matting and garden improvements (01871)	Completed	The landscape improvements to RHWP are complete. The overspend was due to additional terracing required and will be managed via underspend on other savings of completed projects.	Yes	Completed	100,183	124,841	-24,658
5.3.2.28 Renewal of Rushcutters Bay Park pathway - Along the entire Seawall (01919)	Preliminary Investigation	Design options and scope of works are being prepared for the renewal of the asphalt pathway to a concrete pathway adjacent to the Rushcutters Bay Park seawall. Initial discussions with internal heritage staff have resulted in the need for a Heritage Impact Assessment to be undertaken which is currently being organised. Community consultation will occur in Q3 with construction to commence in Q4 FY24/25.	Yes	Construction Commenced	196,000	4,545	191,455

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**Actual Expenditure to end of quarter, including commitments.

Actions	Current Status	Progress Comments	Comment Updated	Projected Status 30 June 2025	Budget (\$)*	YTD Expenditure (\$)**	Budget Remaining (\$)
5.3.2.29 Renewal of Trumper Park pathway leading to New Mclean Street (01921)	Preliminary Investigation	Designs are being engaged for the renewal of the Trumper Park pathway leading to New McLean Street (adjacent the Trumper Park playground). Community consultation and construction to occur in Q3 and Q4 FY 24/25.	Yes	Completed	146,000	5,173	140,827
5.3.2.30 Spring Street Reserve playground renewal and landscaping (01876)	In Progress	Community consultation on the new playground and landscaping is complete. Minor design changes have been made in response to some submissions received and the community notified. Playground renewal works will commence in Q3 FY24/25.	Yes	Completed	209,850	93,101	116,749
5.3.2.31 Design and community consultation for Trumper Park and Rushcutters Bay Park Playground (01923)	Preliminary Investigation	The community consultation for Rushcutters Bay Park playground renewal is planned for Q3 FY24/25. Following the Council resolution, dated 29 April 2024 whereby Thornton Reserve Playground was replaced by the renewal of Robertson Park playground, staff have had to undertake community consultation on Robertson Park which will result in Trumper Park playground consultation being deferred until FY 25/26.	Yes	Completed	57,000	0	57,000
5.3.2.32 Dinghy storage facility at various sites including Parsley Bay Reserve (01865)	Completed	Installation of additional dinghy racks at Rose Bay Park, Gibson's Beach and Tingira Memorial Reserve are complete. The remaining budget will be used on overspend on other projects.	Yes	Completed	42,372	26,695	15,677
5.3.2.33 Installation of further planter boxes and trees along New South Head Road, Rose Bay (01874)	In Progress	This budget is a rollover from FY23/24. As part of last FY works, additional planter boxes were installed and two new advanced trees have been successfully planted in the Rose Bay Business Centre at 737 and 745 New South Head Road. An additional two trees have also been installed at the entry to Rose Bay adjacent to Tingira Memorial Reserve as part of the Urban Forest Strategy (UFS). With the rolled over funds, further planter boxes within this section of the business centre will be installed in FY24/25.	Yes	Completed	58,910	0	58,910

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**Actual Expenditure to end of quarter, including commitments.

Actions	Current Status	Progress Comments	Comment Updated	Projected Status 30 June 2025	Budget (\$)*	YTD Expenditure (\$)**	Budget Remaining (\$)
5.3.2.34 Lyne Park landscape upgrade - Improved entry garden beds to Lyne Park off New South Head Rd (01676)	Completed	The Lyne Park landscape upgrade to the entry is complete.	Yes	Completed	5,813	5,600	213
5.3.2.35 Gap Park CCTV upgrades (01762)	In Progress	The upgrade of the CCTV cameras at Gap Park continue to be implemented along with some improvements to the workstations associated with the cameras. Further renewal of cameras and poles will be undertaken in FY24/25.	Yes	Completed	169,996	20,133	149,863
5.3.2.36 Installation of Coastal Binoculars along Coastal Cliff Walk between Gap Park and Christison Park (01863)	In Progress	The installation of two sets of binoculars are complete at Jacobs Ladder viewing area and Christison Park along with accompanying signage. The 3rd location (which attempts to pick up the seal colony at the base of cliff) requires further investigation around the platform requirements, location and feasibility. Once this has been investigated further budget will be required and sought in a future budget review when quotations are received.	Yes	Completed	2,329	0	2,329
5.3.2.37 Lyne Park Playground upgrade (01770)	In Progress	Stage 1 of the Lyne Park playground is largely complete and open (Noting there is a delay on one major piece of play equipment). Stage 2 of the works which includes the intergenerational trail and activities is progressing well and it is anticipated that this will be opened in Q2 FY24/25. In conjunction with #01924.	Yes	Completed	811,279	762,821	48,458
5.3.2.38 Robertson Park Playground renewal - Renewal of Robertson (01922)	Community Consultation	The initial community consultation is complete and is being reviewed. A concept design will now be developed and consulted with the community. Construction to commence in Q4 FY24/25.	Yes	Construction Commenced	750,000	225	749,775
5.3.2.39 Intergenerational activity equipment for Lyne Park (01924)	In Progress	The Stage 2 works of the Lyne Park Playground renewal incorporates this project. The landscaping works are progressing well for this area and the procurement of the activity equipment is nearing finalisation. These works are anticipated to be open to the public at the end of Q2 FY 24/25. In conjunction with #01770.	Yes	Completed	227,000	4,545	222,455

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**Actual Expenditure to end of quarter, including commitments.

Actions	Current Status	Progress Comments	Comment Updated	Projected Status 30 June 2025	Budget (\$)*	YTD Expenditure (\$) **	Budget Remaining (\$)
5.3.2.40 Christion Park irrigation extension - Extension of existing (01925)	In Progress	A design is underway for the extension of the irrigation at Christison Park. Works to commence in Q3 FY 24/25.	Yes	Completed	156,000	18,837	137,163
PARKS, TREES & RECREATION TOTAL:					\$7,536,649	\$2,084,504	\$5,452,145

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**Actual Expenditure to end of quarter, including commitments.

Land & Building Services

Actions	Current Status	Progress Comments	Comment Updated	Projected Status 30 June 2025	Budget (\$)*	YTD Expenditure (\$)**	Budget Remaining (\$)
Strategy 5.1: Enhance council provided community facilities to foster connections between people and place and enhance quality of life.							
Priority 5.1.2: Implement a prioritised program of capital improvements to community facilities.							
5.1.2.1 Property management system (01629)	In Progress	Software installed and data uploaded. Commissioning of the system is currently underway to be completed by Q3 FY24/25.	No	Completed	43,653	26,620	17,033
5.1.2.2 Lyne Park Tennis - Courts upgrade (01835)	Not Yet Commenced	To be reviewed in conjunction with the tender for management of the facility.	No	Not Yet Commenced	250,000	0	250,000
5.1.2.3 Install new staff workshed - Woollahra Oval 2/3 (01837)	Tenders or Quotations Called	Only one quotation for works received. Staff are seeking additional quotations, with a view to works being undertaken in Q2 FY24/25.	No	Completed	30,000	0	30,000
5.1.2.4 Woollahra Oval 2 - Upgrade for female friendly changerooms (01840)	Completed	Works complete.	Yes	Completed	40,000	40,101	-101
5.1.2.5 Fletcher St Depot - Install concrete stormwater swale (01948)	Completed	Works complete. Under-expenditure on this project will be returned to the Property Reserves to fund over-expenditure on other projects in the next quarterly review.	Yes	Completed	63,000	25,950	37,050
5.1.2.6 Cooper Park Workshed (old toilet block) - Refurbish redundant toilet block for staff/volunteers (01779)	Completed	Works completed in FY23/24. Remaining funds will be returned to the Property Reserves to fund over-expenditure on other projects in the next quarterly review.	Yes	Completed	2,000	0	2,000
5.1.2.7 RANSA - Toilets refurbishment (01937)	Design / Scope of Works	Works to be undertaken in Q3 FY24/25 in consultation with tenant	Yes	Completed	70,000	0	70,000
5.1.2.8 RANSA - Replace Sewer (01938)	Design / Scope of Works	Works to be undertaken in Q3 FY24/25 in consultation with tenant	Yes	Completed	35,000	0	35,000

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**Actual Expenditure to end of quarter, including commitments.

Actions	Current Status	Progress Comments	Comment Updated	Projected Status 30 June 2025	Budget (\$)*	YTD Expenditure (\$)**	Budget Remaining (\$)
5.1.2.9 Redleaf Kiosk - Refurbish roof, gutters & downpipes (01940)	Not Yet Commenced	Works to be undertaken in winter - Q4 FY24/25.	Yes	Completed	10,000	0	10,000
5.1.2.10 Redleaf Kiosk - Upgrade toilets and change rooms (01941)	Not Yet Commenced	Works to be undertaken in winter - Q4 FY24/25.	Yes	Completed	25,000	0	25,000
5.1.2.11 Redleaf Kiosk - Water supply pipe replacement (01942)	Not Yet Commenced	Works to be undertaken in winter - Q4 FY24/25.	Yes	Completed	45,000	0	45,000
5.1.2.12 Blackburn Gardens - Refurbishment of mens and womens toilets; Replacement of roof, gutters and down pipes; Improvements to pathway (00690)	Completed	Works completed in FY23/24. Remaining funds will be returned to the Property Reserves to fund over-expenditure on other projects in the next quarterly review.	Yes	Completed	5,000	0	5,000
5.1.2.13 Steyne Park Amenities Building - Refurbishment of worksheds (01943)	Not Yet Commenced	Design / scope of works in Q2 with construction anticipated for Q3 FY24/25.	Yes	Completed	15,000	0	15,000
5.1.2.14 McKell Park Toilet - Replace ceilings (01947)	Not Yet Commenced	Quotations to be invited and works completed in Q2 FY24/25.	Yes	Completed	15,000	0	15,000
5.1.2.15 Redleaf - Refurbishment works (01641)	Completed	Works complete.	Yes	Completed	10,504	11,130	-626
5.1.2.16 Redleaf - Replace airconditioning chiller (01784)	Completed	Works complete. Under-expenditure on this project will be returned to the Property Reserves to fund over-expenditure on other projects in the next quarterly review.	Yes	Completed	35,112	32,277	2,835

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**Actual Expenditure to end of quarter, including commitments.

Actions	Current Status	Progress Comments	Comment Updated	Projected Status 30 June 2025	Budget (\$)*	YTD Expenditure (\$)**	Budget Remaining (\$)
5.1.2.17 Redleaf - Upgrade air-conditioning management system (BMS) (01785)	Completed	Works primarily complete, some programming still to be finalised.	Yes	Completed	75,117	70,257	4,860
5.1.2.18 Redleaf Skylights (01796)	Completed	Works complete.	No	Completed	1,818	1,818	0
5.1.2.19 Redleaf - Lower ground floor carpet replacement(01846)	Preliminary Investigation	A final decision on the layout of the office area is still the subject of investigation. The carpet installation will proceed once a plan has been finalised.	No	Completed	94,456	0	94,456
5.1.2.20 Annexe - Upgrade Kitchens (01949)	Preliminary Investigation	Scope being finalised and quotes to be invited in Q2 FY24/25.	Yes	Completed	15,000	0	15,000
5.1.2.21 Redleaf - Replace computer room air-conditioning units (01950)	Completed	Works complete. Scope of the original project was modified following consultation with IT department regarding suitability of originally proposed air conditioning unit. Under-expenditure on this project will be returned to the Property Reserves to fund over-expenditure on other projects in the next quarterly review.	Yes	Completed	80,000	8,100	71,900
5.1.2.22 Redleaf - Replace air-conditioning fan motors & pumps (01951)	In Progress	Some fans already replaced, others scheduled to be installed in Q3 FY24/25.	Yes	Completed	75,000	950	74,050
5.1.2.23 Redleaf - Replace ductwork and fire dampers (01952)	Design / Scope of Works	Quotations to be invited in Q2 and installation in Q3 FY24/25.	Yes	Completed	50,000	0	50,000
5.1.2.24 Redleaf - Replace copper roof - Heritage building (01953)	Design / Scope of Works	Scope being finalised and quotations to be invited in Q2 FY24/25.	Yes	Completed	70,000	0	70,000
5.1.2.25 Fire Services Upgrade (General) (01844)	In Progress	This cost centre is used to upgrade fire services in Council buildings throughout the year, as notified via fire inspections of each site. Some sites have already been completed.	No	Completed	15,000	4,411	10,589

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**Actual Expenditure to end of quarter, including commitments.

Actions	Current Status	Progress Comments	Comment Updated	Projected Status 30 June 2025	Budget (\$)*	YTD Expenditure (\$) **	Budget Remaining (\$)
5.1.2.26 Rushcutters Bay Kiosk - Install new extraction fan (01936)	Design / Scope of Works	Design / scope of works in Q2 with construction in Q3 FY24/25.	Yes	Completed	15,000	0	15,000
5.1.2.27 Trumper Park - Female Friendly Facility Upgrade (01797)	In Progress	Contractor appointed and waiting on the issue of the Construction Certificate. Works expected to commence in mid November 2024.	Yes	Completed	387,986	15,455	372,531
5.1.2.28 Parsley Bay Kiosk - Replace pergola/paving and install waterproof membrane on flat roof (01777)	Works Delayed	Scope of works has been included in Sydney Water Refresh Vacluse tender. Works will be undertaken in conjunction with the amenities works upgrade. Timeline for the Sydney Water works has not yet been finalised.	Yes	Completed	47,200	0	47,200
5.1.2.29 Watsons Bay Tea Rooms - Toilets refurbishment (01935)	Not Yet Commenced	Works to be undertaken in winter - Q4 FY24/25.	Yes	Completed	50,000	0	50,000
5.1.2.30 Woollahra Golf Club Cottage - Refurbish roof, gutters & (01939)	Not Yet Commenced	Design / scope of works in Q2 with construction in Q3 FY24/25.	Yes	Completed	20,000	0	20,000
5.1.2.31 Grimmley Pavilion - Refurbishment of toilets & change rooms (01944)	Not Yet Commenced	Scope of works being prepared in consultation with Easts proposal for new amenities, to be referred to Council in FY24/25.	Yes	Completed	70,000	0	70,000
5.1.2.32 Robertson Park Toilets - Internal re-tile and general (01945)	Not Yet Commenced	Works to be undertaken in winter - Q4 FY24/25.	Yes	Completed	55,000	0	55,000
5.1.2.33 Robertson Park Toilets - Upgrade electricals & lighting (01946)	Not Yet Commenced	Works to be undertaken in winter - Q4 FY24/25.	Yes	Completed	20,000	0	20,000

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**Actual Expenditure to end of quarter, including commitments.

Actions	Current Status	Progress Comments	Comment Updated	Projected Status 30 June 2025	Budget (\$)*	YTD Expenditure (\$)**	Budget Remaining (\$)
Strategy 9.1: Collaborating to achieve great placemaking outcomes in our local centres which are hubs for jobs, shopping, dining, entertainment, and community activities.							
Priority 9.1.1 Encourage economic development in business and retail centres and implement Council's adopted Place Plans.							
9.1.1.1 Cross Street Car Park - Redevelopment (01275)	Preliminary Investigation	A report was presented to Strategic & Corporate Committee in April 2024, confirming the withdrawal of the Consortium partner from the project. In accordance with Part D of the Council resolution, a consultant has been procured to undertake a Feasibility review of the project, which is expected to be reported back to Council in Q3 FY24/25.	Yes	In Progress	677,526	369,962	307,564
9.1.1.2 Cross Street Car park -Remedial works (01701)	Completed	Works complete. Over-expenditure on this project will be funded from the Property Reserves in the next quarterly budget review.	Yes	Completed	122,724	131,040	-8,316
9.1.1.3 Wilberforce Car Park, Rose Bay redevelopment (01276)	In Progress	In conjunction with Project #01971. Preferred contractor appointed to undertake redesign for cost savings on project (value engineering). Report to be submitted to Council in November 2024.	Yes	In Progress	769,272	678,076	91,196
9.1.1.4 Wilberforce Car Park - Redevelopment - Build costs (01971)	Not Yet Commenced	In conjunction with Project #01276. Awaiting outcome of Council report under #01276 to proceed.	Yes	Completed	22,000,000	0	22,000,000
Strategy 11.2: Secure Council's financial position.							
Priority 11.2.3 Maximise return from Council's commercial premises.							
11.2.3.1 Woollahra Golf Club - Replace roof, gutters and downpipes (01685)	Completed	Works complete. Additional works were identified once the initial works commenced. Over-expenditure on this project will be funded from the Property Reserves in the next quarterly budget review.	Yes	Completed	4,409	10,300	-5,891
11.2.3.2 Kiaora Place - External façade rendering of Building 2 (01862)	In Progress	Tenders received higher than expected. Additional funds sought in the September budget review.	Yes	Completed	323,315	28,773	294,542
11.2.3.3 Kiaora Place - Landscaping (01926)	In Progress	Contractor appointed. Works to be undertaken in November 2024.	Yes	Completed	15,000	15,500	-500

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**Actual Expenditure to end of quarter, including commitments.

Actions	Current Status	Progress Comments	Comment Updated	Projected Status 30 June 2025	Budget (\$)*	YTD Expenditure (\$)**	Budget Remaining (\$)
11.2.3.4 Kiaora Place - Amenities Upgrade - Building 1 (01927)	Design / Scope of Works	Detailed design underway in Q2 with construction in Q3 FY24/25.	Yes	Completed	200,000	4,500	195,500
11.2.3.5 Kiaora Place - Amenities Upgrade - Building 2 (01928)	Design / Scope of Works	Detailed design underway in Q2 with construction in Q3 FY24/25.	Yes	Completed	160,000	4,500	155,500
11.2.3.6 Kiaora Place - Building Glazing Seals Upgrade (01929)	Not Yet Commenced	Quotations to be invited and works undertaken in Q2 FY24/25.	Yes	Completed	50,000	0	50,000
11.2.3.7 Kiaora Place - Roofing Upgrade - Metal Deck, Guttering (01930)	Not Yet Commenced	Design / scope of works in Q2 with construction in Q3 FY24/25.	Yes	Completed	50,000	0	50,000
11.2.3.8 Kiaora Place - Exhaust Fan replacement (01931)	Not Yet Commenced	Design / scope of works in Q2 with construction in Q3 FY24/25.	Yes	Completed	63,000	0	63,000
11.2.3.9 Kiaora Place - Air Conditioning Variable Speed Drive replacement (01932)	Deferred	Due to a change in tenancy requirements, this replacement is no longer required. Remaining funds will be returned to the Property Reserves to fund over-expenditure on other projects in the next quarterly review.	Yes	Completed	10,000	0	10,000
11.2.3.10 Kiaora Place - Wet Weather Safety Entry Floor Mats replacement (01933)	In Progress	Works order issued. Delivery expected in November 2024. Over-expenditure will be funded from the Property Reserves.	Yes	Completed	40,000	44,510	-4,510
11.2.3.11 Kiaora Place - Height Safety Rooftop Access Compliance Upgrade (01934)	Not Yet Commenced	Works order issued. Delivery expected in November 2024.	Yes	Completed	40,000	28,313	11,687
LAND & BUILDING SERVICES TOTAL:					\$26,361,092	\$1,552,542	\$24,808,550

Transport & Engineering

*The budget figure includes the current year's original budget plus revotes and rollovers from previous year and any adopted quarterly variations

**Actual Expenditure to end of quarter, including commitments.

Actions	Current Status	Progress Comments	Comment Updated	Projected Status 30 June 2025	Budget (\$)*	YTD Expenditure (\$)**	Budget Remaining (\$)
Strategy 5.5: Renew and upgrade ageing infrastructure including roads, footpaths, stormwater drains and seawalls.							
Priority 5.5.2 Implement the Infrastructure Capital Works Programs for renewal for all classes of public infrastructure.							
5.5.2.1 Plan and control the Environmental & Infrastructure Renewal Levy Program (00163)	In Progress	This project is ongoing and used to investigate, plan and design Council's Environmental & Infrastructure Renewal Program.	Yes	Completed	200,000	33,269	166,731
5.5.2.2 Design for Forward Program (01496)	In Progress	Design projects for FY24/25 include; <ul style="list-style-type: none"> Ramp design at Hargrave Street, corner of Cascade Street, Paddington (in progress); Footpath and kerb ramp design in Loftus Road & Darling Point Road, Darling Point (completed); Footpath and kerb ramp design St Marks Road, Darling Point (in progress); Footpath design at 63 Kambala Road, Bellevue Hill (in progress); Stairway design at Goomerah Crescent Reserve, Darling Point (completed); Adelaide Parade, Woollahra (in design stage); Overland water flow upgrades to Glenmore Road, Paddington at Trumper Park and Sydney Water channel (not yet commenced); Stormwater design for Forest Road, Double Bay near Epping Road (not yet commenced). 	Yes	Completed	137,717	36,232	101,485
5.5.2.3 Retaining Wall Improvement Works - Retaining walls and safety rails (01523)	In Progress	Scheduled projects for FY24/25 include; <ul style="list-style-type: none"> Goomerah Road Reserve handrail and stairs (not yet commenced), Pringle Place guard fence and slope stability works (in progress). 	Yes	Completed	503,837	126,043	377,794
5.5.2.4 Minor Capital Road Works - Minor road	In Progress	This project involves minor road work and/or footpath work improvements across the municipality. Projects include;	Yes	Completed	360,000	76,409	283,591

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**Actual Expenditure to end of quarter, including commitments.

Actions	Current Status	Progress Comments	Comment Updated	Projected Status 30 June 2025	Budget (\$)*	YTD Expenditure (\$)**	Budget Remaining (\$)
and footpath works (all wards) (01526)		<ul style="list-style-type: none"> Loftus Street near Annandale Street, Darling Point (construction underway); St Marks Road, Darling Point (not yet commenced); Cooper Street, Double Bay (completed); Bunyula Road, Bellevue Hill (completed). 					
5.5.2.5 Sustainable pavement - Accelerated program of road re-sheeting (01646)	In Progress	The primary project for sustainable road pavement in the FY24/25 program is Ocean Street, Edgecliff, between Jersey Road and High Street. This project is nearly complete, over expenditure will be covered by savings on other projects.	Yes	Completed	69,154	80,253	-11,099
5.5.2.6 Victoria Road between Rose Bay Avenue and New South Head Road, Bellevue Hill - Footpath widening, retaining wall movement and stormwater system extension (01736)	In Progress	A redesign on the footpath widening and retaining wall along Victoria Road has been finalised, and as a result of the redesign there will be no changes to the road geometry and existing parking arrangements, therefore does not require a report to Traffic Committee. It is anticipated that construction will commence in the summer school holidays in Q3 FY24/25.	Yes	Completed	288,365	4,003	284,362
5.5.2.7 Warren Road Bellevue Hill, Suttie Road to Holland Road - Road pavement re-sheeting, kerb, gutter and footpath reconstruction (01896)	In Progress	Construction works are well underway and will be undertaken in stages with kerb and gutter and footpath repairs in October. Road re-sheeting will be scheduled for the summer school holidays.	Yes	Completed	275,000	187,428	87,572
5.5.2.8 Northland Road Bellevue Hill, Cooper Park Road to Holland Road - Road pavement re-sheeting and footpath repairs (01897)	In Progress	Quotations are being obtained. Expected construction in Q3/Q4 of FY24/25.	Yes	Completed	236,000	77,727	158,273
5.5.2.9 Bellevue Road (Left) Bellevue Hill, Fairweather Road to	Completed	Project completed. Over-expenditure on this project will be funded from under-expenditure on other projects.	Yes	Completed	28,390	34,713	-6,323

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**Actual Expenditure to end of quarter, including commitments.

Actions	Current Status	Progress Comments	Comment Updated	Projected Status 30 June 2025	Budget (\$)*	YTD Expenditure (\$) **	Budget Remaining (\$)
Rosslyn Street - Road pavement re-sheeting (01913)							
5.5.2.10 6 Pringle Place - Stabilisation of a Council owned rock face as detailed in GHD geotechnical risk report (01664)	In Progress	Construction works remaining include concrete works with stormwater connection of dish drain along Pringle Place and are expected to be completed in Q2 FY24/25. These works are in conjunction with the Pringle Place new stormwater pipe connection (#01663).	Yes	Completed	97,969	94,390	3,579
5.5.2.11 Bowden Street Woollahra, Dorhauer Lane to End and Bowden In - Road pavement resurfacing and footpath repair (01813)	In Progress	Design works are being finalised following consultation with residents. Expected construction in Q3/Q4 of FY24/25.	Yes	Completed	224,803	3,582	221,221
5.5.2.12 Ocean St, Forth Street to Wellington Street - Road pavement resurfacing (01827)	Completed	Project completed. Savings on this project will be used for over expenditure on other projects.	Yes	Completed	54,534	3,895	50,639
5.5.2.13 Birriga Road Bellevue Hill, Bundara Road to 4 Birriga Road - Road pavement resurfacing and footpath repair and stormwater works (01895)	Construction Commenced	Construction works are well underway and will be undertaken in stages with footpath repairs and stormwater works in October. Road re-sheeting will be scheduled for the summer school holidays.	Yes	Completed	677,500	324,890	352,610
5.5.2.14 Nelson Street Woollahra, Queen Street to end - Road Pavement Re-sheeting (01898)	In Progress	Quotations are being obtained. Expected construction in Q3/Q4 of FY24/25.	Yes	Completed	220,000	58,994	161,006
5.5.2.15 Manning Road Woollahra Epping Road to Suttie Road - Road	In Progress	Quotations are being obtained. Expected construction in Q3/Q4 of FY24/25.	Yes	Completed	481,640	113,279	368,361

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**Actual Expenditure to end of quarter, including commitments.

Actions	Current Status	Progress Comments	Comment Updated	Projected Status 30 June 2025	Budget (\$)*	YTD Expenditure (\$) **	Budget Remaining (\$)
pavement resurfacing, kerb, gutter and footpath reconstruction (01899)							
5.5.2.16 Wallis Street Woollahra Oxford Street to Moncur Street - Road pavement resurfacing and footpath reconstruction (01900)	In Progress	Quotations are being obtained. Expected construction in Q3/Q4 of FY24/25.	Yes	Completed	156,500	34,091	122,409
5.5.2.17 Artlett Street Edgecliff, South Street to End - Road Pavement Re-sheeting (01912)	Completed	Project completed. Over-expenditure on this project will be funded from under-expenditure on other projects.	Yes	Completed	26,800	28,178	-1,378
5.5.2.18 Grosvenor Street Woollahra - Edgecliff Road to Grafton Street - Road Pavement Re-sheeting (01974)	Construction Commenced	Staged construction works are underway with road re-sheeting of parking lanes completed and reconstruction to sections of concrete road will be undertaken in the summer school holidays. This project is funded via Roads To Recovery program.	Yes	Completed	0	130,979	-130,979
5.5.2.19 Double Bay Commercial Centre - Double Bay Lanterns (01481)	In Progress	Council has reached an agreement with Ausgrid to replace existing damaged decorative lights and maintain these at their cost. Ausgrid have advised that there is a delay in obtaining stock and Ausgrid now advise installation is expected to occur in January 2025.	Yes	Completed	9,477	7,500	1,977
5.5.2.20 Kiaora Road, Double Bay, Forest Road and Carlotta Road - Road pavement reconstruction including stormwater system extension (01754)	In Progress	Construction works are well underway and are anticipated for completion in Q2 FY24/25. This project is being undertaken in conjunction with #01662.	Yes	Completed	179,841	166,818	13,023
5.5.2.21 Murray Rose - Public bath/Swimming Enclosure (01826)	In Progress	Construction has been delayed on this project, whilst internal discussions regarding Heritage components and material for the deck is reviewed. It is anticipated that the	Yes	Construction Commenced	590,858	2,025	588,833

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**Actual Expenditure to end of quarter, including commitments.

Actions	Current Status	Progress Comments	Comment Updated	Projected Status 30 June 2025	Budget (\$)*	YTD Expenditure (\$) **	Budget Remaining (\$)
		project will proceed in the second half of FY24/25 (after summer).					
5.5.2.22 Lamb Street Bellevue Hill, March Street to Kambala Road - Road pavement resurfacing, kerb, gutter and footpath reconstruction (01893)	In Progress	Quotations are being obtained. Expected construction in Q3/Q4 of FY24/25.	Yes	Completed	189,000	51,524	137,476
5.5.2.23 William Street Double Bay , Pearce Street to Bay Street - Road pavement re-sheeting (01901)	Completed	Project completed. Savings on this project will be used for over expenditure on other projects.	Yes	Completed	350,000	271,238	78,762
5.5.2.24 Sutherland Avenue, Paddington between Roylston Street and Cecil Street - Road pavement re-sheeting (01604)	Completed	Project completed. Savings on this project will be used for over expenditure on other projects.	Yes	Completed	26,993	3,895	23,098
5.5.2.25 Boundary Street Paddington, Campbell Avenue to 142 Boundary Street - Road pavement re-sheeting (01902)	Completed	Project completed. Over-expenditure on this project will be funded from under-expenditure on other projects.	Yes	Completed	30,000	32,621	-2,621
5.5.2.26 Campbell Avenue Paddington, Glenmore Road to Boundary Street - Road pavement re-sheeting (01903)	In Progress	Quotations are being obtained. Expected construction in Q3/Q4 of FY24/25.	Yes	Completed	214,000	74,582	139,418
5.5.2.27 Macdonald Street Paddington, Brown Street to Brown Lane - Road pavement re-sheeting, footpath repairs	In Progress	Quotations are being obtained. Expected construction in Q3/Q4 of FY24/25.	Yes	Completed	84,000	17,545	66,455

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**Actual Expenditure to end of quarter, including commitments.

Actions	Current Status	Progress Comments	Comment Updated	Projected Status 30 June 2025	Budget (\$)*	YTD Expenditure (\$) **	Budget Remaining (\$)
and stormwater pit works (01904)							
5.5.2.28 Glenmore Road Paddington, Cambridge Street to Gurner Lane - Road pavement re-sheeting and footpath reconstruction (01905)	In Progress	Quotations are being obtained. Expected construction will be following the completion of White City development. As yet, we do not have any indication on the timeline for the completion of the White City works.	Yes	Completed	182,000	64,385	117,615
5.5.2.29 Duxford Street Paddington, Broughton Street to Gurner Street - Road pavement re-sheeting (01906)	Completed	Project completed. Over-expenditure on this project will be funded from under-expenditure on other projects.	Yes	Completed	146,500	147,361	-861
5.5.2.30 Sutherland Avenue Paddington, Elizabeth Street to Forbes Street - Road pavement re-sheeting, kerb, gutter and footpath repairs (01907)	In Progress	Construction works are underway with completion expected in Q2 of FY2024/25.	Yes	Completed	221,000	153,782	67,218
5.5.2.31 Cecil Road Rose bay, Chamberlaine Avenue to Towns Road - Road pavement re-sheeting (01911)	Completed	Project completed. Savings on this project will be used for over expenditure on other projects.	Yes	Completed	142,000	94,875	47,125
5.5.2.32 Gurner Street Paddington, Cascade Street to Norfolk Street - Road pavement re-sheeting (01914)	Completed	Project completed. Savings on this project will be used for over expenditure on other projects.	Yes	Completed	84,000	68,363	15,637
5.5.2.33 Rose Bay Promenade Seawall – Conservation/Rehabilitation (01525)	In Progress	Council staff have obtained approval from NSW Heritage to undertake works to the seawall. An on-going program of works are scheduled to undertake the works in stages.	Yes	Completed	434,361	230,809	203,552

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**Actual Expenditure to end of quarter, including commitments.

Actions	Current Status	Progress Comments	Comment Updated	Projected Status 30 June 2025	Budget (\$)*	YTD Expenditure (\$)**	Budget Remaining (\$)
5.5.2.34 Olola Avenue, Vaucluse, Bombillee Avenue to Petrarch Avenue - Road pavement resurfacing including kerb and gutter and footpath repair (01729)	In Progress	Scheduled construction works for Q1/Q2 of FY24/25 are well underway. This project involves considerable survey and design work covering over a kilometre roadway with sections of footpath and kerb and gutter. Design phase is now complete and procurement will be undertaken in Q2 of FY24/25. Construction will commence following on from Burrabirra Avenue project works #01732. This project will be delivered in conjunction with project #01731 and #01910.	Yes	Completed	286,850	104,809	182,041
5.5.2.35 Olola Avenue, Vaucluse, 13 - 29 Olola Avenue - Road pavement resurfacing including kerb and gutter and footpath repair (01731)	In Progress	This project involves considerable survey and design work covering over a kilometre roadway with sections of footpath and kerb and gutter. Design phase is now complete and procurement will be undertaken in Q2 of FY24/25. Construction will commence following on from Burrabirra Avenue project works #01732. This project will be delivered in conjunction with project #01729 and #01910.	Yes	Completed	361,592	104,818	256,774
5.5.2.36 Burrabirra Avenue, Vaucluse, Fitzwilliam Road to Olola Avenue - Road pavement resurfacing including stormwater system upgrade, kerb and gutter and footpath repair (01732)	Construction Commenced	Construction works are underway and are anticipated to be completed in Q2 FY2024/25.	Yes	Completed	529,505	470,499	59,006
5.5.2.37 Parsley Bay - Jetty rehabilitation works (01738) and Swimming net replacement (01793)	In Progress	The scope of works for this project has been modified to incorporate heritage advice which is incorporated into the design. The scope includes restoration works to the existing jetty and a further investigation on the condition of the piles to the jetty was completed in May 2024. Restoration works will be scheduled for this financial year, subject to contractor availability.	No	Completed	99,267	18,215	81,052
5.5.2.39 Collins Avenue , Rose Bay Caledonian Road to End - Road	Completed	Procurement for these works is underway. Construction is anticipated for Q3/Q4 FY24/25 following the summer months.	Yes	Completed	268,999	7,939	261,060

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**Actual Expenditure to end of quarter, including commitments.

Actions	Current Status	Progress Comments	Comment Updated	Projected Status 30 June 2025	Budget (\$)*	YTD Expenditure (\$)**	Budget Remaining (\$)
pavement resurfacing including kerb and gutter and stormwater improvements (01818)							
5.5.2.40 Dover Road Rose Bay, Old South Head Road to Spencer Lane - Road pavement resurfacing and footpath repair (01820)	In Progress	Construction has commenced with the inclusion of stormwater pits in Short Lane, and some additional stormwater pits and road re-sheeting scheduled for construction in Dover Road, between Short Lane and Spencer Lane, in Q3 of FY24/25.	Yes	Completed	350,277	252,941	97,336
5.5.2.41 Caledonian Road Rose Bay, New South Head Road to End - Footpath reconstruction and road pavement resurfacing (01821)	In Progress	A design is being finalised and community consultation will be undertaken in Q3 of FY24/25. These works will be undertaken in conjunction with the Caledonian Road Stormwater Outfall Upgrade Project (#01661) and will be constructed in Q4 FY24/25 (the winter months and following completion of Collins Avenue project).	Yes	Construction Commenced	694,282	39,077	655,205
5.5.2.42 Hopetoun Avenue, Vaucluse, near No.10-12 Hopetoun Avenue (01828)	Completed	Project completed. Savings on this project will be used for over expenditure on other projects.	Yes	Completed	132,057	122,457	9,600
5.5.2.43 March Street Bellevue Hill, Vivian Street to End - Road pavement re-sheeting, kerb, gutter and footpath repairs (01894)	In Progress	Project is in design phase and construction is anticipated for Q4 FY24/25.	Yes	Completed	299,500	70,948	228,552
5.5.2.44 Cambridge Avenue Vaucluse, Hopetoun Avenue to	In Progress	Project is in design phase and construction will be anticipated for Q4 FY24/25.	Yes	Completed	433,500	89,091	344,409

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**Actual Expenditure to end of quarter, including commitments.

Actions	Current Status	Progress Comments	Comment Updated	Projected Status 30 June 2025	Budget (\$)*	YTD Expenditure (\$)**	Budget Remaining (\$)
Palmerston Street - Road pavement re-sheeting, kerb, gutter, and footpath repairs and stormwater pit and pipe works (01908)							
5.5.2.45 Ebsworth Road, Rose Bay, Fernleigh Avenue to Courtenary Road - Road pavement re-sheeting, kerb and gutter repairs (01909)	Design / Scope of Works	Project is in planning and design phase and construction will be anticipated for Q3/Q4 FY24/25.	Yes	Completed	224,250	60,668	163,582
5.5.2.46 Olola Avenue Vaucluse Wentworth Road to 13 Olola Avenue - Road pavement re-sheeting, and footpath repairs (01910)	In Progress	This project involves considerable survey and design work covering over a kilometre roadway with sections of footpath and kerb and gutter. Design phase is now complete and procurement will be undertaken in Q2 of FY24/25. Construction will commence following on from Burrabirra Avenue project works #01732. This project will be delivered in conjunction with project #01729 and #01931.	Yes	Completed	282,000	74,091	207,909
5.5.2.47 Conway Avenue, Carlisle Street to End - Road pavement re-sheeting (01915)	Completed	Project completed. Savings on this project will be used for over expenditure on other projects.	Yes	Completed	132,800	102,715	30,085
5.5.2.48 Myall Avenue Vaucluse, John Dykes Avenue to Old South Head - Road pavement re-sheeting and footpath repairs (01916)	In Progress	Construction is underway and works are expected to be completed in Q2 FY24/25.	Yes	Completed	80,800	56,215	24,585
5.5.2.49 Dumaresq Road, Rose Bay Seawall Protection - Sea armour	Design / Scope of Works	Investigation, planning and design work is underway and are to be completed in Q2/Q3 of FY24/25.	Yes	Completed	350,000	0	350,000

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**Actual Expenditure to end of quarter, including commitments.

Actions	Current Status	Progress Comments	Comment Updated	Projected Status 30 June 2025	Budget (\$)*	YTD Expenditure (\$) **	Budget Remaining (\$)
protection design and construct (01917)							
Strategy 6.3: Reduce traffic congestion, noise and speeding.							
Priority 6.3.1: Maintain public parking infrastructure, manage parking across the municipality and reduce vehicle speed and traffic congestion through the introduction of traffic management facilities.							
6.3.1.1 O'Sullivan Road Cycleway - Separated cycleway Design (01574)	In Progress	Further to a walk through on the design with Council staff and Councillors, significant re-design has been undertaken with the aim of minimising loss of on-street parking. A REF incorporating the revised design is currently being prepared, with a view to public consultation in Q3 of FY24/25. Prior to broad consultation commencing, staff from the Traffic team will arrange to meet with some local residents who have previously raised specific traffic matters which may impact on the design.	Yes	Completed	52,605	23,226	29,379
6.3.1.2 Woollahra Cycleways Project - Design - Priority Project to be identified in Active Transport Plan (01660)	Design / Scope of Works	The Woollahra Active Transport Plan was adopted by Council on 15 November 2023. This design project will form part of the listed priority projects identified in the Active Transport Plan. Internal investigations for a design to upgrade the cycle crossing facilities at Old South Head Road / Birriga Road / O'Sullivan Road intersection is underway and a concept will be finalised in Q3/Q4 of FY24/25.	Yes	Completed	97,550	0	97,550
6.3.1.3 Bike Parking Facilities - Upgrade across the LGA (01716)	Completed	Project completed. Savings on this project will be used for over expenditure on other projects.	Yes	Completed	30,000	27,671	2,329
6.3.1.4 Minor Capital Traffic Works - Urgent traffic capital works projects (01718)	In Progress	This budget is to cater for traffic facility improvements required in FY24/25. This includes the following works; traffic calming improvements in Kiaora Road, Double Bay.	Yes	Completed	87,283	69,841	17,442
6.3.1.5 Victoria Road at Bundara Street, Bellevue	Completed	Project completed. Over-expenditure on this project will be funded from under-expenditure on other projects.	Yes	Completed	53,078	54,249	-1,171

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**Actual Expenditure to end of quarter, including commitments.

Actions	Current Status	Progress Comments	Comment Updated	Projected Status 30 June 2025	Budget (\$)*	YTD Expenditure (\$) **	Budget Remaining (\$)
Hill - Intersection improvements (01794)							
6.3.1.6 Albemarle Lane, Rose Bay - Shared Zone (01887)	Design / Scope of Works	Funding has been obtained for this project through the Get NSW Active Program (TfNSW). Site inspections and scope of works have been completed and design phase is expected to commence in Q2 of FY24/25. Following the design process, community consultation will be undertaken in Q2/Q3 of FY24/25.	Yes	Completed	130,000	3,673	126,327
6.3.1.7 Moncur Street, Woollahra, near Morrell Street - Raised pedestrian crossing (01888) and (01717)	In Progress	This project is in design phase and community consultation will be undertaken in Q2 of FY24/25.	Yes	Completed	200,000	6,250	193,750
6.3.1.8 Glenmore Road, Paddington, near Goodhope Street - Raised pedestrian crossing (01889)	In Progress	This project is in design phase and community consultation will be undertaken in Q2 of FY24/25.	Yes	Completed	200,000	5,037	194,963
6.3.1.9 O'Sullivan Road, Rose Bay - Recreational path upgrades (01890)	Not Yet Commenced	The design phase is well underway (#01574) and following completion of the design process and REF, community consultation will be undertaken in Q3. It is anticipated that the project will go to tender in Q4 FY24/25. It is hoped that construction will commence late Q4 FY24/25 or early Q1 FY25/26.	Yes	Construction Commenced	2,500,000	0	2,500,000

Strategy 9.1: Collaborating to achieve great placemaking outcomes in our local centres which are hubs for jobs, shopping, dining, entertainment, and community activities.

Priority 9.1.1 Encourage economic development in business and retail centres and implement Council's adopted Place Plans.

9.1.1.5 Bay Street Double Bay Pedestrian Plaza & Active Transport Link-Open Space Legacy Grant (formerly Knox Street Double Bay Pedestrianisation) (01649)	Completed	Project completed. Over-expenditure on this project will be funded from under-expenditure on other projects.	Yes	Completed	121,441	128,888	-7,447
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**Actual Expenditure to end of quarter, including commitments.

Actions	Current Status	Progress Comments	Comment Updated	Projected Status 30 June 2025	Budget (\$)*	YTD Expenditure (\$)**	Budget Remaining (\$)
9.1.1.6 Marine Parade, Watsons Bay - Shared zone and streetscape upgrade (01719)	Design / Scope of Works	The Woollahra Active Transport Plan was adopted by Council on 15 November 2023. This design project will form part of the listed priority projects identified in the Active Transport Plan. Internal investigations for a design is underway and a concept will be finalised in Q3/Q4 of FY24/25.	Yes	Completed	100,000	0	100,000
TRANSPORT & ENGINEERING TOTAL:					\$15,019,875	\$4,728,995	\$10,290,880

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**Actual Expenditure to end of quarter, including commitments.

Corporate Services

Actions	Current Status	Progress Comments	Comment Updated	Projected Status 30 June 2025	Budget (\$)*	YTD Expenditure (\$)**	Budget Remaining (\$)
Strategy 11.1: Build an efficient organisation that places customers and the community at the heart of service delivery.							
Priority 11.1.2: Transform Council's business, by optimising the use of technology to support effective business processes and customer journeys.							
11.1.2.1 Replace shared laptop fleet with fit for purpose devices (01577)	Preliminary Investigation	Merged project (shared laptop budget from 23-24, individual laptop budget for 24-25). Vendor meetings underway to assess potential device suitability for the fleet, with procurement activities to follow. Target procurement early Q3 and rollout early Q4.	Yes	Completed	146,000	6,481	139,519
11.1.2.2 Printer Fleet Replacement - Replacing end-of-life printer (01885)	Preliminary Investigation	Single device replaced early due to failure. Wider fleet under assessment to determine right-sizing of printer fleet ahead of procurement activities.	Yes	Completed	150,000	8,594	141,406
11.1.2.3 Office WiFi Infrastructure Replacement - Replace end-of-life (01886)	Not Yet Commenced	Not Yet Commenced.	No	Completed	50,000	0	50,000
11.1.2.4 Replacing End of Life staff mobile phone fleet (04582)	Completed	Invoice carried over from 23-24 only.	Yes	Completed	2,688	2,688	0
CORPORATE SERVICES TOTAL:					\$348,688	\$17,763	\$330,925

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**Actual Expenditure to end of quarter, including commitments.

Community Services, Culture & Arts

Actions	Current Status	Progress Comments	Comment Updated	Projected Status 30 June 2025	Budget (\$)*	YTD Expenditure (\$)**	Budget Remaining (\$)
Strategy 5.1: Enhance council provided community facilities to foster connections between people and place and enhance quality of life.							
Priority 5.1.2: Implement a prioritised program of capital improvements to community facilities.							
5.1.2.34 Disability Inclusion upgrades to Council buildings (01788)	Preliminary Investigation	Disability works to replace the deteriorated crushed granite ramp/path at Sir David Martin Reserve Cottage are to be undertaken at the same time as planned stormwater upgrade works in Q2 FY24/25 (#01856) to minimise disruption.	No	Completed	120,529	0	120,529
5.1.2.35 Cooper Park Community Hall - Internal and external upgrades (01633)	In Progress	Primary project works are completed. Awaiting installation of projector screen and operation & maintenance manuals.	No	Completed	72,287	67,683	4,604
5.1.2.36 Cooper Park Community Hall - Roof Gutter & boards replacement (01956)	Design / Scope of Works	Design / scope of works in Q2 with construction in Q3 FY24/25.	Yes	Completed	20,000	0	20,000
5.1.2.37 Gaden Reserve - Replace floor coverings (01957)	Deferred	Once the scope of works for this scheduled project were investigated it was determined that only minor works were required. Replacement deferred for 2 years. Remaining funds will be returned to the Property Reserves to fund over-expenditure on other projects in the next quarterly review.	Yes	Completed	20,000	0	20,000
5.1.2.38 Gaden Reserve - Lift upgrade (01958)	Not Yet Commenced	Tenders to be invited for lift services for all Council buildings in Q4 FY24/25.	Yes	Completed	25,000	0	25,000
5.1.2.39 The Gunyah - Rear deck & ramp replacement (01959)	Design / Scope of Works	Investigation underway to determine extent of works. Quotations for works to be sought in Q2 FY24/25.	Yes	Completed	25,000	0	25,000
5.1.2.40 Holdsworth Street Community Centre - Replace sections roof (01960)	Preliminary Investigation	Design / scope of works in Q2 with construction in Q3 FY24/25.	Yes	Completed	10,000	0	10,000

*The budget figure includes the current year's original budget plus revotes and rollovers from previous year and any adopted quarterly variations

**Actual Expenditure to end of quarter, including commitments.

Actions	Current Status	Progress Comments	Comment Updated	Projected Status 30 June 2025	Budget (\$)*	YTD Expenditure (\$) **	Budget Remaining (\$)
5.1.2.41 Holdsworth Street Community Centre - Replace carpet in (01961)	Preliminary Investigation	Design / scope of works in Q2 with construction in Q3 FY24/25.	Yes	Completed	25,000	0	25,000
5.1.2.42 Holdsworth Street Community Centre - Toilets refurbishment (01962)	Preliminary Investigation	Design / scope of works in Q2 with construction in Q3 FY24/25.	Yes	Completed	20,000	0	20,000
5.1.2.43 Sir David Martin Reserve - Cottage - Replace stormwater pipe (01856)	Design / Scope of Works	The stormwater upgrade is to remove or introduce stormwater lines to the absorption pits located at the gate. Designs finalised. Quotations to be invited in Q2 and planned disability inclusion works will be completed at the same time (#01788) to minimise disruption.	Yes	Completed	27,770	8,600	19,170
5.1.2.44 Sir David Martin Reserve - Cottage - Refurbish roof, gutters (01963)	Not Yet Commenced	Works to be undertaken in winter - Q4 FY24/25.	Yes	Completed	10,000	0	10,000
5.1.2.45 Sir David Martin Reserve - Drill Hall - Toilets refurbish (01964)	Not Yet Commenced	Works to be undertaken in winter - Q4 FY24/25.	Yes	Completed	70,000	0	70,000
5.1.2.46 Sir David Martin Reserve - Drill Hall - Install bird proof (01965)	Not Yet Commenced	Works to be undertaken in winter - Q4 FY24/25.	Yes	Completed	11,000	0	11,000
5.1.2.547 Sir David Martin Reserve - Drill Hall - Sewer upgrade (01966)	Not Yet Commenced	Works to be undertaken in winter - Q4 FY24/25.	Yes	Completed	25,000	0	25,000
5.1.2.48 Woollahra Gallery @ Redleaf - New reception desk (01967)	Not Yet Commenced	Design and manufacture to be completed in Q4 FY24/25.	Yes	Completed	10,000	0	10,000

*The budget figure includes the current year's original budget plus revotes and rollovers from previous year and any adopted quarterly variations

**Actual Expenditure to end of quarter, including commitments.

Actions	Current Status	Progress Comments	Comment Updated	Projected Status 30 June 2025	Budget (\$)*	YTD Expenditure (\$)**	Budget Remaining (\$)
5.1.2.49 E J Ward Centre - External brick repairs and replacement of timber staircase (01786)	Completed	Works complete. Over-expenditure on this project will be funded from the Property Reserves in the next quarterly budget review.	Yes	Completed	7,980	28,064	-20,084
5.1.2.50 Vaucluse Bowling Club – Refurbishment and upgrade works to improve physical access and install new kitchen equipment & furniture (01711)	Completed	Works complete. Funding from Sydney Area Health received for works in August 2024, however in line with Local Government accounting standards these funds will be processed via a Q1 Jul-Sep FY24/25 budget change tabled to FC&S Committee and then Council concurrently with the Capital Works report.	Yes	Completed	0	133,210	-133,210
COMMUNITY SERVICES, CULTURE & ARTS TOTAL:					\$499,566	\$237,557	\$262,009

*The budget figure includes the current year's original budget plus revotes and rollovers from previous year and any adopted quarterly variations

**Actual Expenditure to end of quarter, including commitments.

Preschool

Actions	Current Status	Progress Comments	Comment Updated	Projected Status 30 June 2025	Budget (\$)*	YTD Expenditure (\$)**	Budget Remaining (\$)
Strategy 5.1: Enhance council provided community facilities to foster connections between people and place and enhance quality of life.							
Priority 5.1.2: Implement a prioritised program of capital improvements to community facilities.							
5.1.2.51 Preschool - Extend Staff Room into Kitchen; Install new toilet; Extend verandah roof over stairs; Refurbish kitchen (01851)	Completed	Works complete. Scope of works increased and over-expenditure to be funded from Pre-school Reserve.	Yes	Completed	28,330	90,920	-62,590
5.1.2.52 Preschool - Electrical Upgrade (01954)	Not Yet Commenced	Investigation of requirement for electrical works underway. Quotations to be invited in Q3 FY24/25.	Yes	Completed	10,000	0	10,000
5.1.2.53 Preschool - Jupiter Room Refurbishment for Asbestos Removal (01955)	Completed	Works complete. Under-expenditure on this project will be returned to the Property Reserves to fund over-expenditure on other projects in the next quarterly review.	Yes	Completed	20,000	15,351	4,649
PRESCHOOL SERVICES TOTAL:					\$58,330	\$106,271	-\$47,941

*The budget figure includes the current year's original budget plus revotes and rollovers from previous year and any adopted quarterly variations

**Actual Expenditure to end of quarter, including commitments.

Library Services

Actions	Current Status	Progress Comments	Comment Updated	Projected Status 30 June 2025	Budget (\$)*	YTD Expenditure (\$)**	Budget Remaining (\$)
Strategy 5.1: Enhance council provided community facilities to foster connections between people and place and enhance quality of life.							
Priority 5.1.2: Implement a prioritised program of capital improvements to community facilities.							
5.1.2.54 Watsons Bay Library - Furniture upgrade (01968)	Design / Scope of Works	Design being finalised and quotations and installation in Q2 FY24/25.	Yes	Completed	30,000	0	30,000
5.1.2.55 Woollahra Library - Upgrade Toilets (01969)	Preliminary Investigation	Scope being prepared in conjunction with centre manager and plumber. Works to be completed by Q4 FY24/25.	Yes	Completed	25,000	0	25,000
5.1.2.56 Watsons Bay Library - Carpet replacement (01970)	Deferred	In consultation with Library staff, it was decided that replacement of the carpet is not required this FY24/25. Deferred for consideration in 2 years. Remaining funds will be returned to the Property Reserves to fund over-expenditure on other projects in the next quarterly review.	Yes	Completed	20,000	0	20,000
LIBRARY SERVICES TOTAL:					\$75,000	\$0	\$75,000
GRAND TOTAL CAPITAL WORKS:					\$52,978,217	\$9,359,196	\$43,619,021

*The budget figure includes the current year's original budget plus revotes and rollovers from previous year and any adopted quarterly variations

**Actual Expenditure to end of quarter, including commitments.

Woollahra Municipal Council



536 New South Head Road,
Double Bay NSW 2028

woollahra.nsw.gov.au

T: 02 9391 7000

E: records@woollahra.nsw.gov.au

Item No: 6.3
Subject: **MONTHLY FINANCIAL REPORT - 30 SEP 2024
INVESTMENT HELD AS AT 31 OCT 2024**
Author: Abdullah Rayhan, Team Leader Financial Services
Approver: Paul Ryan, Chief Financial Officer
Sue Meekin, Director, Corporate Performance

Purpose of the Report:

To present the monthly financial report for September 2024 and to present a list of investments held as of 31 October 2024

Alignment to Delivery Program:

11.2 Secure Council's financial position.

Recommendation:

THAT Council:

- A. Receive and note the Monthly Financial Report – September 2024.
 - B. Note that the Council's 12-month weighted average return for September 2024 on its direct investment portfolio of 5.13% (LM: 5.17%, LY: 4.70%) exceeds the benchmark 90-day AusBond Bank Bill Index of 4.50%.
 - C. Note that the interest revenue for the year to date September 2024 is \$1.4M, exceeding our year to date budget of \$758k for the same period.
 - D. Receive and note the list of Council's investments held as of 31 October 2024.
-

Executive Summary:

The purpose of this report is for the Responsible Accounting Officer (RAO), the Council's Chief Financial Officer to provide the Council with a written report for September 2024 as per the Local Government Regulation 2005 (Clause 212), setting out details of all money that the Council has invested.

Due to the end of the month occurring after the closure of the meeting agenda and business papers, the full report for that month is unable to be prepared for the meeting and is instead presented at the following meeting. In order to meet the investments reporting obligations under the Local Government (General) Regulation noted above, a list of investments held as of 31 Oct 2024 is included. Therefore this report presents the full monthly financial report for September 2024, and a list of investments held as of 31 Oct 2024.

The 12-month weighted average return for Sep 2024 was 5.13% (last month: 5.17%; last year's same month 4.70%) and remains steady. The interest revenue is ahead of our original budget and will be reviewed as part of our quarterly forecast.

Discussion:

The Monthly Financial Report for September 2024 is submitted to the Committee for consideration and includes the following:

- Investment Transactions for the month.

- Restricted Cash (Reserves).
- Summary of Receipts, Payments, and Bank Balance.
- Details of Investment Portfolio Sep'24.
- Investment Policy Compliance Report.
- Weighted Average Days to Maturity.
- Weighted Average Return.
- Weighted Average Return v 90-day AusBond Bank Bill Index.
- Actual Interest Earned v Original Budget.
- Details of Investment Portfolio Oct'24.
- Movements in Book Value (Fair Value) of Investments.
- Arrears of Rents & Fees.

Investment Transactions for September 202

Date	Investment Description	Term	Rate	Transaction	Amount
Opening Balance as at 1 September 2024					113,549,218.30
05/09/2024	National Australia Bank TD	383	4.93	Purchase	8,000,000.00
23/09/2024	National Australia Bank TD	369	5.30	Maturity	-8,000,000.00
25/09/2024	National Australia Bank TD	383	4.85	Purchase	3,000,000.00
30/09/2024	CBA Online movement			Deposit	4,949,074.38
30/09/2024	NAB Loan Repayment account			Maturity	-348,602.22
Net movement in Portfolio for the month					7,600,472.16
Closing Balance as at 30 September 2024					121,149,690.46

Commentary:

Council's investment portfolio remains steady, and the total new investment for the month equates to \$11 million.

Restricted Cash

Restricted Cash is funds set aside for future expenditure and is established either by a legislative requirement or Council resolution. Reserves established by a legislative requirement are called "External Restrictions" while those established by Council are "Internal Restrictions". The breakdown below shows that of the Council's total cash and investments of \$122.72M* at the end of Sep'24, \$101.61M was restricted leaving \$21.11M in unrestricted cash.

	30/09/2024 \$'000
Total Cash, Cash Equivalents and Investments	122,721 *
Less: Restricted Cash:	
External Restrictions	14,940
Internal Restrictions	<u>86,667</u>
Unrestricted Cash	<u>21,114</u>

*Includes on call cash in operating bank accounts not included in the investments balance above.

Details of restricted cash balances are provided each quarter in the quarterly budget review.

Summary of Receipts, Payments and Bank Balance

Cash Book Balance as at 31 Aug 2024		4,840,086.17
	General Fund Acct	3,989,433.92
	Kiaora Bank Acct	850,652.25

Receipts

Rates	8,832,955.55
Investment Maturities	8,000,000.00
Transfers In from At Call Accounts	1,116,185.00
Other	9,605,192.22
Total Receipts	27,554,332.77

10 Largest Receipts during the month

Description	This month	Current YTD	Previous YTD
Kiaora Place	947,026	3,175,787	3,018,995
Deposits & Bonds	1,131,992	4,559,960	2,599,072
Sundry Debtors	1,722,561	4,753,722	6,860,637
S7.12 Contributions	858,952	1,941,171	981,067
Parking Fines	680,649	2,042,029	1,934,351
GST Refund	458,045	1,381,654	1,142,526
Trade Waste Debtors	391,425	707,937	432,995
Parking Meter Charges	229,284	678,123	621,674
DA Fees	170,445	423,961	278,868
Hoarding Fees	168,368	252,250	61,435
	6,758,747	19,916,593	17,931,620

Payments

Cheque Payments	-1,845,064.10
Cancelled Cheques	150,066.04
EFT Payments	-8,922,202.92
Returned EFT Payments	974.00
Total Payments before Direct Debits	-10,616,226.98

10 Largest Payments during the month

Reference	Payment Date	Payee	Description	Amount
170550	12/09/2024	Revenue NSW	Q4 RFS, SES & F&RNSW Contribution	-811,930.17
0000113319	26/09/2024	Veolia Environmental Services	Tipping fees - Municipal/Commercial	-542,289.09
0000113238	19/09/2024	Office of State Revenue	Unclaimed Money return	-516,507.75
0000112939	5/09/2024	PayClear Services	Superannuation Payment	-460,971.48
NAB	23/09/2024	NAB Loan 136 & 137	Loan repayment - Principal & Interest	-351,134.26
0000112911	5/09/2024	Icare Workers Insurance	Insurance Premium adjustments	-325,078.92
0000112986	5/09/2024	URM Environmental Services	Waste recycling collection 14-27 Aug'24	-151,363.78
0000113288	19/09/2024	URM Environmental Services	Waste recycling collection 28 Aug-10 Sep'24	-151,363.78
0000113363	26/09/2024	HWL Ebsworth Lawyers	Legal Fees	-118,289.59
0000112868	5/09/2024	Dept of Planning	Land Valuation Service	-96,105.60

Payments - Direct Debits From Bank A/c

Payroll	-2,498,015.67
PAYG Tax	-809,223.00
Bank Charges	-8,418.47
Revenue Collection Charges	-31,654.05
Investment Purchases	-11,000,000.00
Transfers to At Call Accounts	-6,000,000.00
Credit cards	-21,176.95
Total Direct Debits for period	-20,368,488.14
Total Payments	-30,984,715.12

Cash Book Balance as at 30 Sep 2024

	General Fund Acct	953,868.44
	Kiaora Bank Acct	455,835.38
	Value:	692,211.27

Outstanding Deposits & Miscellaneous Items	266,514.34
Reconciled Cash Book Balance as at 30 Sep 2024	2,368,429.43

Bank A/c Balances as at 30 Sep 2024	2,368,429.43
--------------------------------------------	---------------------

	General Fund Acct	1,912,594.05
	Kiaora Bank Acct	455,835.38

Unpresented Cheques > \$50,000.00

Cheque No.	Cheque Date	Payee	Description	Amount
231189	26/09/2024	Withheld	Security Bond Refund	-191,105.20
231184	26/09/2024	Withheld	Security Bond Refund	-135,084.91
231183	19/09/2024	Withheld	Security Bond Refund	-125,475.75
231179	19/09/2024	Withheld	Security Bond Refund	-72,023.47

Commentary:

This statement presents Council's bank reconciliation as of 30 September 2024. The top ten receipts and payment items are provided. Excluding investment transactions, receipts exceeded payments this month by approximately \$4.45M and together with movements in cash at bank resulted in a \$7.6M increase in our total portfolio value.

DETAILS OF INVESTMENTS PORTFOLIO AS AT 30 September 2024

RATING	BANK & SECURITY	PURCHASE DATE	MATURITY DATE	TOTAL TERM (DAYS)	REMAINING DAYS TO MATURITY	%	BOOK VALUE \$
	1. OAKVALE CAPITAL Limited						
	Emerald Reverse Mortgage Backed Security Face Value 1 Million						754,513.00
	2. WMC DIRECT INVESTMENTS						
AA	<u>WESTPAC BANKING CORPORATION</u>						
	TERM DEPOSIT	31/10/2023	31/10/2024	366	31	5.50	2,000,000.00
A	<u>SUNCORP BANK</u>						
	TERM DEPOSIT	28/11/2023	28/11/2024	366	59	5.47	2,000,000.00
BBB	<u>BANK OF QUEENSLAND</u>						
	TERM DEPOSIT	20/12/2023	21/01/2025	398	113	5.10	1,000,000.00
A	<u>SUNCORP BANK</u>						
	TERM DEPOSIT	20/12/2023	21/01/2025	398	113	5.20	7,000,000.00
A	<u>ING DIRECT</u>						
	TERM DEPOSIT	20/12/2023	21/01/2025	398	113	5.23	7,000,000.00
AA	<u>NATIONAL AUSTRALIA BANK</u>						
	TERM DEPOSIT	24/01/2024	4/02/2025	377	127	5.15	3,000,000.00
AA	<u>WESTPAC BANKING CORPORATION</u>						
	TERM DEPOSIT	24/01/2024	4/02/2025	377	127	5.16	7,000,000.00
AA	<u>NATIONAL AUSTRALIA BANK</u>						
	TERM DEPOSIT	27/02/2024	4/03/2025	371	155	5.10	5,000,000.00
AA	<u>WESTPAC BANKING CORPORATION</u>						
	TERM DEPOSIT	27/02/2024	4/03/2025	371	155	5.12	5,000,000.00
BBB	<u>BANKVIC</u>						
	TERM DEPOSIT	13/03/2024	13/03/2025	365	164	5.11	2,000,000.00
A	<u>ING DIRECT</u>						
	TERM DEPOSIT	13/03/2024	13/03/2025	365	164	5.13	5,000,000.00
A	<u>ING DIRECT</u>						
	TERM DEPOSIT	26/03/2024	2/04/2025	372	184	5.11	3,000,000.00
BBB	<u>BANKVIC</u>						
	TERM DEPOSIT	26/03/2024	2/04/2025	372	184	5.15	2,000,000.00
AA	<u>WESTPAC BANKING CORPORATION</u>						
	TERM DEPOSIT	24/04/2024	6/05/2025	377	218	5.17	4,000,000.00
AA	<u>WESTPAC BANKING CORPORATION</u>						
	TERM DEPOSIT	30/04/2024	20/05/2025	385	232	5.34	2,000,000.00
AA	<u>NATIONAL AUSTRALIA BANK</u>						
	TERM DEPOSIT	29/05/2024	4/06/2025	371	247	5.24	5,000,000.00
AA	<u>NATIONAL AUSTRALIA BANK</u>						
	TERM DEPOSIT	21/06/2024	24/06/2025	368	267	5.25	2,000,000.00
AA	<u>NATIONAL AUSTRALIA BANK</u>						
	TERM DEPOSIT	23/07/2024	23/07/2025	365	296	5.32	4,000,000.00
AA	<u>WESTPAC BANKING CORPORATION</u>						
	TERM DEPOSIT	23/07/2024	23/07/2025	365	296	5.27	5,000,000.00
AA	<u>WESTPAC BANKING CORPORATION</u>						
	TERM DEPOSIT	21/08/2024	27/08/2025	371	331	4.90	6,000,000.00
BBB	<u>AMP BANK</u>						
	TERM DEPOSIT	21/08/2024	27/08/2025	371	331	4.80	4,000,000.00
AA	<u>NATIONAL AUSTRALIA BANK</u>						
	TERM DEPOSIT	5/09/2024	23/09/2025	383	358	4.93	8,000,000.00
AA	<u>NATIONAL AUSTRALIA BANK</u>						
	TERM DEPOSIT	25/09/2024	13/10/2025	383	378	4.85	3,000,000.00
AT CALL:							
AA	<u>COMMONWEALTH BANK</u>						
	ONLINE SAVER A/C					4.35	26,000,000.00
AA	<u>NATIONAL AUSTRALIA BANK</u>						
	LOANS REPAYMENT A/C					4.75	395,177.46
	Total WMC Direct Investments						120,395,177.46
Weighted Average Days to Maturity of WMC Direct Investments					211		
Weighted Average Return of WMC Direct Investments						5.13	
PORTFOLIO TOTALS							121,149,690.46

I hereby certify that the above investments have been made in accordance with Section 625 of the Local Government Act 1993, Clause 212 of the Local Government (General) Regulation 2005 and Council's investment policy.
P. Ryan
CHIEF FINANCIAL OFFICER

Commentary:

As of the end of Sep 2024, Council was within the policy limits for each individual ADI. Overall, the portfolio is well diversified across the entire credit rating spectrum. The majority of the portfolio is directed to fixed-term deposits and cash.

**Investment Policy Compliance Report
 as at 30 September 2024**

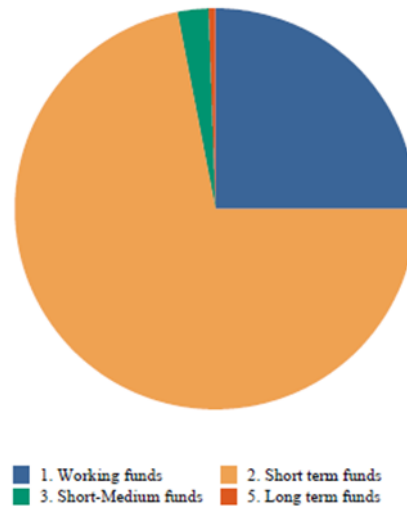
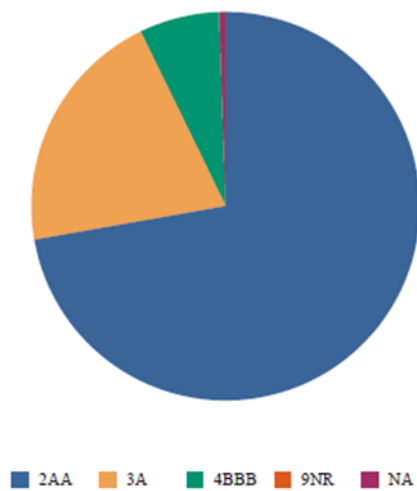
Acct	Bank	Rating Cat.	Policy Limit %	\$	Current Holding	% of Total	Compliance
Counterparty Limits:							
AMP	AMP Bank	BBB	10%	12,114,969	4,000,000	3%	Complies - \$ 8,114,969 available
CBA	Commonwealth Bank	AA	30%	36,344,907	26,000,000	21%	Complies - \$10,344,907 available
ING	ING Direct	A	15%	18,172,454	15,000,000	12%	Complies - \$ 3,172,453 available
NAB	National Australia Bank	AA	30%	36,344,907	30,395,177	25%	Complies - \$ 5,949,729 available
OAK	Oakvale Capital	NA		0	754,513	1%	Grandfathered - Complies
QLD	Bank of Queensland	A	15%	18,172,454	1,000,000	1%	Complies - \$17,172,453 available
SUN	Suncorp	A	15%	18,172,454	9,000,000	7%	Complies - \$ 9,172,453 available
VIC	BankVic	BBB	10%	12,114,969	4,000,000	3%	Complies - \$ 8,114,969 available
WBC	Westpac Banking Corporation	AA	30%	36,344,907	31,000,000	26%	Complies - \$ 5,344,907 available
				<u>121,149,690</u>			

Credit Quality Limits:

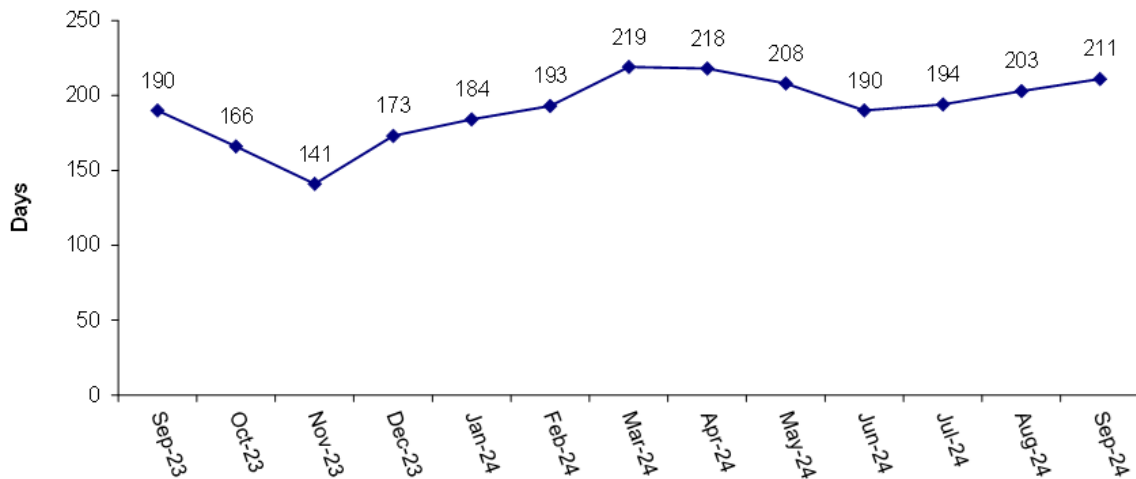
Rating Cat.	Limit	\$	%	
AA	100%	87,395,177	72%	Complies
A	60%	25,000,000	21%	Complies
BBB	40%	8,000,000	7%	Complies
NA		754,513	1%	Grandfathered
		<u>121,149,690</u>		

Term to Maturity Limits:

Term	Limit	\$	%	
1. Working funds	10-100	30,395,177	25%	Complies
2. Short term funds	20-100	87,000,000	72%	Complies
3. Short-Medium funds	0-70	3,000,000	2%	Complies
5. Long term funds	0-20	754,513	1%	Complies
		<u>121,149,690</u>		



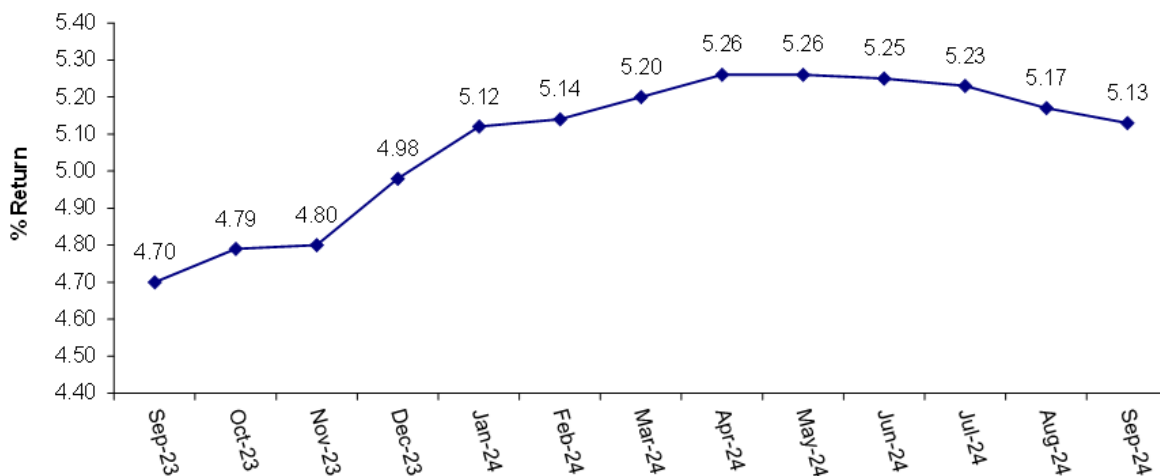
Weighted Average Days to Maturity



Commentary:

The weighted average days to maturity increased by 8 days over the month and new investments placed on terms no greater than 383 days.

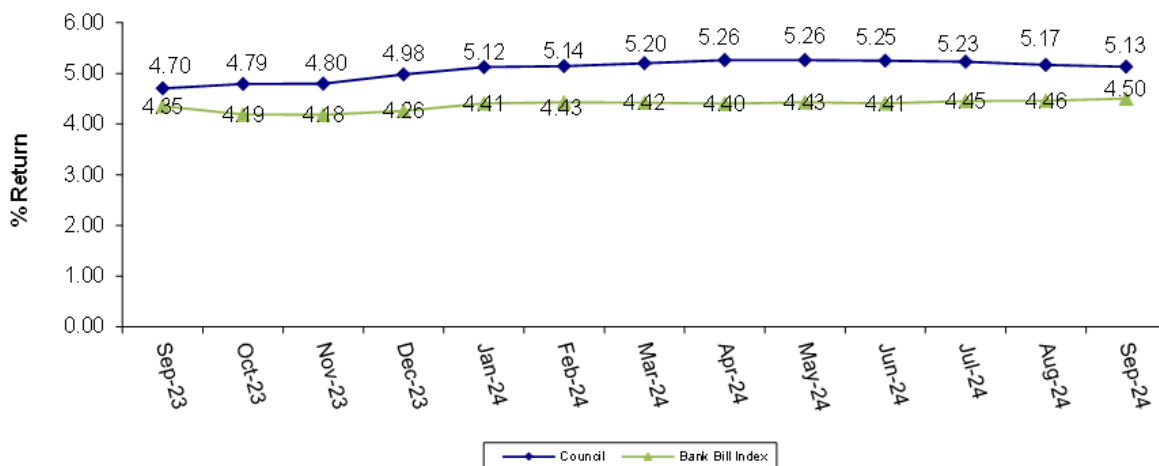
Weighted Average Return



Commentary:

The weighted average return for Sep 2024 remain steady at 5.13% with new investments placed on interest rate terms ranging from 4.85% to 4.93% per annum.

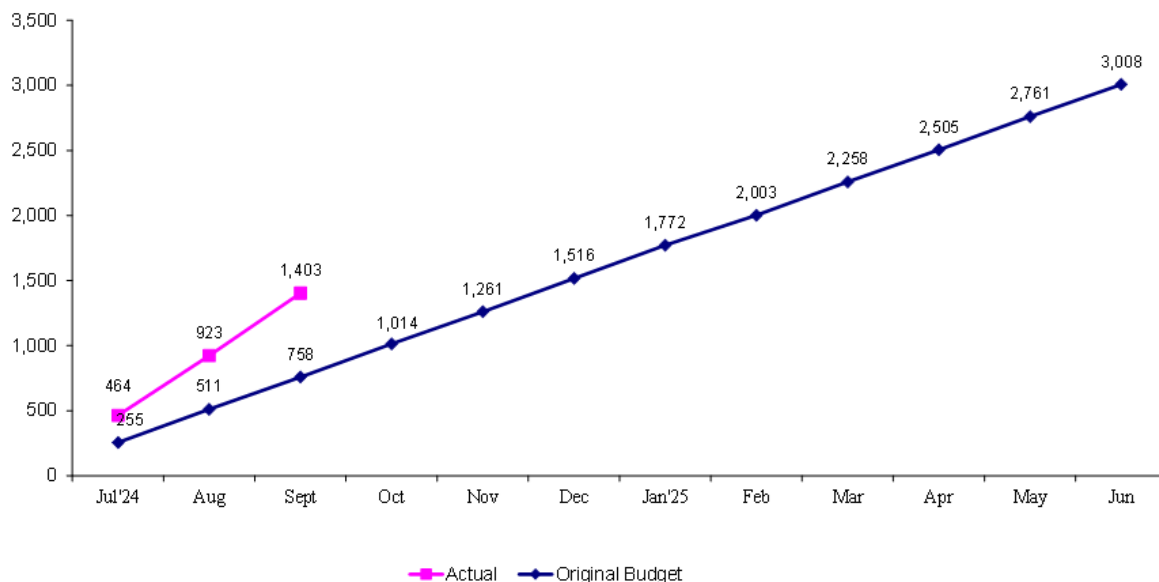
Weighted Average Return v Bank Bill Index



Commentary:

This chart tracks the Council’s weighted average return on its direct investment portfolio against a 90-day AusBond Bank Bill Index. The Council’s weighted average is 5.13% per annum compared to 3mth AusBond Bank Bill Index of 4.50%.

Actual Interest Earned v Budget \$'000



Commentary:

Council’s year to date September 2024 interest revenue came in at \$1.4M, ahead of our original budget and will continue the trend. The interest income is revised as part of the quarterly budget review presented to council.

DETAILS OF INVESTMENTS PORTFOLIO AS AT 31 October 2024

RATING	BANK & SECURITY	PURCHASE DATE	MATURITY DATE	TOTAL TERM (DAYS)	REMAINING DAYS TO MATURITY	%	BOOK VALUE \$
	1. OAKVALE CAPITAL Limited						
	Emerald Reverse Mortgage Backed Security Face Value 1 Million						754,513.00
	2. WMC DIRECT INVESTMENTS						
A	SUNCORP BANK						
	TERM DEPOSIT	28/11/2023	28/11/2024	366	28	5.47	2,000,000.00
BBB	BANK OF QUEENSLAND						
	TERM DEPOSIT	20/12/2023	21/01/2025	398	82	5.10	1,000,000.00
A	SUNCORP BANK						
	TERM DEPOSIT	20/12/2023	21/01/2025	398	82	5.20	7,000,000.00
A	ING DIRECT						
	TERM DEPOSIT	20/12/2023	21/01/2025	398	82	5.23	7,000,000.00
AA	NATIONAL AUSTRALIA BANK						
	TERM DEPOSIT	24/01/2024	4/02/2025	377	96	5.15	3,000,000.00
AA	WESTPAC BANKING CORPORATION						
	TERM DEPOSIT	24/01/2024	4/02/2025	377	96	5.16	7,000,000.00
AA	NATIONAL AUSTRALIA BANK						
	TERM DEPOSIT	27/02/2024	4/03/2025	371	124	5.10	5,000,000.00
AA	WESTPAC BANKING CORPORATION						
	TERM DEPOSIT	27/02/2024	4/03/2025	371	124	5.12	5,000,000.00
BBB	BANKVIC						
	TERM DEPOSIT	13/03/2024	13/03/2025	365	133	5.11	2,000,000.00
A	ING DIRECT						
	TERM DEPOSIT	13/03/2024	13/03/2025	365	133	5.13	5,000,000.00
A	ING DIRECT						
	TERM DEPOSIT	26/03/2024	2/04/2025	372	153	5.11	3,000,000.00
BBB	BANKVIC						
	TERM DEPOSIT	26/03/2024	2/04/2025	372	153	5.15	2,000,000.00
AA	WESTPAC BANKING CORPORATION						
	TERM DEPOSIT	24/04/2024	6/05/2025	377	187	5.17	4,000,000.00
AA	WESTPAC BANKING CORPORATION						
	TERM DEPOSIT	30/04/2024	20/05/2025	385	201	5.34	2,000,000.00
AA	NATIONAL AUSTRALIA BANK						
	TERM DEPOSIT	29/05/2024	4/06/2025	371	216	5.24	5,000,000.00
AA	NATIONAL AUSTRALIA BANK						
	TERM DEPOSIT	21/06/2024	24/06/2025	368	236	5.25	2,000,000.00
AA	NATIONAL AUSTRALIA BANK						
	TERM DEPOSIT	23/07/2024	23/07/2025	365	265	5.32	4,000,000.00
AA	WESTPAC BANKING CORPORATION						
	TERM DEPOSIT	23/07/2024	23/07/2025	365	265	5.27	5,000,000.00
AA	WESTPAC BANKING CORPORATION						
	TERM DEPOSIT	21/08/2024	27/08/2025	371	300	4.90	6,000,000.00
BBB	AMP BANK						
	TERM DEPOSIT	21/08/2024	27/08/2025	371	300	4.80	4,000,000.00
AA	NATIONAL AUSTRALIA BANK						
	TERM DEPOSIT	5/09/2024	23/09/2025	383	327	4.93	8,000,000.00
AA	NATIONAL AUSTRALIA BANK						
	TERM DEPOSIT	25/09/2024	13/10/2025	383	347	4.85	3,000,000.00
AA	WESTPAC BANKING CORPORATION						
	TERM DEPOSIT	17/10/2024	3/11/2025	382	368	5.00	2,000,000.00
AT CALL:							
AA	COMMONWEALTH BANK						
	ONLINE SAVER A/C					4.35	20,500,000.00
AA	NATIONAL AUSTRALIA BANK						
	LOANS REPAYMENT A/C					4.75	396,771.70
	Total WMC Direct Investments						114,896,771.70
	Weighted Average Days to Maturity of WMC Direct Investments				188		
	Weighted Average Return of WMC Direct Investments					5.12	
	PORTFOLIO TOTALS						<u>115,651,284.70</u>

I hereby certify that the above investments have been made in accordance with Section 625 of the Local Government Act 1993, Clause 212 of the Local Government (General) Regulation 2005 and Council's investment policy.
P. Ryan
CHIEF FINANCIAL OFFICER

Commentary:

As of the end of Oct 2024, Council was within the policy limits for each individual ADI. Overall, the portfolio is well diversified across the entire credit rating spectrum. The majority of the portfolio is directed to fixed-term deposits and cash.

Movements in Book Value (Fair Value) of Investments

EMERALD MBS2007-1B

	Securities	Total Book Value
1/07/2024 Balance brought forward	754,513.00	754,513.00
	754,513.00	

Commentary:

The table above details movements in the Council’s portfolio formerly managed by Oakvale Capital. It typically includes the maturity or sale of securities, quarterly coupon payments and fair value (market) adjustments. Comparative information is also provided for the previous quarter and the same quarter last year. Noting an improvement in past due categories.

Arrears of Rent & Fees

The table below summarises the arrears (greater than 30 days) of rents and fees as of 30 September 2024. This information is provided quarterly along with details of any unpaid debts greater than \$25,000 outstanding over 90 days.

Type	Total Collectible (24/25 Revenue + Arrears)	> 30 days			> 60 days			> 90 days		
		Sep'24	Jun'24	Sep'23	Sep'24	Jun'24	Sep'23	Sep'24	Jun'24	Sep'23
General	5,605,146	307,054	285,097	243,452	66,757	6,503	40,673	55,644	55,717	287,064
% of Total Collectible		5.5%	1.8%	2.8%	1.2%	0.0%	0.5%	1.0%	0.4%	3.3%
Environmental Health	34,223	1,103	3,065	1,492	742	19,739	190	27,956	3,975	30,123
% of Total Collectible		3.2%	2.8%	4.4%	2.2%	18.1%	0.6%	81.7%	3.6%	89.2%
Trade Waste	514,260	250	0	500	12,995	13,210	9,437	4,799	1,692	4,886
% of Total Collectible		0.0%	0.0%	0.1%	2.5%	0.7%	2.0%	0.9%	0.1%	1.0%
Kiaora Place	2,803,892	28,196	67,822	26,984	39,147	62,262	11,147	61,603	96,359	214,672
% of Total Collectible		1.0%	0.6%	1.0%	1.4%	0.5%	0.4%	2.2%	0.8%	7.8%
Total	9,070,573	336,603	355,983	272,428	119,641	101,714	61,447	150,002	157,743	536,746
% of Total Collectible		3.7%	1.2%	2.2%	1.3%	0.3%	0.5%	1.7%	0.5%	4.4%

Outstanding Rent and Fees Debts greater than \$25,000 as of 30 September 2024.

Name	Amount	Remarks
A Council Tenant	\$39,246.00	Commercial & Retail Leases, General discussion continues and follow up action is currently being undertaken for potential recovery.

Options:

This report is presented to the Committee for noting.

Community Engagement and / or Internal Consultation:

There has been no community engagement or internal consultation in the preparation of this report.

Policy Implications:

There are no Policy implications arising from this report.

Financial Implications:

Over the financial year depending on economic conditions and bank interest offerings, Council will continue to invest in the longer term by placing a slightly larger proportion of deposits across 12 months or more. Over a cycle and in a normal market environment, this may earn up to $\frac{1}{4}$ - $\frac{1}{2}$ % p.a. higher compared to investing in shorter terms

Resourcing Implications:

There are no resourcing implications arising from this report.

Conclusion:

Despite potential interest rate cuts on the horizon, maintaining a slightly longer average duration position on deposits will continue to outperform shorter durations. The deposit market continues to factor in the potential rates cut cycle, reflected by the flattening of the curve demonstrated by the longer-term holdings over the past few months. Interestingly, amongst the major banks, 2 to 5-year deposit rates are now being offered slightly below 6-12 month rates. Therefore, Council continues to place new investments on terms no greater than 12 months with rates on offer between 6-12 months remaining relatively steady. Due to the timing of the November 2024 FC&S Committee meeting being so close to October month end, the October 2024 Monthly Financial Report will be tabled at the following FCS Committee meeting.

Attachments:

None

Item No: 6.4
Subject: **2024-25 BUDGET REVIEW FOR THE QUARTER ENDED SEPTEMBER 2024**
Author: Henrietta McGilvray, Senior Corporate Accountant
Esther Hii, Acting Senior Corporate Accountant
Paul Ryan, Chief Financial Officer
Approver: Sue Meekin, Director, Corporate Performance
Craig Swift-McNair, General Manager

Purpose of the Report:

To report on the review of the 2024-25 budget forecast position as at the quarter ended 30 September 2024.

Alignment to Delivery Program:

11.2 Secure Council's financial position.

Recommendation:

THAT Council:

- A. Receive and note the report on the budget review for the quarter ended 30 September 2024.
- B. Note the statement from the responsible accounting officer, Council's Chief Financial Officer that the projected financial position at 30 September 2024, based on the forecasts outlined in this report, will remain satisfactory.
- C. Adopt the recommended variations to the 2024-25 budget as outlined in this report titled 2024-2025 Budget Review for the Quarter ended September 2024, resulting in a net operating surplus before capital grants and contributions of \$0.295 million, a decrease of (\$0.191) million from the original budget after revotes & rollovers.

Executive Summary:

The purpose of this report is to review the 2024-25 budget forecast for the quarter ended 30 September 2024 and present this revised forecast to the Committee for consideration.

Discussion:

The requirement for a quarterly review of the budget arises from Clause 203 of the Local Government (General) Regulation 2005. It requires the responsible accounting officer of a Council to prepare and submit to the Council a budget review statement that shows, by reference to the estimates of income and expenditure set out in the Operational Plan that the Council has adopted for the relevant year, a revised estimate of the income and expenditure for that year. A budget review statement must include or be accompanied by:

- 1. A report as to whether or not the responsible accounting officer believes that the statement indicates that the financial position of the council is satisfactory, having regard to the original estimates of income and expenditure, and;
- 2. If that position is unsatisfactory, recommendations for remedial action.

The Quarterly Budget Review report includes the statements required under the Office of Local Government's Quarterly Budget Review Statement (QBRs) Guidelines, being:

- Income and Expenses Statement (contained in the body of the report)
- Capital Budget (contained in the body of the report)
- Cash and Investments position (contained in the body of the report)
- Key Performance Indicators (contained in the body of the report)
- Contracts and Other Expenses (refer Attachment 4)

In addition to these statements, the Committee also receives a 2024-25 Balance Sheet forecast as at September 2025 (**Attachment 1**).

The September quarterly budget review is a forecast increase in Council's net operating result from continuing operations of \$0.052m from \$3.900m to \$3.952m. When we exclude capital grants & contributions (we exclude them because capital grants and contributions can only be used on capital projects, i.e. not on Council's day to day expenses) the net result is a decrease of (\$0.191m) from the original budget after revotes & rollovers, in the net operating result before capital grants & contributions from \$0.485m to \$0.295m.

The Office of Local Government (OLG) has established six financial performance ratio benchmarks that the Council is required to report in its Annual Financial Statements. The Council also reports its performance against three of these ratios in its quarterly budget review, noting that the remaining three can only be calculated annually.

The table below shows the forecast operating performance ratio, debt service cover ratio and unrestricted current ratio for 2024-2025 compared to 2023-2024 and the OLG benchmarks. A key ratio is the Operating Performance Ratio, which measures a council's ability to keep operating expenditure within operating income. The OLG benchmark for this ratio is 0% or higher.

The Operating Performance ratio is forecast for 2024-2025 at 0.03% which is a reduction from the original budget of 1.33%. The reduction is primarily due to the impact of rollovers from the previous financial year, which were approved by the Council in August 2024. The majority of these rollovers relate to the timing of projects funded by Special Rate Variations and effectively shift expenditure between years without affecting the Council's overall financial position.

	OLG Benchmark	2023-24 Actual	2024-25 Original Budget	2024-25 Forecast
Operating performance ratio	> 0%	5.44%	1.33%	0.03%
Debt service cover ratio	> 2.00x cover	4.18x	3.02x	3.01x
Unrestricted current ratio	> 1.50x cover	4.42x	3.64x	3.60x

Overall Financial Position

The overall result for the September 2024 quarterly budget review is an anticipated increase in Council's 2024-25 net operating result from continuing operations (including capital grants & contributions) of \$0.052m to \$3.952m.

Summary of Income & Expense Changes for the September Quarter forecast	September Quarter Movement Favourable/ (Unfavourable) \$'000
Decrease in Other Revenue	(702)
Increase in Grants and contributions provided for capital purposes	243
Other – net increases in revenue	178
Decrease in Borrowing Costs	614
Decrease in Depreciation, amortisation and impairment of non financial assets	484
Increase in Materials & Services	(552)
Other - net increase in expenditure	(213)
Change in Council's net operating result	52

Proposed changes including the utilisation of reserve funds are detailed further in the report and in **Attachment 2**.

The resulting forecast movement in Council's working funds position is a decrease for the September 2024 quarter of (\$0.484m).

Working Funds Changes for September Quarter forecast	September Quarter Movement Favourable/ (Unfavourable) \$'000
Increase in Council's Operating Result	52
Increase in Capital Works Budget	(1,528)
Transfers to/from Reserves	1,184
Reduction in Principal Loan repayments	292
Decrease in Depreciation (non-cash expense)	(484)
Working funds movement for quarter	(484)

This September 2024 quarterly review forecasts a full year increase in Council's working funds position for 2024-25 of \$0.428m from \$5.188m to \$5.615m. This movement of \$0.428m is comprised of the original budget working funds surplus movement of \$0.911m, and a deficit movement in the September 2024 quarterly review of (\$0.484m).

The forecast balance of working funds as at 30 June 2025 is \$5.615m. At \$5.615m, working funds will be above benchmark level as at 30 June 2024 (Arrears of rates + Inventory) of \$2.887m. It is important to remember that we maintain a level of working funds to allow us to respond to issues not foreseen in the budget.

A summary of other major or notable budget forecast variations proposed in this budget review are provided below:-

Other Budget Forecast Variations from the September 2024 Quarter Forecast	September Quarter Movement Favourable/ (Unfavourable) \$'000
Other revenue – advertising income Decrease due to a delay in the rollout of some sites. A further reduction in income is likely in the December quarterly budget review for the December quarter.	(702)
Decrease in Depreciation Depreciation has been reviewed based on the latest asset valuations and has been reduced overall by \$600k. This has been partially offset by an increase in Right of Use Asset Depreciation for the new recycling truck service contract of \$121k.	484
Increase in Material Goods & Services for Footpath maintenance Required to repair 4 & 5 rated footpath defects. This is future year SRV spending being brought forward (around 3 years worth of spend).	(450)
Offset by a decrease in Material Goods & Services in Heritage Planning for the Protecting Our Heritage SRV project. This expenditure will be spent over the next 3 years to complete the project.	450
Decrease in Borrowing costs Borrowing costs have been adjusted for an estimated 6 months delay in taking out the loan for the Wilberforce Ave, Rose Bay carpark redevelopment project (\$660k reduction in interest) and for the new recycling truck service contract which has resulted in a \$46k increase in Contract Lease expenses.	614

Other Budget Forecast Variations from the September 2024 Quarter Forecast	September Quarter Movement Favourable/ (Unfavourable) \$'000
Increase in Temporary Staff	(798)
Partially offset by reduction in Material Goods & Services	370
Partially offset by reduction in Salaries & wages	150
Partially offset by an increase in DA income	33
Net impact of the above items is \$246k and is across a number of areas: Governance & Risk (+\$79k), Finance (+\$54k), Open Space & Trees (+\$50k), and Property & Projects Management (+\$45k) had the largest increases.	
Material Goods and Services – Open Space & Trees Transferred from the capital budget for projects that are operational in nature and as such are an expense (Sportsfield Turf renovations).	(160)
Increase in Salaries & wages Offset by reduction in Legal Expenses Transfer for the new in-house legal department.	(325) 325
Capital Project - 01978 - Female Friendly Change Rooms at Andrew Petrie Oval – increased expenditure, offset by Funding from the Property Reserve Contribution to Easts Rugby Club per Council resolution on 28 October 2024	(500) 500
Heavy Vehicles Purchases – increased expenditure, offset by Funding from the DWM Reserve Funding from Working funds Price increase for 4 Garbage trucks and 1 Bucher Road Sweeper due to the European market and steel prices.	(429) 335 95

Further notable movements in capital works projects are detailed in the next section.

The recommended forecast variations to the 2024-25 Budget for the September quarter, result in a decrease in the forecast unrestricted current ratio from the original budget of 3.64:1 to 3.60:1 forecast for 30 June 2025.

The unrestricted current ratio provides an indication of the adequacy of working capital and the ability to satisfy obligations in the short term for the unrestricted activities of Council. The OLG benchmark is that the ratio should not fall below 1.5:1 on an ongoing basis. Council's forecast ratio of 3.60:1 is above the OLG benchmark.

Overall, based on projected levels of restricted cash and liquidity, and having regard to the projected estimates of income and expenditure, Council's responsible accounting officer advises that Council's projected financial position at 30 June 2025 remains satisfactory, noting the continuing focus of Council on achieving long term financial sustainability.

Income & Expenses Budget Review Statement

Woollahra Council
Budget review for the quarter ended 30 September 2024
Income & Expenses

	ORIGINAL <u>Approved Changes</u>		REVIS E D Budget (000's)	Recomm e nded changes for Council Resolution (000's)	PROJECTED year end result		ACTUAL YTD (000's)	% of REVISE D Budget
	24/25 Budget (000's)	Revotes (000s)			24/25 (000's)	2024/25 (000's)		
Income								
Rates and annual charges	70,681	0	70,681	0	70,681	70,919	100.3%	
User charges and fees	14,655	0	14,655	91	14,746	4,119	28.1%	
Other revenue	16,941	0	16,941	-702	16,239	3,864	22.8%	
Grants and contributions provided for operating purposes	5,014	103	5,117	130	5,247	622	12.2%	
Grants and contributions provided for capital purposes	2,897	519	3,415	243	3,658	1,678	49.1%	
Interest and investment income	3,223	0	3,223	0	3,223	1,498	46.5%	
Other income	17,920	0	17,920	-42	17,878	4,528	25.3%	
Fair value increment on investment properties	1,200	0	1,200	0	1,200	0	0.0%	
Total Income from continuing operations	132,531	621	133,152	-281	132,871	87,228	65.5%	
Expenses								
Employee benefits and on-costs	53,222	15	53,237	195	53,433	12,268	23.0%	
Materials and services	48,496	1,565	50,061	552	50,613	12,108	24.2%	
Borrowing costs	3,014	0	3,014	-614	2,400	478	15.9%	
Depreciation, amortisation and impairment for non-financial assets	16,948	0	16,948	-484	16,464	4,293	25.3%	
Other expenses	5,041	0	5,041	17	5,059	1,301	25.8%	
Net losses from the disposal of assets	1,685	-735	950	0	950	-23	-2.4%	
Total Expenses from continuing operations	128,406	845	129,251	-333	128,919	30,425	23.5%	
Net Operating Result from continuing operations	4,124	-224	3,900	52	3,952	56,803		
Net Operating Result before Capital Grants & Contributions	1,228	(742)	485	(191)	295	55,125		
Working Funds Reconciliation:								
Net Operating Result from continuing operations				52				
LESS:								
Forecast increase in Capital Expenditure				-1,528				
Transfers to Reserve from Operating				402				
Principal on Loans				292				
Decrease in Depreciation				-484				
ADD:								
Transfers from Reserves for Operating				-402				
Transfers from Reserves for Capital				1,184				
Working Funds Movement				-484				

Notes:
ORIGINAL Budget +/- approved budget changes in previous quarters = REVISED Budget
REVISED Budget +/- recommended changes this quarter = PROJECTED year end result

The Income & Expenses Budget Review Statement presents a revised forecast increase in Council's net operating result from continuing operations of \$0.052m to \$3.952m. When we exclude capital grants & contributions (we exclude them because capital grants and contributions can only be used on capital projects, i.e. not on Council's day to day expenses) the net forecast result is \$0.295m in the net operating result before capital grants & contributions. This is a decrease of (\$0.191m) from the original budget after revotes & rollovers of \$0.485m. A reconciliation between the working funds movement and operating result is provided within the Income & Expenses Statement above.

Recommended quarter forecast changes to the Revised Budget

Budget forecast variations being recommended this quarter include the following material items:

	Proposed variation Fav / (Unfav)		Details of the budget forecast variation
	\$'000	%	
Income			
Rates & Annual Charges	0	0.0%	No material individual items to note.
User Charges & Fees	91	0.6%	Increases in user charges and fees are predominantly due to increased activity levels and include the following items of note: <ul style="list-style-type: none"> • \$55k increase in footpath restoration charges • \$33k increase in Development Application fees
Other Revenue	(702)	(4.1)%	The movement in other revenue is due to the following significant items: <ul style="list-style-type: none"> • \$731k decrease in advertising income for the quarter ended 30 September 2024 due to a delay in the rollout of some sites. A further reduction in income is likely in the December quarterly budget review for the December quarter.
Grants & Contributions provided for Operating Purposes	130	2.5%	Increases in grants & contributions provided for operating purposes include the following item of note: <ul style="list-style-type: none"> • \$209k increase in the Road to Recovery grant income. <p>This was offset by a decrease of:</p> <ul style="list-style-type: none"> • \$126k in the Financial Assistant Grant
Grants & Contributions provided for Capital Purposes	243	7.1%	Increases in grants & contributions provided for capital purposes include the following item of note: <ul style="list-style-type: none"> • \$129k Capital grant for Albemarle Lane, Rose Bay - Shared Zone • \$107k Other Contributions for Vaucluse Bowling Club refurbishment
Interest and investment income	0	0.0%	No material individual items to note.
Other Income	(42)	(0.2)%	The movement in other income includes the following items of note: <ul style="list-style-type: none"> • \$81k decrease in commercial property lease income due to Dunbar House premises being vacant
Fair value increment on investment properties	0	0.0%	No material individual items to note.
Total Income variations	(281)	(0.2)%	
Expenses			

	Proposed variation Fav / (Unfav)		Details of the budget forecast variation
	\$'000	%	
Employee benefits and on- costs	(195)	(0.4%)	<p>Increases in employee benefits include the following items of note:</p> <ul style="list-style-type: none"> \$325k increase in salary costs for the new in-house legal team. This has been offset by a reduction in legal expenses (within Materials & Services) of \$325k. \$44k increase in salary costs in Strategic Planning & Place that is a transfer from Material Goods and Services in relation to the SRV project: 'Protecting Our Heritage' <p>Offset by:</p> <ul style="list-style-type: none"> \$150k transfer to temporary staff in Open Space & Trees (\$112k), Governance & Risk (\$26k) and Strategic Planning & Place (\$12k)
Materials & Services	(552)	(1.1)%	<p>The increase in materials & services include the following items of note:</p> <ul style="list-style-type: none"> \$450k increase in Material Goods & Services in Footpath maintenance to repair 4 & 5 rated footpath defects. This is future year SRV spending being brought forward (around 3 years worth of spend). \$798k increase in temporary staff, of which \$150k was transferred from salaries and wages and \$370k was transferred from Material, Goods & Services. The net increase was \$246k and was across a number of areas: Governance & Risk (+\$79k), Finance (+\$54k), Open Space & Trees (+\$50k), and Property & Projects Management (+\$45k) had the largest increases. \$160k increase in general contracts in Open Space & Trees for Sportsfield Turf renovations. This project has been transferred from the capital budget as it is operational expense in nature and cannot be capitalised to the fixed asset register. \$145k increase in election expenses. The total election costs are \$638k including referendum costs of \$53k. The Election Reserve has \$492k, therefore an additional \$145k is required. \$58k increase in Material Goods & Services for the Library local priority grant. The grant income of \$58k has already been included in the original budget. \$55k increase in Material Goods & Services in Civil Operations, for footpaths maintenance. This expenditure is offset by increased income from footpath restoration charges.

	Proposed variation Fav / (Unfav)		Details of the budget forecast variation
	\$'000	%	
			<ul style="list-style-type: none"> \$50k increase in general consultants in Building & Compliance for the Pool compliance project <p>Offset by:</p> <ul style="list-style-type: none"> \$450k decrease in Material Goods & Services in Heritage Planning for the Protecting Our Heritage SRV project. This expenditure will be spent over the next 3 years to complete the project. \$370k decrease in Material, Goods & Services in I & DT which has been transferred to Temporary staff for the ERP project \$330k decrease in legal expenses in development assessment (\$325k of this has been transferred to salaries in the new in-house legal department)
Borrowing Costs	614	20.4%	<p>Borrowing costs includes the following items of note:</p> <ul style="list-style-type: none"> \$660k decrease in interest on loans. This is due to the loan being taken out for the Wilberforce Ave, Rose Bay carpark redevelopment being delayed by an estimated 6 months. \$46k increase in contract lease expenses due to the new recycling truck contract
Depreciation, amortisation and impairment for non-financial assets	484	2.9%	<p>Depreciation has been reviewed based on the latest asset valuations and has been reduced overall by \$600k.</p> <p>Right of use depreciation has been adjusted for the new recycling truck contract - increase of \$121k.</p>
Other expenses	(17)	(0.3%)	No material individual items to note.
Net losses from the disposal of assets	0	0.0%	No material individual items to note.
Total Expenses variations	333	0.3%	
Total Recommended net change to forecast income and operating expenses	52	1.3%	

Capital Budget Review Statement

The Capital Budget Review Statement below presents recommended changes to both capital expenditure and capital funding. The total increase in capital expenditure arising from recommended changes is \$1.528m, offset by a total funding increase of \$1.528m, resulting in no net change to general revenue required to fund the program of works.

Woollahra Council
Budget Review for the quarter ended 30 September 2024
Capital Budget

	ORIGINAL		Approved Changes		Recommended changes Changes	PROJECTED		% of REVISED Budget
	24/25 Budget (000's)		Revotes (000's)	REVISED Budget (000's)		year end result 24/25 (000's)	ACTUAL YTD 24/25 (000's)	
Capital Funding								
Rates and other untied funding	(7,909)		0	(7,909)	(52)	(7,961)	(6,767)	85.6
Capital Grant	0		(514)	(514)	(136)	(650)	242	-47.1
Roads to Recovery Grant	(275)		0	(275)	(209)	(484)	(296)	107.7
Block Grant ROADS	(75)		(5)	(80)	0	(80)	(79)	99.2
Other Contributions	0		(36)	(36)	(107)	(143)	0	0.0
Transfer from Property Reserve	(1,794)		(2,044)	(3,838)	(472)	(4,310)	(486)	12.7
Transfer from Open Space & Community Facilities	0		(362)	(362)	0	(362)	(10)	2.9
Transfer from Kiaora Reserve	(653)		(323)	(976)	(187)	(1,164)	0	0.0
Transfer from Section 7.12	(3,804)		(3,818)	(7,622)	118	(7,504)	(1,231)	16.1
T/fer from Environmental & Infrastructure Levy	(4,848)		(3,479)	(8,327)	0	(8,327)	(924)	11.1
T/fer from Stormwater management Charge	(540)		(174)	(714)	0	(714)	(50)	7.0
T/fer from Preschool Reserve	0		(28)	(28)	(58)	(87)	(28)	100.0
T/fer From Loan Funds	(22,000)		0	(22,000)	0	(22,000)	0	0.0
Transfer from Computer Reserve	(354)		(51)	(405)	(131)	(537)	(15)	3.7
Transfer from General Reserve	0		(320)	(320)	0	(320)	(5)	1.7
Transfer from Grant Reserve	0		0	0	0	0	0	100.0
Transfer from Section 7.11	0		(169)	(169)	0	(169)	(28)	16.4
Transfer from DWM Reserve	(507)		(787)	(1,294)	(335)	(1,629)	0	0.0
T/fer from Revotes/Rollovers Reserve	0		(3,867)	(3,867)	42	(3,824)	(213)	5.5
Transfer from SRV Reserve	0		(145)	(145)	0	(145)	0	0.0
Computer Equipment Sales	0		0	0	0	0	0	100.0
Passenger Vehicles Sales	(557)		(269)	(826)	0	(826)	(223)	27.1
Light Commercial Vehicle Sales	(101)		(167)	(268)	0	(268)	(28)	10.6
Heavy Vehicles Sales	(236)		(299)	(535)	0	(535)	0	0.0
Misc. Plant/Equip Sales	(30)		0	(30)	0	(30)	(3)	10.9
Total Capital Funding	(43,682)		(16,857)	(60,539)	(1,528)	(62,067)	(10,146)	16.8
Capital Expenditure								
Business Centres Capital	70		0	70	0	70	8	10.9
Traffic Infrastructure	3,080		271	3,351	0	3,351	190	5.7
Flood Plain Management	60		1	61	0	61	65	107.0
Open Space Project Management	105		11	116	(17)	99	59	51.0
Parks & Reserves	1,286		3,390	4,676	29	4,705	884	18.9
Playgrounds	1,034		1,395	2,429	0	2,429	1,123	46.2
Sportsfields	274		42	316	(160)	156	19	6.0
Streetscapes	0		221	221	0	221	129	58.2
Infrastructure Renewal Program	6,807		4,641	11,448	209	11,657	4,410	38.5
Environmental Works Program	1,000		888	1,888	0	1,888	145	7.7
Stormwater Levy Works	797		333	1,130	0	1,130	422	37.3
Computers & Office Equipment	295		54	349	0	349	18	5.1
Commercial/Leased Properties	270		302	572	74	646	10	1.8
Investment Properties	628		323	951	187	1,139	126	13.3
Parks / Ovals Buildings	175		465	640	500	1,140	56	8.7
Depots	63		0	63	(37)	26	26	41.2
Council Offices	290		261	551	(71)	479	151	27.4
Community Facilities	351		207	558	185	743	344	61.6
Library Buildings	75		0	75	(20)	55	0	0.0
Car Parks	22,595		990	23,585	2	23,586	1,183	5.0
Library IT Technology	167		90	257	131	389	0	0.0
Library General	333		0	333	0	333	72	21.6
Library - Paddington	96		0	96	0	96	18	19.3
Plant Replacement Program	3,831		2,974	6,805	516	7,321	663	9.7
Total Capital Expenditure	43,682		16,857	60,539	1,528	62,067	10,146	16.8

Details of Recommended Changes

The following table details by project proposed budget variations that are \$50k or greater recommended in the Capital Budget Review Statement. For a full listing of capital project proposed budget variations refer to **Attachment 3**.

Project No/ Project Name	Current Budget \$'000s	Budget Variation + INCR / (DECR) \$'000s	Revised Budget \$'000s	Detail	Funding Source
01978 - Female Friendly Change Rooms at Andrew Petrie Oval	-	500	500	Contribution to Easts Rugby Club per Council resolution on 28/10/24	Internally Restricted - Property Reserve
Heavy Vehicles Purchases	2,150	429	2,579	Price increase for 4 Garbage trucks and 1 Bucher Road Sweeper due to the European market and steel prices. These are contract tender prices.	Externally Restricted - DWM Reserve \$335k / Working funds \$95k
01862 - Kiaora Place External Rendering & Painting - Building 2	323	192	516	Increase required due to contract tender price.	Internally Restricted - Kiaora Reserve
01711 - Vaucluse Bowling Club - Refurbishment and Upgrade Works	-	107	107	Budget increased as we have received the contribution from SESLHD.	Grants & Contributions
Passenger Vehicles Purchases	536	86	622	Budget increase requested for 1 new vehicle for the Urban Forest Strategy team for \$50k and increased purchase prices on a	Working funds

Project No/ Project Name	Current Budget \$'000s	Budget Variation + INCR / (DECR) \$'000s	Revised Budget \$'000s	Detail	Funding Source
				number of vehicles.	
SRV - Library Community Vending Machines	0	75	75	Project brought forward from 2025- 26.	Internally Restricted - Library Computer Reserve
01777 - Parsley Bay Kiosk & Residence Replace pergola and paving, Re	47	74	121	Increase required due to quotations received.	Internally Restricted - Property Reserve
01851 - Preschool – Extend Staff Room into Kitchen; New Toilet	28	58	87	Increase requested.	Internally Restricted - Preschool Reserve
Upgrade of Library RFID equipment	0	56	56	Increase requested due to quotations received.	Internally Restricted - Library Computer Reserve
01754 - Kiaora Road Double Bay, Forest Rd and Carlotta Rd Road pavement	180	451	631	Over expenditure on this project will be funded from under expenditure on other projects.	Externally Restricted - s.7.12 Developer Contributions \$31k / Internally Restricted - Environment & Infrastructure Levy Reserve \$420k
01974 - Grosvenor Street Woollahra - Edgecliff Road to the LGA	-	180	180	New Project added from Road to Recovery funding.	Grants & Contributions \$166k / Externally Restricted - s.7.12 Developer Contributions \$2k / Working funds \$12k
01977 - Holland Road Bellevue Hill, Warren Road to Northland Road	-	175	175	New Project added from Road to Recovery funding.	Grants & Contributions \$150k / Externally Restricted - s.7.12 Developer Contributions \$25k
00163 - Plan and control	200	(50)	150	Under expenditure	Internally Restricted -

Project No/ Project Name	Current Budget \$'000s	Budget Variation + INCR / (DECR) \$'000s	Revised Budget \$'000s	Detail	Funding Source
the E&IR Program				on this project will be distributed to over expenditure on other projects.	Environment & Infrastructure Levy Reserve
01731 - Olola Avenue Vaucluse, 13- 29 Olola Avenue Road Pavement res	362	(50)	312	Under expenditure on this project will be distributed to over expenditure on other projects.	Internally Restricted - Environment & Infrastructure Levy Reserve
01818 - Collins Avenue , Rose Bay Caledonian Road to End	269	(64)	205	Under expenditure on this project will be distributed to over expenditure on other projects.	Internally Restricted - Environment & Infrastructure Levy Reserve
01894 - March Street Bellevue Hill, Vivian Street to End - Road Pave	300	(50)	250	Under expenditure on this project will be distributed to over expenditure on other projects.	Internally Restricted - Environment & Infrastructure Levy Reserve
01895 - Birriga Road Bellevue Hill, Bundara Road to 4 Birriga Road -	678	(150)	528	Under expenditure on this project will be distributed to over expenditure on other projects.	Internally Restricted - Environment & Infrastructure Levy Reserve
01899 - Manning Road Woollahra Epping Road to Suttie Road - Road Pav	482	(110)	372	Under expenditure on this project will be distributed to over expenditure on other projects.	Externally Restricted - s.7.12 Developer Contributions

Project No/ Project Name	Current Budget \$'000s	Budget Variation + INCR / (DECR) \$'000s	Revised Budget \$'000s	Detail	Funding Source
01901 - William Street Double Bay , Pearce St to Bay St - Road pavem	350	(80)	270	Project complete. Under expenditure on this project will be distributed to over expenditure on other projects.	Working funds
01482 - Major Sports Surface Renovations	160	(160)	-	Transfer budget to the operational budget as it is operational expense in nature (turf renovations) and cannot be capitalised to the fixed asset register.	Externally Restricted - s.7.12 Developer Contributions \$118k / Internally Restricted - Rollover/Revotes Reserve \$42k
01950 - Redleaf - Replace computer room air- conditioning units	80	(72)	8	Project complete.	Internally Restricted - Property Reserve

In addition to the Income and Expenses and Capital Budget Review Statements above, Council's Balance Sheet and Reserve levels summarise the results of the budget review and appear as **Attachments 1 and 2** respectively.

Cash and Investments Budget Review Statement

The Cash and Investments Budget Review Statement combines Council's restricted cash reserves with total cash and investments from the balance sheet to show any impact on unrestricted available cash.

The Cash and Investments Budget Review Statement shown below carries the net total of recommended changes to the budget through to the unrestricted and available cash balances. It also shows the various movements in restricted cash recommended in the Budget Review.

As reported in the Monthly Financial Report presented to the Finance, Community & Services Committee at this meeting, Council's total investment portfolio is invested in accordance with Council's investment policy and the bank reconciliation to 30 September 2024 has been completed.

Woollahra Council
Budget review for the quarter ended 30 September 2024
Cash & Investments

	ORIGINAL	Approved Changes		Recommended changes	PROJECTED	
	24-25 Budget (000's)	Revotes (000s)	REVISED Budget (000's)	for Council Resolution (000's)	year end result 24-25 (000's)	ACTUAL YTD (000's)
Unrestricted	9,122	0	9,122	(484)	8,638	21,114
Externally Restricted						
Section 7.11 Contributions	1,243	(169)	1,074	0	1,074	1,175
Section 7.12 Contributions	5,950	(3,854)	2,096	0	2,096	7,890
Unexpended Grants	0	0	0	0	0	287
Stormwater Levy	180	(174)	6	0	6	177
Domestic Waste	5,195	(787)	4,408	(308)	4,099	5,411
Total Externally Restricted	12,568	(4,984)	7,584	(308)	7,276	14,940
Internally Restricted						
Environmental & Infrastructure Levy	3,941	(3,541)	400	0	400	3,007
Special Rate Variation: Environmental & Infrastructure Levy	218	0	218	0	218	199
Employee Leave Entitlements	7,170	0	7,170	0	7,170	7,170
Plant Replacement	0	0	0	0	0	0
Insurance	683	0	683	0	683	683
Workers Compensation Insurance	436	0	436	0	436	436
Computer	151	(51)	100	0	100	370
Library IT	618	0	618	(131)	487	663
Election	0	0	0	0	0	322
Deposits	46,346	0	46,346	0	46,346	47,133
Preschool	682	(28)	654	(58)	596	587
Property	7,801	(2,258)	5,543	(472)	5,071	9,108
Open Space & Community Facilities	363	(362)	1	0	1	352
Kiaora Place Reserve	5,872	(323)	5,549	(187)	5,362	4,792
Revotes & Rollovers	4,800	(4,317)	483	0	483	4,490
Oxford Street	206	0	206	0	206	206
Open Space Projects	289	(288)	1	0	1	289
Property Development	21	(2)	19	0	19	22
Special Rate Variation (SRV)	1,491	(768)	723	(12)	711	2,252
Urban Forest Strategy (UFS)	3,000	0	3,000	0	3,000	3,000
General Reserve	2,020	(34)	1,986	(14)	1,971	1,588
Total Internally Restricted	86,105	(11,971)	74,134	(876)	73,258	86,667
Total Restricted	98,673	(16,955)	81,718	(1,184)	80,534	101,607
Total cash and investments	107,795	(16,955)	90,840	(1,668)	89,172	122,721
Available Cash	9,122	0	9,122	(484)	8,638	21,114

Notes:

The **available cash** position excludes restricted funds. External restrictions are funds that must be spent for a specific purpose and cannot be used by Council for general operations. Internal restrictions are funds that Council has determined will be used for a specific future purpose.

ORIGINAL Budget +/- approved budget changes in previous quarters = REVISED Budget
REVISED Budget +/- recommended changes this quarter = PROJECTED year end result

Budget Review Contracts and Other Expenses Statement

The Budget Review Contracts and Other Expenses Statement, provided in **Attachment 4**, requires Council to disclose 'Contracts' and 'Consultancy and Legal Expenses' as part of the quarterly Budget Review.

As per requirements set out by the Office of Local Government, the contracts disclosure includes:

- Contracts that were entered into during the quarter under review but have not been fully performed or completed; and
- Have a value equal to or more than \$50,000, (or, 1% of Council's estimated income from continuing operations).

Contracts for employment and contracts entered into from Council's "preferred contracts list" are not included.

The consultancy and legal expenses disclosure shows year to date budget and year to date expenditure for these items.

Options:

Council can resolve to approve the budget changes recommended in this report or choose to resolve in some other manner.

Community Engagement and / or Internal Consultation:

This report has been compiled using information provided by Directors and Managers in relation to their area of budget responsibility.

Policy Implications:

There are no direct policy implications arising from this report.

Financial Implications:

The September 2024 quarterly review forecasts an increase in Council's working funds position for 2024-25 of \$0.428m, comprising of the original budget working funds surplus including rollovers of \$0.911m, and a deficit of (\$0.484m) in this September review.

The September quarterly budget review is a forecast increase in Council's net operating result of \$0.052m from \$3.900m to \$3.952m. When we exclude capital grants & contributions (we exclude them because capital grants and contributions can only be used on capital projects, i.e. not on Council's day to day expenses) the net result is a surplus of \$0.295m in the net operating result before capital grants & contributions. This is a decrease of (\$0.191m) from the original budget after revotes & rollovers of \$0.485m.

The Capital Budget Review Statement shows an increase in capital expenditure of \$1.528m and an offsetting increase in funding of \$1.528m. Changes giving rise to these variations have been detailed in the report.

The Balance Sheet (**Attachment 1**) shows Unrestricted Current Ratio of 3.60:1 with a working funds position at 30 June 2025 of \$5.615m.

Resourcing Implications:

Resourcing implications are outlined within the report. Budget changes recommended in relation to resourcing implications have been managed against other budget recommended changes.

Conclusion:

As noted throughout this report, the September quarterly budget review is a forecast increase in Council's net operating result of \$0.052m from \$3.900m to \$3.952m. When we exclude capital grants & contributions (we exclude them because capital grants and contributions can only be used on capital projects, i.e. not on Council's day to day expenses) the net result is a surplus of \$0.295m in the net operating result before capital grants & contributions. This is a decrease of (\$0.191m) from the original budget after revotes & rollovers of \$0.485m. The Capital Budget Review Statement shows an increase in capital expenditure of \$1.528m and an offsetting increase in funding of \$1.528m. Changes giving rise to these variations have been detailed in the report.

Having regard to the original estimates of income and expenditure, and the proposed variations, the projected restricted cash levels and liquidity position indicate at this point in time that Council's overall forecast financial position will remain satisfactory at 30 June 2025.

Attachments:

1. Forecast Balance Sheet as at 30 Sep 2024
2. Forecast 30 June 2025 Reserve Levels as at 30 Sep 2024
3. Budget Review Contracts and Other Expenses Statement 30 Sep 2024
4. Capital Budget Proposed Project Variations as at 30 Sep 2024

BUDGET 2024-25
Balance Sheet

	Actual 23-24	23-24 Revotes	Revote & Rollovers into 24-25	24-25 Budget	Original Budget & Revotes	September Review 24-25	September Review 24-25
Current Assets							
Cash & Investments	110,449,678	(16,954,902)	93,494,776	(2,654,698)	90,840,078	(1,667,811)	89,172,267
Receivables	7,995,611		7,995,611		7,995,611		7,995,611
Inventories	306,961		306,961		306,961		306,961
Other	1,467,904		1,467,904		1,467,904		1,467,904
	120,220,153	(16,954,902)	103,265,252	(2,654,698)	100,610,554	(1,667,811)	98,942,742
Current Liabilities							
Payables	60,326,444		60,326,444		60,326,444		60,326,444
Interest Bearing Liabilities	3,476,264		3,476,264	188,926	3,665,191	291,772	3,956,963
Provisions	12,407,606		12,407,606	840,143	13,247,749		13,247,749
Other	2,217,084		2,217,084		2,217,084		2,217,084
	78,427,397	0	78,427,397	1,029,070	79,456,467	291,772	79,748,239
NET CURRENT ASSETS	41,792,756	(16,954,902)	24,837,854	(3,683,768)	21,154,086	(1,959,583)	19,194,503
Non-Current Assets							
Receivables	136,068		136,068		136,068		136,068
Inventories & Other Assets	234,464		234,464	(209,810)	24,654		24,654
Investment Properties	184,750,000		184,750,000	1,200,000	185,950,000		185,950,000
Property, Plant & Equipment	1,085,273,935	16,730,924	1,102,004,858	24,239,245	1,126,244,104	2,011,688	1,128,255,792
	1,270,394,468	16,730,924	1,287,125,391	25,229,435	1,312,354,827	2,011,688	1,314,366,515
Non-Current Liabilities							
Interest Bearing Liabilities	53,044,370		53,044,370	17,742,511	70,786,881		70,786,881
Provisions	496,930		496,930		496,930		496,930
Other	0		0		0		0
	53,541,299	0	53,541,299	17,742,511	71,283,811	0	71,283,811
NET ASSETS	1,258,645,924	(223,978)	1,258,421,946	3,803,156	1,262,225,102	52,105	1,262,277,207
EQUITY							
Opening Equity	582,587,604		596,344,212		596,344,212		596,344,212
Asset Revaluation Reserves	662,301,712		662,301,712		662,301,712		662,301,712
Operating Result	13,756,608		(223,978)		3,579,178		3,631,283.1
Closing Equity	1,258,645,924	0	1,258,421,946	0	1,262,225,103	0	1,262,277,207
Working Funds							
Current Assets	41,792,756		24,837,854		21,154,086		19,194,503
ADD:							
Current Prov'n for ELE	12,407,606		12,407,606		13,247,749		13,247,749
Current Deposits	50,552,000		50,552,000		50,552,000		50,552,000
Current Loan Liability	3,476,264		3,476,264		3,665,191		3,956,963
LESS:							
External Restrictions	(13,759,830)		(8,775,831)		(7,583,641)		(7,275,518)
Internal Restrictions	(88,479,121)		(76,508,219)		(74,134,288)		(73,258,377)
Restricted Receivables & Provisions	(801,893)		(801,893)		(801,893)		(801,893)
	5,187,782	0	5,187,782	0	6,099,204	0	5,615,427
Movement in Working Funds			0		911,422		(483,777)
Unrestricted Current Ratio	4.42		3.92		3.69		3.60
Current Assets - External Restrictions	105,023		93,052		91,590		90,230
Current Liabilities - Restricted Liabilities	23,766		23,766		24,795		25,087

WOOLLAHRA MUNICIPAL COUNCIL
Forecast Restricted Cash Balances - 30th June 2025

Externally Restricted Cash		REVOTES		ORIGINAL BUDGET & REVOTES				SEPTEMBER REVIEW			
Purpose	Restricted Cash Balance Jun 24	Transfers From	Closing Balance Jun 25	Transfer To	Interest Earned	Transfers From	Closing Balance Jun 25	Transfer To	Interest Earned	Transfers From	Closing Balance Jun 25
Section 7.11 Contributions	1,203,189	169,170	1,034,019		40,000		1,074,019				1,074,019
Section 7.12 Contributions	7,224,212	3,854,276	3,369,936	2,821,500	200,000	4,295,569	2,095,867				2,095,867
Unexpended Grants	0		0				0				0
Stormwater Levy	227,228	173,553	53,675	492,500		540,000	6,175				6,175
Domestic Waste:											
General Reserve	4,114,378	787,000	3,327,378	500,000		507,050	3,320,328	26,709		334,832	3,012,205
Employee Leave Entitlements	990,822		990,822	96,429			1,087,251				1,087,251
	13,759,830	4,983,999	8,775,831	3,910,429	240,000	5,342,619	7,583,641	26,709	0	334,832	7,275,518
Internally Restricted Cash											
Purpose	Restricted Cash Balance Jun 24	Transfers From	Closing Balance Jun 25	Transfer To	Interest Earned	Transfers From	Closing Balance Jun 25	Transfer To	Interest Earned	Transfers From	Closing Balance Jun 25
Environmental & Infrastructure Levy	3,932,049	3,540,815	391,234	5,136,735		5,128,000	399,969				399,969
Special Rate Variation: Environmental & Infrastructure Levy	198,500		198,500	482,138		463,050	217,588				217,588
Employee Leave Entitlements	7,169,659		7,169,659				7,169,659				7,169,659
Plant Replacement	128		128				128				128
Insurance	682,663		682,663				682,663				682,663
Workers Compensation Insurance	435,894		435,894				435,894				435,894
IT Reserve											
General Reserve	385,464	51,000	334,464			234,464	100,000				100,000
Library IT	662,632		662,632	75,405		120,000	618,037			131,476	486,561
Election	321,536		321,536			321,536	0				0
Deposits	46,346,167		46,346,167				46,346,167				46,346,167
Preschool											
General Reserve	442,054	28,330	413,724	36,146			449,870			58,314	391,556
Employee Leave Entitlements	173,741		173,741	30,314			204,055				204,055
Property	9,594,723	2,257,737	7,336,986			1,794,000	5,542,986			472,426	5,070,560
Open Space & Community Facilities	362,638	361,954	684				684				684
Kiaora Place Reserve	4,792,207	323,315	4,468,892	2,094,236		1,014,090	5,549,038			187,245	5,361,793
Loan Funds	0		0	22,000,000		22,000,000	0				0
Revotes & Rollovers	4,799,802	4,316,609	483,193				483,193				483,193
Oxford Street Placemaking	205,529		205,529				205,529				205,529
Open Space Projects	288,597	287,829	768				768				768
Property Development	20,960	1,960	19,000				19,000				19,000
Special Rate Variation (SRV)	2,661,863	767,516	1,894,347	4,218,622		5,389,837	723,132			12,000	711,132
Urban Forest Strategy (UFS)	3,000,000		3,000,000				3,000,000				3,000,000
General Reserve											
Public Art Gallery	326,120		326,120				326,120				326,120
FAG Prepayment	1,633,013		1,633,013	2,061,645		2,047,195	1,647,463	414,182		428,632	1,633,013
Old Section 94	27,498	27,498	0				0				0
General	15,683	6,340	9,343	3,000			12,343				12,343
	88,479,121	11,970,903	76,508,219	36,138,241	0	38,512,172	74,134,288	414,182	0	1,290,093	73,258,377
Total Restricted Cash	102,238,951	16,954,902	85,284,049	40,048,670	240,000	43,854,791	81,717,929	440,891	0	1,624,925	80,533,895

Woollahra Council

Budget review for the quarter ended - 30 September 2024

Contracts

Contractor	Contract detail & purpose	Contract value (\$) (Incl. GST)	Commencement date	Duration of contract	Budgeted (Y/N)	Explanation if not included in the budget
Extent	Woollahra Arts and Crafts Study	\$116,237.00	4/09/2024	1 year	Y	
The Exceed Creative Trust	Christmas decorations for Double Bay LGA	\$114,883.45	5/08/2024	2 years	Y	
SGS Economics & Planning	Woollahra Affordable Housing Contributions Scheme Project	\$65,604.00	23/9/2024	1 year	Y	
State Civil	Footpath, Kerb & Gutter, Driveways Renewal - Warren Road Bellevue Hill	\$135,751.00	2/10/2024	4 weeks	Y	
Wardrope & Carroll Engineering P/L	SC8015 Coastal Fence Repairs FY 2024-2025	\$145,248.40	3/08/2024	Up to 6 months	Y	
Bucher Municipal Pty Ltd	Supply and Delivery of 2 (Two) units 20 m3 Rear Loader Garbage Compactor	\$1,286,877.56	19/07/2024	N/A	Y	
Bucher Municipal Pty Ltd	Supply and Delivery of Compact Footpath Sweeper	\$263,597.79	19/07/2024	N/A	Y	
SMEC Australia Pty Ltd	Woollahra Environmental and Biodiversity Monitoring 2024/25	\$65,978.00	1/08/2024	1 year	Y	

Notes

1. Minimum reporting level is 1% of estimated income from continuing operations or \$50,000 whichever is the lesser.
2. Contracts to be listed are those entered into during the quarter and have yet to be fully performed, excluding contractors that are on Council's preferred supplier list).
3. Contracts for employment are not required to be included.

4. Where a contract for services etc was not included in the budget, an explanation is to be given (or reference made to an explanation in another Budget Review Statement).

This disclosure forms part of Woollahra Council's Quarterly Budget Review and should be read in conjunction with other documents in the Quarterly Budget Review.

Woollahra Council

Budget review for the quarter ended - 30 September 2024

Consultancy and Legal expenses

Expense	Budget YTD \$	Expenditure YTD \$	Budgeted (Y/N)
Consultancies	640,936	269,738	Y
Legal Fees	1,635,632	591,806	Y
Total Consultancies & Legal Fees	2,276,568	861,544	

Definition of consultant:

A consultant is a person or organisation engaged under contract on a temporary basis to provide recommendations or high level specialist or professional advice to assist decision-making by management. Generally it is the advisory nature of the work that differentiates a consultant from other contractors.

NOTES:

Council engages consultants as part of delivering capital projects but does not budget specifically for them, rather budgets for the project as a whole. To avoid distorting budget and year to date expenditures above, they have been limited to Council's operating budget.

Where any expenses for Consultancy or Legal fees have not been budgeted for, an explanation is provided below:

N/A

This disclosure forms part of Woollahra Council's Quarterly Budget Review and should be read in conjunction with other documents in the Quarterly Budget Review.

Capital Budget Proposed Project Variations as at 30 September 2024

The following table details by project the proposed budget variations that are recommended in the Capital Budget Review Statement.

Project No	Project Name	Budget Variation + INCR / (DECR) \$'000s	Detail	s.7.12 Developer Cont'ns \$'000s	Externally Restricted \$'000s	Internally Restricted \$'000s	Grants & Cont'ns \$'000s	Working Funds \$'000s
BUDGET FUNDING REALLOCATION BETWEEN PROJECTS / FUNDING SOURCES								
00054	POS Project Management	(17)	Budget transferred to PR 01871	(17)				
01867	Soudan Street reserve accessibility upgrade - Landscape improvement	(7)	Budget transferred to PR 01871			(7)		
01871	RHWP landscape improvements - RHWP terracing, weed matting an	24	Budget transferred from PR 01867 (\$7k) and PR 00054 (\$17k).	17		7		
E016	SRV - AV Upgrade Paddington	(21)	Budget transferred to E018 SRV AV upgrade Watsons Bay Library			(21)		
E018	SRV - AV Upgrade Watsons Bay	21	Budget transferred from E016 SRV AV upgrade Paddington Library			21		
00163	Plan and control the E&IR Program	(50)	Under expenditure on this project will be distributed to over expenditure on other projects.			(50)		
01646	Reconophelt - Accelerated program of road re-sheeting with	11	Over expenditure on this project will be funded from under expenditure on other projects.	11				
01664	6 Pringle Place-Stabilisation of a Council owned rock face a	3	Over expenditure on this project will be funded from under expenditure on other projects.			3		
01731	Olola Avenue Vaucluse, 13-29 Olola Avenue Road Pavement res	(50)	Under expenditure on this project will be distributed to over expenditure on other projects.			(50)		
01754	Kiaora Road Double Bay, Forest Rd and Carlotta Rd Road pavem	451	Over expenditure on this project will be funded from under expenditure on other projects.	31		420		
01793	Parsley Bay - SwimmingNet Replacement Works Net and Pylon Re	16	Over expenditure on this project will be funded from under expenditure on other projects.	16				

Project No	Project Name	Budget Variation + INCR / (DECR)	Detail	s.7.12 Developer Cont'ns	Externally Restricted	Internally Restricted	Grants & Cont'ns	Working Funds
01818	Collins Avenue , Rose Bay Caledonian Road to End	(64)	Under expenditure on this project will be distributed to over expenditure on other projects.			(64)		
01827	Ocean St, Forth Street to Wellington Street	30	Over expenditure on this project will be funded from under expenditure on other projects.	30				
01828	Hopetoun Avenue, Vaucluse, near No.10-12 Hopetoun Avenue	(12)	Project completed. Under expenditure on this project will be distributed to over expenditure on other projects.			(12)		
01894	March Street Bellevue Hill, Vivian Street to End - Road Pave	(50)	Under expenditure on this project will be distributed to over expenditure on other projects.			(50)		
01895	Birriga Road Bellevue Hill, Bundara Road to 4 Birriga Road -	(150)	Under expenditure on this project will be distributed to over expenditure on other projects.			(150)		
01899	Manning Road Woollahra Epping Road to Suttie Road - Road Pav	(110)	Under expenditure on this project will be distributed to over expenditure on other projects.	(110)				
01901	William Street Double Bay , Pearce St to Bay St - Road pavem	(80)	Project complete. Under expenditure on this project will be distributed to over expenditure on other projects.					(80)
01902	Boundary Street Paddington, Campbell Avenue to 142 Boundary	13	Over expenditure on this project will be funded from under expenditure on other projects.	13				
01906	Duxford Street Paddington, Broughton Street to Gurner Street	0.5	Over expenditure on this project will be funded from under expenditure on other projects.			0		
01907	Sutherland Avenue Paddington, Elizabeth St to Forbes Street	(25)	Under expenditure on this project will be distributed to over expenditure on other projects.	(25)				
01910	Olola Avenue Vaucluse Wentworth Road to 13 Olola Avenue	(48)	Under expenditure on this project will be distributed to over expenditure on other projects.			(48)		
01912	Artlett Street Edgecliff, South Street to End - Road	1	Over expenditure on this project will be funded from under expenditure on other projects.	1				
01913	Bellevue Road (Left) Bellevue Hill, Fairweather Road to	6	Over expenditure on this project will be funded from under expenditure on other projects.	6				
01914	Gurner Street Paddington, Cascade Street to Norfolk Street	(15)	Under expenditure on this project will be distributed to over expenditure on other projects.				(24)	9

Project No	Project Name	Budget Variation + INCR / (DECR)	Detail	s.7.12 Developer Cont'ns	Externally Restricted	Internally Restricted	Grants & Cont'ns	Working Funds
01915	Conway Avenue, Carlisle Street to End - Road Pavement	(25)	Under expenditure on this project will be distributed to over expenditure on other projects.				(58)	33
01974	Grosvenor Street Woollahra - Edgecliff Road to the LGA	180	New Project added from Road to Recovery funding.	2			166	12
01977	Holland Road Bellevue Hill, Warren Road to Northland Road	175	New Project added from Road to Recovery funding.	25			150	
01916	Myall Avenue Vaucluse, John Dykes Avenue to Old South Head	0	Funding source changed.				(26)	26
01887	Albemarle Lane, Rose Bay - Shared Zone	0	Funding source changed due to capital grant funding obtained				129	(129)
01633	Cooper Park Community Hall	0	Funding source changed.			5	(5)	
TOTAL BUDGET FUNDING REALLOCATION BETWEEN PROJECTS/ FUNDING SOURCES		209	Additional Grant funding obtained	0	0	5	333	(129)
INCREASE IN CAPITAL WORKS BUDGET								
001978	Female Friendly Change Rooms at Andrew Petrie Oval	500	Contribution to Easts Rugby Club per Council resolution on 28/10/24			500		
	Heavy Vehicles Purchases	429	Price increase for 4 Garbage trucks and 1 Bucher Road Sweeper due to the European market and steel prices. These are contract tender prices.		335			95
01862	Kiaora Place External Rendering & Painting - Building 2	192	Increase required due to contract tender price.			192		
01711	Vaucluse Bowling Club – Refurbishment and Upgrade Works	107	Budget increased as we have received the contribution from SESLHD.				107	
	Passenger Vehicles Purchases	86	Budget increase requested for 1 new vehicle for the Urban Forest Strategy team for \$50k and increased purchase prices on a number of vehicles.					86
	SRV - Library Community Vending Machines	75	Project brought forward from 2025-26.			75		

Project No	Project Name	Budget Variation + INCR / (DECR)	Detail	s.7.12 Developer Cont'ns	Externally Restricted	Internally Restricted	Grants & Cont'ns	Working Funds
01777	Parsley Bay Kiosk & Residence Replace pergola and paving, Re	74	Increase required due to quotations received.			74		
01851	Preschool – Extend Staff Room into Kitchen; New Toilet	58	Increase requested.			58		
	Upgrade of Library RFID equipment	56	Increase requested due to quotations received.			56		
01786	E J Ward Centre External brick repairs, Replace timber stair	20	Increase for repointing variation.			20		
01864	Lower Cooper Park cricket nets - Upgrade and relocate Lower	15	\$15k grant income from Cricket Australia				15	
01933	Kiaora Place - Wet Weather Safety Entry Floor Mats replace	5	Increase requested due to quotations received.			5		
01701	4801 - Cross Street-Remedial works	2	Project complete			2		
01641	Redleaf refurbishment works	1	Project complete			1		
01926	Kiaora Place - Landscaping	1	Minor variation.			1		
01840	Colleagues - Upgrade for female friendly change rooms	0.1	Project complete			0.1		
TOTAL INCREASE IN CAPITAL WORKS		1,622		0	335	984	122	181
DECREASE IN CAPITAL WORKS BUDGET								
01482	Major Sports Surface Renovations	(160)	Transfer budget to the operational budget as it is operational expense in nature (turf renovations) and cannot be capitalised to the fixed asset register.	(118)		(42)		
01950	Redleaf - Replace computer room air-conditioning units	(72)	Project complete.			(72)		
01948	Fletcher St Depot - Install concrete stormwater swale	(37)	Project complete			(37)		
01970	Watsons Bay Library - Carpet replacement	(20)	Project deferred.			(20)		

Project No	Project Name	Budget Variation + INCR / (DECR)	Detail	s.7.12 Developer Cont'ns	Externally Restricted	Internally Restricted	Grants & Cont'ns	Working Funds
01934	Kiaora Place - Height Safety Rooftop Access Compliance Upgra	(10)	Quotes received were lower.			(10)		
01682	New/additional street planter boxes in business centres thro	(3)	Grant funding adjustment				(3)	
TOTAL DECREASE IN CAPITAL WORKS		(302)		(118)	0	(181)	(3)	0
TOTAL VARIATIONS		1,528		(118)	335	807	452	52

Item No: 6.5
Subject: **Peaker Lane, Woollahra - Appearance and Cleanliness**
Author: James Granter, Coordinator Economic Development
Anne White, Manager Strategic Planning & Place
Emilio Andari, Manager Engineering Services
Approver: Scott Pedder, Director Planning & Place
Tom O'Hanlon, Director Infrastructure & Sustainability

Purpose of the Report:

To provide an update to Council on the proposed upgrade works to Peaker Lane, Woollahra.

Alignment to Delivery Program:

9.1 Collaborating to achieve positive outcomes in our local centres which are hubs for jobs, shopping, dining and entertainment.

Recommendation:

THAT Council:

- A. Notes the staff action taken, and feedback received from property owners backing onto Peaker Lane, Woollahra (between Spicer Street and Holdsworth Street).
- B. Endorses the reallocation of \$30,000 from the Placemaking budget for townscaping initiatives to the Capital Works budget to re-sheet the road surface in Peaker Lane, Woollahra, between Spicer Street and Holdsworth Street.

Executive Summary:

Peaker Lane, Woollahra, is an important service lane for businesses in part of Queen Street, and is also well used as a pedestrian corridor by the local community.

On 6 March 2023 in response to a Notice of Motion, a report was presented to the Finance, Community and Services Committee with a draft proposal which involved painting the rear of private properties that back onto Peaker Lane (between Spicer Street and Holdsworth Street), being 11 properties from 130 to 150 Queen Street. On 27 March 2023, Council resolved to consider including a sum of \$30,000 in the draft 2023/2024 Budget as Council's contribution to townscaping initiatives in Peaker Lane, noting that works or financial contributions will be required from affected property owners for rectification works.

The affected property owners were contacted by mail, email and phone (on multiple occasions). However, no property owners agreed to fund and conduct the necessary rectification work on their properties to facilitate the townscaping initiatives.

As a well used thorough fare for pedestrians and service lane for businesses, Council staff recommend that the funds of \$30,000 be instead used to resheet this section of the laneway. This will improve the appearance of the laneway and increase serviceability for pedestrians and businesses. The estimated cost of the re-sheeting is \$37,000 which can be funded from the reallocation of the \$30,000 and an additional \$7,000 available from the existing Capital Works Infrastructure Renewal Program.

Discussion:

Peaker Lane is an important service lane for businesses operating in Queen Street and is used as a pedestrian corridor by the local community. On 14 November 2022 Council resolved to investigate and provide a report as to the estimated cost, timing and viability of options in relation to improving the appearance and cleanliness of Peaker Lane, between Spicer Street and Holdsworth Street, Woollahra.

In response, a report was presented to the Finance, Community and Services Committee on 6 March 2023, with a draft proposal which involved three options to paint the rear of private properties that front Peaker Lane, between Spicer Street and Holdsworth Street, being 11 properties from 130 to 150 Queen Street (see *Attachments 1 & 2*). In response, on 27 March 2023 Council resolved as follows:

THAT Council:

- A. *Notes the actions contained in the report which have already taken place or are proposed to take place in relation to improving the amenity in Peaker Lane, Woollahra between Spicer Street and Holdsworth Street.*
- B. *Resolves to consider inclusion of a sum of \$30,000 in the draft 2023/2024 Budget as Council's contribution to townscaping initiatives in Peaker Lane, noting that works or financial contributions will likely be required from affected property owners.*

In order for the townscaping to be implemented, approval is required from property owners to allow Council to paint the surface. However, in order to facilitate these painting works, certain rectification works would also be required to address the faults within the building fabric of some of these private properties.

To facilitate this project, and supported by the Queen Street and West Woollahra Association (QSWWA), multiple site visits were conducted by Council staff to photograph and assess the building works required by the owners.

Having reviewed the condition of the buildings, some of the required rectification works include:

- Cement rendering of brickwork;
- Replacement of missing panels;
- Addition of down pipes to roof guttering;
- Cleaning of building surface and garage doors;
- Any other rectification work to provide a clean, flat and uniform surface.

The 11 affected property owners were contacted by letter, email and phone to alert them to this project (some on multiple occasions). Council staff sought permission to paint the rear of their private property and requested that the necessary rectification works be conducted. However, in response to this correspondence:

- No property owners agreed to conduct the required rectification works;
- Two property owners do not support the project and would not give consent to paint their property;
- Six owners failed to respond.

Due to the lack of support from the land owners, the proposed townscaping initiative is unable to proceed.

Options:

Townscaping options in Peaker Lane are limited due to the width of the laneway and its primary use as a service lane. However, having consulted with staff from the Infrastructure Assets Team, it is understood that the road surface of this part of Peaker Lane is rated as poor and 'Condition 4'.

The section is 55 metres in length and used by heavy vehicles as a service lane. Funds from the Capital Works Infrastructure Renewal Program are regularly used to re-sheeting public roads, and in this case, to address the poor condition of the laneway.



Figure 1: Photo of Peaker Lane supplied 11 October 2024

Accordingly, staff recommend that the budgeted funds of \$30,000 is redirected to resheet the road surface in this section of Peaker Lane. This will improve the appearance of the laneway whilst also increasing the serviceability for pedestrians and businesses.

Having informed the QSWWA of the outcome of the consultation with the affected businesses, they support the recommendation to resheet the road surface at this location.

The estimated cost of re-sheeting the road surface is \$37,000 which can be funded from the reallocation of the \$30,000, plus an additional \$7,000 available from the existing 2024/2025 Capital Works Infrastructure Renewal Program.

Community Engagement and / or Internal Consultation:

Community engagement was undertaken with the following:

- The Queen Street and West Woollahra Association
- The owners of 130, 132, 134, 136,138, 140,142, 144, 146, 148 and 150 Queen St, Woollahra

Internal consultation took place with staff across Infrastructure & Sustainability and Planning & Place.

Policy Implications:

There are no policy implications as a result of this report.

Financial Implications:

Should Council resolve to endorse the reallocation of \$30,000 from the Placemaking budget to resheet Peaker Lane (between Spicer Street and Holdsworth Street), the existing budget of \$30,000 will be reallocated to the 2024/2025 Capital Works budget to complete this project. It is estimated that an additional \$7,000 will be required, which will be funded from existing funds in the 2024/2025 Capital Works Infrastructure Renewal Program.

Resourcing Implications:

Should Council resolve to endorse the reallocation of \$30,000 to resheet the road in Peaker Lane, Woollahra, between Spicer Street and Holdsworth Street, Council staff will engage contractors to resheet the road with new asphalt.

Conclusion:

The proposed painting and townscaping upgrades to part of Peaker Lane required agreement from property owners to rectify their property in preparation for painting. However, no such agreements were provided. Accordingly, the townscaping project cannot proceed.

As the condition of the road surface in this part of Peaker Lane is of a poor standard, Council staff recommend using the \$30,000 to resheet the road surface to improve the appearance and accessibility of the laneway for pedestrians and local businesses.

Attachments:

1. Report to the Finance, Community & Services Committee meeting of 6 March 2023
2. Peaker Lane Proposal - Caper X and The Curators Department - Townscaping - redacted version for Council FCS Committee report on 6 March 2023

Item No: R8 Recommendation to Council
Subject: **PEAKER LANE - APPEARANCE AND CLEANLINESS**

Author: Tom O'Hanlon, Director Infrastructure & Sustainability
Approver: Craig Swift-McNair, General Manager
File No: 23/35277
Purpose of the Report: To respond to a Notice of Motion regarding the appearance of Peaker Lane, Woollahra.
Alignment to Delivery Program: Strategy 9.1 Collaborating to achieve great placemaking outcomes in our local centres which are hubs for jobs, shopping, dining, entertainment, and community activities.

Recommendation:

That Council:

- A. Notes the actions contained in the report which have already taken place or are proposed to take place in relation to improving the amenity in Peaker Lane, Woollahra between Spicer Street and Holdsworth Street.
- B. Resolves to consider inclusion of a sum of \$30,000 in the draft 2023/2024 Budget as Council's contribution to townscaping initiatives in Peaker Lane, noting that works or financial contributions will likely be required from affected property owners.

Executive Summary:

At the meeting 14 November 2022, in response to a Notice of Motion (NoM), Council resolved as follows:

THAT Council:

Investigate and provide a report as to the estimated cost, timing and viability of the following options in relation to improving the appearance and cleanliness of Peaker Lane between Spicer Street and Holdsworth Street, Woollahra;

- A. Installation of vertical planter boxers;*
- B. Townscaping, including the commission of street art or uniform painting of the rear of buildings;*
- C. More frequent street cleaning;*
- D. Waste storage solutions;*
- E. Requirements as to the storage of waste bins in the lane; and*
- F. Issuing notices for unauthorised works and requirements for repairs.*

In response to the Council resolution, relevant Council staff have collaborated in developing actions to improve the appearance of Peaker Lane. This report outlines actions undertaken to date and proposed into the future, along with costings and resource implications.

Discussion:

In developing the response to the above-mentioned NoM, staff first identified a series of key parameters and objectives to guide our recommendations and these are:

1. The critical and ongoing function of Peaker Lane as a service corridor for the adjacent retail businesses fronting Queen Street.

2. The need to achieve a balance between service needs and the increasing role of the lane as a pedestrian thoroughfare.
3. The inherent role of adjacent business operators and landowners in achieving desired outcomes.

Staff observations in regard to the prevailing environment in the lane and actions in response, are addressed below under the headings of:

- Waste storage
- Cleaning
- Townscaping
- Building Compliance

Waste Storage

Initial staff observations around waste storage were that while there was an issue with the numbers of commercial bins left in the laneway for prolonged periods, it was apparent that storage capacity was available within all commercial properties. Consequently, Council staff have visited businesses and discussed the importance of timely returning of bins to internal storage areas.

More recent observations by staff are that the level of compliance with this is much improved and with the exception of one business, bins are being returned to internal storage areas and the associated roller shutters are being kept closed. It is noted that staff discussions with the business referenced above have been limited and at a relatively junior level. Staff are seeking to have further discussions at a more senior level at the time of writing this report.

Staff do not believe that further generalised action is required in regard to bin storage other than continued monitoring and discussion with business operators as needed.

The other issue with storage relates to plastic milk crates. These are consistently left in the laneway and are used by staff of adjacent businesses during breaks as seating etc. Further discussions are required with business operators regarding the management of this issue.

Cleaning

The perception of poor cleanliness in the laneway relates to the presence of litter / debris and staining of the road surface.

Levels of general litter in the lane do not appear to be in excess of expectations for a laneway such as this. Historically, litter has been managed through a weekly street sweep, which occurs each Tuesday. It is now proposed that cleaning staff will also visit on a daily basis, in conjunction with cleaning and bin inspections in Queen Street, to carry out an inspection and litter pick up as needed.

There is however a specific litter issue relating to the use of the laneway by retail staff during breaks. There is a reasonably consistent pattern of localised litter in the form of cigarette butts, food wrappers and drink containers being left in the lane after breaks. It is recognised that Council cleaning frequencies are not sufficient to deal with this and it is our view that the issue is most appropriately managed by relevant business operators. Initially, staff will undertake further discussions with business operators regarding their staff behaviour and if those discussions do not deliver material improvement, more formal compliance action will be investigated.

The staining of the road surface, primarily through spills during food delivery and waste collection, contributes to the perception of uncleanliness in the lane.

Since November 2022, staff have trialled regular pressure cleaning of the road surface using existing Council resources and equipment. These pressure cleans have been undertaken at approximately three week intervals and in each case required staff to be present for between 1-2 hours. The outcome has been that there is a cumulative improvement to cleanliness but there remains an issue with greasy food stains in the road.

Consequently, staff have opted to trial the use of an external resource to undertake steam cleaning of the lane. This work is scheduled for late in the week commencing 27 February and the results should be available for a verbal update to the Finance, Community & Services Committee meeting being held on 6 March 2023. If staff observe a material benefit deriving from steam cleaning, consideration will be given to undertaking this on a quarterly basis, noting that the cost per clean is in the order of \$1000.

Townscaping

It is recognised that the most significant factor in the current ambience of the laneway is the disjointed appearance and variable condition of the rear of those properties which front Queen Street and back on to the lane. (See images within the *Peaker Lane Proposal* at Attachment 1).

It is also recognised that, consistent with the historic status of the lane as a service corridor, it is not surprising that the rear of these properties have not enjoyed the same level of attention from business owners and property owners as the 'front of house' in Queen Street.

To explore opportunities to address this aspect of the lane's appearance, staff sought a proposal from Caper X and The Curators Department, the team who have recently undertaken works to great effect in the laneways of Rose Bay. Their proposal, which includes three options with preliminary cost estimates ranging from \$15,800 to \$26,600 can be found at Attachment 1.

It is the view of Council staff that the proposal provides an exciting opportunity to profoundly improve the amenity of the lane. It is stressed however that all options within the proposal are contingent upon the prior rectification of faults within the building fabric of private properties. These rectification works have not been costed and it is unlikely that such work would be funded or carried out by Council and would instead rely on the co-operation of property owners, as this is all private property.

It is intended as a next step that staff liaise with property owners with the aim of ensuring co-operation with necessary building rectification work and granting of authority for Council to undertake painting work post building rectification.

Pending a successful outcome of discussions with property owners, broader consultation with affected stakeholders should occur prior to selecting a preferred scheme, if Council is of a mind to move forward with the proposal as found at Attachment 1.

Building Compliance

Following the meeting of Councillors, staff and community representatives on 27 October 2022, Compliance staff have commenced the process of issuing notices for the repair of private building works. In one instance, the owners of a rear garage fronting the lane have provided a structural engineers report which identifies the method for repairing the heritage listed building. Approvals are being obtained and the owners have committed to repairing the wall. Council staff are monitoring their progress.

Options:

Council may resolve in line with the recommendation/s as included in this report or Council may choose to resolve in some other manner.

Community Engagement and / or Internal Consultation:

On 27 October 2022, Councillors and senior Council staff met on site in Peaker Lane with representatives of the Queen Street West Woollahra Association. The NoM to which this report responds derives from that meeting.

Subsequently, internal consultation between members of the Infrastructure and Sustainability Division (Director, Manager Civil Operations, Team Leaders of Cleansing and Commercial Waste) and members of the Planning and Place Division (Director, Manager Strategic Planning and Place, Manager Legal Compliance and Enforcement, Coordinator Economic Development) and the General Manager has informed the drafting of this report.

Should Council resolve to proceed with funding for townscaping initiatives as outlined above, it is intended that further engagement, initially with directly affected property owners and then with broader stakeholders, will be undertaken in refining and finalizing a preferred scheme.

Policy Implications:

There are no policy implications as a result of this report.

Financial Implications:

Council's required contribution to the townscaping initiatives and additional steam cleaning works as outlined in this report will be in the order of \$30k. This would need to be considered as part of Council's deliberations on the draft 2023/2024 budget.

Resourcing Implications:

The additional cleaning activities (with the exception of contract steam cleaning) can be accommodated within existing cleaning resources.

Conclusion:

Peaker Lane in the section between Spicer Street and Holdsworth Street Woollahra continues to serve a critical role as a service corridor for retail businesses in Queen Street. Increasingly, it is also becoming important as a local pedestrian thoroughfare. This report outlines proposed actions which are aimed at retaining the critical service role, while also improving amenity for pedestrians and visitors.

It is recommended that Council staff increase resources applied to cleaning of the lane; continue discussions with adjacent business owners regarding waste storage and localised litter issues; and commence liaison with relevant property owners on townscaping initiatives.

Attachments

1. Peaker Lane Proposal - Prepared by Caper X and The Curators Department - February 2023



PEAKER LANE PROPOSAL

- V01

FEBRUARY 2023

DRAFT - NOT COUNCIL ENDORSED

INTRODUCTION & CONTEXT

The site is located in Peaker Lane, in between Spicer Street and Holdsworth Street, Woollahra.

The Woollahra shopping precinct offers an unique 'village' atmosphere with an attractive, vibrant commercial environment radiating from the main retail area of Queen Street. Since the first store opened in 1957, this tree-lined street has retained its warm charm.

Peaker Lane currently lacks visual appeal, but has the potential to be transformed and bring charm into the lane.



PEAKER LANE

CURRENT STATE

The project involves 8 roller doors and their surrounding walls. It excludes the 2 corner/end buildings.



NOTE

- The estimate costs are indicative and subject to further refinement based on scope and option selected.
- The current state has apparent issues with the building fabric of some properties. These may need further investigation and stabilisation to create a suitable surface to paint. This is outside the scope of this estimate.
- The following estimates and design response assume that Council has secured property owners consent.
- The estimate excludes traffic management & scaffolding if required.
- Project related expenses such as paint samples and courier are not included in the estimate.
- Prices are ex gst.

PEAKER LANE

MOODBOARD - COLOURS



PEAKER LANE - OPTION A

THEME

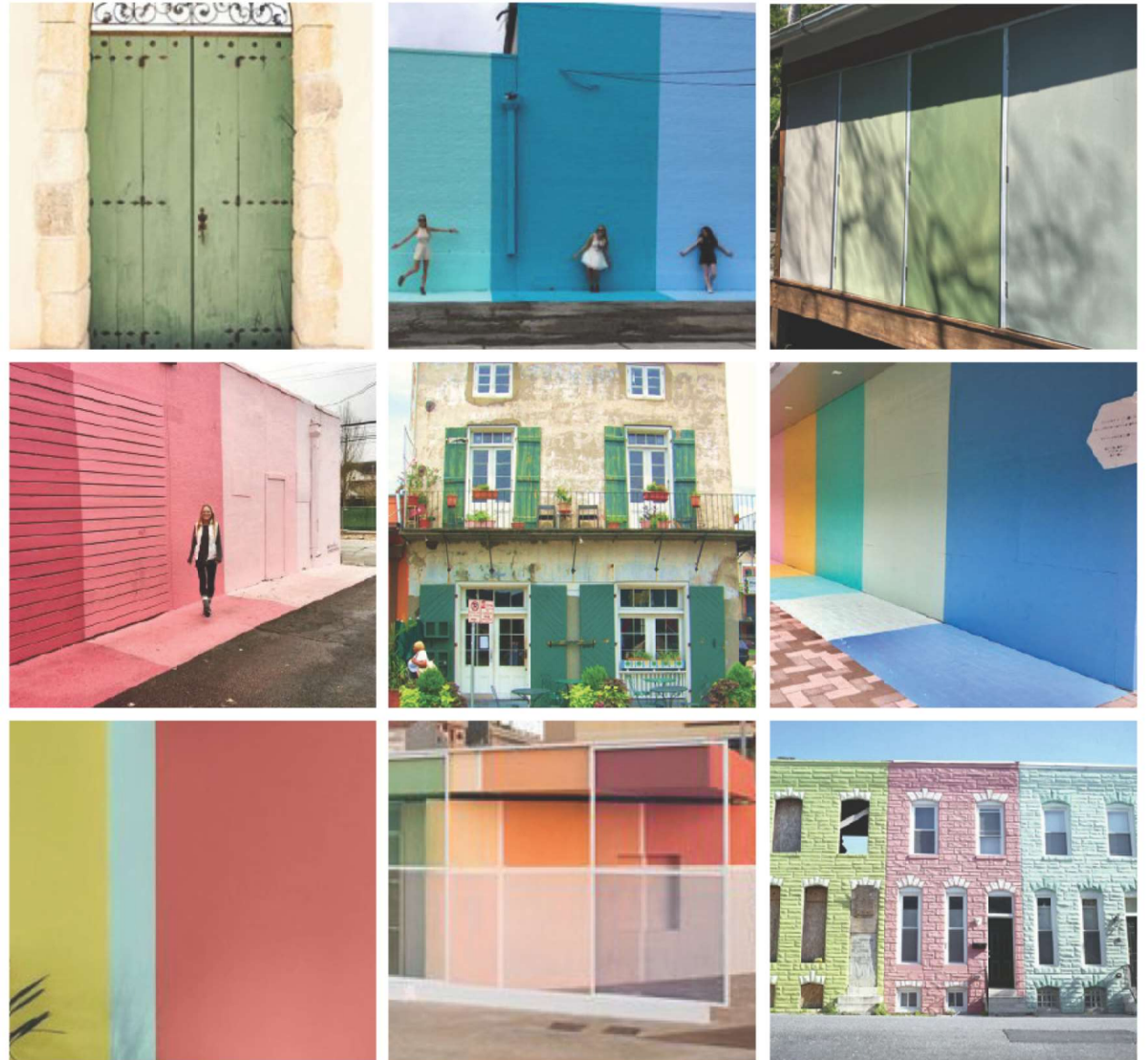
BLOCK COLOURS

The laneway would be painted:

- Different block colours painted on the garage doors and walls of the properties

GUIDE ESTIMATE

• Base Painting	\$13,000
• Design	\$2,000
• Mural Painting	-
• Meetings, Admin, Correspondence	\$400
• Onsite Management	\$400
• TOTAL (ex gst)	\$15,800



PEAKER LANE - OPTION B

THEME

LARGE SCALE PATTERN

The laneway would be painted:

- Simple large scale pattern along the garage doors and walls
- Shapes could reflect 'Peaker' ascent
- Could include small handwritten phrases on a few walls
- Use of either clean lines or softer drawn edges
- NB. horizontal lines or delicate lines across garage doors is more time consuming/expense

GUIDE ESTIMATE

• Base Painting	\$11,000
• Design	\$4,000
• Mural Painting	\$9,000
• Meetings, Admin, Correspondence	\$400
• Onsite Management	\$1,200
• TOTAL (ex gst)	\$25,600



PEAKER LANE - OPTION C

THEME

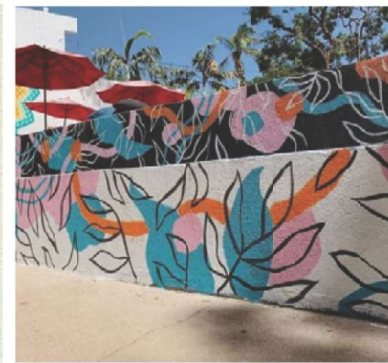
ORGANIC FORMS

The laneway would be painted:

- Organic forms/foilage in areas along the garage doors and walls
- NB. horizontal lines or delicate lines across garage doors is more time consuming/expense

GUIDE ESTIMATE

• Base Painting	\$11,000
• Design	\$5,000
• Mural Painting	\$9,000
• Meetings, Admin, Correspondence	\$400
• Onsite Management	\$1,200
• TOTAL (ex gst)	\$26,600



CONTACT DETAILS

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

[REDACTED]
[REDACTED]
[REDACTED]
[REDACTED]

Item No: 6.6
Subject: **LAND OWNER'S CONSENT TO SUBMIT A DEVELOPMENT APPLICATION FOR OUTDOOR DINING STRUCTURES AT PLUMER ROAD, ROSE BAY**
Author: Zubin Marolia, Manager Property & Projects
Approver: Tom O'Hanlon, Director Infrastructure & Sustainability

Purpose of the Report:

To seek a resolution of Council to grant land owner's consent for submission of a DA relating to outdoor dining structures on the Council owned footpath at Plumer Road Road, Rose Bay.

Alignment to Delivery Program:

9.1 Collaborating to achieve positive outcomes in our local centres which are hubs for jobs, shopping, dining and entertainment.

Recommendation:

THAT Council grant land owner consent for the submission of a DA for installation of two outdoor dining structures on the footpath adjacent to 21 and 23 Plumer Road, Rose Bay.

Executive Summary:

The owner of the properties at 21 and 23 Plumer Road, Rose Bay has requested permission to erect two structures on the footpath adjacent to their properties to facilitate outdoor dining during inclement weather. As the proposal requires development consent, this report seeks Council approval to grant landowner consent for the submission of a DA. The proposal is supported by Council's Property staff, but it is noted that consent will be subject to a rigorous staff review and consideration by the Woollahra Local Planning Panel.

Discussion:

The owner of the properties at 21 and 23 Plumer Rose Bay has approached Council with a proposal to install two weather proof dining structures on the footpath adjacent to their property. The purpose of the structures is to provide additional weather protection for diners using the approved footway dining areas at the site.

Further to a Council resolution of September 2021, Council staff are unable to grant owners consent for submission of a DA over a Council asset without prior approval at a meeting of full Council.

In 2023, Council completed a major upgrade of the Plumer Road streetscape. The upgrade included installation of footpath extensions adjacent to the premises at 21 and 23. The intention of the footpath extensions was to activate the site through increased footway dining. Since completion of the upgrade, the operators of the businesses at 21 and 23 have received approval for footway dining and the sites are generally being well used. It has however been reported by the proprietors that, due to frequent inclement weather, the footway dining areas have frequently been unusable. In response, the owner of the properties has proposed to construct and maintain, at their cost, two lightweight weatherproof structures.

A concept for the structures and the proposed location are shown in the attached diagrams. It is noted that the final look of the structures will be subject to further design refinement prior to DA submission, but it is unlikely that there will be a material change. The structures are 2.4m high, excluding the louvered roof, and have been designed to minimise impact on the buildings behind. They will be dark-painted steel with a translucent, retracting louvred roof structure and roll-down clear plastic blinds at three sides, which would only be rolled down in heavy rain or strong wind. Internal lighting and heating is also proposed.

Council's Property team, acting as landowner for the site, supports the submission of the DA and note that the DA will be subject to referral to other Council teams including the Heritage and Traffic teams. As the DA relates to Council property, the DA will be determined by the Woollahra Local Planning Panel.

Options:

Council may resolve in line with the recommendation as included in this report, or Council may choose to resolve in some other manner.

Community Engagement and / or Internal Consultation:

There has been no external consultation undertaken on the proposal to date. Exhibition of the DA will be as determined by Council's Development Control team.

Policy Implications:

There are no policy implications as a result of this report.

Financial Implications:

As all costs associated with installation and maintenance of the structures will be borne by the applicant, there are no financial implications as a result of this report.

Resourcing Implications:

There are no material resourcing requirements arising from this report.

Conclusion:

The owner of the premises at 21 and 23 Plumer Road, Rose Bay has sought approval to erect two structures on the footpath adjacent to their premises to facilitate outdoor dining during inclement weather. As the proposal requires development consent, it is recommended that Council grant land owner's consent for the submission of a DA.

Attachments:

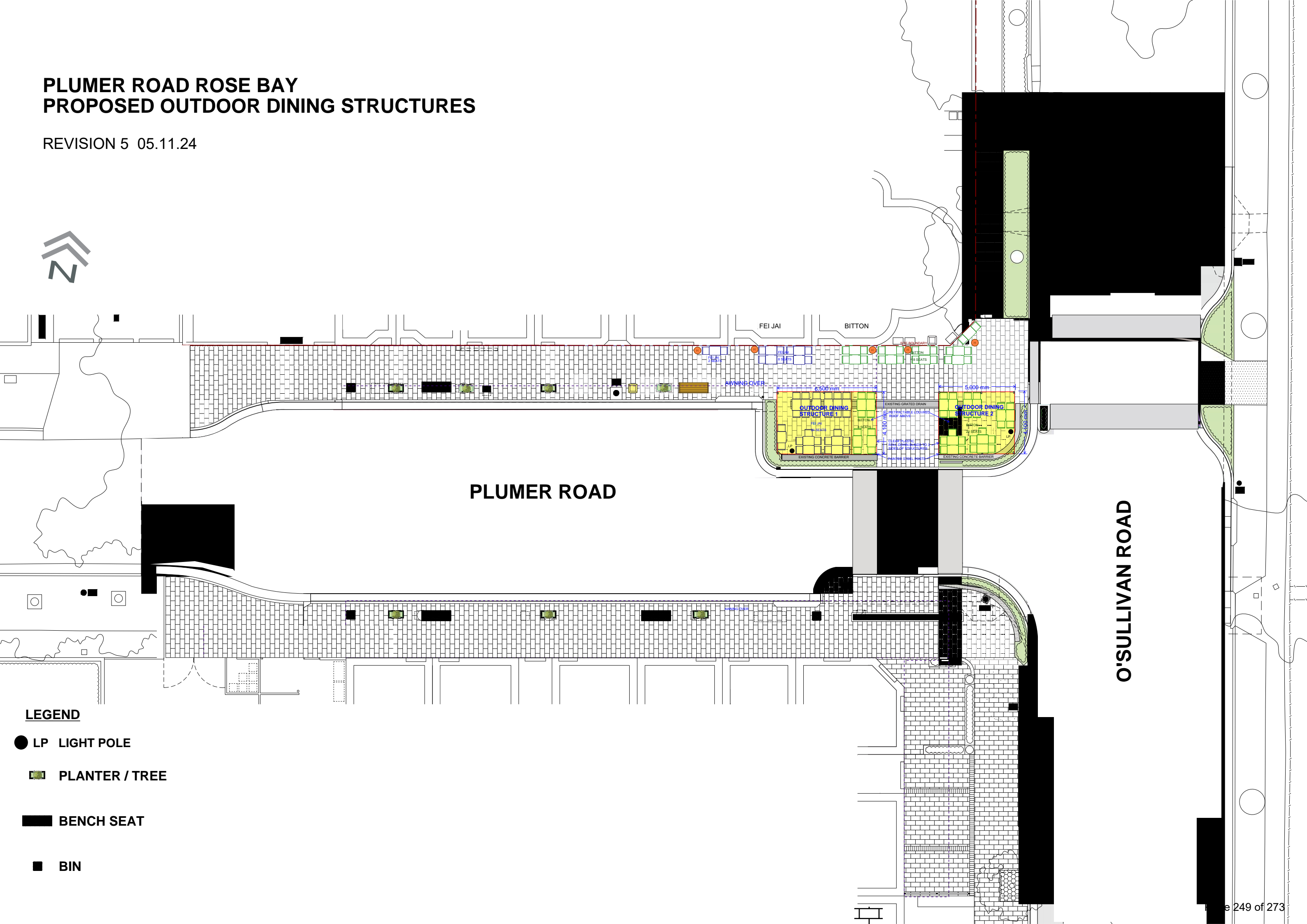
1. Plumer Road Outdoor Dining Structures 5th November 2024
2. Pavilion Dining Structures Plan Rev.05



PLUMER ROAD
DINING STRU

PLUMER ROAD ROSE BAY PROPOSED OUTDOOR DINING STRUCTURES

REVISION 5 05.11.24



PLUMER ROAD

O'SULLIVAN ROAD

LEGEND

- LP LIGHT POLE
- PLANTER / TREE
- BENCH SEAT
- BIN

Item No: 6.7
Subject: **DRAFT POLICY - HOMELESSNESS IN PUBLIC SPACES**
Author: Grant Cummins, Development Officer
Approver: Jamie Adams, A/Coordinator Community & Culture
Maya Jankovic, A/Manager Community & Culture
Vicki Munro, A/Director Community & Customer Experience

Purpose of the Report:

To provide information to Councillors and public on Council's responsibilities relating to homelessness in public spaces, and to seek Council's endorsement to place draft Homelessness in Public Spaces Policy on public exhibition for a period of 28 days.

Alignment to Delivery Program:

2.2 Understand needs of our community so that we can facilitate access to support and services.

Recommendation:

THAT Council:

- A. Endorse the draft Homelessness in Public Spaces Policy for the purpose of placing the draft Policy on public exhibition for a period of 28 days.
- B. Notes that a further report will be presented to a future meeting of Council on submissions received to the draft Homelessness in Public Spaces Policy following the public exhibition period.

Executive Summary:

Woollahra Municipal Council's draft Homelessness in Public Spaces Policy aims to encourage the respectful and compassionate treatment of all people experiencing homelessness in public spaces. This report seeks endorsement for the draft Homelessness in Public Spaces Policy to be placed on public exhibition for 28 days.

The Commonwealth and State Governments have the primary responsibility to fund services and programs to assist people who are homeless. Local Governments and community organisations play an important role in preventing, reducing, and managing homelessness through monitoring homelessness, provision of information, referrals to homeless agencies, and the education of the wider community.

This Policy will supersede the previous Homeless People Policy which was first adopted by Council on 17 September 2019. The draft Homelessness in Public Places Policy is presented as **Attachment 1**.

Discussion:

Woollahra Municipal Council's draft Homelessness in Public Spaces Policy will be a guide for Council staff detailing Council's responsibility and commitment to legislation, education and information regarding the dignity and rights of all individuals.

The draft Policy applies to all Council facilities, parks, open spaces and outdoor areas open to the public across the Woollahra Local Government area where the person;

- requests assistance;
- appears to be distressed or in need of assistance;
- is displaying behaviour that threatens their safety or the safety and security of people around them, including disruption within the public domain; and/or;
- prevents Council from providing its regular services and park maintenance.

This draft Policy will supersede the previous Homeless People Policy which was first adopted by Council on 17 September 2019.

In support of the draft Policy, there will be Council internal Homelessness in Public Spaces Procedure and Fact Sheet to support staff when engaging, reporting and referring individuals to homelessness support services.

Once the draft Homelessness in Public Spaces Policy is adopted, there will be a series of scheduled information sessions for key Departments such as Open Space and Trees, Legal, Compliance & Enforcement, Customer Experience and Woollahra Libraries. The sessions, proposed for March 2025, will provide key staff with an update on procedures and responsibilities when managing and reporting on homelessness in public spaces.

Options:

Council may resolve in line with the recommendations as included in this report or may choose to resolve in some other manner.

Community Engagement and / or Internal Consultation:

Internal consultations were held across Divisional teams to review the existing Policy. As a result of this consultation, a new draft Policy on Homelessness in Public Spaces was created and shared internally for review. Departments consulted included: Open Space and Trees, Community & Culture, Legal, Compliance & Enforcement, Customer Experience and Woollahra Libraries.

Policy Implications:

The draft Homelessness in Public Spaces Policy will replace the previous Homeless People Policy, adopted by Council on 17 September 2019. The draft Policy will be supported by a new internal Homelessness in Public Spaces Procedure and Fact Sheet.

Financial Implications:

There are no financial implications as a result of this report.

Resourcing Implications:

There is low impact on staff and resources associated with the draft Homelessness in Public Space Policy. The Homelessness Portfolio sits within Community & Culture Department, and is the responsibility of the Development Officer, Community & Culture.

The Development Officer, Community & Culture will be hosting a number of online information sessions to present the adopted Homelessness in Public Space Policy and Procedure to relevant teams across the organisation, planned for March 2025.

Conclusion:

Council's draft Homelessness in Public Spaces Policy aims to inform the community and staff about the complexities of homelessness and to ensure that all peoples' rights including those people experiencing homelessness are treated with dignity, respect and feel safe within their community.

This report provides information to Councillors and public on Council's responsibilities relating to homelessness in public spaces, and to seek Council's endorsement to place draft Homelessness in Public Spaces Policy on public exhibition for a period of 28 days. A further report will be submitted to Council following the public exhibition period.

Attachments:

1. Corporate Policy – Draft Woollahra Homelessness in Public Spaces Policy



Woollahra Homelessness in Public Spaces Policy

Draft

Adoption Date:	[date] by Approval of Council
Last Reviewed:	October 2024
Next Review Date:	October 2026
Division/Department:	Community & Customer Experience / Community & Culture
Responsible Officer:	Manager, Community & Culture
HPE CM Record Number:	23/112898

1 Policy Statement

Woollahra Municipal Council's (Council) Homelessness in Public Spaces Policy aims to encourage the respectful and compassionate treatment of all people experiencing homelessness in Woollahra's public spaces.

Council acknowledges the rights of all members of the community, including those who are homeless, to use public spaces, whilst also recognising their responsibility towards other members of the community who have the right to live in a safe and peaceful environment.

2 Application

Purpose

The Commonwealth and State Governments have the primary responsibility to fund services and programs to assist people who are homeless. Local Governments and community organisations can play an important role in reducing and managing homelessness through monitoring homelessness, provision of information, referrals to homelessness agencies, and with education of the wider community.

People experiencing homelessness have the same rights as any member of the public to be in public places, participate in public activities or events, carry with them and manage their belongings, and request or decline support or assistance.

The main purpose of this Policy is to detail Council's responsibility and commitment towards legislation, education and information made available to the community on the dignity and rights of all individuals, including those experiencing homelessness.

Scope

This Policy and associated procedure will be a guide for Council staff when managing homelessness across all Council facilities, parks, open spaces and outdoor areas open to the public, throughout the Woollahra Local Government area where the person:

- Requests assistance;
- Appears to be distressed or in need of assistance;
- Is displaying behaviour that threatens their safety or the safety and security of people around them, including disruption within the public domain and/or
- Prevents Council from providing its regular services to the community, including things like parks and open space maintenance.

3 Definitions

Term	Meaning
Council	Woollahra Municipal Council
Homelessness	The Australian Bureau Statistics definition states “when a person does not have suitable accommodation alternatives they are considered as experiencing homelessness if their current living arrangement: <ul style="list-style-type: none"> • Is in a dwelling that is inadequate; • Has no tenure, or if their initial tenure is short and not extendable; or • Does not allow them to have control of, and access to space for social relations”.
Council facilities	Refers to Council owned and managed community buildings/facilities and their immediate surrounds which are used by community Examples include community venues, sports facilities and libraries.
Council’s customer request management (CRM) system	A system that provides facilities to enable the management of the full lifecycle of a customer request from initiation through to finalisation.
Australian Bureau of Statistics	Is an Australian Government agency that collects and analyses statistics on economic, population, environmental, and social issues to advise the Australian Government.

4 Community Strategic Plan, Delivery Program and Operational Plan

This Policy relates to Themes, Goals and Strategies outlined in Council’s Community Strategic Plan Woollahra 2032 and Priorities outlined in Council’s Delivery Program and Operational Plan, specifically:

- Theme: Social
- Goal: A supported, enabled and resilient community
- Strategy: 2.2 Understand needs of our community so that we can facilitate access to support and services.
- Priority: 2.2.1 Collaborate with a range of services to provide support for vulnerable members of our community.

5 Relevant Legislation

- Homelessness Bill 2013 – Parliament of Australia
- NSW Public Spaces (Unattended Property) Regulation 2022

6 Council's Responsibility and Working Collaboratively

This Policy outlines a collaborative approach that respects the dignity and rights of homeless individuals while ensuring safety for everyone.

Council is committed to:

- Promoting respect and upholding the rights of homeless people.
- Ensuring the rights of homeless people are respected by Council and the broader community, fostering a culture of dignity and inclusion.
- Providing information and support to homeless people.
- Striving to connect homeless individuals with available support services, empowering them to access resources and improve their well-being.
- Doing what it can to ensure the safety of everyone in our community, including homeless people Council staff, residents and visitors.
- Upholding the rights of all community members to enjoy public spaces and services, while also acknowledging the specific needs of homeless individuals and working towards solutions that foster inclusivity.
- Providing clear information and education to the public and Council staff about Council's approach to managing homelessness, referral support services, and fostering understanding within the community.
- Fostering an environment which prioritises the protection of children and young people within our organisation and in the wider community and therefore will follow our Child Safe policy and procedure in reporting and responding to homeless children or young people under the age of 18.

6.1 Concerned Resident Reports

When community members report concerns about someone experiencing homelessness, Council staff take careful note of the information and make a report through Council's customer request management (CRM) system. If sufficient details are provided, Council staff will refer the information to specialist homelessness services.

6.2 Collaboration and Advocacy

Council staff actively participates in the annual homeless street count alongside neighbouring councils. This data is crucial for advocating for more homelessness outreach services within Woollahra and the wider Eastern Suburbs.

By working together with residents and specialist support services, we aim to ensure those experiencing homelessness in Woollahra are connected with the help they need.

7 Documentation/References

	HPECM Reference
Australian Bureau of Statistics (ABS) (2012) 4922.0 - Information Paper - A Statistical Definition of Homelessness, 2012	https://www.abs.gov.au/ausstats/abs@.nsf/Latestproducts/4922.0Main%20Features2012
Protocol for Homeless People in Public Places Implementation Guidelines (April 2024), Department of Communities & Justice, NSW Government	HPE 24/88801 https://www.facs.nsw.gov.au/_data/assets/pdf_file/0009/856215/Protocol-for-Homeless-People-in-Public-Places-Implementation-Guidelines-excluding-appendices.pdf

Related Policies and Procedures

	HPECM Reference
Homelessness in Public Spaces Procedure	HPE 23/112904
Homelessness in Public Spaces Fact Sheet	HPE 23/176271
Child Safe Policy	HPE 23/132600

This Policy will be reviewed every two years or in accordance with legislative requirements.

Any amendment to this Policy must be by way of a Council Resolution, however minor administrative changes can be made to this Policy with the approval of the General Manager.

Policy Amendments

Date	Responsible Officer	Description

Item No: 6.8
Subject: **OUTGOING SPONSORSHIP PROGRAM 2024/25 RECOMMENDED PROJECTS FOR FUNDING**
Author: Emma Rodgers-Wilson, Development Officer Community & Culture
Approver: Jamie Adams, A/Coordinator Community & Culture
Maya Jankovic, A/Manager Community & Culture
Vicki Munro, A/Director Community & Customer Experience

Purpose of the Report:

To give consideration to the proposed funding recommendations under Council's Outgoing Sponsorship Program for the 2024/25 financial year.

Alignment to Delivery Program:

1.1 Provide, promote and facilitate a range of community projects, programs and events that support an inclusive, thriving and sustainable community.

Recommendation:

THAT Council approve the staff selection committee's recommendations for outgoing sponsorships under the 2024/25 Council's Outgoing Sponsorships Program as detailed in this report and related attachments.

Executive Summary:

Council opened the inaugural Outgoing Sponsorship Program, 2024/25 round for Expressions of Interest (EOIs) from 1 September to 29 September 2024.

This report outlines the projects recommended for funding as well as the projects not recommended for funding under the new Outgoing Sponsorship Program.

Discussion:

On 5 August 2024 the Finance, Community and Services Committee considered priorities and implementation dates for the 2024/25 round of the Outgoing Sponsorship Program. Council resolved at its meeting on 12 August, 2024:

THAT Council:

- A. *Endorse the following Priorities for Sponsorship for the 2024/25 Outgoing Sponsorship Program:*
 - i. *Cultivating a vibrant Woollahra through initiatives that enhance opportunities for residents and visitors to actively participate in major community and cultural activities, with special focus on performing arts.*
 - ii. *Long standing initiatives that have enabled the growth of social capital and delivered community building outcomes.*
- B. *Note that funding for 2024/25 will not be provided for projects which have already being funded through the 2024/25 Grants program.*
- C. *Note the proposed dates for the implementation of the 2024/25 Outgoing Sponsorship Program.*

The 2024/25 round was open for applications from 1 September to 29 September 2024. Seventeen EOIs were received. A meeting was held on 3 October and 16 October, 2024 with the Staff Selection Committee, to discuss the final recommendations to put forward for Council's consideration. See **Attachment 1** for Outgoing Sponsorship Guidelines.

The main objectives of the Outgoing Sponsorship Program are to:

- Support the Community Strategic Plan and Delivery Program
- Assist in building a diverse and economically strong community
- Support a more connected and more prosperous community
- Reduce isolation and improve physical and mental health
- Support cultural and artistic initiatives and organisations that have proven programs and demonstrated history that enable Woollahra to thrive
- Support long-standing initiatives that collectively harness the social capital of Woollahra

Acceptable activities for Outgoing Sponsorship as per the guidelines include:

- Programs that celebrate local culture and the visual and performing arts
- Programs and initiatives that help stimulate our local economy
- Cultural and/or community festivals and events
- Competitions
- Educational programs
- Awards
- Research and publications
- Support to long standing initiatives that have enabled the growth of social capital and delivered community building outcomes

Criteria for Sponsorship and any sponsorship arrangement that is offered by Woollahra Council must:

- Benefit the broader community within the Woollahra Local Government Area and align with Council's Mission, Vision and Values
- Align with Woollahra Council's Community Strategic Plan, Delivery Program and Operational Plan, strategies and policies
- Not restrict Woollahra Council's ability to carry out any of its regulatory or other functions
- Align with Woollahra Municipal Council's adopted Code of Conduct
- Represent an appropriate sum of money or in-kind items/goods/services for a project or activity that enables Council to exercise its functions
- Be for a maximum period of 12 months in line with Council's application process
- Welcome community involvement and promote inclusivity
- Adhere to Council's environmental and sustainability principles

Priority criteria for the 2024/25 round were:

- i. Cultivating a vibrant Woollahra through initiatives that enhance opportunities for residents and visitors to actively participate in major community and cultural activities, with special focus on performing arts.
- ii. Long standing initiatives that have enabled the growth of social capital and delivered community building outcomes.

Note that funding for 2024/25 will not be provided for projects which have already being funded through the 2024/25 Grants Program.

This year we received 17 EOIs totalling \$192,335.82 for an available budget of \$50,000. Nine EOIs were assessed as ineligible. Reasons for majority of ineligible projects included the project scope falling outside acceptable activity types, and funds were requested for operating expenses or capital items, which are not permitted under the guidelines.

This is the first year of implementation for the program and the late adoption by Council resulted in the timeframe for project delivery shortened to 7 months instead of the preferable 12 months. This resulted in the program running out of alignment from the Grants Program. It is likely that this has impacted the number and quality of EOI submissions. In the next round (2025/26) the Outgoing Sponsorship Program will align with the Grants Program and successful applicants will have a full 12 months to implement projects. Additionally, in the next round, there will be opportunity to further educate the community on the program, eligibility requirements and guidelines, through the Grants and Sponsorship Program Community Information Sessions.

With increased guidance on developing projects and applications that are better aligned with selection and priority criteria, EOIs are likely to be stronger within the competitive process. Some of the projects described in the EOIs would be suitable for the Grants Program. Bringing the Outgoing Sponsorship Program in timing alignment with the Grants Program will enable applicants to better align their project to the appropriate grant stream or sponsorship pathway.

Additionally, in the next round, it would be beneficial to provide capacity building opportunities for potential applicants, including guidance on establishing project partnerships, guidance on delivering larger scale projects that align to the Outgoing Sponsorship Program and fundraising tools to support operational costs. Feedback will be collected from applicants in the current round and program processes will be reviewed accordingly.

Four applications were recommended for full funding and none for partial funding by the selection panel.

It is recommended that the four applications for the 2024/25 Outgoing Sponsorship Program listed below are adopted.

Organisation name	Project	Amount recommended
Critical Path Incorporated	2025 Program Launch: 20 Year Birthday Celebration	\$10,000.00
Organic Food Markets	Double Bay Twilight Markets	\$17,409.75
Goethe-Institut	'Goethe Lounge': a series of curated programmed arts events at the Goethe-Institut in Woollahra	\$7,800
Centre 360 Youth and Family Services	Youth Connect and Empower Festival	\$13,965

The Outgoing Sponsorship Program Recommendations Summary Table 2024/25 is presented as **Attachment 2**.

Applicants will be notified of the outcome in November 2024. All projects will be implemented with a completion date of no later than 30 June 2025.

These recommendations result in \$825.25 unspent funds.

Options:

Council may resolve in line with the recommendations as included in this report or may choose to resolve in some other manner.

Community Engagement and / or Internal Consultation:

Council widely promoted the call for EOIs to the 2024/25 Outgoing Sponsorship Program. This included:

- A direct email to more than 1,000 contacts on Council's Grants contact list (including past grants applicants)
- Promotion in Council's e-newsletters, Social Media, Mayoral Column, LCD Screens

- Emails sent to local community, cultural, environmental and business networks
- Promotion was sent to local business chambers and networks including The Queen St and West Woollahra Association, the Paddington Chamber of Commerce and The Bay St Initiative. These organisations forwarded details to their members.
- The Economic Development contact list was used to email many local businesses including previous Business Sector Support and Placemaking grant recipients. Local media was also contacted and members of The Friends of Eastern Suburbs Life received a presentation on the program.

Policy Implications:

There are no policy implications as a result of this report.

Financial Implications:

As per the Council resolution on 11 June 2024, \$50,000 has been allocated in the 2024/25 budget, for the Outgoing Sponsorship Program and \$6,578 for staffing resources per annum. The recommendations in this report result in an underspend of \$825.25 in this budget line.

Resourcing Implications:

There are no resourcing implications as a result of this report.

Conclusion:

Through the provision of the Outgoing Sponsorship Program, Council is playing a pivotal role in the development of the Woollahra community, making a valuable contribution to community life, to support new and long standing initiatives and proven events and programs that collectively harness the social capital of Woollahra.

This report recommends that Council approve the staff selection committee's recommendations for outgoing sponsorships under the 2024/25 Council's Outgoing Sponsorships Program as outlined in the Outgoing Sponsorship Program Recommendations Summary Table 2024/25 presented as **Attachment 2**.

Attachments:

1. Outgoing Sponsorship Program Guidelines - Adopted 11 June 2024
2. Outgoing Sponsorship Program Recommendations Summary Table 2024 25



Outgoing Sponsorship Guidelines

Updated: June 2024

Objectives of the outgoing sponsorship program

The main purpose of the Outgoing Sponsorship Program is to provide a formal mechanism for Council to support new and long-standing initiatives and proven events and programs beyond those that the community are applying for through Council’s annual Grants program.

The main objectives of the program are to:

- a) Support the Community Strategic Plan and Delivery Program.
- b) Assist in building a diverse and economically strong community.
- c) Support a more connected and more prosperous community.
- d) Reduce isolation and improve physical and mental health.
- e) Support cultural and artistic initiatives and organisations that have proven programs and demonstrated history that enable Woollahra to thrive.
- f) Support long-standing initiatives that collectively harness the social capital of Woollahra.

Definitions

Sponsorship	<p>Sponsorship is a commercial and formalised arrangement in which a sponsor provides a contribution in money or in-kind to support an activity in return for certain specified benefits.</p> <p>Sponsorship can be provided:</p> <ul style="list-style-type: none"> • By the corporate sector or private individuals, in support of a Council activity, service, resource, asset or event. • By Council in support of related and worthwhile private or public sector activities. <p>Sponsorship does not include:</p> <ul style="list-style-type: none"> • the selling of advertising space • joint ventures • consultancies • grants (in regard to received sponsorship) • unconditional gifts, donations, bequests or endowments. <p>Sponsorship is not philanthropic. A sponsor expects to receive a reciprocal benefit beyond a modest acknowledgement.</p> <p>Source: <i>Sponsorship in the Public Sector – ICAC Publication</i></p>
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Acceptable activities for outgoing sponsorship

- Programs that celebrate local culture and the visual and performing arts
- Programs and initiatives that help stimulate our local economy
- Cultural and/or community festivals and events
- Competitions
- Educational programs
- Awards
- Research and publications
- Support to long standing initiatives that have enabled the growth of social capital and delivered community building outcomes.

1. Criteria for Woollahra Council Sponsorship:

Any sponsorship arrangement that is offered by Woollahra Council must:

- Benefit the broader community within the Woollahra Local Government Area and align with Council's Mission, Vision and Values.
- Align with Woollahra Council's Community Strategic Plan, Delivery Program and Operational Plan, strategies and policies.
- Not restrict Woollahra Council's ability to carry out any of its regulatory or other functions.
- Align with Woollahra Municipal Council's adopted Code of Conduct.
- Represent an appropriate sum of money or in-kind items/goods/services for a project or activity that enables Council to exercise its functions.
- Be for a maximum period of 12 months in line with Council's application process.
- Welcome community involvement and promote inclusivity.
- Adhere to Council's environmental and sustainability principles

2. Outgoing Sponsorships will not be provided in the following circumstances:

- Where there is a conflict with Council's core business or limits the independence and role of Council;
- To an organisation or individual who has not honoured previous grants, donation and/or sponsorship agreements and acquittal requirements;
- To an organisation or individual involved in the business of tobacco, alcohol, gambling and/or pornography or sex industry;
- To an organisation who has an existing Development Application, rezoning application/planning proposal and/or has commenced discussions with Council for an impending Development Application rezoning application/planning proposal to be lodged in the coming 12 month period from the date of the sponsorship offer;
- To political parties or organisations/individuals with an identifiable political purpose/agenda (e.g. trade unions, political candidates).

3. Exclusions

Sponsorship funding should be used for the purposes which it was intended and does not cover the:

- Purchase, sale or supply of liquor
- Donations to charities
- Staff salaries
- Capital investment
- Rental payments
- Other operational costs or overheads, or
- Retrospective funding
- Individuals and private endeavours (for example: an individual artist seeking funding for their personal creative project or an athlete pursuing their sporting goals).
- Projects, activities or events that do not meet the program assessment guidelines
- Organisations raising funds on behalf of others.
- Recurring functions of a primarily social nature organised by not-for-profit groups.

Application Process

Outgoing Sponsorship Program funding will be available through an annual funding round for up to maximum amount of \$20,000.

Outgoing sponsorship by Council may be provided in kind through fee relief, contribution in kind such as marketing and promotional support or as a financial contribution as part of the application process.

Criteria for outgoing sponsorship will be established annually and aligned with the objectives of the sponsorship program and will be approved through a Council resolution. This criteria will be published annually, through an EOI process. Council may also select to undertake a direct EOI process, or assess an application that is submitted outside of the call of interest period.

1. Future outgoing sponsorship Priorities

Priorities for outgoing sponsorship are contained in the guidelines published annually.

2. Review and evaluation

The effectiveness of outgoing sponsorship, including guidelines and criteria, will be reviewed annually within the first year of application to monitor effectiveness and every two years after that.

3. Assessment of outgoing sponsorship applications

Assessment of applications will be by a selection committee comprised of relevant

Council staff. Each application will be assessed against how well the proposed project meets the selection criteria, as well as the merit of the application in relation to other applications, and its eligibility for funding from other sources.

Meeting all requirements does not give any guarantee of the outcome of any application including in direct approaches.

To ensure appropriate probity in respect to sponsorship approvals, applicants are not to lobby Councillors or Council staff in respect to their applications.

Following assessment against the selection criteria and determination of merit, a report will be presented to Council showcasing the applications and proposing a list of successful applicants for Council approval.

4. Probity safeguards

An applicant applying for sponsorship must operate within the Woollahra Council Local Government Area (LGA) or be able to demonstrate that the project will benefit residents of the Woollahra LGA.

The applicant must:

- Have appropriate insurance and workplace health and safety policies in accordance with the sponsorship agreement.
- Be financially viable and is able to meet safety and risk management requirements
- Use funds for the purpose for which the sponsorship was awarded, unless written permission for variation has been obtained from Council prior to the activities being undertaken.
- Obtain all appropriate permits, approvals, and insurance relating to funded activities
- Be aware of commitments under Council's Child Safe Policy and demonstrate capacity to implement as appropriate.
- Acknowledge the assistance of Woollahra Council in all promotions for sponsored activities. The Council logo must appear on all promotional material, for example, advertising, flyers, and event programs. Note: artwork featuring the Council logo must be approved by Council's Communications and Engagement team.
- Invite Councillors or their representatives to any events or functions celebrating the launch or implementation of the sponsorship outcomes.

5. Reporting requirements

Successful applicants will be required to:

Enter into a sponsorship agreement with Council detailing benefits in return for the sponsorship investment. This agreement should outline benefits to your organisation by having Council as a sponsor and how Council will benefit and be acknowledged.

Acknowledgements could take the form of marketing, branding, signage, speaking opportunities for the Mayor or representative, and on site presence at the event, eg, information/display stand or engagement opportunity for Council staff.

At the completion of the delivery of the program or event recipient of the sponsorship will be required to provide an accountability report outlining how the goals of the sponsorship

agreement was met and financial accountability for the sponsorship contributions including receipts for expenditure of Council provided funds.

6. Future sponsorship from Council will be based on:

- Evaluation of previous years' program effectiveness (if relevant).
- The applicant has provided an accountability report demonstrating how funding was used in accordance with sponsorship agreement.
- Whether or not the project still meets Council's objectives and sponsorship priorities.

Should an application be received for a program or event which the applicant have received previous grant funding, the post grant funding acquittal report will form part of the assessment criteria.

Woollahra Council – Outgoing Sponsorship Program 2024 / 2025

Summary of Applications and Recommendations

Priorities for the 2024/25 round:

1. Cultivating a vibrant Woollahra through initiatives that enhance opportunities for residents and visitors to actively participate in major community and cultural activities, with special focus on performing arts.
2. Long standing initiatives that have enabled the growth of social capital and delivered community building outcomes.

No	Organisation	Project	Project description	Recommendation	Funding previously received	Total project cost	Total funding requested	Total funding recommended
Supported Outgoing Sponsorship EOIs								
1	Organic Food Markets	Double Bay Twilight Markets	<p>The monthly Double Bay Twilight Market to be held at Guilfoyle Park Double Bay will bring together local producers, small businesses, and the wider community. The market offers, unique shopping, entertainment, and family-friendly activities, including retail stalls, food, and beverage (international cuisine, local delicacies, desserts etc), a pop-up bar (provided by a local licensee), live entertainment (musicians/ performers/ educational), face painting and bubbles. The market is planned to continue after the funding period and frequency may increase if supported by local demand.</p> <p>2000 people are estimated to attend.</p>	<p>Recommended for full funding. The live entertainment component of this project aligns strongly with priority criteria 1.</p> <p>This project of 5 market events (in the funding period), is expected to be a vibrant activation of public space. Community markets are popular and will benefit the broader community. The applicant currently successfully runs a weekly market at Guilfoyle Park, Double Bay (Thursdays 8am- 2pm).</p> <p>Sponsorship will support promotion, performers, entertainers and council fees.</p>	2024 - \$4,006	\$68,659.75	\$17,409.75	\$17,409.75
2	Goethe-Institut	'Goethe Lounge': a series of curated programmed arts events at the Goethe-Institut in Woollahra	<p>This is a new series of high-quality arts events to be held at Goethe-Institute in Woollahra.</p> <p>The program showcases live music, talks and films and will feature high-profile international artists who tour in Australia, as well as a selection of distinguished Sydney-based artists. The tickets will be affordable with some events for free.</p> <p>800 people are estimated to attend.</p>	<p>Recommended for full funding. This curated program of contemporary and classical, cultural arts events aligns strongly with priority criteria 1.</p> <p>The vibrant and diverse program will include 'something for everyone' including chamber music, acapella, jazz, documentary, electronic music, and literature.</p> <p>Sponsorship will support promotion and artists fees.</p>	2020 - \$2,000 2022 - \$3,000 2022 - \$40,810 2023 - \$7,500	\$7,800	\$7,800	\$7,800
3	Centre 360 Youth and Family Services	Youth Connect and Empower Festival	<p>This Festival to be held at Oxford St Paddington, organised by the Centre 360 Youth Advisory Committee, will host a half-day event celebrating youth talent. Open to the entire community, the festival will showcase emerging local artists. Visitors can enjoy free live performances, art displays, and interactive activities that highlight the creativity and leadership of young people. The festival will also feature a</p>	<p>Recommended for full funding. With a strong performing arts component, this project aligns strongly with priority criteria 1.</p> <p>The project is an open event in a high traffic location and is likely to engage the community broadly. Additionally, this project aligns with Council's Children, Youth and Families Strategy.</p>	2019 - \$3,500 2019 - \$5,300 2023 - \$7,050 2024 - \$7,500	\$13,965	\$13,965	\$13,965

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No	Organisation	Project	Project description	Recommendation	Funding previously received	Total project cost	Total funding requested	Total funding recommended
Supported Outgoing Sponsorship EOIs								
			variety of stalls, including local businesses and food vendors. 100 people are estimated to attend.	Sponsorship will support artists fees, promotion and refreshments for the event.				
4	Critical Path Incorporated	2025 Program Launch: 20 Year Birthday Celebration	This project will invite residents and the artistic community to celebrate the launch of the Critical Path 20th Annual Program in 2025. The event, held on 22 February, will activate The Studio at The Drill Hall venue and include a Welcome to Country, speeches and presentations (ticketed cost of \$20 to attend) by 12 artists selected from 20 years of choreographic programs. Video and audio installations will be on view throughout the day. The public will be invited to BYO picnic on the lawn at Darling Point. 100 are estimated to attend during the day with 50 expected to purchase tickets for performances.	Recommended for full funding. With a strong performing arts component, this project aligns strongly with priority criteria 1. This project will involve multiple performances and arts installations and will result in a vibrant event that is open and inclusive and of benefit to the broad community. Sponsorship will support venue hire, artist fees, production and documentation expenses.	2019 - \$3,300 2019 (Round 2) - \$7,500 2024 - \$7,500	\$20,490	\$10,000	\$10,000
						Total		\$49,174.75

No	Organisation	Project	Project description	Recommendation	Funding previously received	Total project cost	Total funding requested	Total funding recommended
Unsupported Supported Outgoing Sponsorship EOIs								
5	Individual Residents of Manning Rd Woollahra. Contact Person: Ms Jacqueline Comin	The Lough Urban Habitat Garden	This project is to create an Urban Habitat Garden in a “passive” corner of Lough Playing Field (LPF) and aims at improving biodiversity in the LGA. Expected outcomes include creating more habitat for native flora and fauna and building a multi-purpose space, as respite from Manning Road. The 100sqm identified for The Lough Urban Habitat Garden sits on the corner of LPF, along Manning Road, between the car park and amenities block (the applicant states that this corner is the only area of LPF not occupied by organised fee-paying sporting groups).	Not recommended as this project does not meet eligibility requirements or the priority criteria. This project would need to be established as per Council’s Community Gardens Policy and is therefore not eligible for support within the Outgoing Sponsorship Program. The applicant will be provided with policy information and contact details for Council’s Environment and Sustainability Team.	Nil	\$52,502.02	\$20,000	Nil

Woollahra Council – Outgoing Sponsorship Program 2024 / 2025

Summary of Applications and Recommendations

No	Organisation	Project	Project description	Recommendation	Funding previously received	Total project cost	Total funding requested	Total funding recommended
Unsupported Supported Outgoing Sponsorship EOIs								
			120 people are expected to benefit.					
6	St Stephen's Children's Centre	Connecting children to culture and art through technology	<p>This project is to purchase a smart board interactive panel and stand for the day-care centre. Expected outcomes for the children is to enhance learning, promote digital literacy, provide interactive storytelling, creative arts, and virtual cultural exchanges.</p> <p>The Centre estimates 210 people will benefit.</p>	<p>Not recommended as this project does not meet eligibility requirements or the priority criteria.</p> <p>The purchase of smart boards are capital investment and operational costs and therefore not eligible as per the guidelines.</p> <p>The applicant will be provided with guidance regarding Sponsorship and Grants eligibility in order for future applications to be considered for support.</p>	2023 - \$535	\$8,360	\$8,360	Nil
7	Our Big Kitchen	Oven Upgrade and Community Bake Day for Woollahra & Bondi Locals	<p>This project is to purchase a new oven to replace an older one at Our Big Kitchen (located in Waverley LGA). Additional outcomes include the bringing together the Woollahra and Bondi communities for a heartwarming Bake Day. Participants will bake treats which will be delivered to hospitals and other organizations. This initiative serves as a meaningful way to foster community spirit and show appreciation to the elderly through homemade baked goods.</p> <p>The Bake Day expects to deliver to 200 people.</p>	<p>Not recommended as this project does not meet eligibility requirements or the priority criteria.</p> <p>The purchase of an oven is seen as capital investment and an operational expense and therefore not eligible as per the guidelines.</p> <p>The applicant will be provided with guidance regarding Sponsorship and Grants eligibility in order for future applications to be considered for support.</p>	2021 - \$2,000	\$19,038.80	\$19,038.80	Nil
8	The Men's Table	The Men's Table in Woollahra	<p>This project is to establish a new Men's Table, dedicated to fostering "Healthy Men, Healthy Masculinities, Healthy Communities". The organisation helps men address social isolation and loneliness, while promoting mental well-being and long-term community building. Additional expected outcomes are to provide training in mental health awareness and suicide prevention.</p> <p>Venues are chosen by the table members and might include local pubs or restaurants, meaning a new table launch brings regular additional monthly income to a local business. Support</p>	<p>Although the project does align to priority criteria 1, it is not recommended as it does not meet eligibility requirements.</p> <p>The budget comprises of staff salaries and is therefore not eligible as per the guidelines. Additionally, the project dates partially fall outside the date range for this round (completion in December 2025).</p> <p>The applicant will be provided with guidance regarding Sponsorship and Grants eligibility in order for future applications to be considered for support.</p>	2020 - \$7,250	\$20,000	\$20,000	Nil

Woollahra Council – Outgoing Sponsorship Program 2024 / 2025

Summary of Applications and Recommendations

No	Organisation	Project	Project description	Recommendation	Funding previously received	Total project cost	Total funding requested	Total funding recommended
Unsupported Supported Outgoing Sponsorship EOIs								
			would enable the program to expand as current 'tables' are full. 80 people are expected to benefit.					
9	Open Support - St Vincents Clinic	Foundations to Flourish Open Support Team Strategy Day 2024	This project is to fund the costs of the staff strategy day. The team delivers programs for recovery from social isolation and domestic violence. The staff strategy day is to celebrate impact, build skills and plan services and growth opportunities.	Not recommended as this project does not meet eligibility requirements or the priority criteria. Expenses for a staff planning/ strategy day are an operational cost and therefore not eligible as per the guidelines. The applicant will be provided with guidance regarding Sponsorship and Grants eligibility in order for future applications to be considered for support.	2022 - \$1,650	\$3,311	\$3,311	Nil
10	Pound Paws Inc	Pound Paws Dog Day at The Sheaf	This project held outside The Sheaf and alongside Kiaora Lane is a day event aimed at promoting pet adoption and responsible ownership. The event includes participation by local businesses and activities like vendor stalls (who pay to participate), judging panels, and demonstrations. The organiser estimates that 1500 people will attend.	Not recommended as this project does not meet eligibility requirements. This project is currently funded under the Grants Program 2024/25, Placemaking stream and therefore not eligible as Council has stipulated that applicants should not apply "for funding for a project already being funded through the 2024/25 Grant program".	2020 - \$3,750 2021- \$7,000 2022 - \$5,000 2023 - \$3,500 2024 - \$3,500	\$6,012.01	\$6,500 (Note this is more than the project cost and may be an error by the applicant)	Nil
11	Rogoff Studio & Gallery	Emerging Artist Gallery / project space/ community hub in Watsons Bay	This project is for shop signage, website design & hosting, lighting and hanging system. The project is to support the exhibition space for exhibitions, events, gallery space hire and workshops. The current pop-up space provides art sales for local emerging artists and provides interactive studio visits to the art school next door. Tourist and visitors to Watsons Bay can visit the gallery to purchase art and attend classes. 100 people are expected to benefit.	The project does meet criteria 1 however it is not recommended as this project does not meet eligibility requirements. The expenses are considered to be capital investment and operational costs and therefore not eligible as per the guidelines. The applicant will be provided with guidance regarding Sponsorship and Grants eligibility in order for future applications to be considered for support.	Nil	\$10,390	\$10,390	Nil

Woollahra Council – Outgoing Sponsorship Program 2024 / 2025

Summary of Applications and Recommendations

No	Organisation	Project	Project description	Recommendation	Funding previously received	Total project cost	Total funding requested	Total funding recommended
Unsupported Supported Outgoing Sponsorship EOIs								
12	Kajola Beats	Kajola Music Program: Building a Creative and Connected Community Through Intergenerational Music Foundations	<p>This project is a music program offering music foundation classes for children aged 2.5 to 6 and seniors over 70. Each 40-minute class fosters creativity and community connection. The music program will be delivered at community halls and parks across Woollahra for a \$10 subsidized fee for children. Seniors attend for free. Limited to 10 children and 10 seniors per class.</p> <p>100 are expected to benefit.</p>	<p>The project does meet criteria 1 however it is not recommended as this project does not meet eligibility requirements.</p> <p>Staff salaries are considered to be operational costs and therefore not eligible as per the guidelines.</p> <p>The applicant will be provided with guidance regarding Sponsorship and Grants eligibility in order for future applications to be considered for support.</p>	Nil	\$11,300	\$9,350	Nil
13	Australian Jewish Fertility Network	Infertility Awareness Shabbat (IAS)	<p>This project is dedicated to creating space for the 1 in 6 couples experiencing infertility. It will be an educational community event with a challah bake (bread that Jews eat on the Sabbath), featuring a talk from someone who has experienced infertility.</p> <p>The intention is to collaborate with Emmanuel Synagogue and National Council of Jewish Women and will encourage conversation about infertility.</p> <p>Organisers hope to hold the event at National Council of Jewish Women, Queen Street, Woollahra.</p> <p>120 are estimated to attend.</p>	<p>Not recommended as the project does not meet the priority criteria.</p> <p>This is a valuable health initiative for Jewish women. The applicant will be provided with guidance regarding Sponsorship and Grants Guidelines in order for future applications to be considered for support.</p> <p>Additionally, the applicant will be provided with resources to explore potential non-Council health grant opportunities.</p>	Nil	\$9,150	\$8,650	Nil
14	Jewish Folk Centre Ha'Moadon Ha'Israeli	Updated Community Sound System	<p>This project is to purchase new sound system equipment for the Centre in Saber Street Woollahra. The Centre serves as a "home" for predominantly Hebrew-speaking and other Jewish Australians, providing a space to socialise, reduce isolation, and build relationships within and beyond the community.</p> <p>5000 are estimated to attend events at the Centre in the long term.</p>	<p>Not recommended as this project does not meet eligibility requirements or the priority criteria.</p> <p>The sound system is considered to be capital investment and therefore not eligible as per the guidelines. The applicant applied for the sound system expense in the Grants Program 2024/25 round and was declined for the same reason.</p> <p>The applicant will be provided with guidance regarding Sponsorship and Grants eligibility in order for future</p>	2019 - \$1,120 2019 – \$3,555 2020 - \$3,495	\$4,460.09	\$4,460.09	Nil

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Summary of Applications and Recommendations

No	Organisation	Project	Project description	Recommendation	Funding previously received	Total project cost	Total funding requested	Total funding recommended
Unsupported Supported Outgoing Sponsorship EOIs								
				applications to be considered for support. Additionally, the applicant will be provided with tips regarding alternate fundraising options to support this and other similar initiatives.				
15	Bay Street Initiative	Bay St Long Lunch	<p>This project is a one-off event aiming to boost economic activity, enhance community engagement, and promote Double Bay as a premier dining destination. The lunch will be held on Bay Street, Double Bay and diners will eat at communal tables with food from local eateries. An expected outcome is to showcase the suburb's appeal as a top dining and leisure destination.</p> <p>The project has secured Uptown Grant funding (State Government) as well as expected event revenue.</p> <p>700 people are estimated to attend.</p>	<p>The project does meet criteria 1 however it is not recommended as the applicant did not provide budget for a live music component.</p> <p>The project would benefit from further development of the concept.</p> <p>The applicant will be provided with guidance regarding Sponsorship and Grants guidelines in order for future applications to be strengthened within the competitive process.</p>	2024 - \$7,500	\$360,183	\$20,000	Nil
16	Emanuel Synagogue	Annual Purim Community Play	<p>Purim is a major community and cultural festival in Judaism. For the last 25 years, Emanuel Synagogue has produced an annual volunteer-led play to tell the story of Purim through drama, song and dance.</p> <p>This is a free-of-charge event and has previously attracted around 500 attendees of all ages.</p>	<p>The project does meet the priority criteria however it is not recommended as the application is not considered as strong as other applications within the competitive process.</p> <p>Whilst this is a worthy community project it would benefit from further development to ensure broader community benefit and wider inclusivity.</p> <p>The applicant will be provided with guidance regarding Sponsorship and Grants guidelines in order for future applications to be strengthened within the competitive process.</p>	2020 - \$2,000 2024 - \$6,900	\$11,907	\$9,211	Nil
17	Inner Sydney Voice	Bridging Generations: Woollahra Intergenerational Voice	<p>This project aims to develop an online and hard copy publication collaboratively designed by youth and seniors in the Woollahra area. Through a workshop, both groups will meet to co-create the publication, from conceptualization to content development and distribution strategy. The project will benefit</p>	<p>Not recommended for funding. Although this is a worthy project it does not align the priority criteria for 2024/25 and is not considered as strong as other applications within the competitive process.</p>	Nil	\$3,890.18	\$3,890.18	Nil

Woollahra Council – Outgoing Sponsorship Program 2024 / 2025

Summary of Applications and Recommendations

No	Organisation	Project	Project description	Recommendation	Funding previously received	Total project cost	Total funding requested	Total funding recommended
Unsupported Supported Outgoing Sponsorship EOIs								
			<p>participants by enhancing digital literacy, fostering intergenerational dialogue, and empowering creative expression. The broader Woollahra community will also benefit, gaining access to diverse local stories and perspectives. By bridging generational gaps, the project promotes social inclusion and community engagement, offering valuable skills and meaningful connections for both youth and seniors. The publication will launch in the LGA to introduce and celebrate its creation.</p> <p>1000 people are expected to benefit.</p>	<p>This project is a worthy one and aligns with Council's Youth Strategy as an opportunity for intergenerational conversations to result in a better-connected community.</p> <p>The applicant will be provided with information on Council's Grants Program and guidance to place an application.</p>				