



Finance, Community & Services Committee Meeting

Monday, 7 February 2022

6.30pm

Agenda



Compliance with social distancing requirements to limit the spread of COVID-19 virus at Council and Committee Meetings:

Amendments have been made to the *Local Government Act 1993* to allow councils to meet remotely to reduce the risk of COVID-19 and ensure compliance with the Public Health Order.

In line with social distancing requirements to limit the spread of the COVID-19 virus Woollahra Council will be holding Council and Committee meetings (i.e. Environmental Planning (EP), Finance, Community & Services (FC&S) and Strategic & Corporate (S&C) remotely using conferencing technology (until further notice).

The Mayor, Councillors and staff will be participating in meetings by an audio-visual link instead of attending in person. Meetings will be webcast and member of the public can watch and listen to meetings live (via YouTube) or dial in to listen to the meetings using a telephone.

Members of the public are invited to listen to meetings by either using conferencing technology or by teleconference. Public participation online or by phone will be managed in accordance with meeting procedures.

A link will be available on Council's website:

https://www.woollahra.nsw.gov.au/council/meetings_and_committees/committees/finance_community_and_services_committee_fcs/fc_and_s_agendas_and_minutes

If you are experiencing any issues in joining the meeting please call (02) 9391 7001.

An audio recording of the meeting will be uploaded to Council's website following the meeting 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:

By using conferencing technology or by teleconference, listening and/or speaking at Council or Committee Meeting members of the public consent to their voice and personal information (including name and address) being recorded and publicly available on Council's website. Councillors, staff and members of the public are advised that meeting are being lived streamed, accessible via a link from Council's website.

By addressing and/or listening to a Council or Committee meeting, members of the public consent to their voice 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 Council or 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 or teleconference 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.

Finance, Community & Services Committee Membership: 7 Councillors
Quorum: The quorum for Committee meeting is 4 Councillors

Woollahra Municipal Council

Notice of Meeting

3 February 2022

To: Her Worship the Mayor, Councillor Susan Wynne ex-officio
Councillors Toni Zeltzer (Chair)
Sarah Swan (Deputy Chair)
Peter Cavanagh
Luise Elsing
Nicola Grieve
Mark Silcocks
Merrill Witt

Dear Councillors,

Finance, Community & Services Committee – 7 February 2022

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 using teleconferencing technology, **on Monday 7 February 2022 at 6.30pm.**

Councillors and members of the public are advised that we will be holding Council and Committee meetings remotely using conferencing technology (until further notice).

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

https://www.woollahra.nsw.gov.au/council/meetings_and_committees/committees/finance_community_and_services_committee_fcs/fc_and_s_agendas_and_minutes

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

The safety of our community, Councillors and our staff is Council's number one priority and we thank you for your patience and understanding at this time.

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

Regards,

Craig Swift-McNair
General Manager

Finance, Community & Services Committee

Meeting Agenda

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3.	Leave of Absence and Apologies	
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Items to be Decided by this Committee using its Delegated Authority

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

R1	2021/22 Budget Review for the Quarter ended 31 December 2021 - 22/12387	115
R2	Road Lease - 32 Cranbrook Road, Bellevue Hill (SC6770) - 22/14617	135

Item No: D1 Delegated to Committee
Subject: **CONFIRMATION OF MINUTES OF MEETING HELD ON 8 NOVEMBER 2021**
Author: Sue O'Connor, Governance Officer
File No: 22/5642
Purpose of the Report: The Minutes of the Finance, Community & Services Committee of 8 November 2021 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: Theme:Goal 11.1 Facilitate community led decision-making that is open, honest and ethical and benefits the broader community.

Recommendation:

THAT the Minutes of the Finance, Community & Services Committee Meeting of 8 November 2021 be taken as read and confirmed.

Executive Summary:

This report presents the Finance, Community & Service Committee of 8 November 2021 for confirmation by the Committee.

The minutes are presented as **Attachment 1**.

Options:

Nil.

Community Engagement and / or Internal Consultation:

Nil

Policy Implications:

Nil.

Financial Implications:

Nil

Resourcing Implications:

Nil.

Conclusion:

The minutes are presented for confirmation by the Committee.

Attachment

1. Unconfirmed Minutes FC&S Committee - 8 November 2021 [↓](#) 



Finance, Community & Services Committee



Minutes

Monday 8 November 2021

Finance, Community & Services Committee Minutes

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**Minutes of the Meeting held on
8 November 2021 at 6.03pm
held using teleconferencing technology.**

Present:	Councillors	Anthony Marano (Chair) Richard Shields Peter Cavanagh Claudia Cullen (Items D3 to R2) Megan McEwin Harriet Price Lucinda Regan
	Staff	Danielle Aynsley (Community Engagement Officer – Adult Programmes) – via Zoom Jane Britten (Local History Team Leader) – via Zoom Cheryle Burns (Manager Business Assurance & Improvement) – via Zoom Paul Fraser (Manager Open Space & Trees) – via Zoom Maria Lacey (Public Arts Coordinator) – via Zoom Richard Ladlow (Manager Capital Projects) – via Zoom Aurelio Lindaya (Manager – Engineering Services) – via Zoom Patricia Ocelli (Director – Community & Customer Experience) – via Zoom Henrietta McGilvray (Corporate Accountant) Sue Meekin (Director – Corporate Performance) Vicki Munro (Acting Manager – Community & Culture) – via Zoom Tom O’Hanlon (Director – Infrastructure & Sustainability) Corrina Pierce (Acting – Manager Woollahra Libraries) – via Zoom Paul Ryan (Chief Financial Officer) – via Zoom Joan Ruthven (Library Community Programs Coordinator) – via Zoom Craig Swift-McNair (General Manager) – via Zoom Helen Tola (Manager Governance & Council Support)
Also in Attendance:		Nil

Note: Councillor Price thanked Councillor Marano for his chairing of the Finance, Community & Services Committee.

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8 November 2021

Leave of Absence and Apologies

An apology was received and accepted from The Mayor, Councillor Wynne.

Late Correspondence

Nil

Declarations of Interest

Councillor Regan declared a Non-Significant, Non-Pecuniary Interest in Item D2 (Y4 - Dover Road, Rose Bay - Investigation for No Heavy Vehicles Restriction) as Councillor Regan lives in the Rose Bay area in Newcastle Street, Rose Bay. Councillor Regan participated in debate and voted on the matter.

Unconfirmed

Woollahra Municipal Council
Finance, Community & Services Committee Minutes

8 November 2021

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
11 OCTOBER 2021**
Author: Sue O'Connor, Governance Officer
File No: 21/212383
Reason for Report: The Minutes of the Finance, Community & Services Committee of 11
October 2021 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.

(McEwin/Price)

Resolved:

THAT the Minutes of the Finance, Community & Services Committee Meeting of 11 October
2021 be taken as read and confirmed.

Item No: D2 Delegated to Committee
Subject: **WOOLLAHRA LOCAL TRAFFIC COMMITTEE MINUTES -
2 NOVEMBER 2021**
Author: Aurelio Lindaya, Manager Engineering Services
Approver: Tom O'Hanlon, Director - Infrastructure & Sustainability
File No: 21/222543
Reason for Report: For the Committee to consider the recommendations of the Woollahra
Local Traffic Committee.

(McEwin/Cavanagh)

Resolved:

THAT the Recommendations Y1-Y4 contained in the minutes of the Woollahra Traffic
Committee held on Tuesday 2 November 2021 be adopted.

Woollahra Municipal Council
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Item No: Y1
Subject: **VICTORIA STREET, WATSONS BAY - TIMED 'NO STOPPING' RESTRICTIONS AND INTERSECTION LINE MARKING**
Author: Caitlin Bailey, Traffic & Transport Engineer
Approvers: Emilio Andari, Team Leader - Traffic & Transport
Aurelio Lindaya, Manager Engineering Services
File No: 21/209393
Reason for Report: To improve traffic safety and efficiency in the local road network.

(McEwin/Cavanagh)

Resolved:

THAT 'No Stopping 9am-6pm Saturday, Sunday & Public Holidays, 1 October – 31 March' restrictions on the southern side of Victoria Street, Watsons Bay, between Cliff Street and Cove Street, and directional arrows at the intersection of Victoria Street and Cliff Street, Watsons Bay, be approved, as shown in Annexure 1, in order to ease congestion and improve traffic flows during summer peak periods.

Item No: Y2
Subject: **CARRARA ROAD, VAUCLUSE - TIMED NO STOPPING RESTRICTIONS**
Author: Caitlin Bailey, Traffic & Transport Engineer
Approvers: Emilio Andari, Team Leader - Traffic & Transport
Aurelio Lindaya, Manager Engineering Services
File No: 21/209415
Reason for Report: To improve traffic safety and access in the local road network.

(McEwin/Cavanagh)

Resolved:

THAT 22 metres of 'No Stopping 9am-6pm, Sat-Sun & Public Holidays, 1 Oct-31 Mar' restrictions, as shown in Annexure 2, be approved, in order to improve traffic safety and ease congestion during peak periods, subject to additional 'No Stopping 9am-6pm, Sat-Sun & Public Holidays, 1 Oct-31 Mar' restrictions being installed at the end of Carrara Road to facilitate safe turning movements, 'No Parking' restrictions opposite Tingara Avenue being replaced with 'No Stopping' restrictions, and the proposed 13 metre 'No Stopping 9am-6pm, Sat-Sun & Public Holidays, 1 Oct-31 Mar' restrictions to be extended in length to include a section opposite the driveway of property No.18-20 Carrara Road.

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Item No: Y3
Subject: **GLENMORE ROAD, PADDINGTON - RAISED PEDESTRIAN CROSSING**
Author: Ever Fang, Traffic & Transport Engineer
Approvers: Emilio Andari, Team Leader - Traffic & Transport
Aurelio Lindaya, Manager Engineering Services
File No: 21/213671
Reason for Report: To improve pedestrian safety and amenity.

Note: Councillor Price, Councillor McEwin and Councillor Shields congratulated Mr Lindaya and his team for the work done in relation to this project.

(McEwin/Cavanagh)

Resolved:

THAT the existing at-grade pedestrian crossing in Glenmore Road, Paddington, immediately north of Campbell Avenue, be raised to improve pedestrian and road safety as per Annexure 1 – Concept Design, subject to a detailed design plan being provided to Transport for NSW and NSW Police for review and concurrence prior to construction.

Item No: Y4
Subject: **DOVER ROAD, ROSE BAY - INVESTIGATION FOR NO HEAVY VEHICLES RESTRICTION**
Author: Emilio Andari, Team Leader - Traffic & Transport
Approver: Aurelio Lindaya, Manager Engineering Services
File No: 21/214969
Reason for Report: To respond to concerns raised by local residents.

Note: Councillor Regan declared a Non-Significant, Non-Pecuniary Interest in this Item as Councillor Regan lives in the Rose Bay area in Newcastle Street, Rose Bay. Councillor Regan participated in debate and voted on the matter.

Note: Councillor Regan congratulated Mr Lindaya and his team for the work done in relation to this project.

(McEwin/Cavanagh)

Resolved:

THAT:

- A. The proposed 'No Heavy Vehicles' restriction in Dover Road, Rose Bay, between New South Head Road and Old South Head Road, not be approved, due to the likely adverse impacts caused to other surrounding local streets and given the low level of support from the community; and
- B. Council's Traffic and Transport Engineers explore future funding opportunities to implement additional traffic calming measures across the Rose Bay local road network in order to reduce traffic speed and improve pedestrian, cyclist and motorist safety.

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Item No: D3 Delegated to Committee
Subject: **PUBLIC ART PANEL MINUTES - 3 AUGUST 2021**
Author: Maria Lacey, Public Art Coordinator
Approvers: Vicki Munro, Interim Manager Community & Culture
Patricia Occelli, Director Community & Customer Experience
File No: 21/214949
Reason for Report: To note the Minutes of the Public Art Panel meeting held on 3 August 2021.

(McEwin/Shields)

Resolved:

THAT the Minutes of the Public Art Panel meeting on 3 August 2021 be noted.

Item No: D4 Delegated to Committee
Subject: **MINUTES OF THE PROPERTY ASSETS WORKING PARTY MEETING HELD ON 21 OCTOBER 2021**
Author: Zubin Marolia, Manager - Property & Projects
Approver: Tom O'Hanlon, Director - Infrastructure & Sustainability
File No: 21/221989
Reason for Report: To adopt the recommendations of the Property Assets Working Party.

(Regan/McEwin)

Resolved:

- A. THAT Council receive and note the minutes of the Property Assets Working Party meeting held on 21 October 2021.
- B. THAT Woolworths be advised that the proposal to expand the Direct To Boot facility from Kiaora Place rooftop carpark is not supported at this time and that owners consent will not be provided.

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Item No: D5 Delegated to Committee
Subject: **CAPITAL WORKS PROGRAM - QUARTERLY PROGRESS REPORT SEPTEMBER 2021**
Authors: Petrina Duffy, Coordinator Strategy & Performance
Henrietta McGilvray, Corporate Accountant
Approvers: Sue Meekin, Director Corporate Performance
Tom O'Hanlon, Director - Infrastructure & Sustainability
File No: 21/217301
Reason for Report: To provide the Committee with an update on the status of projects in the 2021/22 Capital Works Program, for the quarter ended 30 September 2021.

Note: Councillor Cullen thanked Mr O'Hanlon, Mr Fraser and the team on the work done in relation to the capital works program during the term of Council.

(Shields/Price)

Resolved:

THAT the Capital Works Program – Quarterly Progress Report for the quarter ended 30 September 2021 be received and noted.

Item No: D6 Delegated to Committee
Subject: **MONTHLY FINANCIAL REPORT - OCTOBER 2021**
Author: Toby Andreassen, Financial Accountant
Approvers: Paul Ryan, Chief Financial Officer
Sue Meekin, Director Corporate Performance
File No: 21/221533
Reason for Report: To present the monthly financial report for October 2021.

(Shields/Price)

Resolved without debate:

THAT the Committee:

- A. Receive and note the Monthly Financial Report – October 2021.
- B. Note that Council's 12 month weighted average return for October 2021 on its direct investment portfolio of 0.47% exceeds the benchmark 90 day AusBond Bank Bill Index of 0.004%.
- C. Note that the interest income for year to date 31 October of \$140k is significantly below our budget for the same period of \$201k.

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

Item No: R1 Recommendation to Council
Subject: **2021/22 BUDGET REVIEW FOR THE QUARTER ENDED 30 SEPTEMBER 2021**
Authors: Henrietta McGilvray, Corporate Accountant
Paul Ryan, Chief Financial Officer
Approvers: Sue Meekin, Director Corporate Performance
Craig Swift-McNair, General Manager
File No: 21/212230
Reason for Report: To report on the review of the 2021/22 Budget for the quarter ended 30 September 2021.

Note: Councillor Cullen thanked Ms Meekin and the team on the work done during the term of Council.

(Price/McEwin)

Recommendation:

- A. THAT the report on the Budget Review for the quarter ended 30 September 2021 be received and noted.
 - B. THAT Council note the statement from the Responsible Accounting Officer, Council's Chief Financial Officer, that the projected financial position at 30 June 2022, based on the forecasts outlined in this report, will remain satisfactory however Council's ability to mitigate the impact of pressures on its budget as outlined in the report will reduce as Cash Reserves are drawn down and will need to be addressed longer term.
 - C. THAT the recommended variations to the 2021/22 budget outlined in the report be adopted, noting the \$3.0M impact of the COVID-19 pandemic which has been managed through the use of the Loan Funds Reserve and Property Reserve.
-

Woollahra Municipal Council
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Item No: R2 Recommendation to Council
Subject: **CONFIRMATION OF THE MINUTES OF THE WOOLLAHRA
PLAQUES ADVISORY COMMITTEE WEDNESDAY 29
SEPTEMBER 2021**
Authors: Joan Ruthven, Library Community Programs Coordinator
Jane Britten, Local History Librarian
File No: 21/206772
Reason for Report: The Minutes of the Woollahra Plaques Advisory Committee of 29
September 2021 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.

(Cullen/Price)

Recommendation:

- A. THAT the Minutes of the Woollahra Plaques Advisory Committee Meeting of 29
September 2021 be taken as read and confirmed.
- B. THAT the recommendations of the Woollahra Plaques Advisory Committee be adopted
regarding the selection of nominations for the Woollahra Plaque Scheme 2021, to be
unveiled in 2022: James Charles (Jim) Bancks; Frederic Lassetter; Sir Mungo MacCallum;
Sir Alexander MacCormick; Nellie Stewart and William Warrell.

Item No: R3 Recommendation to Council
Subject: **SUBMISSION TO THE PROPOSED RISK MANAGEMENT AND
INTERNAL AUDIT GUIDELINES FOR NSW COUNCILS**
Author: Cheryle Burns, Manager - Business Assurance & Improvement
Approvers: Sue Meekin, Director Corporate Performance
Craig Swift-McNair, General Manager
File No: 21/207273
Reason for Report: To seek endorsement of Council's submission to the Office of Local
Government's on their Draft Guidelines for Risk Management and
Internal Audit Framework for Local Councils in NSW.

(Price/Cavanagh)

Recommendation:

- A. THAT Council authorise the General Manager to make a submission, attached as
Annexure 1, to the Office of Local Government on their Draft Guidelines for Risk
Management and Internal Audit Framework for Local Councils in NSW.
- B. THAT upon commencement of the new Guidelines for the Risk Management and Internal
Audit Framework (the Framework) a further report be tabled at a future meeting of Council,
detailing any gaps between Council's existing Framework and the new Framework,
including a plan for how Council will transition to the new Framework in line with
timelines determined by the Office of Local Government.

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Item No: R4 Recommendation to Council
Subject: **RELEASE OF UPDATED INTEGRATED PLANNING AND REPORTING GUIDELINES BY THE OFFICE OF LOCAL GOVERNMENT**
Authors: Cheryle Burns, Manager - Business Assurance & Improvement
Petrina Duffy, Coordinator Strategy & Performance
Approvers: Sue Meekin, Director Corporate Performance
Craig Swift-McNair, General Manager
File No: 21/212474
Reason for Report: To advise the Committee of the release of updated Integrated Planning & Reporting Guidelines by the Office of Local Government.

(McEwin/Cavanagh)

Recommendation:

- A. THAT Council note the release of the updated Integrated Planning and Reporting Guidelines by the Office of Local Government.
- B. THAT Council note that Council staff are currently undertaking a review of the updated Integrated Planning & Reporting Guidelines, to identify changes to these key processes and that these changes will be presented and discussed with the newly elected Council in early 2022.

There being no further business the meeting concluded at 7.35pm.

We certify that the pages numbered 792 to 802 inclusive are the Minutes of the Finance, Community & Services Committee Meeting held on 8 November 2021 and confirmed by the Finance, Community & Services Committee on To Be Confirmed as correct.

Chairperson

Secretary of Committee

Item No: D2 Delegated to Committee
Subject: **WOOLLAHRA LOCAL TRAFFIC COMMITTEE MINUTES - 7 DECEMBER 2021**
Author: Emilio Andari, Manager Engineering Services
Approver: Paul Fraser, Acting Director Infrastructure & Sustainability
File No: 21/253240
Purpose of the Report: For the Committee to consider the recommendations of the Woollahra Local Traffic Committee
Alignment to Delivery Program: Theme:Goal 6.1 Facilitate an improved network of accessible and safe alternate transport options.

Recommendation:

THAT the Recommendations Y1-Y7 contained in the minutes of the Woollahra Traffic Committee held on Tuesday 7 December 2021 be adopted.

Executive Summary:

This report presents the Woollahra Local Traffic Committee Minutes – 7 December 2022 for consideration by the Committee.

The minutes are presented as **Attachment 1**.

Options:

Nil.

Community Engagement and / or Internal Consultation:

Nil

Policy Implications:

Nil.

Financial Implications:

Nil

Resourcing Implications:

Nil.

Conclusion:

The minutes are presented for consideration by the Committee.

Attachments

1. Woollahra Local Traffic Committee Minutes - 7 December 2021 [↓](#) 



Woollahra Local Traffic Committee



Minutes

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Woollahra Local Traffic Committee Minutes

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Woollahra Local Traffic Committee Minutes

The meeting of the Woollahra Local Traffic Committee was via teleconference, on 7 December 2021 at 10.00am.

Attendance

Committee Members:

Present: Aurelio Lindaya (Woollahra Municipal Council) (Chair)
Ram Sritharan (Transport for NSW)
Sen Const. Alex Birchansky (Eastern Suburbs Police)
Jennifer Zin (Gabrielle Upton MP Representative)

Staff: Emilio Andari (Woollahra Municipal Council)
Caitlin Bailey (Woollahra Municipal Council)
Ever Fang (Woollahra Municipal Council)
Jonas Manalang (Woollahra Municipal Council)

Also in

Attendance: Gil Orski (Resident – Item Y2)
Nicola Grieve (Resident – Item Y2)
Tim Hallam (Resident – Item Y2)
Bridgette Regener (Resident – Item Y4)
Nicholas Regener (Resident – Item Y4)
John Murray (Resident – Item Y4)
Dania Sherif (Resident – Item Y4)

1. Apologies Sgt Luke Barrett (Eastern Suburbs Police)
Bushara Gidies (Transport for NSW – State Transit)
Alex Greenwich MP (Member for Sydney)
Suzy Rich (Woollahra Municipal Council)

2. Minutes of Previous Meeting

The minutes of Meeting No. 10/21 held via teleconference on Tuesday 2 November 2021 were confirmed by Jennifer Zin.

3. Matters arising from Minutes of Previous Meetings

Nil

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

Nil

5. Extraordinary Meetings

Nil

6. Late Correspondence

- Alex Greenwich MP did not attend the meeting. A copy of his comments has been distributed to the other committee members via email.
 - Four late submissions were received in regards to Item Y2. These documents have been distributed to the committee members via email and tabled at the meeting.
 - Three late submissions were received in regards to Item Y4. These documents have been distributed to the committee members via email and tabled at the meeting.
-

Woollahra Municipal Council

Woollahra Local Traffic Committee Minutes

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

Item No: Y1
Subject: **JESMOND AVENUE, VAUCLUSE - STATUTORY NO STOPPING
RESTRICTIONS**
Author: Caitlin Bailey, Traffic & Transport Engineer
Approvers: Emilio Andari, Team Leader - Traffic & Transport
Aurelio Lindaya, Manager Engineering Services
File No: 21/116416
Reason for Report: Request from local residents to improve access.

Recommendation:

THAT statutory 10 metre 'No Stopping' restrictions be installed in Jesmond Avenue, Vaucluse, at the intersection with Gladstone Street, as per Annexure 1, to ensure access is retained for local residents.

Committee Vote: Unanimous Support

Item No: Y2
Subject: **O'SULLIVAN ROAD, BELLEVUE HILL - TIMED WEEKEND
PARKING RESTRICTIONS**
Author: Ever Fang, Traffic & Transport Engineer
Approvers: Emilio Andari, Team Leader - Traffic & Transport
Aurelio Lindaya, Manager Engineering Services
File No: 21/241460
Reason for Report: To improve parking opportunities for local residents and visitors

Recommendation:

THAT the matter be deferred for an on-site meeting with the technical voting members of the Local Traffic Committee to allow the Committee members to consider the late correspondences received and issues raised by residents that attended the meeting held on Tuesday, 7 December 2021, and a further report be prepared and considered at a future Local Traffic Committee meeting.

Note: Late correspondence was tabled at the meeting.
Note: Mr Tim Hallam addressed the Committee.
Note: Ms Nicola Grieve addressed the Committee.
Note: Mr Gil Orski addressed the Committee.
Note: Recommendation amended at meeting.

Committee Vote: Unanimous Support

Woollahra Municipal Council

Woollahra Local Traffic Committee Minutes

Item No: Y3
Subject: **MACDONALD STREET, PADDINGTON - ROAD SAFETY IMPROVEMENTS**
Author: Caitlin Bailey, Traffic & Transport Engineer
Approvers: Emilio Andari, Team Leader - Traffic & Transport
Aurelio Lindaya, Manager Engineering Services
File No: 21/241969
Reason for Report: Request by local residents to improve road safety at pedestrian crossing

Recommendation:

THAT:

- A. The installation of double barrier centre line marking, separation line marking and signage upgrades in MacDonald Street, Paddington, be approved, as per Annexure 1, in order to improve road safety; and
- B. Council's Traffic and Transport Engineers explore future funding opportunities to implement additional traffic calming measures within the Paddington local road network, in order to reduce traffic speed and improve pedestrian, cyclist and motorist safety.

Committee Vote: Unanimous Support

Item No: Y4
Subject: **DERBY STREET, VAUCLUSE - CONSULTATION RESULTS FOR PARKING RESTRICTIONS**
Author: Caitlin Bailey, Traffic & Transport Engineer
Approvers: Emilio Andari, Team Leader - Traffic & Transport
Aurelio Lindaya, Manager Engineering Services
File No: 21/242290
Reason for Report: Request from a local resident for parking restrictions.

Recommendation:

THAT the proposed parking restrictions do not proceed, given the low level of support from the community, and that the available kerbside parking remain unrestricted on the western side of Derby Street, Vaucluse, adjacent to Derby Street Reserve.

Note: Late correspondence was tabled at the meeting.
Note: Ms Bridgette Regener addressed the Committee.
Note: Mr Nicholas Regener addressed the Committee.
Note: Mr John Murray addressed the Committee.
Note: Ms Dania Sherif addressed the Committee.

Committee Vote: Unanimous Support

Woollahra Municipal Council

Woollahra Local Traffic Committee Minutes

Item No: Y5
Subject: **ARTHUR STREET, EDGECLIFF - ROAD SAFETY IMPROVEMENTS**
Author: Caitlin Bailey, Traffic & Transport Engineer
Approvers: Emilio Andari, Team Leader - Traffic & Transport
Aurelio Lindaya, Manager Engineering Services
File No: 21/242412
Reason for Report: Request by residents to improve safety on bend.

Recommendation:

THAT the proposed separation line marking and signage be approved for installation, as per Annexure 1, in order to improve road safety in Arthur Street, Edgecliff.

Committee Vote: Unanimous Support

Item No: Y6
Subject: **CHESTER STREET, WOOLLAHRA - ONE-WAY TRAFFIC CONDITIONS**
Author: Caitlin Bailey, Traffic & Transport Engineer
Approvers: Emilio Andari, Team Leader - Traffic & Transport
Aurelio Lindaya, Manager Engineering Services
File No: 21/243509
Reason for Report: Request from local residents to improve flow and safety.

Recommendation:

THAT:

- A. Chester Street (lower section), Woollahra, be converted to 'one-way' northbound traffic flow from Chester Lane to Chester Street, as shown in Annexure 1, with the inclusion of extending the existing 'No Stopping' zone located on the eastern side of the road and adjacent to property No.20 Chester Street, by 6 metres in a northern direction, and the installation of 'Give Way' line markings at the intersection of Chester Street (both upper section and lower section), in order to reduce congestion and improve road safety; and
- B. A Traffic Management Plan (TMP) for the proposed 'one-way' northbound traffic flow in Chester Street (lower section), Woollahra, be referred to Transport for NSW (TfNSW) for consideration and approval.

Note: Sen Const. Alex Birchansky addressed the Committee requesting additional traffic safety measures be implemented at the intersection of Chester Street (both lower and upper section).

Note: Recommendation amended at meeting.

Committee Vote: Unanimous Support

Woollahra Municipal Council

Woollahra Local Traffic Committee Minutes

Item No: Y7
Subject: **WALLAROY ROAD, WOOLLAHRA - NO PARKING RESTRICTIONS**
Author: Caitlin Bailey, Traffic & Transport Engineer
Approvers: Emilio Andari, Team Leader - Traffic & Transport
Aurelio Lindaya, Manager Engineering Services
File No: 21/243511
Reason for Report: Request from local residents to improve safety at crest.

Recommendation:

THAT the installation of a 12 metre 'No Parking' zone on the western side of Wallaroy Road, Woollahra, between property Nos. 42 and 44 Wallaroy Road, be approved, as shown in Annexure 1, 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 PROJECT STATUS**
Author: Emilio Andari, Team Leader - Traffic & Transport
Approver: Aurelio Lindaya, Manager Engineering Services
File No: 21/246203
Reason for Report: Monthly update on Transport for NSW Funded Projects

Recommendation:

THAT the information be received and noted.

Committee Vote: Unanimous Support

9. General Business

Nil

There being no further business the meeting concluded at 11:47 am.

We certify that the pages numbered 1 to 7 inclusive are the Minutes of the Woollahra Local Traffic Committee Meeting held on 7 December 2021.

Chairperson

Secretary of Committee

Item No: D3 Delegated to Committee
Subject: **WOOLLAHRA LOCAL TRAFFIC COMMITTEE MINUTES - 1 FEBRUARY 2022**
Author: Emilio Andari, Manager Engineering Services
Approver: Paul Fraser, Acting Director Infrastructure & Sustainability
File No: 22/17958
Purpose of the Report: For the Committee to consider the recommendations of the Woollahra Local Traffic Committee
Alignment to Delivery Program: Theme:Goal 6.1 Facilitate an improved network of accessible and safe alternate transport options.

Recommendation:

THAT the Recommendations Y1-Y3 contained in the minutes of the Woollahra Traffic Committee held on Tuesday 1 February 2022 be adopted.

Executive Summary:

This report presents the Woollahra Local Traffic Committee Minutes – 1 February 2022 for consideration by the Committee.

The minutes are presented as **Attachment 1**.

Options:

Nil.

Community Engagement and / or Internal Consultation:

Nil

Policy Implications:

Nil.

Financial Implications:

Nil

Resourcing Implications:

Nil.

Conclusion:

The minutes are presented for consideration by the Committee.

Attachments

1. Woollahra Local Traffic Committee Minutes - 1 February 2022 [↓](#) 



Woollahra Local Traffic Committee Meeting

Tuesday, 1 February 2022
10.00am

Minutes



Minutes

Tuesday 1 February 2022

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Woollahra Municipal Council
Woollahra Local Traffic Committee Minutes

1 February 2022

- 11. General Business

Woollahra Municipal Council
Woollahra Local Traffic Committee Minutes

1 February 2022

Woollahra Local Traffic Committee Minutes

The meeting of the Woollahra Local Traffic Committee was held using teleconferencing technology on 1 February 2022 at 10.00am.

Attendance

Committee Members:

Present:	Emilio Andari Ram Sritharan Sen Const. Alex Birchansky Jennifer Zin	(Woollahra Municipal Council) (Chair) (Transport for NSW) (Eastern Suburbs Police) (Gabrielle Upton MP Representative)
Staff:	Caitlin Bailey Ever Fang Jonas Manalang	(Woollahra Municipal Council) (Woollahra Municipal Council) (Woollahra Municipal Council)

1. Opening

The Manager Engineering Services declared the Woollahra Local Traffic Committee of 1 February 2022 open and welcomed Committee Members.

2. Acknowledgement of Country (Gadigal People and Birrabirrigal 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 Birrabirrigal 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 Sgt Luke Barrett Bushara Gidies	(Member for Sydney) (Eastern Suburbs Police) (Transport for NSW – State Transit)
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4. Confirmation of Minutes

Minutes of Previous Meeting

The minutes of Meeting No. 11/21 held via teleconference on Tuesday 7 December 2021 were confirmed by Sen Const. Alex Birchansky and Jennifer Zin.

Woollahra Municipal Council
Woollahra Local Traffic Committee Minutes

1 February 2022

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

- Alex Greenwich MP did not attend the meeting. A copy of his comments has been distributed to the other committee members via email.

Woollahra Municipal Council
Woollahra Local Traffic Committee Minutes

1 February 2022

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

Item No: Y1
Subject: **CARLISLE STREET, ROSE BAY - STOP CONTROL
INTERSECTION TREATMENT**
Author: Caitlin Bailey, Acting Team Leader - Traffic & Transport
Approver: Emilio Andari, Manager Engineering Services
File No: 21/259515
Purpose of the Report: Request by local residents to improve road safety.

Recommendation:

THAT:

- A. The installation of a 'STOP' control treatment for Carlisle Street, Rose Bay, at its intersection with Dover Road be approved, in order to improve traffic conditions and road safety at the intersection, as shown in Attachment 1;
- B. The installation of double barrier centre line marking with associated retro-reflective pavement markers in Carlisle Street and Hamilton Street, Rose Bay, be approved, in order to improve traffic conditions and road safety, as shown in Attachments 1 & 2; and
- C. Notification be undertaken two (2) weeks prior to the implementation of the 'STOP' control treatment to forewarn all motorists of the changed conditions at the intersection.

Committee Vote: Unanimous Support

Woollahra Municipal Council
Woollahra Local Traffic Committee Minutes

1 February 2022

Item No: Y2
Subject: **SPENCER LANE, ROSE BAY - STOP CONTROL INTERSECTION TREATMENT**
Author: Caitlin Bailey, Acting Team Leader - Traffic & Transport
Approver: Emilio Andari, Manager Engineering Services
File No: 21/259555
Purpose of the Report: Request by local residents to improve road safety.

Recommendation:

THAT:

- A. The installation of a 'STOP' control treatment for Spencer Lane, Rose Bay, at its intersection with Dover Road be approved, in order to improve traffic conditions and road safety at the intersection, as shown in Attachment 1;
- B. The installation of double barrier centre line marking with associated retro-reflective pavement markers in Spencer Lane, Rose Bay, be approved, at its intersection with Dover Road and to reflect the length of the existing 'No Stopping' zone on the northern side, and its intersection with Hamilton Street, as shown in Attachment 1, in order to improve traffic conditions road safety; and
- C. Notification be undertaken two (2) weeks prior to the implementation of the 'STOP' control treatment to forewarn all motorists of the changed conditions at the intersection.

Note: Recommendation amended at meeting.

Committee Vote: Unanimous Support

Item No: Y3
Subject: **GLENMORE ROAD, PADDINGTON - KERB EXTENSIONS AT LIVERPOOL STREET**
Author: Ever Fang, Traffic & Transport Engineer
Approvers: Caitlin Bailey, Acting Team Leader - Traffic & Transport
Emilio Andari, Manager Engineering Services
File No: 22/11716
Purpose for the Report: To improve road safety and enhance the streetscape amenity.

Recommendation:

THAT the design plan for the proposed kerb extensions and kerb blister islands with associated line markings in Glenmore Road, Paddington (as per attached Attachment 1 - Design Plan) be approved, subject to a detailed design plan being provided to Transport for NSW and NSW Police for review and concurrence prior to construction.

Note: Recommendation amended at meeting.

Committee Vote: Unanimous Support

Woollahra Municipal Council
Woollahra Local Traffic Committee Minutes

1 February 2022

Items for Discussion by Committee Members

Item No: Z1
Subject: **TRANSPORT FOR NSW FUNDED PROJECT STATUS**
Author: Caitlin Bailey, Acting Team Leader - Traffic & Transport
Approver: Emilio Andari, Manager Engineering Services
File No: 22/11197
Purpose of the Report: Monthly Update on Transport for NSW Funded Projects.

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 10:43 am.

We certify that the pages numbered 1 to 6 inclusive are the Minutes of the Woollahra Local Traffic Committee Meeting held on 1 February 2022.

Chairperson

Secretary of Committee

Item No: D4 Delegated to Committee
Subject: **MINUTES OF THE INCLUSION (DISABILITY, AGED AND CARERS) ADVISORY COMMITTEE MEETING - 11 NOVEMBER 2021**
Author: Jacky Hony, Team Leader - Community Development
Approvers: Vicki Munro, Manager Community & Culture
Patricia Ocelli, Director Community & Customer Experience
File No: 21/249190
Purpose of the Report: To table the Minutes of the Inclusion (Disability, Aged and Carers) Advisory Committee meeting held 11 November 2021.
Alignment to Delivery Program: Theme:Goal 1.4 Encourage respect for social and cultural diversity.

Recommendation:

THAT the Minutes of the Inclusion (Disability, Aged and Carers) Advisory Committee meeting held 11 November 2021 are received and noted.

Executive Summary:

This report outlines the details of the Inclusion (Disability, Aged and Carers) Advisory Committee meeting held on 11 November 2021, with the Minutes of this meeting provided as **Attachment 1**.

Options:

Nil.

Community Engagement and / or Internal Consultation:

At the meeting 11 November 2021, the Inclusion (Disability, Aged and Carers) Advisory Committee were consulted on the following four areas of Council's work:

- Draft Playspace Strategy;
- accessible programming within Woollahra Libraries;
- accessibility features of the proposed Rose Bay Community Centre; and
- accessible programming within the Woollahra Gallery at Redleaf.

Also in attendance at the meeting to facilitate conversation were relevant staff from Council: Open Space and Recreation Planning Team Leader and Landscape Project Officer; Acting Manager Woollahra Libraries; Development Manager – Strategic Properties and a representative from the Architects working with Council on the Rose Bay Community Centre; and the Art Gallery Coordinator.

Policy Implications:

Nil.

Financial Implications:

As determined by Council at its meeting 22 February 2021, community members of the Inclusion (Disability, Aged and Carers) Advisory Committee are paid a sitting fee of \$150 for each meeting they attend. As all four community members attended the meeting held 11 November 2021, this equates to a total of \$600 for the meeting.


Resourcing Implications:

Nil.

Conclusion:

The key outcomes of the meeting held with the Inclusion (Disability, Aged and Carers) Advisory Committee on 11 November 2021 are as outlined in the attached Minutes.

Attachment

1. Minutes of Inclusion (Disability, Aged & Carers) Advisory Committee - Thursday, 11 November 2021 [↓](#) 



Inclusion (Disability, Aged & Carers) Advisory Committee



Minutes

Thursday 11 November 2021

Inclusion (Disability, Aged & Carers) Advisory Committee Minutes

Thursday 11 November 2021

Present: Councillors: Isabelle Shapiro
Lucinda Regan

**Community
Representatives:** Nessa Joseph
Mervyn Levine
Ruark Lewis
Gabi Simpson

Staff: Jacky Hony, Community Development Team Leader
Patricia Occelli, Director Community & Customer Experience
Vicki Munro, Manager Community & Culture
Roger Faulkner, Open Space and Recreation Planning Team Leader
Vince Caccavo, Landscape Project Officer, Open Space and Trees
Corinna Pierce, Acting Manager Woollahra Libraries
Richard Pearson, Development Manager – Strategic Properties
Jim Koopman, Allen Jack and Cottier Architects
Sebastian Goldspink, Art Gallery Coordinator

Meeting opened: 2.00pm held using teleconferencing technology

Woollahra Municipal Council

Inclusion (Disability, Aged & Carers) Advisory Committee Minutes

11 November 2021

1. Opening

Councillor Shapiro welcomed attendees to the meeting.

2. Acknowledgement of Country

Councillor Shapiro gave an Acknowledgment of Country.

3. Apologies

Nil

4. Declarations of Interest

Nil

5. Confirmation of Minutes

Item No: 5.1

Subject: Confirmation of the Minutes 19 August 2021 and notes about Art Gallery wayfinding signage consultation.

Author: Jacky Hony, Team Leader - Community Development

(Regan, Lewis)

Resolved:

A. THAT the Minutes of the inaugural Inclusion (Disability, Aged and Carers) Advisory Committee meeting held 19 August 2021 be received and noted.

B. THAT the notes from consultations held 13, 15 and 21 September, 2021 regarding wayfinding signage in the Art Gallery be received and noted.

(Levine, Regan)

6. Items for Discussion

Item No: 6.1

Subject: Council's Draft Playspace Strategy

Author: Jacky Hony, Team Leader - Community Development

Resolved:

THAT community members of the Inclusion (Disability, Aged and Carers) Advisory Committee reviewed and provided lived experience feedback regarding Council's Draft Playspace Strategy as follows.

The Committee were advised that the Woollahra draft Playspace Strategy 2021 – 2031 is one of three related strategies that Council resolved on 5 July 2021 to place on public exhibition: the other two being the draft Recreation Strategy and Plans of Management for Crown Land Reserves.

Woollahra Municipal Council

Inclusion (Disability, Aged & Carers) Advisory Committee Minutes

11 November 2021

Both consultants and staff have compiled Council's draft Playspace Strategy which has been informed by analysing locality-based demographics, auditing the existing 25 play spaces, and consulting with the community through a survey on Council's website, pop-up consultations and notifying local schools.

The draft Playspace Strategy details high-level principles rather than specifics. When asked what elements are of highest importance in a play space, community responses were safety, clean and welcoming, availability of shade, away from roads and variety of equipment. When asked what elements are of highest concern regarding play spaces, inclusion of children living with disability was the second most common response.

The Committee discussed that there are many different types of disability but the community feedback hadn't specified what type/s of disability inclusion was of concern to them, noting Gabi Simpson's previous reference to [Livvis Place](#) resources and best practice information.

Ruark Lewis observed that the sensory sculpture at Rushcutters Bay Park and the sensory garden in William Street are good examples of spaces that are inclusive of people who are sight impaired.

The Committee was informed about some of the equipment installed within Woollahra play spaces that enable inclusion, such as boat swings for persons requiring back support, rubber entry points to cater for persons using wheelchairs, and water bubblers that are of accessible heights with clear space around them.

The Committee were advised of specifics regarding the access upgrade of Plumb Reserve in Fletcher Street. This upgrade was part-funded through a \$120,000 NSW Government 'Everyone Can Play' grant resulting in both natural and artificial shade, full fencing, accessible parking, a picnic table and range of group seating options, a drinking fountain and bottle filling station, all of which are connected through an accessible path network. Requirements of this funding are that 'can I get there, can I play, can I stay?' is considered when developing concept designs.

Gabi Simpson asked whether it was possible to provide an alternative to the popular monkey bars for children with less upper body strength and was advised that, whilst there is a lower set for smaller children as well as a higher set for taller children, there is not an easier piece of equipment adjacent to the monkey bars. Gabi Simpson asked whether future playgrounds could be brought to the Inclusion (Disability, Aged and Carers) Advisory Committee whilst still in the design phase to allow for greater Committee input to the design.

Dillon Street Reserve in Neild Avenue will open soon and is wheelchair accessible from the entry gates at both Neild Avenue and Stephen Street and also throughout the main level of the park but not to the lower section due to the steep topography. Some of the more inclusive elements in the play space include the birds nest swing and the timber balance challenge. The Committee discussed that the specifics of accessibility features of play spaces in Woollahra would be a useful addition to Council's website.

Action: Roger Faulkner to update Council's website to include itemised details of accessibility features of play spaces equipment in Woollahra, including what level of disability can access each feature.

Action: Committee members are welcome to contact Roger Faulkner on 9391 7180 or Roger.Faulkner@woollahra.nsw.gov.au or Vince Caccavo on 9391 7142 or Vince.Caccavo@woollahra.nsw.gov.au at any time regarding opportunities for improving inclusive play opportunities.

Woollahra Municipal Council

Inclusion (Disability, Aged & Carers) Advisory Committee Minutes

11 November 2021

Item No: 6.2
Subject: **Programming within Woollahra Libraries**
Author: Jacky Hony, Team Leader - Community Development

Resolved:

THAT community members of the Inclusion (Disability, Aged and Carers) Advisory Committee reviewed and provided lived experience feedback regarding accessible programming in Woollahra Libraries as follows.

A new Library Strategic Plan was launched June 2021 and commits Council to developing and hosting inclusive and diverse programming within the Woollahra Libraries. Woollahra Libraries already offer a Home Library Service but staff have brainstormed how best to approach this and have developed four initiatives to be further explored:

- hosting hybrids events that are accessible both in person and online, the latter to be either in real time or recorded;
- hosting Auslan children's story time sessions on either a monthly or quarterly basis;
- providing sensory story time with quiet refuges, such as a tent, where children can escape to if the environment is too intense; and
- offering a 'bus to book' program where people are brought in to the library, most likely the smaller libraries at Watsons Bay and Paddington.

The Committee were asked if there were other suggestions that might further encourage inclusion.

Gabi Simpson spoke of [Plumtree](#), a not-for-profit, community-based organisation based in Marrickville that provides therapies and support for children aged birth to eight years living with disability or developmental delay and their families at home, in the community, at the Marrickville centre and online. Plumtree receives funding from NDIA and online training is available for staff, for example free training in [Libraries as community connectors](#) that covers creating the right environment and fostering positive attitudes and behaviours.

Nessa Joseph observed the need to provide library customer awareness raising regarding disability inclusion, in addition to staff training. Corinna Pierce advised that a lot of discussion has been had with the community to re-educate the wider public that noise is welcome within the libraries.

Ruark Lewis suggested that, in addition to audio-books, regular author talks and live readings would be accessible for people who are sight impaired. The Committee was informed that, during lockdown, Library staff read twice a week for 30 minutes to interested people living in nursing homes.

Action: Corinna Pierce to explore the possibility of 'adult story time'.

Action: Committee members are welcome to contact Corinna Pierce on 9391 7705 or corinna.pierce@woollahra.nsw.gov.au at any time regarding opportunities for improving inclusive library services and programs.

Woollahra Municipal Council

Inclusion (Disability, Aged & Carers) Advisory Committee Minutes

11 November 2021

Item No: 6.3
Subject: **Rose Bay Community Centre**
Author: Jacky Hony, Team Leader - Community Development

Resolved:

THAT community members of the Inclusion (Disability, Aged and Carers) Advisory Committee reviewed and provided lived experience feedback regarding the Rose Bay Community Centre with a particular focus on the ground floor concept plan as follows.

Copies of the Rose Bay Community Centre fit-out plan were included in the agenda for the meeting so that Committee members were able to review them prior to the meeting. Council is in the process of finalising the design, due February 2022, before submitting a Development Application. Council has resolved to host public meeting/s prior to lodging the DA.

Action: Richard Pearson to notify Jacky Hony when the public meeting is scheduled so that the Committee might be advised and able to attend.

The Rose Bay Community Centre includes four components: a multi-storey car park (the current 95 parking spaces will be increased to 229 spaces); 350m² of retail space; a 750m² community centre; and public toilets. The newly created town plaza on Wilberforce Avenue will provide a meeting place and a space for public art.

Some of the accessibility features of the proposed development include a level accessible egress strip into the plaza, ramps, disabled parking bays directly by lifts and accessible doorway clearances. Accessibility features of the ground floor of the three-storey community centre include:

- access via a ramp and sliding doors;
- public ambulant toilets accessible via a ramp;
- a parents' facility including a change table, child and adult toilet, child and adult basin; and
- a unisex fully accessible adult change table, toilet and shower facility.

Whilst access to the adult change facility from within the community centre requires exiting the building from the café and using the ramp, this does mean that the facility can be used by persons outside the building when the café is closed.

The Committee discussed a number of points, including that there will be designated disabled parking bays in the basement of the car park, designated 'parents with prams' parking, and that the space outside the lifts is sufficient for movement of people with prams and those using wheelchairs.

As this development will include the only fully accessible change, shower and toilet facility within the Municipality and is close to a beach, the Committee thought that the community centre will attract and be well used by people living with disability, parents with prams and persons with limited mobility.

Cr Regan suggested that funding might be available to support the installation of a fully accessible toilet, shower and change facility.

Action: Richard Pearson to discuss with Patricia Ocelli and Vicki Munro whether there are potential grants available to fund a fully accessible toilet, shower and change facility.

Woollahra Municipal Council

Inclusion (Disability, Aged & Carers) Advisory Committee Minutes

11 November 2021

Action: Committee members are welcome to contact Richard Pearson on richard.pearson@woollahra.nsw.gov.au at any time regarding opportunities for improving inclusion at the Rose Bay Community Centre.

Item No: 6.4
Subject: **Programming within the Woollahra Gallery at Redleaf**
Author: Jacky Hony, Team Leader - Community Development

Resolved:

THAT community members of the Inclusion (Disability, Aged and Carers) Advisory Committee reviewed and provided lived experience feedback regarding accessible programming in the new Woollahra Gallery at Redleaf as follows.

Members of the Committee have previously been consulted regarding wayfinding signage in the Woollahra Gallery at Redleaf prior to it being opened to the public on 4 November 2021. Feedback about experiences of visiting the Gallery is actively being sought now that it is open.

Physical access features of the Gallery include braille, raised text, hearing loop, adjustable desks, accessible bathrooms and a lift that not only provides egress to the gallery but also to Blackburn Gardens from New South Head Road.

Accessibility features of programming at the Gallery include an EOI process that has resulted in applications from both local and inter-state artists. The first exhibition of an artist at the Gallery will include works by an artist living with Down Syndrome who works locally at Inala. Exhibitions scheduled for 2022 include video stories by two deaf artists using Auslan. The videos will also be captioned and voiced so that everyone can access them.

Inclusive events at the Gallery include the option for after- and before-hours tours. Other options being explored are quiet times, for example these may be preferred by people living with dementia, and providing narrative for tours by people who are vision impaired.

Gabi Simpson asked whether 'sensory mornings' with dimmed lights and quiet time could be scheduled and was advised that all ideas are welcomed and there will also be programming in the ground floor Cultural Hub that could, for example, be limited to small groups.

Mervyn Levine asked how 'access' in terms of appreciating and engaging with the art is being addressed. Sebastian Goldspink confirmed that there will be artists talks that will bring the artwork to life and also that Sebastian Goldspink himself is very happy to talk about the exhibitions, as are the two other Art Gallery staff and the many volunteers.

The Woollahra Gallery is open 10.00am to 6.00pm Wednesday to Friday and 10.00am to 5.00pm Saturday and Sunday.

Action: Committee members are welcome to contact Sebastian Goldspink on 9391 7926 or Sebastian.Goldspink@woollahra.nsw.gov.au at any time regarding inclusion with the Gallery.

A copy of Sebastian Goldspink's presentation is attached.

Woollahra Municipal Council

Inclusion (Disability, Aged & Carers) Advisory Committee Minutes

11 November 2021

7. General Business

Item No: 7.1

Subject: GENERAL BUSINESS

Author: Jacky Hony, Team Leader - Community Development

Resolved:

THAT the General Business be received and noted as follows.

Community members of the Committee gave thanks for the opportunity to be consulted on a range of Council works but commented that it would be more fruitful if consultation was to take place prior to works being finalised.

Subsequent to the meeting, staff and Councillors of the Committee agreed that consultations will in future be limited to two matters per meeting to allow more in-depth discussion.

8. Next Meeting

The next meeting is scheduled for February 2022 at a date yet to be determined.

There being no further business the meeting concluded at 4.00pm.

Item No: D5 Delegated to Committee
Subject: **MONTHLY FINANCIAL REPORT - NOVEMBER 2021**
Author: Toby Andreassen, Financial Accountant
Approvers: Paul Ryan, Chief Financial Officer
Sue Meekin, Director Corporate Performance
File No: 21/248202
Purpose of the Report: To present the monthly financial report for November 2021.
Alignment to Delivery Program: Theme:Goal 11.4 Maintain Council's strong financial position.

Recommendation:

THAT the Committee:

- A. Receive and note the Monthly Financial Report – November 2021.
- B. Note that Council's 12 month weighted average return for November 2021 on its direct investment portfolio of 0.47% exceeds the benchmark 90 day AusBond Bank Bill Index of 0.02%.
- C. Note that the interest income for year to date 30 November is \$172k with a revised twelve month's forecast of \$373k approved at the last FC&S committee meeting.

Executive Summary:

The purpose of this report is for the Responsible Accounting Officer (RAO) (Council's Chief Financial Officer) to provide the Council with a written report for November 2021 in accordance with the Local Government Regulation 2005 (Clause 212), setting out details of all money that the Council has invested. This report must be made up to the last day of the month immediately preceding the meeting it is presented to.

The weighted average return for November remained unchanged at 0.47% with little movement in the portfolio. The interest income for year to date 30 November is \$172k with a revised twelve month's forecast of \$373k approved at the last FC&S committee meeting.

Discussion:

The Monthly Financial Report for November 2021 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 and market valuations.
- Statement of Investment Policy Compliance.
- Charts:
 - Weighted Average Maturity and Weighted Average Returns.
 - Weighted Average Returns v 90 day AusBond Bank Bill Index.
 - Actual Interest Earned v Original Budget & Revised Forecast.
- Movements in Book Value of Investments

Investment Transactions for the Month of November 2021

Date	Investment Description	Term	Rate	Transaction	Amount
Opening Balance as at 1 November 2021					83,256,722.63
10/11/2021	AMP Bank TD	365	0.75	Maturity	-2,000,000.00
10/11/2021	AMP Bank TD	365	1.00	Purchase	2,000,000.00
25/11/2021	Community First Credit Union TD	365	0.65	Maturity	-2,000,000.00
30/11/2021	ANZ Bank FRN			Fair Value Adjustment	-1,620.00
30/11/2021	AMP Online movement			Deposit	958.43
30/11/2021	CBA Online movement			Deposit	6,000,248.86
30/11/2021	Macquarie Online movement			Deposit	1,321.24
30/11/2021	NAB Online movement			Deposit	3,934.41
Net movement in Portfolio for the month					4,004,842.94
Closing Balance as at 30 November 2021					87,261,565.57

Commentary:

Council's investment portfolio increased by \$4.0M during November which is a normal trend for a rates instalment month with rates receipts totalling \$7.1M.

Our \$2M ANZ FRN saw a backdated mark-to-market valuation reduction for October of \$1,620 with future revaluations continuing to be processed one month in arrears.

Restricted Cash:

Restricted Cash are funds set aside for future expenditure and are 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 Council's total cash and investments of \$87.770M* at the end of November, \$81.781M was restricted leaving \$5.989M in unrestricted cash.

	30/11/2021 \$'000
Total Cash, Cash Equivalents and Investments	87,770 *
Less: Restricted Cash:	
External Restrictions	19,440
Internal Restrictions	62,341
Unrestricted Cash	<u>5,989</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 October 2021		848,952.62
	General Fund Acct	102,610.48
	Kiaora Bank Acct	746,342.14

Receipts		
Rates		7,129,731.42
Investment Maturities		4,000,000.00
Transfers In from At Call Accounts		929,000.00
Other		5,504,462.56
Total Receipts		17,563,193.98

Description	This month	Current YTD	Previous YTD
Kiaora Place	919,025	3,931,725	3,413,531
Deposits & Bonds	1,050,372	4,147,692	4,254,464
S7.12 Contributions	331,233	1,888,050	1,510,926
Sundry Debtors	323,174	2,229,758	2,418,742
Parking Fines	303,427	2,193,326	1,984,378
Financial Assistance Grant	227,236	454,472	398,175
GST Refund	224,059	852,859	1,610,362
Parking Meter Charges	207,474	390,031	247,868
Roads to Recovery Grant	175,790	175,790	153,895
Trade Waste Debtors	138,817	544,182	635,194
	3,900,607	16,807,884	16,627,535

Payments		
Cheque Payments		0.00
Cancelled Cheques		0.00
EFT Payments		-5,290,054.13
Returned EFT Payments		79.90
Total Payments before Direct Debits		-5,289,974.23

10 Largest Payments during the month

Reference	Payment Date	Payee	Description	Amount
89795	18/11/2021	Veolia Environmental Services	Tipping fees - Oct'21	-487,360.83
89570	4/11/2021	PayClear Services Pty Ltd	Employer/employee super - Oct'21	-401,720.62
90020	25/11/2021	Stateline Asphalt	General works - Victoria Rd, Bellevue Hill	-213,630.12
302601	2/11/2021	BGIS	Float top up	-189,450.53
89763	11/11/2021	URM Environmental Services Pty Ltd	Recycling contract - Oct/Nov'21	-168,993.15
134LIRS	29/11/2021	Commonwealth Bank of Australia	Loan repayment - principal and interest	-137,375.53
89544	4/11/2021	HWL Lawyers	Professional services - various	-123,091.98
89893	18/11/2021	Technology One Pty Ltd	Annual support and maintenance fee - 10/12/21 to 09/12/22	-104,371.31
89897	18/11/2021	URM Environmental Services Pty Ltd	Recycling contract - Oct'21	-96,800.88
89797	18/11/2021	Computer Systems (Australia) Pty Ltd	Firewall protection for our servers - 12mths subscription	-95,898.55

Payments - Direct Debits From Bank A/c

Payroll	-2,306,007.30
PAYG Tax	-801,312.00
Bank Charges	-209.70
Revenue Collection Charges	-1,511.78
Investment Purchases	-2,000,000.00
Transfers to At Call Accounts	-6,929,000.00
Credit cards	-12,726.29
Total Direct Debits for period	-12,050,767.07
Total Payments	-17,340,741.30

Cash Book Balance as at 30 November 2021

		1,071,405.30
	General Fund Acct	138,488.56
	Kiaora Bank Acct	932,916.74
Unpresented Cheques	68	Value: 31,239.51
Outstanding Deposits & Miscellaneous Items		1,100,307.00
Reconciled Cash Book Balance as at 30 November 2021		2,202,951.81
Bank A/c Balances as at 30 November 2021		2,202,951.81

	General Fund Acct	1,270,035.07
	Kiaora Bank Acct	932,916.74

Unpresented Cheques > \$30,000.00

Cheque No.	Cheque Date	Payee	Description	Amount
		Not any		

Commentary:

This statement presents Council's bank reconciliation as at 30 November 2021. The top ten receipt and payment items are provided. Excluding investment transactions, receipts exceeded payments this month by \$4.0M and with little movement in our bank balance saw an increase in our total portfolio value by the same amount.

Investment Portfolio as at 30 November 2021

RATING	BANK & SECURITY	PURCHASE DATE	MATURITY DATE	TOTAL TERM (DAYS)	REMAINING DAYS TO MATURITY	%	FACE VALUE \$	BOOK VALUE \$
	1. OAKVALE CAPITAL Limited Emerald Reverse Mortgage Backed Security						1,000,000.00	610,000.00
	2. WMC DIRECT INVESTMENTS							
NR	BANK OF SYDNEY TERM DEPOSIT	4/12/2020	6/12/2021	367	6	0.70	2,000,000.00	2,000,000.00
AA	WESTPAC BANKING CORPORATION TERM DEPOSIT	30/08/2021	23/12/2021	115	23	0.13	2,000,000.00	2,000,000.00
BBB	AMP BANK TERM DEPOSIT	5/01/2021	5/01/2022	365	36	0.75	1,000,000.00	1,000,000.00
AA	NATIONAL AUSTRALIA BANK TERM DEPOSIT	13/08/2021	13/01/2022	153	44	0.26	2,000,000.00	2,000,000.00
AA	WESTPAC BANKING CORPORATION TERM DEPOSIT	30/08/2021	17/01/2022	140	48	0.13	2,000,000.00	2,000,000.00
BBB	BANK OF QUEENSLAND TERM DEPOSIT	27/04/2021	27/01/2022	275	58	0.39	3,000,000.00	3,000,000.00
AA	WESTPAC BANKING CORPORATION TERM DEPOSIT	27/04/2021	27/01/2022	275	58	0.34	4,000,000.00	4,000,000.00
AA	ANZ BANK FLOATING RATE NOTE	7/03/2017	7/03/2022	1826	97	1.01	2,000,000.00	2,006,320.00
AA	NATIONAL AUSTRALIA BANK TERM DEPOSIT	13/08/2021	14/03/2022	213	104	0.28	3,000,000.00	3,000,000.00
A	ING DIRECT TERM DEPOSIT	8/06/2021	8/04/2022	304	129	0.45	6,000,000.00	6,000,000.00
AA	COMMONWEALTH BANK TERM DEPOSIT	15/06/2021	11/04/2022	300	132	0.42	4,000,000.00	4,000,000.00
BBB	AMP BANK TERM DEPOSIT	31/05/2021	26/04/2022	330	147	0.35	2,000,000.00	2,000,000.00
BBB	BANK OF QUEENSLAND TERM DEPOSIT	13/08/2021	13/05/2022	273	164	0.44	3,000,000.00	3,000,000.00
BBB	MEMBERS EQUITY TERM DEPOSIT	13/08/2021	14/06/2022	305	196	0.50	1,000,000.00	1,000,000.00
AA	WESTPAC BANKING CORPORATION TERM DEPOSIT	30/08/2021	20/06/2022	294	202	0.25	4,000,000.00	4,000,000.00
BBB	BANK OF QUEENSLAND TERM DEPOSIT	30/08/2021	5/07/2022	309	217	0.39	1,000,000.00	1,000,000.00
NR	BANK OF SYDNEY TERM DEPOSIT	30/08/2021	5/07/2022	309	217	0.54	1,000,000.00	1,000,000.00
AA	NATIONAL AUSTRALIA BANK TERM DEPOSIT	9/07/2021	11/07/2022	367	223	0.36	2,000,000.00	2,000,000.00
BBB	MEMBERS EQUITY TERM DEPOSIT	9/07/2021	11/07/2022	367	223	0.50	3,000,000.00	3,000,000.00
BBB	JUDO BANK TERM DEPOSIT	17/09/2021	16/09/2022	364	290	0.65	2,000,000.00	2,000,000.00
BBB	AMP BANK TERM DEPOSIT	10/11/2021	10/11/2022	365	345	1.00	2,000,000.00	2,000,000.00
AA	NATIONAL AUSTRALIA BANK TERM DEPOSIT	19/01/2021	18/07/2023	910	595	0.65	1,000,000.00	1,000,000.00
AA	WESTPAC BANKING CORPORATION TERM DEPOSIT	19/01/2021	18/07/2023	910	595	0.49	1,000,000.00	1,000,000.00
AA	NATIONAL AUSTRALIA BANK TERM DEPOSIT	19/01/2021	17/08/2023	940	625	0.66	1,000,000.00	1,000,000.00
AA	WESTPAC BANKING CORPORATION TERM DEPOSIT	19/01/2021	17/08/2023	940	625	0.50	1,000,000.00	1,000,000.00
AA	NATIONAL AUSTRALIA BANK TERM DEPOSIT	19/01/2021	16/10/2023	1000	685	0.67	2,000,000.00	2,000,000.00
AA	NATIONAL AUSTRALIA BANK TERM DEPOSIT	19/01/2021	15/12/2023	1060	745	0.68	1,000,000.00	1,000,000.00
AA	WESTPAC BANKING CORPORATION TERM DEPOSIT	19/01/2021	15/12/2023	1060	745	0.53	1,000,000.00	1,000,000.00
AA	NATIONAL AUSTRALIA BANK TERM DEPOSIT	19/01/2021	19/01/2024	1095	780	0.70	2,000,000.00	2,000,000.00
AT CALL:								
AA	COMMONWEALTH BANK ONLINE SAVER A/C					0.10	9,543,074.74	9,543,074.74
BBB	AMP BANK 31DAY NOTICE ACCT BUSINESS SAVER ACCT					0.55 0.50	2,052,703.69 15.14	2,052,703.69 15.14
A	MACQUARIE BANK CASH MANAGEMENT ACCOUNT					0.40	4,020,128.54	4,020,128.54
AA	NATIONAL AUSTRALIA BANK PROFESSIONAL FUNDS ACCT					0.50	8,979,323.46	8,979,323.46
AA	ANZ BANK 11AM CALL ACCT					0.03	50,000.00	50,000.00
	Total WMC Direct Investments						86,645,245.57	86,651,565.57
	Weighted Average Days to Maturity of WMC Direct Investments				225.18			
	Weighted Average Return of WMC Direct Investments					0.47		
	PORTFOLIO TOTALS						87,645,245.57	87,261,565.57

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:

We are holding a larger amount of cash in our at-call accounts to take advantage of any one-off investment opportunities and will in the interim place the funds where the returns are better and we have capacity to invest. Our at-call accounts were further boosted by rates instalments at month-end and will be invested in new deposits early December.

**Investment Policy Compliance Report
 as at 30 November 2021**

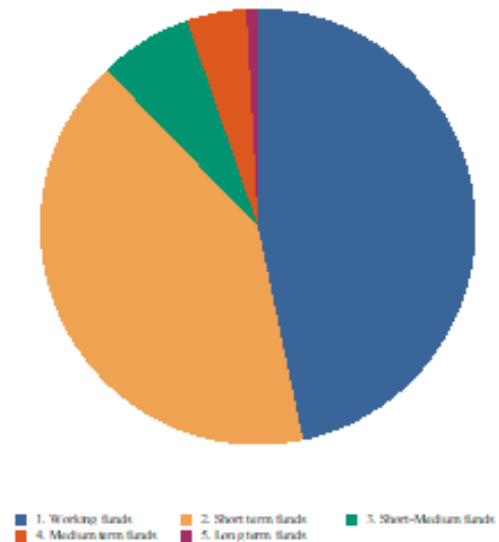
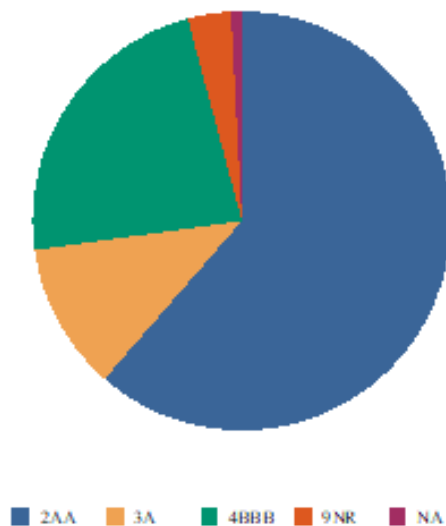
Acct	Bank	Rating Cat.	%	Policy Limit \$	Current Holding	% of Total	Compliance
Counterparty Limits							
AMP	AMP Bank	BBB	10%	8,726,157	7,052,719	8%	Complies - \$ 1,673,437 available
ANZ	ANZ Bank	AA	30%	26,178,470	2,056,320	2%	Complies - \$24,122,149 available
CBA	Commonwealth Bank	AA	30%	26,178,470	13,543,075	16%	Complies - \$12,635,394 available
ING	ING Direct	A	15%	13,089,235	6,000,000	7%	Complies - \$ 7,089,234 available
JUD	Judo Bank	BBB	10%	8,726,157	2,000,000	2%	Complies - \$ 6,726,156 available
MAC	Macquarie Bank	A	15%	13,089,235	4,020,129	5%	Complies - \$ 9,069,106 available
MEB	Members Equity Bank	BBB	10%	8,726,157	4,000,000	5%	Complies - \$ 4,726,156 available
NAB	National Australia Bank	AA	30%	26,178,470	22,979,323	26%	Complies - \$ 3,199,146 available
OAK	Oakvale Capital	NA		0	610,000	1%	Grandfathered - Complies
QLD	Bank of Queensland	BBB	10%	8,726,157	7,000,000	8%	Complies - \$ 1,726,156 available
SYD	Bank of Sydney	NR	5%	4,363,078	3,000,000	3%	Complies - \$ 1,363,078 available
WBC	Westpac Banking Corporation	AA	30%	26,178,470	15,000,000	17%	Complies - \$11,178,469 available
					<u>87,261,566</u>		

Credit Quality Limits:

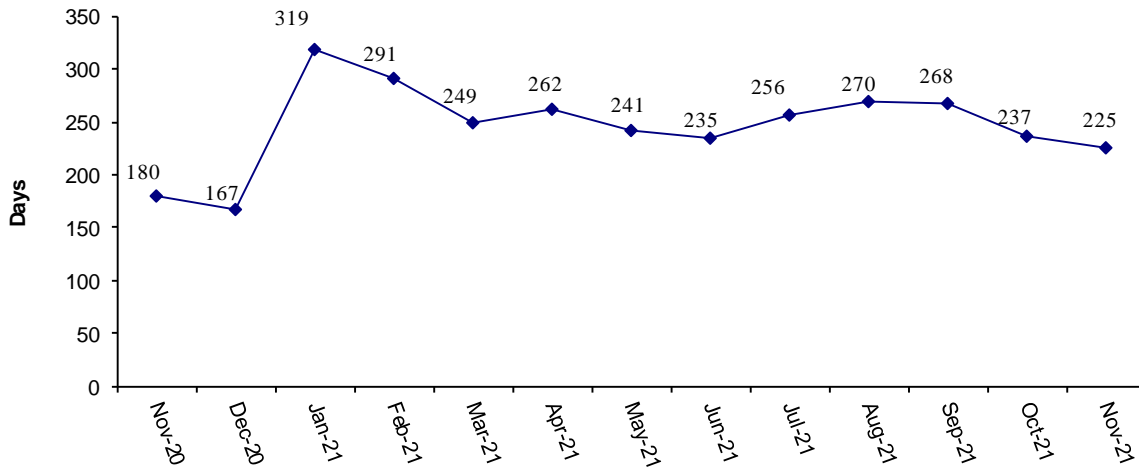
Rating Cat.	Limit	\$	%	
AA	100%	53,578,718	61%	Complies
A	45%	10,020,129	11%	Complies
BBB	25%	20,052,719	23%	Complies
NR	10%	3,000,000	3%	Complies
NA		610,000	1%	Grandfathered
		<u>87,261,566</u>		

Term to Maturity Limits:

Term	Limit	\$	%	
1. Working funds	10-100	40,645,246	47%	Complies
2. Short term funds	20-100	36,006,320	41%	Complies
3. Short-Medium funds	0-70	6,000,000	7%	Complies
4. Medium term funds	0-50	4,000,000	5%	Complies
5. Long term funds	0-20	610,000	1%	Complies
		<u>87,261,566</u>		



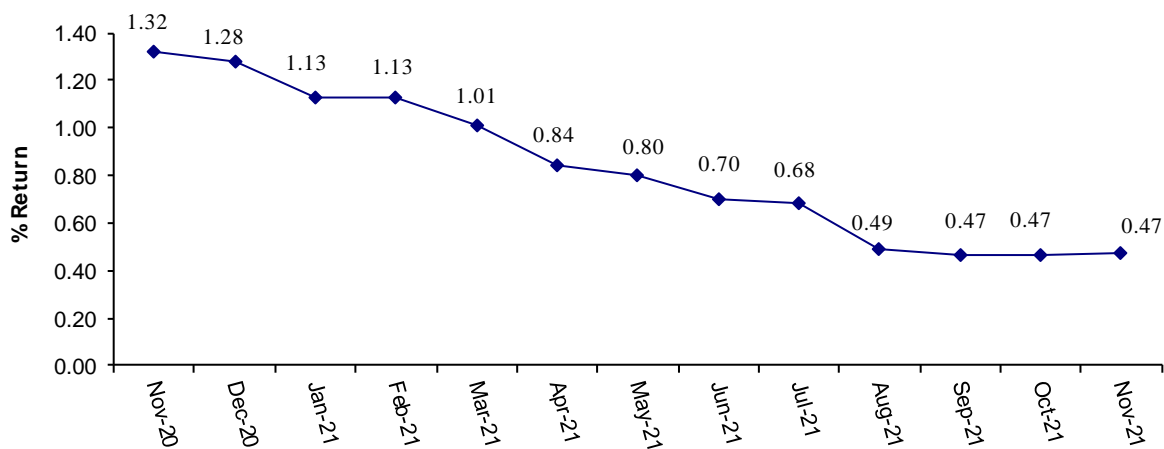
Weighted Average Days to Maturity



Commentary:

The weighted average days to maturity for November fell 12 days with the bulk of the portfolio moving towards maturity.

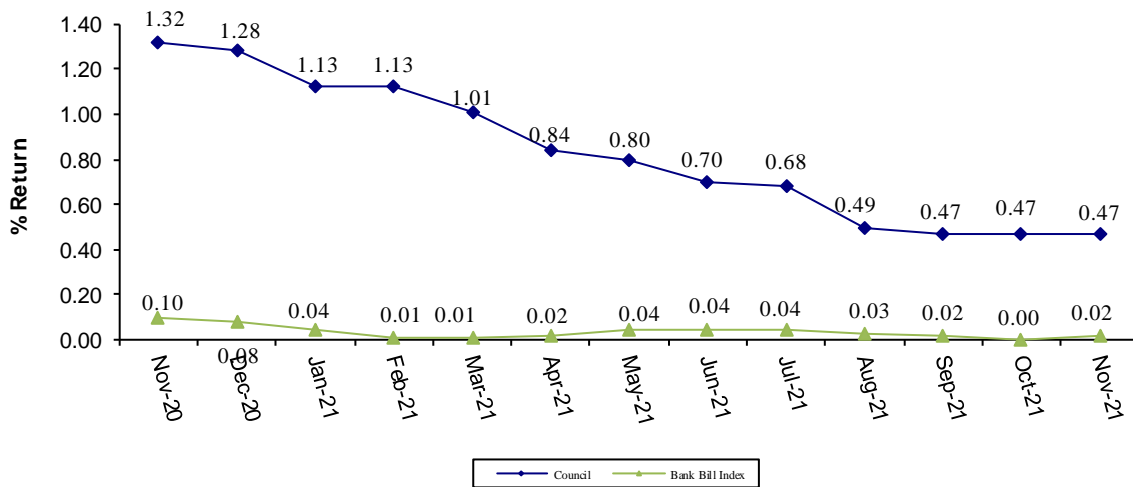
Weighted Average Return



Commentary:

The weighted average return for November remained unchanged at 0.47% with little movement in the portfolio.

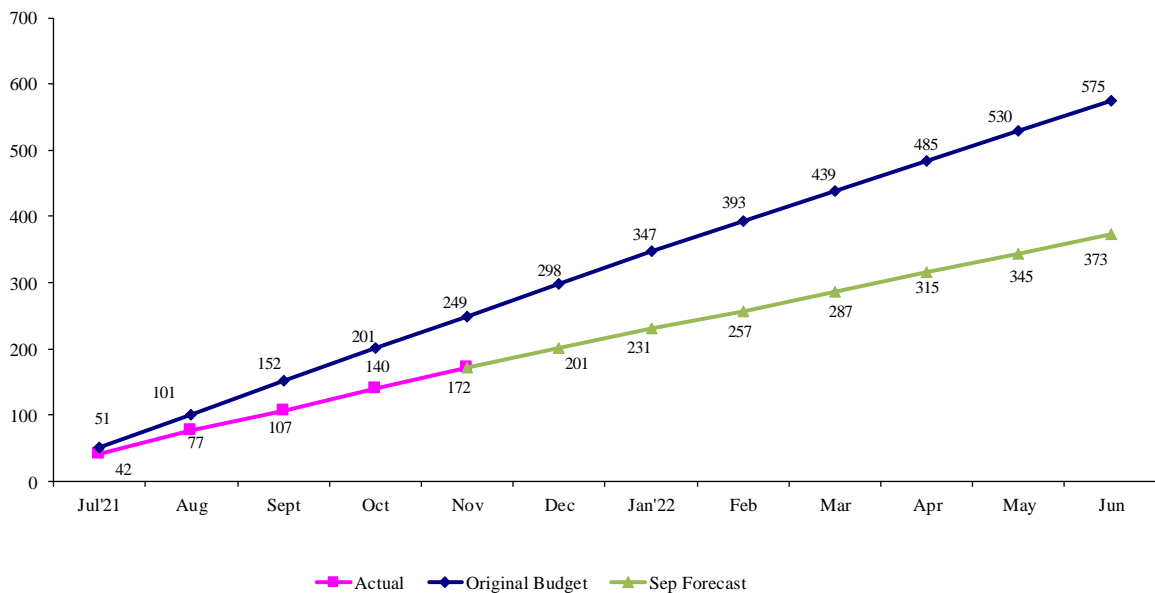
Weighted Average Return v Bank Bill Index



Commentary:

This chart tracks Council’s weighted average return on its direct investment portfolio against a 90 day AusBond Bank Bill Index. Council’s weighted average remained unchanged at 0.47% against a corresponding AusBond index of 0.02%.

Actual Interest Earned v Budget
 \$'000



Commentary:

Our year to date interest to November is \$172k or \$77k below our original budget. With the achievement of our full year budget of \$575k highly unlikely a recommendation was put to Council to revise the forecast interest earnings for the year ending 30 June 2022 down to \$373k. As this has now been approved a phased September Forecast has been included in the graph above.

Movements in Book Value (Fair Value) of Investments

Formerly managed by Oakvale Capital

	Securities	Total Book Value
30/06/2021 Balance brought forward	610,000.00	610,000.00
	610,000.00	

Direct Investments

	Securities	Total Book Value
30/06/2021 Balance brought forward	2,014,260.00	2,014,260.00
30/06/2020 Revalue to Market Value - ANZ FRN	(1,460.00)	2,012,800.00
31/07/2020 Revalue to Market Value - ANZ FRN	(1,320.00)	2,011,480.00
31/08/2021 Revalue to Market Value - ANZ FRN	(1,580.00)	2,009,900.00
30/09/2021 Revalue to Market Value - ANZ FRN	(1,960.00)	2,007,940.00
31/10/2021 Revalue to Market Value - ANZ FRN	(1,620.00)	2,006,320.00
30/11/2021 Revalue to Market Value - ANZ FRN #	0.00	2,006,320.00
	2,006,320.00	

Information not available in time

Commentary:

The table above details movements in Council's portfolio formerly managed by Oakvale Capital along with Council's direct investment floating rate notes (FRNs). It typically includes the maturity or sale of securities, quarterly coupon payments and fair value (market) adjustments.

Our \$2M ANZ FRN was retrospectively revalued in November as at 31 October recording a mark-to-market reduction of \$1,620. Future revaluations will continue to run one month in arrears given the information arrives after our reporting deadline.

No coupons were due for November.

Options:

NIL

Community Engagement and / or Internal Consultation:

NIL

Policy Implications:

NIL

Financial Implications:

We expect investment returns to continue to be remain at the weighted average return of 0.47% for the remainder of the financial year.

Resourcing Implications:

Nil

Conclusion:

Given the low interest rates available in the market and the market uncertainty on interest rates beyond the next 12 months, we continue to reinvest cash on terms no greater than 12 months.

Attachment

Nil

Item No: D6 Delegated to Committee
Subject: **MONTHLY FINANCIAL REPORT - DECEMBER 2021**
Author: Toby Andreassen, Financial Accountant
Approvers: Paul Ryan, Chief Financial Officer
Sue Meekin, Director Corporate Performance
File No: 21/248203
Purpose of the Report: To present the monthly financial report for December 2021.
Alignment to Delivery Program: Theme:Goal 11.4 Maintain Council's strong financial position.

Recommendation:

THAT the Committee:

- A. Receive and note the Monthly Financial Report – December 2021.
- B. Note that Council's 12 month weighted average return for December 2021 on its direct investment portfolio of 0.51% exceeds the benchmark 90 day AusBond Bank Bill Index of 0.03%.
- C. Note that the interest income for year to date 31 December of \$205k is running slightly above the revised forecast for the same period of \$201k.

Executive Summary:

The purpose of this report is for the Responsible Accounting Officer (RAO) (Council's Chief Financial Officer) to provide the Council with a written report for November 2021 in accordance with the Local Government Regulation 2005 (Clause 212), setting out details of all money that the Council has invested. This report must be made up to the last day of the month immediately preceding the meeting it is presented to.

The weighted average return for December rose 4bps to 0.51% from 0.47% last month with new investments placed on terms with rates of 0.90% to 1.00%. The interest income for year to date 31 December of \$205k is 2% ahead of our revised forecast for the same period with a twelve month's forecast of \$373k as approved at the last quarterly budget forecast.

Discussion:

The Monthly Financial Report for December 2021 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 and market valuations.
- Statement of Investment Policy Compliance.
- Charts:
 - Weighted Average Maturity and Weighted Average Returns.
 - Weighted Average Returns v 90 day AusBond Bank Bill Index.
 - Actual Interest Earned v Original Budget & Revised Forecast.
- Movements in Book Value of Investments
- Quarterly update on Arrears of Rents & Fees.

Investment Transactions for the Month of December 2021

Date	Investment Description	Term	Rate	Transaction	Amount
Opening Balance as at 1 December 2021					87,261,565.57
6/12/2021	Bank of Sydney TD	367	0.70	Maturity	-2,000,000.00
7/12/2021	Community First Credit Union TD	244	1.00	Purchase	2,000,000.00
23/12/2021	Westpac Banking Corporation TD	115	0.13	Maturity	-2,000,000.00
23/12/2021	Judo Bank TD	271	0.95	Purchase	1,000,000.00
23/12/2021	Community First Credit Union TD	305	0.90	Purchase	1,000,000.00
31/12/2021	ANZ Bank FRN			Fair Value Adjustment	-1,560.00
31/12/2021	AMP Online movement			Deposit	927.94
31/12/2021	CBA Online movement			Withdrawal	-3,292,667.96
31/12/2021	Macquarie Online movement			Deposit	1,365.81
31/12/2021	NAB Online movement			Withdrawal	-347,377.30
Net movement in Portfolio for the month					-3,639,311.51
Closing Balance as at 31 December 2021					83,622,254.06

Commentary:

Our investment portfolio fell \$3.6M for the month which is consistent with a non-rates instalment month.

Our \$2M ANZ FRN saw a backdated mark-to-market valuation reduction for November of \$1,560 with future revaluations continuing to be processed one month in arrears.

Restricted Cash:

Restricted Cash are funds set aside for future expenditure and are 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 Council’s total cash and investments of \$85.094M* at the end of December, \$82.037M was restricted leaving \$3.057M in unrestricted cash.

	31/12/2021 \$'000
Total Cash, Cash Equivalents and Investments	85,094 *
Less: Restricted Cash:	
External Restrictions	19,155
Internal Restrictions	62,882
Unrestricted Cash	<u>3,057</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 30 November 2021

General Fund Acct 138,488.56
Kiaora Bank Acct 932,916.74

1,071,405.30

Receipts

Rates	2,944,920.43
Investment Maturities	4,000,000.00
Transfers In from At Call Accounts	7,298,000.00
Other	5,941,411.46
Total Receipts	20,184,331.89

Description	This month	Current YTD	Previous YTD
Kiaora Place	981,048	4,912,773	4,409,287
Deposits & Bonds	1,366,125	5,513,817	4,771,759
Sundry Debtors	683,035	2,912,794	3,046,194
S7.12 Contributions	451,128	2,339,177	1,717,292
Parking Fines	437,005	2,630,331	2,508,381
GST Refund	256,570	1,109,429	1,610,362
DOCS Preschool Subsidy	182,026	886,409	663,214
Parking Meter Charges	161,285	551,315	365,218
Trade Waste Debtors	131,498	675,680	764,376
Work Zone Charges	119,237	496,576	236,745
	4,768,957	22,028,301	20,092,827

Payments

Cheque Payments	0.00
Cancelled Cheques	0.00
EFT Payments	-7,980,715.47
Returned EFT Payments	250.00
Total Payments before Direct Debits	-7,980,465.47

10 Largest Payments during the month

Reference	Payment Date	Payee	Description	Amount
166971	20/12/2021	Revenue NSW	2nd qtr contribution to Fire & Rescue/SES	-544,685.45
90400	16/12/2021	Veolia Environmental Services	Tipping fees - Nov'21	-410,070.85
90132	2/12/2021	PayClear Services Pty Ltd	Employer/employee super - Nov'21	-404,287.60
90490	16/12/2021	Stateline Asphalt	General works - The Crescent, Boronia Rd	-266,667.50
90405	16/12/2021	Corporation Sole EPA Act	Contribution to 2021/22 s7.42 EPA Act Corp Sole - 75%	-248,127.98
302601	2/12/2021	BGIS	Float top up	-186,547.63
137	22/12/2021	National Australia Bank *	Loan repayment - principal and interest	-181,423.93
90183	2/12/2021	State Civil Pty Ltd	General works - various locations	-177,294.70
136	16/12/2021	National Australia Bank *	Loan repayment - principal and interest	-169,710.32
90397	16/12/2021	Civil Streetscapes Pty Ltd	General works - various locations	-162,877.55

* Direct debit from NAB online at-call account

Payments - Direct Debits From Bank A/c

Payroll	-2,895,965.77
PAYG Tax	-1,029,552.00
Bank Charges	-369.18
Revenue Collection Charges	-27,673.12
Investment Purchases	-4,000,000.00
Transfers to At Call Accounts	-4,005,000.00
Credit cards	-4,332.90
Total Direct Debits for period	-11,962,892.97
Total Payments	-19,943,358.44

Cash Book Balance as at 31 December 2021

General Fund Acct 309,961.32
Kiaora Bank Acct 1,002,417.43

1,312,378.75

Unpresented Cheques 68 Value: 31,239.51

Outstanding Deposits & Miscellaneous Items 443,319.47

Reconciled Cash Book Balance as at 31 December 2021 1,786,937.73

Bank A/c Balances as at 31 December 2021 1,786,937.73

General Fund Acct 784,520.30
Kiaora Bank Acct 1,002,417.43

Unpresented Cheques > \$30,000.00

Cheque No.	Cheque Date	Payee	Description	Amount
		Not any		

Commentary:

This statement presents Council's bank reconciliation as at 31 December 2021. The top ten receipt and payment items are provided. Excluding investment transactions, payments exceeded receipts this month by \$3.4M and together with movements in cash at bank resulted in the \$3.6M decrease in our total portfolio value.

Investment Portfolio as at 31 December 2021

RATING	BANK & SECURITY	PURCHASE DATE	MATURITY DATE	TOTAL TERM (DAYS)	REMAINING DAYS TO MATURITY	%	FACE VALUE \$	BOOK VALUE \$
	1. OAKVALE CAPITAL Limited Emerald Reverse Mortgage Backed Security						1,000,000.00	610,000.00
	2. WMC DIRECT INVESTMENTS							
BBB	AMP BANK TERM DEPOSIT	5/01/2021	5/01/2022	365	5	0.75	1,000,000.00	1,000,000.00
AA	NATIONAL AUSTRALIA BANK TERM DEPOSIT	13/08/2021	13/01/2022	153	13	0.26	2,000,000.00	2,000,000.00
AA	WESTPAC BANKING CORPORATION TERM DEPOSIT	30/08/2021	17/01/2022	140	17	0.13	2,000,000.00	2,000,000.00
BBB	BANK OF QUEENSLAND TERM DEPOSIT	27/04/2021	27/01/2022	275	27	0.39	3,000,000.00	3,000,000.00
AA	WESTPAC BANKING CORPORATION TERM DEPOSIT	27/04/2021	27/01/2022	275	27	0.34	4,000,000.00	4,000,000.00
AA	ANZ BANK FLOATING RATE NOTE	7/03/2017	7/03/2022	1826	66	1.06	2,000,000.00	2,004,760.00
AA	NATIONAL AUSTRALIA BANK TERM DEPOSIT	13/08/2021	14/03/2022	213	73	0.28	3,000,000.00	3,000,000.00
A	ING DIRECT TERM DEPOSIT	8/06/2021	8/04/2022	304	98	0.45	6,000,000.00	6,000,000.00
AA	COMMONWEALTH BANK TERM DEPOSIT	15/06/2021	11/04/2022	300	101	0.42	4,000,000.00	4,000,000.00
BBB	AMP BANK TERM DEPOSIT	31/05/2021	26/04/2022	330	116	0.35	2,000,000.00	2,000,000.00
BBB	BANK OF QUEENSLAND TERM DEPOSIT	13/08/2021	13/05/2022	273	133	0.44	3,000,000.00	3,000,000.00
BBB	MEMBERS EQUITY TERM DEPOSIT	13/08/2021	14/06/2022	305	165	0.50	1,000,000.00	1,000,000.00
AA	WESTPAC BANKING CORPORATION TERM DEPOSIT	30/08/2021	20/06/2022	294	171	0.25	4,000,000.00	4,000,000.00
BBB	BANK OF QUEENSLAND TERM DEPOSIT	30/08/2021	5/07/2022	309	186	0.39	1,000,000.00	1,000,000.00
NR	BANK OF SYDNEY TERM DEPOSIT	30/08/2021	5/07/2022	309	186	0.54	1,000,000.00	1,000,000.00
AA	NATIONAL AUSTRALIA BANK TERM DEPOSIT	9/07/2021	11/07/2022	367	192	0.36	2,000,000.00	2,000,000.00
BBB	MEMBERS EQUITY TERM DEPOSIT	9/07/2021	11/07/2022	367	192	0.50	3,000,000.00	3,000,000.00
NR	COMMUNITY FIRST CU TERM DEPOSIT	7/12/2021	8/08/2022	244	220	1.00	2,000,000.00	2,000,000.00
BBB	JUDO BANK TERM DEPOSIT	17/09/2021	16/09/2022	364	259	0.65	2,000,000.00	2,000,000.00
BBB	JUDO BANK TERM DEPOSIT	23/12/2021	20/09/2022	271	263	0.95	1,000,000.00	1,000,000.00
NR	COMMUNITY FIRST CU TERM DEPOSIT	23/12/2021	24/10/2022	305	297	0.90	1,000,000.00	1,000,000.00
BBB	AMP BANK TERM DEPOSIT	10/11/2021	10/11/2022	365	314	1.00	2,000,000.00	2,000,000.00
AA	NATIONAL AUSTRALIA BANK TERM DEPOSIT	19/01/2021	18/07/2023	910	564	0.65	1,000,000.00	1,000,000.00
AA	WESTPAC BANKING CORPORATION TERM DEPOSIT	19/01/2021	18/07/2023	910	564	0.49	1,000,000.00	1,000,000.00
AA	NATIONAL AUSTRALIA BANK TERM DEPOSIT	19/01/2021	17/08/2023	940	594	0.66	1,000,000.00	1,000,000.00
AA	WESTPAC BANKING CORPORATION TERM DEPOSIT	19/01/2021	17/08/2023	940	594	0.50	1,000,000.00	1,000,000.00
AA	NATIONAL AUSTRALIA BANK TERM DEPOSIT	19/01/2021	16/10/2023	1000	654	0.67	2,000,000.00	2,000,000.00
AA	NATIONAL AUSTRALIA BANK TERM DEPOSIT	19/01/2021	15/12/2023	1060	714	0.68	1,000,000.00	1,000,000.00
AA	WESTPAC BANKING CORPORATION TERM DEPOSIT	19/01/2021	15/12/2023	1060	714	0.53	1,000,000.00	1,000,000.00
AA	NATIONAL AUSTRALIA BANK TERM DEPOSIT	19/01/2021	19/01/2024	1095	749	0.70	2,000,000.00	2,000,000.00
AT CALL:								
AA	COMMONWEALTH BANK ONLINE SAVER A/C					0.10	6,250,406.78	6,250,406.78
BBB	AMP BANK 31DAY NOTICE ACCT BUSINESS SAVER ACCT					0.55 0.50	2,053,631.62 15.15	2,053,631.62 15.15
A	MACQUARIE BANK CASH MANAGEMENT ACCOUNT					0.40	4,021,494.35	4,021,494.35
AA	NATIONAL AUSTRALIA BANK PROFESSIONAL FUNDS ACCT					0.50	8,631,946.16	8,631,946.16
AA	ANZ BANK 11AM CALL ACCT Total WMC Direct Investments					0.03	50,000.00 83,007,494.06	50,000.00 83,012,254.06
	Weighted Average Days to Maturity of WMC Direct Investments				211.37			
	Weighted Average Return of WMC Direct Investments					0.51		
	PORTFOLIO TOTALS						84,007,494.06	83,622,254.06

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:

We are holding a larger amount of cash in our at-call accounts to take advantage of any one-off investment opportunities and will in the interim place the funds where the returns are better and we have capacity to invest.

Investment Policy Compliance Report as at 31 December 2021

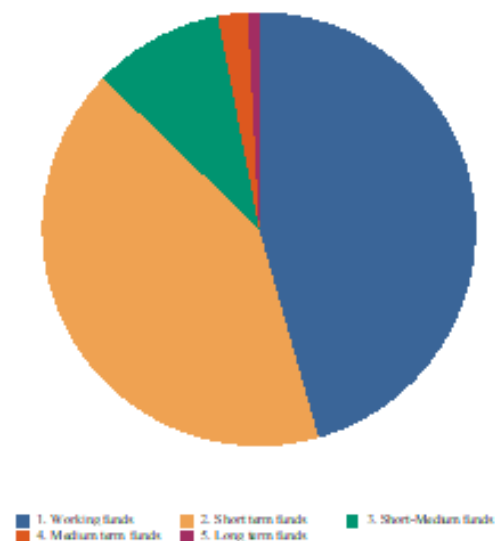
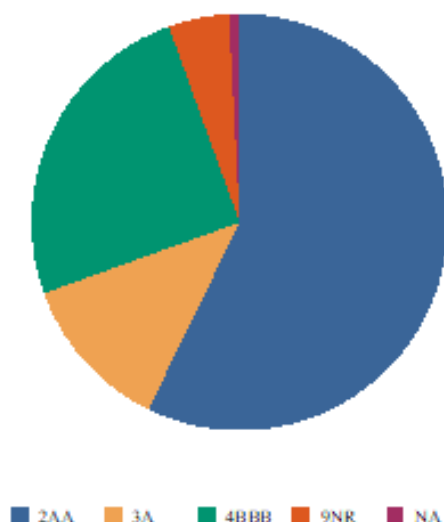
Acct	Bank	Rating Cat.	%	Policy Limit \$	Current Holding	% of Total	Compliance
Counterparty Limits							
AMP	AMP Bank	BBB	10%	8,362,225	7,053,647	8%	Complies - \$ 1,308,578 available
ANZ	ANZ Bank	AA	30%	25,086,676	2,054,760	2%	Complies - \$23,031,916 available
CBA	Commonwealth Bank	AA	30%	25,086,676	10,250,407	12%	Complies - \$14,836,269 available
COM	Community First Credit Union	NR	5%	4,181,113	3,000,000	4%	Complies - \$ 1,181,112 available
ING	ING Direct	A	15%	12,543,338	6,000,000	7%	Complies - \$ 6,543,338 available
JUD	Judo Bank	BBB	10%	8,362,225	3,000,000	4%	Complies - \$ 5,362,225 available
MAC	Macquarie Bank	A	15%	12,543,338	4,021,494	5%	Complies - \$ 8,521,843 available
MEB	Members Equity Bank	BBB	10%	8,362,225	4,000,000	5%	Complies - \$ 4,362,225 available
NAB	National Australia Bank	AA	30%	25,086,676	22,631,946	27%	Complies - \$ 2,454,730 available
OAK	Oakvale Capital	NA		0	610,000	1%	Grandfathered - Complies
QLD	Bank of Queensland	BBB	10%	8,362,225	7,000,000	8%	Complies - \$ 1,362,225 available
SYD	Bank of Sydney	NR	5%	4,181,113	1,000,000	1%	Complies - \$ 3,181,112 available
WBC	Westpac Banking Corporation	AA	30%	25,086,676	13,000,000	16%	Complies - \$12,086,676 available
					83,622,254		

Credit Quality Limits:

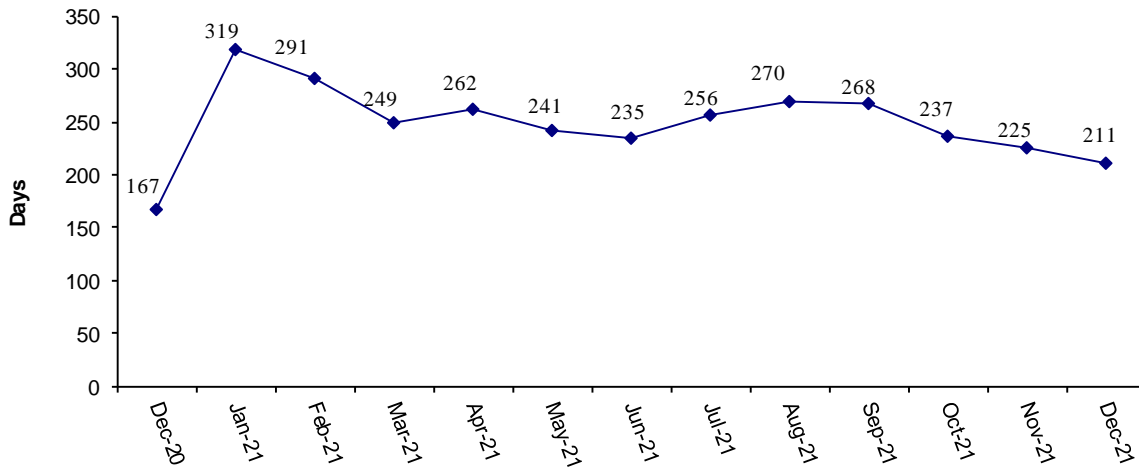
Rating Cat.	Limit	\$	%	
AA	100%	47,937,113	57%	Complies
A	45%	10,021,494	12%	Complies
BBB	25%	21,053,647	25%	Non Compliant
NR	10%	4,000,000	5%	Complies
NA		610,000	1%	Grandfathered
		83,622,254		

Term to Maturity Limits:

Term	Limit	\$	%	
1. Working funds	10-100	38,012,254	45%	Complies
2. Short term funds	20-100	35,000,000	42%	Complies
3. Short-Medium funds	0-70	8,000,000	10%	Complies
4. Medium term funds	0-50	2,000,000	2%	Complies
5. Long term funds	0-20	610,000	1%	Complies
		83,622,254		



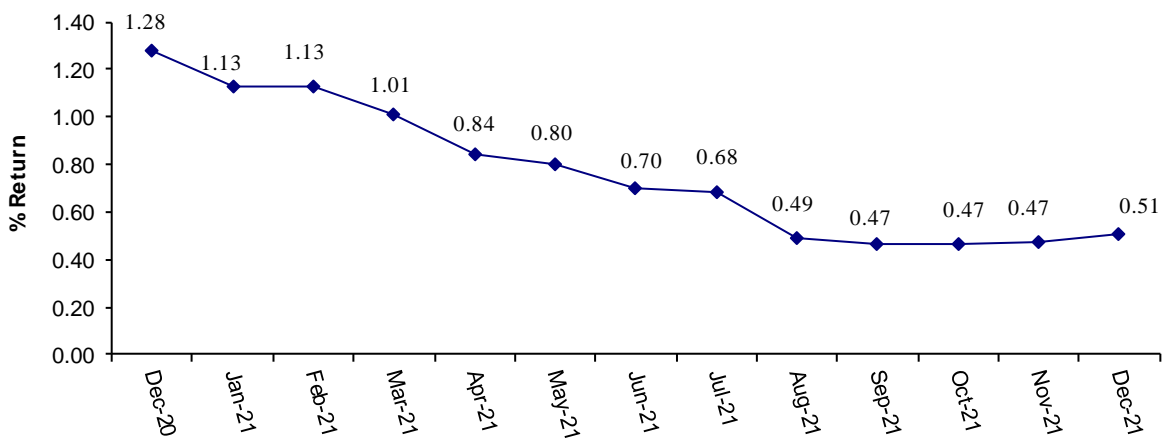
Weighted Average Days to Maturity



Commentary:

The weighted average days to maturity for December fell 14 days with the bulk of the portfolio moving towards maturity.

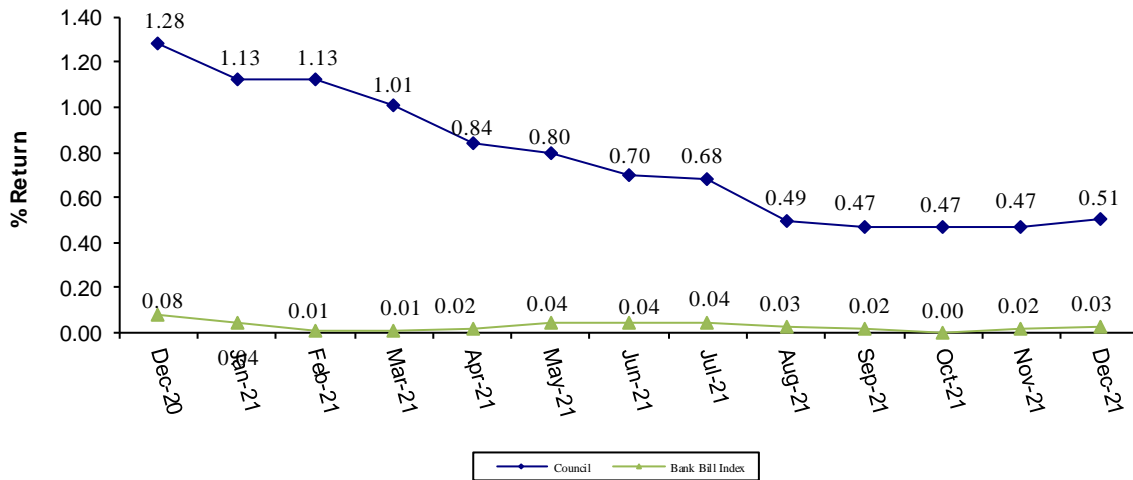
Weighted Average Return



Commentary:

The weighted average return for December rose 4bps to 0.51% with new investments placed on terms with rates between 0.90% to 1.00%.

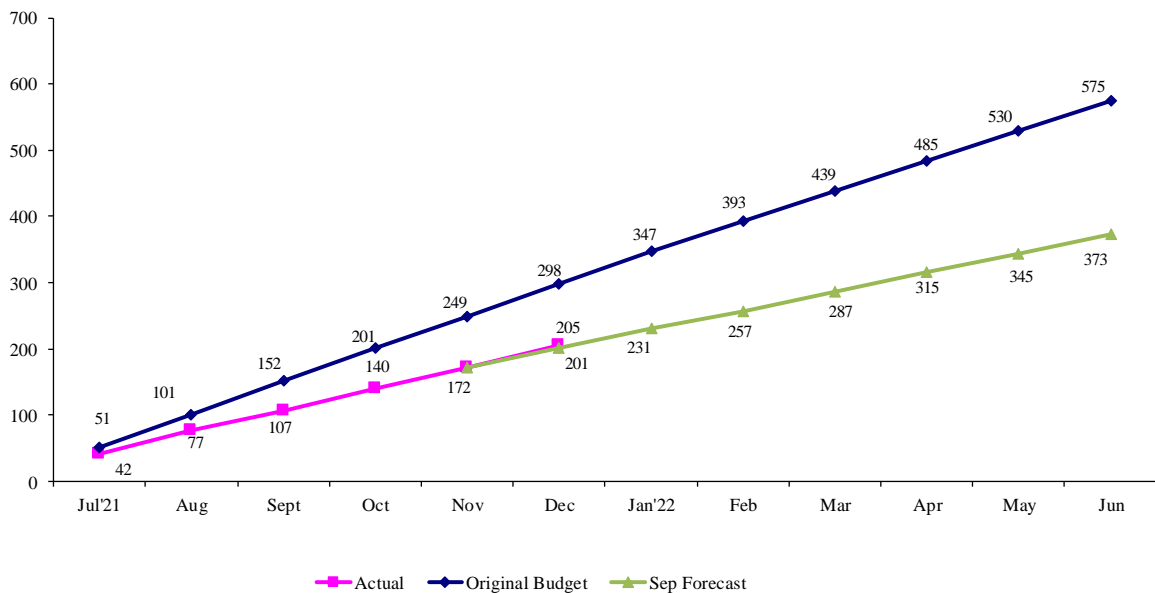
Weighted Average Return v Bank Bill Index



Commentary:

This chart tracks Council’s weighted average return on its direct investment portfolio against a 90 day AusBond Bank Bill Index. Council’s weighted average rose to 0.51% against a corresponding AusBond index of 0.03%.

**Actual Interest Earned v Budget
 \$'000**



Commentary:

Our year to date interest to December of \$205k is 2% ahead of our revised forecast for the same period.

Movements in Book Value (Fair Value) of Investments

Formerly managed by Oakvale Capital

	Securities	Total Book Value
30/06/2021 Balance brought forward	610,000.00	610,000.00
	610,000.00	

Direct Investments

	Securities	Total Book Value
30/06/2021 Balance brought forward	2,014,260.00	2,014,260.00
30/06/2020 Revalue to Market Value - ANZ FRN	(1,460.00)	2,012,800.00
31/07/2020 Revalue to Market Value - ANZ FRN	(1,320.00)	2,011,480.00
31/08/2021 Revalue to Market Value - ANZ FRN	(1,580.00)	2,009,900.00
30/09/2021 Revalue to Market Value - ANZ FRN	(1,960.00)	2,007,940.00
31/10/2021 Revalue to Market Value - ANZ FRN	(1,620.00)	2,006,320.00
30/11/2021 Revalue to Market Value - ANZ FRN	(1,560.00)	2,004,760.00
31/12/2021 Revalue to Market Value - ANZ FRN #	0.00	2,004,760.00
	2,004,760.00	

Information not available in time

Commentary:

The table above details movements in Council's portfolio formerly managed by Oakvale Capital along with Council's direct investment floating rate notes (FRNs). It typically includes the maturity or sale of securities, quarterly coupon payments and fair value (market) adjustments.

Our \$2M ANZ FRN was retrospectively revalued in December as at 30 November recording a mark-to-market reduction of \$1,560. Future revaluations will continue to run one month in arrears given the information arrives after our reporting deadline.

All coupons due for December were received.

Arrears of Rent & Fees

The table below summarises the arrears (greater than 30 days) of rents and fees as at 31 December 2021. This information is provided on a quarterly basis along with details of any outstanding debts greater than \$50,000.

Comparative information is also provided for the previous quarter and the same quarter last year.

Type	Total Collectible (21/22 Revenue + Arrears)	> 30 days			> 60 days			> 90 days		
		Dec'21	Sep'21	Dec'20	Dec'21	Sep'21	Dec'20	Dec'21	Sep'21	Dec'20
General	9,327,576	179,971	348,004	187,574	177,975	149,579	68,984	651,259	265,901	510,437
% of Total Collectible		1.9%	12.5%	4.4%	1.9%	5.4%	1.6%	7.0%	9.6%	11.9%
Environmental Health	46,303	1,206	840	1,184	936	0	1,224	35,923	33,777	44,032
% of Total Collectible		2.6%	2.2%	2.2%	2.0%	0.0%	2.3%	77.6%	90.3%	81.0%
Preschool	97,181	0	0	164	0	0	0	0	0	0
% of Total Collectible		0.0%	0.0%	-1.5%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Trade Waste	723,459	38,997	11,766	51,376	13,231	11,853	750	4,551	10,958	12,499
% of Total Collectible		5.4%	3.1%	6.4%	1.8%	3.1%	0.1%	0.6%	2.9%	1.6%
Total	10,194,519	220,174	360,609	240,297	192,142	161,432	70,957	691,733	310,636	566,968
% of Total Collectible		2.2%	11.2%	4.7%	1.9%	5.0%	1.4%	6.8%	9.6%	11.0%

Outstanding Rents and Fees Debts greater than \$50,000 as at 31 December 2021.

Name	Amount	Remarks
A Council Tenant	\$147,575.20	Council in discussion with tenant on a repayment plan to 30/06/22. Council staff will monitor closely to ensure recovery.
A Council Tenant	\$67,872.08	Tenant has successfully applied for Covid-19 rent waiver. Remaining balance represents rent on a repayment plan for Covid-19 rent deferral plan – repayment plan in place to 30/06/22. Council staff will monitor to ensure it is followed.
A Council Tenant	\$121,496.95	Tenant has successfully applied for Covid-19 rent waiver and rent deferral plan in January – repayment plan in place to 30/06/22. Council staff will monitor to ensure it is followed.

Options:

NIL

Community Engagement and / or Internal Consultation:

NIL

Policy Implications:

NIL

Financial Implications:

We expect investment returns to continue to be remain low for the remainder of the financial year. Currently year to date returns at the weighted average return of 0.51%.

Resourcing Implications:

NIL

Conclusion:

Given the low interest rates available in the market and the market uncertainty on interest rates beyond the next 12 months, we continue to reinvest cash on terms no greater than 12 months.

Attachments

Nil

Item No: D7 Delegated to Committee
Subject: **MONTHLY FINANCIAL REPORT - JANUARY 2022**
Author: Toby Andreassen, Financial Accountant
Approvers: Paul Ryan, Chief Financial Officer
Sue Meekin, Director Corporate Performance
File No: 22/17418
Purpose of the Report: To present the monthly financial report for January 2022.
Alignment to Delivery Program: Theme:Goal 11.4 Maintain Council's strong financial position.

Recommendation:

THAT the Committee:

- A. Receive and note the Monthly Financial Report – January 2022.
- B. Note that Council's 12-month weighted average return for January 2022 on its direct investment portfolio of 0.57% exceeds the benchmark 90 day AusBond Bank Bill Index of 0.06%.
- C. Note that the interest income for the seven months to 31 January of \$239k is running slightly ahead of our revised budget for the same period of \$231k.

Executive Summary:

The purpose of this report is for the Responsible Accounting Officer (RAO) (Council's Chief Financial Officer) to provide the Council with a written report for January 2022 in accordance with the Local Government Regulation 2005 (Clause 212), setting out details of all money that the Council has invested. This report must be made up to the last day of the month immediately preceding the meeting it is presented to.

The 12-month weighted average return for January 2022 increased to 0.57%. The interest income for year to date 31 January 2022 is \$239k with a revised twelve month's forecast of \$373k approved at the last FC&S committee meeting.

Discussion:

The Monthly Financial Report for January 2022 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 and market valuations.
- Statement of Investment Policy Compliance.
- Charts:
 - Weighted Average Maturity and Weighted Average Returns.
 - Weighted Average Returns v 90 day AusBond Bank Bill Index.
 - Actual Interest Earned v Original Budget & Revised Forecast.
- Movements in Book Value of Investments

Investment Transactions for the Month of January 2022

Date	Investment Description	Term	Rate	Transaction	Amount
Opening Balance as at 1 January 2022					83,622,254.06
5/01/2022	AMP Bank TD	365	0.75	Maturity	-1,000,000.00
5/01/2022	AMP Bank TD	365	1.10	Purchase	1,000,000.00
13/01/2022	National Australia Bank TD	153	0.26	Maturity	-2,000,000.00
17/01/2022	Westpac Banking Corporation TD	140	0.13	Maturity	-2,000,000.00
27/01/2022	Westpac Banking Corporation TD	275	0.34	Maturity	-4,000,000.00
27/01/2022	Bank of Queensland TD	275	0.39	Maturity	-3,000,000.00
31/01/2022	Westpac Banking Corporation TD	273	0.61	Purchase	10,000,000.00
31/01/2022	ANZ Bank FRN			Fair Value Adjustment	-1,620.00
31/01/2022	AMP Online movement			Deposit	959.31
31/01/2022	CBA Online movement			Withdrawal	-316,320.92
31/01/2022	Macquarie Online movement			Deposit	1,366.17
31/01/2022	NAB Online movement			Deposit	3,665.62
Net movement in Portfolio for the month					-1,311,949.82
Closing Balance as at 31 January 2022					82,310,304.24

Commentary:

Our investment portfolio reduced by \$1.3M over the previous month which is normal for a non-rates instalment month.

Our \$2M ANZ FRN saw a backdated mark-to-market valuation reduction for December of \$1,620 with future revaluations continuing to be processed one month in arrears.

Restricted Cash:

Restricted Cash are funds set aside for future expenditure and are 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 Council's total cash and investments of \$82.764M* at the end of January, \$80.459M was restricted leaving \$2.305M in unrestricted cash.

	31/01/2022 \$'000
Total Cash, Cash Equivalents and Investments	82,764 *
Less: Restricted Cash:	
External Restrictions	17,754
Internal Restrictions	62,705
Unrestricted Cash	<u>2,305</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 December 2021			1,312,378.75
	General Fund Acct	309,961.32	
	Kiaora Bank Acct	1,002,417.43	

Receipts			
Rates			1,518,493.00
Investment Maturities			12,000,000.00
Transfers In from At Call Accounts			11,679,000.00
Other			4,275,698.17
Total Receipts			29,473,191.17

Description	This month	Current YTD	Previous YTD
Kiaora Place	916,750	5,829,523	5,256,190
Deposits & Bonds	592,055	6,105,872	5,324,236
Parking Fines	562,116	3,192,448	3,079,568
Sundry Debtors	443,900	3,356,694	3,284,979
GST Refund	182,166	1,291,595	2,000,495
S7.12 Contributions	177,770	2,516,947	1,876,392
Library per capita Subsidy	157,492	157,492	151,436
Parking Meter Charges	152,622	703,937	520,422
Trade Waste Debtors	106,041	781,721	911,897
Sale of Plant & Equipment	78,186	205,201	634,555
	3,369,097	24,141,429	23,040,169

Payments			
Cheque Payments			0.00
Cancelled Cheques			0.00
EFT Payments			-4,306,949.86
Returned EFT Payments			0.00
Total Payments before Direct Debits			-4,306,949.86

10 Largest Payments during the month

Reference	Payment Date	Payee	Description	Amount
90983	20/01/2022	Veolia Environmental Services	Tipping fees - Dec'21	-513,998.89
90765	6/01/2022	PayClear Services Pty Ltd	Employer/employee super - Dec'21	-493,747.88
90906	13/01/2022	Holdsworth St Community Centre	Base funding - 3rd qtr	-282,286.95
302601	13/01/2022	BGIS	Float top-up	-200,172.57
90958	13/01/2022	URM Environmental Services Pty Ltd	Recycling contract - Dec'21	-173,176.19
91060	20/01/2022	Stateline Asphalt	General works - Boronia Rd, Bellevue Hill	-111,243.00
90947	13/01/2022	DFSI Revenue Account	Infringement processing fees - Dec'21	-97,313.14
91184	27/01/2022	URM Environmental Services Pty Ltd	Recycling contract - Jan'22	-96,754.55
90847	6/01/2022	SDL Project Solutions Pty Ltd	Progress claim - Percival Park	-76,718.84
91144	27/01/2022	Withheld	Refund of security deposit	-73,615.76

Payments - Direct Debits From Bank A/c

Payroll	-2,279,101.90
PAYG Tax	-804,962.00
Bank Charges	-340.38
Revenue Collection Charges	-13,116.57
Investment Purchases	-11,000,000.00
Transfers to At Call Accounts	-11,362,000.00
Credit cards	-9,456.64
Total Direct Debits for period	-25,468,977.49
Total Payments	-29,775,927.35

Cash Book Balance as at 31 January 2022			1,009,642.57
--	--	--	---------------------

	General Fund Acct	11,648.07	
	Kiaora Bank Acct	997,994.50	
Unpresented Cheques	68	Value:	31,239.51
Outstanding Deposits & Miscellaneous Items			558,075.09

Reconciled Cash Book Balance as at 31 January 2022			1,598,957.17
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Bank A/c Balances as at 31 January 2022			1,598,957.17
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	General Fund Acct	600,962.67	
	Kiaora Bank Acct	997,994.50	

Unpresented Cheques > \$30,000.00

Cheque No.	Cheque Date	Payee	Description	Amount
		Not any		

Commentary:

This statement presents Council's bank reconciliation as at 31 January 2022. The top ten receipt and payment items are provided. Excluding investment transactions, payments exceeded receipts this month by \$1.6M and together with movements in cash at bank resulted in the \$1.3M decrease in our total portfolio value.

Investment Portfolio as at 31 January 2022

RATING	BANK & SECURITY	PURCHASE DATE	MATURITY DATE	TOTAL TERM (DAYS)	REMAINING DAYS TO MATURITY	%	FACE VALUE \$	BOOK VALUE \$
	1. OAKVALE CAPITAL Limited						1,000,000.00	610,000.00
	Emerald Reverse Mortgage Backed Security							
	2. WMC DIRECT INVESTMENTS							
AA	ANZ BANK							
	FLOATING RATE NOTE	7/03/2017	7/03/2022	1826	35	1.06	2,000,000.00	2,003,140.00
AA	NATIONAL AUSTRALIA BANK							
	TERM DEPOSIT	13/08/2021	14/03/2022	213	42	0.28	3,000,000.00	3,000,000.00
A	ING DIRECT							
	TERM DEPOSIT	8/06/2021	8/04/2022	304	67	0.45	6,000,000.00	6,000,000.00
AA	COMMONWEALTH BANK							
	TERM DEPOSIT	15/06/2021	11/04/2022	300	70	0.42	4,000,000.00	4,000,000.00
BBB	AMP BANK							
	TERM DEPOSIT	31/05/2021	26/04/2022	330	85	0.35	2,000,000.00	2,000,000.00
BBB	BANK OF QUEENSLAND							
	TERM DEPOSIT	13/08/2021	13/05/2022	273	102	0.44	3,000,000.00	3,000,000.00
BBB	MEMBERS EQUITY							
	TERM DEPOSIT	13/08/2021	14/06/2022	305	134	0.50	1,000,000.00	1,000,000.00
AA	WESTPAC BANKING CORPORATION							
	TERM DEPOSIT	30/08/2021	20/06/2022	294	140	0.25	4,000,000.00	4,000,000.00
BBB	BANK OF QUEENSLAND							
	TERM DEPOSIT	30/08/2021	5/07/2022	309	155	0.39	1,000,000.00	1,000,000.00
NR	BANK OF SYDNEY							
	TERM DEPOSIT	30/08/2021	5/07/2022	309	155	0.54	1,000,000.00	1,000,000.00
AA	NATIONAL AUSTRALIA BANK							
	TERM DEPOSIT	9/07/2021	11/07/2022	367	161	0.36	2,000,000.00	2,000,000.00
BBB	MEMBERS EQUITY							
	TERM DEPOSIT	9/07/2021	11/07/2022	367	161	0.50	3,000,000.00	3,000,000.00
NR	COMMUNITY FIRST CU							
	TERM DEPOSIT	7/12/2021	8/08/2022	244	189	1.00	2,000,000.00	2,000,000.00
BBB	JUDO BANK							
	TERM DEPOSIT	17/09/2021	16/09/2022	364	228	0.65	2,000,000.00	2,000,000.00
BBB	JUDO BANK							
	TERM DEPOSIT	23/12/2021	20/09/2022	271	232	0.95	1,000,000.00	1,000,000.00
NR	COMMUNITY FIRST CU							
	TERM DEPOSIT	23/12/2021	24/10/2022	305	266	0.90	1,000,000.00	1,000,000.00
AA	WESTPAC BANKING CORPORATION							
	TERM DEPOSIT	31/01/2022	31/10/2022	273	273	0.61	10,000,000.00	10,000,000.00
BBB	AMP BANK							
	TERM DEPOSIT	10/11/2021	10/11/2022	365	283	1.00	2,000,000.00	2,000,000.00
BBB	AMP BANK							
	TERM DEPOSIT	5/01/2022	5/01/2023	365	339	1.10	1,000,000.00	1,000,000.00
AA	NATIONAL AUSTRALIA BANK							
	TERM DEPOSIT	19/01/2021	18/07/2023	910	533	0.65	1,000,000.00	1,000,000.00
AA	WESTPAC BANKING CORPORATION							
	TERM DEPOSIT	19/01/2021	18/07/2023	910	533	0.49	1,000,000.00	1,000,000.00
AA	NATIONAL AUSTRALIA BANK							
	TERM DEPOSIT	19/01/2021	17/08/2023	940	563	0.66	1,000,000.00	1,000,000.00
AA	WESTPAC BANKING CORPORATION							
	TERM DEPOSIT	19/01/2021	17/08/2023	940	563	0.50	1,000,000.00	1,000,000.00
AA	NATIONAL AUSTRALIA BANK							
	TERM DEPOSIT	19/01/2021	16/10/2023	1000	623	0.67	2,000,000.00	2,000,000.00
AA	NATIONAL AUSTRALIA BANK							
	TERM DEPOSIT	19/01/2021	15/12/2023	1060	683	0.68	1,000,000.00	1,000,000.00
AA	WESTPAC BANKING CORPORATION							
	TERM DEPOSIT	19/01/2021	15/12/2023	1060	683	0.53	1,000,000.00	1,000,000.00
AA	NATIONAL AUSTRALIA BANK							
	TERM DEPOSIT	19/01/2021	19/01/2024	1095	718	0.70	2,000,000.00	2,000,000.00
AT CALL:								
AA	COMMONWEALTH BANK							
	ONLINE SAVER A/C					0.10	5,934,085.86	5,934,085.86
BBB	AMP BANK							
	31DAY NOTICE ACCT					0.55	2,054,590.92	2,054,590.92
	BUSINESS SAVER ACCT					0.50	15.16	15.16
A	MACQUARIE BANK							
	CASH MANAGEMENT ACCOUNT					0.40	4,022,860.52	4,022,860.52
AA	NATIONAL AUSTRALIA BANK							
	PROFESSIONAL FUNDS ACCT					0.50	8,635,611.78	8,635,611.78
AA	ANZ BANK							
	11AM CALL ACCT					0.03	50,000.00	50,000.00
	Total WMC Direct Investments						81,697,164.24	81,700,304.24
	Weighted Average Days to Maturity of WMC Direct Investments							235.57
	Weighted Average Return of WMC Direct Investments							0.57
	PORTFOLIO TOTALS						82,697,164.24	82,310,304.24

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:

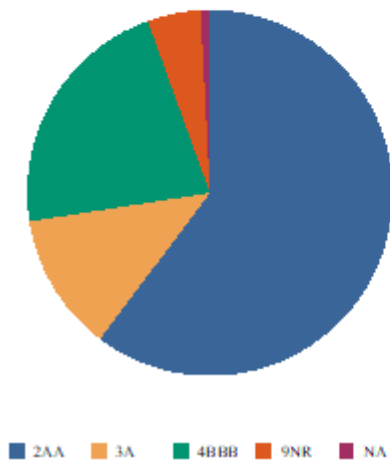
We are holding a larger amount of cash in our at-call accounts to take advantage of any one-off investment opportunities and will in the interim place the funds where the returns are better and we have capacity to invest.

**Investment Policy Compliance Report
as at 31 January 2022**

Acct	Bank	Rating Cat.	%	Policy Limit \$	Current Holding	% of Total	Compliance
Counterparty Limits							
AMP	AMP Bank	BBB	10%	8,231,030	7,054,606	9%	Complies - \$ 1,176,424 available
ANZ	ANZ Bank	AA	30%	24,693,091	2,053,140	2%	Complies - \$22,639,951 available
CBA	Commonwealth Bank	AA	30%	24,693,091	9,934,086	12%	Complies - \$14,759,005 available
COM	Community First Credit Union	NR	5%	4,115,515	3,000,000	4%	Complies - \$ 1,115,515 available
ING	ING Direct	A	15%	12,346,546	6,000,000	7%	Complies - \$ 6,346,546 available
JUD	Judo Bank	BBB	10%	8,231,030	3,000,000	4%	Complies - \$ 5,231,030 available
MAC	Macquarie Bank	A	15%	12,346,546	4,022,861	5%	Complies - \$ 8,323,685 available
MEB	Members Equity Bank	BBB	10%	8,231,030	4,000,000	5%	Complies - \$ 4,231,030 available
NAB	National Australia Bank	AA	30%	24,693,091	20,635,612	25%	Complies - \$ 4,057,479 available
OAK	Oakvale Capital	NA		0	610,000	1%	Grandfathered - Complies
QLD	Bank of Queensland	BBB	10%	8,231,030	4,000,000	5%	Complies - \$ 4,231,030 available
SYD	Bank of Sydney	NR	5%	4,115,515	1,000,000	1%	Complies - \$ 3,115,515 available
WBC	Westpac Banking Corporation	AA	30%	24,693,091	17,000,000	21%	Complies - \$ 7,693,091 available
					<u>82,310,304</u>		

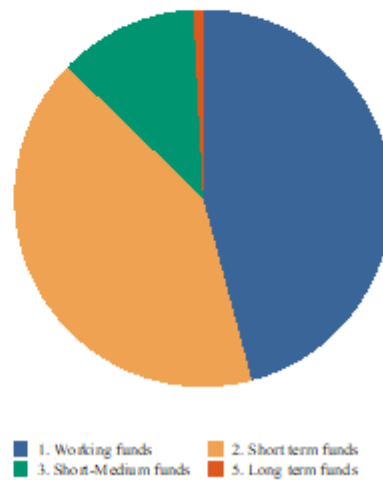
Credit Quality Limits:

Rating Cat.	Limit	\$	%	Compliance
AA	100%	49,622,838	60%	Complies
A	45%	10,022,861	12%	Complies
BBB	25%	18,054,606	22%	Complies
NR	10%	4,000,000	5%	Complies
NA		610,000	1%	Grandfathered
		<u>82,310,304</u>		

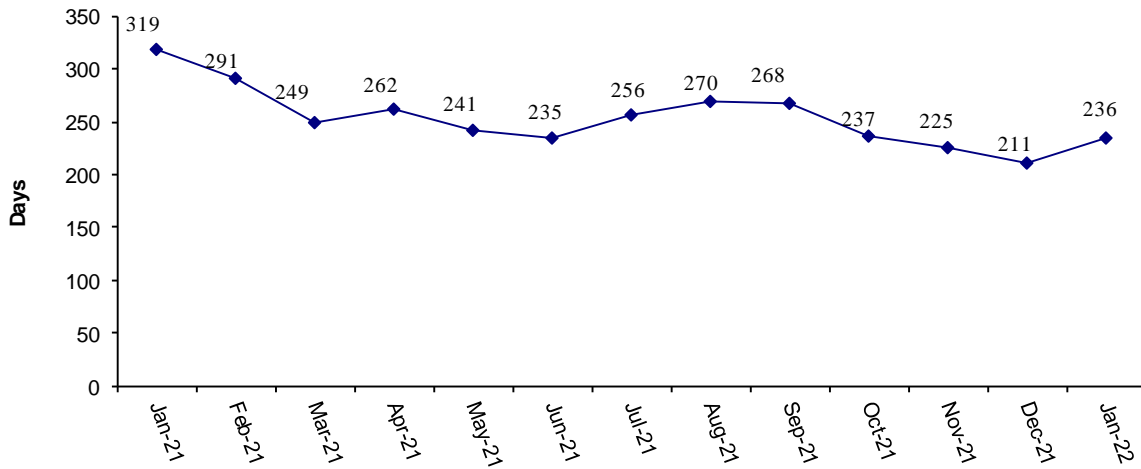


Term to Maturity Limits:

Term	Limit	\$	%	Compliance
1. Working funds	10-100	37,700,304	46%	Complies
2. Short term funds	20-100	34,000,000	41%	Complies
3. Short-Medium funds	0-70	10,000,000	12%	Complies
5. Long term funds	0-20	610,000	1%	Complies
		<u>82,310,304</u>		



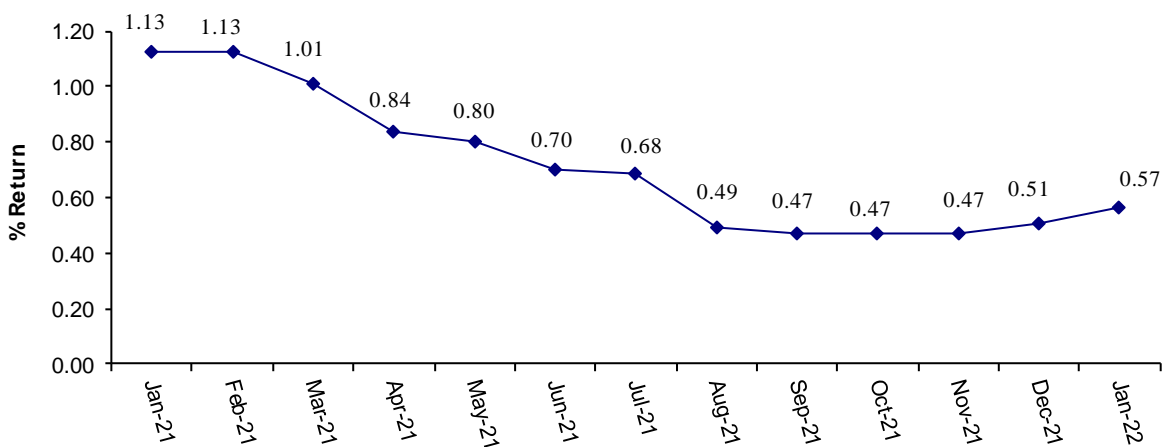
Weighted Average Days to Maturity



Commentary:

The weighted average days to maturity for January rose 25 days with the bulk of new investments placed on nine month terms.

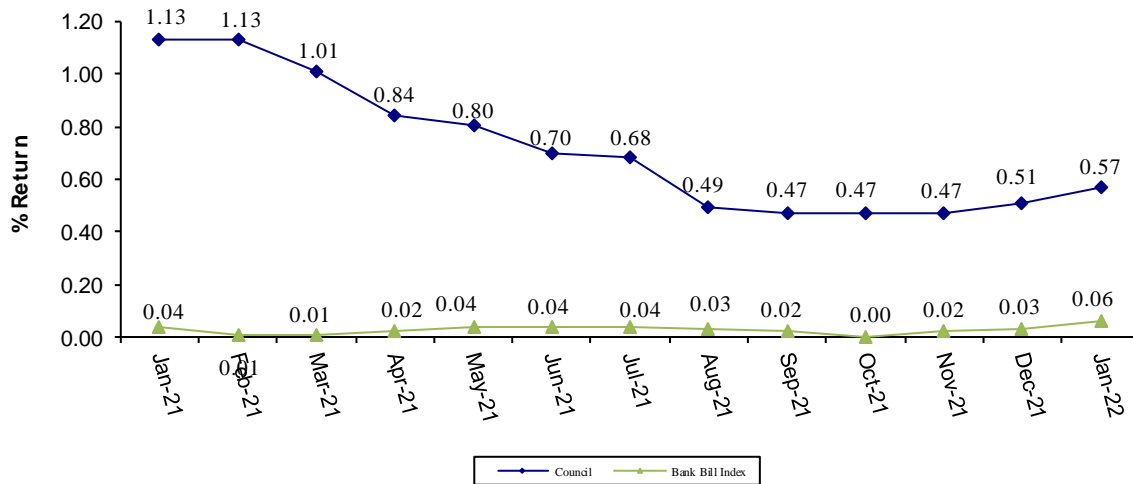
Weighted Average Return



Commentary:

The weighted average return for January rose 6bps with new investments placed on terms with returns between 0.61% to 1.10%.

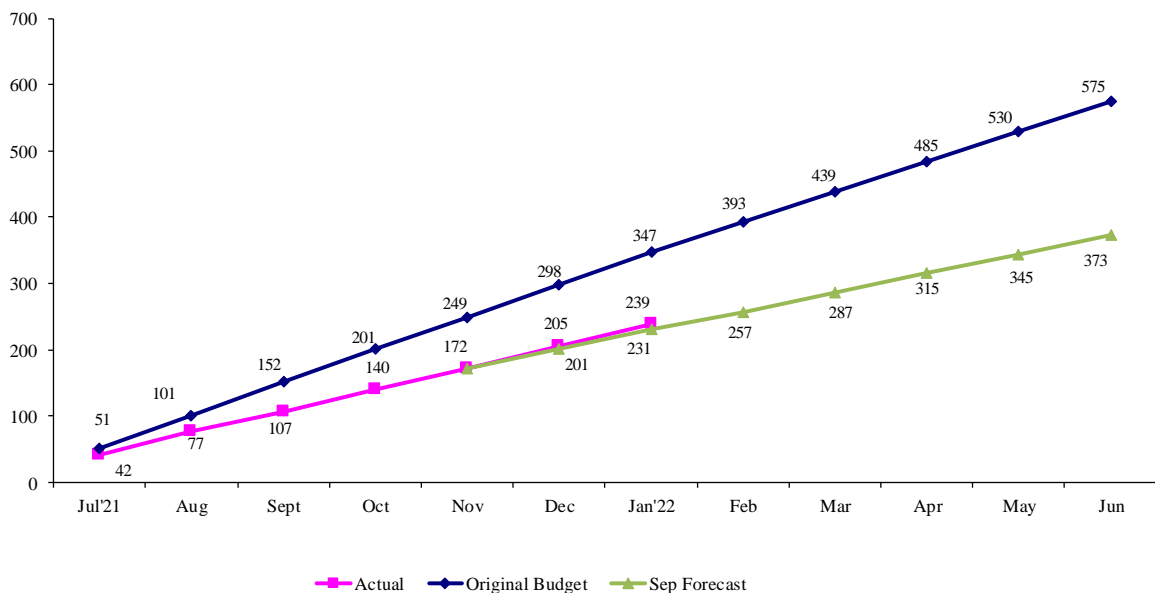
Weighted Average Return v Bank Bill Index



Commentary:

This chart tracks Council’s weighted average return on its direct investment portfolio against a 90 day AusBond Bank Bill Index. Council’s weighted average rose to 0.57% against a corresponding AusBond index of 0.06%.

**Actual Interest Earned v Budget
 \$'000**



Commentary:

Our year to date interest to January of \$239k is running 3.5% above our revised forecast of \$231k for the same period. At this stage we believe that we will either meet or slightly exceed our twelve months’ forecast.

Movements in Book Value (Fair Value) of Investments

Formerly managed by Oakvale Capital

	Securities	Total Book Value
30/06/2021 Balance brought forward	<u>610,000.00</u>	610,000.00
	610,000.00	

Direct Investments

	Securities	Total Book Value
30/06/2021 Balance brought forward	2,014,260.00	2,014,260.00
30/06/2020 Revalue to Market Value - ANZ FRN	(1,460.00)	2,012,800.00
31/07/2020 Revalue to Market Value - ANZ FRN	(1,320.00)	2,011,480.00
31/08/2021 Revalue to Market Value - ANZ FRN	(1,580.00)	2,009,900.00
30/09/2021 Revalue to Market Value - ANZ FRN	(1,960.00)	2,007,940.00
31/10/2021 Revalue to Market Value - ANZ FRN	(1,620.00)	2,006,320.00
30/11/2021 Revalue to Market Value - ANZ FRN	(1,560.00)	2,004,760.00
31/12/2021 Revalue to Market Value - ANZ FRN #	(1,620.00)	2,003,140.00
31/01/2022 Revalue to Market Value - ANZ FRN #	0.00	2,003,140.00
	<u>2,003,140.00</u>	

Information not available in time

Commentary:

The table above details movements in Council's portfolio formerly managed by Oakvale Capital along with Council's direct investment floating rate notes (FRNs). It typically includes the maturity or sale of securities, quarterly coupon payments and fair value (market) adjustments.

Our \$2M ANZ FRN was retrospectively revalued in January as at 31 December recording a mark-to-market reduction of \$1,620. Future revaluations will continue to run one month in arrears given the information arrives after our reporting deadline.

All coupons due for January were received.

Options:

NIL

Community Engagement and / or Internal Consultation:

NIL

Policy Implications:

NIL

Financial Implications:

Our current investment interest income is running slightly ahead of our revised forecast. We believe that we will either meet or exceed the annual forecast of \$373k.

Resourcing Implications:

NIL

Conclusion:

Given the uncertainty with interest rates we are still investing on terms no greater than twelve months and at the same time placing funds in 'at call' accounts where they provide the best rates e.g. NAB and Macquarie. Given those limitations we will continue to see a cap on our investment returns as reflected in our current forecast.

Attachments

Nil

Item No:	D8 Delegated to Committee
Subject:	CAPITAL WORKS PROGRAM - QUARTERLY PROGRESS REPORT DECEMBER 2021
Authors:	Petrina Duffy, Coordinator Strategy & Performance Henrietta McGilvray, Corporate Accountant
Approvers:	Sue Meekin, Director Corporate Performance Paul Fraser, Acting Director Infrastructure & Sustainability
File No:	22/17413
Purpose of the Report:	To provide the Committee with an update on the status of projects in the 2021/22 Capital Works Program, for the quarter ended 31 December 2021.
Alignment to Delivery Program:	Theme:Goal 5.7 Renew and upgrade ageing infrastructure including roads, footpaths, stormwater drains and seawalls.

Recommendation:

THAT the Capital Works Program – Quarterly Progress Report for the quarter ended 31 December 2021 be received and noted.

Executive Summary:

To provide the Committee with an update on the status of projects in the 2021/22 Capital Works Program, for the quarter ended 31 December 2021.

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 Theme, Goal, 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 31 December 2021 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:

Nil.

Policy Implications:

Nil.

Financial Implications:

Capital Works actions with budgets that were rolled over from last financial year have been consolidated with the current year 2021/22 budgets. This is a consolidation of existing budget and does not represent any increases or decreases in total funding.

Projects over expended at 31 December 2021 (those with a negative in the budget remaining column) have been addressed in the December Quarterly Budget Review which also appears on tonight's agenda.

Resourcing Implications:

Nil.

Conclusion:

It is recommended the December 2021 Quarterly Capital Works Program Progress Report be received and noted.

Attachment

1. Capital Works Program – Quarterly Progress Report - December 2021 [↓](#) 



Finance, Community
& Services Committee
7 February 2022

Item - Annexure 1

Introduction

What is our Delivery Program & Operational Plan?

The Delivery Program 2018 to 2022 and Operational Plan 2021/22 is structured on the Community Strategic Plan – Themes and Goals. Each broad theme is supported by a number of Goals, Strategies, Priorities and Actions.

Progress reports for each of the five (5) Themes and eleven (11) Goals from our Delivery Program and Operational Plan are reported on a biannual basis,

The Priorities and Actions contained in the Delivery Program and Operational Plan are presented by Theme, Goal and Strategy.

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 2018 to 2022 and Operational Plan 2021/22.

Capital Works Program Quarterly Progress Report Statistics to end of December 2021

The Capital Works Program delivers actions which support the community priorities identified in our Community Strategic Plan, *Woollahra 2030*. This Capital Works Program progress report lists its project Actions under the theme it supports

- Goal 5: Liveable places,
- Goal 6: Getting around,
- Goal 7: Protecting our environment,
- Goal 8: Sustainable use of resources,
- Goal 9: Community focused economic development,
- Goal 11: A well managed Council.

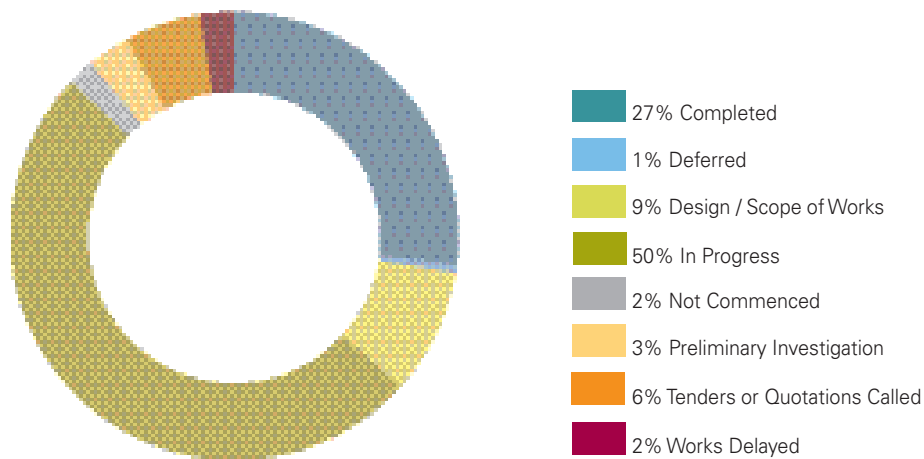
The following table provides a snapshot of the status of the progress of all Actions as at 31 December 2021.



The new Plumb Reserve Playground

Capital Works Actions

As at 31 December 2021



Status	Current Quarter		Budget (\$)	YTD Expenditure (\$)	Budget Remaining (\$)"
	# of Projects	%			
Completed	44	27	4,669,233	4,503,602	165,631
Deferred	1	1	20,000	0	20,000
Design/Scope of Works	15	9	1,810,049	928,415	881,635
In Progress	82	50	20,339,994	6,647,400	13,692,594
Not commenced	3	2	168,642	0	168,642
Preliminary Investigation	5	3	1,039,034	21,500	1,017,534
Tenders or Quotations Called	9	6	557,633	303,347	254,286
Works Delayed	4	2	869,319	1,734	867,585
TOTAL	163	100	29,473,904	12,405,998	17,067,907

Contents

Introduction	2
Capital Works Actions October - December 2021/22 Progress	
Goal 5: Liveable places	5
5.1 Enhance local community, cultural and recreation facilities to become more attractive, integrated and accessible	
5.3 Provide attractive, accessible, connected and safe parks, sportsgrounds, foreshore areas and other public spaces	
5.6 Reduce impacts of local flooding and improve floodplain risk management	
5.7 Renew and upgrade infrastructure including roads, footpaths, stormwater drains and seawalls	
Goal 6: Getting around	22
6.1 Facilitate an improved network of accessible and safe alternate transport options	
6.4 Reduce vehicle speed and traffic congestion through the introduction of traffic management facilities	
Goal 7: Protecting our environment	24
7.1 Protect natural landscapes, systems and biodiversity	
7.3 Support cleaner, healthier waterways including improved water quality and healthy water catchments, creeks and harbour	
Goal 8: Sustainable use of resources	25
8.1 Reduce greenhouse gas emissions and ecological footprint	
8.2 Monitor and strategically manage environmental risks and impacts of climate change	
8.3 Encourage and assist our community to be leaders in waste management and resource recycling	
8.5 Promote and carry out water sensitive urban design	
Goal 9: Community focused economic development	29
9.1 Encourage economic development in business and retail centres	
9.3 Maintain a high quality public domain to support and promote local business	
Goal 11: A well managed Council	30
11.4 Maintain Council's strong financial position	
11.5 Deliver high quality services that meet customer expectations	

Goal 5: Liveable places

Actions	Current Status	Progress Comments	Comment Updated	Projected Status 30 June 2022	Budget (\$)*	YTD Expenditure (\$)**	Budget Remaining (\$)
Strategy 5.1: Enhance local community, cultural and recreation facilities to become more attractive, integrated, and accessible.							
Priority 5.1.3: Implement a prioritised program of capital improvements to community and recreation facilities.							
5.1.3.1 Playgrounds - Replace Existing (00782)	In Progress	The Plumb Reserve Playground is now open to the public and receiving positive feedback from the community. Final entry way artwork to be installed in January.	Yes	Completed	411,778	397,902	13,876
5.1.3.2 Rose Bay Toilet - New toilet block in Rose Bay (01360)	Completed	The new public toilet block in Percival Park was opened on 23 December 2021. Feedback from the public has been overwhelmingly positive. A new sewer line had to be laid as Sydney Water plans for the property were incorrect. Additional funds of \$43,952 from Property Reserve has been sought to close off this project.	Yes	Completed	285,652	329,604	-43,952
5.1.3.3 Fletcher St Depot - Waterproof membrane to external wall (01689)	Design/Scope of Works	On-site meetings arranged for quotation scheduled for January, works then anticipated for February/ March 2022	Yes	Completed	30,000	0	30,000
5.1.3.4 Fletcher St Depot - Replace sewer line between depot and road (01690)	Design/Scope of Works	On-site meetings arranged for quotation scheduled for January, works then anticipated for February/ March 2022	Yes	Completed	30,000	0	30,000
5.1.3.5 Redleaf – replacement of fan motors & attenuators (01627)	In Progress	Attenuator works completed, split system for store room scheduled for January 2022	Yes	Completed	44,952	34,218	10,734
5.1.3.6 Redleaf - replace air handling units (01628)	Tenders or Quotations Called	Site meeting for quotation arranged for January for replacement of all grills and screens	Yes	Completed	50,000	0	50,000
5.1.3.7 Property management system (01629)	In Progress	Council has been to tender for this matter twice, and no suitable tenders received. Investigations underway to source a suitable software program.	Yes	Completed	90,380	0	90,380

*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 2022	Budget (\$)*	YTD Expenditure (\$)**	Budget Remaining (\$)
5.1.3.8 St Brigids (01371)	Completed	Woollahra Gallery @ Redleaf is now operational. Discussions at senior level underway to resolve outstanding financial claim by the builder. A report will be submitted to Council in February. Until this matter is resolved no variation to the budget is required.	Yes	Completed	874,278	1,055,600	-181,322
5.1.3.9 Sir David Martin Reserve- Cottage (01545)	In Progress	Works completed.	Yes	Completed	39,946	39,946	0
5.1.3.10 Disabled access (01630)	Tenders or Quotations Called	These funds were allocated to works to be undertaken in conjunction with the Trumper Park Tennis toilets/change rooms upgrade (01688). As noted for that project, a grant application has been submitted and, pending the outcome, the scope of works may change significantly. This project will be reassessed at that time.	Yes	Completed	50,000	0	50,000
5.1.3.11 Hugh Latimer Centre - Roofing & Guttering (01631)	In Progress	Works delayed due to wet weather, it is anticipated works will be completed in Q3.	Yes	Completed	50,000	41,620	8,380
5.1.3.12 Keyless entry system for 2 hired venues - Cooper Park Hall & Rose Bay Cottage (01632)	In Progress	Keyless systems installed. One screen door installation remaining - anticipate completion, subject to availability of contractor, in Q3.	Yes	Completed	20,000	16,574	3,426
5.1.3.13 Community Hall - Internal & external upgrades (01633)	In Progress	Project is awaiting DA approval to proceed. Additional testing of ground contamination has been undertaken. Tender to be advertised in January.	Yes	Completed	535,199	62,658	472,541
5.1.3.14 Woollahra Preschool - Replace vinyl floor coverings (01692)	Tenders or Quotations Called	Quotations for works being sought.	Yes	Completed	5,000	0	5,000
5.1.3.15 Woollahra Preschool - Internal painting (01693)	In Progress	Works commenced. To be completed in Q3.	Yes	Completed	25,000	21,970	3,030
5.1.3.16 Gaden Reserve - Replace floor coverings (01694)	Deferred	Only minor patchwork required which will be undertaken as maintenance. Funds to be transferred to Property Reserves.	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 2022	Budget (\$)*	YTD Expenditure (\$)**	Budget Remaining (\$)
5.1.3.17 McKell Park (Canonbury Cottage) - Install awning over paving (01695)	Design/Scope of Works	Scope of works to be prepared. Works to be completed in Q4.	No	Completed	25,000	0	25,000
5.1.3.18 E J Ward Centre - Carpet replacement (01696)	Completed	Works completed. Savings to be transferred to Property Reserve.	Yes	Completed	10,000	4,641	5,359
5.1.3.19 Cross St Community Centre - Replace carpet (01697)	Completed	Works completed. Savings to be transferred to Property Reserve.	Yes	Completed	10,000	7,510	2,490
5.1.3.20 Bay Room - Replace floor coverings (01698)	Completed	Works completed. Savings to be transferred to Property Reserve.	Yes	Completed	25,000	5,866	19,134
5.1.3.21 Sir David Martin Reserve - Drill Hall-Decking and Roof Replacement (01699)	Tenders or Quotations Called	Decking works and roof inspection are yet to be undertaken and scope of works reviewed. It is anticipated works will be completed in Q4.	Yes	Completed	35,000	0	35,000
5.1.3.22 E J Ward Centre (01367)	Completed	Contract finalised and security monies released.	Yes	Completed	10,207	10,207	0
5.1.3.23 Preschool expansion (01446)	Completed	Contract finalised and security monies released.	Yes	Completed	16,243	16,000	243
5.1.3.24 Sherbrooke Hall (01547)	Completed	Contract finalised and security monies released.	Yes	Completed	4,853	4,853	0
TOTAL:					\$2,698,488	\$2,049,170	\$649,318
Strategy 5.3: Provide attractive, accessible, connected and safe parks, sportsgrounds, foreshore areas and other public spaces.							
Priority 5.3.2: Implement a prioritised program of capital improvements to public open spaces.							
5.3.2.1 Project Management (00054)	In Progress	This budget has been used for consultancy fees on some initial investigation works on various projects identified for the 2021/22 financial year.	No	Completed	46,847	4,878	41,969
5.3.2.3 Park furniture roll-out (LGA-wide) (00450) and (01472)	In Progress	Park furniture upgrades are progressing with new park bench seats and bubblers installed across the municipality.	Yes	Completed	150,000	94,328	55,672

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

Actions	Current Status	Progress Comments	Comment Updated	Projected Status 30 June 2022	Budget (\$)*	YTD Expenditure (\$)**	Budget Remaining (\$)
5.3.2.4 Park Lighting Upgrades (00667)	Design/Scope of Works	A low level park lighting design is currently being prepared for Royal Hospital for Women Park. Once complete, community consultation will be undertaken. Installation to occur in Q4.	Yes	Completed	76,000	2,680	73,320
5.3.2.5 Park Signage - New and Replace (00777)	In Progress	Park signage throughout the LGA continues to be renewed. Redleaf wayfinding signage in conjunction with the Art Gallery to be installed in Q3.	Yes	Completed	160,288	96,967	63,321
5.3.2.6 Gap Park Self Harm Minimisation-Action from Masterplan (01083)	Completed	This project is now complete with the installation of a new pole and camera at Gap Bluff. All other upgrades have been completed. Over-expenditure on this project will be funded from under-expenditure on other projects in the December quarterly budget review.	Yes	Completed	35,399	62,051	-26,652
5.3.2.7 Synthetic Sportsfield (01085)	Completed	Project complete.	Yes	Completed	0	909	-909
5.3.2.8 Rushcutters Bay Park Youth Facility (01190)	In Progress	GML Heritage have provided the final draft of the Conservation Management Strategy for the site. The Heritage Impact Statement (HIS) has reviewed the proposed concept design and additional 3D imaging of the facility. Staff are working with the Consultant on recommended refinements of the design to finalise the HIS. We expect this to be finalised in February. Once complete an application under Section 60 of the NSW Heritage Act will be submitted for approval to undertake the project. This process will involve public exhibition of all documents lodged as part of the application.	Yes	In Progress	1,180,398	48,208	1,132,190
5.3.2.10 Redleaf Plan of Management - Retaining wall works (01336)	In Progress	The design of the Redleaf Beach retaining wall is complete. RFQ for the works has commenced. Construction work will be held back until the end of the Summer Season to minimise impact on park users.	Yes	Completed	127,400	718	126,682
5.3.2.11 Fencing Upgrade – Various Sites (01338)	In Progress	Fencing renewals have been completed at Plumb Reserve and Dillon Street Reserve. Request for quotations are currently out for the renewal of the Cooper Park bollards.	Yes	Completed	173,923	64,376	109,547
5.3.2.12 Sayonara Slipway Improvements (01340)	Works Delayed	GML Heritage have provided the final draft of the Conservation Management Strategy for the site. A Heritage Impact Statement (HIS) for the Sayonara Slipway Improvements is to be developed.	No	In Progress	150,000	1,225	148,775

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

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Actions	Current Status	Progress Comments	Comment Updated	Projected Status 30 June 2022	Budget (\$)*	YTD Expenditure (\$)**	Budget Remaining (\$)
5.3.2.13 Cooks Paddock Upgrade - Retaining Walls and play features (01395)	Completed	Project Complete. Over-expenditure on this project will be funded from under-expenditure on other projects.	Yes	Completed	35,157	38,417	-3,260
5.3.2.14 Yarranabbe Park - Northern Plaza and stairs construction (01399)	Works Delayed	GML Heritage have provided the final draft of the Conservation Management Strategy for the site. A Heritage Impact Statement (HIS) for the Northern Plaza Stairs is to be developed.	No	In Progress	400,000	0	400,000
5.3.2.15 Gap Park Tram Alignment Pathway construction (01468)	In Progress	The Gap Park Tramway Pathway is complete and has received positive feedback from the community. Interpretative signage is currently being designed for installation in Q3.	Yes	Completed	333,939	331,261	2,678
5.3.2.16 Dillon Street Reserve Landscape Upgrade (01476)	Completed	The Dillon Street playground is complete and receiving positive feedback from the community. Over-expenditure on this project will be funded from under-expenditure on other projects in the December quarterly budget review.	Yes	Completed	327,189	376,256	-49,067
5.3.2.17 Cooper Park Rehabilitation (01611)	Completed	This budget line was allocated to the Cooper Park Creek Wall (Project 01614)	Yes	Completed	0	322	-322
5.3.2.18 Cooper Park Creek Wall - Final stage of creek wall along Tennis Courts (01614)	Completed	Project complete.	Yes	Completed	113,631	113,043	588
5.3.2.19 Irrigation Renewal at Parsley Bay, Chiswick Gardens (01612)	Completed	This project is complete. Over-expenditure on this project will be funded from under-expenditure on other projects in the December quarterly budget review.	Yes	Completed	19,271	32,092	-12,821
5.3.2.20 Nursery Improvements - For volunteer works (01613)	Completed	Project complete	Yes	Completed	3,153	3,153	0
5.3.2.21 Vaucluse War Memorial - Upgrade structures (01616)	In Progress	The restoration works to the Vaucluse War Memorial flagpole have been awarded and will be undertaken in Q3. On-going discussions with AusGrid and the Contractor have delayed works. Over-expenditure on this project will be funded from under-expenditure on other projects in the next quarterly budget review.	Yes	Completed	43,880	46,206	-2,326

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

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Actions	Current Status	Progress Comments	Comment Updated	Projected Status 30 June 2022	Budget (\$)*	YTD Expenditure (\$)**	Budget Remaining (\$)
5.3.2.22 Rose Bay Activation – New South Head Road (01617)	In Progress	A prototype of the seat has been constructed and viewed. The fabricator is currently producing the recycled plastic material for the seat. This will then be cut down to lengths, painted and connected into sections for installation on site. A planting design is complete and plants ordered. Prior to the latest COVID interruptions installation was expected in March. Additional funds will be allocated to this from Project 01682 (<i>see item below</i>).	Yes	Completed	141,985	161,075	-19,090
5.3.2.23 New/additional street planter boxes in business centres throughout LGA - Funded by Australian Government Grant (LRCIP) as per Council resolution (01682)	In Progress	Additional street planter boxes have been purchased and are awaiting delivery for Rose Bay Business Centre. A portion of this budget will be utilised for plantings in the Rose Bay Business Centre in conjunction with the Rose Bay Activation project on New South Head Road.	Yes	Completed	150,000	58,030	91,970
5.3.2.24 Multi-use sports facilities construction (01672)	Design/Scope of Works	The results of the geo-technical investigation have been received for the proposed site at Lough Playing Fields. Due to the presence of uncontrolled fill, the design of the facility has had to change which will increase the cost of the project. Two grant funding applications have been submitted to obtain additional funding for the project. Subject to successful grant funding the next steps are detailed design and community consultation.	Yes	In Progress	308,000	0	308,000
5.3.2.25 Eastbourne Reserve upgrade - Retaining wall replacement and landscaping (01673)	Completed	Works on the renewal of the retaining wall at Eastbourne Reserve is complete. At the time of detailed design a more cost effective solution was proposed which reduced the scope of works. Budget savings will be reallocated to fund over expenditure on other projects.	Yes	Completed	86,000	23,877	62,123
5.3.2.26 Bellevue Park extension of pathway and landscaping - Bellevue Park Stage 2 Design & Consultation. Construction to be funded in future budgets (01674)	In Progress	A scope of works for the design of the 2nd stage of pathway in Bellevue Park is complete. Concept design and costings have been undertaken in-house for inclusion in the FY22/23 Capital Works budget deliberations. This budget will be used for detailed design and tender documentation.	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 2022	Budget (\$)*	YTD Expenditure (\$)**	Budget Remaining (\$)
5.3.2.27 Tingira Reserve Landscape upgrades - Pathway renewal, irrigation and landscaping improvements (01675)	In Progress	Request for quotation is complete and awarded for the installation of a new irrigation system at Tingira Reserve. Irrigation install will occur in Q3. Pathway and landscape improvements are currently being designed and will occur in Q4.	Yes	Completed	100,000	8,495	91,505
5.3.2.28 Lyne Park Landscape Upgrade - Improved entry garden beds to Lyne Park off New South Head Rd (01676)	In Progress	A scope of works is currently being undertaken with reference to the submissions received as part of the development of the draft Lyne Park POM.	Yes	Completed	50,000	1,830	48,170
5.3.2.29 Landscape improvements - Moncur Reserve, Plumb Reserve and Raoul Wallenburg Reserve (01677)	In Progress	Irrigation improvements are complete for Plumb Reserve. An historical assessment has been undertaken for future improvement works to Raoul Wallenburg Reserve which is required to be costed for future budget deliberations. A scope of works is progressing for improvement works around the basketball court of Moncur Reserve. Works to commence in Q3 and Q4.	Yes	Completed	100,000	43,134	56,866
5.3.2.30 Trumper Park Pathway renewal - Pathway renewal from the Trumper Park Tennis Courts to Edgecliff Train Station (Bowes Avenue) (01678)	In Progress	Detailed design works continue to progress for the pathway renewal through and leading to Trumper Park via Quarry Street. Community consultation will follow once detailed design is complete. Construction to occur in Q4.	Yes	Completed	384,000	129	383,871
5.3.2.32 Parsley Bay cliff columns - Replacement and repair of existing supporting columns located under the western side of Parsley Bay rock shelves (01680)	In Progress	A design of the rectification of the columns in Parsley Bay is complete. Due to the Aboriginal significance of the shelters consultation is on-going with Coast Heritage. Their comments are due back at the end of January. A permit for this work is required. Once received construction will occur in Q4 subject to successful issue of permit in Q3.	Yes	Completed	101,800	11,899	89,901
5.3.2.33 Figtree Reserve landscaping - Landscaping works due to flood damage to Figtree Reserve overlooking Cooper Park (01681)	In Progress	A design for the rectification works is underway as well as geotechnical assessments. Works will commence during Q4.	Yes	Completed	186,000	11,736	174,264

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

Actions	Current Status	Progress Comments	Comment Updated	Projected Status 30 June 2022	Budget (\$)*	YTD Expenditure (\$)**	Budget Remaining (\$)
5.3.2.34 Softfall Renewal - various sites identified in Assets register (01086)	In Progress	Softfall renewal at Plumb Reserve and Dillon Reserve are complete. The remaining budget will be used for repair and upgrade on various sites in Q3 and Q4.	Yes	Completed	172,436	114,314	58,122
5.3.2.35 Fitness Station Renewal - Various upgrades (01619)	Completed	Project complete.	Yes	Completed	76,553	76,553	0
5.3.2.36 Christison Park sportsground irrigation - implement stage 2 of the upgrade (01402)	Works Delayed	The Stage 2 upgrade requires an above ground tank to be situated near the grandstand and may receive some community interest. With this in mind the project is on hold until the review of the Plan of Management has been undertaken.	Yes	Not Commenced	38,590	0	38,590
5.3.2.37 Trumper Park Sightcreens (01618)	Completed	The Trumper Park sightscreen and extensions are complete. Budget savings will be reallocated to fund over expenditure on other projects.	Yes	Completed	59,113	27,666	31,447
5.3.2.38 Synthetic Cricket wicket upgrades - Replacement of synthetic surface on Rushcutters Bay Park and Lough Playing Fields cricket pitches (01683)	In Progress	Renewal of the synthetic cricket wicket at Lough Playing Field and Rushcutters Bay Park are complete. The remaining budget will be used on the renewal of cricket pitch at Christison Park.	Yes	Completed	30,000	7,563	22,437
5.3.2.39 Croquet Club - External painting & repairs (01622)	Completed	Works completed.	Yes	Completed	44,183	44,183	0
5.3.2.40 Sir David Martin Reserve Toilets - Refurbish toilets (01624)	Completed	Works completed.	Yes	Completed	61,489	62,054	-565
5.3.2.41 Lyne Park Amenities & Toilets - Upgrade change rooms (01686)	Tenders or Quotations Called	Quotations for tiling and painting being sought. It is anticipated works will be completed in Q4.		Completed	30,000	0	30,000
5.3.2.42 Lough Field Amenities - Roof, gutters & downpipes (01687)	Tenders or Quotations Called	Quotations for gutter replacement and painting being sought. It is anticipated works will be completed in Q4.		Completed	30,000	0	30,000

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

Actions	Current Status	Progress Comments	Comment Updated	Projected Status 30 June 2022	Budget (\$)*	YTD Expenditure (\$)**	Budget Remaining (\$)
5.3.2.43 Trumper Park Grandstand & Amenities - Re-tile showers and toilet areas in change rooms (01688)	Design/Scope of Works	A grant application has been submitted which will greatly change the scope of works for this project if successful. Awaiting outcome of grant application to determine next stage.		Completed	50,000	28,160	21,840
5.3.2.44 Major Sports Surface Renovations (01482)	In Progress	Funds have been used to undertake repairs for Rushcutters Bay Park bore. Further investigations continue to determine a repair solution.	Yes	Completed	50,000	33,496	16,504
5.3.2.45 Cooper Park Tennis Sewer Works (01707)	In Progress	On site meetings arranged for quotation scheduled for January, works then anticipated for February/ March 2022	Yes	Completed	17,000	0	17,000
TOTAL:					\$5,678,624	\$2,031,284	\$3,647,340
Priority 5.3.3: Continue improvement program for horticultural sites in business centres.							
5.3.3.1 Double Bay Commercial Centre - Double Bay Lanterns (01645) and (01481)	Preliminary Investigation	Discussions are continuing with Ausgrid to enable installation of new lanterns without the need for major trenching in the Double Bay business centre. There is a risk that if the agreement is not achieved with Ausgrid, the project will require significantly increased funding. Discussion to be concluded in Q3.	Yes	In Progress	372,437	21,500	350,937
TOTAL:					\$372,437	\$21,500	\$350,937
Strategy 5.6: Reduce impacts of local flooding and improve floodplain risk management.							
Priority 5.6.1: Develop & implement a five year capital renewal program for stormwater drainage infrastructure and Environmental Works Program for water quality improvements.							
5.6.1.1 Inlet Capacity Increase - Multiple jobs to improve stormwater capacity (01466) and to identify and rectify small Stormwater system works (01492)	Completed	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. Various inlet capacity and stormwater upgrades are planned for FY2021/22 and include Dudley Road, Rose Bay and pit works in Figtree Lane, Woollahra. These works were completed in Q2. Savings on this project will be used to fund over-expenditure on other projects.	Yes	Completed	256,000	233,289	22,711
5.6.1.2 Watsons Bay Flood Mitigation Project (01409)	In Progress	This project incorporates road and stormwater upgrades to reduce flooding in the Watsons Bay catchment. It is proposed to lower the eastern side of Cliff Street to increase the drainage capacity of the road, replace the existing concrete channel with a rock-lined, landscaped swale and	Yes	In Progress	337,845	2,167	335,678

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

Actions	Current Status	Progress Comments	Comment Updated	Projected Status 30 June 2022	Budget (\$)*	YTD Expenditure (\$)**	Budget Remaining (\$)
		additional stormwater pipes and pits. Additional funding is required to progress the project and this will be addressed as part of the quarterly budget review, as grant funding for a number of traffic projects has been obtained and savings will be partially used to fund this project. Community consultation was completed in December 2021. The procurement phase will be undertaken in Q3 prior to construction.					
5.6.1.3 Condition assessment for the stormwater network by using CCTV inspection (01493) and (00820)	Completed	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. CCTV of stormwater systems have been undertaken in Mona Lane, Darling Point; Edgecliff Road, Woollahra; Dudley Street, Rose Bay; and Figtree Lane, Woollahra.	Yes	Completed	60,887	60,541	346
5.6.1.4 Rivers Street at Victoria Road Bellevue Hill - Pipe system extension (01575)	Completed	Project complete.	Yes	Completed	26,808	25,826	982
5.6.1.5 Bunyula Road Bellevue Hill - New Pipe installation from O'Sullivan Road up (01576)	Completed	Project complete.	Yes	Completed	7,216	4,545	2,671
5.6.1.6 Caledonia Road Rose Bay - Stormwater Outfall Upgrade on Rose Bay Beach (Design and Construct) (01661)	In Progress	Project is in detailed design phase and is expected to be completed in Q3. Community and stakeholder consultation will occur prior to procurement and construction in Q4.	Yes	In Progress	400,000	69,540	330,460
5.6.1.7 Kiaora Road cnr Forest Road Double Bay - Stormwater improvement works (01662)	In Progress	Project involves augmenting two stormwater pits to improve stormwater drainage. The project is in procurement stage.	Yes	Completed	75,000	462	74,538

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

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Actions	Current Status	Progress Comments	Comment Updated	Projected Status 30 June 2022	Budget (\$)*	YTD Expenditure (\$)***	Budget Remaining (\$)
5.6.1.8 Pringle Place at Bellevue Garden Bellevue Hill - New stormwater pipe connection from Pringle Place to Bellevue Gardens (Construction) (01663)	In Progress	Project is in investigation and detailed design phase. Once the designs are complete, community consultation will occur prior to procurement and construction.	Yes	In Progress	55,000	0	55,000
5.6.1.9 Stormwater Harvesting - Christison Park (00162)	Works Delayed	Monitoring equipment has been installed at Christison Park to determine the natural flow of water around the grandstand area. Installation of an additional tank to expand stormwater harvesting capacity at Christison Park is on hold pending completion of the Plan of Management (POM). The POM is currently on public exhibition.	Yes	Not Commenced	280,729	509	280,220
5.6.1.10 Stormwater Harvesting (01484)	Preliminary Investigation	Council is working with the Centre for Organic Research and Investigation (CORE) on a project to reduce water use for irrigation on sporting fields. Preliminary investigations are underway to determine the best fields for application. Works to occur in Q3 and Q4.	Yes	In Progress	70,000	0	70,000
TOTAL:					\$1,569,485	\$396,879	\$1,172,606
Strategy 5.7: Renew and upgrade ageing infrastructure including roads, footpaths, stormwater drains and seawalls.							
Priority 5.7.2: Implement the Infrastructure Capital Works Programs for renewal for all classes of public infrastructure.							
5.7.2.1 Plan and control the E&IR Program (00163)	In Progress	The project is ongoing and used to investigate, plan and design Council's Environmental & Infrastructure Renewal Program.	Yes	Completed	42,395	9,155	33,240
5.7.2.2 Russell Street Vaucluse, b/w Old South Head Road and Palmerston Street - Infrastructure Renewal Works (design, kerb & gutter, 40% of the footpath reconstruction, pavement reconstruction, reduction in camber, construction of 100m stormwater pipe) (01425)	In Progress	Community notification will be undertaken with design prior to construction in Q3.	Yes	Completed	445,170	31,425	413,745

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

Actions	Current Status	Progress Comments	Comment Updated	Projected Status 30 June 2022	Budget (\$)*	YTD Expenditure (\$)**	Budget Remaining (\$)
5.7.2.3 Forward Design on Forward Program (01496)	In Progress	Project is ongoing and involves preparing designs for future capital works projects. Design consultants have been engaged to develop future capital works program designs planned for FY2022/2023. A design for Victoria Road, Bellevue Hill, near Rose Bay Avenue, to upgrade footpaths and kerb and gutter works near Cranbrook School is in progress and will be completed in Q4.	Yes	Completed	55,422	52,080	3,342
5.7.2.4 George Street Paddington b/w Underwood Street and Oxford Street - Kerb & gutter; road pavement, footpath and Stormwater system upgrade works (01512)	In Progress	George Street, which is the upstream component of the stormwater line, is in design phase. An application for grant funding has been made to DPIE, and the project is on hold until grant funding is advised. Community notification will occur prior to the works commencing.	Yes	In Progress	619,836	572	619,264
5.7.2.5 Hampden Street Royston Lane to Royston Road Paddington – Road pavement and footpath renewal works (01513)	In Progress	Designs complete. Project will be carried out in stages to ensure that the works are in coordination with Sydney Water main trunk line works. Works in Soudan Lane are now complete and the Hampden Street works will be scheduled in February 2022 in consultation and collaboration with Sydney Water. Community notification will occur prior to construction.	No	In Progress	411,542	68,138	343,404
5.7.2.6 Retaining Wall Improvement Works - retaining walls and safety rails (01523)	In Progress	This project involves retaining wall and fence improvement works across the municipality. Projects for the FY2021/22, include retaining wall improvements in Wyuna Road, Point Piper (fence), Kambala Steps (handrail/ guard rail), 129 O'Sullivan Road, Bellevue Hill (handrail/guard rail), 22 Latimer Road, Bellevue Hill (handrail/guard rail), 18 Burrabirra Avenue, Vaucluse (handrail/guard rail), Riddell Street, Bellevue Hill (stairway reconstruction), stairs maintenance between Upper and Lower Harris Street Reserve, Paddington (complete), stairs and fence reconstruction in Bradley Avenue Reserve, Bellevue Hill, 98 Victoria Road, Bellevue Hill (retaining wall repairs), and 36 Fitzwilliam Street, Vaucluse (complete).	Yes	Completed	203,663	60,927	142,736

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

Actions	Current Status	Progress Comments	Comment Updated	Projected Status 30 June 2022	Budget (\$)*	YTD Expenditure (\$)**	Budget Remaining (\$)
5.7.2.7 Rose Bay Promenade Seawall – Conservation/Rehabilitation (01525)	In Progress	Council has received an Issues Paper on the Rose Bay Promenade Seawall providing Council with a direction to undertake maintenance works on a State Heritage Item. Council staff have been liaising with NSW Heritage and Council's Heritage Staff to obtain heritage approval. Once approval is obtained, an on-going program of works will be developed to be undertaken in stages.	No	In Progress	88,119	26,902	61,217
5.7.2.8 Minor Capital Road Works -Minor Road& Footpath Works All Wards (01526)	In Progress	This project involves minor road work improvements across the municipality. A number of locations have been completed and the remaining minor road work improvements planned for FY2021/22 include works at 59-61 Wolseley Road, Point Piper; Hargrave Street, cnr Cascade St, Paddington; Darling Point Road, cnr St Marks Road, Darling Point; Loftus Road cnr Annandale Street, Darling Point, Spencer Lane at Hamilton Road, Rose Bay; Boundary Street cnr Campbell Avenue, Paddington; Galbraith Walkway in Double Bay; Edgecliff Road near Wellington Street, Woollahra; and 224-230 Edgecliff Road, Woollahra. Over-expenditure on this project will be funded from under-expenditure on other projects.	Yes	Completed	186,943	192,384	-5,441
5.7.2.9 Balfour Road Bellevue Hill 60 Balfour Road to Balfour Lane - Road Pavement, Kerb & Gutter Reconstruction and Stormwater upgrade (01579)	In Progress	Project is in design stage. Construction scheduled for Q3.	No	Completed	209,246	28,794	180,452
5.7.2.10 Cooper Park Road btw Streatfield Road and 27 Cooper Park Road - Road Pavement and Kerb & Gutter Reconstruction (01580)	In Progress	Civil works complete. Road re-sheeting expected to be completed in Q3.	Yes	Completed	92,839	77,588	15,251
5.7.2.11 Boronia Road Bellevue Hill btw 67 and 35 Boronia Road - Road Pavement and Kerb & Gutter Reconstruction as needed (01582)	In Progress	Construction works are complete. Final inspection and review of works to be completed in January 2022.	Yes	Completed	301,056	213,612	87,444

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

Actions	Current Status	Progress Comments	Comment Updated	Projected Status 30 June 2022	Budget (\$)*	YTD Expenditure (\$)***	Budget Remaining (\$)
5.7.2.12 Fullerton Street Woollahra btw Wellington Street and Trelawney Street - Road Pavement Kerb & Gutter and Footpath Reconstruction (01585)	In Progress	Civil works complete. Road re-sheeting expected to be completed in Q3. Over-expenditure on this project will be funded from under-expenditure on other projects.	Yes	Completed	186,669	198,430	-11,762
5.7.2.13 Court Road Double Bay btw Manning Road and Kiaora Road - Road Pavement and Kerb & Gutter Reconstruction as needed (01586)	Completed	Project complete.	Yes	Completed	382,481	382,400	81
5.7.2.14 Glendon Road Double Bay btw Carlotta Road to the End - Road Pavement Kerb & Gutter Reconstruction and Stormwater upgrade (01588)	In Progress	Project is due to commence construction in Q3 and funds have been committed.	Yes	Completed	170,024	152,113	17,911
5.7.2.15 Ocean Avenue Double Bay btw Holt Street and New South Head Road - Road Pavement Kerb & Gutter and Footpath Reconstruction (01589)	Completed	Project complete.	Yes	Completed	1,740	2,074	-334
5.7.2.16 Rawson Road Rose Bay btw New South Head Road and the End - Road Pavement Footpath and Kerb & Gutter Reconstruction as needed (01601)	Completed	Project complete.	Yes	Completed	308,017	304,975	3,042

*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 2022	Budget (\$)*	YTD Expenditure (\$)**	Budget Remaining (\$)
5.7.2.17 The Crescent Vaucluse btw Hopetoun Avenue and Hopetoun Avenue - Road Pavement Footpath and Kerb & Gutter Reconstruction including Stormwater System Upgrade (01602)	In Progress	Civil works complete. Road re-sheeting expected to be completed in Q3.	Yes	Completed	151,493	140,405	11,088
5.7.2.18 Sutherland Avenue Paddington btw Royston Street and Cecil Street- Road Pavement Re-sheeting (01604)	In Progress	Project on hold pending Sydney Water's stormwater improvement works being completed. For the road pavement re-sheeting component of this project, Reconophalt asphalt will be used. Project will be carried out in coordination with Sydney Water and with other planned works in Hampden Street, Paddington.	Yes	In Progress	28,047	0	28,047
5.7.2.19 Parsley Bay Wharf rehabilitation and improvement works (01607)	In Progress	Project is in investigation and design stage. Project is for design works only which will be used to seek grant funding in the future to deliver the project. Future funding will be sought in Council's draft budget 2022/23 to assist in the delivery of this project.	No	Completed	36,851	12,000	24,851
5.7.2.20 Road Reserve Slope Stabilisation at 81-89 Wolseley Road, Point Piper (01644)	Completed	Project complete.	Yes	Completed	81,829	81,827	2
5.7.2.21 Reconophalt - Accelerated program of road re-sheeting (01646)	In Progress	Project incorporates re-sheeting works in The Crescent. Road re-sheeting expected to be completed in Q3.	Yes	Completed	279,191	276,683	2,508
5.7.2.22 Cranbrook Lane - Stairs Reconstruction (01666)	In Progress	Project is in design phase. Once the designs are complete, community engagement will occur. Construction phase for this project will be included in the FY2022/23 draft budget.	Yes	Completed	82,176	13,364	68,813

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

Actions	Current Status	Progress Comments	Comment Updated	Projected Status 30 June 2022	Budget (\$)*	YTD Expenditure (\$)**	Budget Remaining (\$)
5.7.2.23 Johnstons Lookout, Vaucluse, Hopetoun Ave to 63A New South Head Rd - New footpath construction from Hopetoun Ave to Bus shelter at Johnston Look out, Footpath and kerb and gutter reconstruction at Hopetoun Ave and New South Head Rd, Handrail from Hopetoun Ave to NSH Rd (01667)	In Progress	Project is in construction stage and scheduled to be completed in Q3.	Yes	Completed	167,230	124,737	42,493
5.7.2.24 Bates Avenue - Stairs Reconstruction (01668)	In Progress	Project is in design stage and community engagement and notification will occur prior to construction.	No	Completed	100,000	8,830	91,170
5.7.2.25 Ocean Street, Woollahra, Peaker Lane to Forth Street - Road Pavement re-sheeting, asphalt footpath and gutter reconstruction (01669)	In Progress	Project is in construction stage and scheduled to be completed in Q4.	Yes	Completed	204,000	133,168	70,832
5.7.2.26 O'Sullivan Road btw Old South Head Road and 259 O'Sullivan Rd - Road pavement re-sheeting, footpath and gutter reconstruction (01670)	In Progress	Project is in design phase. Once the designs are complete, community engagement will occur prior to procurement and construction.	No	Completed	320,000	8,641	311,359
5.7.2.27 Old South Head Road, Salisbury Road to Robertson Pl - Pavement re-sheeting and reconstruction of footpath (01671)	In Progress	Project is in construction stage and scheduled to be completed in Q4.	Yes	Completed	209,000	177,599	31,401

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

Actions	Current Status	Progress Comments	Comment Updated	Projected Status 30 June 2022	Budget (\$)*	YTD Expenditure (\$)**	Budget Remaining (\$)
5.7.2.28 6 Pringle Place - Stabilisation of a Council owned rock face as detailed in GHD geotechnical risk report (01664)	In Progress	Investigation and detailed design for this project is complete. Consultation with the affected residents will occur prior to this project progressing to the next stage.	Yes	In Progress	400,000	11,507	388,493
5.7.2.29 Preston Avenue btw New South Head Rd and Fairfax Rd (01665)	In Progress	Majority of the civil works are complete. Handrail installation is to be complete in Q3. Over-expenditure on this project will be funded from under-expenditure on other projects.	Yes	Completed	125,000	138,663	-13,663
5.7.2.32 Victoria Road Bellevue Hill btw Cranbrook Road and Ginahgull - Road Pavement Re-sheeting (01603)	Completed	Project complete.	No	Completed	256	256	0
5.7.2.33 Ormond St, Paddington, Olive St to Oxford St - Footpath reconstruction, including tree planting and some kerb & gutter works (01527)	Completed	Project complete.	Yes	Completed	5,591	5,591	0
TOTAL:					\$5,895,826	\$2,934,843	\$2,960,984

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

Goal 6: Getting around

Actions	Current Status	Progress Comments	Comment Updated	Projected Status 30 June 2022	Budget (\$)*	YTD Expenditure (\$)***	Budget Remaining (\$)
Strategy 6.1: Facilitate an improved network of accessible and safe alternate transport options.							
Priority 6.1.1: Provide for sustainable, safe convenient and efficient local movement of pedestrians, cyclists and vehicles.							
6.1.1.1 New South Head Rd, William St - Norwich Rd shared path (01304)	In Progress	Construction of Shared Paths and intersections underway. Council resolved to defer commencing the Rose Bay Promenade section until 4 April 2022. Additional grant funding has been received for the project and this will be adjusted through the quarterly budget review.	Yes	Completed	1,478,272	1,027,022	451,250
6.1.1.2 Norwich Lane/Norwich Road cycleway - Bicycle Strategy (01465)	Completed	Project complete.	No	Completed	0	238	-238
6.1.1.3 Glenmore Road at Flinton Street, Paddington - Traffic Calming works (LATM) (01463)	In Progress	An on-site technical meeting was held with Traffic Committee members to discuss community concerns with the design proposal. A revised design will be presented to the Traffic Committee in February/March 2022.	Yes	Completed	225,857	26,127	199,730
TOTAL:					\$1,704,129	\$1,053,387	\$650,742
Strategy 6.4: Reduce traffic congestion, noise and speeding.							
Priority 6.4.1: Reduce vehicle speed and traffic congestion through the introduction of traffic management facilities.							
6.4.1.1 Glenmore Road Paddington at Liverpool Street - Kerb extensions (01571)	In Progress	Community consultation on the design was undertaken in December 2021. The design, together with community feedback, will be reported to Traffic Committee in Q3.	Yes	Completed	66,819	632	66,187
6.4.1.2 Gurner Street Paddington (southern side near Norfolk Lane) - Bus Shelter (01573)	In Progress	Designs complete. Community engagement will occur in Q3, prior to construction.	No	Completed	78,291	78,000	291

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

Actions	Current Status	Progress Comments	Comment Updated	Projected Status 30 June 2022	Budget (\$)*	YTD Expenditure (\$)***	Budget Remaining (\$)
6.4.1.3 O'Sullivan Road Cycleway - Separated Cycleway Design (01574)	In Progress	Transport for NSW have advised that they will not be proceeding with a temporary pop up cycleway in O'Sullivan Road. A concept design for a permanent cycleway has been developed for consideration as part of the draft Active Transport Plan. Once Council endorses the draft Active Transport Plan, design consultants will be engaged to develop detailed designs which will be used for funding submissions to TfNSW.	No	In Progress	199,582	0	199,582
6.4.1.4 Gurner Lane, Paddington – Shared Zone – Active Transport Program 2020/2021 (01643)	In Progress	Civil works are complete. A Road Safety Audit will be completed following installation of speed limit signs.	Yes	Completed	103,565	92,881	10,684
6.4.1.5 Double Bay Centre – High Pedestrian Activity Area with Traffic Calming (01648)	In Progress	Project is in construction stage. Civil works are complete and minor line marking works to be undertaken in January 2022.	Yes	Completed	543,471	458,011	85,460
6.4.1.6 Paddington Greenway – Planning & Design (01652)	In Progress	Feasibility Study was reported to Council on 27 September 2021. Detailed site investigations and studies are being undertaken and consultation design developed for reporting back to Council in Q4. Total grant for this project is \$300,000, the remaining grant funding of \$240,000 will be transferred to this in the December quarterly budget review.	Yes	In Progress	60,000	203,986	-143,986
6.4.1.7 Federal Stimulus Road Safety Program School Zones (01653)	Completed	Project complete. The Federal Stimulus Funding for these projects was expressly restricted to the relevant projects. Those projects have been completed to the highest standard. Under the terms of the grant a final acquittal will be undertaken with any remaining funding returned as part of the agreement.	Yes	Completed	900,000	711,025	188,975
6.4.1.8 Glenmore Road, at Campbell Street Paddington - Traffic and Pedestrian Upgrade- Improve pedestrian and traffic safety by raising the existing pedestrian crossing including pedestrian lighting upgrades (01658)	Completed	Project complete. This project was successful in receiving funds as part of the Federal Stimulus Funding program. The Federal Stimulus Funding was expressly restricted to the relevant projects. Those projects have been completed to the highest standard. Under the terms of the grant a final acquittal will be undertaken with any remaining funding returned as part of the agreement.	Yes	Completed	180,000	135,233	44,767

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

Actions	Current Status	Progress Comments	Comment Updated	Projected Status 30 June 2022	Budget (\$)*	YTD Expenditure (\$)***	Budget Remaining (\$)
6.4.1.9 Dover Road, at Carlisle Street - Traffic and Pedestrian Upgrade- Improve pedestrian and traffic safety by raising the existing pedestrian crossing including pedestrian lighting upgrades (01659)	Completed	Project complete. This project was successful in receiving funding as part of the Federal Stimulus Funding program. The Federal Stimulus Funding was expressly restricted to the relevant projects. Those projects have been completed to the highest standard. Under the terms of the grant a final acquittal will be undertaken with any remaining funding returned as part of the agreement.	Yes	Completed	180,000	111,034	68,966
6.4.1.10 Woollahra Cycleways Project - Design - Priority 1 Project to be identified in Active Transport Plan (01660)	Not Commenced	Priority projects will be progressed to design phase, once Council has endorsed the Active Transport Plan. It is anticipated a Councillor Briefing on the Draft ATP will be scheduled for Q4.	Yes	In Progress	100,000	0	100,000
6.4.1.11 Old South Head Road Vaucluse at Cambridge Avenue - Pedestrian Refuge Island (01569)	Completed	Project complete.	No	Completed	0	-51	51
6.4.1.12 Hopetoun Avenue Vaucluse at Wentworth Road - Pedestrian Refuge Island (01570)	Completed	Project complete.	No	Completed	0	522	-522
6.4.1.13 Victoria Road Bellevue Hill between Old South Head Road and Bellevue Park Road - Shared Path (01572)	Completed	Project complete.	No	Completed	0	238	-238
TOTAL:					\$2,411,728	\$1,791,512	\$620,216

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

Goal 7: Protecting our environment

Actions	Current Status	Progress Comments	Comment Updated	Projected Status 30 June 2022	Budget (\$)*	YTD Expenditure (\$)**	Budget Remaining (\$)
Strategy 7.1: Protect natural landscapes, systems and biodiversity.							
Priority 7.1.3: Educate and partner with the community on the protection of natural areas and waterways, including Bushcare.							
7.1.3.1 Interpretation Signage - Signage for Nature Walks including Cooper Park Nature Wellness Trail (01704)	Design/Scope of Works	Preliminary signage designs for the Cooper Park Nature Connection walk have been received. Interpretive signs have been designed and installed at Cooper Park and Trumper Park to educate about water quality and pond ecology.	Yes	Completed	30,000	1,725	28,275
TOTAL:					\$30,000	\$1,725	\$28,275
Strategy 7.3: Support cleaner, healthier waterways including improved water quality and healthy water catchments, creeks and harbour.							
Priority 7.3.1: Implement a five year Capital Renewal Program for stormwater drainage infrastructure and Environmental Works Program for water quality improvement.							
7.3.1.1 Cooper Park Rehabilitation (01489)	In Progress	A feasibility study for GPT's in the Bellevue Hill area to treat water feeding into Cooper Park has commenced. A Gross Pollutant Trap is scheduled to be installed in Q3 in Adelaide Street at the corner of View Street with costings split between cost centres #01487, #01489, #01705. This will improve the water quality in the Cooper Park Creek and pond	Yes	Completed	50,137	43,954	6,183
7.3.1.2 Pond rehabilitation - Actions to improve ponds at Trumper and Cooper Park (01705)	In Progress	A Gross Pollutant Trap is scheduled to be installed in Q3 in Adelaide Street at the corner of View Street with costings split between cost centres #01487, #01489, #01705. The will improve the water quality in the Cooper Park Creek and pond	Yes	Completed	30,000	28,000	2,000
7.3.1.3 Rose Bay Working Party Actions - Implementation of Rose Bay Beach Sand Redistribution (01706)	Design/Scope of Works	The application submitted to the Coastal and Estuary Grants Program to undertake a sand redistribution was approved. A brief is in development. Works are anticipated to be undertaken in Q4.	Yes	Completed	50,000	0	50,000
TOTAL:					\$130,137	\$71,954	\$58,183

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

Goal 8: Sustainable use of resources

Actions	Current Status	Progress Comments	Comment Updated	Projected Status 30 June 2022	Budget (\$)*	YTD Expenditure (\$)***	Budget Remaining (\$)
Strategy 8.1: Reduce greenhouse gas emissions and ecological footprint.							
Priority 8.1.2: Provide programs and projects to reduce local greenhouse gas emissions and ecological footprint.							
8.1.2.1 Energy Conservation & Carbon Reduction Projects (01490)	In Progress	Installation of solar on Redleaf Council Chambers has been completed. Installation of a public EV charger in Goodhope Street Paddington is complete. The 3 Councils Regional Environment Program projects have continued with further solar installations planned through the Solar My Club Program. The WaterFix water conservation program has continued, targeting large water-using strata blocks. The Sustainable Cafes Program commenced with audits undertaken at local cafes.	Yes	Completed	178,693	75,375	103,318
8.1.2.2 Kiaora Buildings Carbon Reduction (01637)	In Progress	Contractors have been appointed and the second phase of rooftop solar at Kiaora Place will be installed in January 2022.	Yes	Completed	125,000	43,680	81,320
8.1.2.3 Kiaora Buildings Energy Reduction (01638)	Preliminary Investigation	A project brief is in development for a building management system at Kiaora Place to maximise energy efficiency. The project is expected to be rolled out in Q3 and Q4.	Yes	Completed	166,597	0	166,597
8.1.2.4 Electric Vehicles (01639)	Completed	An electric vehicle charger has been installed at Kiaora Lane for the library courier vehicle. Remaining funds will be allocated to 01703 (<i>see item below</i>).	Yes	Completed	7,000	5,933	1,067
8.1.2.5 Electric Vehicle Charging - Installation of two on-street chargers and ranger vehicle charger (01703)	In Progress	Ranger vehicle charger installation is complete. Work has yet to commence on the installation of two further on-street chargers.	Yes	In Progress	65,000	14,704	50,297
8.1.2.6 Biodiversity Monitoring - Biodiversity and environmental monitoring program - rollout of monitoring undertaken every second year (01702)	In Progress	Consultants have been appointed and monitoring has commenced. The project is expected to be completed in Q3.	Yes	Completed	45,000	33,416	11,584
TOTAL:					\$587,290	\$173,107	\$414,183

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

Actions	Current Status	Progress Comments	Comment Updated	Projected Status 30 June 2022	Budget (\$)*	YTD Expenditure (\$)***	Budget Remaining (\$)
Strategy 8.2: Monitor and strategically manage environmental risks and impacts of climate change.							
Priority 8.2.1: Participate in projects that respond to the effects of climate change, including the effects of sea level rise.							
8.2.1.1 Climate Change Risk Assessment and Action Plan (01640)	In Progress	Following a series of risk identification and mitigation workshops, consultants have drafted the Climate Change Risk Assessment and Adaptation Plan. The Plan will be reported to Council in Q3.	Yes	Completed	43,190	38,590	4,600
8.2.1.2 Investigation Rose Bay Channel Naturalisation (01405)	Preliminary Investigation	Sydney Water has indicated that, while they support this project in principle, it is not currently on their short list of projects. TBLD were engaged this quarter to provide an updated schedule of costings to assist with grant applications.	Yes	Not Commenced	30,000	0	30,000
8.2.1.3 Biodiversity Projects (01488)	In Progress	Interpretive signage has been designed and installed at Trumper Park and Cooper Park to educate the community about threatened species and the ecological value of ponds. The works to improve biodiversity at Rose Bay Park, which were on hold due to Covid19 restrictions, will recommence this quarter.	Yes	In Progress	30,000	1,770	28,230
TOTAL:					\$103,190	\$40,360	\$62,830
Strategy 8.3: Encourage and assist our community to be leaders in waste management and resource recycling.							
Priority 8.3.1: Encourage greater community participation in waste reduction, recycling and composting initiatives.							
8.3.1.1 Better Waste & Recycling Fund (01485)	In Progress	Projects funded by the Better Waste and Recycling Fund grant are underway for this financial year. Garage Sale Trail was completed in Q2, with a range of online workshops and virtual sales in addition to face-to-face. An upgraded green waste storage area for Council tree management teams has been designed and installation is anticipated in Q3.	Yes	Completed	26,412	0	26,412
TOTAL:					\$26,412	\$0	\$26,412
Strategy 8.5: Promote and carry out water sensitive urban design.							
Priority 8.5.1 Integrate water sensitive urban design into local infrastructure and development.							
8.5.1.1 Water Sensitive Urban Design - Investigation (01091)	In Progress	Consultants have been appointed to investigate the feasibility for an additional GPT in the Cooper Park catchment. Water sensors have been installed at a number of high water-using sites to reduce use of potable water.	Yes	Completed	20,000	20,130	-130
8.5.1.2 Water Sensitive Urban Design - Construction (01487)	In Progress	A Gross Pollutant Trap is scheduled to be installed in Q3 in Adelaide Street at the corner of View Street with costings split between cost centres #01487, #01489, #01705. The will improve the water quality in the Cooper Park Creek and pond.	Yes	Completed	100,000	89,282	10,718
TOTAL:					\$120,000	\$109,412	\$10,588

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

Goal 9: Community focussed economic development

Actions	Current Status	Progress Comments	Comment Updated	Projected Status 30 June 2022	Budget (\$)*	YTD Expenditure (\$)**	Budget Remaining (\$)
Strategy 9.1: Encourage vibrant and vital local suburbs, villages and neighbourhoods that support a healthy economy.							
Priority 9.1.2: Encourage economic development in business and retail centres.							
9.1.2.1 Cross Street Car Park-Redevelopment (01275)	Tenders or Quotations Called	EOI submissions being evaluated by the panel with an external probity consultant. Report to be submitted to Council in February 2022.	Yes	In Progress	297,633	284,024	13,609
9.1.2.2 Rose Bay Car Parks-Redevelopment (01276)	Design/Scope of Works	Concept plan reported to Council and endorsed on 13 September 2021. Public meeting to be scheduled prior to DA submission. DA documentation being finalised for submission in Q3, depending on the timing of the public meeting with PHO restraints. Additional funds being sought to cover expenditure to date.	Yes	In Progress	851,975	884,475	-32,500
TOTAL:					\$1,149,608	\$1,168,499	-\$18,891
Strategy 9.3: Maintain a high quality public domain to support and promote local business.							
Priority 9.3.1: Provide services to meet community expectations in relation to the presentation of business centres and high profile areas.							
9.3.1.1 Plumer Road, Rose Bay - Streetscape Upgrade (01404)	In Progress	Community consultation on the design was undertaken in December 2021. The design, together with community feedback, will be reported to Traffic Committee in Q3.	Yes	Completed	815,720	18,744	796,976
9.3.1.2 Knox St Double Bay Pedestrianisation - Open Space Legacy Grant (01649)	In Progress	Initial Councillor workshop to discuss design options undertaken in September 2021. Community and stakeholder consultation on the ideas to inform the concept design is complete. Concept design to be presented to Councillors in February prior to going on Public Exhibition and reported to Traffic Committee and Council in Q3.	Yes	In Progress	4,715,000	180,169	4,534,831
9.3.1.3 Trumper Park Tennis - Upgrade Toilets (01684)	Tenders or Quotations Called	Quotations being evaluated and works anticipated for Q3	Yes	Completed	40,000	2,324	37,676

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

Actions	Current Status	Progress Comments	Comment Updated	Projected Status 30 June 2022	Budget (\$)*	YTD Expenditure (\$)***	Budget Remaining (\$)
9.3.1.4 Woollahra Golf Club - Replace roof, gutters & downpipes (01685)	Design/Scope of Works	Grant application was unsuccessful. Inspection to be undertaken to finalise scope of works. It is anticipated works will be completed in Q4.	Yes	Completed	150,000	2,124	147,876
TOTAL:					\$5,720,720	\$203,360	\$5,517,360
Priority 9.3.2: Provide street furniture maintenance services.							
9.3.2.1 Double Bay Business Centre-CCTV installation (01196)	In Progress	Updates to system undertaken by new contractor. Further actions to be determined in Q3.	Yes	Completed	14,684	15,169	-485
9.3.2.2 Queen Street Woollahra-Masterplan implementation (01281)	Completed	Project complete.	No	Completed	0	375	-375
TOTAL:					\$14,684	\$15,544	-\$860

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

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WOOLLAHRA MUNICIPAL COUNCIL
Capital Works Q2 Progress Report - December 2021/22

Goal 11: A well-managed Council

Actions	Current Status	Progress Comments	Comment Updated	Projected Status 30 June 2022	Budget (\$)*	YTD Expenditure (\$)***	Budget Remaining (\$)
Strategy 11.4: Maintain Council's strong financial position.							
Priority 11.4.2: Manage the leasing and licensing of Council buildings.							
11.4.2.1 Kiaora Place - Various works (01530)	In Progress	LED lights installed. Specifications for the Building Management System (BMS) is being finalised.	No	Completed	141,000	5,970	135,030
11.4.2.2 Cosmopolitan Centre Awning improvements (01636)	Design/Scope of Works	Design being finalised. It is anticipated works will be completed in Q4.	No	Completed	15,000	0	15,000
11.4.2.4 Kiaora Building 2 Air Conditioning works (01708)	Design/Scope of Works	Air conditioning compressors on ground floor have failed and need to be replaced earlier than envisaged. No specific cause could be identified. Technical specifications are being prepared for tender. Funds will be sought from the Kiaora Place reserves to fund these urgent works.	No	Completed	0	9,250	-9,250
TOTAL:					\$156,000	\$15,220	\$140,780
Priority 11.4.3: Implement the outcomes of the Community Facilities Study.							
11.4.3.1 Asset Management System (00931)	Design/Scope of Works	Infrastructure and Sustainability is conducting an assessment of requirements.	No	Not Commenced	159,074	0	159,074
11.4.3.2 Audio visual upgrade Redleaf (01564)	In Progress	Works substantially completed, including refinements to assist with live minuting of Council meetings.		Completed	139,988	133,162	6,826
11.4.3.3 Redleaf refurbishment works (01641)	In Progress	Front counter installed. Additional lighting works being scoped. It is anticipated works will be completed in Q4.	Yes	Completed	128,351	65,754	62,597
11.4.3.4 Redleaf - Replacement of external window shutters (01691)	Design/Scope of Works	Inspection of shutters underway to determine extent of works required before the project proceeds.	No	Completed	20,000	0	20,000
11.4.3.5 Essential Service Maintenance (01549)	Design/Scope of Works	This budget relates to works across various Council buildings. Annual maintenance reports being examined to determine priority of works. It is anticipated works will be completed in Q4.	Yes	Completed	15,000	0	15,000

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

Actions	Current Status	Progress Comments	Comment Updated	Projected Status 30 June 2022	Budget (\$)*	YTD Expenditure (\$) **	Budget Remaining (\$)
11.4.3.6 Cross Street - Remedial works (01701)	In Progress	Structural investigations are complete. Urgent works being prioritised. It is anticipated works will be completed in Q3.	Yes	Completed	20,000	9,400	10,600
TOTAL:					\$482,413	\$208,316	\$274,097
Strategy 11.5: Deliver high quality services that meet customer expectations.							
Priority 11.5.2: Provide for the effective planning and delivery of information technology services to enable efficient services to the community.							
11.5.2.1 Free public Wi-Fi in commercial centres (01436)	Tenders or Quotations Called	Assessing cabling quotations for the EJ Ward Centre.	Yes	In Progress	20,000	17,000	3,000
11.5.2.2 Servers and storage refresh (01578)	Completed	All servers and storage infrastructure is now in place.	No	Completed	46,333	46,333	0
11.5.2.3 PCs Replacement- Replace all PCs due to end of life (01654)	Preliminary Investigation	Various options including hot-desking are being investigated to determine the most appropriate long-term solution.	Yes	Not Commenced	400,000	0	400,000
11.5.2.4 IT Equipment for New Council - Purchase a Laptop, iPad and iPhone for new Councillors (01655)	Completed	All iPads have been configured and allocated to Councillors, the Executive Leadership Team and Governance.	Yes	Completed	85,000	53,836	31,164
11.5.2.5 Library all-in-one public PCs - 29 public PCs and 14 OPACs (01656)	Not Commenced	Not yet commenced.	No	Not Commenced	47,300	0	47,300
11.5.2.6 Library public laptops - 16 laptops (01657)	Not Commenced	Not yet commenced.	No	Not Commenced	21,342	0	21,342
11.5.2.7 Laptops refresh (01577)	Completed	Laptops have been replaced and additional laptops provided to the art gallery.	No	Completed	2,758	2,758	0
TOTAL:					\$622,733	\$119,927	\$502,807
GRAND TOTAL:					\$29,473,904	\$12,405,998	\$17,067,906

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

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Item No:	R1 Recommendation to Council
Subject:	2021/22 BUDGET REVIEW FOR THE QUARTER ENDED 31 DECEMBER 2021
Authors:	Henrietta McGilvray, Corporate Accountant Paul Ryan, Chief Financial Officer
Approvers:	Sue Meekin, Director Corporate Performance Craig Swift-McNair, General Manager
File No:	22/12387
Purpose of the Report:	To report on the review of the 2021/22 Budget for the quarter ended 31 December 2021
Alignment to Delivery Program:	Theme:Goal 11.4 Maintain Council's strong financial position.

Recommendation:

- A. THAT Council receive and note the report on the Budget Review for the quarter ended 31 December 2021.
- B. THAT Council note the statement from the Responsible Accounting Officer, Council's Chief Financial Officer, that the projected financial position at 30 June 2022, based on the forecasts outlined in this report, will remain satisfactory however Council's ability to mitigate the impact of pressures on its budget as outlined in the report will reduce as Cash Reserves are drawn down and will need to be addressed longer term.
- C. THAT Council adopt the recommended variations to the 2021/22 budget as outlined in this report titled 2021/2022 Budget Review for the Quarter Ended 31 December 2021.

Executive Summary:

The purpose of the report is to review of the 2021/22 Budget for the quarter ended 31 December 2021 and present this 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:

- (a) 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;
- (b) 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 – page 6)
- **Capital Budget**
(contained in the body of the report – page 10)
- **Cash and Investments position**
(contained in the body of the report – page 12)

- Key Performance Indicators
(see Overall Financial Position – pages 3-5)
- Contracts and Other Expenses
(Attachment 3)

In addition to these Statements, the Committee also receives a Balance Sheet forecast to 30 June 2022 (**Attachment 1**).

When finalising Council's 2021/22 Budget, NSW was not subject to any Stay-At-Home Orders (SAHOs) from the COVID-19 pandemic. As such, Council's budgeted income and expenditure was developed primarily based on Council's normal operations. On 26 June 2021, due to the COVID-19 Delta variant, the NSW government introduced SAHOs across the greater Sydney area. These restrictions were eased on 11 October 2021 for those who were fully vaccinated with a full lifting of restrictions for everyone occurring from 15 December 2021. In late November 2021 the Omicron variant started circulating and spreading in NSW and case numbers surged. Whilst there were no SAHOs implemented, many people went into a self-imposed 'shadow lockdown'.

The December Quarterly Budget Review incorporates both COVID-19 related impacts as well as other items impacting on Council's budget. The net result of these is an increase in Council's Net Operating Result of \$0.59m. 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 in the Net Operating Deficit before Capital Grants & Contributions of \$0.17m, bringing the total forecast Deficit for 2021/22 to \$6.81m.

The table below shows the forecast Operating Performance Ratio, Debt Service Cover Ratio and Unrestricted Current Ratio for 2021/22 compared to 2020/21 and the OLG Benchmarks.

	OLG Benchmark	2020/21 Actual	2020/21 Actual Adjusted*	2021/22 Forecast	2021/22 Adjusted Forecast*
Operating Performance Ratio	> 0%	-15.08%	-3.45%	-7.28%	-2.17%
Debt Service Cover Ratio	> 2.00x cover	0.14x	2.44x	3.59x	4.20x
Unrestricted Current Ratio	> 1.50x cover	3.94x	3.94x	3.20x	3.20x

* Adjusted to exclude impacts of COVID-19 and the loan refinancing in 2020/21

This shows that the Operating Performance Ratio for 2021/22 is forecast to be below the OLG Benchmark even when adjusted for the impacts of COVID-19.

Whilst we have been able to use a range of cash reserves that we had in place, to enable us to minimise the impact of the deficit position and maintain our levels of service to the community, our cash reserves are limited, so we are continuing to take proactive action to improve our financial sustainability.

At its meeting of 25 October 2021 where the audited Annual Financial Statements for the Year Ended 30 June 2021 were presented, Council resolved:

- THAT the General Purpose Financial Statements for the year ended 30 June 2021, as presented to the public, be received and noted.
- THAT as a matter of urgency Council will continue to take proactive action to address the negative impact to the Operating Performance Ratio including from recent COVID-19 related expenses, and improve Council's long term financial sustainability

Action Council has taken to improve its financial position that were incorporated in the Original 2021/22 Budget included:

- Refinancing of Council's Kiaora Lands Redevelopment Loan resulting in anticipated annual interest savings of \$0.7m
- Limited increases in discretionary expenditure across the organisation;
- Extending our passenger vehicle fleet replacement cycle from 2.5 years to 4 years, which will save approximately \$3.5 million over 10 years;
- Removal of the 30 minutes free parking on parking meters, with this being replaced by some non-metered 15-30 minutes parking bays being made available in metered parking areas;

Further initiatives currently being actioned or considered include:

- Bus Shelter Advertising – potential income commencing 2022/23 of up to \$2million per annum when fully implemented for non-heritage bus shelters and bus shelters in non-heritage areas
- Productivity Improvements/Service Review to identify other areas of the business where cost savings or income generation could be achieved without reducing our commitment to service. In relation to these, cost reductions totalling \$442,000 have been incorporated into the December quarterly budget review and recommended budget changes. These comprise \$175,000 in reduced employee costs (reduction of three positions) and \$200,000 in other expenses. Annually these total \$511,000.
- Special Rate Variation – with the specific aim of generating funding for a pre-determined and agreed outcome i.e. financial sustainability and / or things like Streetscape improvements, environmental initiatives, infrastructure upgrades etc.

Overall Financial Position

The overall result for the December quarterly budget review is an anticipated increase in Council's 2021/22 Operating Result (including capital grants & contributions) of \$0.59m:

	Dec Qtr (Favourable)/ Unfavourable \$'000
COVID-19 - Reductions in Income	560
COVID-19 – Net Reduction in Expenditure	(112)
SFSR - Net Reduction in Expenditure	(375)
Other – Increases in Income	(854)
Other – Net Increase/(decrease) in Expenditure	191
Change in Council's Operating Result	(591)

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 an increase for the quarter of \$281k:

	(Favourable)/ Unfavourable \$'000
Increase in Council's Operating Result	(591)
Increase in Capital Works Budget	543
Transfers to/from Reserves	(234)
Increase in Depreciation	1
Working Funds Movement for Quarter	(281)

The December 2021 quarterly review forecasts an increase in Council's working funds position for 2021/22 of \$425,005 comprising of the original budget surplus including rollovers of \$147,415, a deficit in the September review of \$3,663 and a surplus in the December review of \$281,253. This will result in a forecast balance of working funds at 30 June 2022 of \$2,595,119. At \$2,595,119 working funds will be below benchmark level as at 30 June 2021 (Arrears of Rates + Inventory) of \$2,619,000. 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, and with the financial impact of COVID-19 this is certainly one of those times. We will, however, need to implement measures over time to restore working funds to our benchmark or beyond.

A summary of the major or notable variations proposed as a result of COVID-19 in the December Review are provided below.

	(Favourable)/ Unfavourable \$
Budget Variations - COVID	
Mobile Bin Services Income	230,000
Tipping charges	(55,000)
Parking Meter Income	214,000
Fuel Costs	(55,000)
Cleaning Contract Costs	73,000
Rental Income from Kiaora Place Commercial tenants	38,000
This reduction in income has reduced the transfer to Kiaora Reserve	(38,000)
Venue Hire Income	37,000

A summary of other major or notable budget variations proposed in the Budget review are provided below.

	(Favourable)/ Unfavourable \$
Other Budget Variations	
Legal Expenses in Development Control Due to a higher number of appeals	300,000
Insurance Premium for Public Liability & Professional indemnity \$200k is an SFSR saving from increasing the deductible limit from \$50K to \$100k	(250,000)
Salaries & Wages Savings from the removal of 3 vacant positions across Library Services, IT and Business Assurance & Improvement	(176,000)
Road Restoration Income	150,000
Footpath Restoration Income	126,000
General Contract Costs - Restorations Anticipated orders from Ausgrid to restore major projects have not eventuated	(169,000)
Street Lighting Electricity costs Savings are due to LED replacements	(139,000)
Grants & Contributions – Capital Increase in the capital works budgets for various capital grants in line with expected completion of works this financial year:	(390,000)
Paddington Greenway - Planning & Design	240,000
Park & Tree Street Planting	150,000

Further notable movements in capital works projects are detailed on page 10.

The recommended variations to the 2021/22 Budget for the December quarter, result in a decline in the forecast unrestricted current ratio from an original budget of 3.37:1 to 3.20:1 forecast for 30 June 2022.

The unrestricted current ratio is used to assess the adequacy of working capital and the ability to satisfy obligations in the short term for the unrestricted activities of Council. The benchmark is that the ratio should not fall below 1.5:1 on an ongoing basis. Council's forecast ratio of 3.20:1 remains above the 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 2022 remains satisfactory. However, as previously noted in prior quarterly budget reviews there are significant pressures on Council's budget primarily from COVID-19 impacts, and reduced income from interest earnings and increased expenditure. Council implemented a number of initiatives in the 2021/22 budget to address this, further action resulting in annual cost savings of \$511,000 have been incorporated into this budget review and we continue to proactively identify and action other items to improve Council's financial position and long term financial sustainability.

Income & Expenses Budget Review Statement

Woollahra Council
Budget review for the quarter ended 31 December 2021
Income & Expenses

	ORIGINAL		Approved Changes		REVISSED Budget (000's)	Recommended changes for Council Resolution (000's)	PROJECTED year end result		ACTUAL YTD (000's)	% of REVISED Budget
	21/22 Budget (000's)	Revotes (000s)	Sept Review (000's)				21/22 (000's)			
Income										
Rates and annual charges	57,730	0	197		57,927	(6)	57,921	58,067	100.2%	
User charges and fees	12,629	0	(1,360)		11,269	(550)	10,720	5,387	47.8%	
Other revenue	10,918	0	(2,141)		8,777	202	8,979	3,611	41.1%	
Grants and contributions provided for operating purposes	4,279	113		895	5,137	235	5,372	2,176	42.4%	
Grants and contributions provided for capital purposes	8,941	2,313		1,287	12,691	424	13,114	4,369	34.4%	
Interest and investment income	700	0	(207)		493	0	493	262	53.2%	
Other income	15,789	0	(1,085)		14,704	(11)	14,693	6,641	45.2%	
Fair value increment on investment properties	1,100	0	0		1,100	0	1,100	0	0.0%	
Total Income from continuing operations	112,087	2,426	(2,414)		112,099	294	112,393	80,513	71.8%	
Expenses										
Employee benefits and on-costs	47,809	0	(199)		47,610	(374)	47,235	22,987	48.3%	
Materials and services	36,720	699	(11)		37,409	82	37,492	17,203	46.0%	
Borrowing costs	2,061	0	0		2,061	0	2,061	659	32.0%	
Depreciation, amortisation and impairment for non-financial assets	14,247	0		2	14,249	1	14,250	7,505	52.7%	
Other expenses	4,730	0	(437)		4,293	(6)	4,287	1,943	45.3%	
Net losses from the disposal of assets	1,087	(51)	(275)		761	0	761	-32	-4.3%	
Total Expenses from continuing operations	106,654	649	(920)		106,383	(297)	106,086	50,265	47.2%	
Net Operating Result from continuing operations	5,433	1,777	(1,494)		5,715	591	6,306	30,248		
Net Operating Result before Capital Grants & Contributions	(3,508)	(536)	(2,781)		(6,976)	168	(6,808)	25,879		
Working Funds Reconciliation:										
Net Operating Result from continuing operations						591				
LESS:										
Forecast increase in Capital Expenditure						(543)				
Transfers to Reserve from Operating						(897)				
ADD:										
Transfers from Reserves for Operating						852				
Transfers from Reserves for Capital						277				
Increase in Depreciation						1				
Working Funds Movement						281				

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 of \$0.59m. 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 in the Net Operating Deficit before Capital Grants & Contributions of \$0.17m, bringing the total forecast Deficit for 2021/22 to \$6.81m. A reconciliation between the working funds movement and operating result is provided within the Income & Expenses Statement above.

Recommended changes to the Revised Budget

Budget variations being recommended include the following material items:

	Proposed variation Fav / (Unfav)		Details
	\$'000	%	
Income			
Rates & Annual Charges	(6)	0.0%	No material individual items to note.
User Charges & Fees	(550)	(4.9%)	<p>Increases in User Charges and Fees include the following items of note:</p> <ul style="list-style-type: none"> \$130k increase related to various Development Control fees \$100k increase in Crane Permit income (noting the fee increase in October 2021) <p>These increases have been offset by the following decreases of note:</p> <ul style="list-style-type: none"> \$230k decrease in Trade Waste Mobile Bin Services income (COVID related) \$214k decrease in Parking Meter income (COVID related) \$150k decrease in Road Restorations income. Anticipated orders from Ausgrid to restore major projects have not eventuated. This is partially offset by a decrease in related expenditure. \$126k decrease in Footpath Restorations income. Anticipated orders from Ausgrid to restore major projects have not eventuated. This is partially offset by a decrease in related expenditure. \$100k decrease in Preschool fees (offset by an increase in operating grants & contributions for free preschool)
Other Revenue	202	2.3%	<p>Increases in Other Revenue include the following items of note:</p> <ul style="list-style-type: none"> \$85k increase in recovered legal costs in Development Control \$40k increase in recycling materials income
Grants & Contributions provided for Operating Purposes	235	4.6%	<p>Increases in Grants & Contributions provided for Operating Purposes include the following items of note:</p> <ul style="list-style-type: none"> \$102k increase in Preschool Contribution (for free preschool). This offsets the decrease in Preschool fee income. \$40k increase in Preschool funding contributions

	Proposed variation Fav / (Unfav)		Details
			<ul style="list-style-type: none"> \$40k increase in Financial Assistance Grant. Budget aligned with actual grant amount to be received.
Grants & Contributions provided for Capital Purposes	424	3.3%	Additional Capital Grants & Contributions including: <ul style="list-style-type: none"> \$240k grant funding for Paddington Greenway - Planning & Design \$150k grant for Park & Tree Street Planting
Other Income	(11)	(0.1%)	No material individual items to note
Total Income variations	294	0.3%	
Expenses			
Employee benefits and on-costs	374	0.8%	The decrease in Employee benefits and on-costs includes the following items of note: <ul style="list-style-type: none"> \$106k SFSR savings in the Library. Library Events & Programs Team Leader Vacant position. \$28k SFSR savings in IT. Records Officer vacant position. \$42k SFSR savings in Business Assurance & Improvement. Administration Assistant Business Assurance & Risk vacant position. \$90k transferred to Materials & Services in Development Control for Temporary Staff \$70k transferred to Materials & Services in Open Space & Trees for General Contracts - Paddington Tree Work
Materials & Services	(82)	(0.2%)	The increase in Materials & Services include the following items of note: <ul style="list-style-type: none"> \$300k increase in Legal Expenses in Development Control due to a higher number of appeals \$150k increase in Material Goods & Services in Open Space & Trees for Tree Planting which is grant funded \$90k increase in Temporary Staff in Development Control. Transferred from Salaries & Wages \$73k increase in Cleaning Contract Costs due to COVID \$70k increase in General Contracts - Paddington Tree Work in Open Space & Trees. Transferred from Salaries & Wages. \$53k increase in HR general consultants costs to service Workers Compensation \$50k increase in Appeal Costs in Development Control due to a higher number of appeals. <p>The above increases have been offset by the following reductions of note:</p> <ul style="list-style-type: none"> \$250k reduction in Insurance Premiums for Public Liability & Professional indemnity. \$200k is an SFSR saving from increasing the deductible limit from \$50K to \$100k. \$169k reduction in General Contracts Restoration costs driven by reduced Roads &

	Proposed variation Fav / (Unfav)		Details
			Footpaths restorations income due to anticipated orders from Ausgrid to restore major projects that have not eventuated. <ul style="list-style-type: none"> • \$139k reduction in Street Lighting costs in line with actual expenditure. Savings are due to LED replacements. • \$52k reduction in interest paid on deposits expense in line with actuals trend. • \$55k reduction in fuel costs (COVID related as staff work from home). • \$55k reduction in tipping charges in trade waste due to lower mobile bin services income. (COVID related)
Depreciation, amortisation and impairment of non- financial assets	(1)	(0.0%)	No material individual items to note
Other Expenses	6	0.1%	No material individual items to note
Total Expenses variations	297	0.3%	
Total Recommended changes to income and operating expenses	591	10.3%	

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 \$543k, which is offset by a total funding increase of \$543k, resulting in no net change to general revenue.

Woollahra Council
Budget Review for the quarter ended 31 December 2021
Capital Budget

	ORIGINAL				Recommended changes Changes	PROJECTED year end result 21/22 (000's)	ACTUAL YTD 21/22 (000's)	% of REVISED Budget
	21/22 Budget (000's)	Approved Changes Revotes (000's)	Sept Review (000's)	REVISED Budget (000's)				
Capital Funding								
Rates and other untied funding	(1,905)	0	(37)	(1,942)	7	(1,935)	(5,767)	297.0
Capital Grant	(5,598)	(2,313)	(1,711)	(9,621)	(424)	(10,045)	(2,028)	21.1
Roads to Recovery Grant	(275)	(21)	0	(296)	0	(296)	(176)	59.4
REPAIR Grant	(297)	0	0	(297)	0	(297)	0	0.0
Block Grant ROADS	(73)	0	0	(73)	0	(73)	(36)	49.5
Transfer from Property Reserve	(2,342)	(1,651)	152	(3,840)	(27)	(3,868)	(1,247)	32.5
Transfer from Open Space & Community Facilities	(300)	(1,459)	0	(1,759)	0	(1,759)	(532)	30.2
Transfer from Kiaora Reserve	(321)	(167)	55	(433)	(250)	(683)	(32)	7.4
Transfer from Section 94A Levies	(3,312)	(2,089)	46	(5,355)	150	(5,205)	(1,140)	21.3
T/fr from Environmental & Infrastructure Levy	(4,179)	(1,647)	57	(5,768)	0	(5,768)	(1,747)	30.3
T/fr from Stormwater management Charge	(565)	(127)	0	(692)	0	(692)	(228)	32.9
Transfer from Computer Reserve	(69)	(87)	0	(156)	0	(156)	(37)	23.9
Transfer from General Reserve	(381)	(29)	0	(410)	0	(410)	(58)	14.3
Transfer from Grant Reserve	0	(0)	0	0	0	0	0	100.0
Transfer from Section 94	(20)	0	0	(20)	0	(20)	0	0.0
Transfer from DWM Reserve	(39)	(17)	0	(56)	0	(56)	0	0.0
T/fer from Revotes/Rollovers Reserve	0	(2,023)	0	(2,023)	0	(2,023)	(162)	8.0
Passenger Vehicles Sales	(137)	(43)	(214)	(394)	0	(394)	0	0.0
Light Commercial Vehicle Sales	(155)	(8)	13	(150)	0	(150)	0	0.0
Heavy Vehicles Sales	(150)	0	(74)	(224)	0	(224)	0	0.0
Misc.Plant/Equip Sales	0	0	0	0	0	0	0	100.0
Transfer to Plant Reserve	0	0	0	0	0	0	0	100.0
Total Capital Funding	(20,146)	(11,681)	(1,711)	(33,539)	(543)	(34,082)	(13,190)	39.3
Capital Expenditure								
Business Centres Capital	43	0	0	43	0	43	37	85.8
Depot & Waste Services Capital	0	0	0	0	0	0	0	100.0
Traffic Infrastructure	460	2,356	1,300	4,116	214	4,330	2,845	69.1
Flood Plain Management	55	0	0	55	0	55	27	48.9
Open Space Project Management	50	0	(3)	47	(13)	34	5	10.4
Parks & Reserves	3,821	1,207	(56)	4,972	45	5,017	1,720	34.6
Playgrounds	126	535	0	661	0	661	589	89.1
Sportsfields	30	98	50	178	(20)	158	69	38.7
Streetscapes	4,868	1,013	0	5,880	35	5,915	214	3.6
Infrastructure Renewal Program	4,313	1,620	0	5,933	0	5,933	2,956	49.8
Environmental Works Program	835	571	(58)	1,348	0	1,348	543	40.3
Stormwater Levy Works	780	224	160	1,164	11	1,175	369	31.7
Computers & Office Equipment	554	216	12	782	0	782	120	15.3
Commercial/Leased Properties	190	0	17	207	0	207	4	2.1
Investment Properties	141	0	0	141	250	391	15	10.8
Kiaora Lands Lease Incentives (Capital)	0	0	0	0	0	0	0	100.0
Parks / Ovals Buildings	110	330	62	501	42	543	464	92.6
Depots	60	0	0	60	0	60	0	0.0
Council Offices	80	394	0	474	0	474	233	49.2
Community Facilities	705	1,030	21	1,756	(47)	1,709	1,287	73.3
Library Buildings	55	0	(55)	0	0	0	0	100.0
Car Parks	135	1,024	40	1,200	32	1,232	1,178	98.2
Library General	343	38	0	381	-25	356	137	36.0
Library - Paddington	101	2	0	104	0	104	42	40.1
Woollahra Gallery at Redleaf	0	43	31	75	6	81	0	0.0
Plant Replacement Program	2,292	981	190	3,462	11	3,474	334	9.7
Total Capital Expenditure	20,146	11,681	1,711	33,539	543	34,082	13,190	39.3

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 4**.

Project Name	Current Budget \$'000s	Budget Variation + INCR / (DECR) \$'000s	Revised Budget \$'000s	Detail	Funding Source
Cranbrook Lane-Stairs Reconstruction - Design	82	(68)	14	Project scope is for design only, budget reduction to be transferred to projects which have overspend.	Externally Restricted - E&IRL Reserve
6 Pringle Place - Stabilisation of rock face	400	(55)	345	Project costs estimate is below budget due to resident contribution, savings to be transferred to projects which have overspend.	Externally Restricted - E&IRL Reserve
Boronia Road Bellevue Hill btw 67 and 35 Boronia Road	301	50	351	Budget increase requested for additional expenditure due to storm water works, transferred from other projects which have underspend.	Externally Restricted - E&IRL Reserve
Eastbourne Reserve upgrade - Retaining wall replacement and landscaping	86	(62)	24	Project costs estimate is below budget, savings to be transferred to projects which have overspend.	Externally Restricted - s.7.12 Developer Contributions
Dillon Street Reserve Landscape Upgrade	327	52	379	Budget increase requested, transferred from other projects which have underspend.	Externally Restricted - s.7.12 Developer Contributions
Kiaora Building 2 Air Conditioning works	0	250	250	Budget increase requested due to unforeseen works to air conditioning system on ground floor.	Internally Restricted - Property Reserve
Paddington Greenway – Planning & Design	60	240	300	Grant Funding received.	Grants & Contributions

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 31 December 2021 has been completed.

Woollahra Council
Budget review for the quarter ended 31 Dec 2021
Cash & Investments

	ORIGINAL 21/22 Budget (000's)	Approved Changes			Recommended changes for Council Resolution (000's)	PROJECTED year end result 21/22 (000's)	ACTUAL YTD (000's)
		Revotes (000s)	Sept Review (000's)	REVISED Budget (000's)			
Unrestricted	6,326	0	(4)	6,322	281	6,603	3,057
Externally Restricted							
Section 7.11 Contributions	1,449	0	0	1,449	0	1,449	1,468
Section 7.12 Contributions	3,966	(2,089)	(10)	1,867	0	1,867	6,263
Unexpended Grants	17	(17)	0	0	0	0	17
Environmental & Infrastructure Levy	1,755	(1,647)	9	118	15	132	4,481
Stormwater Levy	129	(127)	0	2	2	4	468
Domestic Waste	4,045	(17)	109	4,138	0	4,138	6,459
Total Externally Restricted	11,362	(3,898)	109	7,574	17	7,591	19,155
Internally Restricted							
Employee Leave Entitlements	2,822	0	0	2,822	0	2,822	2,740
Plant Replacement	0	0	0	0	0	0	0
Insurance	193	0	0	193	0	193	193
Workers Compensation Insurance	427	0	(308)	119	0	119	119
Computer	61	(61)	0	(0)	0	(0)	24
Library IT	512	(26)	0	486	0	486	515
Election	0	0	0	0	0	0	360
Deposits	30,045	0	0	30,045	0	30,045	32,956
Preschool	587	0	(4)	583	42	625	544
Property	13,689	(1,681)	(948)	11,060	(27)	11,033	14,305
Open Space & Community Facilities	1,508	(1,459)	0	48	0	48	964
Kiaora Place Reserve	4,463	(167)	(345)	3,952	(265)	3,687	3,550
Loan Funds	1,694	0	(1,694)	0	0	0	1,694
Revotes & Rollovers	2,788	(2,584)	0	203	0	203	2,891
Oxford Street	297	0	(12)	285	0	285	297
Open Space Projects	30	(29)	0	1	0	1	311
Property Development	19	0	0	19	0	19	119
General Reserve	1,358	0	0	1,358	0	1,358	1,300
Total Internally Restricted	60,492	(6,007)	(3,310)	51,176	(250)	50,926	62,882
Total Restricted	71,854	(9,904)	(3,200)	58,749	(233)	58,517	82,037
Total cash and investments	78,180	(9,904)	(3,204)	65,071	48	65,120	85,095
Available Cash	6,326	0	(4)	6,322	281	6,603	3,057

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 3**, 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:

NIL

Community Engagement and / or Internal Consultation:

NIL

Policy Implications:

NIL

Financial Implications:

The December 2021 quarterly review forecasts an increase in Council's working funds position for 2021/22 of \$425,005 comprising of the original budget surplus including rollovers of \$147,415, a deficit in the September review of \$3,663 and a surplus in the December review of \$281,253.

The December quarterly review projects a revised forecast increase in Council's Net Operating Result of \$0.59m. 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 in the Net Operating Deficit before Capital Grants & Contributions of \$0.17m, bringing the total forecast Deficit for 2021/22 to \$6.81m. The Capital Budget Review Statement shows an increase in capital expenditure of \$543,469 and an increase in funding of \$543,469. Changes giving rise to these variations have been detailed in the report.

The Balance Sheet (**Attachment 1**) shows liquidity at 3.20:1 with working funds position at 30 June 2022 of \$2,595,119.

Resourcing Implications:





NIL

Conclusion:

Having regard to the original estimates of income and expenditure, and the proposed variations, the projected restricted cash levels and liquidity position indicate that Council's overall financial position will remain satisfactory at 30 June 2022, however as previously noted to Council there are a number of pressures on Council's budget including COVID-19 impacts, and reduced income from interest earnings. Council implemented a number of initiatives in the 2021/22 budget to address this, further action resulting in annual cost savings of \$511,000 have been incorporated into this budget review and we continue to proactively identify and action other items to improve Council's financial position and long term financial sustainability.

At the time of writing this report, Sydney is not under any SAHO restrictions, however with cases high from the Omicron variant there is some uncertainty on how long the financial impacts of COVID-19 will last. Therefore, the budget variations proposed within the December quarterly review are based on the information we have to date, some of which may change as more information becomes available or there are further changes announced by the State or Federal Governments.

Attachments

1. Forecast Balance Sheet as at 30 June 2022 [↓](#) 
2. Forecast 30 June 2022 Reserve Levels as at 31 Dec 2021 [↓](#) 
3. Budget Review Contracts and Other Expenses Statement [↓](#) 
4. Capital Budget Proposed Project Variations as at 31 Dec 2021 [↓](#) 

BUDGET 2021/22									
Balance Sheet									
	Actual		Revote &		Original Budget	September	September	December	December
	20/21	20/21 Revotes	Rollovers into	21/22 Budget	& Revotes	Review 21/22	Review 21/22	Review 21/22	Review 21/22
Current Assets									
Cash & Investments	80,409,730	(9,904,465)	70,505,265	(2,229,819)	68,275,446	(3,204,119)	65,071,327	48,405	65,119,732
Receivables	5,243,461		5,243,461		5,243,461		5,243,461		5,243,461
Inventories	337,730		337,730		337,730		337,730		337,730
Other	1,515,069		1,515,069		1,515,069		1,515,069		1,515,069
	87,505,990	(9,904,465)	77,601,525	(2,229,819)	75,371,706	(3,204,119)	72,167,587	48,405	72,215,992
Current Liabilities									
Payables	41,658,885		41,658,885		41,658,885		41,658,885		41,658,885
Interest Bearing Liabilities	3,530,843		3,530,843	132,868	3,663,711		3,663,711		3,663,711
Provisions	14,335,140		14,335,140	767,158	15,102,298		15,102,298		15,102,298
Other	1,212,400		1,212,400		1,212,400		1,212,400		1,212,400
	60,737,268	0	60,737,268	900,026	61,637,294	0	61,637,294	0	61,637,294
NET CURRENT ASSETS	26,768,722	(9,904,465)	16,864,257	(3,129,845)	13,734,412	(3,204,119)	10,530,293	48,405	10,578,698
Non-Current Assets									
Receivables	85,393		85,393		85,393		85,393		85,393
Inventories & Other Assets	915,210		915,210	(181,517)	733,693		733,693		733,693
Investment Properties	168,450,000		168,450,000	1,100,000	169,550,000		169,550,000		169,550,000
Property, Plant & Equipment	909,538,234	11,681,194	921,219,428	3,980,442	925,199,870	1,709,772	926,909,642	542,638	927,452,280
	1,078,988,837	11,681,194	1,090,670,031	4,898,925	1,095,568,956	1,709,772	1,097,278,728	542,638	1,097,821,366
Non-Current Liabilities									
Interest Bearing Liabilities	63,978,621		63,978,621	(3,663,711)	60,314,910		60,314,910		60,314,910
Provisions	632,299		632,299		632,299		632,299		632,299
Other	973,026		973,026		973,026		973,026		973,026
	65,583,946	0	65,583,946	(3,663,711)	61,920,235	0	61,920,235	0	61,920,235
NET ASSETS	1,040,173,613	1,776,729	1,041,950,342	5,432,792	1,047,383,133	(1,494,347)	1,045,888,786	591,043	1,046,479,829
EQUITY									
Opening Equity	545,867,212		546,494,125		546,494,125		546,494,125		546,494,125
Asset Revaluation Reserves	493,679,488		493,679,488		493,679,488		493,679,488		493,679,488
Operating Result	626,913		1,776,729		7,209,521		5,715,174		6,306,217
Closing Equity	1,040,173,613	0	1,041,950,342	0	1,047,383,133	0	1,045,888,786	0	1,046,479,829
Working Funds									
Current Assets	26,768,722		16,864,257		13,734,412		10,530,293		10,578,698
ADD:									
Current Prov'n for ELE	14,335,140		14,335,140		15,102,298		15,102,298		15,102,298
Current Deposits	34,220,000		34,220,000		34,220,000		34,220,000		34,220,000
Current Loan Liability	3,530,843		3,530,843		3,663,711		3,663,711		3,663,711
LESS:									
External Restrictions	(11,766,083)		(7,868,559)		(7,464,368)		(7,573,532)		(7,590,544)
Internal Restrictions	(62,465,508)		(56,458,567)		(54,485,524)		(51,175,904)		(50,926,044)
Restricted Assets & Liabilities	(2,453,000)		(2,453,000)		(2,453,000)		(2,453,000)		(2,453,000)
	2,170,114	0	2,170,114	0	2,317,529	0	2,313,866	0	2,595,119
Movement in Working Funds			0		147,415		(3,663)		281,253
Unrestricted Current Ratio	3.94		3.62		3.37		3.20		3.20
Current Assets - External Restrictions	74,474		68,467		66,641		63,328		63,359
Current Liabilities - Restricted Liabilities	18,897		18,897		19,797		19,797		19,797

WOOLLAHRA MUNICIPAL COUNCIL
Forecast Restricted Cash Balances - 30th June 2022

Externally Restricted Cash		REVOTES		ORIGINAL BUDGET & REVOTES				SEPTEMBER REVIEW				DECEMBER REVIEW			
Purpose	Restricted Cash Balance June 21	Transfers From	Closing Balance Jun 22	Transfer To	Interest Earned	Transfers From	Closing Balance Jun 22	Transfer To	Interest Earned	Transfers From	Closing Balance Jun 22	Transfer To	Interest Earned	Transfers From	Closing Balance Jun 22
Section 7.11 Contributions	1,467,902		1,467,902	0	1,500	19,951	1,449,451				1,449,451				1,449,451
Section 7.12 Contributions	5,097,476	2,089,435	3,008,041	2,700,000	6,000	3,837,205	1,876,836			9,707	1,867,129				1,867,129
Unexpended Grants	17,117	17,117	0				0				0			(367)	367
Environmental & Infrastructure Levy	1,729,926	1,646,945	82,981	4,483,767		4,458,543	108,205			(9,427)	117,632	14,730			132,362
Stormwater Levy	203,041	126,927	76,114	490,500		565,000	1,614				1,614	1,915			3,529
Domestic Waste:															
General Reserve	2,162,150	17,100	2,145,050	833,623		38,882	2,939,791	109,444			3,049,235				3,049,235
Employee Leave Entitlements	1,088,471		1,088,471				1,088,471				1,088,471				1,088,471
	11,766,083	3,897,524	7,868,559	8,507,890	7,500	8,919,581	7,464,368	109,444	0	280	7,573,532	16,645	0	(367)	7,590,544

Internally Restricted Cash		Transfers From	Closing Balance Jun 22	Transfer To	Interest Earned	Transfers From	Closing Balance Jun 22	Transfer To	Interest Earned	Transfers From	Closing Balance Jun 22	Transfer To	Interest Earned	Transfers From	Closing Balance Jun 22
Employee Leave Entitlements	2,740,244		2,740,244	82,223			2,822,466				2,822,466				2,822,466
Plant Replacement	128		128				128				128				128
Insurance	192,558		192,558				192,558				192,558				192,558
Workers Compensation Insurance	119,012		119,012	308,000			427,012	(308,000)			119,012				119,012
IT Reserve															
General Reserve	61,297	61,297	(0)				0				0				0
Library IT	514,778	26,000	488,778	66,000		68,642	486,135				486,135				486,135
Election	360,436		360,436			360,000	436				436				436
Deposits	30,044,818		30,044,818				30,044,818				30,044,818				30,044,818
Preschool															
General Reserve	412,185		412,185	15,566			427,751	(4,000)			423,751	42,317			466,068
Employee Leave Entitlements	131,841		131,841	27,580			159,421				159,421				159,421
Property	15,670,573	1,680,530	13,990,043	360,000		2,342,000	12,008,043			947,815	11,060,228			27,177	11,033,051
Open Space & Community Facilities	1,807,576	1,459,369	348,207			299,731	48,476				48,476				48,476
Kiaora Place Reserve	3,582,492	166,597	3,415,895	1,519,704		639,268	4,296,331	(399,700)		(55,000)	3,951,631	(15,000)		250,000	3,686,631
Loan Funds	1,693,585		1,693,585				1,693,585				0				0
Revotes & Rollovers	3,052,029	2,584,300	467,729			264,309	203,420				203,420				203,420
Oxford Street	296,686		296,686				296,686			11,520	285,166				285,166
Open Space Projects	310,783	28,848	281,935			281,167	768				768				768
Property Development	119,000		119,000			100,000	19,000				19,000				19,000
General Reserve															
Public Art Gallery	356,900		356,900				356,900				356,900				356,900
FAG Prepayment	852,664		852,664				852,664				852,664	852,664		852,664	852,664
Old Section 94	92,140		92,140				92,140				92,140				92,140
General	53,784		53,784	3,000			56,784				56,784				56,784
	62,465,508	6,006,941	56,458,567	2,382,073	0	4,355,116	54,485,524	(711,700)	0	2,597,920	51,175,904	879,981	0	1,129,841	50,926,044

Total Restricted Cash 74,231,591 9,904,465 64,327,126 10,889,963 7,500 13,274,697 61,949,892 (602,256) 0 2,598,200 58,749,436 896,626 0 1,129,474 58,516,588

Woollahra Council

Budget review for the quarter ended - 31 December 2021

Contracts

Contractor	Contract detail & purpose	Contract value (\$) (Incl. GST)	Commencement date	Duration of contract	Budgeted (Y/N)	Explanation if not included in the budget
State Civil Pty Ltd	Double Bay High Pedestrian Activity Area	\$ 187,289.30	1/10/2021	6 months	Y	
Christmas Concepts Australia t/a Commercial Christmas Services	Christmas Decoration Services	\$ 87,538.00	29/10/2021	2 months	Y	
Toolijooa Pty Ltd	Landscape Improvement Works Chester St Embankment	\$ 52,919.99	21/09/2021	6 months	Y	
Agile Energy	Solar PV for Kiaora Building, Double Bay, Sydney	\$ 52,852.80	21/10/2021	3 months	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 - 31 December 2021

Consultancy and Legal expenses

Expense	Budget YTD \$	Expenditure YTD \$	Budgeted (Y/N)
Consultancies	1,955,910	647,517	Y
Legal Fees	816,000	779,157	Y
Total Consultancies & Legal Fees	2,771,910	1,426,674	

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 31 December 2021

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								
01666	Cranbrook Lane-Stairs Reconstruction - Design	(68)	Project scope is for design only, budget reduction to be transferred to projects listed below.		(68)			
01664	6 Pringle Place - Stabilisation of rock face	(55)	Project costs estimate is below budget due to resident contribution, savings to be transferred to projects listed below.		(55)			
01582	Boronia Road Bellevue Hill btw 67 and 35 Boronia Road	50	Budget increase requested for additional expenditure due to stormwater works, transferred from other projects which are listed above.		50			
01580	Cooper Park Road btw Streatfield Road and 27 Cooper Park Road	20	Budget increase requested for additional works, transferred from other projects which are listed above.		20			
01667	Johnstons Lookout, Vaucluse, Hopetoun Ave to 63A New South Head Rd	20	Project scope increased, transferred from other projects which are listed above.		20			
01585	Fullerton Street Woollahra btw Wellington Street and Trelawny Street	16	Budget increase requested for price changes, transferred from other projects which are listed above.		16			
01665	Preston Avenue btw NSH Rd and Fairfax Rd- Stairs Reconstruction	15	Budget increase requested, transferred from other projects which are listed above.		15			
01588	Glendon Road Double Bay btw Carlotta Road to the End	2	Budget increase requested, transferred from other projects which are listed above.		2			
01662	Kiaora Road cnr Forest Road Double Bay - Facilitating stormwater	(6)	Project costs estimate is below budget, savings to be transferred to project 01492 - Stormwater System Small Works		(6)			
01492	Stormwater System Small Works	6	Budget increase requested, transferred from project 01662 -Kiaora Road cnr Forest Road Double Bay		6			

Project No	Project Name	Budget Variation + INCR / (DECR)	Detail	s.7.12 Developer Cont'ns	Externally Restricted	Internally Restricted	Grants & Cont'ns	Working Funds
01673	Eastbourne Reserve upgrade - Retaining wall replacement and landscaping	(62)	Project costs estimate is below budget, savings to be transferred to projects listed below.	(62)				
01618	Trumper Park Sightscreens	(20)	Project costs estimate is below budget, savings to be transferred to projects listed below.	(20)				
01476	Dillon Street Reserve Landscape Upgrade	52	Budget increase requested, transferred from other projects which are listed above.	52				
01083	Gap Park Self Harm Minimisation- Action from Masterplan	27	Budget increase requested, transferred from other projects which are listed above.	27				
01395	Cooks Paddock Upgrade - Retaining Walls and play features	3	Budget increase requested, transferred from other projects which are listed above.	3				
00054	POS Project Management	(13)	Transfer to project 01612 - Irrigation Renewal at Parsley Bay, Chiswick Gardens	(13)				
01612	Irrigation Renewal at Parsley Bay, Chiswick Gardens	13	Transfer from project 00054 - POS Project Management	13				
00443	Park & Street Tree Planting (LGA wide)	0	Funding source amended to match approved original budget.	(150)			150	
TOTAL BUDGET FUNDING REALLOCATION BETWEEN PROJECTS/ FUNDING SOURCES		0		(150)	0	0	150	0
INCREASE IN CAPITAL WORKS BUDGET								
01708	Kiaora Building 2 Air Conditioning works	250	Budget increase requested due to unforeseen works to air conditioning system on ground floor.			250		
01652	Paddington Greenway – Planning & Design	240	Grant Funding received.				240	
01360	Rose Bay Toilet	42	Budget increase requested for new sewer line and other works variations.			42		
01649	Knox St Double Bay Pedestrianisation	35	Align budget with Grant Funding received.				35	
01276	Rose Bay Car Parks- Redevelopment	32	Budget increase requested.			32		
01709	Lifeline Sign Replacements	13	Grant Funding received.				13	
01409	Watsons Bay Flood Diversion Wall - new stormwater diversion	11	Grant Funding received.				11	

Project No	Project Name	Budget Variation + INCR / (DECR)	Detail	s.7.12 Developer Cont'ns	Externally Restricted	Internally Restricted	Grants & Cont'ns	Working Funds
N/A	Woollahra Gallery at Redleaf	6	Budget transferred from the Woollahra Gallery at Redleaf operating budget					6
N/A	Vehicle Purchases	11	Budget increase requested.					11
TOTAL INCREASE IN CAPITAL WORKS		642		0	0	324	299	18
DECREASE IN CAPITAL WORKS BUDGET								
01653	Federal Stimulus Road Safety Program School Zones	(26)	Reduction as this was spent last financial year.				(26)	
01694	Gaden Reserve-Replace floor coverings	(20)	Not required as carpet in one area can be repaired.			(20)		
01698	Bay Room-Replace floor coverings	(19)	Project complete, remaining budget returned.			(19)		
01696	E J Ward Centre-Carpet replacement	(5)	Project complete, remaining budget returned.			(5)		
01697	Cross St Community Centre-Replace carpet	(2)	Project complete, remaining budget returned.			(2)		
01622	Croquet Club	(1)	Project complete, remaining budget returned.			(1)		
N/A	Library General - Books & DVDs	(25)	Transfer to E Books in operational budget					(25)
TOTAL DECREASE IN CAPITAL WORKS		(98)		0	0	(47)	(26)	(25)
TOTAL VARIATIONS		543		(150)	0	277	424	(7)

Item No:	R2 Recommendation to Council
Subject:	ROAD LEASE - 32 CRANBROOK ROAD, BELLEVUE HILL (SC6770)
Author:	Anthony Sheedy, Senior Property Officer
Approvers:	Zubin Marolia, Manager - Property & Projects Paul Fraser, Acting Director Infrastructure & Sustainability
File No:	22/14617
Purpose of the Report:	To consider the renewal of the lease for road reserve portion adjoining 32 Cranbrook Road, Bellevue Hill
Alignment to Delivery Program:	Theme:Goal 11.1 Facilitate community led decision-making that is open, honest, and ethical and benefits the broad community

Recommendation:

- A. THAT in accordance with Section 157 of the Roads Act, 1993 Council grant the owner 32 Cranbrook Road, Bellevue Hill a road lease for occupation of an estimated 126 sqm portion of Council's road reserve adjoining 32 Cranbrook Road; subject to the following terms and conditions:
- i. Lease term of 5 years.
 - ii. Payment of a lease commencement rent of \$10,000 per annum plus GST, with an annual review to CPI.
 - iii. Public Liability insurance of minimum \$20 Million.
 - iv. The applicant agreeing to pay all Council's costs associated with lease preparation.
- B. THAT the Council's General Manager be authorised to execute all documents required to finalise this matter.

Executive Summary:

The property owner of 32 Cranbrook Road, Bellevue Hill has an existing lease with Council for an adjoining 126 sqm portion of road reserve. The Lease has expired and the owner has been requested to enter into a renewed Lease agreement of 5 year term and assessed rent of \$10,000 per annum plus GST with annual rent review to CPI change.

Discussion:

Council has received an application from the owner of 32 Cranbrook Road, Bellevue Hill to renew their road lease for an estimated 126 square metre rectangular section of road reserve adjoining their property (Attachment 1 & 2). They have an existing road lease from Council which has expired and is currently on hold-over conditions.

The road lease area is alienated from public use and the encroaching structures on this steeply sloping portion of Cranbrook Road reserve comprises a wrought iron boundary fence, gates and steps with part masonry/tile carport, low rise retaining walls and garden landscaping (see site photos in Attachment 3). This area adjoins the public footpath, and is not being used by the public nor impedes pedestrian flow along the street. The owner's intention is to once again formalise the encroachment by entering into another 5 year term road lease with Council. They have accepted the assessed rental, and Council's terms and conditions.

Options:

Council Property staff recommend that Council resolve in line with the stated recommendation/s as included in this report, or Council may choose to resolve in some other manner.

Community Engagement and / or Internal Consultation:

In accordance with Section 154 of the Roads Act a public advertisement was placed in the Wentworth Courier newspaper of 26 May 2021, and adjoining owners advised of the proposal to renew the road lease for a further 5 year term. No letters were received in response to this public advertisement or from the adjoining neighbours of the proposal to renew the road lease.

Following Council procedure, a current market rent valuation was then obtained for the road lease.

Policy Implications:

The renewal of the road lease is in accordance with Council's policy for Managing Encroachment on Council Road Reserves. The road lease enables the formalisation of the existing encroaching structures.

Financial Implications:

An independent valuer inspected the site on 13 August 2021 and assessed the market rent for the lease of the subject land. Market rent is defined as the estimated for which an asset should be leased on the valuation date between a willing lessor and a willing lessee on appropriate lease terms in an arm's length transaction, after proper marketing and where the parties had each acted knowledgeably, prudently, and without compulsion.

The existing allotment of 32 Cranbrook Road is 866 sqm, and the road lease adds another 126 sqm for private occupation.

The Valuer noted that a lease of the road reserve land allows legal vehicular and pedestrian access directly off Cranbrook Road carriageway to the front of the adjoining residential property at 32 Cranbrook Road and existing improvements comprising the garage, steps, iron fence, gates and landscaped gardens constructed on the road reserve to remain via a formalised agreement.

In assessing the current market rental of the land, the Valuer compared the property directly with rentals achieved for small parcels of land generally leased to the adjoining owner in the Eastern suburbs and North shore areas of Sydney. The analysed rents ranged from \$74/sqm to \$130/sqm excluding GST.

Having regard to the location, area, frontage and use of the land together with the available rental evidence, the Valuer adopted a rate of \$80 /sqm per annum for the road reserve land.

The Valuer determined a rental of \$10,000 per annum exclusive of GST for the estimated 126 sqm road reserve area as at 13 August 2021.

It is proposed that the \$10,000 per annum (excl GST) current market valuation as at 13 August 2021, be adopted for the new lease commencement rent.

An existing budget exists for this matter. The road lease rental income is an increase over the previous rent and will contribute towards boosting Councils property income portfolio.

Resourcing Implications:




Council Property staff will be involved in the administration and management of the lease, CPI rent adjustment, Public Liability insurance and lease expiry for the road lease.

Conclusion:

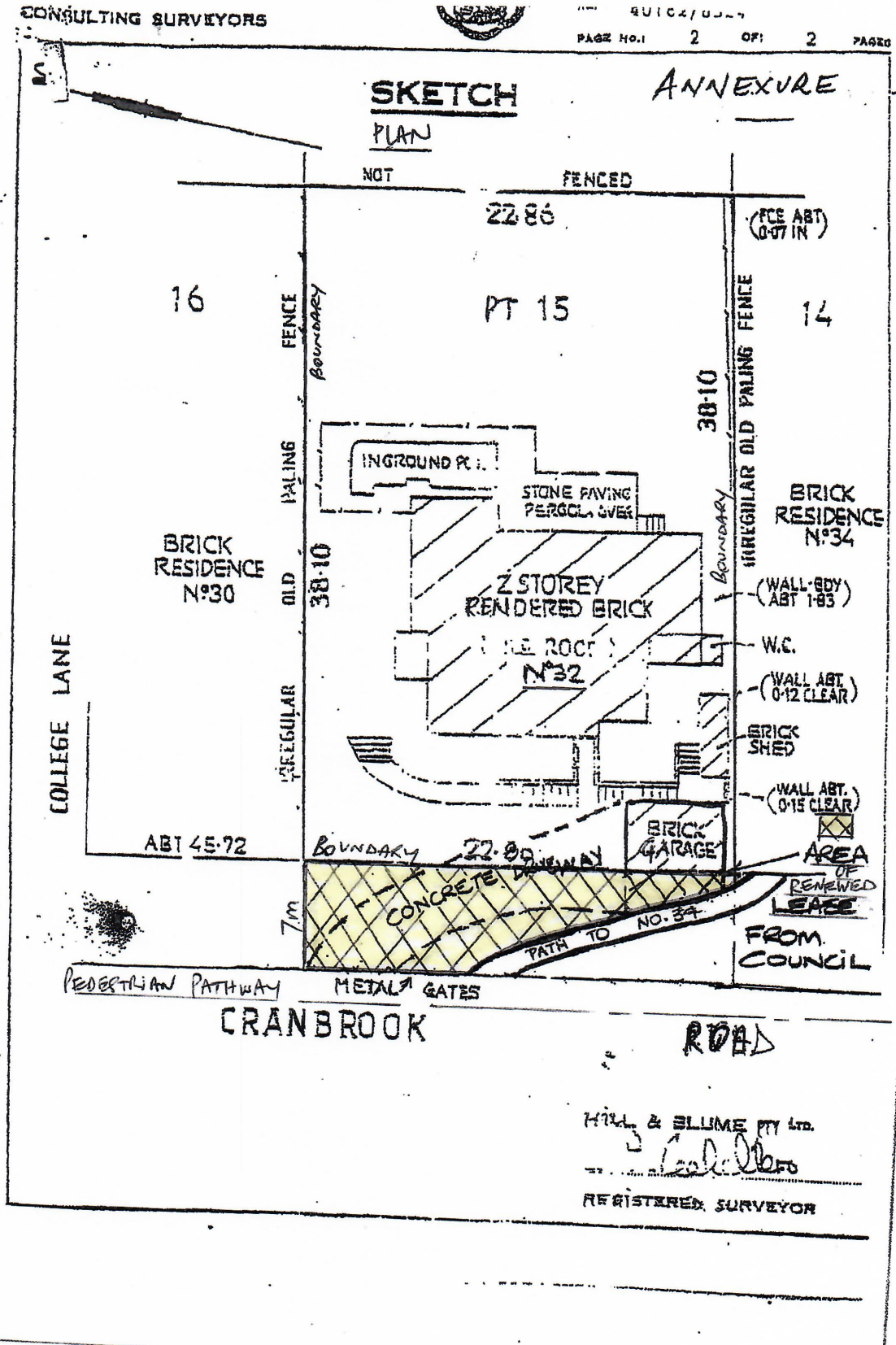
It is recommend that the encroachments are formalised by granting of a renewed road lease, subject to a maximum lease term of 5 years as specified by the Roads Act, 1993, a commencement rent of \$10,000 per annum plus GST and annual rent review to CPI change. The lessee must also have a minimum \$20 million Public Liability insurance policy and agree to pay all Council's costs associated with lease preparation.

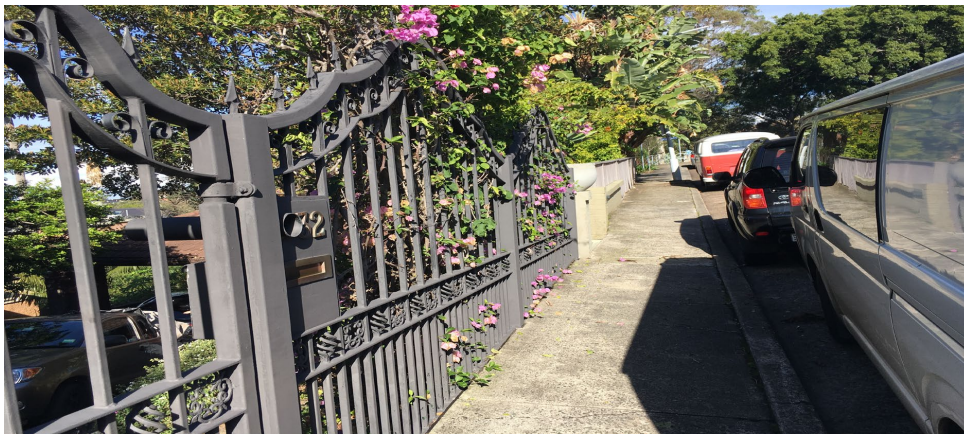
It is further recommended that the Council's General Manager be authorised to execute all documents required to finalise this matter.

Attachments

1. Aerial view of subject road reserve for lease [↓](#) 
2. Sketch plan of road reserve lease area [↓](#) 
3. Site photos [↓](#) 







Political Donations: Matters to be considered by Councillors at Council and/or Committee Meetings

