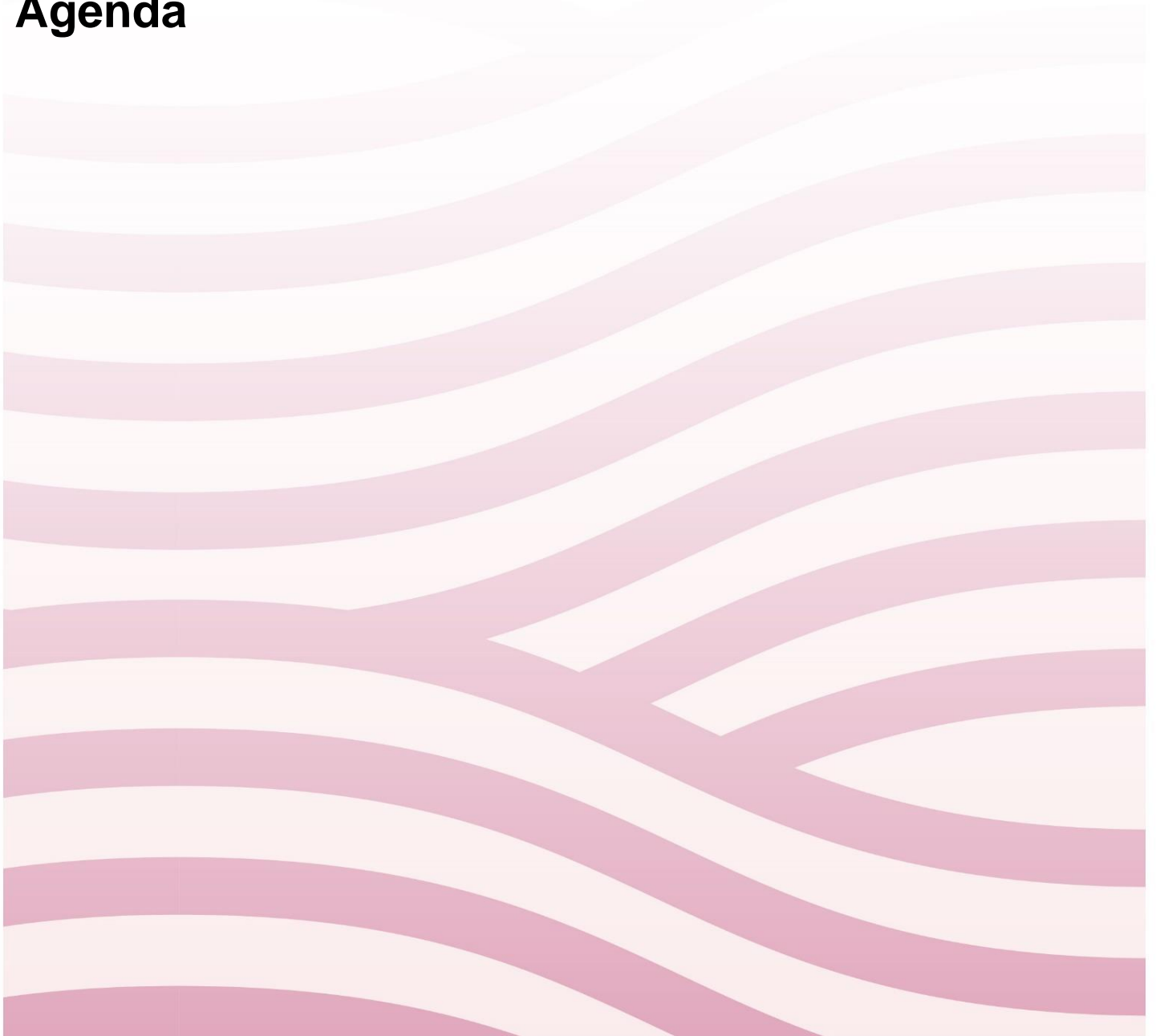




# Finance, Community & Services Committee

Monday 1 July 2024  
6.30pm

## Agenda



## Finance, Community & Services Committee (FC&S)

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

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

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

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

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

### Outline of Meeting Protocol & Procedure:

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

### Disclaimer:

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

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

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

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

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

For further information please visit [www.woollahra.nsw.gov.au](http://www.woollahra.nsw.gov.au)

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

- Such matters as are specified in Section 377 of the Local Government Act and within the ambit of the Committee considerations.
- The voting of money for expenditure on works, services and operations.
- Rates, Fees and Charges.
- Donations.
- Grants Program.
- Asset Rationalisation.
- Corporate Operations:
  - Statutory Reporting;
  - Adoption of Council's Community Strategic Plan, Delivery Program and Operational Plan;
  - Delegations; and
  - Policies.
- Voluntary Planning Agreements (VPAs).
- Leases required to be determined by Full Council by specific legislative requirements.
- Matters which involve broad strategic or policy initiatives within responsibilities of Committee.
- Matters delegated to the Council by the Roads and Maritime Services.
- Residential Parking Schemes - Provision and Policies.
- Matters requiring the expenditure of moneys and in respect of which no Council vote has been made.
- Matters not within the specified functions of the Committee,
- Matters reserved by individual Councillors in accordance with any Council policy on "safeguards" and substantive change.

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

- General financial and corporate management of the Council, except those specifically excluded by statute, by Council direction or delegated specifically to another Committee.  
Note: This is not to limit the discretions of nominated staff members exercising Delegated Authorities granted by the Council.
- Statutory reviews of Council's Delivery Program and Operational Plan.
- Finance Regulations, including:
  - Authorisation of expenditures within budgetary provisions where not delegated;
  - Quarterly review of Budget Review Statements;
  - Quarterly and other reports on Works and Services provision; and
  - Writing off of rates, fees and charges because of non-rateability, bad debts, and impracticality of collection.
- Auditing.
- Property Management.
- Asset Management.
- Works and Services - Monitoring and Implementations.
- Legal Matters and Legal Register.
- Parks and Reserves Management.
- Infrastructure Management, Design and Investigation.
- Community Services and Programs.
- Cultural Programs.
- Library Services.
- Health.
- Licensing.
- Liquor Licences.
- Regulatory.
- Fire Protection Orders.
- Residential Parking Schemes (surveillance and administration).
- Traffic Management (Traffic Committee Recommendations).
- Waste Minimisation.
- To require such investigations, reports or actions as considered necessary in respect of matters contained within the Business Agendas (and as may be limited by specific Council resolution).
- Confirmation of the Minutes of its Meetings.
- Statutory reviews of Council's Delivery Program and Operational Plan.
- Any other matter falling within the responsibility of the Finance, Community & Services Committee and not restricted by the Local Government Act or required to be a Recommendation to Full Council as listed above.
- Matters reserved by individual Councillors in accordance with any Council policy on "safeguards" and substantive change.

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

# Woollahra Municipal Council

## Notice of Meeting

26 June 2024

To: His Worship the Mayor, Councillor Richard Shields ex-officio  
Councillors Toni Zeltzer (Chair)  
Mary-Lou Jarvis (Deputy Chair)  
Peter Cavanagh  
Luise Elsing  
Nicola Grieve  
Harriet Price  
Mark Silcocks

Dear Councillors,

### Finance, Community & Services Committee – 1 July 2024

In accordance with the provisions of the Local Government Act 1993, I request your attendance at Council's **Finance, Community & Services Committee** meeting to be held in the **Council Chambers, 536 New South Head Road, Double Bay, on Monday 1 July 2024 at 6.30pm.**

Members of the Public may:

- Register to address the meeting (via Zoom or in Person) by completing the relevant form available on Council's website: <https://www.woollahra.nsw.gov.au/files/assets/public/v/2/forms/registration-form-to-address-council-committee-2023-2024.pdf> and email the completed form to [records@woollahra.nsw.gov.au](mailto:records@woollahra.nsw.gov.au) by **10.00am on the day of the meeting.**
- Submit late correspondence for consideration by Councillors by emailing [records@woollahra.nsw.gov.au](mailto:records@woollahra.nsw.gov.au) by **10.00am on the day of the meeting.**

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

[https://www.woollahra.nsw.gov.au/council/meetings\\_and\\_committees/committees/finance\\_community\\_and\\_services\\_committee\\_fcs/fc\\_and\\_s\\_agendas\\_and\\_minutes](https://www.woollahra.nsw.gov.au/council/meetings_and_committees/committees/finance_community_and_services_committee_fcs/fc_and_s_agendas_and_minutes)

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

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

Regards,

Craig Swift-McNair  
General Manager



# Finance, Community & Services Committee

## Agenda

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3	Leave of Absence and Apologies	
4	Disclosures of Interest	
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**Item No:** D1 Delegated to Committee  
**Subject:** **CONFIRMATION OF MINUTES OF MEETING HELD ON 3 JUNE 2024**  
**Author:** Sue O'Connor, Governance Officer  
**File No:** 24/95961  
**Purpose of the Report:** The Minutes of the Finance, Community & Services Committee of 3 June 2024 were previously circulated. In accordance with the guidelines for Committees' operations it is now necessary that those Minutes be formally taken as read and confirmed.  
**Alignment to Delivery Program:** Strategy 11.3: Ensure effective and efficient governance and risk management.

**Recommendation:**

THAT the Minutes of the Finance, Community & Services Committee Meeting of 3 June 2024 be taken as read and confirmed.

---

**Executive Summary:**

This report presents the Finance, Community & Services Committee Minutes of 3 June 2024 for confirmation. The Minutes of the meeting are presented as **Attachment 1** for adoption.

**Discussion:**

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

**Options:**

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

**Community Engagement and / or Internal Consultation:**

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

**Policy Implications:**

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

**Financial Implications:**

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

**Resourcing Implications:**

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

**Conclusion:**

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

**Attachments**

1. Unconfirmed FC&S Minutes - 3 June 2024 [↓](#) 



# Finance, Community & Services Committee

Monday 3 June 2024  
6.30pm

## Minutes





## Finance, Community & Services Minutes

Monday 3 June 2024

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Woollahra Municipal Council  
Finance, Community & Services Committee Minutes

3 June 2024

## Finance, Community & Services Committee

### Minutes of the Meeting held on 3 June 2024 at 6.30pm

Present: Councillors: Toni Zeltzer (Chair)  
Mary-Lou Jarvis (Deputy Chair)  
Peter Cavanagh (via Zoom) (joined meeting at 6.36pm during Item D2 - Y1)  
Luise Elsing (via Zoom)  
Nicola Grieve  
Harriet Price  
Mark Silcocks

Staff	Jennifer Chenhall	(Manager – Governance & Risk)
	Ever Fang	(Team Leader – Traffic & Transport)
	Roger Faulkner	(Team Leader – Open Space & Rec Planning) (via Zoom)
	Paul Fraser	(Manager – Open Space & Trees)
	Micaela Hopkins	(Team Leader – Environment & Sustainability)
	Rhys Johnson	(Governance Coordinator)
	Zubin Marolia	(Manager – Property & Projects)
	Sue Meekin	(Director – Corporate Performance)
	Vicki Munro	(Manager – Community & Culture)
	Patricia Occelli	(Director – Community & Customer Experience)
	Tom O’Hanlon	(Director – Infrastructure & Sustainability)
	Paul Ryan	(Chief Financial Officer) (via Zoom)

Also in Attendance: Nil

## 1. Opening

The Chair declared the Finance, Community & Services Committee of Monday 3 June 2024 open and welcomed Councillors, staff and members of the public who are watching and listening to this evenings meeting.

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

The Chair read the following Acknowledgement of Country:

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

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

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

*I also acknowledge King of Australia King Charles III.*

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

### 4.1 Attendance by Audio-Visual Link

(Jarvis/Grieve)

**Resolved:**

THAT in accordance with clause 5.23 of Council's Code of Meeting Practice, the Committee approves the following Councillors participation in the Finance, Community & Services Committee Meeting of 3 June 2024 via Audio-Visual Link:

- Councillor Cavanagh
- Councillor Elsing

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

#### **For the Motion**

Councillor Elsing  
Councillor Grieve  
Councillor Jarvis  
Councillor Price  
Councillor Silcocks  
Councillor Zeltzer

#### **Against the Motion**

Nil

**6/0**

## 5. Late Correspondence

Late correspondence was submitted to the committee in relation to items R4 and R7

## 6. Disclosures of Interest

Councillor Jarvis declared a Non-Significant, Non-Pecuniary interest in Item R4 (Grants Program 2024/25 Recommended Projects for Funding) as Councillor Jarvis previously served as a board member on two of the organisations under consideration, being Kincoppal Rose Bay School and Our Big Kitchen. Councillor Jarvis remained in the meeting, participated in debate and voted on the matter.

Councillor Grieve declared a Non-Significant, Non-Pecuniary interest in Item R4 (Grants Program 2024/25 Recommended Projects for Funding) as Councillor Grieve is a financial member of one of the organisations under consideration, being the Rose Bay Community Garden. Councillor Grieve remained in the meeting, participated in debate and voted on the matter.

Councillor Price declared a Non-Significant, Non-Pecuniary interest in Item R4 (Grants Program 2024/25 Recommended Projects for Funding) as Councillor Price is a former president of one of the organisations under consideration, being the Glenmore Road Public School Parents and Citizens Association (P&C). Councillor Price remained in the meeting, participated in debate and voted on the matter.

Unconfirmed

Woollahra Municipal Council  
Finance, Community & Services Committee Minutes

3 June 2024

**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 6 MAY 2024**  
**Author:** Sue O'Connor, Governance Officer  
**File No:** 24/82636  
**Purpose of the Report:** The Minutes of the Finance, Community & Services Committee of 6 May 2024 were previously circulated. In accordance with the guidelines for Committees' operations it is now necessary that those Minutes be formally taken as read and confirmed.  
**Alignment to Delivery Program:** Strategy 11.3: Ensure effective and efficient governance and risk management.

**(Jarvis/Price)**

**Resolved:**

THAT the Minutes of the Finance, Community & Services Committee Meeting of 6 May 2024 be taken as read and confirmed.

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

**For the Motion**

Councillor Elsing  
Councillor Grieve  
Councillor Jarvis  
Councillor Price  
Councillor Silcocks  
Councillor Zeltzer

**Against the Motion**

Nil

**6/0**

**Item No:** D2 Delegated to Committee  
**Subject:** **WOOLLAHRA LOCAL TRAFFIC COMMITTEE MINUTES - 7 MAY 2024**  
**Author:** Emilio Andari, Manager Engineering Services  
**Approver:** Tom O'Hanlon, Director Infrastructure & Sustainability  
**File No:** 24/91419  
**Purpose of the Report:** For the Committee to consider the recommendations of the Woollahra Local Traffic Committee  
**Alignment to Delivery Program:** Strategy 11.3: Ensure effective and efficient governance and risk management.

**(Jarvis/Grieve)**

**Resolved:**

THAT the Recommendations Y1, Y3 and Y4 contained in the minutes of the Woollahra Local Traffic Committee held on Tuesday 7 May 2024 be adopted, with Item Y2 being adopted subject to amendments made at the Finance, Community & Services Committee Meeting held on the 3 June 2024.

Woollahra Municipal Council  
Finance, Community & Services Committee Minutes

3 June 2024

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

**For the Motion**

**Against the Motion**

Councillor Cavanagh  
Councillor Elsing  
Councillor Grieve  
Councillor Jarvis  
Councillor Price  
Councillor Silcocks  
Councillor Zeltzer

Nil

7/0

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**Item No:** Y1  
**Subject:** FITZWILLIAM ROAD AND BURRABIRRA AVENUE, VAUCLUSE - TRAFFIC CALMING MEASURES DESIGN PLAN  
**Author:** Ever Fang, Traffic & Transport Engineer  
**Approver:** Emilio Andari, Manager Engineering Services  
**File No:** 24/30846  
**Purpose of the Report:** To improve road safety address local flooding issues.at this intersection.  
**Alignment to Delivery Program:** Strategy 6.1: Facilitate an improved network of accessible and safe active transport options.

(Jarvis/Grieve)

**Resolved:**

THAT the matter be deferred for an on-site meeting to allow the Committee members to consider the design plan for the proposed kerb extension and infrastructure upgrades at the intersection of Fitzwilliam Road at Burrabirra Avenue, Vaocluse, and issues raised by residents that attended this meeting.

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

**For the Motion**

**Against the Motion**

Councillor Cavanagh  
Councillor Elsing  
Councillor Grieve  
Councillor Jarvis  
Councillor Price  
Councillor Silcocks  
Councillor Zeltzer

Nil

7/0

**Item No:** Y2  
**Subject:** **OLD SOUTH HEAD ROAD, VAUCLUSE - DESIGNATED ELECTRIC VEHICLE CHARGING SPACE AND TIMED PARKING RESTRICTIONS**  
**Author:** Ever Fang, Traffic & Transport Team Leader  
**Approver:** Emilio Andari, Manager Engineering Services  
**File No:** 24/69248  
**Purpose of the Report:** To provide an additional electric vehicle charging space to the local community.  
**Alignment to Delivery Program:** Strategy 6.2: Management of public parking on-street and off-street.

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

**Motion moved by Councillor Jarvis  
Seconded by Councillor Silcocks**

THAT:

- A. The parking space immediately adjacent to the existing designated electric vehicle charging bay on the eastern side of Old South Head Road, Vaucluse, north of its intersection with New South Head Road, be converted to a second dedicated charging bay to better utilise the existing charging station and cater for the charging demand in this area; and
- B. '4P 8am-8pm Electric Vehicles Only While Charging' and 'No Parking Electric Vehicles Excepted Only While Charging At All Other Times' restrictions be installed to both spaces, as shown in Attachment 1, to improve electric vehicle charging opportunities.

**Amendment moved by Councillor Grieve  
Seconded by Councillor Price**

THAT:

- A. The parking space immediately adjacent to the existing designated electric vehicle charging bay on the eastern side of Old South Head Road, Vaucluse, north of its intersection with New South Head Road, be converted to a second dedicated charging bay to better utilise the existing charging station and cater for the charging demand in this area;
- B. '4P 8am-8pm Electric Vehicles Only While Charging' and 'No Parking Electric Vehicles Excepted Only While Charging At All Other Times' restrictions be installed to both spaces, as shown in Attachment 1, to improve electric vehicle charging opportunities; and
- C. Staff investigate minor reconfigurations of the existing parking spaces with the view of no net-loss of spaces for non-electric vehicles.

**The Amendment was put and carried.**

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

**For the Amendment**

Councillor Elsing  
Councillor Grieve  
Councillor Price  
Councillor Zeltzer

**Against the Amendment**

Councillor Cavanagh  
Councillor Jarvis  
Councillor Silcocks

4/3

Woollahra Municipal Council  
Finance, Community & Services Committee Minutes

3 June 2024

**The Amendment became the Motion.  
The Motion was put and carried.**

**(Grieve/Price)**

**Resolved:**

THAT:

- A. The parking space immediately adjacent to the existing designated electric vehicle charging bay on the eastern side of Old South Head Road, Vaucluse, north of its intersection with New South Head Road, be converted to a second dedicated charging bay to better utilise the existing charging station and cater for the charging demand in this area;
- B. '4P 8am-8pm Electric Vehicles Only While Charging' and 'No Parking Electric Vehicles Excepted Only While Charging At All Other Times' restrictions be installed to both spaces, as shown in Attachment 1, to improve electric vehicle charging opportunities; and
- C. Staff investigate minor reconfigurations of the existing parking spaces with the view of no net-loss of spaces for non-electric vehicles.

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

**For the Motion**

Councillor Cavanagh  
Councillor Elsing  
Councillor Grieve  
Councillor Price  
Councillor Silcocks  
Councillor Zeltzer

**Against the Motion**

Councillor Jarvis

6/1

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**Item No:** Y3  
**Subject:** DORHAUER LANE, WOOLLAHRA - ELECTRIC VEHICLE CHARGING SPACE PARKING REVIEW  
**Author:** Ever Fang, Traffic & Transport Team Leader  
**Approver:** Emilio Andari, Manager Engineering Services  
**File No:** 24/69260  
**Purpose of the Report:** To review the timed Electric Vehicle parking restrictions  
**Alignment to Delivery Program:** Strategy 6.2: Management of public parking on-street and off-street.

**(Grieve/Silcocks)**

**Resolved:**

THAT the existing '2P 8.30am-6pm Mon-Fri, 8.30am-12.30pm Sat, Electric Vehicles Excepted Only While Charging' and 'No Parking Electric Vehicles Excepted Only While Charging At Other Times' for the two (2) 90 degree angle parking spaces on the western side of Dorhauer Lane, Woollahra, within the Woollahra Council Car Park, be retained as shown in Attachment 1.



Woollahra Municipal Council  
Finance, Community & Services Committee Minutes

3 June 2024

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

**For the Motion**

**Against the Motion**

Councillor Cavanagh  
Councillor Elsing  
Councillor Grieve  
Councillor Jarvis  
Councillor Price  
Councillor Silcocks  
Councillor Zeltzer

Nil

7/0

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**Item No:** Y4  
**Subject:** **GLENMORE ROAD, PADDINGTON - REMOVAL OF REDUNDANT POST BOX AND MAIL ZONE**  
**Author:** Ever Fang, Traffic & Transport Team Leader  
**Approver:** Emilio Andari, Manager Engineering Services  
**File No:** 24/69264  
**Purpose of the Report:** To seek approval to adjust parking restrictions adjacent to a redundant post box.  
**Alignment to Delivery Program:** Strategy 6.2: Management of public parking on-street and off-street.

**(Price/Grieve)**

**Resolved:**

THAT the existing post box on the northern side of Glenmore Road, immediately east of Liverpool Street, Paddington, be removed, and the existing 'No Stopping Australia Post Vehicles Only' restrictions at this location, be replaced with '2P 8am-11pm Permit Holders Excepted Area PGTN 1', as shown in Attachment 1, in order to improve car parking opportunities in this area.

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

**For the Motion**

**Against the Motion**

Councillor Cavanagh  
Councillor Elsing  
Councillor Grieve  
Councillor Jarvis  
Councillor Price  
Councillor Silcocks  
Councillor Zeltzer

Nil

7/0

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

**Item No:** R1 Recommendation to Council  
**Subject:** **DRAFT CHILDREN, YOUTH & FAMILIES STRATEGY AND 4 YEAR ACTION PLAN**  
**Authors:** Jamie Adams, Development Officer, Community & Culture  
Maya Jankovic, Coordinator Community & Culture  
**Approvers:** Vicki Munro, Manager Community & Culture  
Patricia Occelli, Director Community & Customer Experience  
**File No:** 24/15017  
**Purpose of the Report:** To present the Draft Children, Youth & Families Strategy and Action Plan to Council to be placed on public exhibition for a period of 28 days.  
**Alignment to Delivery Program:** Strategy 2.2: Understand needs of our community so that we can facilitate access to support and services.

**Note:** The Chair, Councillor Zeltzer vacated the Chair and left the meeting during this item, the time being 7.20pm.

**Note:** The Deputy Chair, Councillor Jarvis assumed the Chair.

**Note:** The Committee added a new Part C and a new Part D to the Resolution.

**(Price/Grieve)**

**Recommendation:**

THAT Council:

- A. Endorse the Draft Children, Youth & Families Strategy and Action Plan presented as **Attachment 1** for the purpose of public exhibition for a period of 28 days.
- B. Notes that a further report will be tabled at a future meeting of Council on submissions received to the Draft Children, Youth & Families Strategy and Action Plan.
- C. Note that Council's preschool is in high demand with up to 100 eligible children remaining on the list after each intake.
- D. Requests that the General Manager prepare a report on the feasibility (or otherwise) of expanding the provision of pre-school services places (and that this action is included in the 2024/2025 Operational Plan).

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

**For the Motion**

Councillor Cavanagh  
Councillor Elsing  
Councillor Grieve  
Councillor Jarvis  
Councillor Price  
Councillor Silcocks

**Against the Motion**

Nil

**6/0**

Woollahra Municipal Council  
Finance, Community & Services Committee Minutes

3 June 2024

**Item No:** R2 Recommendation to Council  
**Subject:** **PROPOSED APPROACH FOR THE SIR DAVID MARTIN RESERVE BUILDINGS**  
**Authors:** Vicki Munro, Manager Community & Culture  
Zubin Marolia, Manager Property & Projects  
**Approvers:** Patricia Occelli, Director Community & Customer Experience  
Tom O'Hanlon, Director Infrastructure & Sustainability  
**File No:** 24/69345  
**Purpose of the Report:** To seek Council support to negotiate with existing lessees or licensees of the Sir David Martin Reserve buildings for the Drill Hall, Sail Loft and the Cottage to extend their existing leases or licenses for a further 3 years with an option for a further 3 year period.  
**Alignment to Delivery Program:** Strategy 2.1: Build strong and respectful connections with partners so that we can enhance and protect our local area and quality of life.

**(Silcocks/Grieve)**

**Recommendation:**

THAT Council:

- A. Support entering into negotiations with existing lessees or licensees of the Drill Hall, the Sail Loft and the Cottage at Sir David Martin Reserve, namely Sailability NSW Inc. (Rushcutters Bay), Making Waves Foundation Inc., Critical Path Inc. and South Eastern Community Connect Inc. to progress the formation of extending their existing leases and or licenses, for 3 years with an option for a further 3 year period.
- B. Note that a further report on the outcomes of the negotiations will be presented to a future Council meeting.

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

**For the Motion**

Councillor Cavanagh  
Councillor Elsing  
Councillor Grieve  
Councillor Jarvis  
Councillor Price  
Councillor Silcocks

**Against the Motion**

Nil

**6/0**

Woollahra Municipal Council  
Finance, Community & Services Committee Minutes

3 June 2024

**Item No:** R3 Recommendation to Council  
**Subject:** **DONATIONS AND SPONSORSHIP POLICY AND DRAFT OUTGOING SPONSORSHIP GUIDELINES - PUBLIC EXHIBITION FEEDBACK**  
**Author:** Vicki Munro, Manager Community & Culture  
**Approver:** Patricia Occelli, Director Community & Customer Experience  
**File No:** 24/90716  
**Purpose of the Report:** To review public exhibition comments and adopt the amended Donations and Sponsorship Policy and Outgoing Sponsorship Guidelines.  
**Alignment to Delivery Program:** Strategy 1.1: Provide, promote and facilitate a range of community projects, programs and events that support an inclusive, thriving and sustainable community.

**(Elsing/Cavanagh)**

**Recommendation:**

THAT Council:

- A. Notes the submissions received in relation to the Donations and Sponsorship Policy and draft Outgoing Sponsorship Guidelines that was placed on public exhibition from 29 April to 27 May 2024.
- B. Having considered the submissions, adopts the amended Donations and Sponsorship Policy (**Attachment 1**) and Outgoing Sponsorship Guidelines (**Attachment 2**) for implementation in the 2024/25 financial year.
- C. Allocates in the draft 2024/25 budget, \$50,000 for the Outgoing Sponsorship Program and \$6,578 for staffing resources per annum.

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

**For the Motion**

Councillor Cavanagh  
Councillor Elsing  
Councillor Grieve  
Councillor Jarvis  
Councillor Silcocks

**Against the Motion**

Councillor Price

5/1

Woollahra Municipal Council  
Finance, Community & Services Committee Minutes

3 June 2024

- Item No:** R4 Recommendation to Council  
**Subject:** **GRANTS PROGRAM 2024/25 RECOMMENDED PROJECTS FOR FUNDING**  
**Authors:** Emma Rodgers-Wilson, Development Officer, Community & Culture  
Maya Jankovic, Coordinator Community & Culture  
Michelle Rose, Environmental Education Officer  
James Granter, Coordinator Economic Development  
Micaela Hopkins, Team Leader Environment & Sustainability  
**Approvers:** Vicki Munro, Manager Community & Culture  
Patricia Occelli, Director Community & Customer Experience  
Scott Pedder, Director Planning & Place  
Tom O'Hanlon, Director Infrastructure & Sustainability  
**File No:** 24/83111  
**Purpose of the Report:** To give consideration to the proposed funding recommendations under Council's Grants Program including Community and Cultural Grants, Environmental Grants, Placemaking Grants and Business Sector Support.  
**Alignment to Delivery Program:** Strategy 2.1: Build strong and respectful connections with partners so that we can enhance and protect our local area and quality of life.
- Note:** Councillor Zeltzer returned to the meeting, the time being 7.53pm.
- Note:** Late correspondence was tabled by James Granter, Council's Coordinator Economic Development.
- Note:** Councillor Jarvis declared a Non-Significant, Non-Pecuniary interest in this item as Councillor Jarvis previously served as a board member on two of the organisations under consideration, being Kincoppal Rose Bay School and Our Big Kitchen. Councillor Jarvis remained in the meeting, participated in debate and voted on the matter.
- Note:** Councillor Grieve declared a Non-Significant, Non-Pecuniary interest in this item as Councillor Grieve is a financial member of one of the organisations under consideration, being the Rose Bay Community Garden. Councillor Grieve remained in the meeting, participated in debate and voted on the matter.
- Note:** Councillor Price declared a Non-Significant, Non-Pecuniary interest in this item as Councillor Price is a former president of one of the organisations under consideration, being the Glenmore Road Public School Parents and Citizens Association (P&C). Councillor Price remained in the meeting, participated in debate and voted on the matter.
- Note:** The Committee amended Part A of the Recommendation.

**(Silcocks/Elsing)**

**Recommendation:**

THAT Council:

- A. Approve the staff selection committee's recommendations for large and small grants under the 2024/25 Council's Grants Program as detailed in this report and related attachments excluding, Lumiere Sculpture Festival Incorporated from the Placemaking Grants recommended projects for funding of \$7,500, subsequent to the removal of funding for Pound Paws Dog Day at Double Bay of \$3,500.

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3 June 2024

- B. Approve two additional Placemaking projects be approved for funding from the Placemaking Grants. These were recommended subject to funding becoming available:
- i. Art House Gallery Australia - John Prince Siddon and Mangkaja Arts Resource Agency Exhibition at Woollahra Gallery at Redleaf for NAIDOC week 2024 – amount recommended \$4,500.
  - ii. The Mito Foundation – The Bloody Long Walk East Sydney - amount recommended \$3,000
- C. Note that successful grant recipients will be invited to a Grants Awards presentation to be held on Wednesday 24 July, 2024 at 2:00pm, hosted by the Mayor.
- D. Note total unspent funds are \$4,006.25 as a result of: Community and Cultural (\$1,398.25 unspent funds); Placemaking (\$108 unspent funds) and Business Sector Support (\$2,500 unspent funds).

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

**For the Motion**

**Against the Motion**

Councillor Cavanagh  
Councillor Elsing  
Councillor Grieve  
Councillor Jarvis  
Councillor Price  
Councillor Silcocks  
Councillor Zeltzer

Nil

7/0

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**Item No:** R5 Recommendation to Council  
**Subject:** **MAYOR AND COUNCILLOR FEES 2024/25 FINANCIAL YEAR**  
**Author:** Rhys Johnson, Coordinator Governance  
**Approvers:** Jennifer Chenhall, Manager Governance & Risk  
Sue Meekin, Director Corporate Performance  
Craig Swift-McNair, General Manager  
**File No:** 24/91507  
**Purpose of the Report:** To determine the fees payable to the Mayor and Councillors for the 2024/25 Financial Year, following the release of the Local Government Remuneration Tribunal determination.  
**Alignment to Delivery Program:** Strategy 11.3: Ensure effective and efficient governance and risk management.

**Note:** The Deputy Chair, Councillor Jarvis vacated the Chair, the time being 8.09pm.

**Note:** The Chair, Councillor Zeltzer resumed the Chair.

**(Grieve/Cavanagh)**

**Recommendation:**

THAT Council:

- A. In accordance with Section 248 of the Local Government Act 1993, fix the annual fee for Councillors at a maximum amount of \$22,540 for the period 1 July 2024 to 30 June 2025.

Woollahra Municipal Council  
Finance, Community & Services Committee Minutes

3 June 2024

- B. In accordance with Section 249 of the Local Government Act 1993, fix the annual fee for the Mayor at a maximum amount of \$49,170 for the period 1 July 2024 to 30 June 2025, which is a fee in addition to the fee paid to the Mayor as a Councillor.

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

**For the Motion**

**Against the Motion**

Councillor Cavanagh  
Councillor Elsing  
Councillor Grieve  
Councillor Jarvis  
Councillor Price  
Councillor Silcocks  
Councillor Zeltzer

Nil

7/0

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**Item No:** R6 Recommendation to Council  
**Subject:** **DRAFT RESTRICTED FUNDS POLICY**  
**Author:** Paul Ryan, Chief Financial Officer  
**Approver:** Sue Meekin, Director Corporate Performance  
**File No:** 24/79246  
**Purpose of the Report:** To report on the public exhibition of the Draft Restricted Funds Policy and to seek Council adoption  
**Alignment to Delivery Program:** Strategy 11.3: Ensure effective and efficient governance and risk management.

**(Cavanagh/Silcocks)**

**Recommendation:**

THAT Council:

- A. Note that no submissions were received in relation to the draft Restricted Funds Policy in response to public exhibition.
- B. Adopt the Restricted Funds Policy at **Attachment 1**.

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

**For the Motion**

**Against the Motion**

Councillor Cavanagh  
Councillor Elsing  
Councillor Grieve  
Councillor Jarvis  
Councillor Price  
Councillor Silcocks  
Councillor Zeltzer

Nil

7/0

Woollahra Municipal Council  
Finance, Community & Services Committee Minutes

3 June 2024

**Item No:** R7 Recommendation to Council  
**Subject:** **MONTHLY FINANCIAL REPORT - 30 APRIL 2024  
INVESTMENT HELD AS AT 31 MAY 2024**  
**Author:** Abdullah Rayhan, Team Leader Financial Services  
**Approvers:** Paul Ryan, Chief Financial Officer  
Sue Meekin, Director Corporate Performance  
**File No:** 24/90302  
**Purpose of the Report:** To present the monthly financial report for April 2024 and to present a list of investments held as of 31 May 2024.  
**Alignment to Delivery Program:** Strategy 11.2: Secure Council's financial position.

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

**(Grieve/Cavanagh)**

**Recommendation:**

THAT Council:

- A. Receive and note the Monthly Financial Report – April 2024.
- B. Note that the Council's 12-month weighted average return for April 2024 on its direct investment portfolio of 5.26% (LM: 5.20%, LY: 4.16%) exceeds the benchmark 90-day AusBond Bank Bill Index of 4.40%.
- C. Note that the interest revenue for the year to date April 2024 is \$4.33M, exceeding our revised year to date budget of \$3.07M for the same period.
- D. Receive and note the list of Council's investments held as of 31 May 2024 (provided as late correspondence).

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

**For the Motion**

Councillor Cavanagh  
Councillor Elsing  
Councillor Grieve  
Councillor Jarvis  
Councillor Price  
Councillor Silcocks  
Councillor Zeltzer

**Against the Motion**

Nil

**7/0**



Woollahra Municipal Council  
Finance, Community & Services Committee Minutes

3 June 2024

**Item No:** R8 Recommendation to Council  
**Subject:** **REQUEST FOR TENDERS FOR THE LEASE AND OPERATION OF TRUMPER PARK TENNIS CENTRE, TRUMPER PARK, 1 QUARRY ST, PADDINGTON NSW 2021**  
**Author:** Michelle Perez, Senior Property Officer  
**Approvers:** Zubin Marolia, Manager Property & Projects  
Tom O'Hanlon, Director Infrastructure & Sustainability  
**File No:** 24/83478  
**Purpose of the Report:** To inform Council of Officers' intention to invite Tenders for the lease and operation of Trumper Park Tennis Centre  
**Alignment to Delivery Program:** Strategy 11.2: Secure Council's financial position.

**(Price/Cavanagh)**

**Recommendation:**

THAT Council:

- A. Resolves to initiate a Request for Tender for the lease and operation of Trumper Park Tennis Centre at 1 Quarry St, Paddington, comprising the six courts and operation of the Kiosk in connection with use of the courts.
- B. Includes provisions in the tender to allow for multi-sport use of two courts, ensuring diverse activities can take place to optimise usage of the courts.

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

**For the Motion**

Councillor Cavanagh  
Councillor Elsing  
Councillor Grieve  
Councillor Jarvis  
Councillor Price  
Councillor Silcocks  
Councillor Zeltzer

**Against the Motion**

Nil

**7/0**

Woollahra Municipal Council  
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3 June 2024

**Item No:** R9 Recommendation to Council  
**Subject:** **REVIEW OF POLICY FOR LEASING & LICENSING OF COUNCIL CONTROLLED LAND**  
**Authors:** Zubin Marolia, Manager Property & Projects  
**Approver:** Tom O'Hanlon, Director Infrastructure & Sustainability  
**File No:** 24/88564  
**Purpose of the Report:** To seek endorsement of a revised policy following a public exhibition process  
**Alignment to Delivery Program:** Strategy 11.3: Ensure effective and efficient governance and risk management.

(Price/Cavanagh)

**Recommendation:**

THAT Council endorse the draft Leasing and Licensing of Council Controlled Land Policy, as shown at Attachment 1 of this report, for adoption.

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

**For the Motion**

**Against the Motion**

Councillor Cavanagh  
Councillor Elsing  
Councillor Grieve  
Councillor Jarvis  
Councillor Price  
Councillor Silcocks  
Councillor Zeltzer

Nil

7/0

**Item No:** R10 Recommendation to Council  
**Subject:** **STARDUST CIRCUS - PROPOSAL FOR HIRE OF LYNE PARK MAIN FIELD IN JANUARY 2025**  
**Authors:** Roger Faulkner, Team Leader - Open Space & Recreation Planning  
Paul Fraser, Manager Open Space & Trees  
**Approver:** Tom O'Hanlon, Director Infrastructure & Sustainability  
**File No:** 24/90665  
**Purpose of the Report:** To seek Council approval for the proposed financial agreement with Stardust Circus to run a circus in January 2025 at Lyne Park, Rose Bay, subject to DA consent for the event.  
**Alignment to Delivery Program:** Strategy 3.1: Promote opportunities for innovative, creative and cultural initiatives that support the community.

**Motion moved by Councillor Silcocks**  
**Seconded by Councillor Jarvis**

THAT Council:

- A. Note the pending submission of a Development Application from Stardust Circus to conduct a circus for three weeks in January 2025 at Lyne Park, Rose Bay.
- B. Approve a reduced fee of \$34,496 (incl GST) for Stardust Circus to conduct a circus for three weeks in January 2025 at the Lyne Park main field, subject to DA consent.

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3 June 2024

**Amendment moved by Councillor Price  
Seconded by Councillor Grieve**

THAT Council:

- A. Note the pending submission of a Development Application from Stardust Circus to conduct a circus for three weeks in January 2025 at Lyne Park, Rose Bay.
- B. Notes evolving societal expectations around the use of animals in circuses.
- C. Does not approve a reduced fee of \$34,496 for Stardust Circus to conduct a circus for three weeks in January 2025 at the Lyne Park main field, subject to DA consent.
- D. Adopts a policy of not permitting circuses involving the use of animals and that the General Manager takes steps to amend Council's relevant policies, guidelines and park hire conditions, accordingly.

**The Amendment was put and lost.**

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

**For the Motion**

Councillor Elsing  
Councillor Grieve  
Councillor Price

**Against the Motion**

Councillor Cavanagh  
Councillor Jarvis  
Councillor Silcocks  
Councillor Zeltzer

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**The Motion was put and carried.**

**(Silcocks/Jarvis)**

**Recommendation:**

THAT Council:

- A. Note the pending submission of a Development Application from Stardust Circus to conduct a circus for three weeks in January 2025 at Lyne Park, Rose Bay.
- B. Approve a reduced fee of \$34,496 (incl GST) for Stardust Circus to conduct a circus for three weeks in January 2025 at the Lyne Park main field, subject to DA consent.

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

**For the Motion**

Councillor Cavanagh  
Councillor Jarvis  
Councillor Silcocks  
Councillor Zeltzer

**Against the Motion**

Councillor Elsing  
Councillor Grieve  
Councillor Price

**4/3**

Woollahra Municipal Council  
Finance, Community & Services Committee Minutes

3 June 2024

There being no further business the meeting concluded at 8.26pm.

**We certify that the pages numbered 269 to 288 inclusive are the Minutes of the Finance, Community & Services Committee Meeting held on 3 June 2024 and confirmed by the Finance, Community & Services Committee on 1 July 2024 as correct.**

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Secretary of Committee

Unconfirmed

**Item No:** D2 Delegated to Committee  
**Subject:** **WOOLLAHRA LOCAL TRAFFIC COMMITTEE MINUTES - 4 JUNE 2024**  
**Author:** Emilio Andari, Manager Engineering Services  
**Approver:** Tom O'Hanlon, Director Infrastructure & Sustainability  
**File No:** 24/109706  
**Purpose of the Report:** For the Committee to consider the recommendations of the Woollahra Local Traffic Committee.  
**Alignment to Delivery Program:** Strategy 11.3: Ensure effective and efficient governance and risk management.

**Recommendation:**

THAT the Recommendations Y1-Y5 contained in the minutes of the Woollahra Local Traffic Committee held on Tuesday 4 June 2024 be adopted.

---

**Executive Summary:**

This report presents the Woollahra Local Traffic Committee Minutes held on 4 June 2024 for consideration by the Finance Community & Services Committee of 1 July 2024. The minutes are presented as **Attachment 1**.

**Options:**

There is no options on this report.

**Community Engagement and / or Internal Consultation:**

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

**Policy Implications:**

There is no policy implications on this report.

**Financial Implications:**

There is no financial implications on this report.

**Resourcing Implications:**

There is no resourcing implications on this report.

**Conclusion:**

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

**Attachments**

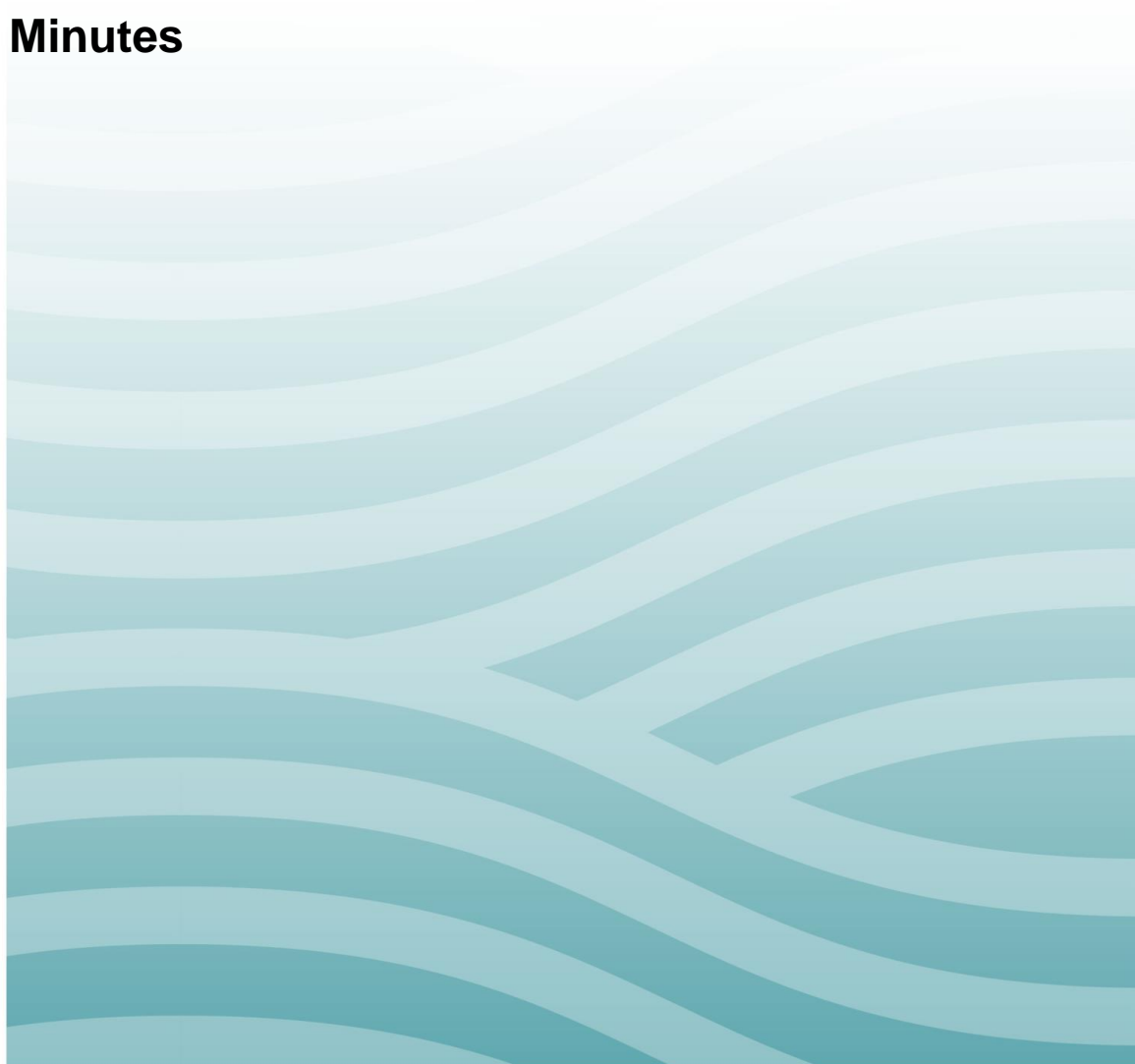
1. Woollahra Local Traffic Committee Minutes - 4 June 2024 [↓](#) 



# Woollahra Local Traffic Committee

Tuesday 4 June 2024  
10.00am

## Minutes



## Woollahra Local Traffic Committee Minutes

Tuesday 4 June 2024

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

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Woollahra Municipal Council  
Woollahra Local Traffic Committee Minutes

4 June 2024

## Woollahra Local Traffic Committee Minutes

The meeting of the Woollahra Local Traffic Committee was held in the Tarralbe Room (Committee Room), 536 New South Head Road, Double Bay, on 4 June 2024 at 10.00am.

### Attendance

#### Committee Members:

Present:	Emilio Andari Taskira Islam Sgt Anthony Leeson	(Woollahra Municipal Council) (Chair) (Transport for NSW) (Eastern Suburbs Police)
Staff:	Ever Fang Coen O'Shannessy Jonas Manalang	(Woollahra Municipal Council) (Woollahra Municipal Council) (Woollahra Municipal Council)
Also in Attendance:	Rino Mucciacciaro	Transdev-John Holland

### 1. Opening

The Manager of Engineering Services declared the Woollahra Local Traffic Committee of 4 June 2024 open and welcomed Committee Members.

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

The Manager Engineering Services read the following Acknowledgement of Country:

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

### 3. Leave of Absence and Apologies

**Apologies:** Alex Greenwich MP (Member for Sydney)  
Dylan Gojak (Kellie Sloane MP Representative)

### 4. Confirmation of Minutes of Previous Meeting

The minutes of Meeting No. 4/24 held in Tarralbe Room, Double Bay, and via teleconference on Tuesday, 7 May 2024 confirmed by Sgt Anthony Leeson and Taskira Islam.

### 5. Matters arising from Minutes of Previous Meeting

Nil.



Woollahra Municipal Council  
Woollahra Local Traffic Committee Minutes

4 June 2024

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

**Item No:** Y2  
**Subject:** **OLD SOUTH HEAD ROAD, VAUCLUSE - DESIGNATED ELECTRIC  
VEHICLE CHARGING SPACE AND TIMED PARKING RESTRICTIONS**  
**Author:** Ever Fang, Traffic & Transport Team Leader  
**Approver:** Emilio Andari, Manager Engineering Services  
**File No:** 24/69248  
**Purpose of the Report:** To provide an additional electric vehicle charging space to the local  
community.  
**Alignment to Delivery Program:  
(Grieve/Price)** Strategy 6.2: Management of public parking on-street and off-street.

**Resolved:**

THAT:

- A. The parking space immediately adjacent to the existing designated electric vehicle charging bay on the eastern side of Old South Head Road, Vaucluse, north of its intersection with New South Head Road, be converted to a second dedicated charging bay to better utilise the existing charging station and cater for the charging demand in this area;
- B. '4P 8am-8pm Electric Vehicles Only While Charging' and 'No Parking Electric Vehicles Excepted Only While Charging At All Other Times' restrictions be installed to both spaces, as shown in Attachment 1, to improve electric vehicle charging opportunities; and
- C. Staff investigate minor reconfigurations of the existing parking spaces with the view of no net-loss of spaces for non-electric vehicles.

**7. Extraordinary Meetings**

Nil.

**8. Late Correspondence**

Nil.

Woollahra Municipal Council  
Woollahra Local Traffic Committee Minutes

4 June 2024

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

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**Item No:** Y1  
**Subject:** ROSE BAY AVENUE, BELLEVUE HILL – TIMED PARKING RESTRICTIONS  
**Author:** Frank Rotta, Traffic & Transport Engineer  
**Approvers:** Ever Fang, Traffic & Transport Team Leader  
Emilio Andari, Manager Engineering Services  
**File No:** 24/85542  
**Purpose of the Report:** To respond to requests from the local community  
**Alignment to Delivery Program:** Strategy 6.2: Management of public parking on-street and off-street.

**Recommendation:**

THAT '2P 7.30am-4pm, Mon-Fri, School Days Only' parking restrictions be installed on the southern side of Rose Bay Avenue, Bellevue Hill, immediately east of the timed 'No Stopping' restrictions in front of No.9 Rose Bay Avenue for a section of 16.8 metres (3 parking spaces), as indicated in Attachment 1, to increase parking opportunities and improve parking conditions in this area.

**Committee Vote:** Unanimous Support

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**Item No:** Y2  
**Subject:** FLINTON STREET, PADDINGTON - MOTOR BIKE ONLY PARKING RESTRICTIONS  
**Author:** Ever Fang, Traffic & Transport Team Leader  
**Approver:** Emilio Andari, Manager Engineering Services  
**File No:** 24/90013  
**Purpose of the Report:** To respond to requests from the local community  
**Alignment to Delivery Program:** Strategy 6.2: Management of public parking on-street and off-street.

**Recommendation:**

THAT 'Motor Bike Only' parking restrictions be introduced at the following locations, as shown in Attachment 1, to improve access, sightline and traffic safety at these locations, including:

- A. On the western side of Flinton Street, immediately north of the existing landscaped kerb blister island in front of No.29 Flinton Street, Paddington for a section of 3.6 metres; and
- B. On the southern side of Flinton Street, immediately east of the existing landscaped kerb blister island in front of No.28 Flinton Street, Paddington for a section of 3.2 metres.

**Committee Vote:** Unanimous Support

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Woollahra Municipal Council  
Woollahra Local Traffic Committee Minutes

4 June 2024

**Item No:** Y3  
**Subject:** **BROUGHTON STREET, PADDINGTON - MOBILITY PARKING SPACE**  
**Author:** Ever Fang, Traffic & Transport Team Leader  
**Approver:** Emilio Andari, Manager Engineering Services  
**File No:** 24/90314  
**Purpose of the Report:** To create reasonable access for a Mobility Permit holder to their residence.  
**Alignment to Delivery Program:** Strategy 6.2: Management of public parking on-street and off-street.  
**Recommendation:**

THAT:

- A. A 'Mobility Parking' space be installed on the northern side of Broughton Street, Paddington, for a length of 6 metres adjacent to property No.21 Broughton Street, as shown in Attachment 1; and
- B. The applicant be advised of Council's Procedure and conditions for 'Mobility Parking' zones, including the requirement to renew these zones annually.

**Committee Vote:** Unanimous Support

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**Item No:** Y4  
**Subject:** **TRELAWNEY STREET, WOOLLAHRA - PARKING CHANGES**  
**Author:** Ever Fang, Traffic & Transport Team Leader  
**Approver:** Emilio Andari, Manager Engineering Services  
**File No:** 24/90316  
**Purpose of the Report:** To respond to a request from Consulate General of Poland  
**Alignment to Delivery Program:** Strategy 6.2: Management of public parking on-street and off-street.  
**Recommendation:**

THAT the existing 6 metre 'No Parking Diplomatic and Consular Vehicles Excepted' restrictions on the southern side of Trelawney Street, adjacent to property No.10 Trelawney Street (also known as No.20 Fullerton Street), Woollahra, be relocated to the parking space immediately east of the vehicular crossing of this site and extended to 11.4 metres to allow dedicated parking for two (2) diplomatic and consular vehicles.

**Committee Vote:** Unanimous Support

Woollahra Municipal Council  
Woollahra Local Traffic Committee Minutes

4 June 2024

**Item No:** Y5  
**Subject:** **SUTTIE ROAD, WOOLLAHRA - INVESTIGATION FOR INTERSECTION IMPROVEMENTS AT MANNING ROAD AND ATTUNGA STREET**  
**Author:** Ever Fang, Traffic & Transport Team Leader  
**Approver:** Emilio Andari, Manager Engineering Services  
**File No:** 24/90717  
**Purpose of the Report:** To respond to concerns raised by local community  
**Alignment to Delivery Program:** Strategy 6.1: Facilitate an improved network of accessible and safe active transport options.  
**Recommendation:**

THAT:

- A. The following traffic calming measures at the intersection of Suttie Road, Manning Road, Attunga Street and Edward Street, as shown in the Concept Plan in Attachment 1, be approved in principle, subject to funding being sought in a future Traffic Capital Works Program or funding opportunities through State and Federal Government Grants:
- a. Install kerb extensions on the southern and northern side of Suttie Road with additional new kerb ramps;
  - b. Install 'Give Way' control intersection treatment with associated signs and line markings in Suttie Road at Manning Road;
  - c. Upgrade the existing 'Give Way' to 'Stop' control intersection treatment with associated signs and line markings for Attunga Street at Manning Road; and
  - d. Install double dividing line (BB line) in Manning Road on approach to the intersection for a section of 10 metres.
- B. A detailed design for the proposed traffic calming measures, together with community consultation feedback, be presented to a future local traffic committee meeting for consideration and approval.

**Committee Vote:** Unanimous Support

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#### Items for Discussion by Committee Members

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**Item No:** Z1  
**Subject:** **TRANSPORT FOR NSW FUNDED PROJECTS STATUS**  
**Author:** Ever Fang, Traffic & Transport Team Leader  
**Approver:** Emilio Andari, Manager Engineering Services  
**File No:** 24/92701  
**Purpose of the Report:** Monthly Update on Transport for NSW Funded Projects  
**Alignment to Delivery Program:** Strategy 6.1: Facilitate an improved network of accessible and safe active transport options.  
**Recommendation:**

THAT the information be received and noted.

**Committee Vote:** Unanimous Support

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Page 6

Woollahra Municipal Council  
Woollahra Local Traffic Committee Minutes

4 June 2024

**11. General Business**

Nil

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There being no further business the meeting concluded at 10:31am.

**We certify that the pages numbered 1 to 7 inclusive are the Minutes of the Woollahra Local Traffic Committee Meeting held on Tuesday 4 June 2024.**

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**Chairperson**

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**Secretary of Committee**



**Item No:** R1 Recommendation to Council  
**Subject:** **MONTHLY FINANCIAL REPORT - 31 MAY 2024  
INVESTMENT HELD AS AT 30 JUNE 2024**  
**Author:** Abdullah Rayhan, Team Leader Financial Services  
**Approvers:** Paul Ryan, Chief Financial Officer  
Sue Meekin, Director Corporate Performance  
**File No:** 24/109079  
**Purpose of the Report:** To present the monthly financial report for May 2024 and to present a list of investments held as of 30 June 2024.  
**Alignment to Delivery Program:** Strategy 11.2: Secure Council's financial position.

**Recommendation:**

THAT Council:

- A. Receive and note the Monthly Financial Report – May 2024.
- B. Note that the Council's 12-month weighted average return for May 2024 on its direct investment portfolio of 5.26% (LM: 5.26%, LY: 4.21%) exceeds the benchmark 90-day AusBond Bank Bill Index of 4.43%.
- C. Note that the interest revenue for the year to date May 2024 is \$4.78M, exceeding our revised year to date budget of \$3.89M for the same period.
- D. Receive and note the list of Council's investments held as of 30 June 2024 (provided as late correspondence).

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**Executive Summary:**

The purpose of this report is for the Responsible Accounting Officer (RAO), the Council's Chief Financial Officer to provide the Council with a written report for May 2024 as per the Local Government Regulation 2005 (Clause 212), setting out details of all money that the Council has invested.

As previously noted by the Committee, due to the end of the month occurring after the closure of the meeting agenda and business papers, the full report for that month is unable to be prepared for the meeting and is instead presented at the following meeting. In order to meet the investments reporting obligations under the Local Government (General) Regulation noted above, a list of investments held at the end of the month will be presented to the Committee at its meeting as 'late correspondence'. Therefore this report presents the full monthly financial report for May 2024. A list of investments held as of 30 June 2024 will be presented to the Committee at its meeting on 01 July 2024 as "late correspondence".

The 12-month weighted average return for May 2024 remains steady at 5.26% (last month: 5.26%; last year's same month 4.21%) on the back of rising deposit rates. The interest revenue is ahead of our revised budget and will be reviewed as part of our quarterly forecast.

**Discussion:**

The Monthly Financial Report for May 2024 is submitted to the Committee for consideration and includes the following:

- ◆ Investment Transactions for the month.
- ◆ Restricted Cash (Reserves).
- ◆ Summary of Receipts, Payments, and Bank Balance.

- ◆ Details of Investment Portfolio.
- ◆ Investment Policy Compliance Report.
- ◆ Charts: Weighted Average Days to Maturity, Weighted Average Return, Weighted Average Return v 90-day AusBond Bank Bill Index, Actual Interest Earned v Original Budget & Revised Forecast.
- Movements in Book Value (Fair Value) of Investments.

### Investment Transactions for May 2024

Date	Investment Description	Term	Rate	Transaction	Amount
Opening Balance as at 1 May 2024					106,314,412.69
29/05/2024	BankVic TD	366	5.11	Maturity	-5,000,000.00
29/05/2024	National Australia Bank TD	371	5.24	Purchase	5,000,000.00
31/05/2024	CBA Online movement			Deposit	3,000,000.00
31/05/2024	NAB Loan Repayment account		4.75	Monthly Interest	2,369.13
Net movement in Portfolio for the month					3,002,369.13
<b>Closing Balance as at 31 May 2024</b>					<b>109,316,781.82</b>

#### Commentary:

Council's investment portfolio remains steady, and the total new investment for the month equates to \$5 million.

#### Restricted Cash

Restricted Cash is funds set aside for future expenditure and is established either by a legislative requirement or Council resolution. Reserves established by a legislative requirement are called "External Restrictions" while those established by Council are "Internal Restrictions".

The breakdown below shows that of the Council's total cash and investments of \$111.86M\* at the end of May'24, \$90.97M was restricted leaving \$20.89M in unrestricted cash.

	31/05/2024 \$'000
Total Cash, Cash Equivalents and Investments	111,865
Less: Restricted Cash:	
External Restrictions	15,046
Internal Restrictions	<u>75,927</u>
Unrestricted Cash	<u>20,892</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

<b>Cash Book Balance as at 30 April 2024</b>		<b>1,716,257.19</b>
	General Fund Acct	1,284,789.96
	Kiaora Bank Acct	431,467.23

### Receipts

Rates	8,274,340.57
Investment Maturities	5,000,000.00
Transfers In from At Call Accounts	1,040,384.31
Other	8,307,333.28
<b>Total Receipts</b>	<b>22,622,058.16</b>

### 10 Largest Receipts during the month

Description	This month	Current YTD	Previous YTD
Kiaora Place	1,077,205	11,302,153	11,022,885
Deposits & Bonds	928,960	10,187,368	10,040,059
Parking Fines	680,712	6,898,104	6,659,637
Sundry Debtors	637,987	14,539,003	11,172,418
GST Clearing	371,358	3,796,736	2,111,895
S7.12 Contributions	296,724	3,800,678	3,862,655
Parking Meter Charges	246,851	2,353,304	2,031,003
Work Zone Charges	244,368	2,027,425	1,982,532
Disposal (Asset)	175,092	951,467	441,422
Trade Waste Debtors	166,755	1,660,575	1,552,127
	4,826,012	57,516,812	50,876,633

### Payments

Cheque Payments	-756,188.04
EFT Payments	-8,141,938.54
Returned EFT Payments	2,091.00
Total Payments before Direct Debits	-8,896,035.58

### 10 Largest Payments during the month

Reference	Payment Date	Payee	Description	Amount
0000110134	9/05/2024	PayClear Services	Superannuation Payment	-542,550.92
0000110264	16/05/2024	Veolia Environmental Services	Tipping fees - Municipal/Commercial	-492,300.77
0000110015	2/05/2024	Stateline Asphalt	General Works - Capital Projects	-240,526.00
0000110282	16/05/2024	Department of Transport	Grant Return	-166,277.77
0000110094	9/05/2024	GJ's Landscapes	General Works - Capital Projects	-159,976.69
170163	29/05/2024	Commonwealth Bank	Loan repayment 134 - Principal & Interest	-137,375.54
0000110507	23/05/2024	Stateline Asphalt	General Works - Capital Projects	-129,839.60
0000110542	30/05/2024	Civotek Pty Ltd	General Works - Capital Projects	-116,325.00
0000110111	9/05/2024	KK Civil Engineering	General Works - Capital Projects	-112,873.75
0000110028	2/05/2024	URM Environmental Services	Waste recycling collection	-110,739.00

### Payments - Direct Debits From Bank A/c

Payroll	-2,914,435.21
PAYG Tax	-1,038,529.00
Bank Charges	-1,462.27
Revenue Collection Charges	-17,443.09
Investment Purchases	-5,000,000.00
Transfers to At Call Accounts	-4,000,000.00
Credit cards	-15,690.64
Total Direct Debits for period	-12,987,560.21
<b>Total Payments</b>	<b>-21,883,595.79</b>

### Cash Book Balance as at 31 May 2024

	General Fund Acct	1,836,535.99
	Kiaora Bank Acct	618,183.57
Issued Cheques	Value:	1,803,912.36
Outstanding Deposits & Miscellaneous Items		-1,469,209.74
<b>Reconciled Cash Book Balance as at 31 May 2024</b>		<b>2,789,422.18</b>
<b>Bank A/c Balances as at 31 May 2024</b>		<b>2,789,422.18</b>

### Unpresented Cheques > \$50,000.00

	General Fund Acct	2,171,238.61
	Kiaora Bank Acct	618,183.57

Cheque No.	Cheque Date	Payee	Description	Amount
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### Commentary:

This statement presents Council's bank reconciliation as of 31 May 2024. The top ten receipts and payment items are provided. Excluding investment transactions, receipts exceeded payments this month by approximately \$3.69M and together with movements in cash at the bank resulted in a \$3M increase in our total portfolio value.

**DETAILS OF INVESTMENTS PORTFOLIO AS AT 31 May 2024**

RATING	BANK & SECURITY	PURCHASE DATE	MATURITY DATE	TOTAL TERM (DAYS)	REMAINING DAYS TO MATURITY	%	BOOK VALUE \$
	<b>1. OAKVALE CAPITAL Limited</b>						727,156.28
	Emerald Reverse Mortgage Backed Security Face Value 1 Million						
	<b>2. WMC DIRECT INVESTMENTS</b>						
<b>BBB</b>	<b><u>AMP BANK</u></b>						
	TERM DEPOSIT	8/06/2023	11/06/2024	369	11	5.45	4,000,000.00
<b>AA</b>	<b><u>NATIONAL AUSTRALIA BANK</u></b>						
	TERM DEPOSIT	19/07/2023	22/07/2024	369	52	5.44	5,000,000.00
<b>BBB</b>	<b><u>AMP BANK</u></b>						
	TERM DEPOSIT	19/07/2023	22/07/2024	369	52	5.75	3,000,000.00
<b>AA</b>	<b><u>COMMONWEALTH BANK</u></b>						
	TERM DEPOSIT	21/08/2023	20/08/2024	365	81	5.53	5,000,000.00
<b>A</b>	<b><u>SUNCORP BANK</u></b>						
	TERM DEPOSIT	21/08/2023	21/08/2024	366	82	5.21	5,000,000.00
<b>AA</b>	<b><u>NATIONAL AUSTRALIA BANK</u></b>						
	TERM DEPOSIT	20/09/2023	23/09/2024	369	115	5.30	8,000,000.00
<b>AA</b>	<b><u>WESTPAC BANKING CORPORATION</u></b>						
	TERM DEPOSIT	31/10/2023	31/10/2024	366	153	5.50	2,000,000.00
<b>A</b>	<b><u>SUNCORP BANK</u></b>						
	TERM DEPOSIT	28/11/2023	28/11/2024	366	181	5.47	2,000,000.00
<b>BBB</b>	<b><u>BANK OF QUEENSLAND</u></b>						
	TERM DEPOSIT	20/12/2023	21/01/2025	398	235	5.10	1,000,000.00
<b>A</b>	<b><u>SUNCORP BANK</u></b>						
	TERM DEPOSIT	20/12/2023	21/01/2025	398	235	5.20	7,000,000.00
<b>A</b>	<b><u>ING DIRECT</u></b>						
	TERM DEPOSIT	20/12/2023	21/01/2025	398	235	5.23	7,000,000.00
<b>AA</b>	<b><u>NATIONAL AUSTRALIA BANK</u></b>						
	TERM DEPOSIT	24/01/2024	4/02/2025	377	249	5.15	3,000,000.00
<b>AA</b>	<b><u>WESTPAC BANKING CORPORATION</u></b>						
	TERM DEPOSIT	24/01/2024	4/02/2025	377	249	5.16	7,000,000.00
<b>AA</b>	<b><u>NATIONAL AUSTRALIA BANK</u></b>						
	TERM DEPOSIT	27/02/2024	4/03/2025	371	277	5.10	5,000,000.00
<b>AA</b>	<b><u>WESTPAC BANKING CORPORATION</u></b>						
	TERM DEPOSIT	27/02/2024	4/03/2025	371	277	5.12	5,000,000.00
<b>BBB</b>	<b><u>BANKVIC</u></b>						
	TERM DEPOSIT	13/03/2024	13/03/2025	365	286	5.11	2,000,000.00
<b>A</b>	<b><u>ING DIRECT</u></b>						
	TERM DEPOSIT	13/03/2024	13/03/2025	365	286	5.13	5,000,000.00
<b>A</b>	<b><u>ING DIRECT</u></b>						
	TERM DEPOSIT	26/03/2024	2/04/2025	372	306	5.11	3,000,000.00
<b>BBB</b>	<b><u>BANKVIC</u></b>						
	TERM DEPOSIT	26/03/2024	2/04/2025	372	306	5.15	2,000,000.00
<b>AA</b>	<b><u>WESTPAC BANKING CORPORATION</u></b>						
	TERM DEPOSIT	24/04/2024	6/05/2025	377	340	5.17	4,000,000.00
<b>AA</b>	<b><u>WESTPAC BANKING CORPORATION</u></b>						
	TERM DEPOSIT	30/04/2024	20/05/2025	385	354	5.34	2,000,000.00
<b>AA</b>	<b><u>NATIONAL AUSTRALIA BANK</u></b>						
	TERM DEPOSIT	29/05/2024	4/06/2025	371	369	5.24	5,000,000.00
<b>AT CALL:</b>							
<b>AA</b>	<b><u>COMMONWEALTH BANK</u></b>						
	ONLINE SAVER A/C					4.35	16,000,000.00
<b>AA</b>	<b><u>NATIONAL AUSTRALIA BANK</u></b>						
	LOANS REPAYMENT A/C					4.75	589,625.54
	Total WMC Direct Investments						108,589,625.54
	<b>Weighted Average Days to Maturity of WMC Direct Investments</b>				<b>208</b>		
	<b>Weighted Average Return of WMC Direct Investments</b>					<b>5.26</b>	
	<b>PORTFOLIO TOTALS</b>						<b>109,316,781.82</b>

I hereby certify that the above investments have been made in accordance with Section 625 of the Local Government Act 1993, Clause 212 of the Local Government (General) Regulation 2005 and Council's investment policy.

P. Ryan  
CHIEF FINANCIAL OFFICER

Commentary:

As of the end of May 2024, Council was within the policy limits for each individual ADI. Overall, the portfolio is well diversified across the entire credit rating spectrum. The majority of the portfolio is directed to fixed-term deposits and cash.

**Investment Policy Compliance Report  
 as at 31 May 2024**

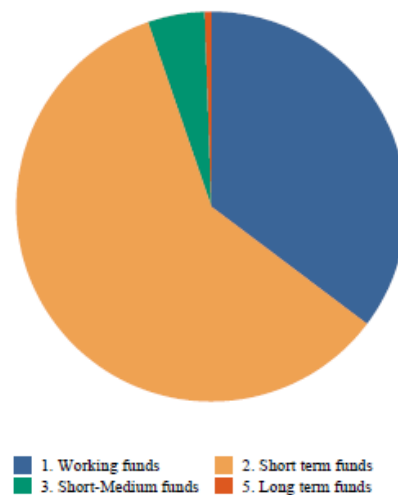
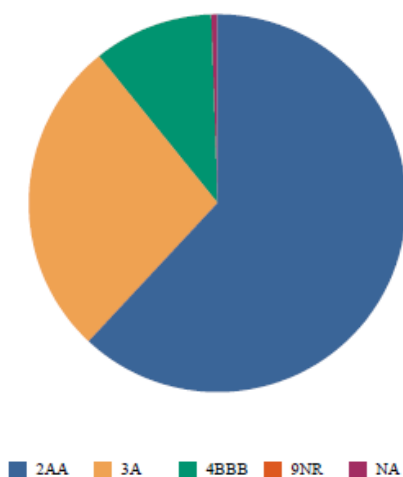
Acct	Bank	Rating Cat.	Policy Limit %	Policy Limit \$	Current Holding \$	% of Total	Compliance
<b>Counterparty Limits:</b>							
AMP	AMP Bank	BBB	10%	10,931,678	7,000,000	6%	Complies - \$ 3,931,678 available
CBA	Commonwealth Bank	AA	30%	32,795,035	21,000,000	19%	Complies - \$11,795,034 available
ING	ING Direct	A	15%	16,397,517	15,000,000	14%	Complies - \$ 1,397,517 available
NAB	National Australia Bank	AA	30%	32,795,035	26,589,626	24%	Complies - \$ 6,205,409 available
OAK	Oakvale Capital	NA		0	727,156	1%	Grandfathered - Complies
QLD	Bank of Queensland	A	15%	16,397,517	1,000,000	1%	Complies - \$15,397,517 available
SUN	Suncorp	A	15%	16,397,517	14,000,000	13%	Complies - \$ 2,397,517 available
VIC	BankVic	BBB	10%	10,931,678	4,000,000	4%	Complies - \$ 6,931,678 available
WBC	Westpac Banking Corporation	AA	30%	32,795,035	20,000,000	18%	Complies - \$12,795,034 available
					<u>109,316,782</u>		

**Credit Quality Limits:**

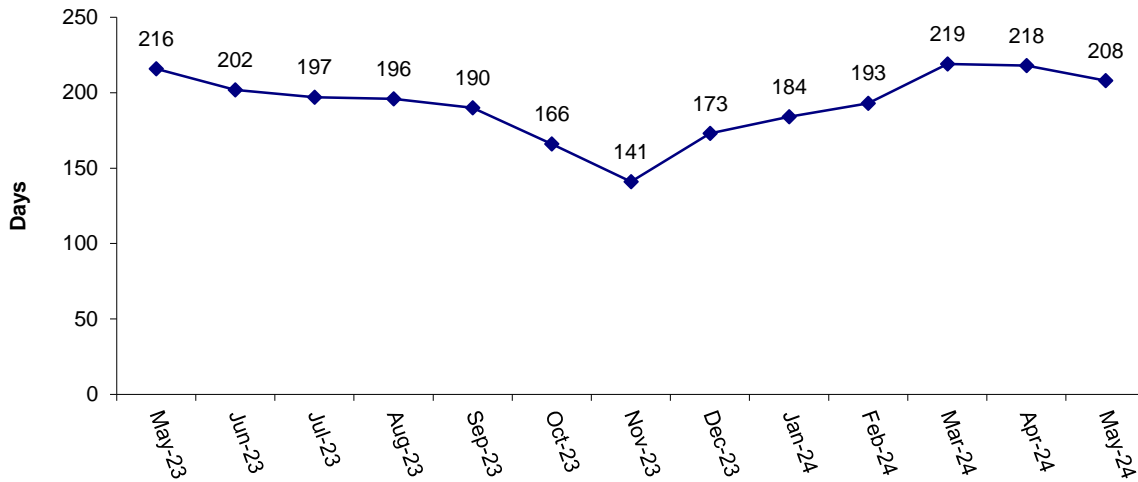
Rating Cat.	Limit	\$	%	
AA	100%	67,589,626	62%	Complies
A	60%	30,000,000	27%	Complies
BBB	40%	11,000,000	10%	Complies
NA		727,156	1%	Grandfathered
		<u>109,316,782</u>		

**Term to Maturity Limits:**

Term	Limit	\$	%	
1. Working funds	10-100	38,589,626	35%	Complies
2. Short term funds	20-100	65,000,000	59%	Complies
3. Short-Medium funds	0-70	5,000,000	5%	Complies
5. Long term funds	0-20	727,156	1%	Complies
		<u>109,316,782</u>		



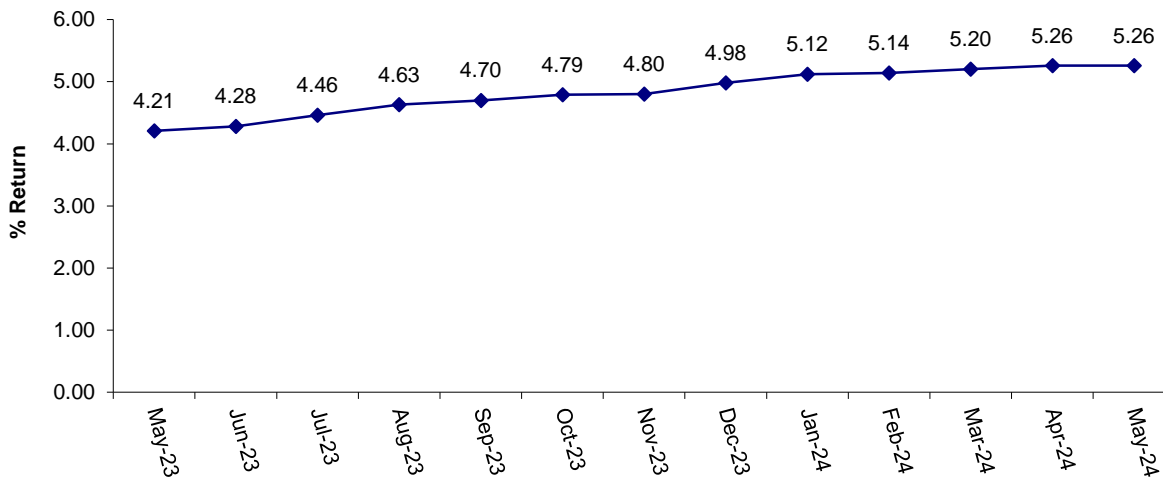
**Weighted Average Days to Maturity**



Commentary:

The weighted average days to maturity decreased by 10 days over the month due to investment maturity and new investments placed on terms no greater than 371 days.

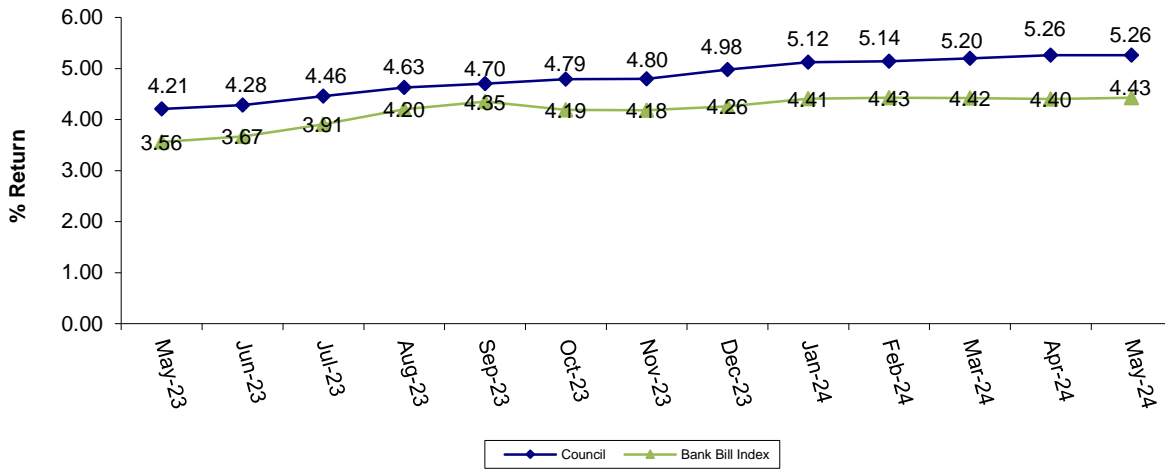
**Weighted Average Return**



Commentary:

The weighted average return for May 2024 remains steady and new investment is placed on an interest rate of 5.24% per annum.

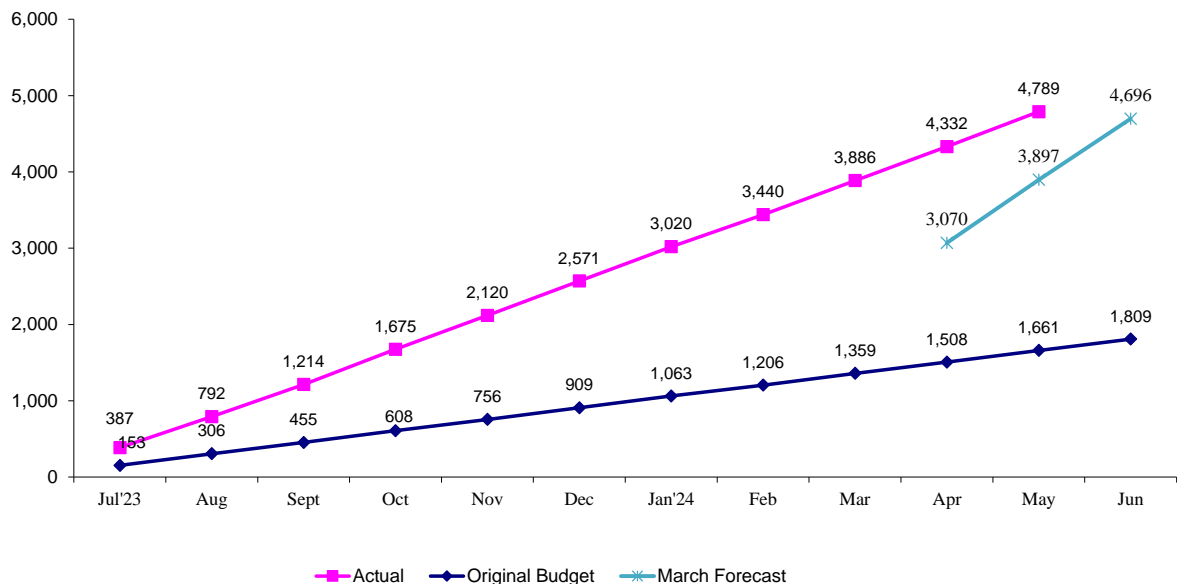
**Weighted Average Return v Bank Bill Index**



Commentary:

This chart tracks the Council’s weighted average return on its direct investment portfolio against a 90-day AusBond Bank Bill Index. The Council’s weighted average is ahead at 5.26% per annum with the 3mth AusBond Bank Bill Index of 4.43% per annum.

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



Commentary:

Council’s year to date May 2024 interest revenue came in at \$4.78M, ahead of our revised budget and will continue the trend. The interest income is revised as part of the quarterly budget review presented to council.

## Movements in Book Value (Fair Value) of Investments

### EMERALD MBS2007-1B

	Securities	Total Book Value
30/06/2023 Balance brought forward	727,156.28	727,156.28
	<b>727,156.28</b>	

#### Commentary:

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

#### **Options:**

This report is presented to the Committee for noting.

#### **Community Engagement and/or Internal Consultation:**

There has been no community engagement or internal consultation in the preparation of this report.

#### **Policy Implications:**

There are no Policy implications arising from this report.

#### **Financial Implications:**

Over the financial year depending on economic conditions and bank interest offerings, Council will continue to invest in the longer term by placing a slightly larger proportion of deposits across 12 months or more. Over a cycle and in a normal market environment, this may earn up to ¼-½% p.a. higher compared to investing in shorter terms.

#### **Conclusion:**

Despite potential interest rate cuts on the horizon, given an upward-sloping deposit curve, maintaining a slightly longer average duration position on deposits will continue to outperform shorter durations. The deposit market has largely already factored in the potential rates cut cycle, reflected by the flattening of the curve demonstrated by the longer-term holdings over the past few months. Interestingly, amongst the major banks, 2 to 5-year deposit rates are now being offered slightly below 12-month rates. Therefore, Council continues to place new investments on terms no greater than 12 months with rates on offer continuing to increase along this part of the curve.

Due to the timing of the July 2024 FC&S Committee meeting being so close to June month end, the June 2024 Monthly Financial Report will be tabled at the Aug 2024 FCS Committee in line with the Committee resolution.

To meet the minimum investments reporting obligations under the Local Government (General) Regulation a list of investments held as of 30 Jun 2024 will be presented to the Committee at its meeting on 01 July 2024 as late correspondence.

#### **Attachments**

Nil

**Item No:** R2 Recommendation to Council  
**Subject:** **REQUEST FOR FEE WAIVER FOR THE UNIVERSITY OF THE THIRD AGE TO HOLD WEEKLY CLASSES AT EJ WARD PADDINGTON COMMUNITY CENTRE**  
**Author:** Susan Murray, Venue Coordinator  
**Approver:** Vicki Munro, Manager Community & Culture  
**File No:** 24/92485  
**Purpose of the Report:** To request Council to waive the venue hire fees for the hire of EJ Ward Paddington Community Centre for The University of the Third Age (U3A) for ongoing weekly classes during school terms during the 2024/25 financial year.  
**Alignment to Delivery Program:** Strategy 1.1: Provide, promote and facilitate a range of community projects, programs and events that support an inclusive, thriving and sustainable community.

**Recommendation:**

THAT Council:

- A. Approve the waiver of venue hire fees at EJ Ward Paddington Community Centre for the University of the Third Age (U3A) at \$37.50 per week, equating to \$1,537.50 per annum for the 2024/25 financial year.
- B. Encourages the University of the Third Age (U3A) to apply under Council's Grants Program for future waiving of Council's community venue hire fees.

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**Executive Summary:**

The University of The Third Age (U3A) has written to Council on 21 May 2024 to request fee waiver for their weekly classes held at EJ Ward Paddington Community Centre. They have requested either 1.5 hours per week, during school terms, at no cost, or to be allowed to pay Council's listed Not for Profit Rate for a small venue, whilst actually hiring a medium sized venue which would equate to \$15 per week or \$615 per annum. **(See Attachment 1)**

The purpose of this report is to seek Council's resolution to waive hire fees to U3A to hold these classes across the 2024/25 financial year. It is noted that this funding request is outside Council's annual Grants Program.

**Discussion:**

Sydney U3A is a voluntary not-for-profit organisation whose members are no longer in full employment and join U3A to share their learning and explore new educational courses and social opportunities at local venues in Sydney. U3A work to help seniors enjoy a better and more fruitful life by the presentation of different programs.

Members of U3A pay \$85 per year which gives them access to courses across Sydney. During COVID 19, the organisation experienced a decline in membership of approximately one third, resulting in a reduction in revenue from membership fees.

The Course presenters are volunteers and the attendees of the French Course at EJ Ward Paddington Community Centre are local retired people who have developed friendships and social connections whilst learning and having conversations in French.

Historically, U3A have been hiring various rooms at EJ Ward Paddington Community Centre for over 15 years, at times running up to three separate classes for 2 hours duration each. Over the years the hire fees charged to the organisation have ranged from full and partial subsidies, to the full listed Not for Profit rate:

- Up until June 2020 all venue hire was provided free of charge under a subsidy arrangement approved by the previous Director, Community Services;
- From November 2020 to April 2022, due to costs associated with cleaning the premises during COVID 19, the Not For Profit rate (\$26.50ph and \$27ph) was paid by U3A for all bookings; and
- From July 2022 to June 2023 a partially subsidised rate of \$17ph for minimum 2 hour booking, total of \$34 per week, has been applied to the bookings. This amount was equivalent to the fees charged to registered 12 step program groups. This subsidy was approved by the divisional Director.

In accordance with Council's 2024/25 Fees and Charges Schedule, U3A would meet the criteria for the Not For Profit rate of \$25 per hour (fee for medium size venue as at 1 July 2024). New minimum hire period of 1.5 hours per booking has also been introduced as at 1 July 2024 and can now be applied to this booking, which would equate to \$37.50 per week. Based on the U3A utilising the Centre during school terms only (41 weeks), the hire cost for EJ Ward Paddington Community Centre would be \$1,537.50 per annum.

The U3A request is for either the full fee waiver of \$1,537.50 per annum or requesting a reduced payment at the Not For Profit rate for a small size venue, equivalent to \$615 per annum. The latter option would result in a fee waiver of \$922.50 per annum.

Section 356 of the Local Government Act stipulates that finance assistance such as this required a resolution of Council.

### **Options:**

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

### **Community Engagement and / or Internal Consultation:**

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

### **Policy Implications:**

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

### **Financial Implications:**

Should the Council approve the waiving of the venue hire fees as per the recommendation, the reduced income to Council is \$1,537.50 per annum based on fees for 2024/25 and would cover 41 sessions of 1.5 hours duration using a medium size room at EJ Ward Paddington Community Centre.

The funding request from U3A is outside Council's annual Grants Program. For future funding requests, U3A are encouraged to apply under Council's annual Grants Program which opens in April each year.

### **Resourcing Implications:**

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



### **Conclusion:**

U3A are a Not For Profit association who have been running classes at the EJ Ward Paddington Community Centre over many years. In addition to ongoing learning, these classes provide an opportunity for social connections to retired members of the local Paddington community. It is recommended that Council support the request to waive venue hire fees of \$1,537.50 at EJ Ward Paddington Community Centre to cover 41 x 1.5hr meetings during the 2024/25 financial year.

### **Attachments**

1. U3A email request for fee waiver [↓](#) 

**To:** Mayor Richard Shields, Woollahra Council

**From:** Dr David Rosenwax AM, President of u3a Eastern Region,  
email [REDACTED]

**Copy:** Sandra See, Secretary u3a Eastern Region, email [REDACTED]

Dear Richard,

It was a great pleasure to meet you on Anzac Day at Moran Vacluse.

In chatting to you it was obvious that you wish to see Woollahra thrive and to serve the people in need.

We of U3A are also attempting to help seniors enjoy a better and more fruitful life by the presentation of our different programs

Including that of the French Language and Culture but need help from Council.

I would appreciate if you would read below and give it your attention.

With best wishes,

David

**SUMMARY:** Request for **fee waiver** for small voluntary u3a seniors group (8-9) people meeting **weekly at EJ Ward Centre, Paddington to learn and speak French**. The current subsidised venue fee is **\$34 per session**.

If a fee waiver is not possible, u3a requests the new **NOT-FOR- PROFIT SMALL VENUE Rate (room for 6 people) of \$15 for a session of 1.5 hours**.

**BACKGROUND:** Sydney u3a is a **totally voluntary not-for-profit organisation** whose members are no longer in full employment and join u3a to share their learning and explore new educational courses and social opportunities at local venues in Sydney.

**All course presenters are volunteers.**

**Members of u3a pay \$85 a year which gives them access to courses all over Sydney.**

One such course in Woollahra is **'French Conversation (Advanced)'** which has been meeting **weekly at EJ Ward Centre, Paddington on Thursday mornings** for many years.

The **course members are local retired people** who have developed friendships and enjoyable social connections whilst **learning and having conversations in French**.

**During Covid, u3a membership declined by about one third** and, of course, **so did revenue from members** which is **used to pay rental costs**. (Membership has now stabilised but remains at the reduced level).

**Woollahra Council kindly gave u3a a reduction in the 'not -for-profit' rate charged for a room in the EJ Ward centre**. The subsidised rental cost is currently **\$34 for Thursday's session of 1.5 hours**.

**This rental cost is still too much for u3a to pay for a small group of less than 10 people** so **members attending French Conversation at EJ Ward were asked to contribute \$2 a session themselves to help defray the cost**. (Members are not asked for additional money anywhere else in our Eastern Region).

**The difficulty small voluntary groups have in meeting rental costs has been addressed by Councils**. We have been asked to apply for grants to reduce or waive rental costs. This takes time and effort to do from volunteers and sometimes must be done twice a year.

Recognising this, Randwick Council is trialling a simple, easy system called **FREE VENUE HIRE** where small **eligible** groups like ours do not have to continually re-apply for grants and don't have to regularly repeat the benefits in grant evaluation reports.

We simply apply once and get approved. We then have local seniors connecting, learning and thriving in **Council premises that are Free**.

For example, u3a has a **Film Discussion Group (15 people)** and a **Current Affairs Discussion Group (15 people)** meeting on alternate Tuesdays at **Clovelly Seniors Centre**. The cost for u3a under this scheme from Randwick Council is Zero. It has been valued at **\$42.50 per week**.

**We would like Woollahra Council to consider introducing a similar scheme for the 2024 - 2025 financial year**. Small voluntary groups who are in line with Council's objectives of encouraging Healthy Ageing would value Council's support **in offering meeting spaces for FREE without continuous grant applications** that volunteers find onerous.

We understand Council's need for revenue however we believe there should be **exceptions to encourage connections among local older residents and to help them thrive**. The **Advanced French Conversation group** reflects the diversity of Woollahra and members now meet regularly to share **other** activities and experiences such as regular coffee mornings, cinema and particularly the French Film Festival!

If Council is unable to offer FREE rent for the lounge room at EJ Ward, **could U3A pay the new NOT FOR PROFIT SMALL VENUE RATE (a room for 6 people) at a cost of \$10 per hour so \$15 for 1.5 hours?** This is an amount we could afford.



**Item No:** R3 Recommendation to Council  
**Subject:** **REQUESTS FOR TENDER FOR THE LICENCE AND OPERATION OF THE KAYAK HIRE, STORAGE AND COACHING FACILITY IN ROSE BAY PARK AND FOR THE NON MOTORISED WATERCRAFT HIRE AND STORAGE FACILITY LOCATED AT TINGIRA MEMORIAL PARK, ROSE BAY**

**Author:** Michelle Perez, Senior Property Officer  
**Approvers:** Zubin Marolia, Manager Property & Projects  
Tom O'Hanlon, Director Infrastructure & Sustainability

**File No:** 24/108263  
**Purpose of the Report:** To inform Council of Officers' intention to invite Tenders for the licence and operation of the kayak storage and coaching facility in Rose Bay Park and the for the non motorised watercraft hire and storage facility at Tingira Memorial Park, Rose Bay.

**Alignment to Delivery Program:** Strategy 11.2: Secure Council's financial position.

**Recommendation:**

THAT Council resolves to initiate Requests for Tender for:

- A. The licence and operation of the kayak hire, storage and coaching facility situated on a 48m<sup>2</sup> portion of Rose Bay Park.
- B. The licence and operation of the non motorised watercraft hire and storage facility situated on a 114m<sup>2</sup> portion of Tingira Memorial Park, Rose Bay.

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**Executive Summary:**

The kayak hire, storage and coaching facility at Rose Bay Park is licenced and the operator is currently on a month to month holdover in accordance with the holdover provisions of the licence which had a termination date of 31 December 2018.

The non-motorised watercraft hire and storage facility at Tingira Memorial Park is licenced to a different operator which is also currently on a month to month holdover in accordance with the holdover provisions of the licence which had a termination date of 31 December 2023.

It is proposed that Tenders are invited for either:

- Individual licences for the operation of the kayak hire, storage and coaching facility at Rose Bay Park and/or for the non-motorised watercraft hire and storage facility at Tingira Memorial Park for five (5) years with an option to renew for a further five (5) years.
- A consolidated Licence for the operation of both the kayak hire, storage and coaching facility at Rose Bay Park and the non-motorised watercraft hire and storage facility at Tingira Memorial Park for five (5) years with an option to renew for a further five (5) years.

The tender panel will evaluate the best value for money proposal for Council and report back to Council with their recommendation.

**Discussion:**

**a) Kayak hire, storage and coaching facility, Rose Bay Park**

On 25 October 2006 and pursuant to S96 modification DA 498/2005/2, Lance O'Connor trading as H2O Sports Pty Ltd received Council consent as landowner for the installation of a kayak storage shed at Rose Bay Park and the operation of a kayak hire and coaching facility. The consent allowed for the use of a 48 square metre portion of Rose Bay Park in accordance with DA 498/2005/1.

Condition 11 of development consent DA 498/2005/1 required "the operator" (Lance O'Connor trading as H2O Sports Pty Ltd) to "enter into a licence agreement with Council to use the public foreshore".

Council resolved in December 2006 to allow the installation of the kayak storage shed and to enter into a licence agreement with Lance O'Connor trading as H2O Sports Pty Ltd, for a period of five (5) years, with a commencement rental of \$7,800 per annum (ex GST), and annual rent reviews to CPI. This licence was for the operation of a kayak hire and coaching facility from the kayak storage shed and expired on 31 December 2013.

At this point, Lance O'Connor had become the Sole Director and Secretary of Kayak Racing Pty Ltd and at licence expiry, sought to enter into a new 5 year licence with Council.

Subsequently, Council entered into a new licence with Kayak Racing for five (5) years from 1 January 2014 to 31 December 2018 at a commencement rental at \$7,200 per annum which was in line with a current market valuation obtained at the time. The licensee is now on a month to month holdover which may be terminated by giving one (1) month's written notice.

**b) Non-motorised watercraft hire and storage located at Tingira Memorial Park, Rose Bay**

Pursuant to Development Consent - DA 663/2002, Council agreed to enter into a Licence with Vance King and Thomas Woodriff trading as Rose Bay Aquatic Hire, to place temporary structures and watercrafts in association with the use of a portion of Tingira Memorial Park for aquatic school and watercraft hire. The Licence term was for five (5) years from 1 July 2012 to 30 June 2017.

At the end of the Licence term, Tender SC3813 for the Licence for watercraft hire and storage was advertised in the tenders section of the Sydney Morning Herald and two (2) tenders were received. After evaluation of the tenders, Council entered into a five (5) year Licence with Rose Bay Aquatic Hire for the watercraft hire and storage located at Tingira Memorial Park from 1 February 2018 to 31 January 2023. The Licensee is now on a month to month holdover which may be terminated by giving one (1) month's written notice.

**Plan of Management:**

Rose Bay beach is Crown land and following the introduction of the Crown Lands Management Act NSW 2016, Council's management responsibilities were significantly increased and included a requirement to prepare and adopt a Plan of Management.

The Plan of Management adopted on the 14 December 2023 affirms that long term Licences for the hire or sale of recreational equipment eg. kayaks and associated management of a recreational facility, sports training and boat shed are permissible. It is therefore proposed to invite Tenders to enter separate licences or a consolidated licence for the operation of a kayak hire, storage and coaching facility at Rose Bay Park and a non-motorised watercraft hire and storage facility at the beach located at Tingira Memorial Park for an initial five (5) year licence term with an option for a further five (5) year term.

On 11 June 2024, Council resolved to endorse the *Leasing and Licensing of Council Controlled Land Policy (Draft March 2024)*. In part, the policy provides as follows in the case of leases and licenses to commercial operators on Community or Crown Land:

*"1 The market shall be tested through an open tender process....*

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*3 Prior to the calling of tenders, a report which details the proposed use under a lease or licence will be brought before Council. Tenders shall not be called until Council has approved the use."*

Council approval is being sought at this time so that if approved, the Tender process may be initiated and progressed during the Council's caretaker mode in anticipation of the Local Government elections due to be held on 14 September 2024. Once the tender process is completed a report will be submitted to the Finance Community & Services Committee meeting in November 2024.

### **Options:**

Council may choose to accept the resolution or otherwise resolve as it considers appropriate.

### **Community Engagement and / or Internal Consultation:**

There was no community engagement and / or consultation required in writing this report. The tender will be publically advertised in accordance with the Tendering Regulations.

### **Policy Implications:**

This report aligns with the recent Council adoption of the Leasing and Licensing Policy and does not have any policy implications.

### **Financial Implications:**

Council currently receives income for the below premises:

- Kayak hire, storage and coaching facility, Rose Bay Park: \$9,315.38 per annum ex. GST.
- Watercraft Hire and storage located at Tingira Memorial Park, Rose Bay: \$19,137.93 per annum ex GST

It is anticipated that the invitations to Tender will lead to offers in excess of the above amounts.

### **Resourcing Implications:**

Council Officers will conduct the Tender with assistance from contracted solicitors.

### **Conclusion:**

It is considered appropriate for Tenders to now be invited for the licence and operation of a kayak hire, storage and coaching facility at Rose Bay Park and the licence and operation for non-motorised watercraft hire and storage located at Tingira Memorial Park.

### **Attachments**

1. Location of the two licenced premises [↓](#) 





**Item No:** R4 Recommendation to Council  
**Subject:** **PROPOSED DOUBLE BAY CHRISTMAS FAIR AND ORGANIC FOOD MARKETS - GRANT FUNDING**  
**Author:** James Granter, Coordinator Economic Development  
**Approvers:** Anne White, Manager Strategic Planning & Place  
Vicki Munro, Manager Community & Culture  
Scott Pedder, Director Planning & Place  
**File No:** 24/103983  
**Purpose of the Report:** To respond to a Council resolution requesting a further report on the Double Bay Christmas Fair.  
**Alignment to Delivery Program:** Strategy 2.1: Build strong and respectful connections with partners so that we can enhance and protect our local area and quality of life.

**Recommendation:**

THAT Council:

- A. Approve the staff recommendation to support the Double Bay Christmas Fair 2024 with a grant allocation of \$7,500 from the Placemaking Grant stream.
- B. Encourage the Organic Food Markets to apply for financial support under the 2025/26 annual grants round.

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**Executive Summary:**

This report has been prepared in response to Part B of the Council resolution from 11 June 2024, where Council resolved to defer further consideration of the grant funding for the Double Bay Christmas Fair pending a further report from staff.

This report provides an analysis and staff recommendation in respect of two applications for Christmas Fairs at Steyne Park (Double Bay) being:

1. The Justine Wallace - Fortis/Pallas Double Bay Christmas Fair which is taking place on 30 November 2024; and,
2. The Organic Food Markets Double Bay Festival, originally proposed for 3 November 2024.

Council staff are satisfied that the application for the Double Bay Christmas Fair is consistent with the Grants Policy and Guidelines under the 2024/25 Placemaking Theme. The application is well progressed, and is programmed to be an excellent addition to the Woollahra Placemaking calendar.

The Organic Food Markets application, received on 16 June 2024, fell outside the deadlines for the 2024/25 Grants program. Furthermore, if the event was to proceed as a Christmas Festival, it would duplicate an existing event/activation in the local area.

Council staff maintain their recommendation that Council should fund the Double Bay Christmas Fair for \$7,500 under the Placemaking Grant stream. The Organic Food Markets are encouraged to apply for grant funding under the 2025/26 grants round.

**Discussion:**

Background

Council opened the Grants Program, 2024/25 round for applications from 1 April to 5 May 2024. Eighty four applications were received across the four grant streams of Community and Culture Grants, Environmental Grants, Placemaking Grants and Business Sector Support Grants.

Within the grant deadlines, 16 Placemaking Grants applications were received. Each of these applications were evaluated against the relevant criteria being:

- Events and activations that create vibrant, liveable and connected places.
- Applications must demonstrate activation and enhancement of public spaces, business areas may also be considered.
- The project must be of a scale appropriate to the proposed area and is thoughtfully sited to create a point of interest or define a space.
- The applicant must have secured external event partners or can identify how they will engage partners to ensure longer term delivery of program.
- The applicant has demonstrated that the proposed activity, promotes, and raises awareness around multiple businesses/a business precinct rather than one single business.

As a consequence of this assessment, Council staff recommended that 11 applications should be supported by Council under the Placemaking Grant stream.

On 3 June 2024, the Finance Community & Services Committee gave consideration to the proposed funding recommendations under Council's Grant Program including Community and Cultural Grants, Environmental Grants, Placemaking Grants and Business Section Support.

On 11 June 2024, Council resolved as follows:

*THAT Council:*

- A. *Approve the staff selection committee's recommendations for large and small grants under the 2024/25 Council's Grants Program as detailed in this report and related attachments excluding, Lumiere Sculpture Festival Incorporated from the Placemaking Grants recommended projects for funding of \$7,500, and include funding for Pound Paws Dog Day at Double Bay of \$3,500*
- B. *Defer consideration for the funding of the Double Bay Christmas Fair of \$7,500 to the meeting of the Finance, Community & Services Committee on 1 July 2024 pending a further report from staff.*
- C. *Approve two additional Placemaking projects be approved for funding from the Placemaking Grants. These were recommended subject to funding becoming available:*
  - i. *Art House Gallery Australia - John Prince Siddon and Mangkaja Arts Resource Agency Exhibition at Woollahra Gallery at Redleaf for NAIDOC week 2024 – amount recommended \$4,500*
  - ii. *The Mito Foundation – The Bloody Long Walk East Sydney - amount recommended \$3,000*
- D. *Note that successful grant recipients will be invited to a Grants Awards presentation to be held on Wednesday 24 July, 2024 at 2:00pm, hosted by the Mayor.*

- E. *Note total unspent funds are \$4,006.25 as a result of: Community and Cultural (\$1,398.25 unspent funds); Placemaking (\$108 unspent funds) and Business Sector Support (\$2,500 unspent funds)*

This report has been prepared in response to Part B of the Council resolution from 11 June 2024.

### Council's Grants Policy

Of relevance to this report, the Grants Policy (which was adopted by Council resolution on 26 June 2023) states the following:

- There will be an annual call for Council's Grants Program, with the grants to be awarded at the beginning of each financial year. The successful proposal must be completed in accordance with the timeframe.  
*(page 8 of Grants Policy adopted 26 June 2023)*
- The grant proposal should complement but not duplicate existing services/activities in the local area unless a demonstrated need is identified.  
*(page 6 of Grants Policy adopted 26 June 2023)*
- Applicable Council Fees and Charges may be eligible as "in-kind" support and need to be included in the grant budget of all grant submissions, if applicable. These services could include cleansing and waste, development application, temporary road closure, in-house design or printing and venues/sports ground hire fees etc. No additional waiving of fees or charges will be given to successful grant applicants.  
*(page 6 of Grants Policy adopted 26 June 2023)*

### Placemaking Grants

Placemaking Grants support projects, activities and events that activate and enhance public spaces, publicly accessible spaces, commercial centres and suburbs within the Woollahra LGA. There are two categories under this Grant's Program stream.

Category 1 – Events

Category 2 – Place activation

- Small Grants of up to \$3,000 are available to businesses, sole traders, community organisations, community groups and individuals and
- Large Grants of between \$3,001 and \$7,500 are available to businesses, community organisations or community groups.

### Double Bay Christmas Fair

The Double Bay Christmas Fair is an application proposed by the Double Bay Christmas Fair Pty Ltd (Justine Wallace – Fortis/Pallas Group). The Double Bay Christmas Fair was successfully delivered in 2023 at Guilfoyle Park and seeks to expand in 2024 to Steyne Park.

Having assessed the application against the Grant Policy and Guidelines, the Double Bay Christmas Fair application is well put together, well planned and has broad appeal for families. The planning for the Christmas Fair is well progressed in community and business engagement, includes a detailed budget and was received on time (consistent with the grant deadlines).

In 2024 the Double Bay Christmas Fair will consist of:

- Christmas Markets with food, beverage, gifts, treats and artisan wares;
- Approximately 100 stallholders including numerous local businesses;
- Christmas Carols and Concert Performances with musicians and local entertainment;

- Family and children activities including jumping castle, animal petting zoo, pony rides, face painting and photos with Santa;
- Performances by and engagement with Woollahra LGA schools including Double Bay Public School, Bellevue Hill Public School, Kambala Girls School, Ascham School and Sydney Grammar School. Planned school activities includes performances with the school's music departments, a student cake stall, student busking performances and promotion via the school newsletters; and
- A possible family fireworks display.

The planning for the Double Bay Christmas Fair is well advanced as demonstrated by the following:

- There is a Council booking for Steyne Park for Saturday 30 November 2024;
- An experienced market operator (Cambridge markets) has been employed to run the markets;
- A development application is in progress;
- The Double Bay Public School (parents and citizens association) have been approached to host a stall for the morning at the puppy Santa photos; and
- Planning with music departments in local schools is underway (including the Double Bay Public School).

From informal community feedback, it is recognised that the Double Bay Christmas Fair 2023 was well received, and was a boost to the Double Bay precinct. An economic development analysis prepared via Council's in-house tool "SpendMapp" shows an increased spend on Dining and Entertainment in Double Bay during the Christmas Fair in 2023 compared to the week prior (9% increase) and compared to the week after (15% increase).

The application for the Double Bay Christmas Fair requested funding of \$7,500. The grant funding would cover the estimated Council fees of approximately \$7,000 (ex GST), which would include park hire fees, bins and waste fees, amusement devices fees, parking application fees, food inspection fees and development application (DA) lodgement costs.

Other expenses not covered by the proposed grant, and paid for by the applicant include:

- Concert stage and performers - \$25,000 ex GST,
- Marketing - \$10,000 ex GST (including community flyer printing and distribution),
- Santa hire, amusement rides and other family activity hire of \$5,700 ex GST,
- Other operational costs of \$7,900 ex GST.

Accordingly, Council staff recommend the funding of \$7,500 to support this event to cover the estimated Council fees and partly offset marketing costs. The total project budget detailed in the application is \$55,600 ex GST and the proposed grant support of \$7,500 ex GST is 13.5% of the overall costs.

#### Organic Food Markets (Double Bay Festival)

The Organic Food Markets have been successfully operating in Guilfoyle Park in Double Bay since 2010.

On 16 June 2024, a proposal from Organic Food Markets for a Double Bay Festival was received. The proposal did not include a budget or costings and provided limited event details. Council staff contacted Organic Food Markets requesting further information including budget, size of market and overall event spend. On 21 June 2024, an updated proposal from Organic Food Markets was received (see **Attachment 1**).

Organic Food Markets are proposing the re-establishment of a Double Bay Festival style event, in Steyne Park. The event would consist of stalls which would include a mix of hot food, food, retail, homewares, fashion, child friendly items and handmade art. The rest of the park space would accommodate entertainment such as camel or pony rides, face painters and a busking competition.

The applicant has requested grant funding of \$5,789 ex GST. This funding is to pay for “in kind” Council support, and represents 24.3% of the overall costs.

It is noted that on page 2 of the application, the proposal states

*“Organic Food Markets is flexible on the date and would work with Council to deliver:*

- *a Double Bay Festival or Jacaranda Festival on Sunday 3 November 2024*
- *a Summer Festival on Sunday 1 February 2025*
- *an Easter Fair on Sunday 13 April 2025”*

Council staff support the expansion of the Organic Food Market into a larger event at Steyne Park. However, this application fell outside of the deadlines for the 2024/25 Grants program.

Furthermore, if the event was to proceed as a Christmas Festival, it would duplicate an existing event/activation in the local area. This would be contrary to the adopted Grants Policy which does not support proposals which duplicate existing services/activities in the local area unless a demonstrated need is identified.

Consistent with the adopted Grants Policy and Guidelines, staff recommend that the Organic Food Market lodges an application for the 2025/26 grants round, and at this point it can be considered (along with all other applications) at the appropriate time, against the relevant criteria.

#### **Options:**

Council staff recommend that Council resolves to support the Double Bay Christmas Fair with a grant allocation of \$7,500 from the Placemaking Grant stream and encourage the Organic Food Markets to apply for financial assistance under the 2025/26 Grant funding round. Council may resolve in line with the recommendation/s as included in this report or, Council may choose to resolve in some other manner.

Should Council resolve to support the application for the Organic Food Markets, staff recommend that this event should not be a Christmas event. As outlined in the application, the event should be held at a different time of year i.e. a Summer Festival on Sunday 1 February 2025 or an Easter Fair on Sunday 13 April 2025.

#### **Community Engagement and / or Internal Consultation:**

In preparing this report, internal consultation was undertaken with the following teams: Open Space and Recreation and Community and Culture.

External consultation was undertaken with representatives from: Double Bay Christmas Fair, Cambridge Markets, Organic Food Markets and the Fortis Group.

#### **Policy Implications:**

This report was prepared having regard to Council’s Grants Policy and Guidelines.

### **Financial Implications:**

Should Council support the staff recommendation, \$7,500 ex GST will be allocated to the Double Bay Christmas Fair. This amount has already been budgeted for in the Placemaking Grants.

Should Council support the grant allocation to the Double Bay Christmas Fair, it is noted that the unspent funds for the 2024/25 Grants program is a total of \$4,006.25 (*Community and Cultural (\$1,398.25 unspent funds); Placemaking (\$108 unspent funds) and Business Sector Support (\$2,500 unspent funds)*).

Should Council resolve to support the application for the Organic Food Markets, these unspent funds could be made available.

### **Resourcing Implications:**

Should Council support the staff recommendation, there will be no resourcing implications.

### **Conclusion:**

In response to the Council resolution from 11 June 2024, staff have prepared a further report relating to the grant funding for the Double Bay Christmas Fair. Staff maintain their recommendation that \$7,500 should be provided to the Double Bay Christmas Fair, which is already programmed for 30 November 2024.

Council staff do not support grant funding for the Organic Food Markets in 2024/25 but encourage the Organic Food Markets to apply for grant funding in the 2025/26 Grants program.

### **Attachments**

1. Organic Food Markets Proposal 21 June 2024 [↓](#) 



## Proposal: Double Bay Festival – Organic Food Markets

### Background:

Organic Food Markets has successfully supplied and managed stalls at five consecutive Double Bay Festivals (2010 – 2015) in collaboration with the Woollahra Council (Council) and Double Bay Chamber of Commerce. These events significantly boosted the Double Bay visitor economy, with Council's own economic impact assessment showing the Festival had a total impact of \$15 153 222, creating 74.9 FTE roles with 33.2 of those specifically employing local residents.

### Concept:

Organic Food Markets proposes re-establishment a Double Bay Festival style event in new format at Steyne Park in Double Bay. By adopting the correct approach, it should be possible to deliver a significant event without requiring significant financial contribution by Council. The event would be branded as either the Double Bay Jacaranda Festival, Double Bay Summer Festival or Double Bay Easter Festival.

### Request of Council:

Organic Food Markets requests that the Council provides a grant to cover the costs of Council Fees and Services totaling \$5789, as outlined and itemized in the event budget (attached).

Organic Food Markets also requests that Council help promote the event on Council owned assets and social media channels.

Event Details:

Organic Food Markets is flexible on the date and would work with Council to deliver:

- a Double Bay Festival or Jacaranda Festival on Sunday 3 November 2024
- a Summer Festival on Sunday 1 February 2025
- an Easter Fair on Sunday 13 April 2025

Location: Steyne Park, Double Bay

Operating Hours: 10 am – 3:30 pm

Bump in: 8:00 am – 10:00 am

Trading from 10:00 am – 3:30 pm

Bump out: 3:30 pm – 6:00 pm

Wet weather contingency: Wet weather at this time of year is not anticipated. However, the Festival is proposed to operate rain or shine, unless unsafe to proceed.

The site is some 10 000 m<sup>2</sup>, allowing room for up to 200 stallholders across 1800 square metres, plus 3 metre wide thoroughfares. It is anticipated that 60 per cent of these stallholders would be drawn from Organic Food Market's database, in addition to 20 per cent historical Double Bay Festival stallholders and 10 per cent new business. Stallholders would include, but not be limited to, a mix of hot food, food, retail, homewares, fashion, child friendly items, handmade and art.

The rest of the park space would accommodate entertainment such as camel rides or pony rides, face painters, hair braiding, henna/temporary tattoos (subject to availability once a date is finalized). Small children's rides and sideshow providers will also be approached, once a date is finalized. Providers will be sourced from Organic Food Market's extensive database.

Busking stations would be located across the event re-establishing the traditional Double Bay Festival Busking Competition. Buskers would perform from 11:00 am – 3:00 pm with prizes sponsored by local business and presented at the close of the event (between 3:00 pm-3:30 pm). Organic Food Markets would approach local hospitality venues to sponsor the first prize (a paid gig at their venue) and the runner up receiving a lesser value cash prize. In keeping with busking style performances, there will not be a stage, allowing for multiple performances to occur simultaneously across the event footprint. Organic Food Markets has



a database of buskers and would also approach the Australian National Busking Championships about collaborating.

Organic Food Markets would collaborate with the local business chambers, such as the Sydney East Business Chamber and the Double Bay Chamber of Commerce, around sponsorship and other opportunities to be involved in and benefit from the event. Members of these business organizations would be offered a 10 per cent discount on stall fees. Organic Food Markets would also approach businesses including local luxury car dealers to have a luxury car show across one section of the Festival, which was extremely successful during past Double Bay Festival events.

**Layout and Traffic Management:**

Without finalizing the detailed layout, it is expected that the layout would accommodate a section for stallholders, multiple busking stations, amusements/entertainment, a picnic area and other activations dependent on interest from local businesses (ie luxury car display). Traffic Management would be managed by Organic Food Markets and no road closures are planned.

**Promotion:**

The event will be promoted via social media marketing (both paid and organic) and via what's on pages. Organic Food Markets will work with local media and radio to achieve organic media coverage (press releases) and place paid advertising.

