



# Finance, Community & Services Committee

Monday 6 May 2024  
6.30pm

## Minutes





# Finance, Community & Services Minutes

**Monday 6 May 2024**

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## Finance, Community & Services

### Minutes of the Meeting held on 6 May 2024 at 6.30pm

Present: Councillors: Mary-Lou Jarvis (Chair)  
Peter Cavanagh (via Zoom)  
Luise Elsing  
Nicola Grieve  
Harriet Price  
Mark Silcocks

Staff	Emilio Andari	(Manager – Engineering Services)
	Jennifer Chenhall	(Manager – Governance & Risk)
	Paul Fraser	(Manager – Open Space & Trees)
	Micaela Hopkins	(Teams Leader - Environment & Sustainability)
	Rhys Johnson	(Governance Coordinator)
	Richard Ladlow	(Manager – Capital Projects)
	Zubin Marolia	(Manager – Property & Projects)
	Sue Meekin	(Director – Corporate Performance)
	Patricia Occelli	(Director – Community & Customer Experience)
	Tom O’Hanlon	(Director – Infrastructure & Sustainability)
	Paul Ryan	(Chief Financial Officer)

Also in Attendance: Nil

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## 1. Opening

The Chair declared the Finance, Community & Services Committee of 6 May 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 and Apologies

An apology was received and accepted from Councillor Zeltzer and leave of absence granted.

**General Item No:** 4.1 Audio-Visual Link

**(Elsing/Grieve)**

**Resolved:**

THAT in accordance with clause 5.23 of Council's Code of Meeting Practice, Council approves the following Councillors participation in the Finance, Community & Services Committee of 6 May 2024 via Audio-Visual Link:

- Councillor Cavanagh

*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**

## **5. Late Correspondence**

Late correspondence was submitted to the committee in relation to items R1 & R4

## **6. Disclosures of Interest**

Nil

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**Items to be Decided by this Committee using its Delegated Authority**

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**Item No:** D1 Delegated to Committee  
**Subject:** **CONFIRMATION OF MINUTES OF MEETING HELD ON 2 APRIL 2024**  
**Author:** Sue O'Connor, Governance Officer  
**File No:** 24/57192  
**Purpose of the Report:** The Minutes of the Finance, Community & Services Committee of 2 April 2024 were previously circulated. In accordance with the guidelines for Committees' operations it is now necessary that those Minutes be formally taken as read and confirmed.  
**Alignment to Delivery Program:** Strategy 11.3: Ensure effective and efficient governance and risk management.

**(Silcocks/Price)**

**Resolved:**

THAT the Minutes of the Finance, Community & Services Committee Meeting of 2 April 2024 be taken as read and confirmed.

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

***For the Motion***

***Against the Motion***

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

Nil

**6/0**

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**Item No:** D2 Delegated to Committee  
**Subject:** **WOOLLAHRA LOCAL TRAFFIC COMMITTEE MINUTES - 2 APRIL 2024**  
**Author:** Emilio Andari, Manager Engineering Services  
**Approver:** Tom O'Hanlon, Director Infrastructure & Sustainability  
**File No:** 24/73440  
**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.

**(Grieve/Elsing)**

**Resolved:**

THAT the Recommendations Y3-Y4 contained in the minutes of the Woollahra Local Traffic Committee held on Tuesday 2 April 2024 be adopted, with items Y1-Y2 being deferred for further investigation to a future meeting at a date to be determined.

*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

Nil

**6/0**

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**Item No:** Y1  
**Subject:** ROSE BAY AVENUE, BELLEVUE HILL - MOBILITY PARKING SPACE  
**Author:** Frank Rotta, Traffic & Transport Engineer  
**Approvers:** Ever Fang, Traffic & Transport Engineer  
Emilio Andari, Manager Engineering Services  
**File No:** 24/52966  
**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.

**(Grieve/Elsing)**

**Resolved:**

THAT the Committee defer the matter for further investigation to a future meeting at a date to be determined:

- A. A 'Mobility Parking' space be installed on the southern side of Rose Bay Avenue Bellevue Hill, immediately east of the timed 'No Stopping' restrictions in front of property No.9 Rose Bay Avenue for a section of 5.8 metres, as indicated in Attachment 1.
- B. The applicant be advised of Council's Procedure and Conditions for Mobility Parking Zones, including the requirement to renew these zones annually.

*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

Nil

**6/0**



**Item No:** Y2  
**Subject:** **ROSE BAY AVENUE, BELLEVUE HILL - TIMED PARKING RESTRICTIONS**  
**Author:** Frank Rotta, Traffic & Transport Engineer  
**Approvers:** Ever Fang, Traffic & Transport Engineer  
Emilio Andari, Manager Engineering Services  
**File No:** 24/52995  
**Purpose of the Report:** To respond to request from the local community  
**Alignment to Delivery Program:** Strategy 6.2: Management of public parking on-street and off-street.

**(Grieve/Elsing)**

**Resolved:**

THAT the Committee defer the matter for further investigation to a future meeting at a date to be determined:

'2P 7:30am-4pm Mon-Fri School Days Only' parking restrictions be installed for a section of 11 metres, as indicated in Attachment 1, to allow visitors and tradesmen to access these private residences.

*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

Nil

**6/0**

**Item No:** Y3  
**Subject:** **GLENMORE ROAD, PADDINGTON - PARKLET INSTALLATION**  
**Authors:** Ever Fang, Traffic & Transport Engineer  
Jim Allison, Senior Property Officer  
**Approver:** Emilio Andari, Manager Engineering Services  
**File No:** 24/53346  
**Purpose of the Report:** To seek approval for the installation of a parklet.  
**Alignment to Delivery Program:** Strategy 6.2: Management of public parking on-street and off-street.

**(Grieve/Elsing)**

**Resolved:**

THAT approval be granted to replace the existing '1P 8:30am-6pm Mon-Fri 8:30am-12:30pm Sat' located on the western side of Glenmore Road, Paddington, across the frontage of 2a/2-16 Glenmore Road and immediately south to the existing parklet, with 'No Stopping' restrictions for a section of 4.25 metres, as shown in Attachment 1, for the installation of a parklet to support and encourage community connection by introducing additional outdoor seating and planting, subject to the following conditions:

- A. Any directive provided by the NSW Police Force is to be complied with.
- B. All conditions contained within the Parklet Approval issued by Woollahra Council (Attachment 2).
- C. The parklet is to operate in conjunction to the approved footway dining permit and operate for a period of up to 7 years commencing from the date in which the applicant is notified of the determination of their application.
- D. The applicant must supply and erect protection barriers for the parklet to ensure public safety. The applicant must remove any implemented barriers, at the completion of the period.
- E. The applicant must inform Council officers when the parklet is no longer required and will be removed.
- F. Council shall be indemnified against all claims for damage or injury that may result from either the activities or from the occupation of part of the public road reserve during the activities. A copy of Public Liability Insurance Cover to the value of \$20,000,000 shall be provided to Council prior to the installation of the parklet and Council must be listed as an interested party on the insurance policy.
- G. Council shall be reimbursed for the cost of repair of any damage caused to Council property as a result of the activities.
- H. Noise created by the use of equipment or activity must be controlled as required by the 'Protection of the Environment Operations (Noise Control) Regulation 2000'.
- I. The applicant must make arrangements to remove all waste/rubbish from the parklet on a daily basis.
- J. Failure to comply with any of these conditions may result in the cancellation of the use of a parklet at Council's discretion.
- K. Woollahra Council reserves the right to cancel this approval at any time.

*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

Nil

**6/0**

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**Item No:** Y4  
**Subject:** **EPPING ROAD, DOUBLE BAY - UPGRADE TO PEDESTRIAN REFUGE ISLAND DESIGN PLAN**  
**Author:** Ever Fang, Traffic & Transport Team Leader  
**Approver:** Emilio Andari, Manager Engineering Services  
**File No:** 24/53693  
**Purpose of the Report:** To improve traffic conditions and pedestrian safety at this intersection due to construction of adjacent childcare centre  
**Alignment to Delivery Program:** Strategy 6.1: Facilitate an improved network of accessible and safe active transport options.

**(Grieve/Elsing)**

**Resolved:**

THAT the design plan for the proposed pedestrian refuge island upgrade and the installation of a concrete blister and edge line marking in Epping Road, Double Bay (as per attached Attachment 1 – Design Plan) be approved.

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

**For the Motion**

**Against the Motion**

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

Nil

**6/0**

**Item No:** D4 Delegated to Committee  
**Subject:** **CONFIRMATION OF MINUTES OF THE PUBLIC ART PANEL MEETINGS HELD ON 15 MARCH AND 19 APRIL 2024**  
**Author:** Maria Lacey, Public Art Coordinator  
**Approvers:** Vicki Munro, Manager Community & Culture  
Patricia Occelli, Director Community & Customer Experience  
**File No:** 24/71839  
**Purpose of the Report:** The Minutes of the Public Art Panel of 15 March and 19 April 2024 were previously circulated. In accordance with the guidelines for Committees' operations it is now necessary that those Minutes be formally taken as read and confirmed.  
**Alignment to Delivery Program:** Strategy 3.1: Promote opportunities for innovative, creative and cultural initiatives that support the community.

**(Elsing/Silcocks)**

**Resolved:**

THAT the Minutes of the Public Art Panel Meetings held on 15 March 2024 and 19 April 2024 be taken as read and noted.

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

**For the Motion**

**Against the Motion**

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

Nil

**6/0**

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**Item No:** D5 Delegated to Committee  
**Subject:** **CONFIRMATION OF MINUTES OF ARTS AND CULTURE ADVISORY COMMITTEE MEETING HELD ON 25 MARCH 2024**  
**Author:** Maya Jankovic, Coordinator Community & Culture  
**File No:** 24/72250  
**Purpose of the Report:** The Minutes of the Arts and Culture Advisory Committee of 25 March 2024 were previously circulated. In accordance with the guidelines for Committees' operations it is now necessary that those Minutes be formally taken as read and confirmed.  
**Alignment to Delivery Program:** Strategy 3.1: Promote opportunities for innovative, creative and cultural initiatives that support the community.

**(Elsing/Grieve)**

**Resolved:**

THAT the Minutes of the Arts and Culture Advisory Committee Meeting of 25 March 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 Cavanagh  
Councillor Elsing  
Councillor Grieve  
Councillor Jarvis  
Councillor Price  
Councillor Silcocks

**Against the Motion**

Nil

6/0

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

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**Item No:** R1 Recommendation to Council  
**Subject:** **LICENCE FOR A SECTION OF VAUCLUSE BOWLING CLUB & COMMUNITY FACILITY WITH SOUTH EASTERN SYDNEY LOCAL HEALTH DISTRICT (SESLHD) CHILD AND FAMILY HEALTH FOR USE AS CHILD AND FAMILY HEALTH NURSING SERVICE**  
**Authors:** Vicki Munro, Manager Community & Culture  
Zubin Marolia, Manager Property & Projects  
**Approver:** Patricia Occelli, Director Community & Customer Experience  
**File No:** 24/32843  
**Purpose of the Report:** To seek authorisation for the General Manager to enter into a licence of a section of Vacluse Bowling Club & Community Facility with South Eastern Sydney Local Area Service (SESLHD) for the delivery of a Child and Family Health Nursing Service.  
**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:** Late correspondence was tabled by Patricia Occelli, Council's Director Community & Customer Experience.

**(Grieve/Elsing)**

**Recommendation:**

THAT Council:

- A. Enters into a licence for a five (5) year term plus a further five (5) year option period at a peppercorn rent (\$1 if demanded) including the payment of associated outgoing costs for cleaning, electricity and water with South Eastern Sydney Local Health District (SESLHD) Child and Family Health for the provision of a Child and Family Health Nursing Service at the newly renovated Vacluse Bowling Club & Community Facility at 80-82 New South Head Road, Vacluse.
- B. Accepts the financial contribution of \$200,000 excluding GST towards the development of the site which will be payable at the execution of the legal agreement.
- C. Authorises the General Manager to execute all legal documents required to enter into a lease agreement with South Eastern Sydney Local Area Health Service.
- D. Notes the Woollahra Local Planning Panel is considering the Development Application on 2 May 2024. The outcome will be provided through late correspondence.

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

**For the Motion**

**Against the Motion**

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

Nil

**6/0**

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**Item No:** R2 Recommendation to Council  
**Subject:** **CAPITAL WORKS PROGRAM - QUARTERLY PROGRESS REPORT MARCH 2024**  
**Authors:** Petrina Duffy, Coordinator Strategy & Performance  
Henrietta McGilvray, Senior Corporate Accountant  
**Approvers:** Sue Meekin, Director Corporate Performance  
Tom O'Hanlon, Director Infrastructure & Sustainability  
**File No:** 24/72617  
**Purpose of the Report:** To provide the Committee with an update on the status of the projects in the FY2023-24 Capital Works Program, for the quarter ended 31 March 2024  
**Alignment to Delivery Program:** Strategy 11.2: Secure Council's financial position.

**Note:** Shoshana Fogelman and Robin Spiro, in person addressed the Committee.

**(Elsing/Grieve)**

**Recommendation:**

THAT the Capital Works Program – Quarterly Progress Report for the quarter ended 31 March 2024 be received and noted.

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

**For the Motion**

**Against the Motion**

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

Nil

**6/0**

**Item No:** R3 Recommendation to Council  
**Subject:** **2023-24 BUDGET REVIEW FOR THE QUARTER ENDED 31 MARCH 2024**  
**Authors:** Henrietta McGilvray, Senior Corporate Accountant  
Esther Hii, Acting Senior Corporate Accountant  
Paul Ryan, Chief Financial Officer  
**Approvers:** Sue Meekin, Director Corporate Performance  
Craig Swift-McNair, General Manager  
**File No:** 24/38670  
**Purpose of the Report:** To report on the review of the 2023-24 budget forecast position as at the quarter ended 31 March 2024  
**Alignment to Delivery Program:** Strategy 11.2: Secure Council's financial position.

**(Elsing/Grieve)**

**Recommendation:**

THAT Council:

- A. Receive and note the report on the budget review for the quarter ended 31 March 2024.
- B. Note the statement from the responsible accounting officer, Council's Chief Financial Officer that the projected financial position at 31 March 2024, based on the forecasts outlined in this report, will remain satisfactory.
- C. Adopt the recommended variations to the 2023-24 budget as outlined in this report titled 2023-2024 Budget Review for the quarter ended 31 March 2024, resulting in a net operating deficit before capital grants and contributions of (\$2.299) million, a decrease of \$6.769 million from the quarter ended 31 December 2023 revised budget. The original approved 2023-24 budget after revotes for net operating result before capital grants & contributions was \$1.079m.
- D. Establish a new internally restricted reserve for the Urban Forest Strategy and approve a one off transfer of \$3m to this reserve.

*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**

**Item No:** R4 Recommendation to Council  
**Subject:** **MONTHLY FINANCIAL REPORT - 31 MARCH 2024  
INVESTMENT HELD AS AT 30 APRIL 2024**  
**Author:** Abdullah Rayhan, Team Leader Financial Services  
**Approvers:** Paul Ryan, Chief Financial Officer  
Sue Meekin, Director Corporate Performance  
**File No:** 24/68344  
**Purpose of the Report:** To present the monthly financial report for March 2024 and to present a list of investments held as of 30 April 2024.  
**Alignment to Delivery Program:** Strategy 11.2: Secure Council's financial position.

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

**(Silcocks/Elsing)**

**Recommendation:**

THAT Council:

- A. Receive and note the Monthly Financial Report – March 2024.
- B. Note that the Council's 12-month weighted average return for March 2024 on its direct investment portfolio of 5.20% (LM: 5.14%, LY: 4.11%) exceeds the benchmark 90-day AusBond Bank Bill Index of 4.42%.
- C. Note that the interest revenue for the year to date March 2024 is \$3.88M, exceeding our revised year to date budget of \$2.27M for the same period.
- D. Receive and note the list of Council's investments held as of 30 April 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

***Against the Motion***

Nil

**6/0**



**Item No:** R5 Recommendation to Council  
**Subject:** **GUGARA PARK - RESPONSE TO NOTICE OF MOTION TO CONSIDER TOILET FACILITIES IN GUGARA PARK, PADDINGTON**  
**Author:** Paul Fraser, Manager Open Space & Trees  
**Approver:** Tom O'Hanlon, Director Infrastructure & Sustainability  
**File No:** 24/67846  
**Purpose of the Report:** To respond to Notice of Motion – Dillon Street Reserve aka Gugara Park  
**Alignment to Delivery Program:** Strategy 5.1: Enhance council provided community facilities to foster connections between people and place and enhance quality of life.

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

**(Price/Cavanagh)**

**Recommendation:**

THAT Council:

- A. Note the previous consultation undertaken prior to the redesign of Gugara Park and the recent requests raised by community members relating to the addition of a toilet in the park.
- B. Undertake community consultation on the proposed toilet and report those findings back to the Finance, Services and Community Committee.
- C. Request that staff propose two (2) or three (3) alternative feasible sites within the park for the placement of the toilets to be included as part of the public exhibition and consultation process.

**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

Nil

**6/0**

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There being no further business the meeting concluded at 7.40pm.

**We certify that the pages numbered 217 to 231 inclusive are the Minutes of the Finance, Community & Services Committee Meeting held on 6 May 2024 and confirmed by the Finance, Community & Services Committee on 3 June 2024 as correct.**

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**Chairperson**

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**Secretary of Committee**