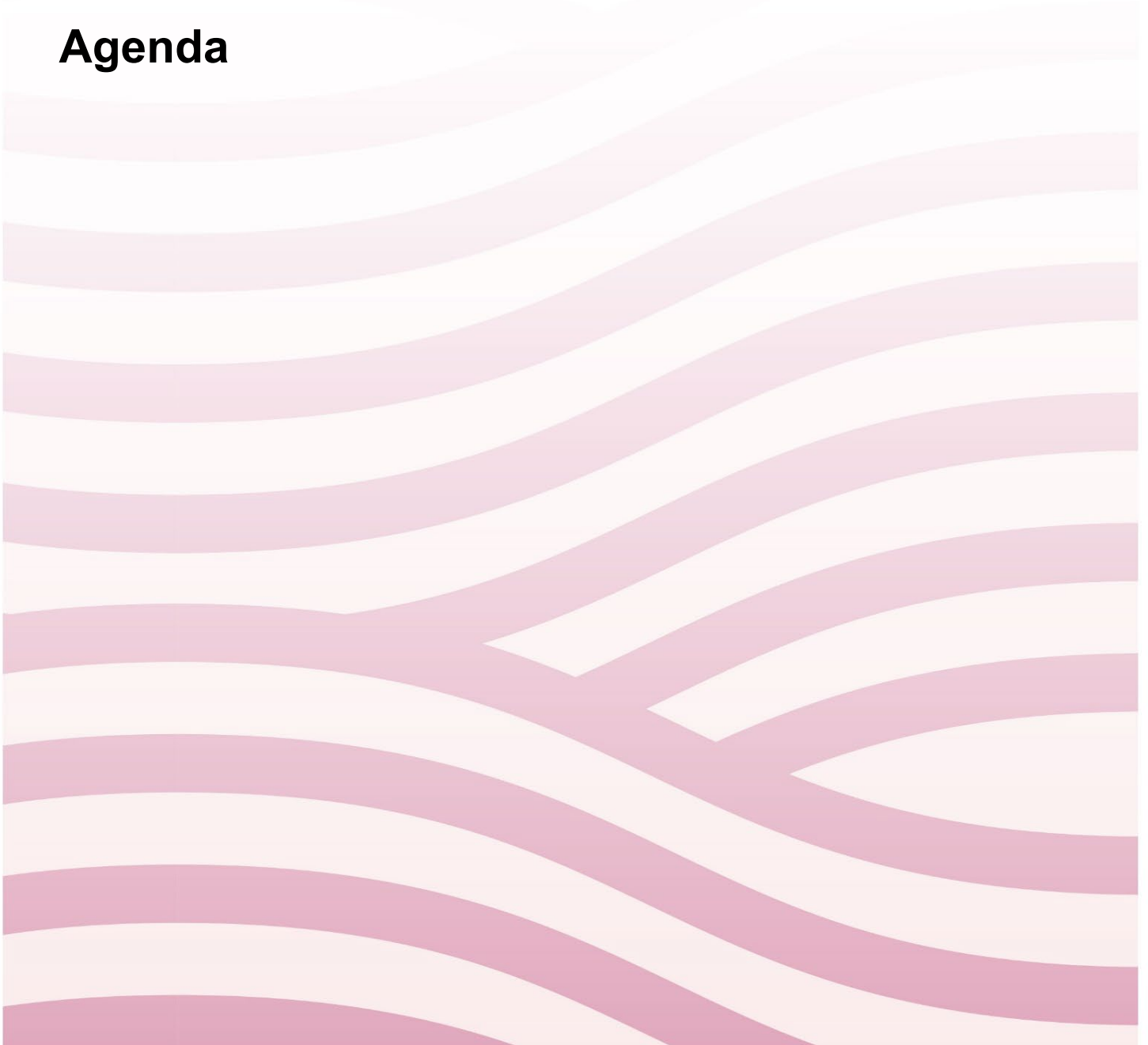




Finance, Community & Services Committee Meeting

Monday 7 November 2022
6.30pm

Agenda



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

To limit the spread of the COVID-19 virus Woollahra Council will be holding Council and Committee meetings (i.e. Environmental Planning (EP), Finance, Community & Services (FC&S) and Strategic & Corporate (S&C), The Mayor, Councillors and staff will be participating in person however at this time, members of the public are invited to watch and/or listen to meetings live (via Council's website).

A link will be available on Council's website:

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

To register to address the Committee, please email your name, phone number and Item number to records@woollahra.nsw.gov.au by 10.00am on the day of the meeting. Instructions on how to join the meeting will be forwarded to person who have pre-registered to make a submission/address the Committee, via email on the day of the meeting via email.

Late correspondence may be submitted for consideration by the Committee. All late correspondence must be received by 10.00am on the day of the meeting. Late correspondence is to be emailed to records@woollahra.nsw.gov.au

Minutes of the Finance, Community & Services Committee (FC&S) will be posted to Council's website once finalised.

If you are experiencing any issues please call Council's Governance department on (02) 9391 7001.

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

Outline of Meeting Protocol & Procedure:

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

Disclaimer:

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

By addressing and/or listening to a Council or Committee meeting, members of the public consent to their voice and personal information (including name and address) being recorded and publicly available on Council's website.

Accordingly, please ensure your address to Council is respectful and that you use appropriate language and refrain from making any defamatory statements or discriminatory comments. Woollahra Council does not accept any liability for statements, comments or actions taken by individuals during a Council or Committee meeting.

Any part of the meeting that is held in closed session will not be recorded.

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

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

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

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

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

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

- General financial and corporate management of the Council, except those specifically excluded by statute, by Council direction or delegated specifically to another Committee.
Note: This is not to limit the discretions of nominated staff members exercising Delegated Authorities granted by the Council.
- Statutory reviews of Council's Delivery Program and Operational Plan.
- Finance Regulations, including:
 - Authorisation of expenditures within budgetary provisions where not delegated;
 - Quarterly review of Budget Review Statements;
 - Quarterly and other reports on Works and Services provision; and
 - Writing off of rates, fees and charges because of non-rateability, bad debts, and impracticality of collection.
- 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.
- 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).

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

7 Councillors

Woollahra Municipal Council Notice of Meeting

3 November 2022

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

Dear Councillors,

Finance, Community & Services Committee – 7 November 2022

In accordance with the provisions of the Local Government Act 1993, I request your attendance at Council's **Finance, Community & Services Committee** meeting to be held in the **Council Chambers, 536 New South Head Road, Double Bay, on Monday 7 November 2022 at 6.30pm.**

Members of the public may:

- register to address the meeting (via Zoom) by emailing your name, phone number and the item number to records@woollahra.nsw.gov.au by **10.00am on the day of the meeting**
- submit late correspondence for consideration by Councillors by emailing records@woollahra.nsw.gov.au by **10.00am on the day of the meeting.**

Members of public are invited to watch and listen to the meeting live via Council's website: https://www.woollahra.nsw.gov.au/council/meetings_and_committees/committees/finance_community_and_services_committee_fcs/fc_and_s_agendas_and_minutes

A audio recording of the meeting will be uploaded to Council's website following the meeting by 5.00pm on the next business day. The safety of our community, Councillors and our staff is Council's number one priority and we thank you for your patience and understanding at this time.

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

Regards,

Craig Swift-McNair
General Manager

Finance, Community & Services Committee Meeting Agenda

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2.	Acknowledgement of Country (Gadigal People and Birrabirrigal People)	
3.	Leave of Absence and Apologies	
4.	Late Correspondence	
5.	Disclosures of Interest	
Items to be Decided by this Committee using its Delegated Authority		
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D2	Woollahra Local Traffic Committee Minutes - 4 October 2022 - 22/206263.....	21
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D4	Inclusion (Disability, Aged & Carers) Advisory Committee Minutes - 17 October 2022 - 22/208621	39
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R2	2022/23 Budget Review for the quarter ended 30 September 2022 - 22/202801.....	69
R3	Capital Works Program - Quarterly Progress Report September 2022 - 22/211867.....	89

Item No: D1 Delegated to Committee
Subject: **CONFIRMATION OF MINUTES OF MEETING HELD ON 4 OCTOBER 2022**
Author: Sue O'Connor, Governance Officer
File No: 22/194760
Purpose of the Report: The Minutes of the Finance, Community & Services Committee of 4 October 2022 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 11.1 Build an efficient organisation that places customers and the community at the heart of service delivery

Recommendation:

THAT the Minutes of the Finance, Community & Services Committee Meeting of 4 October 2022 be taken as read and confirmed.

Executive Summary:

This report presents the Finance, Community & Services Committee Minutes of 4 October 2022 for confirmation by the Committee.

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

Options:

Nil.

Community Engagement and / or Internal Consultation:

Nil.

Policy Implications:

Nil.

Financial Implications:

Nil.

Resourcing Implications:

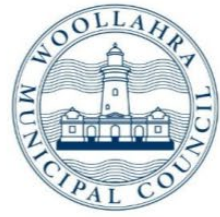
Nil.

Conclusion:

The minutes are presented for confirmation by the Committee.

Attachments

1. Unconfirmed FC&S Minutes - 4 October 2022



Finance, Community & Services Committee Meeting

Tuesday 4 October 2022
6.30pm

Minutes

Unconfirmed

Finance, Community & Services Committee Minutes

Tuesday 4 October 2022

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Finance, Community & Services Committee

Minutes of the Meeting held on 4 October 2022 at 6.30pm.

Present: Councillors: Toni Zeltzer (Chair)
Sarah Swan (Deputy Chair)
Peter Cavanagh via Zoom
Harriet Price
Nicola Grieve
Mark Silcocks
Merrill Witt

Staff	Emilio Andari	(Manager – Engineering Services)
	Anthony Crimmings	(Acting Director–Community & Customer Experience)
	Flynn Erich	(Meetings Officer)
	Roger Faulkner	(Team Leader – Open Space & Trees Rec Planning)
	Paul Fraser	(Manager – Open Space & Trees) via Zoom
	Sue Meekin	(Director – Corporate Performance)
	Vicki Munro	(Manager Community & Cultural)
	Mark Ramsay	(Acting Director – Infrastructure & Sustainability)
	Paul Ryan	(Chief Financial Officer)
	Craig Swift-McNair	(General Manager)
	Helen Tola	(Manager – Governance & Risk)

Also in Attendance: Councillor Matthew Robertson (Item R2)

1. Opening

The Chair declared the Finance, Community & Services Committee of 4 October 2022 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 Birrabirrigal 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 Birrabirrigal people, the traditional custodians of the land. On behalf of Woollahra Council, I acknowledge Aboriginal or Torres Strait Islander people attending today and I pay my respects to Elders past, present and emerging.

3. 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 Charles III.

4. Leave of Absence and Apologies

Nil

5. Late Correspondence

Late correspondence was submitted to the committee in relation to Item: R1

6. Declarations of Interest

Nil

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 5 SEPTEMBER 2022**
Author: Sue O'Connor, Governance Officer
File No: 22/178633
Purpose of the Report: The Minutes of the Finance, Community & Services Committee of 5 September 2022 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 11.1 Build an efficient organisation that places customers and the community at the heart of service delivery

(Silcocks/Swan)

Resolved:

THAT the Minutes of the Finance, Community & Services Committee Meeting of 5 September 2022 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 Grieve
Councillor Price
Councillor Silcocks
Councillor Swan
Councillor Witt
Councillor Zeltzer

Against the Motion

Nil

7/0

Item No: D2 Delegated to Committee
Subject: **WOOLLAHRA LOCAL TRAFFIC COMMITTEE MINUTES - 6 SEPTEMBER 2022**
Author: Emilio Andari, Manager Engineering Services
Approver: Mark Ramsay, Manager - Civil Operations
File No: 22/190207
Purpose of the Report: For the Committee to consider the recommendations of the Woollahra Local Traffic Committee
Alignment to Delivery Program: Strategy **Error! No document variable supplied.**

(Silcocks/Swan)

Resolved:

THAT the Recommendations Y1-Y2 contained in the minutes of the Woollahra Local Traffic Committee held on Tuesday 6 September 2022 be adopted.

Woollahra Municipal Council
Finance, Community & Services Committee Minutes

4 October 2022

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 Grieve
Councillor Price
Councillor Silcocks
Councillor Swan
Councillor Witt
Councillor Zeltzer

Nil

7/0

Item No: Y1
Subject: JERSEY ROAD, WOOLLAHRA - CENTRE LINE MARKINGS
Author: Ever Fang, Traffic & Transport Engineer
Approver: Emilio Andari, Manager Engineering Services
File No: 22/168407
Purpose of the Report: To respond to road safety concerns from the local community
Alignment to Delivery Program: Strategy 6.3 Reduce traffic congestion, noise and speeding.

(Silcocks/Swan)

Resolved:

THAT centre line markings be installed along Jersey Road, between Moncur Street and Thorne Street, Woollahra, as shown in Attachment 1, in order to assist with delineation and improve road safety 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 Grieve
Councillor Price
Councillor Silcocks
Councillor Swan
Councillor Witt
Councillor Zeltzer

Nil

7/0

Woollahra Municipal Council
Finance, Community & Services Committee Minutes

4 October 2022

Item No: Y2
Subject: **COOPER PARK ROAD, BELLEVUE HILL - TRAFFIC CALMING MEASURES DESIGN PLAN**
Author: Ever Fang, Traffic & Transport Engineer
Approver: Emilio Andari, Manager Engineering Services
File No: 22/168421
Purpose of the Report: To improve traffic conditions and pedestrian safety at the intersection.
Alignment to Delivery Program: Strategy 6.3 Reduce traffic congestion, noise and speeding.

(Grieve/Swan)

Resolved:

- A. THAT the design plan for Cooper Park Road, Bellevue Hill, be deferred, in order to undertake a further investigation to address the concerns raised by the Committee members and BIKEast; and
- B. THAT the matter be referred to a future Local Traffic Committee meeting for consideration and approval.

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 Grieve
Councillor Price
Councillor Silcocks
Councillor Swan
Councillor Witt
Councillor Zeltzer

Against the Motion

Nil

7/0

Woollahra Municipal Council
Finance, Community & Services Committee Minutes

4 October 2022

Item No: D3 Delegated to Committee
Subject: **PUBLIC ART PANEL MEETING CONFIRMATION OF MINUTES - 23 AUGUST 2022**
Author: Vicki Munro, Manager Community & Culture
Approver: Patricia Ocelli, Director Community & Customer Experience
File No: 22/187966
Purpose of the Report: To note the Minutes from the Public Art panel meeting held on 23 August, 2022.
Alignment to Delivery Program: Strategy 3.1: Promote opportunities for innovative, creative and cultural initiatives that support the community.

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

(Price/Grieve)

Resolved:

- A. THAT the Minutes of the Public Art Panel meeting on 23 August 2022 be noted.
- B. THAT Council notes that the process of approvals of donations received for the Lindy Lee Sculpture was in accordance with Council's Donations and Sponsorship Policy (noting that reference to donations and the approvals process is to be included in future reports).

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 Grieve
Councillor Price
Councillor Silcocks
Councillor Swan
Councillor Witt
Councillor Zeltzer

Nil

7/0

Woollahra Municipal Council
Finance, Community & Services Committee Minutes

4 October 2022

Item No: D4 Delegated to Committee
Subject: **PRESENTATION OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 JUNE 2022 TO THE PUBLIC**
Authors: Esther Hii, Management Accountant
Paul Ryan, Chief Financial Officer
Approver: Sue Meekin, Director Corporate Performance
File No: 22/175259
Purpose of the Report: To present the Financial Statements for the year ended 30 June 2022 to the public.
Alignment to Delivery Program: Strategy 11.2 Secure Council's financial position.

(Silcocks/Swan)

Resolved without debate:

THAT the General Purpose Financial Statements for the year ended 30 June 2022, as presented to the public, be received and noted.

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

For the Motion

Councillor Cavanagh
Councillor Grieve
Councillor Price
Councillor Silcocks
Councillor Swan
Councillor Witt
Councillor Zeltzer

Against the Motion

Nil

7/0

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

Item No: R1 Recommendation to Council
Subject: **MONTHLY FINANCIAL REPORT - AUGUST 2022
INVESTMENTS HELD AS AT 30 SEPTEMBER 2022**
Author: Abdullah Rayhan, Team Leader
Approvers: Paul Ryan, Chief Financial Officer
Sue Meekin, Director Corporate Performance
File No: 22/172514
Purpose of the Report: To present the monthly financial report for August 2022 and to present a list of investments held as at 30 September 2022.
Alignment to Delivery Program: Strategy 11.2 Secure Council's financial position.

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

(Silcocks/Grieve)

Recommendation:

THAT the Committee:

- A. Receive and note the Monthly Financial Report – August 2022.
- B. Note that the Council's 12-month weighted average return for August 2022 on its direct investment portfolio of 1.84% (LM: 1.64%, LY: 0.49%) exceeds the benchmark 90-day AusBond Bank Bill Index of 1.30%.
- C. Note that the interest for the two months to August is \$242k, exceeding our original budget of \$59k for the same period.
- D. Receive and note the list of Council's investments held as at 30 September 2022 (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 Grieve
Councillor Price
Councillor Silcocks
Councillor Swan
Councillor Witt
Councillor Zeltzer

7/0

Against the Motion

Nil

Woollahra Municipal Council
Finance, Community & Services Committee Minutes

4 October 2022

Item No: R2 Recommendation to Council
Subject: **RENAMING OF DILLON STREET RESERVE, PADDINGTON**
Authors: Roger Faulkner, Team Leader - Open Space & Recreation Planning
Vince Caccavo, Landscape Project Officer
Approvers: Paul Fraser, Manager Open Space & Trees
Tom O'Hanlon, Director - Infrastructure & Sustainability
File No: 22/166495
Purpose of the Report: To recommend a new name for Dillon Street Reserve, Paddington
Alignment to Delivery Program: Strategy 1.1: Provide, promote and facilitate a range of community projects, programs and events that support an inclusive, thriving and sustainable community.

Note: Councillor Robertson attended the meeting at 6.55pm (via Zoom).

Note: Councillor Robertson addressed the Committee.

(Grieve/Swan)

Recommendation:

THAT Council:

- A. Adopt Gugara Park as the new name for Dillon Street Reserve and submit the new name to the NSW Geographic Names Board for review and Gazettal.
- B. Should the Council approve the new name the appropriate signage be installed after approval by the Geographic Names Board.

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 Grieve
Councillor Price
Councillor Silcocks
Councillor Swan
Councillor Witt
Councillor Zeltzer

Against the Motion

Nil

7/0

Woollahra Municipal Council
Finance, Community & Services Committee Minutes

4 October 2022

Item No: R3 Recommendation to Council
Subject: **CELEBRATING BELLEVUE HILL 2023**
Author: Patricia Occelli, Director Community & Customer Experience
Approver: Craig Swift-McNair, General Manager
File No: 22/182383
Purpose of the Report: To seek support for resources to be allocated to Celebrate Bellevue Hill in 2023.
Alignment to Delivery Program: Strategy 3.1: Promote opportunities for innovative, creative and cultural initiatives that support the community.

Note: Councillor Jarvis attended the meeting at 7.08pm.

Note: Councillor Jarvis left the meeting at 7.10pm.

(Swan/Silcocks)

Recommendation:

THAT Council:

- A. Notes the program for Celebrating Bellevue Hill 2023 as included in this Celebrating Bellevue Hill 2023 report.
- B. Approve the allocation of up to \$12,450 from the Placemaking Grants budget underspent to support the unfunded activities.

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 Grieve
Councillor Price
Councillor Silcocks
Councillor Swan
Councillor Witt
Councillor Zeltzer

Nil

7/0

There being no further business the meeting concluded at 7.14pm.

We certify that the pages numbered 1 to 11 inclusive are the Minutes of the Finance, Community & Services Committee Meeting held on 4 October 2022 and confirmed by the Finance, Community & Services Committee on 7 November 2022 as correct.

Chairperson

Secretary of Committee

Item No: D2 Delegated to Committee
Subject: **WOOLLAHRA LOCAL TRAFFIC COMMITTEE MINUTES - 4 OCTOBER 2022**
Author: Emilio Andari, Manager Engineering Services
Approver: Tom O'Hanlon, Director - Infrastructure & Sustainability
File No: 22/206263
Purpose of the Report: For the Committee to consider the recommendations of the Woollahra Local Traffic Committee
Alignment to Delivery Program: Strategy 6.1: Facilitate an improved network of accessible and safe active transport options.

Recommendation:

THAT the Recommendations Y1-Y3 contained in the minutes of the Woollahra Local Traffic Committee held on Tuesday 4 October 2022 be adopted.

Executive Summary:

This report presents the Woollahra Local Traffic Committee Minutes – 4 October 2022 for consideration by the Committee.

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

Options:

Nil.

Community Engagement and / or Internal Consultation:

Nil.

Policy Implications:

Nil.

Financial Implications:

Nil.

Resourcing Implications:

Nil.

Conclusion:

The minutes are presented for consideration by the Committee.

Attachments

1. Woollahra Local Traffic Committee Minutes - 4 October 2022



Woollahra Local Traffic Committee Meeting

Tuesday 4 October 2022
10.00am

Minutes



Woollahra Local Traffic Committee Minutes

Tuesday 4 October 2022

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5.	Matters arising from Minutes of Previous Meeting	
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7.	Extraordinary Meetings	
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Y3	Cooper Park Road, Bellevue Hill - Traffic Calming Measures Design Plan	5
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11.	General Business	

Woollahra Local Traffic Committee Minutes

The meeting of the Woollahra Local Traffic Committee was held in the Tarralbe Room (Committee Room), 536 New South Head Road, Double Bay, on 4 October 2022 at 10.00am.

Attendance

Committee Members:

Present:	Emilio Andari Ram Sriitharan	(Woollahra Municipal Council) (Chair) (Transport for NSW)
Staff:	Despina Kalavas Ever Fang Jonas Manalang	(Woollahra Municipal Council) (Woollahra Municipal Council) (Woollahra Municipal Council)

1. Opening

The Manager Engineering Services declared the Woollahra Local Traffic Committee of 4 October 2022 open and welcomed Committee Members.

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

The Manager Engineering Services read the following Acknowledgement of Country:

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

3. Leave of Absence and Apologies

Apologies:	Alex Greenwich MP Gabrielle Upton MP Sgt Anthony Leeson Sen Const. Alex Birchansky Bushara Gidies	(Member for Sydney) (Member for Vaucluse) (Eastern Suburbs Police) (Eastern Suburbs Police) (Transdev–John Holland)
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4. Confirmation of Minutes

Minutes of Previous Meeting

The minutes of Meeting No. 9/22 held in Tarralbe Room, Double Bay, and via teleconference on Tuesday 6 September 2022 confirmed by Ram Sriitharan.

5. Matters arising from Minutes of Previous Meeting

Nil

Woollahra Municipal Council
Woollahra Local Traffic Committee Minutes

4 October 2022

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

Nil

7. Extraordinary Meetings

Nil

8. Late Correspondences

- One late submission was received in regards to Item Y2. A copy of this document was distributed to the other committee members via email and was tabled at the meeting.
 - One late submission was received in regards to Item Y3. A copy of this document was distributed to the other committee members via email and was tabled at the meeting.
-

Woollahra Municipal Council
Woollahra Local Traffic Committee Minutes

4 October 2022

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

Item No: Y1
Subject: FOSTER AVENUE, BELLEVUE HILL - GIVE WAY CONTROL INTERSECTION TREATMENT
Author: Ever Fang, Traffic & Transport Engineer
Approver: Emilio Andari, Manager Engineering Services
File No: 22/185910
Purpose of the Report: To respond to requests from the local community
Alignment to Delivery Program: Strategy 6.3 Reduce traffic congestion, noise and speeding.
Recommendation:

That 'Give Way' control treatment with associated signs and line markings be installed at the intersection of Foster Avenue and Vivian Street, Bellevue Hill, as shown in Attachment 1, in order to improve traffic safety at this location.

Committee Vote: Unanimous Support

Item No: Y2
Subject: KIAORA LANE, DOUBLE BAY - CHANGES TO TIMED 'NO ENTRY' RESTRICTIONS
Author: Ever Fang, Traffic & Transport Engineer
Approver: Emilio Andari, Manager Engineering Services
File No: 22/188307
Purpose of the Report: Changes to the timed 'No Entry' restrictions to improve pedestrian safety
Alignment to Delivery Program: Strategy 6.1 Facilitate an improved network of accessible and safe active transport options.
Recommendation:

THAT:

- A. The existing 'Shared Zone' in Kiaora Lane, Double Bay with 'No Entry 10am-3am' restrictions be replaced with 'No Entry 9am-3am' restrictions, as shown in Attachment 1, be approved, in order to improve the safety of pedestrians during morning peak periods; and
- B. A Traffic Management Plan (TMP) for the proposed timed changes for the 'No Entry' restrictions in Kiaora Lane, Double Bay, be submitted to Transport for NSW (TfNSW) for consideration and approval.

Committee Vote: Unanimous Support

Woollahra Municipal Council
Woollahra Local Traffic Committee Minutes

4 October 2022

Item No: Y3
Subject: **COOPER PARK ROAD, BELLEVUE HILL - TRAFFIC CALMING MEASURES DESIGN PLAN**
Author: Ever Fang, Traffic & Transport Engineer
Approver: Emilio Andari, Manager Engineering Services
File No: 22/188312
Purpose of the Report: To improve traffic conditions and pedestrian safety at the intersection.
Alignment to Delivery Program: Strategy 6.3 Reduce traffic congestion, noise and speeding.
Recommendation:

THAT the design plan for the proposed kerb extensions in Cooper Park Road at Bellevue Road, Bellevue Hill, and relocation of 'Give Way' control at the intersection with associated signs and line markings (as per attached Attachment 1 – Design Plan) be approved.

Committee Vote: Unanimous Support

Items for Discussion by Committee Members

Item No: Z1
Subject: **TRANSPORT FOR NSW FUNDED PROJECT STATUS**
Author: Ever Fang, Traffic & Transport Engineer
Approver: Emilio Andari, Manager Engineering Services
File No: 22/188942
Purpose of the Report: Monthly Update on Transport for NSW Funded Projects.
Alignment to Delivery Program: Strategy 6.1 Facilitate an improved network of accessible and safe active transport options.
Recommendation:

THAT the information be received and noted.

Committee Vote: Unanimous Support.

11. General Business

Nil

There being no further business the meeting concluded at 10.26am.

We certify that the pages numbered 1 to 5 inclusive are the Minutes of the Woollahra Local Traffic Committee Meeting held on 4 October 2022.

Chairperson

Secretary of Committee

Page 5

Item No: D3 Delegated to Committee
Subject: **WOOLLAHRA LOCAL TRAFFIC COMMITTEE MINUTES - 1 NOVEMBER 2022**
Author: Emilio Andari, Manager Engineering Services
Approver: Tom O'Hanlon, Director - Infrastructure & Sustainability
File No: 22/213681
Purpose of the Report: For the Committee to consider the recommendations of the Woollahra Local Traffic Committee
Alignment to Delivery Program: Strategy 6.1: Facilitate an improved network of accessible and safe active transport options.

Recommendation:

THAT the Recommendations Y1-Y4 contained in the minutes of the Woollahra Local Traffic Committee held on Tuesday 1 November 2022 be adopted.

Executive Summary:

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

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

Options:

Nil.

Community Engagement and / or Internal Consultation:

Nil.

Policy Implications:

Nil.

Financial Implications:

Nil.

Resourcing Implications:

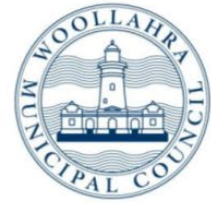
Nil.

Conclusion:

The minutes are presented for consideration by the Committee.

Attachments

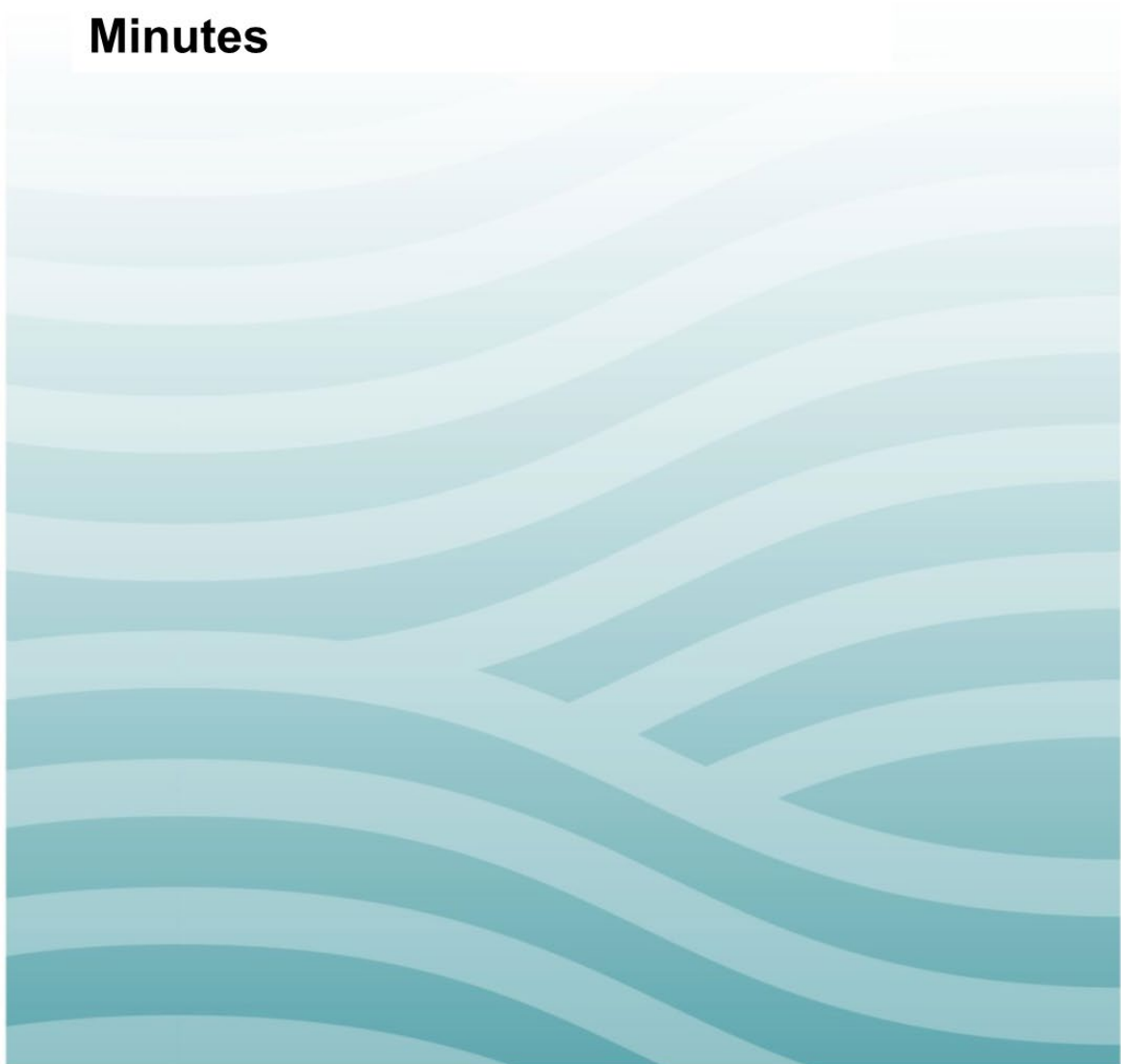
1. Woollahra Local Traffic Committee Minutes - 1 November 2022



Woollahra Local Traffic Committee Meeting

Tuesday 1 November 2022
10.00am

Minutes



Woollahra Local Traffic Committee Minutes

Tuesday 1 November 2022

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5.	Matters arising from Minutes of Previous Meeting	
6.	Woollahra Local Traffic Committee recommendations not adopted or amended by Woollahra Council Finance, Community & Services Committee	
7.	Extraordinary Meetings	
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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 Local Traffic Committee Minutes

The meeting of the Woollahra Local Traffic Committee was held in the Tarralbe Room (Committee Room), 536 New South Head Road, Double Bay, on 1 November 2022 at 10.00am.

Attendance

Committee Members:

Present:	Emilio Andari Nina Fard Sgt. Anthony Leeson Jennifer Zin Bushara Gidies	(Woollahra Municipal Council) (Chair) (Transport for NSW) (Eastern Suburbs Police) (Gabrielle Upton MP Representative) (Transdev–John Holland)
Staff:	Despina Kalavas Ever Fang Jonas Manalang Anne White Emma Williamson	(Woollahra Municipal Council) (Woollahra Municipal Council) (Woollahra Municipal Council) (Woollahra Municipal Council) (Woollahra Municipal Council)
Observer:	Const. Christian Stirling Bushara Gidies	(Eastern Suburbs Police) (Transdev–John Holland)
Also in Attendance:	Andrew Moss	(BIKEast representative – Item Y1 & Y3)

1. Opening

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

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

The Manager Engineering Services read the following Acknowledgement of Country:

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

3. Leave of Absence and Apologies

Apologies: Alex Greenwich MP (Member for Sydney)
Sen Const. Alex Birchansky (Eastern Suburbs Police)

4. Confirmation of Minutes

Minutes of Previous Meeting

The minutes of Meeting No. 10/22 held in Tarralbe Room, Double Bay, and via teleconference on Tuesday 4 October 2022 confirmed by Emilio Andari.

5. Matters arising from Minutes of Previous Meeting

Nil.

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

Nil

7. Extraordinary Meetings

Nil

8. Late Correspondences

- One late submission was received in regards to Item Y1. A copy of this document was distributed to the other committee members via email and was tabled at the meeting.
 - One late submission was received in regards to Item Y2. A copy of this document was distributed to the other committee members via email and was tabled at the meeting.
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-

Woollahra Municipal Council
Woollahra Local Traffic Committee Minutes

1 November 2022

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

Item No: Y1
Subject: **COLLINS AVENUE, ROSE BAY - TEMPORARY PARKLET INSTALLATION**
Authors: Emma Williamson, Strategic Planner
Despina Kalavas, Traffic & Transport Team Leader
Approvers: Anne White, Manager - Strategic Planning & Place
Emilio Andari, Manager Engineering Services
File No: 22/204435
Purpose of the Report: To seek approval for the installation of a temporary parklet in Collins Avenue, Rose Bay
Alignment to Delivery Program: Strategy 9.1 Collaborating to achieve great placemaking outcomes in our local centres which are hubs for jobs, shopping, dining, entertainment, and community activities.

Recommendation:

THAT approval be granted to temporarily replace a section of the existing loading zone on Collins Avenue, Rose Bay, where the street intersects Percival Lane, with 'No Stopping' restrictions for the installation of a temporary parklet. The parklet seeks to support and encourage community connection by introducing additional outdoor seating and planting. This temporary parklet is being supplied and maintained by Woollahra Council and is subject to the following conditions:

- i. Any directive provided by the NSW Police Department is to be complied with.
- ii. The parklet is temporary and is not present in this location after 31 March 2022.
- iii. The parklet is not operated in conjunction with any footway dining permit or liquor license, nor associated with any private organisation.
- iv. All elements of the parklet are wholly contained within the extent of the subject section of the existing loading zone area.

Note: Mr Andrew Moss from BIKEast addressed the Committee expressing support of the proposal.

Committee Vote: Unanimous Support

Woollahra Municipal Council
Woollahra Local Traffic Committee Minutes

1 November 2022

Item No: Y2
Subject: **NEW MCLEAN STREET, EDGECLIFF - EXTENSION OF CENTRE
MEDIAN ISLAND**
Author: Ever Fang, Traffic & Transport Engineer
Approvers: Despina Kalavas, Traffic & Transport Team Leader
Emilio Andari, Manager Engineering Services
File No: 22/206393
Purpose of the Report: To respond to requests from the local community
Alignment to Delivery Program: Strategy 6.3 Reduce traffic congestion, noise and speeding.

Recommendation:

THAT the existing centre median island in New Mclean Street, Edgecliff, at the exit point of Eastpoint carpark be extended for a section of 16 metres, as shown in Attachment 1, to deter illegal right turn movements and improve pedestrian safety at this location.

Committee Vote: Unanimous Support

Item No: Y3
Subject: **WILBERFORCE AVENUE, ROSE BAY - TEMPORARY AT-GRADE
PEDESTRIAN CROSSING**
Author: Ever Fang, Traffic & Transport Engineer
Approvers: Despina Kalavas, Traffic & Transport Team Leader
Emilio Andari, Manager Engineering Services
File No: 22/206399
Purpose of the Report: To improve traffic conditions and pedestrian safety at the intersection.
Alignment to Delivery Program: Strategy 6.1 Facilitate an improved network of accessible and safe active transport options.

Recommendation:

THAT a temporary at-grade pedestrian crossing with associated signs and line markings be installed, in Wilberforce Avenue, Rose Bay, near its intersection with Newcastle Street, as shown in Attachment 1, subject to a detailed design plan being provided to Transport for NSW and NSW Police Force for review and concurrence prior to construction.

Note: Eastern Suburbs Police and Transport for NSW requested to have advance warning signs and advance line markings to be included as part of this proposed temporary at-grade crossing.

Note: Mr Andrew Moss from BIKEast addressed the Committee expressing concerns of the design. BIKEast recommended for additional line marking and planter boxes to minimise the crossing distance for pedestrians. BIKEast also suggested to incorporate bicycle logos on the road to improve safety.

Committee Vote: Unanimous Support

Woollahra Municipal Council
Woollahra Local Traffic Committee Minutes

1 November 2022

Item No: Y4
Subject: **NEW YEAR'S EVE 2022 – TRAFFIC MANAGEMENT PLAN**
Author: Despina Kalavas, Traffic & Transport Team Leader
Approver: Emilio Andari, Manager Engineering Services
File No: 22/207427
Purpose of the Report: To seek approval for the Traffic Management Plan for New Year's Eve 2022
Alignment to Delivery Program: Strategy 6.3 Reduce traffic congestion, noise and speeding.

Recommendation:

That the 2022 New Year's Eve traffic control measures as detailed in the Traffic Management Plan, prepared by AAA Traffic Control Pty Ltd, received on 24 October 2022 (as shown in Attachment 1), be implemented subject to approval from the NSW Government's Transport Management Centre (TMC) in relation to the proposed road closures, special event clearways and temporary speed limit reduction.

Note: Mr Bushara Gidies from Transdev–John Holland buses addressed the Committee to ensure 'TJHB busses expected' signs will be incorporated as part of the Traffic Control Plans at Old South Head Road and Robertson Place, Watsons Bay, and at New South Head Road and Old South Head Road, Vaucluse.

Committee Vote: Unanimous Support

Items for Discussion by Committee Members

Item No: Z1
Subject: **TRANSPORT FOR NSW FUNDED PROJECT STATUS**
Author: Ever Fang, Traffic & Transport Engineer
Approvers: Despina Kalavas, Traffic & Transport Team Leader
Emilio Andari, Manager Engineering Services
File No: 22/206401
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.

Woollahra Municipal Council
Woollahra Local Traffic Committee Minutes

1 November 2022

11. General Business

Nil

There being no further business the meeting concluded at 10.56am.

We certify that the pages numbered 1 to 7 inclusive are the Minutes of the Woollahra Local Traffic Committee Meeting held on 1 November 2022.

Chairperson

Secretary of Committee

Item No: D4 Delegated to Committee
Subject: **INCLUSION (DISABILITY, AGED & CARERS) ADVISORY COMMITTEE MINUTES - 17 OCTOBER 2022**
Author: Alisha Tianias, Community Development Officer
Approvers: Maya Jankovic, Coordinator Community & Cultural Development
Vicki Munro, Manager Community & Culture
Patricia Occelli, Director Community & Customer Experience
File No: 22/208621
Purpose of the Report: To note the Minutes from the Inclusion (Disability, Aged & Carers) Advisory Committee Meeting held 17 October, 2022
Alignment to Delivery Program: Strategy 2.2: Understand needs of our community so that we can facilitate access to support and services.

Recommendation:

THAT Council receive and note the Minutes of the Inclusion (Disability, Aged & Carers) Advisory Committee meeting held on 17 October 2022.

Executive Summary:

This report outlines the details of the Inclusion (Disability, Aged & Carers) Advisory Committee meeting held on the 17 October 2022. The Minutes of the meeting are provided as **Attachment 1**.

The meeting was held to discuss the Lyne Park Playground Renewals and Trumper Park Path Upgrade Projects with the Inclusion Advisory committee members who have lived experience.

Discussion:

At the meeting presentations were provided by consultants and project staff on the following two projects.

Valuable feedback was provided on each project by the Inclusion Advisory Committee members as detailed in the attached minutes.

1. The Lyne Park Playground Renewal Project, which is currently on exhibition closing 28 October 2022 was presented to members of the Inclusion Advisory Committee to review and provide information on the upgrade.

Council has been successfully awarded \$250,000 from the Places to Play Program and \$144,000 from the Metropolitan Greenspace Program, which will supplement Council's 22/23 \$636,000 project budget for this project.

The park has been designed in accordance to NSW Department of Planning and Environment's Everyone Can Play Guidelines, 2019 – A Guideline to create inclusive playspaces which contain three key principles:

- Everyone can get there. *Consider location, layout, signage, wayfinding and accessibility to ensure everyone can find their way to, in and around the playspace.*
- Everyone can play. *The play experience, including the equipment and surfacing, should allow everyone to experience a variety of challenging and engaging play opportunities in a way that suits them.*
- Everyone can stay. *Consider safety, facilities, landscape and the wider environment to ensure everyone can stay at the playspace for as long as they would like.*

2. Trumper Park Path Upgrade (Quarry Street to Bowes Avenue). The project was recently on exhibition which closed on 19 September 2022.
The Quarry Street Bowes Avenue sections of existing pathway require renewal and upgrade to improve accessibility within and through Trumper Park to nearby public transport interchanges and retail spaces.

The aim of the upgrades is to improve safety and accessibility by upgrading path materials, levels, new stairs and ramp, as well as handrails within the existing site.

The upgrade will take place in a two stage process: stage one – Includes upgrading approximately 300 metres of deteriorating pathway with a new two metre wide coloured concrete path. Stairs will be upgraded to meet regulatory standards and include pass by ramps. Stage two – currently in the detailed design phase and will consist of a new path along Quarry Street.

Options:

Nil.

Community Engagement and / or Internal Consultation:

At the meeting 17 October 2022, the Inclusion (Disability, Aged and Carers) Advisory Committee were consulted on the following areas of Council's work:

- Lyne Park Playground renewals and Trumper Park Path Upgrade Projects.

Financial Implications:

As determined by Council at its meeting 22 February 2021, community members of the Inclusion (Disability, Aged and Carers) Advisory Committee are paid a sitting fee of \$150 for each meeting they attend. As all four community members attended the meeting held 17 October 2022, this equates to a total of \$600 for the meeting.

Resourcing Implications:

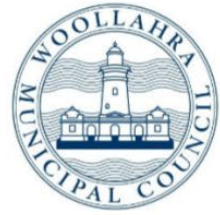
Nil.

Conclusion:

The key outcomes of the meeting held with the Inclusion (Disability, Aged and Carers) Advisory Committee on 17 October 2022 are as outlined in the attached Minutes.

Attachments

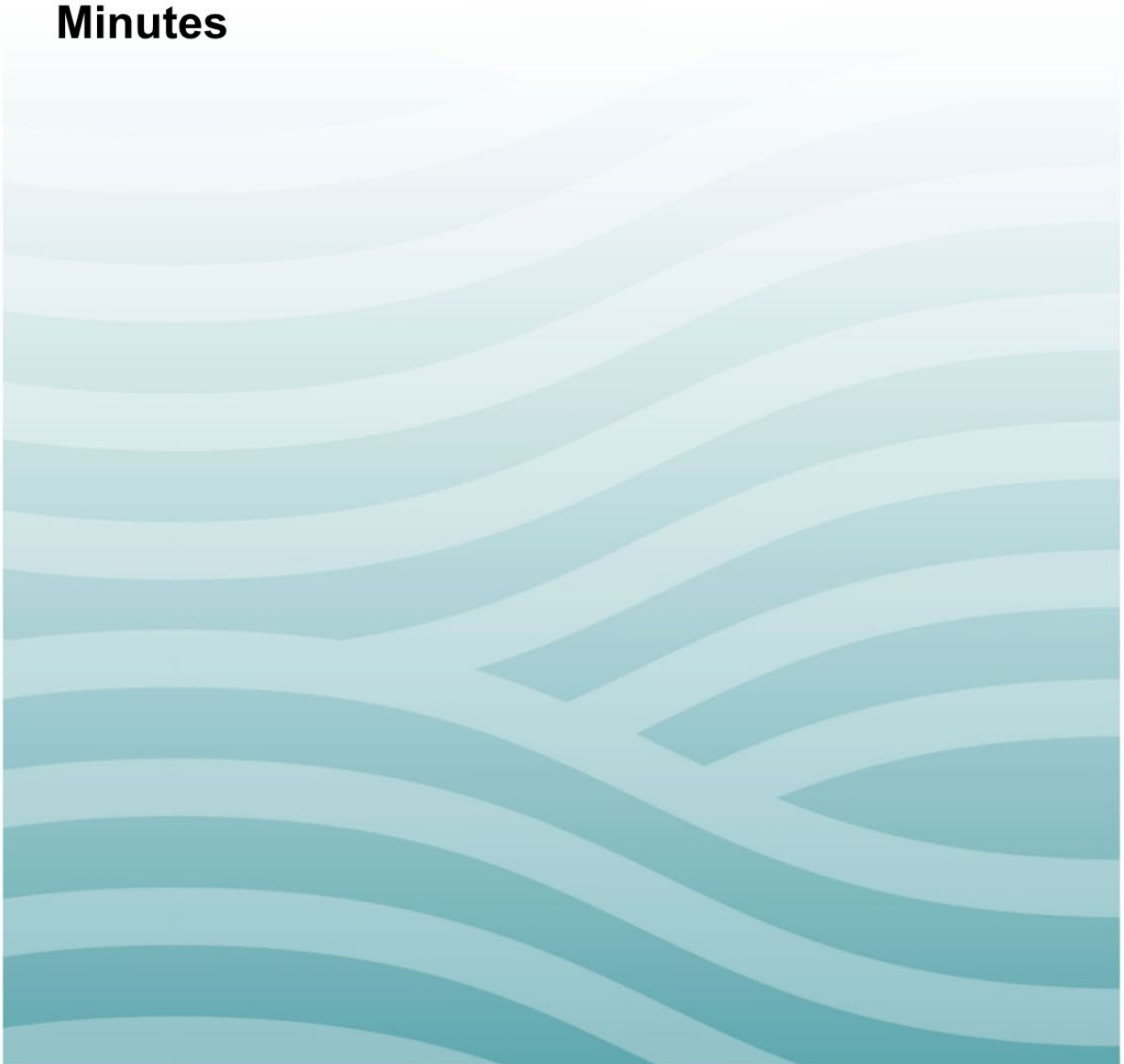
1. Inclusion (Disability, Aged & Carers) Advisory Committee Minutes 17 October 2022



Inclusion (Disability, Aged & Carers) Advisory Committee

Monday 17 October 2022
4.30pm to 5.30pm

Minutes



Inclusion (Disability, Aged & Carers) Advisory Committee Minutes

Monday 17 October 2022

Present:

Councillors: Richard Shields (Chair)
Matthew Robertson
Mary- Lou Jarvis

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

Staff: Patricia Occelli (Director Community & Customer Experience)
Vicki Munro (Manager Community & Culture)
Vince Caccavo (Landscape Project Officer)
Roger Faulkner (Open Space and Recreation Planning Team Leader)
Scott Champion (Project Manager)
Alisha Tianias (Community Development Officer)

Others: Fiona Robbe (Fiona Robbe Landscape Architects)

Meeting opened: 4:30 pm held using teleconferencing/ face to face

1. Opening

2. Acknowledgement of Country

3. Welcome and Apologies

The Mayor, Councillor Susan Wynne was an apology and Councillor Shields undertook the role of Chair of the Advisory Committee. Councillor Shields welcomed everyone to the meeting and encouraged their participation.

4. Declarations of Interest

Nil

5. Confirmation of Minutes

Item No: 5.1
Subject: **INCLUSION (DISABILITY, AGED & CARERS) ADVISORY COMMITTEE MEETING MINUTES OF 11 NOVEMBER, 2021 AND FEEDBACK ON DRAFT DISABILITY INCLUSION ACTION PLAN, 2022-2026.**
Author: Vicki Munro, Manager Community & Culture
Purpose of the Report: To present the Minutes of 11 November, 2021 and feedback notes on the draft Disability Inclusion Action Plan, 2022-2026 for confirmation by the Committee.

(Councillor Shields/ Councillor Robertson)

Resolved:

- A. THAT the minutes of the Inclusion (Disability, Aged & Carers) Advisory Committee meeting and the feedback notes on the Draft Disability Inclusion Action Plan, 2022-2026 were confirmed, received and noted.
- B. THAT the feedback on the Draft Disability Inclusion Action Plan be received and noted.

6. Items for Discussion

Item No: 6.1
Subject: **LYNE PARK PLAYGROUND RENEWALS AND TRUMPER PARK PATH UPGRADE PROJECTS**
Authors: Vicki Munro, Manager Community & Culture
Roger Faulkner, Team Leader - Open Space & Recreation Planning
Vince Caccavo, Landscape Project Officer
Purpose of the Report: To review and provide information to the Project teams on the Lyne Park Playground Renewal and the Trumper Park Path Upgrade Projects.

Discussion Points:

1. Lyne Park Playground Renewal

Fiona Robbe, Council's consultant of Landscape Architect presented on the proposed - Lyne Park Playground Renewal project, which is currently on public exhibition closing 28 October 2022.

As part of Fiona's presentation she advised that the park was designed in accordance with the NSW Department of Planning and Environment's Everyone Can Play Guidelines, 2019 – A Guideline to create inclusive playspaces which contains three key principles:

- **Everyone can get there.** Consider location, layout, signage, wayfinding and accessibility to ensure everyone can find their way to, in and around the playspace.
- **Everyone can play.** The play experience, including the equipment and surfacing, should allow everyone to experience a variety of challenging and engaging play opportunities in a way that suits them.
- **Everyone can stay.** Consider safety, facilities, landscape and the wider environment to ensure everyone can stay at the playspace for as long as they would like.

Feedback by Committee members with lived experience on Lyne Park upgrade:

Gabi Simpson's feedback:

- Use of colours for different bike paths to determine difficulty levels for those accessing the pathways.
- Possibility of flying fox equipment to include a supported seat. Fiona Robbe stated that a risk assessment would need to be undertaken if this was included as it does not meet Australian Standards.
- An additional bench seat to be located somewhere private/ under shade for feeding, administering medication for privacy for parents/ carers.
- Reduction in use of mulch and request for more rubber surfaces.

Ruark Lewis's feedback:

- Create public art opportunities by allowing artists to create designs for the top side of the Shade Cloths. An example given was artist Alick Tipoti who's Artworks have been presented in Museums and Galleries across Australia.
- Use of contrasting coloured surfaces or textured surfaces including the use of aggregates in the water play area assists sight impaired users.

Mervyn Levine's feedback:

- Concern regarding the two way direction of pathways, especially for the challenging pathway. Requested that the bike path be one way only.
- Need to be aware of impact of roots from trees.
- Question whether E-Scooters would be allowed in the playground and it was agreed that this may not be permitted (subject to further advice from other authorities such as NSW police) due to a safety risk and concern over the speed they can reach.
- First Nations artwork being used as public art opportunity is an idea Mervyn supports and believes to be excellent use of the space on the Shade Cloths.

Feedback by Councillors on Lyne Park upgrade:

- Councillor Jarvis asked whether the climbing net could be included in the Playground or a surrounding area of the park.
- Councillor Jarvis asked whether there was an opportunity for the Activity Trail to be used for skating or another sort of activity. Roger Faulkner answered that the activity trail was designed for scooters and bikes and was not suitable for skateboarding.
- Councillor Robertson suggested more seating in shaded areas and that sandstone boulders could double as a seat.

2. Trumper Park Path Upgrade

Scott Champion presented on Trumper Park Path Upgrade was recently on public exhibition which closed on 19 September 2022.

Feedback by Committee members with lived experience on Trumper Park upgrade:

Gabi Simpson's feedback

- Concern regarding poor lighting around the tennis courts. Council staff advised that lighting levels will be investigated.

Ruark Lewis's feedback

- Preference would be for a timber walkway along the back of the tennis courts. It was explained by Council staff that from a budget perspective Council couldn't support this approach as it was prohibitive.
- Concerned with grade of the ramp for wheel chairs. Council staff to investigate.

(Councillor Shields/Gabi Simpson)

Resolved:

THAT the Advisory Committee's feedback on the Lyne Park Playground Renewal and the Trumper Park Path Upgrade projects be noted and that the feedback be considered in the final construction plans.

6. General Business

Nil.

7. Next Meeting

The next meeting has not been scheduled.

It was noted that Councillor Jarvis left the meeting at 5.20pm and Councillor Robertson left the meeting at 5.37pm.

There being no further business the meeting concluded at 5:45pm.

Item No:	D5 Delegated to Committee
Subject:	DISABILITY INCLUSION ACTION PLAN - ANNUAL REPORT 2021-22
Author:	Alisha Tianias, Community Development Officer
Approvers:	Maya Jankovic, Coordinator Community & Cultural Development Vicki Munro, Manager Community & Culture Patricia Occelli, Director Community & Customer Experience
File No:	22/202347
Purpose of the Report:	To present to and inform the Committee of progress in implementing the actions in Council's mandatory Disability Inclusion Action Plan 2017 for Financial Year 2021/22.
Alignment to Delivery Program:	Strategy 2.2: Understand needs of our community so that we can facilitate access to support and services.

Recommendation:

THAT the Disability Inclusion Action Plan 2017 final report for 2021/22 be received and noted.

Executive Summary:

The NSW Disability Inclusion Act 2014 commits NSW Government departments, local councils and other public authorities to work to make communities more inclusive and accessible for people with disability. The Act required all local government organisations to produce a Disability Inclusion Action Plan (DIAP) by 1 July 2017 setting out measures enabling people with disability to access general support and services and fully participate in the community.

Council continues to demonstrate its commitment to furthering inclusion of people living with disability by implementing actions identified within our Disability Inclusion Action Plan (DIAP) that was adopted in June 2017. Council also proceeded to review the 2017 DIAP and consult with the community, Council's Inclusion (Disability, Aged and Carers) Advisory Committee which includes members of the community with lived experience and key community organisations to prepare a new 4 year Disability Inclusion Action Plan, 2022-2026, as required under the NSW Disability Inclusion Act, 2014. This Plan was adopted by Council on 27 June, 2022.

Council is required to provide a progress report to the NSW Office of Local Government each year through Council's Annual Report.

Key DIAP achievements during 2021/22:

Examples of some of the achievements undertaken during 2021/22 are as follows:

During 2021/22 raising disability awareness was given priority through training of staff in Mental Health and Disability Inclusion with a total number of 253 (64%) of Council staff in attendance. Relevant staff were also trained in designing dementia friendly environments. Additionally all staff have completed governance training in Code of Conduct and Pecuniary Interest. Council's Equal Opportunity Employment Policy also defines disability discrimination, responsibilities of staff and Council and remedies for instances of discrimination of staff and Council. All hiring managers within the organisation have also undertaken Equal Employment Opportunity training and all job adverts include a statement encouraging diversity and inclusion. Council's Reasonable Adjustment Policy was also reviewed on 1 February, 2022.

Woollahra Preschool has an Inclusion Support Teacher employed who facilitates reflective practice to address any inclusion barriers through the Preschool Inclusion Support Program to ensure all children with additional needs have individual learning plans.

Council provided a two day Accredited Mental Health First Aid Training Course in June 2022 for members of the community. Council also delivering a Webinar by the Resilience Centre focused on Building Resilient Teenagers: A Survival Guide for Parents Webinar in May 2022.

Council has had a range of facilities upgraded throughout the reporting period including Plumb Reserve Playground and Moncur Reserve which includes many types of play and supportive amenities to ensure this play space meets the needs of disability groups. Currently a draft Active Transport Plan is being prepared which will set out a plan for walking projects and assist in the preparation of a long term program of works to audit footpaths. This is supported by a 5 year footpath renewal program which includes identified sites where new kerb ramps are to be installed. Throughout 2021/22, 15 new kerb ramps were installed. Council also reviewed the Health Carers Parking Permit scheme in 2021/22 to improve any issues or complications with the application process.

One of Council's key achievements was Woollahra Gallery at Redleaf, opening in November, 2021 with accessible features including a lift, disabled toilet, disabled parking, inclusive directional signage including braille and a hearing loop. Wayfinding signage is included as a key aspect in Council's draft Recreation Strategy and draft Crown Land Plans of Management. The inclusion of wayfinding signage will continue to be included in all future Masterplans and Plans of Management. Council's strives to improve accessibility via actively promoting a range of accessible parks, playgrounds, amenities, community venues and libraries with new inclusive features, including continuous path of travel, being updated and promoted on the website. Council has also promoted the verge mowing service, the placing of waste bins for weekly collection as well as the Woollahra Libraries' monthly Bus to Books service, trialled from February to June 2022.

Council continues to fund Holdsworth Community to run inclusive programs and activities for the wider community, with a focus on aged and disabilities services, including support for community transport. During 2021/22, Council developed a new three year funding agreement with Holdsworth Community effective from 1 July 2022. The new agreement covers the following areas: Navigating the MAC System, Aged Care Wellness Hub trial, Woollahra Dementia Alliance, Woollahra Connect Program and Family Services.

Development of an updated DIAP 2022 - 2026:

This Plan was adopted by Council on 27 June, 2022, through consultation with the community, Council's Inclusion (Disability, Aged and Carers) Advisory Committee and key community organisations to prepare a new 4 year Disability Inclusion Action Plan, 2022-2026, as required under the NSW Disability Inclusion Act, 2014.

One key difference in the development of the new plan is that an Inclusion (Disability, Aged and Carers) Advisory Committee comprising of 4 community members with lived experience as well as 2 Councillors and Council staff were given the opportunity to provide comment on Council's 2022 – 2026 plan.

The four focus areas of the DIAP include promoting positive attitudes and behaviours; creating liveable communities; improving employment opportunities; and improving systems and processes by setting out measures which enable people with a disability to access general support and services so to fully participate in the community.

Through the development of an updated DIAP 2022-2026 this furthers cements Council's ongoing commitment to improving access, reducing barriers to meaningful employment and increasing the inclusion of people with disability in economic, civic, recreational, social and cultural life.

Community Engagement and / or Internal Consultation:

The DIAP report for 2021/22 is included within Council's Annual Report that will be lodged with the NSW Office of Local Government and published on Council's website.

Policy Implications:

NIL

Financial Implications:

Provision for expenditure on activities within the 2021/22 DIAP report was through the adopted budget 2021/22.

Provision for expenditure related to short term (within 2 years) priorities and actions in the updated DIAP, commencing July 2022, has been included in the budget for 2022/23, with future budget allocations made in subsequent annual budgets, where required.

Each financial year's activities to progress the DIAP are funded through the adopted budget of that financial year.

Resourcing Implications:

NIL

Conclusion:

The DIAP report consolidates comments from the respective Council officers on progress against Council's DIAP for the year 2021/2022.

Attachments

1. Disability Inclusion Action Plan 2021-22

Theme	Focus Area	Priority	Action	Status	Staff Comments July 2021 - June 2022 (Final for this DIAP)
Attitudes and Behaviours	Events and activity promotion	Review Council guides, policies and procedures to ensure inclusivity and accessibility features	Review Corporate Style Guide to ensure font sizes suitable for sight impaired and accessible language	Short Term	Completed. Style Guide includes recommended font size of no smaller 11pt and also recommends typeface. We have included inclusive image use and our primary corporate colours provide good accessibility requirements. We promote use of dark text on light background and avoiding large amounts of reversed out text which is difficult to read and scan.
Attitudes and Behaviours	Events and activity promotion	Review Council guides, policies and procedures to ensure inclusivity and accessibility features	Review disability section of the online form for external events.	Short Term	Completed. Policy and Procedure template has been designed for use by Governance and is accessible and easy to read and follow.
Attitudes and Behaviours	Training	Improve staff skills to apply access and inclusion principles in their key job responsibilities	Continue to provide training for Preschool Inclusion Support Teacher and other preschool staff in supporting inclusion.	Ongoing	Ongoing. The Preschool has a high educator to child ratio and ordinarily employs a permanent full-time Inclusion Support Teacher who facilitates reflective practice to address any inclusion barriers. Expertise and knowledge of the team is high, however increasing knowledge through training is ongoing - this is especially important for new staff to ensure consistent best practice across all educators. New staff will need training in Autism, Circle of Security and Positive Behaviour Support.
Attitudes and Behaviours	Events and activity promotion	Ensure staff have access to relevant resources to support inclusion.	Prepare access and inclusion guidelines for community and cultural events.	Short Term	Completed. Located on HPE there is an Event Management document template that includes accessibility (continuous paths of travel, accessible parking, accessible venues / locations / toilets / parking, inclusive promotional material (language and imagery). This document is accessible to all staff members via HPE and is a prerequisite when organising a community and cultural event.
Attitudes and Behaviours	Community Programs	Provide education and information programs for the community	Continue to provide mental health information sessions.	Ongoing	Completed. Council delivered a 2 day accredited Mental Health First Aid Training Course for members from community organisations which was conducted by a NSW Health Course Facilitator in June 2022.
Attitudes and Behaviours	Community Programs	Provide education and information programs for the community	Continue to provide Access Forums: skills development and awareness raising workshops covering a range of access barriers.	Ongoing	Completed. The Building Resilient Teenagers: A Survival Guide for Parents was held via Webinar in May 2022. This was conducted by The Resilience Centre and focused on building the skills of parents to better manage and contribute to their child's growth and development in a supportive and positive way.
Attitudes and Behaviours	Community Programs	Identify new programs targeting people with disability	Facilitate a community activity for International Day of People with a Disability on 3 December.	Annual	Completed. Due to COVID, rather than hold an event in 2021, Council arranged for social media posts, it was subject to the GM's staff update. There was also an article published in the staff newsletter in regards to International Day of People with a Disability.
Attitudes and Behaviours	Training	Improve staff skills to apply access and inclusion principles in their key job responsibilities	Continue to provide training for Customer Services staff in National RELAY Service.	Annual	Completed. Staff are aware of the process for anyone in the community who requires assistance.

Theme	Focus Area	Priority	Action	Status	Staff Comments July 2021 - June 2022 (Final for this DIAP)
Attitudes and Behaviours	Events and activity promotion	Increase the visibility of people with disability in Council publications and communications	Develop and consult with Disability Services Australia about image library that includes appropriate images. form for external events.	Short Term	Completed. Comms & Engt have contacted Disability Services Australia (DSA) and are awaiting a formal response however images need to be sourced locally with permission. In the last two years Council has developed a good working relationship with the marketing representatives at Inala and Holdsworth and now has images with permission for use.
Attitudes and Behaviours	Training	Improve staff knowledge about options for accommodating disability in the workplace	Provide training for staff that sit on recruitment panels at webinar/ seminar introducing Job Access and Disability Awareness Training	Annual	Completed. 4 EEO sessions delivered at Induction (face to face an online) with 39 staff attending, 9 one-on-one Recruitment training sessions delivered via Zoom and in person. 100% of staff sitting on interview panels undertook training prior to participating in interviews.
Attitudes and Behaviours	Training	Improve staff knowledge about options for accommodating disability in the workplace	Provide Mental Health and Disability Awareness Training for all public facing staff on how to recognise and respond to customers who have mental health issues or disability.	Ongoing	Completed. Mental Health and Disability Awareness training requirements met as required. Conducted Mental Health Awareness Training for all staff with 253 staff having attended (64%).
Attitudes and Behaviours	Training	Improve staff skills to apply access and inclusion principles in their key job responsibilities	Provide training to relevant staff on designing dementia friendly environments	Ongoing	Ongoing. Training in designing dementia friendly environments provided as required.
Employment	Employment	Ensure recruitment practices are inclusive	Re-establish partnership with National Disability Recruitment Coordinator to assess and improve access to employment for people with disability at Council.	Annual	Completed. National Disability Recruitment Coordinator (NDRC) program has ceased to exist. Ongoing monitoring and evaluation of opportunities via Job Access (parent organisation).
Employment	Employment	Ensure recruitment practices are inclusive	Continue Council's EEO Policy that defines disability discrimination, responsibilities of staff and Council, remedies for instances of discrimination.	Short Term	Completed. Council's EEO Policy endorsed and communicated at all levels. All hiring managers have undertaken EEO training.
Employment	Employment	Ensure recruitment practices are inclusive	Finalise and implement Reasonable Adjustment Policy that outlines procedure for making adjustments to the workplace to accommodate disability.	Short Term	Completed. Reasonable Adjustment Policy implemented. Reviewed for currency on 1 February 2022.
Employment	Employment	Ensure recruitment practices are inclusive	Review EziSuite recruitment program to attract candidates with disability and encourage diversity.	Short Term	Completed. Review of EziSuite recruitment process completed. Adverts include a statement encouraging diversity and inclusion. Variety of options offered to enable access.

Theme	Focus Area	Priority	Action	Status	Staff Comments July 2021 - June 2022 (Final for this DIAP)
Employment	Employment	Ensure recruitment practices are inclusive	Add a specific disability inclusion and reasonable adjustment policy to the EEO Management Plan to ensure a diverse and skilled workforce, a workplace culture displaying fair workplace practices and behaviours and improved employment access and participation by EEO groups.	Annual	Completed. Reasonable Adjustment Policy implemented. Reviewed for currency on 1 February 2022.
Employment	Employment	Improve Council capacity to deliver contracts that support employment of people with disability	Investigate suitable tasks for new supported employment contracts.	Short Term	Completed. After Council participation in AccessAbility Day in FY 2019/2020, Council remains open to collaborating with local Disability Employment Services (DES) providers and offering tailored job experience to people with a disability.
Employment	Employment	Improve Council capacity to deliver contracts that support employment of people with disability	Continue contract with Print Factory Group.	Ongoing	Ongoing. This was suspended during COVID-19 due to risk of exposure to the cleaners at their request.
Employment	Employment	Improve Council capacity to deliver contracts that support employment of people with disability	Council's procurement staff to explore adding suppliers with good disability employment records to the preferred provider list.	Ongoing	Not Commenced. To be followed up with Council's Finance Department.
Liveable Communities	Support services	Provide services to support people to live independently	Develop a policy and procedures for Council organising for bins to be brought out for those unable to.	Short Term	Completed.
Liveable Communities	Public spaces	Publicise accessibility of parks, amenities and public spaces	Promote access features of parks, amenities and public spaces, such as the wheelchair accessible ramp and water wheelchairs available at Watsons' Bay baths and the all abilities playground at Holdsworth Community Centre.	Short Term	Ongoing (unlikely to ever reach a completed milestone). Council's website features a range of accessible amenities and parks and playgrounds. New features are added as they occur and when assets are upgraded. Social media posts promoting accessible facilities are scheduled throughout the calendar year. In the last six months' stories promoting the accessibility of the new Woollahra Gallery at Redleaf have been published and the Communications Department are currently working (July 2022) on a story with Inala on accessible facilities and locations in the LGA to promote greater use. Watsons Bay Baths is a seasonal mention scheduled for Sept - Dec each year.
Liveable Communities	Council venues and facilities	Ensure access is improved when Council venues and buildings are upgraded	Council to explore compiling a contact list of community members to act as a reference group for consultation as and when infrastructure upgrades arise	Ongoing	Ongoing. Accessibility is listed on the Woollahra Council Website including Woollahra Libraries being fully accessible to people with disabilities. There is also access via the online library. The accessible venues include Woollahra Council Chambers, Woollahra Library at Double Bay, Paddington Library, Watsons Bay Library, Cooper Park Community Hall, Cross St, Studio 1, EJ Ward Paddington Community Centre, Rose Bay Cottage, Sherbrooke Hall, The Bay Room, The Gunyah, and The Studio at The Drill Hall. All of which are listed on the website including accessibility features.

Theme	Focus Area	Priority	Action	Status	Staff Comments July 2021 - June 2022 (Final for this DIAP)
Liveable Communities	Support services	Council will continue to fund Holdsworth to run programs and activities for the community	Ensure availability of community transport and other programs and services through Holdsworth	Annual	Ongoing. Council continues to fund Holdsworth to run programs and activities for the community. During this reporting period Council developed a new three year funding agreement with Holdsworth commencing in 1 July 2022.
Liveable Communities	Support services	Provide services to support people to live independently	Promote local Home Maintenance and Modification services.	Ongoing	Completed. The Seniors Week 2022 brochure promoted a monthly bus service to Woollahra Library at Double Bay, placing waste bins out for weekly collection and mowing grass verges. This is targeted for those having difficulties due to age, ill health, hardship or disability. The Woollahra Council website also promotes Verge Mowing Service.
Liveable Communities		Provide the Preschool Inclusion Support program	Continue to implement the Preschool Inclusion Support Program at the Woollahra Preschool to support inclusion of children with additional support needs.	Ongoing	Ongoing. The Preschool Inclusion Support Program is in place and continues to provide support for children with additional support needs.
Liveable Communities	Community and cultural projects and programs	Provide a range of accessible community and cultural development projects and programs	Review the range of community development projects and programs available and, where possible, make more accessible and inclusive.	Ongoing	Ongoing. A number of events were held in the accessible venues including the Thornton Room, Woollahra Art Gallery and Woollahra Library at Double Bay, all of which have accessible access (ie lifts, toilets, signage, and hearing loops). The Inclusion (Disability, Aged & Carers) Advisory Committee, key local disability service providers and the wider community were consulted when developing the DIAP 2022 to 2026. Due to COVID programs and events were held via Webinar which enabled a more inclusive audience.
Liveable Communities	Parking	Advocate for increased accessible private parking and community transport	Continue to fund Holdsworth to provide community transport.	Annual	Completed. Council funded Holdsworth to provide Community Transport.
Liveable Communities	Universal design and access	Ensure housing options for people with disability through the provision of adaptable housing	Regular monitoring of availability of aged and disability housing	Annual	Ongoing.
Liveable Communities	Council venues and facilities	Ensure access is improved when Council venues and buildings are upgraded	Develop an upgrade plan to increase the number of Council's community venues for hire and community buildings that are accessible.	Short Term	Ongoing.

Theme	Focus Area	Priority	Action	Status	Staff Comments July 2021 - June 2022 (Final for this DIAP)
Liveable Communities	Community and cultural projects and programs	Provide a range of accessible community and cultural development projects and programs.	Review the range of cultural development projects and programs available and, where possible, make more accessible and inclusive.	Ongoing	Ongoing. Council hosted Inala Disabilities Exhibition at the Woollahra Gallery at Redleaf in 2022.
Liveable Communities	Public spaces	Identify accessible parks, amenities and public spaces throughout the Municipality.	Undertake access audit on footpaths and develop program of works.	Long Term	Ongoing. Council's Engineers are currently preparing the Draft Active Transport Plan (ATP). Once the Draft ATP is adopted by Council, this strategic document which sets out a plan for a number of walking projects, will assist in preparing a long term program of works to audit footpaths. In conjunction, Council's five year footpath renewal program will also assist in determining areas that require improvements as we continue to roll-out reconstructed footpaths. This investigation is still on going.
Liveable Communities	Public spaces	Program works to increase accessibility of parks, amenities and public spaces.	Increase number of accessible pram ramps and tactile indicators on steps throughout the Municipality.	Ongoing	Ongoing. Council's Engineers deliver a five year footpath renewal program which includes identified sites where new kerb ramps are to be installed. Throughout FY2021-22, Council implemented 15 new kerb ramps across the Municipality.
Liveable Communities	Parking	Advocate for increased accessible private parking and community transport	Review information on website and processing of applications for disabled parking bays located in residential areas.	Ongoing	Ongoing. Council's Engineers are currently reviewing the website to determine what information is best provided for mobility parking applications to residents. This investigation is still ongoing.
Liveable Communities	Parking	Advocate for increased accessible private parking and community transport	Review Health Carers Parking Permits scheme to allow parking for registered health care professionals attending a residents' property to provide at home care.	Ongoing	Ongoing. Council's Engineers are currently reviewing the health carers parking permit to improve any issues or complications with the application process. The current scheme operates effectively however Council will explore opportunities to widen the term 'health carer' to allow varying carers to be eligible. The investigation is still on going.
Liveable Communities	Public transport	Advocate for maintenance and upgrade, of accessible public transport facilities	Advocate for installation of a lift and access features at Edgecliff Railway Station	Medium Term	Completed. Council's Engineers have advocated for the NSW Government to upgrade public transport infrastructure. Council has advocated for improved access for mobility impaired people at Edgecliff Station and an accessible ramp via New McClean Street has been established, as well as a lift within the centre.
Liveable Communities	Support services	Provide the Home Library Service	Review and promote the home library service for housebound people/people with limited mobility.	Ongoing	Ongoing. The total number of Home Library members currently registered with the service is 93, with 51 participants living in their own home and 42 living in an Aged Care Facility within Woollahra. The service loaned 3,972 physical items, 465 eAudio, 52 electronic devices, and made 30 courier delivery runs during this reporting period. The Bus to Books service has been trialled on a monthly basis between February and June 2022. The service provides an intermediary stage for Library members living within the LGA who are limited due to mobility or access to transport. Members are picked up from their homes to visit the Library, and dropped back home via Holdsworth Community cars. This service has been promoted widely through Council Newsletters and an advertisement in the Wentworth Courier.

Theme	Focus Area	Priority	Action	Status	Staff Comments July 2021 - June 2022 (Final for this DIAP)
Liveable Communities	Council venues and facilities	Promote the accessibility features of Council owned buildings and venues	Promote accessibility features of all accessible facilities and venues.	Ongoing	Ongoing. Woollahra Libraries updated all printed collateral during this period. The new welcome flyer includes the following text. " Woollahra Library at Double Bay has lift access to all levels, height adjustable self-checkout machines and a hearing loop in our Event Space. All libraries are wheelchair and pram-friendly, with ramp access and disabled toilet". Library Venue Hire page highlights the accessibility of the Woollahra Library at Double Bay https://www.woollahra.nsw.gov.au/library/using_the_library/bookings/space_for_hire All Library web event listings state: 'venue accessibility: fully accessible'.
Liveable Communities	Public spaces	Identify accessible parks, amenities and public spaces throughout the Municipality	Audit parks and public spaces for accessibility features such as continuous path of travel and toilets.	Medium Term	The audit of all parks and public spaces has not yet commenced. Accessibility features and continuous path of travel are key design features when planning upgrades to our parks and toilets. Some recent examples which have been completed featuring these features are the Plumb Reserve Playground upgrade and Moncur Reserve seating and play elements. Two current projects which are in the design phase include the Trumper Park Pathway Upgrade and the Lyne Park Playground Renewal.
Liveable Communities	Public spaces	Identify accessible parks, amenities and public spaces throughout the Municipality	Undertake a feasibility study into including braille in wayfinding signage.	Medium Term	Completed. A feasibility study into braille in wayfinding signage has not yet commenced. However, braille in wayfinding signage and disability inclusion has been considered in the draft Woollahra Active Transport Plan. The inclusion of braille is considered and implemented where feasible on new signage. An example of this is the new Redleaf Wayfinding signage which has been recently installed. The feasibility study into including braille will be undertaken as part of a Wayfinding Signage Strategy which is yet to be funded and commenced.
Liveable Communities	Public spaces	Program works to increase accessibility of parks, amenities and public spaces	Consider including wayfinding signage in Master Plans and Plans of Management for sites throughout the Municipality.	Short Term	Ongoing. Wayfinding signage is included as a key aspect in Council's draft Recreation Strategy and draft Crown Land Plans of Management. The inclusion of signage will continue to be included in all future Masterplans and Plans of Management.
Liveable Communities	Support services	Provide services to support people to live independently	Develop and implement a policy and procedure for the mowing of road verges for those unable to mow their own.	Short Term	Completed. This policy is developed and is being implemented.
Liveable Communities	Council venues and facilities	Ensure we meet best practice universal access Australian Standards in regards to design and construction of Council venues and facilities	Undertake an access audit of all Council owned venues for hire and community buildings.	Medium Term	Access Consultants are engaged to review architectural plans before any major building works are undertaken to ensure all upgrades are DDA compliant.
Liveable Communities	Council venues and facilities	Ensure we meet best practice universal access Australian Standards in regards to design and construction of Council venues and facilities	Develop policy & procedure in regards to universal access in the design and construction of Council venues and facilities.	Medium Term	No Policy or Procedure prepared as Access requirements are legislated and compliance is mandatory.

Theme	Focus Area	Priority	Action	Status	Staff Comments July 2021 - June 2022 (Final for this DIAP)
Liveable Communities	Council venues and facilities	Promote the accessibility features of Council owned buildings and venues	Install signage highlighting that the Customer Service Centre and Council Chambers are accessible.	Short Term	Ongoing. Signage package is currently being finalised and signage will be installed by December 2022.
Liveable Communities	Public spaces	Program works to increase accessibility of parks, amenities and public spaces	Install accessible toilets at Chiswick Gardens.	Short Term	Completed.
Liveable Communities	Universal design and access	Ensure housing options for people with disability through the provision of adaptable housing	Use of planning legislation SEPP (Housing for Seniors or People with Disability) 2004 and Chapter E8 of WDCP 2015 that supports housing for seniors or people with disability	Ongoing	Ongoing. As required under relevant planning legislation (LEP and Woollahra DCP 2015).
Liveable Communities	Universal design and access	Ensure housing options for people with disability through the provision of adaptable housing	Review works schedule to ensure 94A levy funds are directed to Council's current buildings to improve disabled access	Medium Term	Completed. As required under relevant planning legislation (LEP and Woollahra DCP 2015).
Systems and Processes	Communication	Ensure inclusive and accessible communication for all Council services and activities	Update Council website to include accessibility features of Council's venues and facilities	Short Term	Completed.
Systems and Processes	Communication	Ensure inclusive and accessible communication for all Council services and activities	Review Council's website against standard WCAG 2.0	Medium Term	Completed.
Systems and Processes	Customer service	Inclusive crisis communications and business continuity plan	Consider and include actions to quickly communicate with people with vision or sight impairment during a crisis as part of Council's crisis communications and business continuity plan.	Short Term	Completed. No specific information or guidance could be offered by Vision Australia beyond what is already done in using our available channels eg. social media and website and radio in the event of a major crisis broadcast.
Systems and Processes	Community activities	Ensure inclusive and accessible policies and procedures for all Council activities	Continue to implement the Woollahra Preschool Supporting Children with Additional Support Needs procedure and Priority of Access Guidelines.	Ongoing	Ongoing. Children with additional support are able to access funding and it contributes towards the employment of an additional Inclusion Support Teacher. This process is ongoing and there are policies and procedures around this which staff follow and are made aware upon the child's enrolment at the preschool that are located on HPE for staff members to access as well as hard copies at the preschool.
Systems and Processes	Community activities	Ensure inclusive and accessible policies and procedures for all Council activities	Test the usability of the Small Sculpture Prize large print exhibition guide.	Short Term	Completed.

Theme	Focus Area	Priority	Action	Status	Staff Comments July 2021 - June 2022 (Final for this DIAP)
Systems and Processes	Customer service	Inclusive Customer Service Charter	Review Customer Service Charter to ensure commitment to assisting all customers and directing customers to the appropriate service if it is not provided by Council	Annual	Completed. Customer design projects have been run which put the customer at the centre of future decisions and technological enhancements.
Systems and Processes	Community activities	Ensure inclusive and accessible policies and procedures for all Council activities	Test the usability of the Library What's On large print guide.	Short Term	Completed. A new bi-monthly printed What's On Woollahra guide has been established to promote all of Council's events and programs. This guide uses the recommended accessibility font size.
Systems and Processes	Community activities	Ensure inclusive and accessible policies and procedures for all Council activities	Increase the number of community activities held in accessible venues.	Ongoing	Ongoing. During this period Library face to face programming delivery resumed after COVID restrictions were lifted. Woollahra Libraries hosted 305 in-person events from Jan - June which includes Under 5's, school holidays, youth, Local History, adult/seniors & Tech Connect Express across our three accessible libraries. Additionally 12 online programs were hosted featuring closed captions.
Systems and Processes	Community activities	Ensure inclusive and accessible policies and procedures for all Council activities	Continue to allow registration for events and activities through a range of accessible options.	Ongoing	Ongoing. Events can be booked by phone, in person at our Customer Service Centre or online.
Systems and Processes	Community activities	Ensure inclusive and accessible policies and procedures for all Council activities	Consult with people with disability when reviewing and updating the Disability Directory.	Annual	Not Completed. The Disability Directory is yet to be reviewed, updated and re-formatted. The Inclusion (Disability, Aged and Carers) Advisory Committee will be consulted on the Disability Directory as well as assisting with the development of Council's next iteration of our DIAP.
Systems and Processes	Community activities	Ensure inclusive and accessible policies and procedures for all Council activities	Investigate the development of a regional Community Information Directory for services for people with disability.	Short Term	Ongoing. The current listings on Council's website includes services provided in neighbouring areas.
Systems and Processes	Communication	Ensure inclusive and accessible communication for all Council services and activities	Promotional flyers to use plain language, consider inclusive illustrations and details about accessibility of the venue	Ongoing	Ongoing. Some documents require more technical information but there is an emphasis on Plain English and accessibility.

Item No: R1 Recommendation to Council
Subject: **MONTHLY FINANCIAL REPORT - 30 SEPTEMBER 2022
INVESTMENTS HELD AS AT 31 OCTOBER 2022**
Author: Abdullah Rayhan, Team Leader
Approvers: Paul Ryan, Chief Financial Officer
Sue Meekin, Director Corporate Performance
File No: 22/194508
Purpose of the Report: To present the monthly financial report for September 2022 and to present a list of investments held as at 31 October 2022.
Alignment to Delivery Program: Strategy 11.2 Secure Council's financial position.

Recommendation:

THAT the Committee:

- A. Receive and note the Monthly Financial Report – September 2022.
- B. Note that the Council's 12-month weighted average return for September 2022 on its direct investment portfolio of 2.15% (LM: 1.86%, LY: 0.47%) exceeds the benchmark 90-day AusBond Bank Bill Index of 1.69%.
- C. Note that the interest for the quarter to September is \$412k, exceeding our original budget of \$83k for the same period.
- D. Receive and note the list of Council's investments held as of 31 October 2022 (provided as late correspondence).

Executive Summary:

The purpose of this report is for the Responsible Accounting Officer (RAO) (Council's Chief Financial Officer) to provide the Council with a written report for September 2022 by 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 for some months the full report for that month is unable to be prepared for the meeting and is instead presented to the following meeting. 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 September 2022. A list of investments held as of 31 October 2022 will be presented to the Committee at its meeting on 07 November 2022 as "late correspondence".

The 12-month weighted average return for September 2022 rose by 29bps to 2.15% (last month: 1.86%; last year same month 0.47%) on the back of rising deposit rates and robust investments. The interest revenue year to date at \$412k is significantly ahead of our budget of \$83k year to date. The 12-month budget will be reviewed as part of our September 2022 quarterly forecast.

Discussion:

The Monthly Financial Report for September 2022 is submitted to the Committee for consideration and includes the following:

- ◆ Investment Transactions for the month.
- ◆ Restricted Cash (Reserves).

- ◆ Summary of Receipts, Payments, and Bank Balance.
- ◆ Details of Investment Portfolio.
- ◆ 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.
- Quarterly update on Arrears of Rent & Fees.

Investment Transactions for September 2022

Date	Investment Description	Term	Rate	Transaction	Amount
Opening Balance as at 1 September 2022					99,812,923.14
7/09/2022	Commonwealth Bank TD	181	3.59	Purchase	4,000,000.00
7/09/2022	Commonwealth Bank TD	273	3.88	Purchase	4,000,000.00
16/09/2022	Judo Bank TD	364	0.65	Maturity	-2,000,000.00
20/09/2022	Judo Bank TD	271	0.95	Maturity	-1,000,000.00
20/09/2022	Bank of Queensland TD	181	4.00	Purchase	4,000,000.00
30/09/2022	CBA Online Movement			Withdrawal	-6,377,806.64
30/09/2022	NAB Online Movement			Maturity	-346,618.86
Net movement in Portfolio for the month					2,275,574.50
Closing Balance as at 30 September 2022					102,088,497.64

Commentary:

Council's investment portfolio rose by \$2.2M over the month equating the total new investments purchased for the month to 12 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 \$102.80M* at the end of September, \$94.75M was restricted leaving \$8.04M in unrestricted cash.

	30/09/2022 \$'000
Total Cash, Cash Equivalents and Investments	102,805 *
Less: Restricted Cash:	
External Restrictions	28,398
Internal Restrictions	<u>66,358</u>
Unrestricted Cash	<u>8,049</u>

*Includes on call cash in operating bank accounts not included in the investments balance above.

Details of restricted cash balances are provided each quarter in the quarterly budget review.

Summary of Receipts, Payments, and Bank Balance

Cash Book Balance as at 31 August 2022			1,227,096.32
	General Fund Acct	310,071.28	
	Kiaora Bank Acct	917,025.04	

Receipts			
Rates			5,336,961.78
Investment Maturities			3,000,000.00
Transfers In from At Call Accounts			13,790,000.00
Other			6,594,897.19
Total Receipts			28,721,858.97

10 Largest Receipts during the month

Description	This month	Current YTD	Previous YTD
Kiaora Place	1,060,391	3,170,850	2,322,248
Sundry Debtors	1,072,835	2,685,633	1,336,451
Deposits & Bonds	967,639	2,861,698	2,349,368
Parking Fines	689,562	2,156,831	1,582,697
Capital Grants	412,185	412,185	749,506
GST Refund	366,741	584,182	557,248
Work Zone Charges	217,011	716,884	172,274
Parking Meter Charges	188,986	545,387	66,532
S7.12 Contributions	150,013	914,032	1,388,529
Trade Waste Debtors	143,335	418,923	299,567
	5,268,698	14,466,605	10,824,419

Payments			
Cheque Payments			-37,945.83
EFT Payments			-6,169,467.31
Returned EFT Payments			629.85
Total Payments before Direct Debits			-6,206,783.29

10 Largest Payments during the month

Reference	Payment Date	Payee	Description	Amount
167908	29/09/2022	Fire Rescue NSW/SES	Quarterly RFS, SES & F&RNSW Contribution	-647,976.74
95714	8/09/2022	PayClear Services Pty Ltd SYDNEY	Superannuation Payment	-452,556.87
95812	15/09/2022	Veolia Environmental Services	Tipping fees - Municipal/Commercial putrescible MBT	-336,608.81
96029	23/09/2022	Stateline Asphalt	General Works - Glendon St & NSHR RB & OSHR WB	-212,207.16
6886	23/09/2022	NAB Loan Repayment	L137 NAB Loan Repayment	-181,982.63
302601	12/09/2022	BGIS float top up	Float top up	-171,294.88
5082	16/09/2022	NAB Loan Repayment	LIRS 136 NAB Loan Repayment	-169,710.32
95781	8/09/2022	URM Environmental Services	Waste Recycling contract	-162,192.06
95648	8/09/2022	Veolia Environmental Services	Street Cleaning & FOGO	-146,009.78
96030	23/09/2022	State Civil Pty Ltd BEXLEY	General Works - Balfour Road - BH	-124,498.00

Payments - Direct Debits From Bank A/c

Payroll			-2,056,812.93
PAYG Tax			-713,969.00
Bank Charges			-345.53
Revenue Collection Charges			-34,077.85
Investment Purchases			-12,000,000.00
Transfers to At Call Accounts			-7,400,000.00
Credit cards			-5,098.79
Total Direct Debits for period			-22,210,304.10
Total Payments			-28,417,087.39

Cash Book Balance as at 30 September 2022

	General Fund Acct	575,746.69	
	Kiaora Bank Acct	956,121.21	
Unpresented Cheques	5	Value:	36,415.15
Outstanding Deposits & Miscellaneous Items			297,552.29
Reconciled Cash Book Balance as at 30 September 2022			1,865,835.34

Bank A/c Balances as at 30 September 2022

	General Fund Acct	909,714.13	
	Kiaora Bank Acct	956,121.21	
Unpresented Cheques > \$30,000.00			

Cheque No.	Cheque Date	Payee	Description	Amount
230787	29/09/2022	Transport for NSW	Annual rego renewal	35,360.00

Commentary:

This statement presents Council's bank reconciliation as of 30 September 2022. The top ten receipts and payment items are provided. Excluding investment transactions, receipts exceeded payments this month by \$2.2M as reflected by the movement in our investment portfolio.

DETAILS OF INVESTMENTS PORTFOLIO AS AT 30 September 2022

RATING	BANK & SECURITY	PURCHASE DATE	MATURITY DATE	TOTAL TERM (DAYS)	REMAINING DAYS TO MATURITY	%	FACE VALUE \$	BOOK VALUE \$
	1. OAKVALE CAPITAL Limited							
	Emerald Reverse Mortgage Backed Security						1,000,000.00	631,726.19
	2. WMC DIRECT INVESTMENTS							
AA	NATIONAL AUSTRALIA BANK							
	TERM DEPOSIT	8/04/2022	10/10/2022	185	10	1.15	3,000,000.00	3,000,000.00
NR	COMMUNITY FIRST CU							
	TERM DEPOSIT	23/12/2021	24/10/2022	305	24	0.90	1,000,000.00	1,000,000.00
AA	WESTPAC BANKING CORPORATION							
	TERM DEPOSIT	31/01/2022	31/10/2022	273	31	0.61	10,000,000.00	10,000,000.00
BBB	AMP BANK							
	TERM DEPOSIT	10/11/2021	10/11/2022	365	41	1.00	2,000,000.00	2,000,000.00
BBB	BANK OF QUEENSLAND							
	TERM DEPOSIT	10/06/2022	10/11/2022	153	41	2.54	2,000,000.00	2,000,000.00
BBB	BENDIGO ADELAIDE BANK							
	TERM DEPOSIT	10/06/2022	10/11/2022	153	41	2.60	6,000,000.00	6,000,000.00
AA	WESTPAC BANKING CORPORATION							
	TERM DEPOSIT	10/06/2022	10/11/2022	153	41	2.44	2,000,000.00	2,000,000.00
AA	NATIONAL AUSTRALIA BANK							
	TERM DEPOSIT	9/03/2022	9/12/2022	275	70	0.91	4,000,000.00	4,000,000.00
A	ING DIRECT							
	TERM DEPOSIT	30/06/2022	20/12/2022	173	81	3.21	2,000,000.00	2,000,000.00
AA	NATIONAL AUSTRALIA BANK							
	TERM DEPOSIT	30/06/2022	20/12/2022	173	81	2.95	2,000,000.00	2,000,000.00
AA	WESTPAC BANKING CORPORATION							
	TERM DEPOSIT	30/06/2022	20/12/2022	173	81	2.84	2,000,000.00	2,000,000.00
BBB	BENDIGO ADELAIDE BANK							
	TERM DEPOSIT	30/06/2022	20/12/2022	173	81	3.00	2,000,000.00	2,000,000.00
BBB	AUSTRALIAN MILITARY BANK							
	TERM DEPOSIT	30/06/2022	20/12/2022	173	81	2.75	2,000,000.00	2,000,000.00
BBB	MY STATE BANK							
	TERM DEPOSIT	30/06/2022	20/12/2022	173	81	3.20	2,000,000.00	2,000,000.00
BBB	AMP BANK							
	TERM DEPOSIT	5/01/2022	5/01/2023	365	97	1.10	1,000,000.00	1,000,000.00
A	ING DIRECT							
	TERM DEPOSIT	5/07/2022	5/01/2023	184	97	3.15	1,000,000.00	1,000,000.00
BBB	MY STATE BANK							
	TERM DEPOSIT	5/07/2022	5/01/2023	184	97	3.20	1,000,000.00	1,000,000.00
AA	WESTPAC BANKING CORPORATION							
	TERM DEPOSIT	8/04/2022	9/01/2023	276	101	1.52	3,000,000.00	3,000,000.00
BBB	AUSTRALIAN MILITARY BANK							
	TERM DEPOSIT	14/07/2022	13/01/2023	183	105	3.25	2,000,000.00	2,000,000.00
AA	NATIONAL AUSTRALIA BANK							
	TERM DEPOSIT	13/07/2022	13/01/2023	184	105	3.15	2,000,000.00	2,000,000.00
A	SUNCORP							
	TERM DEPOSIT	9/08/2022	9/02/2023	184	132	3.42	2,000,000.00	2,000,000.00
BBB	BANK OF QUEENSLAND							
	TERM DEPOSIT	9/08/2022	9/02/2023	184	132	3.39	2,000,000.00	2,000,000.00
BBB	BANKVIC							
	TERM DEPOSIT	9/08/2022	9/02/2023	184	132	3.40	2,000,000.00	2,000,000.00
AA	NATIONAL AUSTRALIA BANK							
	TERM DEPOSIT	24/08/2022	24/02/2023	184	147	3.40	2,000,000.00	2,000,000.00
BBB	COMMONWEALTH BANK							
	TERM DEPOSIT	24/08/2022	24/02/2023	184	147	3.55	2,000,000.00	2,000,000.00
BBB	COMMONWEALTH BANK							
	TERM DEPOSIT	7/09/2022	7/03/2023	181	158	3.59	4,000,000.00	4,000,000.00
BBB	JUDO BANK							
	TERM DEPOSIT	8/03/2022	8/03/2023	365	159	1.10	3,000,000.00	3,000,000.00
AA	WESTPAC BANKING CORPORATION							
	TERM DEPOSIT	9/03/2022	9/03/2023	365	160	1.08	4,000,000.00	4,000,000.00
BBB	BANK OF QUEENSLAND							
	TERM DEPOSIT	20/09/2022	20/03/2023	181	171	4.00	4,000,000.00	4,000,000.00
BBB	AMP BANK							
	TERM DEPOSIT	26/04/2022	22/03/2023	330	173	1.90	2,000,000.00	2,000,000.00
BBB	COMMONWEALTH BANK							
	TERM DEPOSIT	7/09/2022	7/06/2023	273	250	3.88	4,000,000.00	4,000,000.00
AA	NATIONAL AUSTRALIA BANK							
	TERM DEPOSIT	19/01/2021	18/07/2023	910	291	0.65	1,000,000.00	1,000,000.00
AA	WESTPAC BANKING CORPORATION							
	TERM DEPOSIT	19/01/2021	18/07/2023	910	291	0.49	1,000,000.00	1,000,000.00
AA	NATIONAL AUSTRALIA BANK							
	TERM DEPOSIT	19/01/2021	17/08/2023	940	321	0.66	1,000,000.00	1,000,000.00
AA	WESTPAC BANKING CORPORATION							
	TERM DEPOSIT	19/01/2021	17/08/2023	940	321	0.50	1,000,000.00	1,000,000.00
AA	NATIONAL AUSTRALIA BANK							
	TERM DEPOSIT	19/01/2021	16/10/2023	1000	381	0.67	2,000,000.00	2,000,000.00
AA	NATIONAL AUSTRALIA BANK							
	TERM DEPOSIT	19/01/2021	15/12/2023	1060	441	0.68	1,000,000.00	1,000,000.00
AA	WESTPAC BANKING CORPORATION							
	TERM DEPOSIT	19/01/2021	15/12/2023	1060	441	0.53	1,000,000.00	1,000,000.00
AA	NATIONAL AUSTRALIA BANK							
	TERM DEPOSIT	19/01/2021	19/01/2024	1095	476	0.70	2,000,000.00	2,000,000.00
AT CALL:								
AA	COMMONWEALTH BANK							
	ONLINE SAVER A/C					1.85/2.35	6,339,310.84	6,339,310.84
AA	NATIONAL AUSTRALIA BANK							
	PROFESSIONAL FUNDS ACCT					2.25/2.75	2,117,460.61	2,117,460.61
	Total WMC Direct Investments						101,456,771.45	101,456,771.45
	Weighted Average Days to Maturity of WMC Direct Investments				130			
	Weighted Average Return of WMC Direct Investments					2.15		
	PORTFOLIO TOTALS						102,456,771.45	102,088,497.64

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:

The AMP Call account is now closed, and we have consolidated our Call accounts to NAB and CBA only.

**Investment Policy Compliance Report
as at 30 September 2022**

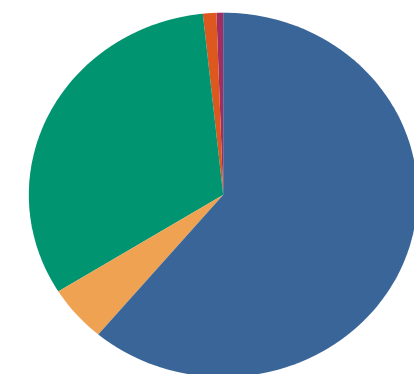
Acct	Bank	Rating Cat.	Policy Limit %	Policy Limit \$	Current Holding	% of Total	Compliance
Counterparty Limits:							
AMP	AMP Bank	BBB	10%	10,208,850	5,000,000	5%	Complies - \$ 5,208,849 available
AUM	Australian Military Bank	BBB	10%	10,208,850	4,000,000	4%	Complies - \$ 6,208,849 available
BAB	Bendigo Adelaide Bank	BBB	10%	10,208,850	8,000,000	8%	Complies - \$ 2,208,849 available
CBA	Commonwealth Bank	AA	30%	30,626,549	16,339,311	16%	Complies - \$14,287,238 available
COM	Community First Credit Union	NR	5%	5,104,425	1,000,000	1%	Complies - \$ 4,104,424 available
ING	ING Direct	A	15%	15,313,275	3,000,000	3%	Complies - \$12,313,274 available
JUD	Judo Bank	BBB	10%	10,208,850	3,000,000	3%	Complies - \$ 7,208,849 available
MYS	My State Bank	BBB	10%	10,208,850	3,000,000	3%	Complies - \$ 7,208,849 available
NAB	National Australia Bank	AA	30%	30,626,549	22,117,461	22%	Complies - \$ 8,509,088 available
OAK	Oakvale Capital	NA		0	631,726	1%	Grandfathered - Complies
QLD	Bank of Queensland	BBB	10%	10,208,850	8,000,000	8%	Complies - \$ 2,208,849 available
SUN	Suncorp	A	15%	15,313,275	2,000,000	2%	Complies - \$13,313,274 available
VIC	BankVic	BBB	10%	10,208,850	2,000,000	2%	Complies - \$ 8,208,849 available
WBC	Westpac Banking Corporation	AA	30%	30,626,549	24,000,000	24%	Complies - \$ 6,626,549 available
					<u>102,088,498</u>		

Credit Quality Limits:

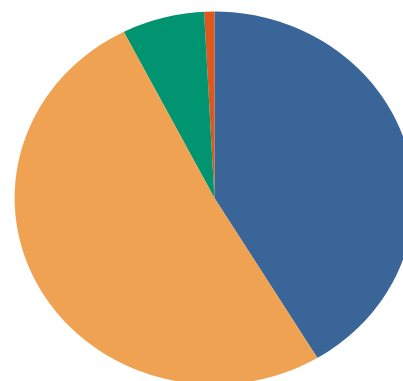
Rating Cat.	Limit	\$	%	
AA	100%	62,456,771	61%	Complies
A	60%	5,000,000	5%	Complies
BBB	40%	33,000,000	32%	Complies
NR	10%	1,000,000	1%	Complies
NA		631,726	1%	Grandfathered
		<u>102,088,498</u>		

Term to Maturity Limits:

Term	Limit	\$	%	
1. Working funds	10-100	50,456,772	49%	Complies
2. Short term funds	20-100	45,000,000	44%	Complies
3. Short-Medium funds	0-70	6,000,000	6%	Complies
5. Long term funds	0-20	631,726	1%	Complies
		<u>102,088,498</u>		

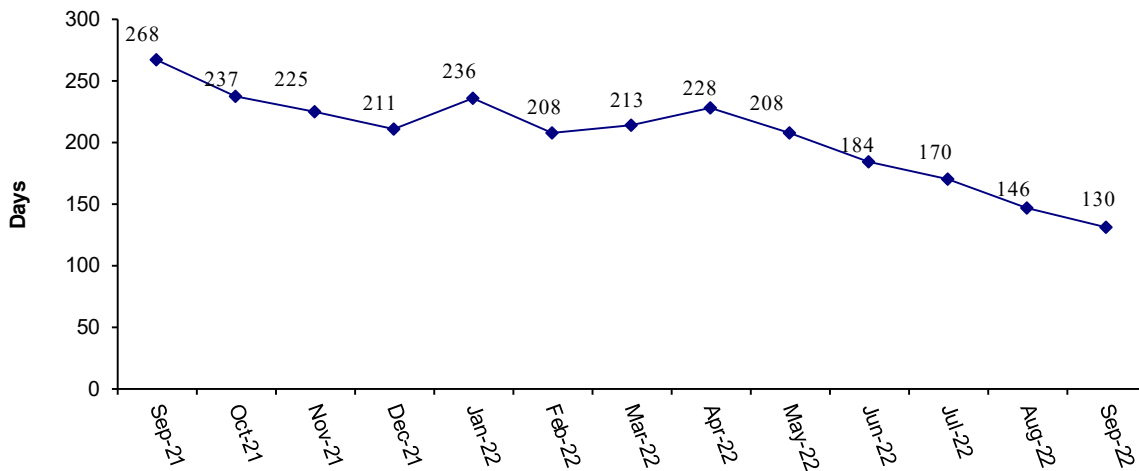


■ 2AA ■ 3A ■ 4BBB ■ 9NR ■ NA



■ 1. Working funds ■ 2. Short term funds
■ 3. Short-Medium funds ■ 5. Long term funds

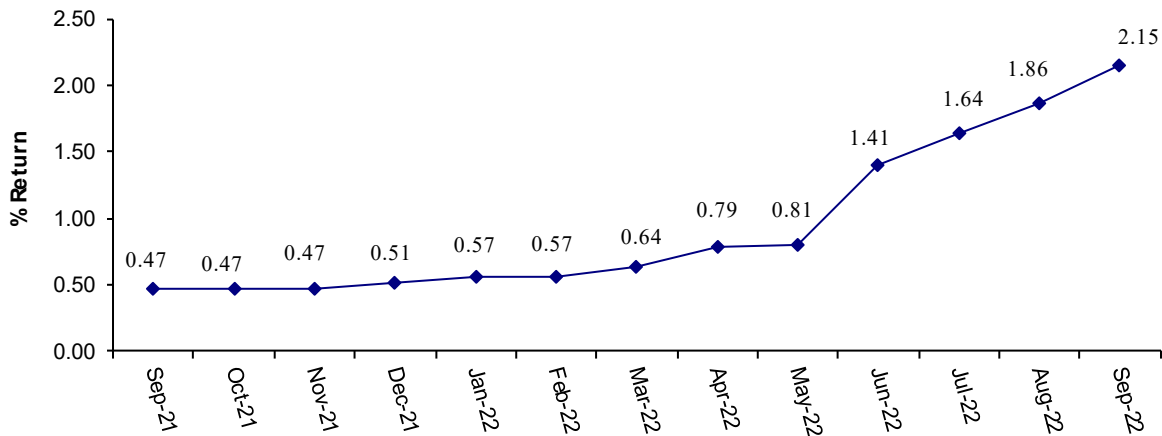
Weighted Average Days to Maturity



Commentary:

The weighted average days to maturity for this month fell 16 days over the previous month with the portfolio moving towards maturity and new investments placed on terms no greater than 273 days.

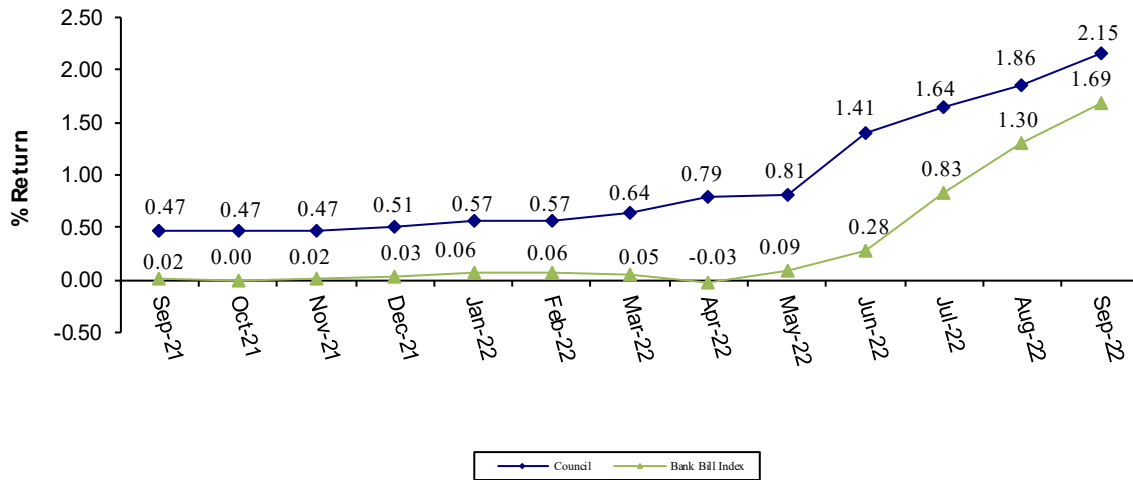
Weighted Average Return



Commentary:

The weighted average return for September saw an increase of 29bps with new investments placed on interest rate terms ranging from 3.59% – 4.00% per annum.

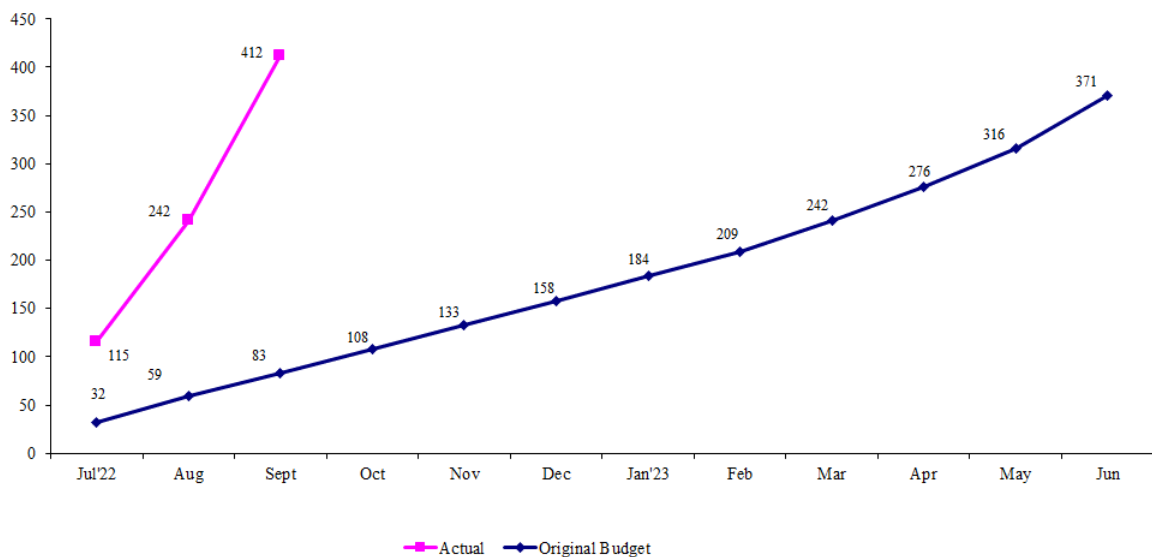
Weighted Average Return v Bank Bill Index



Commentary:

This chart tracks Council’s weighted average return on its direct investment portfolio against a 90-day AusBond Bank Bill Index. Council’s weighted average increased to 2.15% per annum with the 3mth AusBond Bank Bill Index increasing to 1.69% per annum.

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



Commentary:

Our year to date interest revenue to September came in at \$412k, significantly ahead of our original budget as recent rapid interest rate increases contributed to a better outcome. The forecast for interest earned will be revised as part of Council’s September quarterly budget review.

Movements in Book Value (Fair Value) of Investments

Formerly managed by Oakvale Capital

	Securities	Total Book Value
30/06/2022 Balance brought forward	631,726.19	631,726.19
	631,726.19	

Commentary:

The table above details movements in 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.

No coupons were due for September.

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:

In view of improving deposit rates, we will review our interest revenue over the coming months and recommend forecast revisions as necessary.

Resourcing Implications:

There are no Resourcing implications arising from this report.

Conclusion:

We are continuing to place new investments on terms no greater than 6 to 9 months with expectations of additional rate increases over the next few months and make forecast revisions if required.

Due to the timing of the November 2022 FC&S Committee meeting being so close to October month end, the October 2022 Monthly Financial Report will be tabled at the December 2022 FCS Committee in line with the Committee resolution from its meeting on 7 March 2022.

In order to meet the minimum investments reporting obligations under the Local Government (General) Regulation a list of investments held as of 31 October, 2022 will be presented to the Committee at its meeting on 07 November 2022 as late correspondence.

Attachments

Nil

Item No: R2 Recommendation to Council
Subject: **2022/23 BUDGET REVIEW FOR THE QUARTER ENDED 30 SEPTEMBER 2022**
Authors: Esther Hii, Senior Corporate Accountant
Paul Ryan, Chief Financial Officer
Approvers: Sue Meekin, Director Corporate Performance
Craig Swift-McNair, General Manager
File No: 22/202801
Purpose of the Report: To report on the review of the 2022/23 Budget for the quarter ended 30 September 2022.
Alignment to Delivery Program: Strategy 11.2 Secure Council's financial position.

Recommendation:

THAT Council:

- A. Receive and note the report on the Budget Review for the quarter ended 30 September 2022.
- B. Note the statement from the Responsible Accounting Officer, Council's Chief Financial Officer, that the projected financial position at 30 September 2022, based on the forecasts outlined in this report, will remain satisfactory acknowledging that Council has proactively undertaken steps to improve its budgeted position however further measures are required to secure Council's long term financial sustainability.
- C. Adopt the recommended variations to the 2022/23 budget as outlined in this report titled 2022/2023 Budget Review for the Quarter Ended 30 September 2022.

Executive Summary:

The purpose of the report is to review the 2022/23 Budget for the quarter ended 30 September 2022 and present this to the Committee for consideration.

Discussion:

The requirement for a quarterly review of the budget arises from Clause 203 of the Local Government (General) Regulation 2005. It requires the responsible accounting officer of a Council to prepare and submit to the Council a budget review statement that shows, by reference to the estimates of income and expenditure set out in the Operational Plan that the Council has adopted for the relevant year, a revised estimate of the income and expenditure for that year. A budget review statement must include or be accompanied by:

- (a) A report as to whether or not the responsible accounting officer believes that the statement indicates that the financial position of the council is satisfactory, having regard to the original estimates of income and expenditure, and;
- (b) If that position is unsatisfactory, recommendations for remedial action.

The Quarterly Budget Review report includes the statements required under the Office of Local Government's Quarterly Budget Review Statement (QBRS) Guidelines, being:

- Income and Expenses Statement (contained in the body of the report)
- Capital Budget (contained in the body of the report)
- Cash and Investments position (contained in the body of the report)
- Key Performance Indicators (see Overall Financial Position)
- Contracts and Other Expenses

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

The September Quarterly Budget Review is a forecast increase in Council's Net Operating Result of \$3.833m from \$9.542m to \$13.375m. When we exclude Capital Grants & Contributions (we exclude them because capital grants and contributions can only be used on capital projects, i.e. not on Council's day to day expenses) the net result is a breakeven in the Net Operating Result before Capital Grants & Contributions, leaving the forecast deficit at -\$258k for 2022/23.

The table below shows the forecast Operating Performance Ratio, Debt Service Cover Ratio and Unrestricted Current Ratio for 2022/23 compared to 2021/22 and the OLG Benchmarks.

	OLG Benchmark	2021/22 Actual	2021/22 Actual Adjusted*	2022/23 Original Budget	2022/23 Forecast
Operating Performance Ratio	> 0%	-4.58%	2.44%	-0.05%	-0.06%
Debt Service Cover Ratio	> 2.00x cover	2.10x	2.10x	2.40x	2.32x
Unrestricted Current Ratio	> 1.50x cover	3.49x	3.49x	3.04x	3.02x

* Adjusted to exclude impacts of Covid \$4.044m and redundancy costs \$3.088m in 2021/22

This shows that the Operating Performance Ratio for 2022/23 forecast of -0.06% to be just below the OLG Benchmark 0%.

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

Council has taken very seriously the matter of future financial sustainability and as such, has undertaken a range of budget improvement initiatives. This proactive approach over the last 18 months to improve Council's financial position has included the following budget repair actions totalling over \$3.8million:

- In April 2021 Council resolved to refinance our Loan for Kiaora Place, the Council-owned Double Bay commercial centre, resulting in:
 - Decreased annual interest expense by \$700,000
 - Total savings of \$7.87 million over the life of the loan (net of the one-off break costs of \$6.45million)
- During 2021 the replacement of Council's passenger vehicles was extended from a 2.5 year replacement cycle to a 4 year replacement cycle. This is expected to save \$3.5million over 10 years
- Efficiencies of \$526,000 in 2020-21 were identified and implemented, with a further \$2.88 million savings identified in 2021-22 including through a Council-wide staff review / redundancy program. These actions have been achieved without impacting adversely on the services provided to our community.
- In 2021-22 a detailed review of Council's fees and charges was undertaken resulting in an annual increase in income of \$726,000
- In 2022-23 Council are looking at further opportunities to increase income including the potential of Bus Shelter Advertising for non-heritage bus shelters and bus shelters in non-heritage areas.

In addition to the above, Council at its meeting of 17 October 2022, resolved to proceed with a permanent Special Rate Variation application (under Section 508A of the Local Government Act 1993), to the Independent Pricing and Regulatory Tribunal (IPART) effective from 1 July 2023.

Overall Financial Position

The overall result for the September quarterly budget review is an anticipated increase in Council's 2022/23 Operating Result (including capital grants & contributions) of \$3.833m:

	September Qtr (Favourable)/ Unfavourable \$'000
Grants & Contributions - Capital	(3,833)
Grants & Contributions - Operating	(887)
Interest income	(470)
Other – Increases in Income	(214)
Other – Net Increase/(decrease) in Expenditure	1,571
Change in Council's Operating Result	(3,833)

Proposed changes including the utilisation of reserve funds are detailed further in the report and in **Attachment 2**.

The resulting forecast movement in Council's working funds position is an increase for the quarter of \$67k:

	(Favourable)/ Unfavourable \$'000
Increase in Council's Operating Result	(3,833)
Increase in Capital Works Budget	5,080
Transfers to/from Reserves	(1,314)
Working Funds Movement for Quarter	(67)

The September 2022 quarterly review forecasts an increase in Council's working funds position for 2022/23 of \$117k comprising of the original budget surplus including rollovers of \$50k and a surplus in the September review of \$67k. This will result in a forecast balance of working funds at 30 June 2023 of \$2.712m. At \$2.712m, working funds will be below benchmark level as at 30 June 2022 (Arrears of Rates + Inventory) of \$2.872m. It is important to remember that we maintain a level of working funds to allow us to respond to issues not foreseen in the budget, and the budget improvement initiatives outlined above will, over time, help to restore working funds to the level of at least the benchmark.

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

Other Budget Variations	(Favourable)/ Unfavourable \$
Grants & Contributions – Capital. Received from Department of Planning & Environment Capital Project - Vaucluse Bowling Club Grant received in late 2021/22 for the refurbishment of the Vaucluse Bowling Club.	(3,400) 3,400
Capital Project – Kiaora Place Air Conditioning Works Transfer from the Kiaora Place Property Reserve Tender quotes higher than anticipated. Noting that this is a building defect and Woolworths being the original developer have been notified that it is their responsibility to fund the rectification works.	435 (435)
Grants & Contributions – Capital. Received from Transport NSW Capital Project – New South head Road Shared Path. Additional Grant approved	(380) 380
Grants & Contributions – Operating. Faster Local Assessment Grant Temporary Staff To fund identified process improvements	(350) 350
Grants & Contributions – Operating. Planning Portal API Integration Materials & Services To digitally integrate with the NSW Planning Portal via APIs	(80) 80
Interest and Investment Income To reflect higher interest income received due to an increase in interest rates	470

Further notable movements in capital works projects are detailed in the next section.

The recommended variations to the 202/23 Budget for the September quarter, result in a decline in the forecast unrestricted current ratio from an original budget of 3.04:1 to 3.02:1 forecast for 30 June 2023.

The unrestricted current ratio is used to assess the adequacy of working capital and the ability to satisfy obligations in the short term for the unrestricted activities of Council. The benchmark is that the ratio should not fall below 1.5:1 on an ongoing basis. Council's forecast ratio of 3.02:1 remains above the benchmark.

Overall, based on projected levels of restricted cash and liquidity, and having regard to the projected estimates of income and expenditure, Council's Responsible Accounting Officer advises that Council's projected financial position at 30 June 2023 remains satisfactory, noting the continuing focus of Council on achieving long term financial sustainability.

Income & Expenses Budget Review Statement

Woollahra Council
Budget review for the quarter ended 30 September 2022
Income & Expenses

	ORIGINAL	Approved Changes			REVISSED Budget (000's)	Recommended changes for Council Resolution (000's)	PROJECTED	ACTUAL YTD (000's)	% of REVISED Budget
	22/23 Budget (000's)	Revotes (000's)	Sept Review (000's)	Dec Review (000's)			Mar Review (000's)		
Income									
Rates and annual charges	59,686	0	0	0	59,686	-4	59,682	59,970	100.5%
User charges and fees	12,863	0	0	0	12,863	40	12,903	3,666	28.5%
Other revenue	10,602	0	0	0	10,602	152	10,753	3,309	31.2%
Grants and contributions provided for ope	4,864	479	0	0	5,343	887	6,230	1,159	21.7%
Grants and contributions provided for cap	3,400	6,400	0	0	9,800	3,833	13,633	2,158	22.0%
Interest and investment income	491	0	0	0	491	470	961	451	91.9%
Other income	16,710	0	0	0	16,710	27	16,737	4,412	26.4%
Fair value increment on investment propert	1,100	0	0	0	1,100	0	1,100	0	0.0%
Total Income from continuing operations	109,715	6,879	0	0	116,595	5,404	121,999	75,126	64.4%
Expenses									
Employee benefits and on-costs	45,875	0	0	0	45,875	-1	45,874	10,694	23.3%
Materials and services	39,550	1,020	0	0	40,571	1,228	41,798	9,877	24.3%
Borrowing costs	1,938	0	0	0	1,938	0	1,938	-310	-16.0%
Depreciation, amortisation and impairment	14,195	0	0	0	14,195	0	14,195	3,793	26.7%
Other expenses	3,705	0	0	0	3,705	375	4,080	867	23.4%
Net losses from the disposal of assets	1,309	-540	0	0	769	-30	739	-1	-0.2%
Total Expenses from continuing operations	106,573	480	0	0	107,053	1,571	108,625	24,920	23.3%
Net Operating Result from continuing operations	3,142	6,399	0	0	9,542	3,833	13,375	50,207	
Net Operating Result before Capital Grants & Contributions	(258)	(1)	0	0	(258)	0	(258)	48,049	
Working Funds Reconciliation:									
Net Operating Result from continuing operations						3,833			
LESS:									
Forecast increase in Capital Expenditure						-5,080			
Transfers to Reserve from Operating						13			
Transfers to Reserve from Capital									
Reduction in Incentive Amortisation									
Increase in Rent Free Incentives									
Reduction in utilisation of Reserves									
Fair Value increment on investment properties									
Decrease in Depreciation									
ADD:									
Transfers from Reserves for Operating						90			
Transfers from Reserves for Capital						1,212			
Reduction in Rent Free Incentives									
Forecast reduction in Capital Expenditure									
Increases in BV of Assets Sold									
Increase in Depreciation									
Working Funds Movement						67			

Notes:

ORIGINAL Budget +/- approved budget changes in previous quarters = REVISED Budget
REVISED Budget +/- recommended changes this quarter = PROJECTED year end result

The Income & Expenses Budget Review Statement presents a revised forecast increase in Council's Net Operating Result of \$3.833m. When we exclude Capital Grants & Contributions (we exclude them because capital grants and contributions can only be used on capital projects, i.e. not on Council's day to day expenses) the net result is a breakeven in the Net Operating Result before Capital Grants & Contributions, leaving the total forecast Deficit for 2022/23 at -\$258k. A reconciliation between the working funds movement and operating result is provided within the Income & Expenses Statement above.

Recommended changes to the Revised Budget

Budget variations being recommended include the following material items:

	Proposed variation		Details
	Fav / (Unfav)		
	\$'000	%	
Income			
Rates & Annual Charges	(4)	0.0%	No material individual items to note.
User Charges & Fees	40	0.3%	Increases in User Charges and Fees include the following items of note: <ul style="list-style-type: none"> \$30k increase in Waste Container Fees
Other Revenue	152	1.4%	Increases in Other Revenue include the following items of note: <ul style="list-style-type: none"> \$140k increase in Woollahra Public Art donations received in FY22/23. These funds contribute towards the acquisition of the Lindy Lee sculpture.
Grants & Contributions provided for Operating Purposes	887	16.6%	The increase in Grants & Contributions provided for Operating Purposes is due to: <ul style="list-style-type: none"> \$350k in Faster Local Assessment Grant. To be used to engage temporary staff to undertake the project. \$80k Planning Portal API Integration grant. To be used to cover the costs of the project. \$388k in Emergency Services Levy. This will be used to fund higher NSW Fire Brigades Contribution and NSW State Emergency Service. \$25k in Coastal Management Plan grant.
Grants & Contributions provided for Capital Purposes	3,833	39.1%	The increase in Grants & Contributions provided for Capital Purposes is due to: <ul style="list-style-type: none"> \$3400k grant for Vacluse Bowling Club \$380k additional grant received for cycleway grant to fund corresponding expenditure \$380k. \$475k redirected from Parsley Bay Jetty grant to fund/offset in Hampden Street \$375k and Parsley Bay Nets \$100k. \$380k for Local Road Infrastructure Phase 3 Cooper Park Community Hall. This grant is redirected from Lanterns Project \$335k.
Interest and investment income	470	95.7%	Increases in Interest and investment Income include the following items of note: <ul style="list-style-type: none"> \$470k increase in interest income, driven by higher interest rate
Other Income	27	0.2%	Increases in Other Income include the following items of note: <ul style="list-style-type: none"> \$27k increase due to Cosmopolitan Centre Office Space lease
Total Income variations	5,404	4.6%	

	Proposed variation		Details
	Fav / (Unfav)		
	\$'000	%	
Expenses			
Employee benefits and on-costs	1	0.0%	Reduction in salaries of \$107k within Environmental Planning and Governance & Risk. Transferred to Temporary Staff. This has been offset by a \$105k increase for a Workers Compensation Case Management position (mostly offset by a transfer from Materials & Services) as case management has been brought in house.
Materials & Services	(1,228)	(3.0%)	<p>The increase in Materials & Services include the following items of note:</p> <ul style="list-style-type: none"> • \$230k for the purchase of the Lindy Lee sculpture funded from donations and a transfer from the Public Art Reserve. • \$80k for the development of the Planning Portal API funded from grant income. • \$236k for version upgrades of Council's core systems including its Property & Rating system (CIVICA) as well as the implementation of Office 365 across the organisation. • \$350k for temporary staff within Development Control to undertake the work required and funded by the Faster Local Assessment Grant. • \$107k for temporary staff within Environmental Planning and Governance & Risk transferred from Employee Benefits & On-costs. • \$100k in temporary staff (estimate for the full year) to cover the higher rates for the engagement of temporary staff to cover vacancies. This is a reflection of the current difficulties in the labour market being experienced within Australia. <p>The above increases are offset by a reduction of \$70k transferred to Employee Benefits & On-costs to fund the new Workers Compensation Case Management position.</p>
Other expenses	(375)	(10.1%)	The increase in Other expenses reflects the increase in the Emergency Services Levy contribution of \$370k offset by an additional grant received.
Net losses from the disposal of assets	30	3.9%	The decrease in Net losses from the disposal of assets is due to a \$30k gain from the sale of computer equipment.
Total Expenses variations	(1,571)	(1.5%)	
Total Recommended changes to income and operating expenses	3,833	40.2%	

Capital Budget Review Statement

The Capital Budget Review Statement below presents recommended changes to both capital expenditure and capital funding. The total increase in capital expenditure arising from recommended changes is \$5.08m, which is offset by a total funding increase of \$5.08m, resulting in no net change to general revenue required to fund the program of works.

Woollahra Council							
Budget Review for the quarter ended 30 September 2022							
Capital Budget							
	ORIGINAL	Approved Changes		Recommended changes	PROJECTED		
	22/23 Budget (000's)	REVOTES Revotes (000's)	REVISED Budget (000's)	Changes	year end result 22/23 (000's)	ACTUAL YTD 22/23 (000's)	% of REVISED Budget
Capital Funding							
Rates and other untied funding	(4,496)	(46)	(4,543)	0	(4,543)	(6,973)	153.5
Capital Grants & Contributions	(1,175)	(6,400)	(7,575)	(3,838)	(11,413)	(1,378)	18.2
Capital Grant	(550)	(6,224)	(6,773)	(3,825)	(10,598)	(1,121)	16.6
Roads to Recovery Grant	(475)	0	(475)	(6)	(480)	(71)	14.9
REPAIR Grant	(75)	(177)	(252)	(8)	(259)	(184)	73.3
Block Grant ROADS	(75)	0	(75)	0	(75)	(1)	1.3
Transfer from Property Reserve	(857)	(1,670)	(2,527)	(414)	(2,941)	(213)	8.4
Transfer from Open Space & Community Facilities	0	(1,084)	(1,084)	0	(1,084)	(161)	14.9
Transfer from Kiaora Reserve	(108)	(590)	(698)	(518)	(1,216)	0	0.0
Transfer from Section 94A Levies	(3,653)	(3,207)	(6,860)	(195)	(7,055)	(386)	5.6
T/fr from Environmental & Infrastructure Levy	(4,395)	(2,426)	(6,821)	(85)	(6,906)	(836)	12.3
T/fr from Stormwater management Charge	(490)	(308)	(798)	0	(798)	(21)	2.7
Transfer from Computer Reserve	0	(104)	(104)	0	(104)	0	0.0
Transfer from General Reserve	0	(307)	(307)	0	(307)	(5)	1.6
Transfer from Section 94	0	(20)	(20)	0	(20)	0	0.0
Transfer from DWM Reserve	(768)	(39)	(807)	0	(807)	0	0.0
T/fer from Revotes/Rollovers Reserve	0	(2,531)	(2,531)	0	(2,531)	(29)	1.1
Computer Equipment Sales	0	0	0	(30)	(30)	(0)	100.0
Passenger Vehicles Sales	(265)	(180)	(445)	0	(445)	(57)	12.7
Light Commercial Vehicle Sales	(74)	(136)	(210)	0	(210)	0	0.0
Heavy Vehicles Sales	(320)	(224)	(544)	0	(544)	0	0.0
Misc.Plant/Equip Sales	(17)	0	(17)	0	(17)	0	0.0
Total Capital Funding	(16,618)	(19,273)	(35,891)	(5,080)	(40,971)	(10,058)	28.0
Capital Expenditure							
Business Centres Capital	44	0	44	0	44	0	0.0
Depot & Waste Services Capital	0	0	0	0	0	0	100.0
Traffic Infrastructure	330	1,854	2,184	380	2,564	1,409	64.5
Flood Plain Management	60	4	64	0	64	4	6.1
Open Space Project Management	100	13	113	0	113	28	24.8
Parks & Reserves	1,837	3,242	5,079	265	5,344	1,001	19.7
Playgrounds	861	93	954	0	954	112	11.8
Sportsfields	150	71	221	0	221	31	14.1
Streetscapes	100	5,485	5,585	(335)	5,250	784	14.0
Infrastructure Renewal Program	7,553	2,160	9,713	3	9,716	2,487	25.6
Environmental Works Program	655	888	1,543	25	1,568	153	9.9
Stormwater Levy Works	865	611	1,476	0	1,476	348	23.6
Computers & Office Equipment	69	647	715	0	715	57	8.0
Commercial/Leased Properties	102	232	334	11	345	87	26.0
Investment Properties	93	342	435	518	953	771	177.3
Parks / Ovals Buildings	140	100	240	(1)	239	79	32.8
Depots	30	0	30	0	30	8	26.1
Council Offices	375	277	652	0	652	95	14.5
Community Facilities	140	542	682	3,825	4,507	1,228	180.1
Library Buildings	15	0	15	0	15	0	0.0
Car Parks	70	651	721	390	1,111	1,088	150.9
Library General	332	0	332	0	332	49	14.7
Library - Paddington	98	0	98	0	98	16	16.5
Plant Replacement Program	2,600	2,062	4,662	0	4,662	224	4.8
Total Capital Expenditure	16,618	19,273	35,891	5,080	40,971	10,058	28.0

Details of Recommended Changes

The following table details by project proposed budget variations that are \$50k or greater recommended in the Capital Budget Review Statement. For a full listing of capital project proposed budget variations refer to **Attachment 4**.

Project No/ Project Name	Current Budget \$'000s	Budget Variation + INCR / (DECR) \$'000s	Revised Budget \$'000s	Detail	Funding Source
01711 Vaucluse Bowling Club	0	3,400	3,400	Grant funded	Grants & Contributions
01708 Kiaora Building 2 Air Conditioning works	242	435	677	Unforeseen works. Tender price high.	Internally Restricted - Kiaora Reserve
01275 - Cross Street Car Park- Redevelopment	16	395	411	Budget increase requested for additional consultant advice	Internally Restricted - Property Reserve
01304 Cycleway	820	380	1,200	Additional grant money approved to fund additional expenditure	Grants & Contributions
01633 – Cooper Park Community Hall	407	380	787	Grant funds redirected from the Lanterns Project Local Roads Infrastructure Phase 3 \$335k	Grants & Contributions
01513 – Hampden St	320	375	395	Grant funding redirected from Parsley Bay Jetty (01513+01793-01738)	Grants & Contributions (offset)
01793 – Parsley Bay Net	100	100	200	Grant funding redirected from Parsley Bay Jetty	Grants & Contributions (offset)
01738 – Parsley Bay Jetty	750	-475	275	Grant funding redirected to Parsley Bay Nets \$100k + Hampden St \$375k	Grants & Contributions (offset)
01645 – Lanterns Project	335	-335	0	Grant funds redirected to Cooper Park Community Hall Local Roads Infrastructure Phase 3 \$335k	Grants & Contributions
01336 – Redleaf Plan of Management	94	129	223	Additional funding required to complete the retaining walls works.	Internally Restricted – s7.12 Contributions
01588 – Glendon Rd	76	212	288	Budget redirected within Infrastructure projects. Offsets.	Internally Restricted – Transfer from E&IRL
01579 – Balfour St Rd	176	202	378		
01671 – Old South Head Rd	75	55	130		
01753 – Cranbrook Lane	150	50	200		
01729 – Olola Ave	440	-130	310		
01731 – Olola Ave	440	-93	347		
01732 – Burrabira Ave	525	-50	475		
01748 – Jersey Road	130	-50	80		
01751 – Beresford Rd	150	-50	100		
01723 – Mahoney Lane	165	-30	135		
01725 – Liverpool St	235	-30	205		
00163 – Plan &	211	-20	191		

In addition to the Income and Expenses and Capital Budget Review Statements above, Council's Balance Sheet and Reserve levels summarise the results of the budget review and appear as **Attachments 1 and 2** respectively.

Cash and Investments Budget Review Statement

The Cash and Investments Budget Review Statement combines Council's restricted cash reserves with total cash and investments from the Balance Sheet to show any impact on unrestricted available cash.

The Cash and Investments Budget Review Statement shown below carries the net total of recommended changes to the Budget through to the Unrestricted and Available Cash Balances. It also shows the various movements in restricted cash recommended in the Budget Review.

As reported in the Monthly Financial Report presented to the Finance, Community & Services Committee at this meeting, Council's total investment portfolio is invested in accordance with Council's Investment Policy and the bank reconciliation to 30 September 2022 has been completed.

Woollahra Council
Budget review for the quarter ended 30 Sep 2022
Cash & Investments

	ORIGINAL	Approved Changes		Recommended changes for Council Resolution (000's)	PROJECTED	
	22/23 Budget (000's)	Revotes (000s)	REVISED Budget (000's)		year end result 22/23 (000's)	ACTUAL YTD (000's)
Unrestricted	10,988	0	10,988	67	11,055	9,529
Externally Restricted						
Section 7.11 Contributions	1,470	(20)	1,450	0	1,450	1,470
Section 7.12 Contributions	5,235	(3,273)	1,962	(195)	1,767	7,277
Unexpended Grants	17	(17)	(0)	0	(0)	17
Environmental & Infrastructure Levy	2,544	(2,426)	117	(78)	40	14,110
Stormwater Levy	322	(308)	14	0	14	791
Domestic Waste	4,445	(39)	4,406	0	4,406	4,289
Total Externally Restricted	14,033	(6,083)	7,950	(273)	7,677	27,954
Internally Restricted						
Employee Leave Entitlements	4,681	0	4,681	0	4,681	4,681
Plant Replacement	0	0	0	0	0	0
Insurance	752	0	752	0	752	752
Workers Compensation Insurance	177	0	177	0	177	177
Computer	510	(78)	431	0	431	510
Library IT	647	(26)	621	0	621	581
Election	157	0	157	0	157	0
Deposits	36,287	0	36,287	0	36,287	37,970
Preschool	780	0	780	(20)	759	715
Property	10,355	(1,700)	8,655	(414)	8,241	10,999
Open Space & Community Facilities	1,133	(1,084)	49	0	49	971
Kiaora Place Reserve	4,775	(590)	4,185	(518)	3,668	3,901
Loan Funds	0	0	0	0	0	0
Revotes & Rollovers	3,086	(2,959)	127	0	127	3,058
Oxford Street	226	0	226	0	226	249
Open Space Projects	303	(303)	1	0	1	314
Property Development	23	(4)	19	0	19	23
General Reserve	1,846	0	1,846	(90)	1,756	1,478
Total Internally Restricted	65,738	(6,744)	58,994	(1,042)	57,952	66,379
Total Restricted	79,771	(12,827)	66,944	(1,315)	65,630	94,333
Total cash and investments	90,760	(12,827)	77,932	(1,247)	76,685	103,861
Available Cash	10,988	0	10,988	67	11,055	9,529

Notes:

The **available cash** position excludes restricted funds. External restrictions are funds that must be spent for a specific purpose and cannot be used by Council for general operations. Internal restrictions are funds that Council has determined will be used for a specific future purpose.

ORIGINAL Budget +/- approved budget changes in previous quarters = REVISED Budget

REVISED Budget +/- recommended changes this quarter = PROJECTED year end result

Budget Review Contracts and Other Expenses Statement

The Budget Review Contracts and Other Expenses Statement, provided in **Attachment 3**, requires Council to disclose 'Contracts' and 'Consultancy and Legal Expenses' as part of the Quarterly Budget Review.

As per requirements set out by the Office of Local Government, the Contracts disclosure includes:

- Contracts that were entered into during the quarter under review but have not been fully performed or completed; and
- Have a value equal to or more than \$50,000, (or, 1% of Council's estimated income from continuing operations).

Contracts for employment and contracts entered into from Council's "preferred contracts list" are not included.

The consultancy and legal expenses disclosure shows year to date budget and year to date expenditure for these items.

Options:

Council can resolve to approve the budget changes recommended in this report or choose to resolve in some other manner.

Community Engagement and / or Internal Consultation:

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

Policy Implications:

There are no direct policy implications arising from this report.

Financial Implications:

The September 2022 quarterly review forecasts an increase in Council's working funds position for 2022/23 of \$117k comprising of the original budget surplus including rollovers of \$50k and a surplus in the September review of \$67k.

The September Quarterly Budget Review is a forecast increase in Council's Net Operating Result of \$3.833m from \$9.542m to \$13.374m. When we exclude Capital Grants & Contributions (we exclude them because capital grants and contributions can only be used on capital projects, i.e. not on Council's day to day expenses) the net result is a breakeven in the Net Operating Result before Capital Grants & Contributions, leaving the forecast deficit at -\$258k for 2022/23.

The Capital Budget Review Statement shows an increase in capital expenditure of \$5.08m and an increase in funding of \$5.08m. Changes giving rise to these variations have been detailed in the report.

The Balance Sheet (**Attachment 1**) shows liquidity at 3.02:1 with a working funds position at 30 June 2023 of \$2.712m.

Resourcing Implications:

Resourcing implications are outlined within the report particularly where the use of temporary staff is required to backfill vacant positions. Budget changes recommended in relation to resourcing implications have been managed against other budget recommended changes.

Conclusion:

As noted throughout this report, the September Quarterly Budget Review is a forecast increase in Council's Net Operating Result of \$3.833m from \$9.542m to \$13.374m. When we exclude Capital Grants & Contributions (we exclude them because capital grants and contributions can only be used on capital projects, i.e. not on Council's day to day expenses) the net result is a breakeven in the Net Operating Result before Capital Grants & Contributions, leaving the forecast deficit at - \$258k for 2022/23.

The Capital Budget Review Statement shows an increase in capital expenditure of \$5.08m and an increase in funding of \$5.08m. Changes giving rise to these variations have been detailed in the report.

Council has taken very seriously the matter of future financial sustainability and as such, has undertaken a range of budget improvement initiatives. This proactive approach over the last 18 months to improve Council's financial position has included budget repair actions totalling over \$3.8million. In addition to the above, Council at its meeting of 17 October 2022, resolved to proceed with a permanent Special Rate Variation application (under Section 508A of the Local Government Act 1993), to the Independent Pricing and Regulatory Tribunal (IPART) effective from 1 July 2023.

Having regard to the original estimates of income and expenditure, and the proposed variations, the projected restricted cash levels and liquidity position indicate that Council's overall financial position will remain satisfactory at 30 June 2023, noting the continuing focus of Council on achieving long term financial sustainability.

Attachments

1. Forecast Balance Sheet as at 30 September 2022
2. Forecast 30 June 2023 Reserve Levels as at 30 September 2022
3. Budget Review Contracts and Other Expenses Statement
4. Capital Budget Proposed Project Variations as at 30 September 2022

BUDGET 2022/23 Balance Sheet							
	Actual 21/22	21/22 Revotes	Revote & Rollovers into 22/23	22/23 Budget	Original Budget & Revotes	September Review 22/23	September Review 22/23
Current Assets							
Cash & Investments	91,648,614	(12,827,083)	78,821,531	(889,063)	77,932,468	(1,247,486)	76,684,982
Receivables	6,042,795		6,042,795		6,042,795		6,042,795
Inventories	349,855		349,855		349,855		349,855
Other	3,917,503		3,917,503		3,917,503		3,917,503
	101,958,767	(12,827,083)	89,131,684	(889,063)	88,242,621	(1,247,486)	86,995,135
Current Liabilities							
Payables	47,927,361		47,927,361		47,927,361		47,927,361
Interest Bearing Liabilities	3,663,711		3,663,711	130,565	3,794,276		3,794,276
Provisions	13,191,236		13,191,236	883,584	14,074,820		14,074,820
Other	11,187,929		11,187,929		11,187,929		11,187,929
	75,970,236	0	75,970,236	1,014,149	76,984,385	0	76,984,385
NET CURRENT ASSETS	25,988,531	(12,827,083)	13,161,448	(1,903,212)	11,258,236	(1,247,486)	10,010,750
Non-Current Assets							
Receivables	105,830		105,830		105,830		105,830
Inventories & Other Assets	595,616		595,616	(129,732)	465,884		465,884
Investment Properties	181,210,000		181,210,000	1,100,000	182,310,000		182,310,000
Property, Plant & Equipment	982,225,327	19,298,563	1,001,523,890	437,985	1,001,961,875	5,080,440	1,007,042,315
	1,164,136,774	19,298,563	1,183,435,337	1,408,253	1,184,843,589	5,080,440	1,189,924,029
Non-Current Liabilities							
Interest Bearing Liabilities	60,314,910		60,314,910	(3,794,276)	56,520,634		56,520,634
Provisions	422,157		422,157		422,157		422,157
Other	98,809		98,809		98,809		98,809
	60,835,876	0	60,835,876	(3,794,276)	57,041,600	0	57,041,600
NET ASSETS	1,129,289,429	6,471,480	1,135,760,909	3,299,316	1,139,060,225	3,832,954	1,142,893,179
EQUITY							
Opening Equity	546,494,125		561,456,731		561,456,731		561,456,731
Asset Revaluation Reserves	567,832,698		567,832,698		567,832,698		567,832,698
Operating Result	14,962,606		6,471,480		9,770,796		13,603,750
Closing Equity	1,129,289,429	0	1,135,760,909	0	1,139,060,225	0	1,142,893,179
Working Funds							
Current Assets	25,988,531		13,161,448		11,258,236		10,010,750
ADD:							
Current Prov'n for ELE	13,191,236		13,191,236		14,074,820		14,074,820
Current Deposits	40,462,000		40,462,000		40,462,000		40,462,000
Current Loan Liability	3,663,711		3,663,711		3,794,276		3,794,276
LESS:							
External Restrictions	(15,256,952)		(9,174,050)		(7,949,938)		(7,677,434)
Internal Restrictions	(65,453,447)		(58,709,266)		(58,994,316)		(57,952,077)
	2,595,078	0	2,595,078	0	2,645,078	0	2,712,335
Movement in Working Funds			0		50,000		67,257
Unrestricted Current Ratio	3.49		3.19		3.06		3.02
Current Assets - External Restrictions	77,180		70,436		70,771		69,796
Current Liabilities - Restricted Liabilities	22,093		22,093		23,107		23,107
Current Liabilities not to be paid out							
Refundable Deposits & Bonds	36,179,000		36,179,000		36,179,000		36,179,000
Provisions:							
Employee Benefits	8,176,000		8,176,000		8,176,000		8,176,000
	44,355,000		44,355,000		44,355,000		44,355,000
Restricted Receivables & Provisions							
Receivables - External	906		906		906		906
Provisions - External	9,522		9,522		9,522		9,522

WOOLLAHRA MUNICIPAL COUNCIL Forecast Restricted Cash Balances - 30th June 2023											
Externally Restricted Cash		REVOTES		ORIGINAL BUDGET & REVOTES				SEPTEMBER REVIEW			
Purpose	Restricted Cash Balance June 22	Transfers From	Closing Balance Jun 23	Transfer To	Interest Earned	Transfers From	Closing Balance Jun 23	Transfer To	Interest Earned	Transfers From	Closing Balance Jun 23
Section 7.11 Contributions	1,469,797	19,951	1,449,846	0	200		1,450,046				1,450,046
Section 7.12 Contributions	6,811,780	3,273,062	3,538,718	2,700,000	1,000	4,278,000	1,961,718			195,000	1,766,718
Unexpended Grants	16,749	16,749	(0)				(0)				0
Environmental & Infrastructure Levy	2,629,958	2,426,259	203,699	4,588,683		4,675,000	117,382	7,581		85,085	39,878
Stormwater Levy	319,895	307,999	11,896	492,500		490,000	14,396				14,396
Domestic Waste:											
General Reserve	2,909,440	38,882	2,870,558	1,119,358		768,477	3,221,439				3,221,439
Employee Leave Entitlements	1,099,334		1,099,334	85,623			1,184,958				1,184,958
	15,256,952	6,082,902	9,174,050	8,986,164	1,200	10,211,477	7,949,938	7,581	0	280,085	7,677,434
Internally Restricted Cash											
Purpose	Restricted Cash Balance June 22	Transfers From	Closing Balance Jun 23	Transfer To	Interest Earned	Transfers From	Closing Balance Jun 23	Transfer To	Interest Earned	Transfers From	Closing Balance Jun 23
Employee Leave Entitlements	4,681,211		4,681,211				4,681,211				4,681,211
Plant Replacement	128		128				128				128
Insurance	751,919		751,919				751,919				751,919
Workers Compensation Insurance	176,723		176,723				176,723				176,723
IT Reserve											
General Reserve	509,661	78,303	431,358				431,358				431,358
Library IT	580,778	26,000	554,778	66,000			620,778				620,778
Election	436		436	157,000			157,436				157,436
Deposits	36,287,144		36,287,144				36,287,144				36,287,144
Preschool											
General Reserve	507,969		507,969	31,895			539,864	(20,267)			519,597
Employee Leave Entitlements	207,421		207,421	32,390			239,811				239,811
Property	11,211,825	1,699,570	9,512,255			857,000	8,655,255			414,449	8,240,806
Open Space & Community Facilities	1,132,958	1,084,234	48,724				48,724				48,724
Kiaora Place Reserve	3,900,607	590,314	3,310,293	1,313,465		438,661	4,185,097			517,523	3,667,574
Loan Funds	0		0				0				0
Revotes & Rollovers	3,086,292	2,958,896	127,396				127,396				127,396
Oxford Street Placemaking	248,646		248,646			23,040	225,606				225,606
Open Space Projects	303,273	302,505	768				768				768
Property Development	23,359	4,359	19,000				19,000				19,000
General Reserve											
Public Art Gallery	296,900		296,900				296,900			90,000	206,900
FAG Prepayment	1,397,274		1,397,274	852,664		852,664	1,397,274				1,397,274
Old Section 94	92,140		92,140				92,140				92,140
General	56,784		56,784	3,000			59,784				59,784
	65,453,447	6,744,181	58,709,266	2,456,414	0	2,171,365	58,994,316	(20,267)	0	1,021,972	57,952,077
Total Restricted Cash	80,710,399	12,827,083	67,883,316	11,442,578	1,200	12,382,842	66,944,253	(12,686)	0	1,302,057	65,629,510

Woollahra Council

Budget review for the quarter ended - 30 September 2022

Contracts

Contractor	Contract detail & purpose	Contract value (\$ (Incl. GST)	Commencement date	Duration of contract	Budgeted (Y/N)	Explanation if not included in the budget
Alhus Group Consulting Pty Ltd	Project management services for Vauchuse Bowling Club Access Improvements and Refurbishment Project	\$ 71,456.00	4/08/2022	1 year	Y	
Studio GL Pty Ltd	Edgecliff Centre Site Urban Design Principles and Built Form Review	\$ 37,378.00	15/08/2022	3 months	Y	
Edge Environment	Urban Forest Strategy	\$ 65,876.80	28/08/2022	3 months	Y	
Ozpave (Aust) Pty Ltd	2022 - 23 Woollahra Council Location 2 - Road Resurfacing Program for SSROC T2020-09	\$ 585,433.20	8/09/2022	1 year	Y	
Downer EDI Works Pty Ltd	2022-23 Woollahra Council Location 1 Road Resurfacing Program for SSROC T2020-09	\$ 619,531.00	8/09/2022	1 year	Y	
Aspect Australia Pty Limited	Spatial services and topographical survey	\$ 14,718.00	16/09/2022	1 months	Y	
Computer Systems (Australia) Pty. Ltd.	Palo Alto Networks Firewall Subscriptions	\$ 75,105.80	27/09/2022	3 months	Y	

Notes

1. Minimum reporting level is 1% of estimated income from continuing operations or \$50,000 whichever is the lesser.
2. Contracts to be listed are those entered into during the quarter and have yet to be fully performed, excluding contractors that are on Council's preferred supplier list).
3. Contracts for employment are not required to be included.
4. Where a contract for services etc was not included in the budget, an explanation is to be given (or reference made to an explanation in another Budget Review Statement).

This disclosure forms part of Woollahra Council's Quarterly Budget Review and should be read in conjunction with other documents in the Quarterly Budget Review.

Capital Budget Proposed Project Variations as at 30 September 2022

The following table details by project the proposed budget variations that are recommended in the Capital Budget Review Statement.

Project No	Project Name	Budget Variation + INCR / (DECR) \$'000s	Detail	s.7.12 Developer Cont'ns \$'000s	Externally Restricted \$'000s	Internally Restricted \$'000s	Grants & Cont'ns (Capital) \$'000s	Grants & Cont'ns (Operating) \$'000s	Working Funds \$'000s	Computer Sales \$'000s
BUDGET FUNDING REALLOCATION BETWEEN PROJECTS / FUNDING SOURCES										
01645	Double Bay Lanterns Project	(335)	Transfer from project 01645 to 01633 Local Roads Infrastructure Phase 2 & 3 plus additional grant				(335)			
01633	Cooper Park Community Hall	380					380			
01738	Parsley Bay Jetty	(475)	Transfer to projects 01513 & 01793				(475)			
01513	Hampden St	375					375			
01793	Parsley Bay Nets	100					100			
01525	Rose Bay Promenade	10				10				
01579	Balfour Road	202				202				
01671	Old South Head Road, Salisbury Road to Robertson Pl- Pavement	55				5	8	42		
01588	Glendon Road Double Bay btw Carlotta Road to the End	212				212				
01602	The Crescent Vaucluse	23		Partial offset (01525 to 01758, net \$3k). Additional funds to complete this phase.			23			
01607	Parsley Bay Wharf	4					4			
01646	Reconophelt	26					26			

Project No	Project Name	Budget Variation + INCR / (DECR)	Detail	s.7.12 Developer Cont'ns	Externally Restricted	Internally Restricted	Grants & Cont'ns (Capital)	Grants & Cont'ns (Operating)	Working Funds	Computer Sales
01753	Cranbrook Lane	50				50				
01668	Bates Avenue	14				14				
01670	O'Sullivan Rd	39				39				
01741	Queen St, Woollahra	4						4		
01723	Mahoney Lane	(30)				(30)				
01724	Liverpool st	(30)				(30)				
01725	Wharf Rd, Vaucluse	(30)				(30)				
01728	Kings Rd, Vaucluse	(20)				(20)				
01729	Olola Avenue	(130)				(130)				
01730	Norfolk Lane	(15)				(15)				
01731	Olola Avenue	(93)				(93)				
01732	Burrabirra Avenue	(50)				(50)				
01742	Norfolk St	(20)				20		(40)		
01744	Jersey Rd	(10)				(10)				
01748	Jersey Rd	(50)				(50)				
01751	Beresford Rd	(50)				(50)				
00163	Plan and control the E&IR Program	(20)				(20)				
01755	Small Street	(30)				(30)				
01756	Raine St	(20)				(20)				
01758	Jersey Rd	(38)				(38)				
TOTAL BUDGET FUNDING REALLOCATION BETWEEN PROJECTS/ FUNDING SOURCES		48	Total increase funded through recovered funds.	0	0	(11)	53	6	0	0

INCREASE IN CAPITAL WORKS BUDGET										
01711	Vaucluse Bowling Club	3,400	Grant funding				3,400			
01708	Kiaora Place AC works	435	Unforeseen works – higher tender received			435				
01275	Cross Street Car Park- Redevelopment	395	Budget increase requested for additional legal and consultant costs			395				
01304	New South Head Rd (Cycleway)	380	Additional grant funding approved				380			
01681	Figtree Reserve	136	Emergency notifications with additional scope required			136				
01336	Redleaf Plan of Management	129	Additional funding to complete retaining wall.			129				
01712	Woolworths Loading Door	56	Requisite repairs			56				
01276	Rose Bay Car Parks - Redevelopment	45	Budget increase requested for additional costs			45				
01371	St Brigids	30	Final account to be resolved with contractor			30				
01530	Kiaora Place	26	Funded from savings in Kiaora Projects			26				
01706	Rose Bay Working	25	Budget increase requested.			25				
01699	4949 Sir David Martin	15	Budget increase requested.			15				
01684	4822 - Trumper	11	Additional waterproofing required			11				
TOTAL INCREASE IN CAPITAL WORKS		5,083				1,303	3,780	0		

DECREASE IN CAPITAL WORKS BUDGET										
01790	Grafton St Carp	(20)	Project complete last year			(20)				
01791	Cosmopolitan Ce	(30)	LED lighting does not require replacement			(30)				
01654	PCs replacement	0	Net gains from sale of computers. Change funding source only							(30)
01686	4832 – Lyne Park	(1)	Cost savings			(1)				
TOTAL DECREASE IN CAPITAL WORKS		(51)		0	0	(51)	0	0	0	(30)
TRANSFER TO OPERATING										
TOTAL VARIATIONS		5,080		0	0	1,241	3,833	6	0	(30)

Item No:	R3 Recommendation to Council
Subject:	CAPITAL WORKS PROGRAM - QUARTERLY PROGRESS REPORT SEPTEMBER 2022
Authors:	Petrina Duffy, Coordinator Strategy & Performance Esther Hii, Senior Corporate Accountant Paul Ryan, Chief Financial Officer
Approvers:	Tom O'Hanlon, Director - Infrastructure & Sustainability Sue Meekin, Director Corporate Performance
File No:	22/211867
Purpose of the Report:	To provide the Committee with an update on the status of projects in the 2022/23 Capital Works Program, for the quarter ended 30 September 2022.
Alignment to Delivery Program:	Strategy 11.3 Ensure effective and efficient governance and risk management.

Recommendation:

THAT the Capital Works Program – Quarterly Progress Report for the quarter ended 30 September 2022 be received and noted.

Executive Summary:

To provide the Committee with an update on the status of projects in the 2022/23 Capital Works Program, for the quarter ended 30 September 2022.

Discussion:

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

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

The Capital Works Program Status Report for the period ended 30 September 2022 is attached as **Attachment 1**. It includes, in the introductory pages, a snapshot of the Capital Works Program with a high level summary according to project status, budget, actual expenditure to date and budget remaining, statistics and charts.

Options:

This report is for noting only.

Community Engagement and / or Internal Consultation:

There has been no external community engagement undertaken in relation to this report. A copy will be made available on Council's website once approved by Council.

Policy Implications:

There are no direct Policy implications arising from this report.

Financial Implications:

Capital Works actions with budgets that were rolled over from last financial year have been consolidated with the current year 2022/23 budgets. This is a consolidation of existing budget and does not represent any increases or decreases in total funding.

Projects over expended at 30 September 2022 (those with a negative in the budget remaining column) have been addressed in the September Quarterly Budget Review which also appears on tonight's agenda.

Resourcing Implications:

There are no direct resourcing implications arising from this report.

Conclusion:

It is recommended the September 2022 Quarterly Capital Works Program Progress Report be received and noted.

Attachments

1. Capital Works Program - Quarterly Progress Report - September 2022



CAPITAL WORKS PROGRAM

QUARTERLY PROGRESS REPORT

JULY - SEPTEMBER 2022/23



Finance, Community
& Services Committee
7 November 2021

Item - Annexure 1

Contents

Introduction	iii
Capital Works Actions July - September 2022/23 Progress	iv
Environment & Climate Change	1
<i>Includes Strategies:</i>	
5.4: Reduce impacts of local flooding and improve floodplain risk management	
7.1: Protect trees, streetscapes, natural landscapes and biodiversity including the protection and restoration of bushland areas.	
7.2: Support cleaner, healthier waterways including improved water quality and healthy water catchments, creeks and harbour.	
8.1: Reduce greenhouse gas emissions.	
8.4: Encourage and assist our community to be leaders in waste management and resource recycling.	
8.5: Reduce potable water usage by Council and encourage reduced usage on private property.	
Waste & Cleansing	5
<i>Includes Strategy:</i>	
5.1: Enhance council provided community facilities to foster connections between people and place and enhance quality of life.	
Parks, Trees & Recreation	6
<i>Includes Strategy:</i>	
5.3 Provide and maintain clean, attractive, accessible, connected and safe parks, sportsgrounds, foreshore areas and other public spaces and infrastructure such as roads, footpaths, bicycle facilities, stormwater drains and seawalls.	
Land & Building Services	12
<i>Includes Strategies:</i>	
5.1: Enhance council provided community facilities to foster connections between people and place and enhance quality of life.	
9.1: Collaborating to achieve great placemaking outcomes in our local centres which are hubs for jobs, shopping, dining, entertainment, and community activities.	
11.2: Secure Council's financial position.	

Transport & Engineering **16**

Includes Strategies:

- 5.5: Renew and upgrade ageing infrastructure including roads, footpaths, stormwater drains and seawalls.
- 6.3: Reduce traffic congestion, noise and speeding.
- 9.1: Collaborating to achieve great placemaking outcomes in our local centres which are hubs for jobs, shopping, dining, entertainment, and community activities.

Corporate Services **30**

Includes Strategy:

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

Community Services, Culture & Arts **31**

Includes Strategy:

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

Library Services **32**

Includes Strategy:

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

Introduction

What is our Delivery Program & Operational Plan?

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

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

What is the Capital Works Program – Quarterly Progress Report?

This report provides progress comments against each project in the Capital Works Program. It is designed to provide a snapshot to the Council and the community on the progress against the Capital Works Program as adopted in the Delivery Program 2022/23 to 2025/26 and Operational Plan 2022/23

Capital Works Program Quarterly Progress Report Statistics to end of September 2022

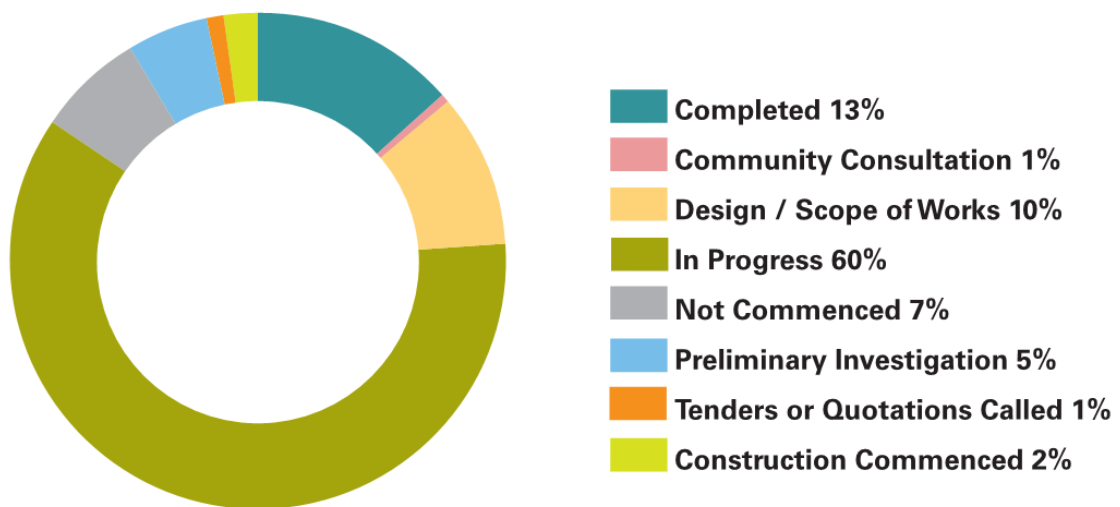
The Capital Works Program delivers actions which support the community priorities identified in our Community Strategic Plan, *Woollahra 2032*. This Capital Works Program progress report lists its project Actions under the key service area it supports:

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

The following table provides a snapshot of the status of the progress of all Actions as at 30 September 2022.

Capital Works Actions

As at 30 September 2022



Status	Current Quarter		Budget (\$)	YTD Expenditure (\$)	Budget Remaining (\$)"
	# of Projects	%			
Community Consultation	1	1%	636,000	27,428	608,572
Completed	25	13%	1,819,677	2,006,899	-187,222
Construction Commenced	4	2%	779,232	1,331,653	-552,421
Deferred	0	0%	0	0	0
Design / Scope of Works	19	10%	1,839,038	325,767	1,513,271
In Progress	113	60%	22,880,026	6,011,293	16,868,763
Not Commenced	13	7%	969,195	509	968,686
Preliminary Investigation	10	5%	1,536,756	55,487	1,481,269
Tenders or Quotations Called	2	1%	292,380	7,600	287,780
Works Delayed	0	0%	0	0	0
TOTAL	187	100%	\$30,755,334	\$9,766,636	\$20,988,698

Environment & Climate Change

Actions	Current Status	Progress Comments	Comment Updated	Projected Status 30 June 2023	Budget (\$)*	YTD Expenditure (\$)**	Budget Remaining (\$)
Strategy 5.4: Reduce impacts of local flooding and improve floodplain risk management.							
Priority 5.4.2: Develop and implement a five year capital renewal program for stormwater drainage infrastructure.							
5.4.2.1 Inlet Capacity Increase - Multiple jobs to improve stormwater capacity (01466) and to identify and rectify small stormwater system works (01492)	In Progress	The Inlet Capacity Increase project and Stormwater Small Works Project are carried out concurrently and are on-going projects which involve improving/constructing stormwater kerb inlets or systems to improve overall stormwater capacity. Various inlet capacity and stormwater upgrades are planned for FY22/23 and include near 157 Paddington Street and 115 Underwood Street, Paddington and 71 Drumalbyn Road, Bellevue Hill.	Yes	Completed	278,674	60,223	218,451
5.4.2.2 Pringle Place at Bellevue Garden, Bellevue Hill - New stormwater pipe connection from Pringle Place to Bellevue Gardens (construction) (01663)	In Progress	Project is in investigation and detailed design phase. Contractors have been engaged to undertake site works for future stormwater improvements. Consultation with Council staff and local residents is underway and once negotiations are complete, this will determine next steps of the project to be undertaken in conjunction with the Pringle Place rock face stabilisation works (#01664).	Yes	In Progress	53,626	305	53,321
5.4.2.3 Queen Street corner Ocean Street, Woollahra - Stormwater pipe rehabilitation - Pipe relining and pit building works (01721)	In Progress	Pit has been built and awaiting pipe liner installation. This will be completed in Q3 FY22/23.	Yes	Completed	200,000	158,204	41,796
5.4.2.4 Ocean Street between William Street and Wiston Gardens - Stormwater pipe rehabilitation and road pavement reconstruction (01722)	In Progress	Pipe liner is on order. Civil works will be done in Q2 FY22/23. Project will be completed in Q3 FY22/23 with liner installation.	Yes	Completed	150,000	59,968	90,032

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

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

1

Actions	Current Status	Progress Comments	Comment Updated	Projected Status 30 June 2023	Budget (\$)*	YTD Expenditure (\$)***	Budget Remaining (\$)
5.4.2.5 Kiaora Road corner Forest Road, Double Bay - Stormwater improvement works (01662)	In Progress	Project involves augmenting two stormwater pits to improve stormwater drainage. Project is in construction phase and scheduled to be completed in Q3 FY22/23 in conjunction with project #01754.	Yes	Completed	41,484	20,939	20,545
5.4.2.6 Condition assessment for the stormwater network by using CCTV inspection (01493)	In Progress	This is an on-going project and involves undertaking CCTV inspections of Council's stormwater network in known problem areas or in critical locations to assess the condition of pipes across the LGA. Any defects identified are recorded and repair works are prioritised. This data is considered when developing Council's future capital and maintenance drainage budgets and is incorporated in Council's Asset and Defects Register.	Yes	Completed	66,933	21,687	45,246
5.4.2.7 George Street, Paddington - Stormwater component of the works (01720)	In Progress	The design phase for George Street stormwater and streetscape upgrade is complete. Community consultation will be undertaken in Q2 FY22/23 and then procurement will commence following consultation. It is anticipated that the construction works will take place in Q3/ Q4 FY22/23. This project is in conjunction with PR01512 as additional funds were provided to facilitate the extent of works.	Yes	Completed	250,000	0	250,000
5.4.2.8 Watsons Bay Flood Mitigation Project (01409)	In Progress	This project incorporates road and stormwater upgrades to reduce flooding in the Watsons Bay catchment. It is proposed to lower the eastern side of Cliff Street to increase the drainage capacity of the road, replace the existing concrete channel with a rock-lined, landscaped swale and additional stormwater pipes and pits. Community consultation was completed in December 2021. Further investigation was undertaken to identify utility services to develop a detailed design. The procurement phase is completed and construction is anticipated to commence in Q3 FY22/23 following the summer months.	Yes	Completed	326,653	4,656	321,997
5.4.2.9 Caledonia Road Rose Bay - Stormwater outfall upgrade on Rose Bay Beach (design and construct) (01661)	In Progress	Project is in detailed design phase and is being finalised. Additional funds are required to undertake the full scope of works which includes stormwater connectivity from Collins Avenue through Caledonia Road and out to Rose Bay Beach. Community and stakeholder consultation will occur in Q3 FY22/23 and the construction works will be undertaken in stages, subject to available funds sourced for FY23/24. It is anticipated that construction will be undertaken in Q4 of FY22/23 and Q1 FY23/24.	Yes	In Progress	172,541	26,046	146,495

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

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

Actions	Current Status	Progress Comments	Comment Updated	Projected Status 30 June 2023	Budget (\$)*	YTD Expenditure (\$)***	Budget Remaining (\$)
Strategy 7.1: Protect trees, streetscapes, natural landscapes and biodiversity including the protection and restoration of bushland areas.							
Priority 7.1.2: Implement a prioritised program of capital improvements to natural areas.							
7.1.2.1 Cooper Park Rehabilitation (01489)	Preliminary Investigation	Investigations are underway to determine the best location for a gross pollutant trap to treat stormwater before it enters Cooper Creek.	Yes	Completed	160,000	0	160,000
7.1.2.2 Energy Conservation & Carbon Reduction Projects (01490)	Preliminary Investigation	This project will transition Council owned properties away from using gas. Properties using gas have been identified and actions required to replace gas fixtures have been identified.	Yes	In Progress	244,129	23,395	220,734
7.1.2.3 Trumper Park Bush Regeneration (01792)	Design/Scope of Works	This project involves the implementation of the second stage of bush regeneration alongside the area where the pathway is being replaced. The project has been designed and will be implemented following completion of the pathway works.	Yes	Completed	35,000	0	35,000
Strategy 7.2: Support cleaner, healthier waterways including improved water quality and healthy water catchments, creeks and harbour.							
Priority 7.2.1: Implement a five year Capital Renewal Program for stormwater drainage infrastructure and management of stormwater pollutants.							
7.2.1.1 Better Waste & Recycling Fund (01485)	Completed	The Better Waste and Recycling Fund grant projects were completed last financial year and the grant was acquitted in August 2022.	Yes	Completed	14,254	15,197	-943
Priority 7.2.2: Implement a program of capital works for water quality improvement, including installation of stormwater quality improvement devices such as raingardens and Gross Pollutant Traps.							
7.2.2.1 Rose Bay Working Party Actions - Implementation of Rose Bay Beach Sand Redistribution (01706)	In Progress	A large-scale redistribution of sand at Rose Bay Beach was completed in August. A post work survey of the beach has been completed and will be repeated six months and 12 months post works to monitor movement of the sand over time.	Yes	Completed	50,000	51,491	-1,491
7.2.2.2 Water Quality Improvement - Gross Pollutant Trap (01795)	Preliminary Investigation	Preliminary investigation is underway to assess the feasibility of installing a gross pollutant trap in Collins Avenue to treat stormwater flowing to Rose Bay Beach.	Yes	Completed	160,000	0	160,000

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

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

Actions	Current Status	Progress Comments	Comment Updated	Projected Status 30 June 2023	Budget (\$)*	YTD Expenditure (\$)***	Budget Remaining (\$)
Strategy 8.1: Reduce greenhouse gas emissions.							
Priority 8.1.1: Provide programs and projects to reduce local greenhouse gas emissions.							
8.1.1.1 Kiaora Buildings Energy Reduction (01638)	Preliminary Investigation	Feasibility analysis is being undertaken to assess the potential to commence transition from gas by replacing one air conditioning unit.	Yes	In Progress	248,289	0	248,289
8.1.1.2 Electric Vehicle Charging - Installation of two on-street chargers and ranger vehicle charger (01703)	In Progress	Installation of electric vehicle chargers at Old South Head Road Vaucluse and Birriga Road Bellevue Hill is underway. Two further chargers are planned for installation this year, locations are to be finalised.	Yes	Completed	100,296	50,297	50,000
8.1.1.3 Interpretation Signage - Signage for nature walks including Cooper Park Nature Wellness Trail (01704)	Design/Scope of Works	Signage for the Cooper Park Nature Wellness Walk was completed in FY21/22. Design of formalised signage for the Double Bay Tree Trail is in development.	Yes	Completed	21,987	0	21,987
Strategy 8.4: Encourage and assist our community to be leaders in waste management and resource recycling.							
Priority 8.4.1: Encourage greater participation in waste reduction, recycling and other measures to minimise waste.							
8.4.1.1 WSUD - Construction (01487)	Design/Scope of Works	A raingarden will be constructed at Cliff Street Watsons Bay as part of the streetscape upgrade. It is expected that the upgrade will be undertaken in the second half of FY22/23.	Yes	Completed	50,000	0	50,000
Strategy 8.5: Reduce potable water usage by Council and encourage reduced usage on private property.							
Priority 8.5.1 Integrate water sensitive urban design into local infrastructure and development and investigate stormwater re-use.							
8.5.1.1 Stormwater Harvesting (00162)	Not Commenced	This project involves the installation of a second rainwater tank at Christison Park to increase the capacity of the existing stormwater harvesting system. The project is on hold pending completion of the park Plan of Management.	Yes	Not Yet Commenced	280,729	509	280,220
8.5.1.2 Stormwater Harvesting (01484)	Preliminary Investigation	Feasibility analysis is being undertaken to determine the potential to harvest stormwater at Collins Avenue Rose Bay for use in the Percival Park amenities block.	Yes	In Progress	140,000	7,150	132,850

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

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

Actions	Current Status	Progress Comments	Comment Updated	Projected Status 30 June 2023	Budget (\$)*	YTD Expenditure (\$)**	Budget Remaining (\$)
8.5.1.3 Biodiversity Projects (01488)	Design/Scope of Works	Quotes have been obtained to fell and treat three large Coral Trees at Cooper Park to alleviate safety issues and improve ecological value of the area. The project includes bush regeneration in the area post-works.	Yes	In Progress	38,051	2,915	35,136
ENVIRONMENT & CLIMATE CHANGE TOTAL:					\$3,082,646	\$502,982	\$2,579,664

Waste & Cleansing

Actions	Current Status	Progress Comments	Comment Updated	Projected Status 30 June 2023	Budget (\$)*	YTD Expenditure (\$)**	Budget Remaining (\$)
Strategy 5.1: Enhance council provided community facilities to foster connections between people and place and enhance quality of life.							
Priority 5.1.2: Implement a prioritised program of capital improvements to community facilities.							
5.1.2.1 Fletcher St Depot - Upgrade office areas (01782)	Design/Scope of Works	Architect preparing designs.	Yes	Completed	18,000	800	17,200
5.1.2.2 Fletcher St Depot - Upgrade all fire emergency plans (01783)	In Progress	Purchase order issued to contractor. Works nearing completion.	Yes	Completed	7,000	3,360	3,640
5.1.2.3 Quarry Street Depot - Upgrade all fire emergency plans (01781)	In Progress	Purchase order issued to contractor. Works nearing completion.	Yes	Completed	5,000	3,670	1,330
WASTE & CLEANSING TOTAL:					\$30,000	\$7,830	\$22,170

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

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

Parks, Trees & Recreation

Actions	Current Status	Progress Comments	Comment Updated	Projected Status 30 June 2023	Budget (\$)*	YTD Expenditure (\$)**	Budget Remaining (\$)
Strategy 5.3 Provide and maintain clean, attractive, accessible, connected and safe parks, sportsgrounds, foreshore areas and other public spaces and infrastructure such as roads, footpaths, bicycle facilities, stormwater drains and seawalls.							
Priority 5.3.2 Implement a prioritised program of capital improvements to public open spaces and recreation facilities.							
5.3.2.1 Parks and Open Spaces Project Management (00054)	In Progress	This cost centre is used for consultancy fees on some initial investigation works on various projects identified for the FY22/23.	Yes	Completed	113,467	28,108	85,359
5.3.2.2 Playgrounds - Replace existing (00782)	In Progress	The detailed design for the Lyne Park Playground upgrade is underway. The construction works are included in the FY22/23 Capital Works Budget (Project 01770).	Yes	Completed	25,570	25,669	-99
5.3.2.3 Lyne Park Playground upgrade (01770)	Community Consultation	Final community consultation on the proposed playground design is currently underway. Staff will assess all submissions and make any necessary design changes. Procurement of the equipment and contractor will follow. Works are expected to commence in Q4 FY22/23.	Yes	In Progress	636,000	27,428	608,572
5.3.2.4 Softfall Renewal - Various sites identified in assets register (01086)	In Progress	The renewal of softfall rubber at the fitness stations at Christison Park has commenced.	Yes	Completed	142,437	59,219	83,218
5.3.2.5 Informal and non-traditional play elements at various locations (01771)	Design/Scope of Works	Assessment of various locations are underway with design work planned to commence in Q2, followed by community consultation in Q3 and equipment orders in Q4 FY22/23.	Yes	Completed	150,000	0	150,000
5.3.2.6 Synthetic Cricket wicket upgrades - Replacement of synthetic surface on Rushcutters Bay Park and Lough Playing Fields cricket pitches (01683)	Preliminary Investigation	The scope of works for the synthetic cricket wicket upgrades are currently being prepared.	Yes	Completed	22,437	0	22,437
5.3.2.7 Major Sports Surface Renovations (01482)	In Progress	The replacement of the bore water pump is complete at Rushcutters Bay Park. Preliminary investigations have commenced to identify the priority of works required at sportsfields.	Yes	Completed	166,898	31,163	135,735

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

Actions	Current Status	Progress Comments	Comment Updated	Projected Status 30 June 2023	Budget (\$)*	YTD Expenditure (\$)***	Budget Remaining (\$)
5.3.2.8 Christison Park sportsground irrigation - Implement stage 2 of the upgrade (01402)	In Progress	The drainage works at Christison Park along New South Head Road has been completed with some further landscaping works to occur in Q2 FY22/23.	Yes	Completed	31,176	0	31,176
5.3.2.9 Bellevue Park extension of pathway and landscaping - Stage 2 Design and Consultation. Construction to be funded in future budgets (01674)	In Progress	The detailed design documentation for Stage 2 Bellevue Park Pathway is nearing completion. Funding is provided in FY22/23 Capital Works budget (Project 01759) for the construction works which is expected to commence in Q2 FY22/23.	Yes	Completed	35,000	34,545	455
5.3.2.10 Bellevue Park continuation of pathway works - Stage 2 (01759)	Design/Scope of Works	Landscape design drawings are nearing completion for Stage 2 (Project 01674) of the Bellevue Park pathway. Community consultation will commence in Q2 FY22/23.	Yes	Completed	357,000	0	357,000
5.3.2.11 Cooper Park Creek Wall - Final stage of creek wall along Tennis Courts (01614)	In Progress	The creek wall works are complete. The remaining budget was a rollover from FY21/22 and is to be allocated to plantings along the creek wall.	Yes	Completed	6,202	0	6,202
5.3.2.12 Landscape improvements - Moncur Reserve, Plumb Reserve and Raoul Wallenburg Reserve (01677)	In Progress	The landscape works at Moncur Reserve are near completion. This project has been delayed due to the wet weather.	Yes	Completed	60,226	56,591	3,635
5.3.2.13 Figtree Reserve landscaping - Landscaping works due to flood damage to Figtree Reserve overlooking Cooper Park (01681)	In Progress	Engineering design drawings are complete for the re-stabilisation of Figtree Reserve embankment. A contractor has been engaged and funds committed. We anticipate work to commence in Q2 FY22/23.	Yes	Completed	185,614	185,228	386
5.3.2.14 Cooper Park amphitheatre stairs repair (01761)	In Progress	The scope of works to repair the Cooper Park Amphitheatre stairs is complete. Procurement is underway to engage a suitable contractor. Works anticipated to commence in Q2 FY22/23.	Yes	Completed	60,000	0	60,000
5.3.2.15 Moncur Reserve landscaping and extension to basketball court (01763)	Design/Scope of Works	Landscape concept plans have commenced for Moncur Reserve. Work includes the renewal of the basketball court and landscaping. Community consultation will occur in Q3 FY22/23.	Yes	Completed	106,000	0	106,000

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

Actions	Current Status	Progress Comments	Comment Updated	Projected Status 30 June 2023	Budget (\$)*	YTD Expenditure (\$)**	Budget Remaining (\$)
5.3.2.16 Harbourview Park basketball court relocation and improvement (01764)	Design/Scope of Works	Landscape design drawings are nearing completion for the relocation of the half-court basketball court. Community consultation to commence in Q2 FY22/23.	Yes	Completed	57,000	0	57,000
5.3.2.17 Cooper Park Pond upgrade (01766)	In Progress	The request for quotation has been developed and is ready to be sent to suitable contractors. Due to the weight and amount of sediment required to be removed from the pond we are currently getting advice on the weight limits on the bridges within Cooper Park.	Yes	Completed	137,000	337	136,663
5.3.2.18 Footpath renewals including Cooper Park and Chiswick Gardens (01767)	In Progress	Footpath renewals are identified at Cooper Park including some bush tracks which have been damaged with recent storm events and the pathway adjacent to the tennis courts. The bush track works are currently underway. The renewal of the sandstone flagging pathway adjacent to the tennis courts is currently at design review stage. Following this we will procure a contractor to commence works in Q3 FY22/23.	Yes	Completed	142,000	10,353	131,647
5.3.2.19 Redleaf - Retaining wall works (01336)	In Progress	Works to the Redleaf (Murray Rose Pool) retaining wall are near completion. Over-expenditure on this project will be funded from under-expenditure on other projects.	Yes	Completed	93,764	96,918	-3,154
5.3.2.20 Sayonara Slipway improvements (01340)	Preliminary Investigation	The draft Sir David Martin Reserve Plan of Management proposes to activate the Sayonara Slipway for water based recreation and related maritime purposes, whilst retaining and preserving the heritage fabric of the site. Once the Plan is adopted, Council can proceed with consultation on possible improvements and activation. Any works to the site would require a Heritage Impact Statement.	Yes	In Progress	150,000	1,225	148,775
5.3.2.21 Yarranabbe Park - Northern Plaza and stairs construction (01399)	In Progress	GML Heritage have provided the final draft of the Conservation Management Strategy for the site. This project is included in that Strategy. Investigations are underway to determine the feasibility of the project in regards to its heritage impact on the State Heritage Listed park.	Yes	In Progress	400,000	0	400,000
5.3.2.22 Rushcutters Bay Park landscaping improvements (01769)	Design/Scope of Works	The scope of works are currently being developed with an emphasis on landscaping improvements to the garden beds and entry area off New Beach Road.	Yes	Completed	92,000	1,890	90,110

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

Actions	Current Status	Progress Comments	Comment Updated	Projected Status 30 June 2023	Budget (\$)*	YTD Expenditure (\$)**	Budget Remaining (\$)
5.3.2.23 Park furniture roll-out (LGA-wide) (00450)	In Progress	Park furniture upgrades have been identified for this financial year. Procurement is underway with an initial supply of seats ordered. Sites include Lighthouse Reserve, Moncur Reserve and Murray Rose Pool.	Yes	Completed	213,763	69,274	144,489
5.3.2.24 Park lighting upgrades (00667)	In Progress	A low level lighting design for Royal Hospital for Women Park was completed and community consulted. Following consultation, the procurement of the lighting is underway with installation to occur in Q2 FY22/23.	Yes	Completed	153,925	66,157	87,768
5.3.2.25 Park Signage - New and replace (00777)	In Progress	Park signage throughout the LGA continues to be renewed. Two significant projects which are currently underway are the Redleaf Wayfinding signage and the new Bondi to Manly Walk signs.	Yes	Completed	195,406	126,671	68,735
5.3.2.26 Fencing Upgrade – Various sites (01338)	In Progress	The main project under this program is the replacement of the Lough Playing Field fence. Following community consultation, the design has been amended to be a like for like replacement. Currently in the final stages of procurement with installation to occur in Q2 FY22/23.	Yes	Completed	79,027	34,232	44,795
5.3.2.27 Multi-use sports facilities construction (01672)	Design/Scope of Works	The construction method of the multi courts at Lough Playing fields has had to be re-designed due to geo technical issues which has increased the cost of the project. Three grant applications to match Council's funding and secure the required budget for the project have been unsuccessful. Future opportunities for funding will continue to be explored. Community consultation on the project will commence Q3 22/23.	Yes	In Progress	308,000	0	308,000
5.3.2.28 New/additional street planter boxes in business centres throughout LGA - Funded by Australian Government Grant (LRCIP) as per Council resolution (01682)	In Progress	The rollout of planter boxes in Double Bay along New South Head Road is underway. The remaining funds will be used for planting improvements in the planter boxes through Spring.	Yes	Completed	14,531	0	14,531
5.3.2.29 Accessible matting for beaches (01765)	Preliminary Investigation	Camp Cove Beach and Parsley Bay Beach are the two nominated locations for the accessible matting. Orders for matting will be placed in Q2 FY22/23.	Yes	Completed	36,000	0	36,000

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

Actions	Current Status	Progress Comments	Comment Updated	Projected Status 30 June 2023	Budget (\$)*	YTD Expenditure (\$)**	Budget Remaining (\$)
5.3.2.30 Council nursery upgrades (01768)	Design/Scope of Works	The scope of works are currently being developed. Fencing improvements and stormwater capture are major elements of this project.	Yes	Completed	55,000	0	55,000
5.3.2.31 Rushcutters Bay Park Youth Facility (01190)	In Progress	Council at its meeting of 22 August 2022 resolved to proceed with a Section 60 application to NSW Heritage for approval to proceed with the Rushcutters Bay Park Youth Facility. Discussions underway with NSW Heritage to ensure their requirements are met.	Yes	Completed	1,151,800	32,428	1,119,372
5.3.2.32 Trumper Park Pathway renewal - Pathway renewal from the Trumper Park Tennis Courts to Edgecliff Train Station (Bowes Avenue) (01678)	In Progress	The community consultation on the pathway works at Trumper Park is complete. There are some minor design changes to be made. Procurement of a suitable contractor is underway with works expected to commence in Q2 FY22/23.	Yes	In Progress	374,491	38,062	336,429
5.3.2.33 Trumper Oval pathway including retaining walls and seating (01760)	Design/Scope of Works	Landscape design drawings have commenced for the pathway surrounding Trumper Oval. The design includes retaining walls and seating. Community consultation will commence in Q3 FY22/23.	Yes	Completed	236,000	18,500	217,500
5.3.2.34 Vaucluse War Memorial - Upgrade structures (01616)	In Progress	The flagpole and cannons have been taken to the contractor's workshop and are currently undergoing conservation and restoration works. Engineering designs for the new footings and base support plate for the flagpole have been received and are being reviewed. It is anticipated that the flagpole and cannons will be reinstalled late in Q2 or early in Q3 FY22/23. Staff are endeavouring to reinstall the flagpole in line with the Council Resolution of 28 February 2022. There is a risk that we may go over the limit prescribed in the resolution due to unforeseen findings from the restoration process of this heritage item.	Yes	Completed	42,742	47,305	-4,563
5.3.2.35 Tingira Reserve landscape upgrades - Pathway renewal, irrigation and landscaping improvements (01675)	In Progress	The pathway and irrigation works were completed in FY21/22. The landscape works are scheduled for Q2 FY22/23. This has been delayed due to wet weather and unavailability of turf.	Yes	Completed	16,210	5,200	11,010

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

Actions	Current Status	Progress Comments	Comment Updated	Projected Status 30 June 2023	Budget (\$)*	YTD Expenditure (\$)***	Budget Remaining (\$)
5.3.2.36 Lyne Park landscape upgrade - Improved entry garden beds to Lyne Park off New South Head Rd (01676)	In Progress	The garden beds at the entry of Lyne Park and the Centotaph were renewed in FY21/22. Currently seeking design solutions to undertake improvements to the area in front of the Lyne Park toilets with remaining rolled over funds.	Yes	Completed	28,983	0	28,983
5.3.2.37 Parsley Bay cliff columns - Replacement and repair of existing supporting columns located under the western side of Parsley Bay rock shelves (01680)	Completed	The repair to the Parsley Bay cliff columns is complete.	Yes	Completed	78,188	78,064	124
5.3.2.38 Lifeline sign replacements (01709)	In Progress	This budget is grant funded from Lifeline. We are currently awaiting the finalisation of the new standard and formatting of content.	Yes	Completed	12,600	0	12,600
5.3.2.39 Gap Park CCTV upgrades (01762)	Completed	The renewal and upgrade of various cameras at Gap Park is underway.	Yes	Completed	147,000	50,025	96,975
5.3.2.40 Park bin replacement (01472)	In Progress	Park bins have been identified for renewal across the LGA. These have been ordered and awaiting delivery with the rollout anticipated to happen in Q2 FY22/23.	Yes	Completed	54,000	47,588	6,412
PARKS, TREES & RECREATION TOTAL:					\$6,367,457	\$1,172,180	\$5,195,277

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

Land & Building Services

Actions	Current Status	Progress Comments	Comment Updated	Projected Status 30 June 2023	Budget (\$)*	YTD Expenditure (\$)**	Budget Remaining (\$)
Strategy 5.1: Enhance council provided community facilities to foster connections between people and place and enhance quality of life.							
Priority 5.1.2: Implement a prioritised program of capital improvements to community facilities.							
5.1.2.4 Property management system (01629)	Tenders or Quotations Called	Shortlisted software providers being evaluated, Software provider to be appointed in Q2 FY22/23.	Yes	Completed	90,380	0	90,380
5.1.2.5 Lough Playing Field Amenities - Roof, gutters and downpipes (01687)	Completed	Project complete	Yes	Completed	20,000	19,614	386
5.1.2.6 Trumper Park Grandstand & Amenities - Re-tile showers and toilet areas in change rooms (01688)	In Progress	Purchase order issued. Awaiting installation to be completed	Yes	Completed	50,000	9,200	40,800
5.1.2.7 Rushcutters Bay Toilets - Install accessible toilet (01780)	Design/Scope of Works	Design being evaluated by structural engineer, RFQ in Q3 FY22/23.	Yes	Completed	45,000	1,800	43,200
5.1.2.8 Lyne Park Amenities & Toilets - Upgrade change rooms (01686)	Construction Commenced	Works include new partitions to showers, seating and internal painting. Works in progress, expected completion November 2022.	Yes	Completed	30,000	28,310	1,690
5.1.2.9 Lyne Park Amenities and Toilets - Install additional internal tiling (01778)	Completed	Project complete.	Yes	Completed	40,000	17,990	22,010
5.1.2.10 Redleaf - Audio visual upgrade (01564)	In Progress	The majority of works completed. Remaining budget to be used for minor adjustments.	Yes	Completed	55,380	48,554	6,826

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

Actions	Current Status	Progress Comments	Comment Updated	Projected Status 30 June 2023	Budget (\$)*	YTD Expenditure (\$)***	Budget Remaining (\$)
5.1.2.11 Redleaf - Replace air handling units (01628)	In Progress	Works completed, final inspection to be undertaken in October 2022. Savings to be transferred to Redleaf Replace air-conditioning chiller (01784).	Yes	Completed	50,000	21,170	28,830
5.1.2.12 Redleaf - Refurbishment works (01641)	In Progress	Lighting in meeting rooms to be upgraded, options being evaluated.	Yes	Completed	61,432	11,800	49,632
5.1.2.13 Redleaf - Replacement of external window shutters (01691)	In Progress	Shutters to be installed late October / early November 2022.	Yes	Completed	20,000	5,750	14,250
5.1.2.14 Redleaf - Replace air-conditioning chiller (01784)	Tenders or Quotations Called	Consultant engaged to finalise design. Tenders to be invited in Q2 FY22/23.	Yes	Completed	205,000	7,600	197,400
5.1.2.15 Redleaf - Upgrade air-conditioning management system (BMS) (01785)	Design/Scope of Works	Consultant to be engaged to finalise scope of works. Quotations to be invited in Q3 FY22/23.	Yes	Completed	170,000	0	170,000
5.1.2.16 Cooper Park Workshed (old toilet block) - Refurbish redundant toilet block for staff/volunteers (01779)	Design/Scope of Works	Scope to be finalised in conjunction with staff, RFQ in Q3 FY22/23.	Yes	Completed	55,000	0	55,000
Strategy 9.1: Collaborating to achieve great placemaking outcomes in our local centres which are hubs for jobs, shopping, dining, entertainment, and community activities.							
Priority 9.1.1 Encourage economic development in business and retail centres and implement Council's adopted Place Plans.							
9.1.1.1 Cross Street Car Park - Redevelopment (01275)	In Progress	Heads of Agreement with development partner (Fortis Consortium) being developed. Additional funding of \$395k requested in Q1 budget review to cover costs incurred to date for consultants.	Yes	In Progress	15,856	409,231	-393,375
9.1.1.2 Rose Bay Car Parks - Redevelopment (01276)	In Progress	Council has resolved to lodge a DA. Public meetings to be held prior to DA submission. Additional funding of \$45k requested in the Q1 budget review to cover design consultant costs.	Yes	In Progress	634,678	673,436	-38,758

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

Actions	Current Status	Progress Comments	Comment Updated	Projected Status 30 June 2023	Budget (\$)*	YTD Expenditure (\$)***	Budget Remaining (\$)
Strategy 11.2: Secure Council's financial position.							
Priority 11.2.3 Maximise return from Council's commercial premises.							
11.2.3.1 Kiaora Building 2 - Air Conditioning works (01708)	Construction Commenced	Tenders received were higher than initially anticipated. Additional funding of \$435k requested from Kiaora Place reserves in the Q1 budget review. This is a building defect and Woolworths being the original developer have been notified that it is their responsibility to fund the rectification works. Works have commenced, so tenants can have air-conditioning before summer. The project is scheduled for completion in December 2022	Yes	Completed	242,025	651,710	-409,685
11.2.3.2 Kiaora Building 1 - Main loading dock door replacement (01712)	In Progress	Damaged door to be replaced. Awaiting installation date. Funding from Kiaora reserves for \$57k requested in Q1 budget review.	Yes	Completed	0	56,647	-56,647
11.2.3.3 Kiaora Place - External rendering and painting - Building 2 (01772)	In Progress	Purchase order for engagement of contractor to be issued in Q2 FY22/23.	Yes	Completed	50,000	0	50,000
11.2.3.4 Kiaora Place - Install crash barriers on rooftop car park (01773)	Completed	Project complete, Savings of to be transferred to project #01774.	Yes	Completed	25,000	7,640	17,360
11.2.3.5 Kiaora Place - Install safety handrails and trolley railing (01774)	Completed	Project complete, savings from project #0173 to be transferred to this project.	Yes	Completed	18,000	29,620	-11,620
11.2.3.6 Kiaora Place - Various works (01530)	Construction Commenced	Lift fire curtains to be installed in Q2, remaining works to be scoped in Q3 FY22/23.	Yes	Completed	100,000	25,876	74,124
11.2.3.7 Woollahra Golf Club - Replace roof, gutters and downpipes (01685)	In Progress	Purchase order issued awaiting confirmation of start date from contractor.	Yes	Completed	189,876	31,949	157,927
11.2.3.8 Trumper Park Tennis - Upgrade toilets (01684)	In Progress	Project nearing completion, water tank is pending reinstallation. Additional water proofing works were required, not originally envisaged prior to demolition. Additional funds being sought in the September budget review.	Yes	Completed	42,276	53,029	-10,753

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

Actions	Current Status	Progress Comments	Comment Updated	Projected Status 30 June 2023	Budget (\$)*	YTD Expenditure (\$)**	Budget Remaining (\$)
11.2.3.9 RANSA - Upgrade accessible toilets (01776)	Design/Scope of Works	Design being finalised, Quotations to be invited in Q2 FY22/23.	Yes	Completed	25,000	1,800	23,200
11.2.3.10 Watsons Bay Tea Rooms - Replace fan motors on mechanical exhaust system (01775)	Design/Scope of Works	Scope being finalised, expect to issue for quotes in Q2 FY22/23.	Yes	Completed	20,000	0	20,000
11.2.3.11 Parsley Bay Kiosk - Replace pergola/paving and install waterproof membrane on flat roof (01777)	Not Commenced	Works to be undertaken in conjunction with toilet redevelopment works by Sydney Water.	Yes	In Progress	57,000	0	57,000
11.2.3.12 Grafton Street Carpark - Install additional lighting (01790)	Completed	Lighting upgraded as a Sustainability project in June. Savings to be transferred to Property reserves.	Yes	Completed	20,000	0	20,000
11.2.3.13 Cosmopolitan Centre Carpark - Upgrade lighting (01791)	Completed	LED lighting does not need replacement. Savings to be transferred to property reserves.	Yes	Completed	30,000	0	30,000
11.2.3.14 Cross Street - Remedial works (01701)	In Progress	Some limited waterproofing and structural works completed, additional works will be undertaken as required.	Yes	Completed	20,000	4,920	15,080
LAND & BUILDING SERVICES TOTAL:					\$2,381,903	\$2,117,646	\$264,257

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

Transport & Engineering

Actions	Current Status	Progress Comments	Comment Updated	Projected Status 30 June 2023	Budget (\$)*	YTD Expenditure (\$)**	Budget Remaining (\$)
Strategy 5.5: Renew and upgrade ageing infrastructure including roads, footpaths, stormwater drains and seawalls.							
Priority 5.5.2 Implement the Infrastructure Capital Works Programs for renewal for all classes of public infrastructure.							
5.5.2.1 Plan and control the Environmental & Infrastructure Renewal Levy Program (00163)	In Progress	The project is ongoing and used to investigate, plan and design Council's Environmental & Infrastructure Renewal Program.	Yes	Completed	210,998	12,213	198,785
5.5.2.2 Forward Design on Forward Program (01496)	In Progress	There are a number of projects listed for design work. These design projects include; Pipe augmentation under Kiaora Road, Double Bay; Retaining wall in Wunulla Road, Point Piper; Kerb blister islands in Bellevue Road, Bellevue Hill, and Darling Point Road Darling Point; Ramp design at Hargrave Street, corner of Cascade Street, Paddington.	Yes	Completed	97,937	35,977	61,960
5.5.2.3 Retaining Wall Improvement Works - Retaining walls and safety rails (01523)	In Progress	This project involves retaining wall and fence improvement works across the Municipality. Projects for FY22/23, include retaining wall improvements with the installation of a handrail to the stairs in Beggs Lane corner Young Street Paddington; Stairway at Lady Martin Beach to be reconstructed including the installation of a stainless steel hand rail; Installation of a handrail to the stairs in Victoria Road and Carrington Ave Bellevue Hill; Increase retaining wall height at 8-10 Kent Rd Rose Bay; Reconstruction of stairs and installation of handrail to the stairs in Birriga Road corner Benelong Crescent, Bellevue Hill; Retaining wall work at Beggs Lane corner Young St Paddington and; Stairs work at 91-93 Kings Road Vaucluse.	Yes	In Progress	150,978	111,706	39,272
5.5.2.4 Minor Capital Road Works - Minor road and footpath works (all wards) (01526)	In Progress	This project involves minor road work improvements across the municipality. Minor road work improvements planned for FY22/23 include works at 59-61 Wolseley Road, Point Piper; Darling Point Road corner St Marks Road, Darling Point; Loftus Road corner Annandale Street, Darling Point.	Yes	In Progress	300,000	75,022	224,978

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

Actions	Current Status	Progress Comments	Comment Updated	Projected Status 30 June 2023	Budget (\$)*	YTD Expenditure (\$)***	Budget Remaining (\$)
5.5.2.5 Reconophelt - Accelerated program of road re-sheeting (01646)	Completed	Project primarily completed in FY21/22. The complete budget for the full program of works was \$836k, but the costs associated with resurfacing have increased since the original budget was allocated and has resulted in an overspend beyond the rollover budget allocation to complete the works. A request for additional funds to finalise this project will be requested in the quarterly budget review.	Yes	Completed	34,430	60,343	-25,913
5.5.2.6 Balfour Road, Bellevue Hill 60 Balfour Road to Balfour Lane - Road pavement, kerb and gutter reconstruction and stormwater upgrade (01579)	In Progress	Road pavement contractors have been procured and funds committed. AC pavement resurfacing will be undertaken and completed in Q2 of FY22/23. Over-expenditure on this project will be funded from under-expenditure on other projects.	Yes	Completed	176,532	189,780	-13,248
5.5.2.7 Cranbrook Lane - Stairs reconstruction - Design (01666)	Completed	Design completed.	Yes	Completed	14,176	13,364	812
5.5.2.8 O'Sullivan Road between Old South Head Road and 259 O'Sullivan Rd - Road pavement re-sheeting, footpath and gutter reconstruction (01670)	Completed	Project completed. The scope of works included additional footpath, kerb and gutter repairs. Over-expenditure on this project will be funded from under-expenditure on other projects.	Yes	Completed	231,456	270,801	-39,345
5.5.2.9 Victoria Road between Rose Bay Avenue and New South Head Road, Bellevue Hill - Footpath widening, retaining wall movement and stormwater system extension (01736)	In Progress	Designs are currently underway. Community consultation will be done in Q2 FY22/23.	Yes	Completed	350,000	0	350,000
5.5.2.10 March Street, Bellevue Hill, Victoria Road to Vivian Street - Road pavement resurfacing including stormwater system extension (01739)	In Progress	Quotations are being obtained. Road pavement contractors have been procured and funds committed. Contractors to be engaged for stormwater works. Expected construction in Q4 FY22/23.	Yes	Completed	122,790	45,795	76,995

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

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

Actions	Current Status	Progress Comments	Comment Updated	Projected Status 30 June 2023	Budget (\$)*	YTD Expenditure (\$)***	Budget Remaining (\$)
5.5.2.11 Bellevue Road, Bellevue Hill, Authur Street to Streatfield Road - Road pavement resurfacing including stormwater system extension (01750)	In Progress	Quotations are being obtained. Expected construction in Q4 FY22/23.	Yes	Completed	295,000	515	294,485
5.5.2.12 Beresford Road, Bellevue Hill, Beresford Crescent to Salisbury Road - Road pavement resurfacing (01751)	In Progress	Quotations are being obtained. Expected construction in Q4 FY22/23.	Yes	Completed	150,000	542	149,458
5.5.2.13 Yamba Road, Bellevue Hill Road to Kulgoa Road - Road pavement resurfacing including stormwater system extension (01752)	In Progress	Designs are currently underway and should be completed in Q2 FY22/23, with construction anticipated in Q3.	Yes	Completed	280,000	548	279,452
5.5.2.14 Cranbrook Lane, Bellevue Hill - Stairs (Stage 2) - Stairs reconstruction (01753)	In Progress	Quotations are being obtained. Expected construction in Q3 FY22/23.	Yes	Completed	150,000	899	149,101
5.5.2.15 Glendon Road, Double Bay between Carlotta Road to the End - Road pavement kerb and gutter reconstruction and stormwater upgrade (01588)	In Progress	AC pavement resurfacing is anticipated be completed in Q2 FY22/23 and this will conclude the project.	Yes	Completed	76,460	75,601	859
5.5.2.16 6 Pringle Place - Stabilisation of a Council owned rock face as detailed in GHD geotechnical risk report (01664)	In Progress	Consultation with Council staff and local residents is underway and once negotiations are complete, this will determine next steps of the project to be undertaken in conjunction with the Pringle Place stormwater run-off works (PR01663).	Yes	Completed	333,720	3,000	330,720

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

Actions	Current Status	Progress Comments	Comment Updated	Projected Status 30 June 2023	Budget (\$)*	YTD Expenditure (\$)***	Budget Remaining (\$)
5.5.2.17 Ocean Street, Woollahra, Peaker Lane to Forth Street - Road pavement re-sheeting, asphalt footpath and gutter reconstruction (01669)	Completed	Project completed in FY21/22. An adjustment to finalise this will be requested in the September quarterly budget review.	Yes	Completed	0	153	-153
5.5.2.18 Yarwood Lane, Woollahra, Edgecliff Road to Fletcher Street - Road pavement resurfacing (01740)	In Progress	Quotations are being obtained. Road pavement contractors have been procured and funds committed. Civil Works contractors to be engaged for footpath works. Expected construction in Q3/ Q4 FY22/23. This project is to be delivered in conjunction with #01735.	Yes	Completed	32,000	17,707	14,293
5.5.2.19 Queen Street, Woollahra, Moncur Street to Holdworth Street - Road pavement reconstruction (01741)	In Progress	Quotations are being obtained. Road pavement contractors have been procured and funds committed. Civil Works contractors to be engaged. Expected construction in Q3 FY22/23.	Yes	Completed	110,000	51,625	58,375
5.5.2.20 Jersey Road, Woollahra, Ocean Street to Thorne Street - Road pavement reconstruction including footpath and kerb and gutter repairs (01744)	In Progress	Quotations are being obtained. Road pavement contractors have been procured and funds committed. Civil Works contractors to be engaged. Expected construction in Q3 FY22/23.	Yes	Completed	55,000	23,803	31,197
5.5.2.21 Small Street, Woollahra, Fletcher Street to End - Road pavement resurfacing (01755)	In Progress	Quotations are being obtained. Road pavement contractors have been procured and funds committed. Civil Works contractors to be engaged for minor works. Expected construction in Q4 FY22/23.	Yes	Completed	135,000	37,430	97,570
5.5.2.22 Raine Street Fletcher Street to End - Road pavement resurfacing (01756)	In Progress	Quotations are being obtained. Road pavement contractors have been procured and funds committed. Civil Works contractors to be engaged for minor works. Expected construction in Q3 FY22/23.	Yes	Completed	93,000	35,397	57,603
5.5.2.23 Chester Lane, Woollahra Stanley Street to Chester Street - Road pavement resurfacing (01757)	In Progress	Quotations are being obtained. Expected construction in Q3 FY22/23. Quotations are being obtained. Road pavement contractors have been procured and funds committed. Civil Works contractors to be engaged for minor works. Expected construction in Q3 FY22/23.	Yes	Completed	45,000	33,750	11,250

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

Actions	Current Status	Progress Comments	Comment Updated	Projected Status 30 June 2023	Budget (\$)*	YTD Expenditure (\$)***	Budget Remaining (\$)
5.5.2.24 Jersey Road, Woollahra, Thorne Street to Trelawney Street - Road pavement resurfacing (01758)	In Progress	Quotations are being obtained. Road pavement contractors have been procured and funds committed. Civil Works contractors to be engaged for minor works. Expected construction in Q4 FY22/23.	Yes	Completed	135,000	42,152	92,848
5.5.2.25 William Street, Double Bay between Pearce Street and New South Head Road - Road pavement reconstruction (01743)	In Progress	Quotations are being obtained. Road pavement contractors have been procured and funds committed. Civil Works contractors to be engaged. Expected construction in Q4 FY22/23. This project is to be delivered in conjunction with #01746.	Yes	Completed	150,000	1,714	148,286
5.5.2.26 Wentworth Place, Point Piper, 17 Wentworth Street to End - Road pavement reconstruction (01745)	In Progress	Quotations are being obtained. Road pavement contractors have been procured and funds committed. Civil Works contractors to be engaged. Expected construction in Q3/Q4 FY22/23.	Yes	Completed	115,000	43,346	71,654
5.5.2.27 William Street, Double Bay, Bay Street to Ocean Avenue - Footpath repairs (01746)	In Progress	Quotations are being obtained. Road pavement contractors have been procured and funds committed. Civil Works contractors to be engaged. Expected construction in Q4 FY22/23. This project is to be delivered in conjunction with #01743.	Yes	Completed	35,000	420	34,580
5.5.2.28 Sherbrook Avenue, Double Bay, William Street to End - Road pavement reconstruction (01747)	In Progress	Quotations are being obtained. Road pavement contractors have been procured and funds committed. Design work required for stormwater improvements. Expected construction in Q4 FY22/23.	Yes	Completed	125,000	43,894	81,106
5.5.2.29 Kiaora Road, Double Bay, Forest Road and Carlotta Road - Road pavement reconstruction including stormwater system extension (01754)	In Progress	Design is finalised. Construction is expected to undertaken in Q3/Q4 FY22/23.	Yes	Completed	350,000	0	350,000

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

Actions	Current Status	Progress Comments	Comment Updated	Projected Status 30 June 2023	Budget (\$)*	YTD Expenditure (\$)**	Budget Remaining (\$)
5.5.2.30 George Street, Paddington between Underwood Street and Oxford Street - Kerb and gutter, road pavement, footpath and stormwater system upgrade works (01512)	In Progress	The design phase for George Street stormwater and streetscape upgrade is complete. Community consultation will be undertaken in Q2 FY22/23 and then procurement will commence following consultation. It is anticipated that the construction works will take place in Q3/ Q4 FY22/23. This project is in conjunction with PR01720 as additional funds were provided to facilitate the extent of works.	Yes	Completed	619,684	61,324	558,360
5.5.2.31 Hampden Street, Royston Lane to Royston Road, Paddington – Road pavement and footpath renewal works (01513)	In Progress	Design phase is complete. Project will be carried out in stages to ensure that the works are in coordination with Sydney Water main trunk line works. Works in Soudan Lane are now complete and the Hampden Street works will be scheduled for late 2022, noting Sydney Water have advised that they will be undertaking works over the next six months. Community notification will occur prior to construction. Works being undertaken in conjunction with Sutherland Avenue Paddington (Project 01604).	Yes	In Progress	320,590	6,946	313,644
5.5.2.32 Sutherland Avenue, Paddington between Royston Street and Cecil Street - Road pavement re-sheeting (01604)	In Progress	Project is on hold pending Sydney Water's stormwater improvement works being completed. For the road pavement re-sheeting component of this project, Reconophalt asphalt will be used. Project will be carried out in coordination with Sydney Water and with other planned works in Hampden Street, Paddington (Project 01513)	Yes	In Progress	6,761	0	6,761
5.5.2.33 Bates Avenue - Stairs reconstruction (01668)	In Progress	Project is in construction phase and is expected to be completed in Q2 FY22/23. Over-expenditure on this project will be funded from under-expenditure on other projects.	Yes	Completed	89,351	96,273	-6,922
5.5.2.34 Mahoney Lane, Edgecliff, New South Head Road to Glenmore Road - Road pavement re-sheeting including kerb and gutter, dish drain, footpath and stormwater pit reconstruction (01723)	In Progress	Designs are currently underway and should be completed in Q2 FY22/23, with construction anticipated for Q3.	Yes	Completed	165,000	48,264	116,736

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

Actions	Current Status	Progress Comments	Comment Updated	Projected Status 30 June 2023	Budget (\$)*	YTD Expenditure (\$)**	Budget Remaining (\$)
5.5.2.35 Liverpool Street, Paddington, Glensview Street to Macdonald Street - Road pavement re-sheeting including repair kerb and gutter, footpath and stormwater system upgrade (01724)	In Progress	Quotations are being obtained. Expected construction in Q3 FY22/23.	Yes	Completed	235,000	75,816	159,184
5.5.2.36 Norfolk Lane, Paddington, Norfolk Street to End - Road pavement resurfacing including kerb and gutter and footpath repair (01730)	In Progress	Quotations are being obtained. Expected construction in Q3 FY22/23.	Yes	Completed	75,000	24,541	50,459
5.5.2.37 Edgecliff Road, Woollahra between Old South Head Road and Adelaide Street - Road pavement resurfacing (01735)	In Progress	Quotations are being obtained. Expected construction in Q3/Q4 FY22/23. This project is to be delivered in conjunction with #01740.	Yes	Completed	332,000	14,340	317,660
5.5.2.38 Norfolk Street, Paddington, Norfolk Lane to End - Road pavement resurfacing (01742)	In Progress	Quotations are being obtained. Road pavement contractors have been procured and funds committed. Expected construction in Q3 FY22/23.	Yes	Completed	120,000	57,735	62,265
5.5.2.39 Jersey Road Paddington, Moncur Street to Oxford Street - Footpath repair works (01748)	In Progress	Quotations are being obtained. Civil Works contractors to be engaged. Expected construction in Q3/Q4 FY22/23.	Yes	Completed	130,000	1,097	128,903
5.5.2.40 Spring Street, Paddington, Liverpool Street to Prospect Street - Road pavement resurfacing (01749)	In Progress	Quotations are being obtained. Road pavement contractors have been procured and funds committed. Civil Works contractors to be engaged for footpath works. Expected construction in Q3/Q4 FY22/23.	Yes	Completed	35,000	16,037	18,963

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

Actions	Current Status	Progress Comments	Comment Updated	Projected Status 30 June 2023	Budget (\$)*	YTD Expenditure (\$)***	Budget Remaining (\$)
5.5.2.41 Russell Street, Vaucluse between Old South Head Road and Palmerston Street - Infrastructure renewal works (design, kerb & gutter, 40% of the footpath reconstruction, pavement reconstruction, reduction in camber, construction of 100m stormwater pipe) (01425)	Completed	Project completed.	Yes	Completed	5,786	5,786	0
5.5.2.42 Rose Bay Promenade Seawall – Conservation/Rehabilitation (01525)	Completed	Council staff have been liaising with NSW Heritage and Council's Heritage Staff to obtain heritage approval, which has been granted. An on-going program of works will be scheduled to undertake the works in stages. The works scheduled for FY2022/23 will be completed in Q2.	Yes	Completed	69,643	70,119	-476
5.5.2.43 The Crescent, Vaucluse between Hopetoun Avenue and Hopetoun Avenue - Road pavement footpath, kerb and gutter reconstruction including stormwater system upgrade (01602)	Completed	Project completed in FY21/22, with an outstanding invoice received in FY22/23. An adjustment to finalise this will be requested in the September quarterly budget review.	Yes	Completed	0	22,849	-22,849
5.5.2.44 Parsley Bay Wharf rehabilitation works - Design (01607)	Completed	Designs for the rehabilitation works are completed along with a Review of Environmental Factors (REF). This project will be combined with Parsley Bay - Jetty Rehabilitation Works (01738) and Parsley Bay - Swimming Net Replacement and associated works (01793) and funds will be transferred to cover the overspend.	Yes	Completed	0	3,905	-3,905
5.5.2.45 Old South Head Road, Salisbury Road to Robertson Place - Pavement re-sheeting and reconstruction of footpath (01671)	Completed	Project completed. The scope of works included additional sections of footpath repair. Over-expenditure on this project will be funded from under-expenditure on other projects.	Yes	Completed	75,335	107,505	-32,170

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

Actions	Current Status	Progress Comments	Comment Updated	Projected Status 30 June 2023	Budget (\$)*	YTD Expenditure (\$)***	Budget Remaining (\$)
5.5.2.46 Wharf Road Vaucluse, Hopetoun Avenue to End - Road pavement including kerb and gutter repairs as needed (01725)	In Progress	Quotations are being obtained. Road pavement contractors have been procured and funds committed. Civil Works contractors to be engaged. Expected construction in Q3/Q4 FY22/23.	Yes	Completed	135,000	53,159	81,841
5.5.2.47 Wentworth Road, Vaucluse, 50 - 54 Wentworth Road - Road pavement resurfacing (01726)	In Progress	Quotations are being obtained. Road pavement contractors have been procured and funds committed. Civil Works contractors to be engaged. Expected construction in Q3/Q4 FY22/23.	Yes	Completed	48,000	12,652	35,348
5.5.2.48 Wentworth Road, Vaucluse, Gilliver Avenue to 18 Wentworth Road - Road pavement resurfacing (01727)	In Progress	Quotations are being obtained. Road pavement contractors have been procured and funds committed. Civil Works contractors to be engaged. Expected construction in Q3/Q4 FY22/23.	Yes	Completed	40,000	35,568	4,432
5.5.2.49 Kings Road, Vaucluse, Princes Avenue to 57 Kings Road - Road pavement resurfacing (01728)	In Progress	Quotations are being obtained. Road pavement contractors have been procured and funds committed. Civil Works contractors to be engaged. Expected construction in Q3/Q4 FY22/23.	Yes	Completed	100,000	41,546	58,454
5.5.2.50 Olola Avenue, Vaucluse, Bombillee Avenue to Petrarch Avenue - Road pavement resurfacing including kerb and gutter and footpath repair (01726)	In Progress	Quotations are being obtained. Expected construction in Q3 FY22/23.	Yes	Completed	440,000	188,735	251,265
5.5.2.51 Olola Avenue, Vaucluse, 13 - 29 Olola Avenue - Road pavement resurfacing including kerb and gutter and footpath repair (01731)	In Progress	Quotations are being obtained. Expected construction in Q3 FY22/23.	Yes	Completed	440,000	194,144	245,856

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

Actions	Current Status	Progress Comments	Comment Updated	Projected Status 30 June 2023	Budget (\$)*	YTD Expenditure (\$)***	Budget Remaining (\$)
5.5.2.52 Burrabirra Avenue, Vaucluse, Fitzwilliam Road to Olola Avenue - Road pavement resurfacing including stormwater system upgrade, kerb and gutter and footpath repair (01732)	In Progress	Designs are currently underway and should be completed in Q2 FY22/23.	Yes	Completed	525,000	41,368	483,632
5.5.2.53 Rawson Road to New South Head Road, Rose Bay - Stairway reconstruction (01733)	In Progress	Designs are currently underway and should be completed in Q2 FY22/23.	Yes	Completed	200,000	34,308	165,692
5.5.2.54 Bayview Hill Road, Rose Bay - Road pavement and guardrail reconstruction (01734)	In Progress	Investigation and design work has commenced and should be completed in Q3/Q4 FY22/23.	Yes	Completed	275,000	754	274,246
5.5.2.55 Parsley Bay - Jetty rehabilitation works (01738)	In Progress	Application for Development Consent is being prepared. The scope of works for this project has reduced significantly due to the heritage impacts associated with the project, and a reallocation of the grant funding associated with this project will likely occur in Q2 FY22/23. This project is in conjunction with Parsley Bay - Swimming Net Replacement and associated works (01793) and Parsley Bay Wharf rehabilitation works - Design (01607).	Yes	Completed	750,000	16,380	733,620
5.5.2.56 Parsley Bay - Swimming net replacement and associated works (01793)	In Progress	Application for Development Consent is being prepared. This project is in conjunction with Parsley Bay - Jetty Rehabilitation Works (01738) and Parsley Bay Wharf rehabilitation works - Design (01607).	Yes	Completed	100,000	4,321	95,679

Strategy 6.3: Reduce traffic congestion, noise and speeding.

Priority 6.3.1: Maintain public parking infrastructure, manage parking across the municipality and reduce vehicle speed and traffic congestion through the introduction of traffic management facilities.

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

Actions	Current Status	Progress Comments	Comment Updated	Projected Status 30 June 2023	Budget (\$)*	YTD Expenditure (\$)**	Budget Remaining (\$)
6.3.1.1 Woollahra Cycleways Project - Design - Priority 1 Project to be identified in Active Transport Plan (01660)	Not Commenced	This project will progress to investigation and design phase, once Council has endorsed the Active Transport Plan. A Councillor Briefing on the Draft ATP was held in May 2022 and a report on the Draft ATP was presented to Council in Q1 FY22/23. Public Exhibition on the Draft ATP is anticipated late 2022 and will be reported back to Council in 2023.	Yes	In Progress	97,550	0	97,550
6.3.1.2 Federal Stimulus Road Safety Program – Pedestrian lighting upgrade (01710)	In Progress	The Federal Stimulus Funding for these projects was expressly restricted to the relevant projects. Transport for NSW and Council staff have negotiated the use of the remaining funds and it is agreed to apply the remaining funds to upgrade the pedestrian lighting at the various crossings. This project is in design phase which includes four pedestrian lighting upgrades to the recently upgraded raised pedestrian crossings to the various locations near schools. It is anticipated that the lighting installation will be undertaken in Q3 FY22/23.	Yes	Completed	269,147	21,930	247,217
6.3.1.3 Bike Parking Facilities - Upgrade across the LGA (01716)	Not Commenced	This project includes the implementation of bicycle facilities such as bike parking and storage, pumping station and other equipment that would improve cycling use across Municipality. A plan to implement various parking facilities will be carried out across Q2 and Q3 FY22/23.	Yes	Completed	30,000	0	30,000
6.3.1.4 Minor Capital Traffic Works - Urgent traffic capital works projects (01718)	Not Commenced	Various traffic facility improvements are planned for FY22/23. This includes the installation of kerb blister islands, kerb extensions and other median islands to improve streetscape amenity and road safety. A project to install a landscaped kerb blister island in James Street, Woollahra has been identified and will be implemented in Q3 FY22/23.	Yes	Completed	100,000	0	100,000
6.3.1.5 O'Sullivan Road Cycleway - Separated cycleway Design (01574)	In Progress	A concept design for a permanent cycleway has been developed for consideration as part of the Draft Active Transport Plan (ATP). Procurement has been undertaken for survey and design. Design consultants have been engaged to develop detail designs and undertake consultation with the community. It is anticipated that the design and consultation phase will be undertaken over Q2 & Q3 FY22/23 before finalising the design for construction. Additional funds will be sought through Federal/ State Government grant applications and/ or Council's special rate variation for the construction of this project.	Yes	Completed	196,900	37,442	159,458

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

Actions	Current Status	Progress Comments	Comment Updated	Projected Status 30 June 2023	Budget (\$)*	YTD Expenditure (\$)***	Budget Remaining (\$)
6.3.1.6 Victoria Road, Bellevue Hill - Bicycle route safety treatments (01717)	Not Commenced	On-road cycling improvements have been identified along Victoria Road, Bellevue Hill, across various intersections as part of the Council's Traffic Management Strategy 2014. These devices should enhance the use of cycling along this route, and improved safety for all road users. It is anticipated that design and consultation will be undertaken across Q2 & Q3 FY22/23.	Yes	Completed	20,000	0	20,000
6.3.1.7 Victoria Road at Bundara Street, Bellevue Hill - Intersection improvements (01794)	In Progress	Intersection improvements for Victoria Road at Bundara Street, Bellevue Hill, have been identified as part of the Council's Traffic Management Strategy 2014. Project is in planning and design phase.	Yes	Completed	180,000	0	180,000
6.3.1.8 New South Head Road, William Street - Norwich Road shared path (01304)	Completed	Project complete. Scope of works increased to include additional sections of reconstructed footpath works to improve Shared Path. Additional funds have been approved by Transport for NSW (TfNSW) for the over-expenditure on this project. These funds will be transferred at the next quarterly review.	Yes	Completed	820,155	932,295	-112,140
6.3.1.9 Norwich Lane/Norwich Road cycleway - Bicycle strategy (01465)	In Progress	Design and procurement phase is complete. Project is due to commence construction in Q2 FY22/23. Purchase order has been raised to engage contractor. Quotations for works came in slightly higher than expected, additional funds will be sought in the next budget review.	Yes	Completed	212,537	215,894	-3,357
6.3.1.10 Glenmore Road, Paddington at Liverpool Street - Kerb extensions (01571)	Completed	Project complete.	Yes	Completed	57,098	57,098	0
6.3.1.11 Gurner Street, Paddington (southern side near Norfolk Lane) - Bus shelter (01573)	Completed	Project complete.	Yes	Completed	13,291	13,291	0
6.3.1.12 Paddington Greenway - Planning & Design (01652)	In Progress	Council is currently consulting with Sydney Grammar and Hakoah in regards to the Rushcutters Creek section of the Greenway. It is intended to then report on this portion of the scheme to the FC&S Committee to consider proceeding to community consultation for the concept design.	Yes	In Progress	161,107	105,743	55,364

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

Actions	Current Status	Progress Comments	Comment Updated	Projected Status 30 June 2023	Budget (\$)*	YTD Expenditure (\$)**	Budget Remaining (\$)
6.3.1.13 Glenmore Road at Campbell Street, Paddington - Traffic and pedestrian upgrade - Improve pedestrian and traffic safety by raising the existing pedestrian crossing including pedestrian lighting upgrades (01658)	Completed	Project complete.	Yes	Completed	25,865	25,691	174
Strategy 9.1: Collaborating to achieve great placemaking outcomes in our local centres which are hubs for jobs, shopping, dining, entertainment, and community activities.							
Priority 9.1.1 Encourage economic development in business and retail centres and implement Council's adopted Place Plans.							
9.1.1.3 Plumer Road, Rose Bay - Streetscape upgrade (01404)	In Progress	Project is in procurement phase and will commence construction in Q3 FY22/23.	Yes	Completed	785,387	671,924	113,463
9.1.1.4 Double Bay Commercial Centre - Double Bay Lanterns (01645) and (01481)	Preliminary Investigation	Continued technical exploration of options for installation of the preferred lantern style utilising the existing underground power network has not identified a cost effective solution. The Federal Government grant funding for this project is time limited and it is clear that the project cannot be delivered within the timeframe. Consequently, an application has been made to transfer the funding for these works to the Cooper Park Community Hall project (01633). If a cost effective solution is found, alternative funding sources will be sought for continuation of the project.	Yes	Completed	360,901	23,717	337,184
9.1.1.5 Double Bay Business Centre - CCTV installation (01196)	In Progress	The original maintenance agreement for CCTV has now expired. An operational budget has been set up for ongoing maintenance costs of CCTV, this expenditure to be allocated to the operational budget in the next quarterly budget review.	Yes	Completed	0	3,048	-3,048

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

Actions	Current Status	Progress Comments	Comment Updated	Projected Status 30 June 2023	Budget (\$)*	YTD Expenditure (\$)***	Budget Remaining (\$)
9.1.1.6 Knox Street Double Bay Pedestrianisation - Open Space Legacy Grant (01649)	In Progress	A concept design was presented to Councillors in February 2022 prior to going on Public Exhibition and reported to Local Traffic Committee in March 2022, where it was resolved to defer the matter for further traffic investigations. Following additional investigations, a report was presented to Local Traffic Committee and Council in April/May 2022. Detailed designs and a Review of Environmental Factors (REF) report were prepared and finalised in Q1 FY22/23. The Traffic Management Plan is pending approval from Transport for NSW prior to further reporting to Woollahra Local Traffic Committee and Council.	Yes	Completed	4,364,272	109,146	4,255,126
9.1.1.7 Marine Parade, Watsons Bay – Design - Shared zone and streetscape upgrade (01719)	Not Commenced	This project will progress to investigation and design phase, once Council has endorsed the Active Transport Plan. A Councillor Briefing on the Draft ATP was held in May 2022 and a report on the Draft ATP was presented to Council in Q1 FY22/23. Public Exhibition on the Draft ATP is anticipated late 2022 and will be reported back to Council in 2023.	Yes	In Progress	100,000	0	100,000
TRANSPORT & ENGINEERING TOTAL:					\$17,480,837	\$4,680,188	\$12,800,649

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

Corporate Services

Actions	Current Status	Progress Comments	Comment Updated	Projected Status 30 June 2023	Budget (\$)*	YTD Expenditure (\$)**	Budget Remaining (\$)
Strategy 11.1: Build an efficient organisation that places customers and the community at the heart of service delivery.							
Priority 11.1.2: Transform Council's business, by optimising the use of technology to support effective business processes and customer journeys.							
11.1.2.1 Asset Management System (00931)	Not Commenced	Being considered as part of Council's enterprise wide systems review in Q2/Q3 FY22/23.	No	In Progress	159,074	0	159,074
11.1.2.2 Free public Wi-Fi in commercial centres (01436)	In Progress	Investigating further sites requiring Wi-Fi connectivity.	Yes	Completed	19,068	17,000	2,068
11.1.2.3 PCs Replacement - Replace all PCs due to end of life (01654)	In Progress	New PC model in testing. Full fleet replacement expected in Q2 FY22/23.	Yes	Completed	400,000	10,355	389,645
11.1.2.4 Library all-in-one public PCs - 29 public PCs and 14 OPACs (01656)	In Progress	Procurement of 29 public PCs and 14 Online Public Access Computers (OPACs - used for catalogue searching) initiated. Expected delivery in Q2 FY22/23.	No	Completed	47,300	0	47,300
11.1.2.5 Library public laptops - 16 laptops (01657)	Not Commenced	Commencing after purchase of Library public PCs and OPACs.	No	Completed	21,342	0	21,342
11.1.2.6 Replace Uninterruptible Power Supply in Communications/Server Room (01713)	Completed	UPS installed in Communications/Server Room in July 2022.	Yes	Completed	30,000	29,990	10
11.1.2.7 Replace large Flatbed Scanner (01714)	Not Commenced	Planned to be undertaken in Q3 FY22/23.	No	Completed	32,000	0	32,000
11.1.2.8 Replace spare network switch for redundancy (01715)	Not Commenced	Planned to be undertaken in Q3 FY22/23.	No	Completed	6,500	0	6,500
CORPORATE SERVICES TOTAL:					\$715,284	\$57,345	\$657,939

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

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

Community Services, Culture & Arts

Actions	Current Status	Progress Comments	Comment Updated	Projected Status 30 June 2023	Budget (\$)*	YTD Expenditure (\$)**	Budget Remaining (\$)
Strategy 5.1: Enhance council provided community facilities to foster connections between people and place and enhance quality of life.							
Priority 5.1.2: Implement a prioritised program of capital improvements to community facilities.							
5.1.2.17 Disability Inclusion upgrades to Council buildings (01788)	Not Commenced	Scope to be developed in Q2 FY22/23.	Yes	Completed	50,000	0	50,000
5.1.2.18 Cooper Park Community Hall - Internal and external upgrades (01633)	Construction Commenced	Tenders received higher than anticipated. Grant funding of \$380k to be transferred from Double Bay lanterns project. Construction scheduled for completion in December 2022.	Yes	Completed	407,207	625,757	-218,550
5.1.2.19 Keyless entry system for 2 hired venues - Cooper Park Hall and Rose Bay Cottage (01632)	Preliminary Investigation	Scope being finalised in conjunction with Community Services staff. Quotations expected to be invited in Q2 FY22/23.	Yes	Completed	15,000	0	15,000
5.1.2.20 St Brigids (01371)	Completed	Upon completion of the defects liability period, the final payment due to the contractor is currently being negotiated. A further Council report may be required once discussions have been completed.	Yes	Completed	0	125,560	-125,560
5.1.2.21 Hugh Latimer Centre - Roofing and guttering (01631)	In Progress	Purchase order issued and contractor engaged. Works have been delayed due to bad weather during each school holiday period. Works will be undertaken as soon as practical.	Yes	Completed	50,000	41,620	8,380
5.1.2.22 Trumper Park Tennis - Disabled toilets access (01630)	Completed	Project complete	Yes	Completed	50,000	50,000	0
5.1.2.23 Sir David Martin Reserve - Drill Hall - Decking and roof replacement (01699)	In Progress	Purchase order issued. Awaiting confirmation of start date from contractor. Quotations for these works higher than expected as additional heritage rectification works to posts and structural timbers required. Budget adjustment to be sought in September budget review.	Yes	Completed	35,000	47,792	-12,792

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

Actions	Current Status	Progress Comments	Comment Updated	Projected Status 30 June 2023	Budget (\$)*	YTD Expenditure (\$)***	Budget Remaining (\$)
5.1.2.24 E J Ward Centre - External brick repairs and replacement of timber staircase (01786)	In Progress	Purchase order issued and contractor engaged to rectify the brickwork. Awaiting approvals from Ausgrid to finalise commencement date. Stair works to be scoped in Q3 FY22/23.	Yes	Completed	60,000	39,674	20,326
5.1.2.25 Sir David Martin Reserve - Drill Hall and Sail Loft - Lighting and electrical upgrades (01787)	In Progress	Quotations to be invited from electrical contractors in Q2 FY22/23.	Yes	Completed	15,000	0	15,000
5.1.2.26 Vauluse Bowling Club – Refurbishment and upgrade works to improve physical access (01711)	Design/Scope of Works	Design team finalising the designs / specifications for tender. Grant funding of \$3.4M received and to be allocated to project.	Yes	Completed	0	298,062	-298,062
COMMUNITY SERVICES, CULTURE & ARTS TOTAL:					\$682,207	\$1,228,465	-\$546,258

Library Services

Actions	Current Status	Progress Comments	Comment Updated	Projected Status 30 June 2023	Budget (\$)*	YTD Expenditure (\$)***	Budget Remaining (\$)
Strategy 5.1: Enhance council provided community facilities to foster connections between people and place and enhance quality of life.							
Priority 5.1.2: Implement a prioritised program of capital improvements to community facilities.							
5.1.2.27 Kiaora Place Library - Entry foyer carpet replacement (01789)	Not Commenced	Scope to be developed in Q2 FY22/23.	Yes	Completed	15,000	0	15,000
LIBRARY SERVICES TOTAL:					\$15,000	\$0	\$15,000
GRAND TOTAL CAPITAL WORKS:					\$30,755,334	\$9,766,636	\$20,988,698

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

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

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

