



**Randwick City
Council**
a sense of community

ORDINARY COUNCIL MEETING

MAYORAL MINUTES

SUPPLEMENTARY BUSINESS PAPER

TUESDAY 27 OCTOBER 2015

Administrative Centre 30 Frances Street Randwick 2031
Telephone: 1300 722 542
Fax: 02 9319 1510
council@randwick.nsw.gov.au
www.randwick.nsw.gov.au



ORDINARY COUNCIL MEETING

Notice is hereby given that an Ordinary Council Meeting of the Council of the City of Randwick will be held in the Council Chamber, First Floor, 90 Avoca Street, Randwick on Tuesday, 27 October 2015 at 6:00pm

MM56/15	St John Ambulance Service - Donation of Rescue Truck.....	1
MM57/15	Waiving of Fees - Greek Epiphany Festival 2016.....	3
MM58/15	Baird Lane Carpark, Matraville.....	5
MM59/15	NSW Food Authority - Food Surveillance Champion Awards.....	7
MM60/15	2015 Institute of Public Works and Engineering Australasia Awards	11
MM61/15	Waiving of Fees - St Nicolas' Anglican Church	13
MM62/15	Closure of Edgar Street, Maroubra between Henning Avenue and Cooper Street Maroubra	15

Mayoral Minute No. MM56/15

Subject: St John Ambulance Service - Donation of Rescue Truck

Folder No: F2007/00661

Author: The Mayor, Cr Noel D'Souza



Introduction

Council has received a request from the St John Ambulance NSW, Paddington Division, seeking support and assistance with their sponsorship goals, which includes the donation of an obsolete SES rescue truck.

Issues

St John Ambulance Australia (NSW) is a wholly self-funded not for profit, charitable organisation, relying on donations from event organisers and the public to fund costs associated with providing free medical services to the public at events and disasters.

Due to their partnership with the State Emergency Service (SES) they have been provided information in relation to a vehicle utilised by the SES. This vehicle, a white 1995 Toyota Dyna Rescue Truck (Attachment 1) is at the end of its SES life span and is no longer used by the SES for operational purposes.

St John Ambulance Service, Paddington Division, is requesting that this vehicle be donated to their organisation. Although they are named "Paddington Division" they have a strong relationship with Randwick City Council and they are the Division that covers the Randwick LGA. The majority of their events are within the Randwick City Council area and their weekly training nights are held in Maroubra.

St John Ambulance have advised that once they have upgraded the vehicle including reflective decals, two way radios, sirens and upgraded LED flashing lights it will also display "Proudly Sponsored by Randwick City Council" on the vehicle.

Financial impact statement

This vehicle was donated, for no charge, to Randwick City Council by the Botany SES branch when the Randwick and Botany SES facilities were merged in 2011. The written down value of this vehicle is zero. As a result there is no significant financial impact associated with this donation.

Conclusion

The donation of this vehicle to St John Ambulance NSW, Paddington Division, will further contribute to even greater success of this charitable organisation and strengthen the relationship it has with Randwick City Council.

Recommendation

That Randwick City Council donates to St John Ambulance NSW, Paddington Division, vehicle SES100 Toyota Dyna Rescue Truck.

Attachment/s:

1. SES100 - Toyota Dyna Rescue Truck

MM56/15

MM56/15



PLANT:	PL000596 – 9511.1
REGO:	SES100
ACQUISITION DATE:	02/08/2011
ASSET COST:	\$0
WRITTEN DOWN VALUE:	\$0

Mayoral Minute No. MM57/15

Subject: Waiving of Fees - Greek Epiphany Festival 2016

Folder No: F2015/00096

Author: The Mayor, Cr Noel D'Souza



Introduction

A letter has been received from Bishop Seraphim of the Greek Orthodox Archdiocese of Australia seeking the waiving of fees to celebrate the annual Epiphany Festival at Bicentennial Park, Yarra Bay on Sunday 10 January 2016 from 9.00am until 5.00pm.

Issues

The annual Epiphany service and festival is one of the most important events on the Greek Orthodox calendar and it is anticipated that it will be widely attended. A religious service will be conducted on this day and after the service there will be a day of traditional Greek festivities.

The fees associated with this event are as follows:

Administration/Application Fee	\$762.00
Supply and remove additional bins (based on 10 by 240 litre bins)	\$850.00
Application for registration of temporary food stalls x 10	\$680.00
Lifeguard x 2 for 8 hours @ \$232.50 p/h	\$3,720.00
Traffic Control Plan, staff and equipment from 6.30am – 3.00pm	\$4,200.00
Total:	\$10,212.00

Arrangements are already underway to address parking and traffic arrangements for the event with meetings being held with key stakeholders to ensure the event runs as smoothly and as safely as it has in past years.

Financial impact statement

Should Council accept the report recommendation, the financial implication to Council is \$10,212.00 and this will be funded from the 2015-16 Contingency Fund.

Conclusion

Given that this has become a very high profile and popular annual community event, attracting up to 10,000 people, it would be appropriate for Council to support the waiving of the abovementioned fees.

Recommendation

That:

- a) Council vote \$10,212.00 to cover the fees associated with the Greek Epiphany Festival to be held Sunday 10 January, 2016 and funds be allocated from the 2015-16 Contingency Fund;
- b) the event organiser undertake to appropriately and prominently acknowledge and promote Council's contribution prior to and during the event; and

MM57/15

- c) the Mayor or the Mayor's representative be given the opportunity to address the event on behalf of Council.

Attachment/s:

Nil

MM57/15

Mayoral Minute No. MM58/15

Subject: Baird Lane Carpark, Matraville
Folder No: F2012/00032
Author: The Mayor, Cr Noel D'Souza



Introduction

Council currently owns a public car park in Baird Lane, Matraville, close to the Matraville Town Centre. Representations have been received from both the Matraville Precinct Committee and members of the local community, identifying an urgent need to look at options for increasing the parking capacity of this car park.

Issues

As indicated in Council's Matraville Town Centre Action Plan, there is a need for more car parking in Matraville and the redevelopment of the car park in Baird Lane could potentially increase car parking spaces for the benefit of the local community. More parking will also assist in the much needed revitalisation of the Matraville Town Centre.

Council's Integrated Transport team have attended the site on numerous occasions and acknowledge the potential is there to redevelop this car park.

Financial impact statement

There is no direct financial impact for this matter as it is only a report being sought at this point.

Conclusion

Council should investigate the feasibility of redeveloping the Baird Lane car park as it is a recommendation contained within the Matraville Town Centre Action Plan and it would certainly be of immense benefit to the residents of Matraville, particularly the elderly.

Recommendation

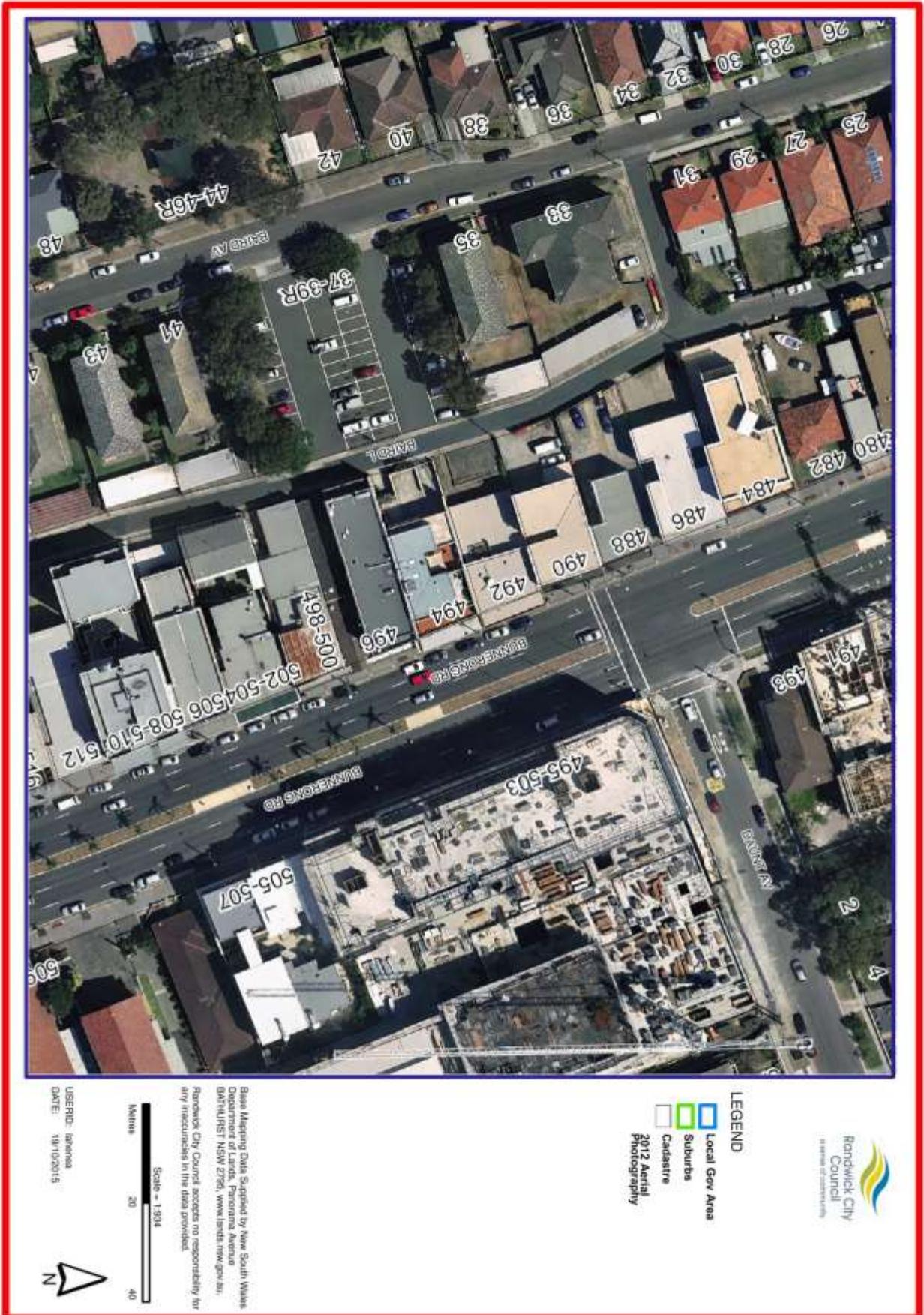
That Council bring back a report on the feasibility of redeveloping the Baird Lane car park in Matraville.

Attachment/s:

1. Map of Baird Lane Carpark

MM58/15

MM58/15



Mayoral Minute No. MM59/15

Subject: NSW Food Authority - Food Surveillance Champion Awards

Folder No: F2004/08221

Author: The Mayor, Cr Noel D'Souza



Introduction

Randwick City Council's Environmental Health Team was the winner of the Food Surveillance Champion Award for Group – City 2015 at the Food Regulation Partnership, Food Surveillance Champion Awards presented by the NSW Food Authority.

Issues

Council received a significant recognition of its innovative execution in promoting and encouraging awareness and participation with the NSW Food Authorities Scores on Doors Program within Randwick city.

These annual awards acknowledge excellence and commitment in undertaking robust food surveillance activities. Councils are measured against similar-sized Councils across a broad range of categories in order that the achievements of NSW Councils are recognised.

The launch of Council's Scores on Doors Program included designing a GIS Interactive Online Map, developing a comprehensive Communications Plan, promoting and organising the 'Win Dinner on Us' competition, as well as advertising on a number of social media platforms including the Mayor's column.

Council's Environmental Health Team worked collaboratively with a number of teams within the organisation including our GIS, Communications and Economic development teams and this cross-interdepartmental collaboration proved successful with over 5000 views from the local community since the new webpage, GIS Interactive Map and competition was launched.

Council's Environmental Health Team was presented with the award by the Chair of the Food Regulation Forum on Monday 19 October 2015.

Financial impact statement

There is no direct financial impact for this matter.

Conclusion

The award demonstrates Council's innovation and commitment to leadership in the local government sector and within its local community.

There are 255 food businesses within our LGA which are currently participating in the program. This is approximately one third of all the food businesses in the Randwick LGA. It is envisaged that the increase in consumer awareness will encourage food businesses to improve their food safety and hygiene performance in order to achieve the highest star rating.

MM59/15

Recommendation

That Council notes receipt of this award and congratulates the staff involved.

Attachment/s:

1. NSW Food Authority, Food Regulation Partnership letter (dated 29 September 2015)

MM59/15



29 September 2015

Mr Ray Brownlee
General Manager
Randwick City Council

Dear Mr Brownlee

Re: Food Surveillance Champion Awards: Group - City

Thank you for nominating Randwick City Council's Environmental Health Team for the Food Surveillance Champion Awards.

A number of nominations were received in this award category and all were excellent, which made the task of selecting a winner difficult.

The nomination shows that your team demonstrates commitment in undertaking robust food surveillance activities and implementing challenging initiatives, which is a credit to Randwick City Council, and also provides encouragement to other Environmental Health Officers and Councils.

Nominations were considered by a panel consisting of members of the Food Regulation Forum. It is with great pleasure that I write to congratulate the Environmental Health Team on being selected as the recipient of the Food Surveillance Champion Award for Group - City. Please pass on our congratulation to each member of the Team.

The ceremony to present the awards will be held at the FRP Workshop on Monday 19 October 2015 during the second session of the Workshop at 12:30. The recipient(s) will be presented with the award by the Chair of the Food Regulation Forum, Cr Paul Braybrooks OAM, and will have the opportunity to give a brief two minute response. Photos will be taken at the conclusion of the presentations.

It would be appreciated if the recipient(s) can please provide a couple of sentences in response to receiving the award so that it can be included our publication (please email that to lgu@foodauthority.nsw.gov.au). Please do not hesitate to contact me should you wish to discuss the matter further.

Thank you for your continued support of the Food Regulation Partnership.

Regards

A handwritten signature in black ink, appearing to read "BL", written over a light blue circular watermark.

Ben Lees
Manager, Local Government Unit

c.c Oscar Guillen
Coordinator of Environmental Health
Randwick City Council

Local Government Unit
6 Avenue of the Americas, Newington
NSW 2127
Tel: 02 9741 4777 Fax: 02 9741 4869
E-mail: council@foodauthority.nsw.gov.au
www.foodauthority.nsw.gov.au

MM59/15

Mayoral Minute No. MM60/15

Subject: 2015 Institute of Public Works and Engineering Australasia Awards

Folder No: F2013/00332

Author: The Mayor, Cr Noel D'Souza



Introduction

The Institute of Public Works and Engineering Australasia 2015 Awards night was held in Terrigal on 15 October 2015. Randwick City Council was nominated and was successful in two categories.

Issues

Below is a brief description of each Award.

Project: George Bounassif - Public Works Leader of the Year

Category: Category 9 - Public Works Leader of the Year

Award: Winner

Description: George Bounassif is the Manager Infrastructure Services at Randwick City Council. After completing a degree in Civil Engineering, he worked as Project Manager in the private industry before commencing his career in the public sector. Soon after, George continued his education by completing a Masters in Business Administration (MBA) and is currently completing the Australian Company Directors Course.

Through a modern project management approach, George delivered numerous projects to the community ranging from sustainable water harvesting projects, large scale remediation and building projects, major road upgrades to streetscape and general playground builds. During a six year period, these projects earned recognition from the IPWEA excellence awards and other prestigious associations.

At 32 years of age, George was promoted to the position of Manager Infrastructure Services. Initially, the position included the scheduled and reactive maintenance of Council's road, open space and fleet management, however, due to his outstanding role in delivering projects and engaging staff across the organisation, this portfolio was extended to include project management and building maintenance.

George views his greatest achievement as aligning the operations of Infrastructure Services with Randwick City Council's corporate vision of being a leader in local government, leader in the community, leader in customer service, innovative and an employer of choice. This achievement has greatly contributed to community needs across a wide range of services and infrastructure and has significantly contributed to developing the department into a high performing section within the Council.

George's proudest moment came when he received a 90% staff engagement score by his work group. Results such as this are testament to his ability to use decisive, hierarchic, flexible and integrative decision making styles to motivate his staff and maximise their efficiencies. His collaborative approach to decision making and negotiation skills is also evident by his staff's satisfaction in their jobs.

Project: Outdoor Classroom and Reed-bed Toilet (Randwick Community Centre)
27 Munda Street, Randwick 2031

MM60/15

Category: Category 5 – Three Rs – Recovering, Recycling and Reusing
Award: Highly Commendable

Description: As part of its commitment to improving facilities and services for residents, Randwick City Council has recently completed the construction of the Outdoor Classroom and Reed-bed Toilet at the Randwick Community Centre. Randwick City Council continues to invest in sustainable building methods and water saving initiatives as a means of conserving resources and ensuring Council is provided valued projects to the community and the local residents.

Randwick City Council's Sustainability and Project teams have worked tirelessly to create a fully functioning sustainability hub within the Randwick Community Centre.

The Outdoor Classroom and Reed-bed Toilet completed Stage Two of the overall master-plan for the Randwick Sustainability Hub located within the Randwick Community Centre. The final stage of the development will be the installation of a habitat trial and entry area to the complex.

Construction of the Outdoor Classroom and Reed-bed Toilet commenced in July 2014. Works were completed in February of 2015. The construction and contract administration was managed by Todd Clarke (Project Manager). The design and documentation for the project was managed by Fiona Campbell (Sustainability Education Officer).

The Outdoor Classroom is a passive-solar building design that utilises the permaculture principle to produce "no waste".

The function of the classroom is to run school excursions and community sustainability workshops. The classroom can also be hired by the local community for educational purposes.

Financial impact statement

There is no direct financial impact for this matter.

Conclusion

These awards demonstrate that Randwick City Council continues to be a leader in local government by constructing award winning projects that benefit the community.

Recommendation

That:

- a) Council notes receipt of these two prestigious awards from The Institute of Public Works and Engineering Australasia 2015.
- b) Council congratulates the staff involved.

Attachment/s:

Nil

Mayoral Minute No. MM61/15



Subject: Waiving of Fees - St Nicolas' Anglican Church

Folder No: F2015/00096

Author: The Mayor, Cr Noel D'Souza

Introduction

A letter has been received from Rev Craig Segart, Rector, St Nicolas' Anglican Church advising that the church is currently planning its annual major community event "Carols by the Sea" to be held in Grant Reserve on Saturday 12 December 2015. Rev Craig Segart is requesting that all associated fees be waived for this event.

Issues

Rev Segart expresses the church's appreciation for the support previously given by Council towards this major community event and again seeks the waving of associated fees to financially meet the high costs of staging such an event. The event fee includes:

Application Fee:	\$ 529.00
Hire of Reserve:	\$ 371.00
Supply & Removal 5 sulo bins @ \$85.00 per bin:	\$ 425.00
Connection to Power:	\$ 125.00
Extended opening and cleaning of toilets	\$ 182.00
Food Stall	\$ 100.00
Total:	\$1732.00

St Paul's Anglican Church, St Nicolas' Anglican Church and GracePoint Christian Church each contribute to the costs of this event which is about \$8,000 per year, including a fireworks display. Rev Bainbridge has advised that this event has been going for 22 years and always draws a good crowd at Grant Reserve.

Financial impact statement

Should Council accept the report recommendation, the financial implications to Council is \$1,732.00. This amount will be funded from the 2015-16 Contingency Fund.

Conclusion:

It is considered that this event provides benefit to the community and it is recommended that Council waive all associated fees for this activity.

Recommendation

That:

- a) The fees for the "Carols by the Sea" event in Grant Reserve on Saturday 12 December 2015 be waived and \$1,732.00 be allocated from the 2015-16 Contingency Fund;
- b) The organisers undertake to appropriately and prominently acknowledge and

promote Council's contribution prior to and during the event.

- c) The Mayor or his representative is given the opportunity to address the event on behalf of Council.
- d) The event organisers provide Council with information following the event on the number of attendees.

Attachment/s:

Nil

MM61/15

Mayoral Minute No. MM62/15

Subject: Closure of Edgar Street, Maroubra between Henning Avenue and Cooper Street Maroubra



Folder No: F2015/00096

Author: The Mayor, Cr Noel D'Souza

Introduction

Council has received a request from Mr Phil Sylvester requesting the waiving of fees for a road closure at Edgar Street Maroubra between Henning Avenue and Cooper Street on Saturday 31 October 2015 for Halloween.

Issues

Mr Sylvester would like to close the road on Saturday 31 October 2015 between 4.30pm–8.30pm. The applicant has advised in his correspondence:

"We have many hundreds of families "trick or treating" in the street and this is a great community event. A BBQ sausage sizzle will be held and all monies raised will go towards the Sydney Children's Hospital."

Under the Roads and Maritime Services guidelines, temporary road closures for such street parties are able to be approved by Council directly, provided that the applicants adhere to the guidelines. The standard conditions that Council imposes on event organisers are to keep the general public and the participants of the event safe, to direct traffic safely around the event, to inform the emergency services of the event and to reduce the impacts of the event on non-event users.

The usual way to manage traffic for temporary road closures, in order to comply with the relevant WHS act, is to create a Traffic Control Plan (TCP). A TCP describes the layout of traffic control devices such as barriers and signs. The layout should be designed by suitably qualified traffic control designers.

It is proposed that traffic control measures required for this event be arranged by Council, on behalf of the event organiser. The cost would be \$3000.00 which includes:

- a. The preparation of a traffic management plan and road occupancy license for submission to the RMS, if necessary; and
- b. All traffic control measures associated with this street party including all signage and equipment as well as labour on the day of the event.

Financial impact statement

Should Council accept the report recommendation, the financial implications to Council is \$3,000.00. This amount will be funded from the 2015-16 Contingency Fund.

Conclusion

That Council support the closure of Edgar Street, Maroubra between Henning Avenue and Cooper Street to hold a Halloween Street Party on Saturday 31 October 2015 to raise funds for the Sydney Childrens Hospital and for patron safety on the day.

MM62/15

Recommendation

That:

- a) Council vote \$3,000 to cover the associated fees for a Traffic Management Plan for Edgar Street, Maroubra between Henning Avenue and Cooper Street on Saturday 31 October 2015 and funds be charged to the 2015-16 Contingency Fund;
- b) The organiser undertake to appropriately and prominently acknowledge and promote Council's contribution prior to and during the activity; and
- c) The Mayor or his representative be given the opportunity to address the activity on behalf of Council.

Attachment/s:

Nil

MM62/15