



# City Services Committee

6:30 PM Wednesday 13 November 2024

**Venue:**  
Committee Room, Botany Town Hall  
Corner of Edward Street and Botany Road, Botany

Contact Us:

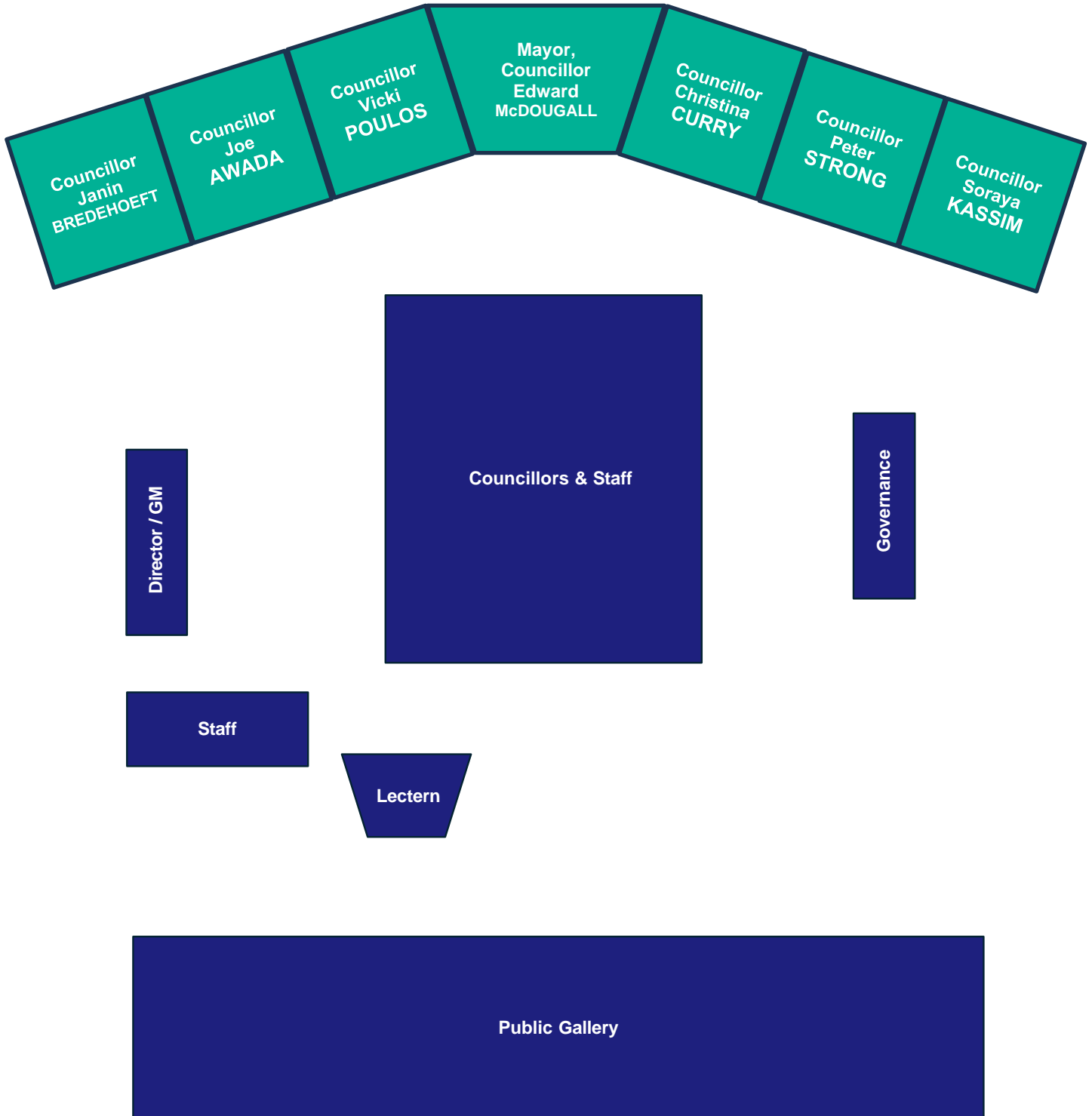
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[council@bayside.nsw.gov.au](mailto:council@bayside.nsw.gov.au)

PO Box 21, Rockdale NSW 2216

ABN: 80 690 785 443

## City Services Committee Seating Plan



# Statement of Ethical Obligations

## Obligations

### Oath [Affirmation] of Office by Councillors

#### Oath

I swear that I will undertake the duties of the office of councillor in the best interests of the people of Bayside Local Government Area and the Bayside Council and that I will faithfully and impartially carry out the functions, powers, authorities and discretions vested in me under the *Local Government Act 1993* or any other Act to the best of my ability and judgment.

#### Affirmation

I solemnly and sincerely declare and affirm that I will undertake the duties of the office of councillor in the best interests of the people of Bayside Local Government Area and the Bayside Council and that I will faithfully and impartially carry out the functions, powers, authorities and discretions vested in me under the *Local Government Act 1993* or any other Act to the best of my ability and judgment.

## Code of Conduct conflict of interests

### Pecuniary interests

A Councillor who has a **pecuniary interest** in any matter with which the council is concerned, and who is present at a meeting of the council at which the matter is being considered, must disclose the nature of the interest to the meeting.

The Councillor must not be present at, or in sight of, the meeting:

- a) at any time during which the matter is being considered or discussed, or
- b) at any time during which the council is voting on any question in relation to the matter.

### Non-pecuniary conflicts of interests

A Councillor who has a **non-pecuniary conflict of interest** in a matter, must disclose the relevant private interest in relation to the matter fully and on each occasion on which the non-pecuniary conflict of interest arises in relation to the matter.

### Significant non-pecuniary interests

A Councillor who has a **significant** non-pecuniary conflict of interest in relation to a matter under consideration at a council meeting, must manage the conflict of interest as if they had a pecuniary interest in the matter.

### Non-significant non-pecuniary interests

A Councillor who determines that they have a non-pecuniary conflict of interest in a matter that is **not significant** and does not require further action, when disclosing the interest must also explain why conflict of interest is not significant and does not require further action in the circumstances.

**MEETING NOTICE**

A meeting of the  
**City Services Committee**  
will be held in the Committee Room, Botany Town Hall  
Corner of Edward Street and Botany Road, Botany  
on **Wednesday 13 November 2024 at 6:30 PM**

**AGENDA**

<b>1</b>	<b>ACKNOWLEDGEMENT OF COUNTRY</b> .....	<b>5</b>
<b>2</b>	<b>APOLOGIES, LEAVE OF ABSENCE, REMOTE ATTENDANCE</b> .....	<b>5</b>
<b>3</b>	<b>DISCLOSURES OF INTEREST</b> .....	<b>5</b>
<b>4</b>	<b>MINUTES OF PREVIOUS MEETINGS</b> .....	<b>6</b>
	4.1 Minutes of the City Services Committee Meeting - 7 August 2024 .....	6
<b>5</b>	<b>ITEMS BY EXCEPTION</b> .....	<b>9</b>
<b>6</b>	<b>PUBLIC FORUM</b> .....	<b>9</b>
<b>7</b>	<b>REPORTS</b> .....	<b>10</b>
	CS24.025 City Services Committee - Chairperson and Deputy Chairperson .....	10
	CS24.026 Microplastics in Sydney Basin - Plans and Actions .....	12
	CS24.027 Response to Notice of Motion - Mascot Library Hours.....	19

The meeting will be video recorded and live streamed to the community via Council's YouTube channel, in accordance with Council's Code of Meeting Practice.

Meredith Wallace  
**General Manager**

## **1 ACKNOWLEDGEMENT OF COUNTRY**

Bayside Council acknowledges the traditional custodians: the Gadigal and Bidjigal people of the Eora nation, and pays respects to Elders past, present and emerging. The people of the Eora nation, their spirits and ancestors will always remain with our waterways and the land, our Mother Earth.

## **2 APOLOGIES, LEAVE OF ABSENCE, REMOTE ATTENDANCE**

## **3 DISCLOSURES OF INTEREST**

In accordance with Council's Code of Meeting Practice, Councillors are reminded of their Oath or Affirmation of Office made under Section 233A of the Local Government Act and their obligations under the Council's Code of Conduct to disclose and appropriately manage conflicts of interest.

## 4 MINUTES OF PREVIOUS MEETINGS

### City Services Committee

13/11/2024

Item No	4.1
Subject	<b>Minutes of the City Services Committee Meeting - 7 August 2024</b>
Report by	Richard Sheridan, Director City Performance
File	SF17/1174

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### Officer Recommendation

That the Minutes of the City Services Committee meeting held on 7 August 2024 be noted

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### Present

The Deputy Mayor, Councillor Joe Awada, Chairperson  
Councillor Scott Morrissey  
Councillor Jennifer Muscat  
Councillor Michael Nagi

### Also present

Councillor Liz Barlow  
Councillor Andrew Tsounis  
Councillor Greta Werner  
Meredith Wallace, General Manager  
Richard Sheridan, Director City Performance  
Louise Farrell, Manager City Projects  
Hong Nguyen, Manager Environment and Resilience  
Rani Param, Manager Community Life  
Luke Phillip, Manager Finance  
Helen Tola, Manager Governance & Risk  
Waisale Iowane, Head of Financial Strategy & Reporting  
Anh Hoang, Governance Officer  
Anne Suann, Governance Officer  
Nabin Bhattarai, IT Service Management Officer

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The Chairperson opened the meeting in the Council Chambers, Rockdale Town Hall, Level 1, 448 Princes Highway, Rockdale at 6:38 pm.

## 1 Acknowledgement of Country

The Chairperson affirmed that Bayside Council acknowledges the traditional custodians the Gadigal and Bidjigal people of the Eora nation, and pays respect to

Elders past, present and emerging. The people of the Eora nation, their spirits and ancestors will always remain with our waterways and the land, our Mother Earth.

## **2 Apologies and Attendance via Audio Visual link**

### **Apologies**

**Committee Recommendation** (Councillors Nagi and Morrissey)

That the following apologies be received and leave of absence granted:

- Councillor Jansyn
- The Mayor, Councillor Saravinovski
- Councillor Sedrak

### **Attendance Via Audio Visual Link**

There were no Committee members in attendance via audio-visual link.

## **3 Disclosures of Interest**

There were no disclosures of interest.

## **4 Minutes of Previous Meetings**

### **[4.1 Minutes of the City Services Committee Meeting - 3 July 2024](#)**

**Committee Recommendation** (Councillors Muscat and Morrissey)

That the Minutes of the City Services Committee meeting held on 3 July 2024 be noted

### **4.2 Business Arising**

The Committee notes that the Minutes of the City Services Committee of Wednesday 3 July 2024 were received and the recommendations therein were adopted by the Council at its meeting of 24 July 2024.

## **5 Items by Exception**

There were no Items by Exception.

## 6 Public Forum

There were no speakers for Public Forum.

## 7 Reports

### [CS24.021 Business Chamber South - Partnership Proposal](#)

Mr Tony Baddour, President, Business Chamber South, addressed the Committee in relation to the Business Chamber South - Partnership Proposal

**Committee Recommendation** (Councillors Nagi and Morrissey)

That Council notes the collaboration with Business Chamber South to deliver three networking activities for local businesses across the Bayside Local Government Area.

### [CS24.022 Community Energy Initiatives - Updates](#)

**Committee Recommendation** (Councillors Nagi and Morrissey)

That the report is received and noted.

### [CS24.023 Response to Notice of Motion - Microplastics in the Sydney basin](#)

**Committee Recommendation** (Councillors Nagi and Muscat)

That the report is received and noted.

### [CS24.024 Response to Notice of Motion - Library Volunteer Program](#)

**Committee Recommendation** (Councillors Nagi and Muscat)

That the City Services Committee receives and notes the report.

The next meeting will be held post the 2024 Local Government Elections.

The Chairperson closed the meeting at 7:25 pm.

## Attachments

Nil



## **5 ITEMS BY EXCEPTION**

These are items that have been identified to be confirmed in bulk in accordance with the Officer Recommendation and without debate. These items will not include items identified in the Public Forum, items in which councillors have declared a Significant Conflict of Interest and a Pecuniary Interest, items requiring a Division and any other item that a Councillor has identified as one they intend to speak on or vote against the recommendation

## **6 PUBLIC FORUM**

Members of the public, who have applied to speak at the meeting, will be invited to address the meeting.

Any item the subject of the Public Forum will be brought forward and considered after the conclusion of the speakers for that item.

## 7 REPORTS

### City Services Committee

13/11/2024

Item No	CS24.025
Subject	<b>City Services Committee - Chairperson and Deputy Chairperson</b>
Report by	Richard Sheridan, Director City Performance
File	F23/1021

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### Summary

At the Council Meeting held on 23 October 2024, Council determined the membership of seven (7) Councillors to the City Services Committee.

The term of the appointment of Council delegates to the Committee is for the Mayoral Term (i.e. up to September 2026).

The purpose of this report is to elect a Chairperson (if the Mayor does not wish to be the Chairperson of the Committee) and Deputy Chairperson up to September 2026 for the City Services Committee.

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### Officer Recommendation

That the City Services Committee elect a Chairperson (if the Mayor does not wish to be the Chairperson of the Committee) and elect a Deputy Chairperson up to September 2026.

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### Background

Council resolved the membership of the City Services Committee of Council as follows:

- The Mayor, Edward McDougall, Councillors Poulos, Kassim, Strong, Bredehoeft, Curry and Awada.

Councillors who are not members of the City Services Committee (noted above) be appointed as alternate members only for purposes of achieving a quorum in times when a quorum cannot be achieved due to absences and/or conflicts of interest.

Part 5.3 (Chair and Deputy Chair) of the Committee Terms of Reference state:

*The Chairperson is the Mayor, otherwise, if the Mayor does not wish to be the chairperson of a committee, either (a) a member of the committee elected by the council, or (b) if the council does not elect such a member, a member of the committee elected by the committee. The Deputy Chairperson – Council to elect a member of a committee as deputy chairperson of the committee or if the council does not make the election, the committee may elect a deputy chairperson.*

In light of such the purpose of this report is to elect the Chair and Deputy Chair to the City Services Committee.

### Financial Implications

- |                                      |                                     |
|--------------------------------------|-------------------------------------|
| Not applicable                       | <input checked="" type="checkbox"/> |
| Included in existing approved budget | <input type="checkbox"/>            |
| Additional funds required            | <input type="checkbox"/>            |

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### Community Strategic Plan

- |  |                                     |
|--|-------------------------------------|
| Theme One – In 2032 Bayside will be a vibrant place                    | <input type="checkbox"/>            |
| Theme Two – In 2032 Our people will be connected in a creative City    | <input type="checkbox"/>            |
| Theme Three – In 2032 Bayside will be green, resilient and sustainable | <input type="checkbox"/>            |
| Theme Four – In 2032 Bayside will be a prosperous community            | <input checked="" type="checkbox"/> |

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### Risk Management – Risk Level Rating

- |                |                                     |
|----------------|-------------------------------------|
| No risk        | <input checked="" type="checkbox"/> |
| Low risk       | <input type="checkbox"/>            |
| Medium risk    | <input type="checkbox"/>            |
| High risk      | <input type="checkbox"/>            |
| Very High risk | <input type="checkbox"/>            |
| Extreme risk   | <input type="checkbox"/>            |

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### Community Engagement

No community engagement was undertaken in preparing this report. Internal consultation has taken place between the General Manager, Director City Performance and the Manager Governance & Risk.

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### Attachments

Nil

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**City Services Committee**

**13/11/2024**

Item No CS24.026  
Subject **Microplastics in Sydney Basin - Plans and Actions**  
Report by Debra Dawson, Director City Life  
File SF24/5492

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**Summary**

A Notice of Motion was submitted at Council's meeting 26 June 2024 by Councillor Douglas:

*That Council refers the issue to SSROC as soon as possible for:*

- 1. Microplastics investigations and reporting throughout the Sydney basin.*
- 2. Information about what has been done in the Sydney basin to address microplastics in the Sydney basin.*
- 3. What could be done by SSROC and other ROCs in the future to address the risks of microplastics, if adequate funding was available.*

A response to Notice of Motion was submitted to City Services meeting in August 2024. This update report addressing the three above inquiries.

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**Officer Recommendation**

That the report on Microplastics in Sydney Basin - Plans and Actions is received and noted.

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**Background**

**1. Microplastic investigations and reporting throughout the Sydney Basin.**

Bayside has been monitoring the microplastic as part of the Georges Riverkeeper's program with the Australian Microplastic Assessment Project (AUSMAP).

Table 1 highlights monitoring activities and prevention actions of microplastics in Bayside and links those actions to the 2024/25 Operational Plan.

Table 2 provides a summary of actions by other SSROC members in previous years.

The NSW Government is also undertaking a Broadscale Microplastic Assessment (BMA) of 120 estuaries to provide a baseline dataset for surface water microplastic contamination to address risks of microplastics. Estuaries being monitored within and nearby Bayside LGA include Botany Bay, Cooks River, Georges River and Port Hacking. The aim of the NSW assessment is to highlight estuaries with microplastic contamination, and determine what items are contributing the most to microplastic contamination [Microplastics monitoring \(nsw.gov.au\)](https://www.nsw.gov.au/microplastics-monitoring)

**2. What has been done in the Sydney Basin to address microplastics?**

Table 1: Microplastics policy and microplastics/ litter actions for Bayside.

<b>Microplastics/ litter prevention actions</b>	<b>Microplastics monitoring</b>	<b>FY25 Operational Plan Microplastics &amp; litter action</b>
Sustainable Waste Management Strategy 2024	Georges Riverkeeper (and others) have undertaken	1.3.2.1 Deliver an efficient street sweeping program across the Bayside Local Government area
Collection of red bin materials and parks & open space bin materials	microplastics sampling at sites	3.4.1.1 Analyse hotspot map data to inform interventions to reduce the incidence of illegal dumping
Collection of yellow bin and green bin materials for recycling and reuse	in Bayside LGA including Kamay Botany Bay since	3.4.1.4 Remove and dispose of illegally dumped materials throughout the Local Government Area (LGA)
Four (4) scheduled clean up collections each year	2018	3.4.2.3 Program, offer and conduct waste education campaigns
Recycling Drop Off Events	<a href="#">Hotspot Map   ausmap</a>	3.4.2.4 Actively seek funding through the NSW Environment Protection Authority's Waste Less, Recycle More Waste and Resource Recovery Initiative
Waste App / Collection Calendar / Sustainable Waste Management Services Guide 2024/25		3.4.2.5 Update the annual program of resources to inform residents about Councils Domestic Waste and Clean Up programs
Litter bin signage		3.4.3.2 Provide an effective public place litter bin program
Mobile CCTV cameras to prevent dumping and littering		3.4.3.3 Undertake annual recycling drop off events
Street sweeping to remove litter		3.4.3.4 Undertake the management of essential waste and recycling services
Beach raking to remove litter		Plastic Free July® to tackle plastic pollution for cleaner streets, oceans, and beautiful communities
GPTs and raingardens capturing litter		2024-25 Summer Foreshore Program 'Love Your Bay'
Clean Up Australia Day events		
Earth Day 2024 'Planet vs. Plastic' campaign		
Summer Foreshore – Love our Bay, promoting “No single use plastic and “Save our seagrass and endangered White Seahorse”		
Supported Georges Riverkeeper (GRK) to develop a Litter Prevention Strategy for Georges River Catchment, and working with GRK to produce a litter prevention roadmap.		
Supported Cooks River Alliance (CRA) to develop a Litter Prevention Strategy		

Microplastics/ litter prevention actions	Microplastics monitoring	FY25 Operational Plan Microplastics & litter action
<p>for Cooks River Catchment, and working with CRA to produce a litter prevention roadmap.</p> <p>Implementing actions to prevent the migration of crumb rubber and artificial grass into the environment surrounding each synthetic playing fields.</p>		<p>promoting “No single-use plastic”</p> <p>Ongoing Georges Riverkeeper Microplastic sampling</p>

**Table 2:** Microplastics/ litter actions by other SSROC members.

Local Council	Microplastics/ litter prevention actions	Microplastics monitoring	FY25 Operational Plan action
Canada Bay Council	<p><b>BagLess in the Bay</b> - a plastic bag reduction initiative</p> <p><b>Litter Education in Schools</b> - Education programs delivered with KNSWB and Take 3</p> <p><b>Hot Coal Projects</b> - Cabarita Park</p> <p><b>Stop Litter in the Bay</b> – a community engagement project at Bay Run and Cabarita Park to reduce litter</p> <p><b>Clean Up Australia Day Bin Your Butts</b></p> <p><b>Back of Business</b> - engaged with small to medium retail businesses to encourage appropriate rubbish management to prevent littering</p> <p><b>Review of butt bin locations</b> - audit of locations, repositioning some in identified hotspot areas and creating cigarette butt reduction trails at Rhodes Station and Pocket Park, Strathfield.</p> <p><b>The PicnicPledge</b> - reduce litter in Cabarita McIlwaine Parks</p> <p><b>Bag It, Bin It</b> - responsible disposal of dog litter in three parks in Rhodes</p> <p><b>Love your Place</b> - increase participation of community volunteers in litter prevention and management</p>	<p>Participated in AusLM litter training to collate data for upcoming Litter Management and Prevention Plan 2024-2029. Found that 60% of litter was made of plastic. This data will inform Council’s future preventative actions.</p>	<p>Operational Plan identifies the importance of litter prevention; community are encouraged to reduce litter; and a Litter Management and Prevention Plan 2024-2029 is in preparation.</p>

Local Council	Microplastics/ litter prevention actions	Microplastics monitoring	FY25 Operational Plan action
	<b>Spring Clean</b> - annual community clean up event run in conjunction with Riverfest		
Georges River Council	Have sustainable event management guidelines (July 2022) which prohibits single-use plastics at Council managed events	Microplastics monitoring and reporting by GRK	Georges Riverkeeper Microplastic sampling due to re-commence
Strathfield Council	NA	Litter prevention action in recent years include the 'Keep Homebush West Clean' campaign funded by NSW EPA in 2023	NA
Sutherland Council	Conducting microplastic sampling at 10 locations on the Georges River and Botany Bay by GRK.  Supported Georges Riverkeeper to develop a Litter Prevention Strategy for Georges River Catchment, and working with Georges Riverkeeper on producing litter prevention roadmap.	Georges Riverkeeper Microplastic sampling delayed for FY24 due to staff shortage	Georges Riverkeeper Microplastic sampling due to re-commence
Waverley Council	Litter reduction measures include swap and wash reusable container trial, beach raking, and participation in SCCG Litter prevention roadmap.	Conducted a mini beach clean with AUSMAP on 15 July 2023 at Bondi Beach	No forward operational actions on microplastics  CSP action 2.12, 2024 Litter commitments to keep public spaces clean and litter-free, and continue the waste presentation and compliance program to reduce litter
Woollahra Council	Litter prevention activities: <ul style="list-style-type: none"> <li>community education on correct disposal, and avoiding single use plastics</li> <li>installing GPTs and raingardens to capture litter</li> <li>undertaking regular street sweeping in commercial areas</li> </ul>	Microplastics monitoring done with AUSMAP	7.1.3 Educate and partner with community on protection of natural areas and waterways, including Clean Up Australia Day.  7.2.2 Implement a program of capital works for water quality improvement, including installation of

Local Council	Microplastics/ litter prevention actions	Microplastics monitoring	FY25 Operational Plan action
	<ul style="list-style-type: none"> <li>• supporting volunteer beach cleaning through HarbourCare Program</li> <li>• raking beaches to remove litter.</li> </ul>		<p>stormwater quality improvement devices, raingardens and Gross Pollutant Traps</p> <p>8.2.2 Implement the Environmental Education Program</p> <p>8.4.1 Encourage greater participation in waste reduction, recycling and other measures to minimise waste - <i>National recycling week 10-16 Nov 2024; Clean Up Australia Day 6 March 2025; Garage Sale Trail 9-10 &amp; 16-17 Nov 2024</i></p>

**3. What could be done by SSROC and other ROCs in the future to address the risks of microplastics, if adequate funding was available.**

*State level:*

At the state level, the NSW Government is seeking feedback on actions and timeframes proposed in the action paper: *NSW Plastics: The Way Forward*. The proposed actions are:

- Reduce highly litter plastic items in the environment
- Remove harmful chemicals from plastics and prevent the release of microplastics into the environment
- Align the approaches of other states and territories in Australia, where doing so will achieve better outcomes for the environment, communities and businesses.

*Regional level:*

At the regional level, Bayside is members of three regional organisations (Cooks River Alliance, Georges Riverkeeper and Sydney Coastal Council Groups) who are actively tackling microplastics through litter prevention strategies and action plans. Figure 1 illustrated an example of strategic directions for litter prevention at catchment level. Georges Riverkeeper successfully secured a grant from the NSW EPA to develop Litter Prevention Roadmap in June 2024.

Examples of actions with funding at catchment level:

- A project officer to focus on litter prevention at catchment scale,
- Establishment of a catchment-based litter prevention working group to develop projects and actions,



- Projects such as “Love your home ground” targeting sporting clubs, “Love your school ground” targeting local schools, “Love your verge” for home and businesses, “Cleaning up commercial lanes”, “Local litter campaign”, and “Simple local litter reporting” to identify litter hotspots
- Capacity building for member councils and community groups.

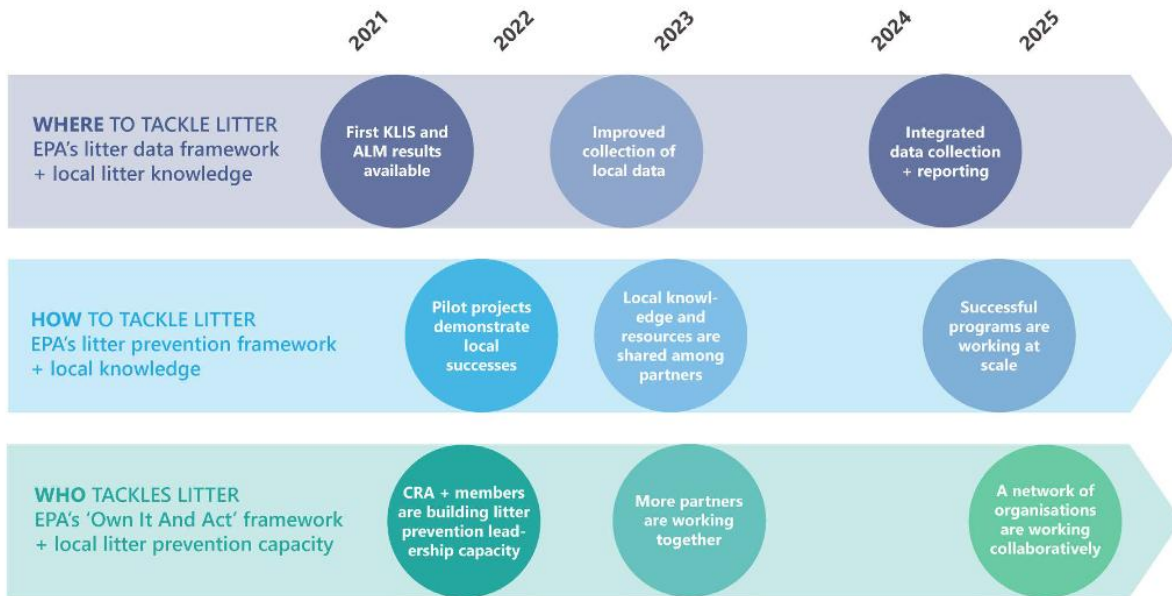


Figure 1: Strategic directions for litter prevention in the Cooks River catchment (Source: Cooks River Litter Prevention Strategy, September 2021).

SSROC also actively promote for reducing plastic litter by taking a circular economy approach instead of litter prevention, such as phasing out supply of plastics and microplastics containing products, avoiding, reusing and limiting to plastic production, and adopting a holistic packaging design standards for recycling. SSROC also advocate for a National Litter Index and Australian Litter Measure to capture useful data and monitoring.

The NSW EPA offer up to \$1 million for councils, catchment groups and other key stakeholders to deliver catchment-based approaches to reduce the flow of litter into NSW waterways – *Streets to Sea program*. This is a new program that was introduced in the NSW Litter Prevention Strategy 2022-2030. The program may fund a range of interventions that help to reduce flow of litter, such as improving cleaning methods, new equipment, new or upgrade infrastructures, targeted regulation of public and private land and improvements to the monitoring program.

Cooks River Litter Prevention Steering Group (Bayside is a member) is investigating projects to apply for a grant under the *Streets to Sea* program.

## Financial Implications

- Not applicable
- Included in existing approved budget
- Additional funds required
- 

## Community Strategic Plan

- Theme One – In 2032 Bayside will be a vibrant place
- Theme Two – In 2032 Our people will be connected in a creative City
- Theme Three – In 2032 Bayside will be green, resilient and sustainable
- Theme Four – In 2032 Bayside will be a prosperous community
- 

## Risk Management – Risk Level Rating

- No risk
- Low risk
- Medium risk
- High risk
- Very High risk
- Extreme risk
- 

## Community Engagement

Not Applicable.

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## Attachments

Nil

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## City Services Committee

13/11/2024

Item No	CS24.027
Subject	<b>Response to Notice of Motion - Mascot Library Hours</b>
Report by	Debra Dawson, Director City Life
File	F21/393

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### Summary

On 23 November 2023, Council resolved in part on the motion of Councillor Jansyn and Councillor Morrissey to endorse a trial of opening hours at Mascot Library on Saturdays from 9am-12pm and to robustly promote these hours.

Mascot Library commenced opening on Saturdays on 6 January 2024 and was heavily promoted through various mediums. Visitation on Saturdays is lower in the smaller library branches than the larger Eastgardens and Rockdale Library, however Mascot Library's attendance is steadily increasing through strong promotion and additional library program activities being introduced.

Based on the visitation trends, an increase in library programs and improvement projects underway, it is feasible for Mascot Library to remain open on Saturdays 9am-12pm.

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### Officer Recommendation

- 1 That the report on Response to Notice of Motion - Mascot Library Hours be received and noted.
  - 2 That the Mascot Library continues to remain open on Saturdays 9am-12pm (excluding public holidays and Christmas New Year period).
- 

### Background

On 23 November 2023, Council resolved on the motion of Councillors Jansyn and Morrissey to endorse;

- the trial of Saturday opening hours of Mascot Library from 9am-12pm commencing Saturday 6 January 2024 to Saturday 29 June 2024 with an evaluation to be provided to Council at the end of the trial.
- that Council robustly promotes the Saturday opening hours of Mascot Library.

Mascot Library commenced opening on Saturdays 9am-12pm on 6 January 2024.

Opening hours have been heavily promoted through social media, community newsletter and at Eastgardens Library. The Library Team have increased and/or introduced new programs at the library including after school and weekend initiatives to be more inclusive and to encourage visitation.

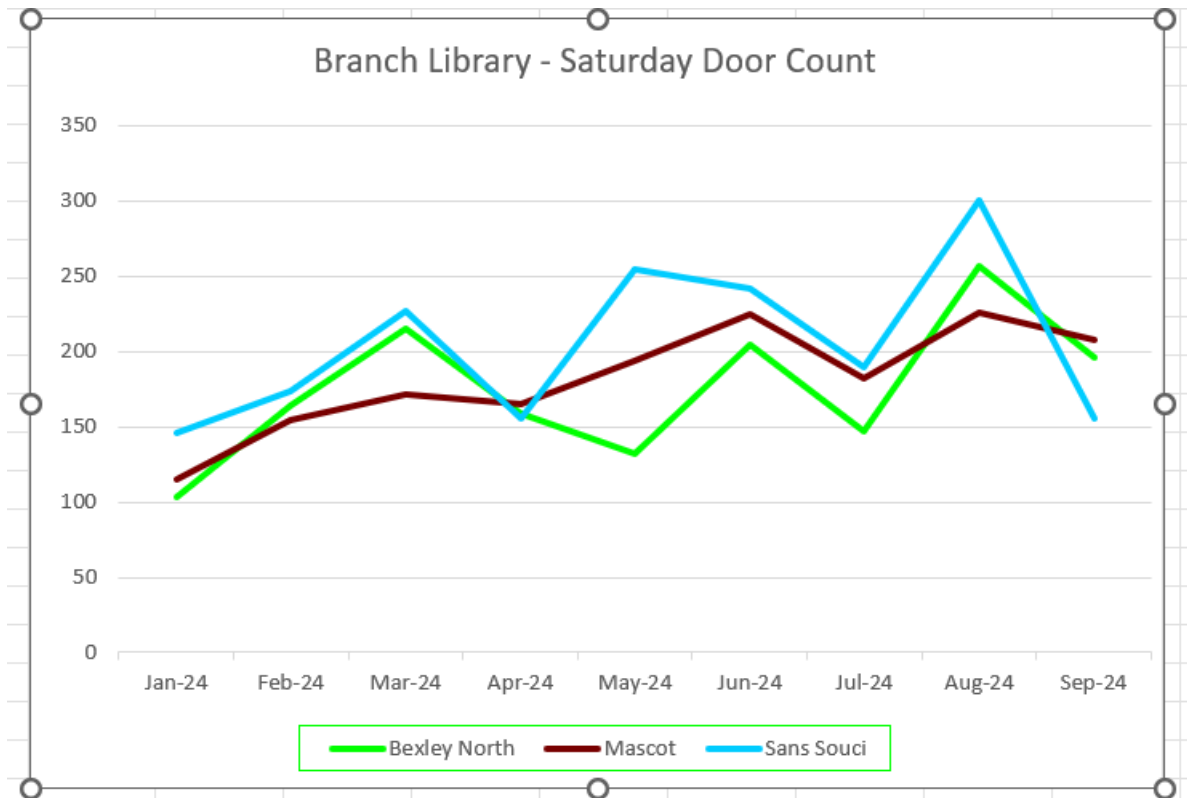
See program activities below;

Activity	Frequency	New in 2024
<b>Early Literacy</b>		
Baby Rhyme time	Thursday weekly	
Storytime	Wednesday Weekly	
Toddler Time	Tuesday Weekly	
Incursion - Little Angels	4th Monday of the month	
<b>School Holiday Activities</b>		
January	2 activities	
April	2 activities	
July	2 activities	
October	2 activities	
<b>Primary School Activities</b>		
Stem Up!	2nd Wednesday of the month from 11 Sept	New
Lunar New Year Pop Up	15-Feb-24	New
Halloween Pop Up	31-Oct-24	
<b>Adult</b>		
Chess Club	Tuesday Weekly	
JP services	Thursday weekly	
<b>Local History</b>		
Dr Peter Hobbins talk	Saturday 11 May 2024	New
<b>Adult Programs</b>		
Writing Workshops	12 & 19 October 2024	New

## Background

Below are the visitation statistics for our Branch Libraries on Saturdays (9am-12pm).

<b>Bayside Library</b>									
<b>Door count statistics</b>									
	Jan-24	Feb-24	Mar-24	Apr-24	May-24	Jun-24	Jul-24	Aug-24	Sep-24
Bexley North	103	164	215	159	132	205	147	257	196
Mascot	115	154	172	165	194	225	182	226	208
Sans Souci	146	174	227	156	255	242	190	300	155



Branch visitation has steadily increased attributable to promotion and the introduction of Saturday program initiatives. Additional seating and desks placed in the George Hanna Museum (amongst the current Photography Exhibition) has been very popular for quiet study and reading.

### Future Initiatives

Furniture upgrades including increased seating and study desks as well as a more welcoming and open customer service area is underway at Mascot Library funded from the NSW State Library Local Priority Grant. This project should further activate the utilisation of the library which may also take some of the pressure for study spaces from Eastgardens which has very high demand and limited capacity.

Plans are in progress to trial a sensory play space in Mascot Library for specific days / times and should be launched early in 2025.

Cultural activities will be introduced in the New Year including English conversational classes.

Planning for a new Exhibition in the George Hanna Museum is in progress to be launched in the new year.

### Outcome of Saturday Trial

Based on the visitation trends, increase in programs and improvement projects underway, it is feasible for Mascot Library to continue to remain open on Saturdays 9am-12pm.

Note that the Library branches close in between Christmas and New Year. Eastgardens and Rockdale remain open during this period. All Bayside Libraries are closed for public holidays.

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## Financial Implications

Mascot Library is resourced with 2 Library Staff Members on Saturdays.

The staff costs range from \$190.62 and \$351.36 per Saturday. Total costs for 49 Saturdays is \$9,340.38-\$17,216.64 *This excludes staff overhead costs.*

Additional staff resources are required for specific library events or programs and there are costs associated with the engagement of specialists to deliver targeted programs such as Saturday writers workshops and Author Talks. Approximate cost - \$500 for an external specialist.

- |                                      |                                     |   |
|--------------------------------------|-------------------------------------|---|
| Not applicable                       | <input type="checkbox"/>            |   |
| Included in existing approved budget | <input checked="" type="checkbox"/> | Staff resourcing and program costs are funded within the approved budget. Any additional hours or specialist programs may require more funding. |
| Additional funds required            | <input type="checkbox"/>            |   |

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## Community Strategic Plan

- |  |                                     |
|--|-------------------------------------|
| Theme One – In 2032 Bayside will be a vibrant place                    | <input checked="" type="checkbox"/> |
| Theme Two – In 2032 Our people will be connected in a creative City    | <input type="checkbox"/>            |
| Theme Three – In 2032 Bayside will be green, resilient and sustainable | <input type="checkbox"/>            |
| Theme Four – In 2032 Bayside will be a prosperous community            | <input type="checkbox"/>            |

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## Risk Management – Risk Level Rating

- |                |                                     |
|----------------|-------------------------------------|
| No risk        | <input checked="" type="checkbox"/> |
| Low risk       | <input type="checkbox"/>            |
| Medium risk    | <input type="checkbox"/>            |
| High risk      | <input type="checkbox"/>            |
| Very High risk | <input type="checkbox"/>            |
| Extreme risk   | <input type="checkbox"/>            |

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## Community Engagement

Promotion of library hours and programs will continue through various mediums including social media and Bayside's community newsletter.

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## Attachments

Nil