



Community & Environment Committee

Agenda: *Community & Environment Committee*

Date: *Monday 8 October 2007*

Time: *6.00pm*

Outline of Meeting Protocol & Procedure:

- The Chairperson will call the Meeting to order and ask the Committee/Staff to present apologies 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 ask whether a member(s) of the public wish to address the Committee.
- If person(s) wish to address the Committee, they are allowed four (4) minutes in which to do so. Please direct comments to the issues at hand.
- If there are persons representing both sides of a matter (eg applicant/objector), the person(s) against the recommendation speak first.
- At the conclusion of the allotted four (4) minutes, the speaker resumes his/her seat and takes 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.
- The Chairperson has the discretion whether to continue to accept speakers from the floor.
- 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).

Delegated Authority (“D” Items):

- Community Services and Programmes.
- Health.
- Liquor Licences.
- Fire Protection Orders.
- Residential Parking Schemes (surveillance and administration).
- Traffic Management (Traffic Committee Recommendations).
- Waverley/Woollahra Process Plant.
- 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 Meeting.
- Any other matter falling within the responsibility of the Community and Environment Committee and not restricted by the Local Government Act or required to be a Recommendation to Full Council as listed below.
- Library Services
- Licensing.
- Regulatory.
- Waste Minimisation

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.
- Matters which involve broad strategic or policy initiatives within responsibilities of the Committee.
- Matters requiring the expenditure of moneys and in respect of which no Council vote has been made.
- Matters delegated to the Council by the Traffic Authority of NSW.
- Matters not within the specified functions of the Committee, or which are not the subject of a Business Agenda (current or past).
- Matters reserved by individual Councillors, in accordance with any Council policy on "safeguards".
- Parks and Reserve Plans of Management (Strategies, Policies and Objectives)
- Residential Parking Schemes - Provision and Policies

Committee Membership:

7 Councillors

Quorum:

The quorum for a Committee meeting is 4 Councillors.

WOOLLAHRA MUNICIPAL COUNCIL

Notice of Meeting

4 October 2007

To: His Worship The Mayor, Councillor Geoff Rundle, ex-officio
Councillors Tanya Excell (Chair)
Anthony Boskovitz
Marcus Ehrlich
Andrew Petrie
Isabelle Shapiro (Deputy Chair)
Fiona Sinclair King
John Walker

Dear Councillors

Community & Environment Committee Meeting – 8 October 2007

In accordance with the provisions of the Local Government Act 1993, I request your attendance at a Meeting of the Council's **Community and Environment Committee** to be held in the **Council Chambers, 536 New South Head Road, Double Bay, on Monday 8 October 2007 at 6.00pm.**

Gary James
General Manager

Additional Information Relating to Committee Matters

Site Inspection

Other Matters

Meeting Agenda

Item	Subject	Pages
1	Leave of Absence and Apologies	
2	Late Correspondence	
3	Declarations of Interest	

Items to be Decided by this Committee using its Delegated Authority

D1	Confirmation of Minutes of Meeting held on 24 September 2007	1
D2	Woollahra Traffic Committee Minutes – 595.G 2007	2
D3	Community Facilities Report – Usage Levels – 79.G	12

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

R1	Proposed Naming of Bungaree Reserve – 172.G	30
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Item No: D1 Delegated to Committee
Subject: **Confirmation of Minutes of Meeting held on 24 September 2007**
Author: Les Windle, Manager - Governance
File No: See Council Minutes
Reason for Report: The Minutes of the Meeting of Monday 24 September 2007 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.

Recommendation:

That the Minutes of the Community and Environment Committee Meeting of 24 September 2007 be taken as read and confirmed.

Les Windle
Manager - Governance

Item No: D2 Delegated to Committee
Subject: **Woollahra Traffic Committee Minutes - 2 October 2007**
Author: Zubin Marolia, Acting Director – Technical Services
File No: 595.G 2007
Reason for Report: For the Committee to consider the recommendations of the Woollahra Local Traffic Committee.

Recommendation:

THAT the Recommendations Y1-Y11 contained in the minutes of the Woollahra Traffic Committee, and as signed by the members of the Committee, held on Tuesday 2 October 2007 be adopted.

Zubin Marolia
Acting Director – Technical Services

Woollahra Local Traffic Committee Minutes

The meeting of the Woollahra Local Traffic Committee was held in the Council Committee Room, Double Bay, on Tuesday 2 October 2007 at 10.00am.

1. Attendances

Committee Members:

Present:	Mr Alan Opera (Chairman)	(Woollahra Municipal Council)
	Mr Navin Prasad	(Roads and Traffic Authority)
	Snr Const David Peters	(Rose Bay Police - Traffic)
	Mr Roy Bishop	(Clover Moore MP Representative)
	Mr Don Dunn	(Peter Debnam MP Representative)
Staff:	Mr Frank Rotta	(Woollahra Municipal Council)
	Mr Daniel Pearse	(Woollahra Municipal Council)
	Ms Lorna Oliver	(Woollahra Municipal Council)
	Ms Armodee Reece	(Woollahra Municipal Council)
	Ms Darcel Baker	(Woollahra Municipal Council)
Observers:	Mr Eric Graham	(State Transit Authority)
Apologies:	Mr Warwick Hatton	(Woollahra Municipal Council)
	Ms Robyn Attuell	(Clover Moore MP Representative)

2. Minutes of Previous Meeting

The minutes of Meeting No.8/07 held in Council Chambers, Double Bay, on Tuesday 4 September 2007 were confirmed by Mr Navin Prasad and Mr Don Dunn.

3. Matters Arising from Minutes of Previous Meetings

Nil

4. Local Traffic Committee recommendations not adopted or amended by Woollahra Council Community & Environment Committee

Nil

5. Extraordinary Meetings

Nil

6. Late Correspondence

Late Item – Y11 No.66 New Beach Road, Darling Point

7. Traffic Matters on Local Roads – Recommendation to C&E for Consideration

Item No: Y1 Traffic Matters on Local Roads – Recommendation to C&E for Consideration

Subject: **Parking Restrictions Changes**

Author: Frank Rotta – Traffic Engineer

File No: (Refer to Table 1)

Reason for Report: Various parking restriction changes throughout the Woollahra Council area.

Item Y1-1: Newcastle Street, Rose Bay – Alteration of Parking Restrictions

Decision: Unanimous Support

Recommendation:

1. That the ‘No Parking, Wedding & Funeral Vehicles Excepted’ zone on the eastern side of Newcastle Street, Rose Bay extend from 2 metres south of the prolongation of the boundary between Nos.88 and 90 Newcastle Street in a southerly direction for 20.5 metres.
2. That the remainder of the current ‘No Parking, Wedding & Funeral Vehicles Excepted’ be replaced with ‘1P 7.00am-9.00am Thursdays, Permit Holders Excepted Area 2 Rose Bay’ consistent with the remainder of the signposting in this street.

Item Y1-2: New McLean Street, Edgecliff – Stop sign and linemarking

Decision: Unanimous Support

Recommendation:

1. That the existing ‘Stop’ sign be moved in a southerly direction to just north of this intersection and a Stop line be installed at the end of the kerb blister just east of the pedestrian crossing for vehicles exiting the Eastpoint Centre car park.
 2. That the existing raised pavement markers on the painted blister island be replaced with rumble bars.
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Item No: Y2 Traffic Matters on Local Roads – Recommendation to C&E for Consideration
Subject: Car Share Locations
Author: Lorna Oliver – Traffic & Transport Planner
File No: 255.G/Car Share
Reason for Report: Recommendation from Council.

Decision: Unanimous Support

Recommendation:

- A. That the following locations for the pilot programme of car sharing be approved:
- i. Ormond Street, Paddington (opposite 16-20)
 - ii. Glenview Lane, Paddington (near to 108 Boundary Rd)
 - iii. Hopewell Street, Paddington (south of no.1)
 - iv. Corner Paddington and Jersey Road, Paddington
- B. That the locations be signed ‘No Parking Woollahra Council Authorised Car Share Vehicles Excepted Area ____’

Item No: Y3 Traffic Matters on Local Roads – Recommendation to C&E for Consideration.
Subject: Glenmore Road at Cascade Street / Hampden Street, Paddington – Pedestrian Safety
Author: Frank Rotta – Traffic Engineer
File No: T191. / 583.G
Reason for Report: Complaint from local resident.

Decision: Unanimous Support

Recommendation:

- A. That a median as detailed in Annexure 2 be constructed in Glenmore Road immediately west of its intersection with Cascade Street/Hampden Street.
- B. That a supplementary pedestrian crossing sign be installed on the median in A. above.
- C. That all pedestrian crossing signs and advance pedestrian crossing signs on all legs of this intersection be upgraded to ‘B’ size new fluoro lime colour signs.
- D. That zig-zag pavement markings be introduced in the western leg of Glenmore Road on its approach to the existing pedestrian crossing.
- E. That 10 metres of unbroken centreline be introduced in Hampden Street east of the intersection.

Item No: Y4 Traffic Matters on Local Roads – Recommendation to C&E for Consideration

Subject: **No. 12 Carlotta Road, Double Bay – Works Zone**

Author: Frank Rotta – Traffic Engineer

File No: 407.G Pt9

Reason for Report: Request for a Works Zone

Decision: Unanimous Support

Recommendation:

- A. That approval be granted for a Works Zone to be temporarily installed for No.12 Carlotta Road, Double Bay. The length of the proposed Works Zone is to be 10 metres and is to be located from 1 metre north of the prolongation of the boundary between Nos.12 & 14 Carlotta Road in a northerly direction for a distance of 10 metres and is subject to the following conditions:
- i. Any directive provided by the NSW Police Department is to be complied with.
 - ii. The Works Zone is to operate between the hours of 7.00am-4.00pm Mon-Fri and 7.00am-1.00pm Sat for a period of 26 weeks from 5 November, 2007 to 5 May, 2008.
 - iii. Suitable traffic control measures are to be put in place to manage truck movements to and from the construction site, and if necessary to and from the adjacent street system, in accordance with the RTA's Traffic Control at Works Sites manual.
 - iv. Unrestricted parking is to be maintained outside of the Works Zone hours of operation.
 - v. The applicant must ensure that the traffic lanes, footpaths and driveways, adjacent to the Works Zone, remain free of obstruction at all times during the construction.
 - vi. The applicant must inform Council's Traffic Engineer when the project is completed and the Works Zone can be removed.
 - vii. This Works Zone is in an area zoned as Residential 2(a). The fee payable shall be in accordance with Council's adopted fees and charges applying to the period for which the approval is given, and must be paid prior to the Works Zone being installed. Should the Works Zone be required for a shorter period, application may be made for a pro-rata refund.
 - viii. Failure to comply with any of these conditions may result in the cancellation of the Works Zone at Council's discretion.
 - ix. Should the Works Zone be required for a period longer than the approved period, permission from the Director of Technical Services is required to extend the Works Zone.
 - x. Should the Works Zone be required for additional hours of operation on any particular day, any amendment will require the approval of the Woollahra Traffic Committee.
- B. That the applicant notifies all residents and businesses whose property frontage is within 50 metres of the Works Zone.

Item No: Y5 Traffic Matters on Local Roads – Recommendation to C&E for Consideration.
Subject: **No. 120 Windsor Street Paddington – Works Zone**
Author: Frank Rotta – Traffic Engineer
File No: 407.G Pt9
Reason for Report: Request for a Works Zone

Decision: Unanimous Support

Recommendation:

- A. That approval be granted for a Works Zone to be temporarily installed for No.120 Windsor Street, Paddington. The length of the proposed Works Zone is to be 8 metres and is to be located from 1 metre west of the prolongation of the boundary between Nos.118A and 120 Windsor Street in a easterly direction for a distance of 8 metres and is subject to the following conditions:
- i. Any directive provided by the NSW Police Department is to be complied with.
 - ii. The Works Zone is to operate between the hours of 7.00am-4.00pm Mon-Fri and 7.00am-1.00pm Sat for a period of 22 weeks from 4 November, 2007 to 28 March, 2008.
 - iii. Suitable traffic control measures are to be put in place to manage truck movements to and from the construction site, and if necessary to and from the adjacent street system, in accordance with the RTA's Traffic Control at Works Sites manual.
 - iv. Unrestricted parking is to be maintained outside of the Works Zone hours of operation.
 - v. The applicant must ensure that the traffic lanes, footpaths and driveways, adjacent to the Works Zone, remain free of obstruction at all times during the construction.
 - vi. The applicant must inform Council's Traffic Engineer when the project is completed and the Works Zone can be removed.
 - vii. This Works Zone is in an area zoned as Residential 2(a). The fee payable shall be in accordance with Council's adopted fees and charges applying to the period for which the approval is given, and must be paid prior to the Works Zone being installed. Should the Works Zone be required for a shorter period, application may be made for a pro-rata refund.
 - viii. Failure to comply with any of these conditions may result in the cancellation of the Works Zone at Council's discretion.
 - ix. Should the Works Zone be required for a period longer than the approved period, permission from the Director of Technical Services is required to extend the Works Zone.
 - x. Should the Works Zone be required for additional hours of operation on any particular day, any amendment will require the approval of the Woollahra Traffic Committee.
- B. That the applicant notifies all residents and businesses whose property frontage is within 50 metres of the Works Zone.

Item No: Y6 Traffic Matters on Local Roads – Recommendation to C&E for Consideration.

Subject: **No. 599-601 New South Head Road (Cranbrook Road), Rose Bay – Works Zone**

Author: Frank Rotta – Traffic Engineer

File No: 407.G Pt9

Reason for Report: Request for a Works Zone

Decision: Unanimous Support

Recommendation:

- A. That this item be deferred for consideration by the Woollahra Local Traffic Committee at an Extraordinary Meeting.

Item No: Y7 Traffic Matters on Local Roads – Recommendation to C&E for Consideration.

Subject: **No. 32 Wolseley Road, Point Piper – Reduction of Works Zone**

Author: Frank Rotta – Traffic Engineer

File No: 407.G Pt8

Reason for Report: Request for a Works Zone

Decision: Unanimous Support

Recommendation:

- A. That approval be granted for the previously approved 17.7 metre Works Zone outside No.32 Wolseley Road, Point Piper to be reduced to 12.7 metres.

Item No: Y8 Traffic Matters on Local Roads – Recommendation to C&E for Consideration.

Subject: **No. 1 Underwood Street, Paddington – Extension of Works Zone**

Author: Frank Rotta – Traffic Engineer

File No: 407.G Pt8

Reason for Report: Request for a Works Zone

Decision: Unanimous Support

Recommendation:

- A. That approval be granted for a Works Zone temporarily installed at No.1 Underwood Street, Paddington which was approved at 15 metres to be lengthened to 20 metres along the northern section of the previously approved zone.

Item No: Y9 Traffic Matters on Local Roads – Recommendation to C&E for Consideration.

Subject: **Five Ways Streetscape Project – TCP & Signage – Stages 6 & 7**

Author: Frank Rotta – Traffic Engineer

File No: 191.Project Pt 2 / T191

Reason for Report: Traffic Committee approval of TCP and signage for Stages 6 & 7 of Construction Works.

Decision: Unanimous Support

Recommendation:

- A. That the TCP and Signage for Stages 6&7 of the Construction Works for the Five Ways Streetscape Project as detailed on the Drawing Nos N5173 – DETR – TRAF – 4006 and N5173 – DETR – TRAF – 4007, be approved subject to:
- i. The contractor providing RTA accredited traffic controllers in Glenmore Road to cater for pedestrians on a one to one basis during the Stage 6 construction period.
 - ii. Drawing No.5173-DETR-TRAF-4007 being amended to incorporate uniform signage to guide pedestrians travelling in both directions on the footpaths in both Heeley Street and Broughton Street.

Item No: Y10 Traffic Matters on Local Roads – Recommendation to C&E for Consideration.

Subject: **No. 1 Underwood Street, Paddington – Assessment of Construction Management Plan**

Author: Frank Rotta – Traffic Engineer

File No: 407.G Pt8

Reason for Report: Request by developer for approval of CMP for No.1 Underwood Street.

Decision: Unanimous Support

Recommendation:

- A. That the Construction Management Plan for No1 Underwood Street, Paddington be approved subject to:
- i. The implementation of the recommendations outlined in the TMP prepared by Complete Urban Solutions Rev B dated 26 September, 2007 (Annexure 2) with Route 3 being amended to ensure that all but the largest construction vehicles be directed to turn right from Underwood Street into Jersey Road and then onto Oxford Street.
 - ii. The implementation of the methodologies for managing the site as submitted by Pimas Gale Constructions P/L on 26 September, 2007 (Annexure 3).
 - iii. That truck movements be restricted to a maximum of ten truck movements a day per day during the excavation period and three truck movements a day per day for the duration of these works with the exception of the days involving major concrete pours and that all truck movements are to be equally shared amongst the available routes.

- iv. That TCPs be put in place to manage truck movements to and from the construction site and along the three proposed truck routes in accordance with the RTA's Traffic Control at Works Sites manual.
- v. That all heavy construction vehicles associated with the works be restricted to a left turn only movement from Oxford Street into Underwood Street and that no right turns from Oxford Street into Underwood Street be permitted.
- vi. That Clause 7(iii) of the Construction Management Plan (Annexure 3) be deleted.

Item No: Y11 Traffic Matters on Local Roads – Recommendation to C&E for Consideration.

Subject: No. 66 New Beach Road, Darling Point – Works Zone

Author: Frank Rotta – Traffic Engineer

File No: 407.G Pt9

Reason for Report: Request for a Works Zone

Decision: Unanimous Support

Recommendation:

- A. That approval be granted for a Works Zone to be temporarily installed for No.6 New Beach Road, Darling Point. The proposed Works Zone is to extend from the prolongation of the common boundary between Nos.66 & 67 New Beach Road in a southerly direction for 6 metres and is subject to the following conditions:
 - i. Any directive provided by the NSW Police Department is to be complied with.
 - ii. The Works Zone is to operate between the hours of 7.00am-4.00pm Mon-Fri and 7.00am-1.00pm Sat for a period of 52 weeks from 22 October, 2007 to 22 October, 2008.
 - iii. Suitable traffic control measures are to be put in place to manage truck movements to and from the construction site, and if necessary to and from the adjacent street system, in accordance with the RTA's Traffic Control at Works Sites manual.
 - iv. Unrestricted parking is to be maintained outside of the Works Zone hours of operation.
 - v. The applicant must ensure that the traffic lanes, footpaths and driveways, adjacent to the Works Zone, remain free of obstruction at all times during the construction.
 - vi. The applicant must inform Council's Traffic Engineer when the project is completed and the Works Zone can be removed.
 - vii. This Works Zone is in an area zoned as Residential 2(b). The fee payable shall be in accordance with Council's adopted fees and charges applying to the period for which the approval is given, and must be paid prior to the Works Zone being installed. Should the Works Zone be required for a shorter period, application may be made for a pro-rata refund.
 - viii. Failure to comply with any of these conditions may result in the cancellation of the Works Zone at Council's discretion.
 - ix. Should the Works Zone be required for a period longer than the approved period, permission from the Director of Technical Services is required to extend the Works Zone.
 - x. Should the Works Zone be required for additional hours of operation on any particular day, any amendment will require the approval of the Woollahra Traffic Committee.
- B. That the applicant notifies all residents and businesses whose property frontage is within 50 metres of the Works Zone.

8. Late Items

Nil

There being no further business, the meeting concluded at 12.30pm

Alan Opera
Chair

Item No: D3 Delegated to Committee

Subject: **Community Facilities Report – Usage Levels**

Author: Breda Cosgrove, Venue Coordinator

File No: 79.G

Reason for Report: To provide information to Council regarding the hiring and usage of Community facilities managed by Council.

Recommendation:

- A. That this report be received and noted.
- B. That Expressions of Interest be advertised for the use of Vacluse Bowling Club for functions and catering purposes, with a further report to Council following this process.

Background:

Council has historically provided facilities for use by residents for community and social activities. The key objective for the Community Services Department in the 2007-2010 Management Plan is “to plan, facilitate and provide a range of community services and activities responsive to the needs of people who live and work in our area.” Council has seven venues available for hire by community groups and individuals. These are Cooper Park Community Hall, Rose Bay Cottage, Canonbury Cottage, The Drill Hall & The Studio - Sir David Martin Reserve, The Gunyah, Vacluse Bowling Club and the EJ Ward Centre. See Annexure 1 for location of the venues.

A report on community facilities in Vacluse Ward was adopted by Council on 9th October 2006 (Attachment 2), with the following resolution:

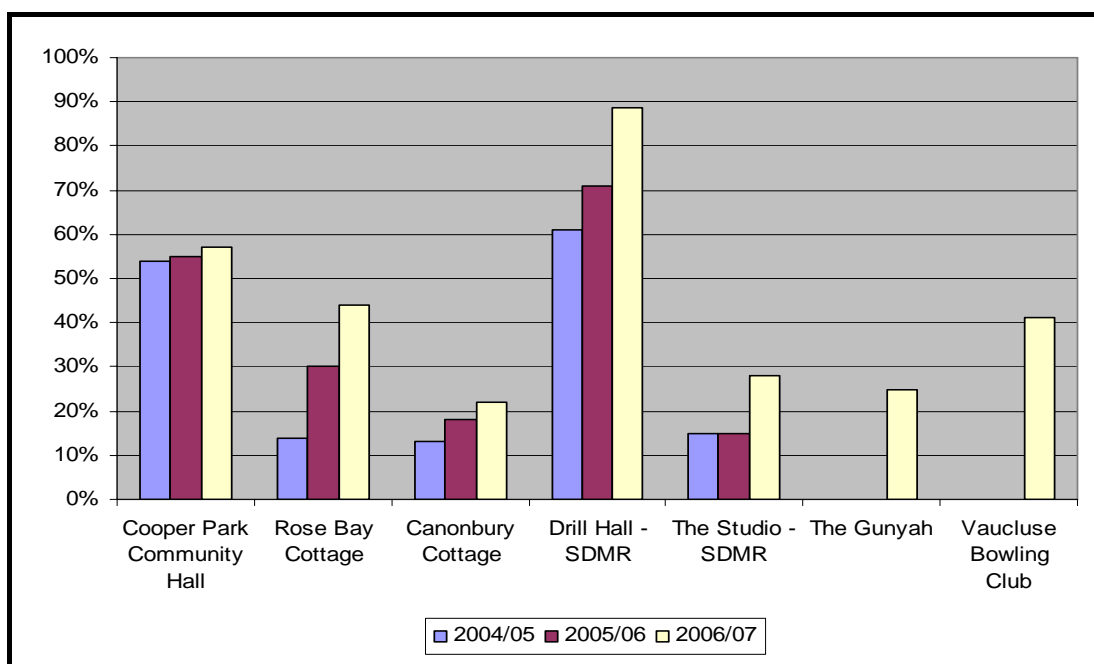
- 2. *That Council support the proposed activities for the Gunyah and Vacluse Bowling Club, with a review of the management and usage of these facilities to be undertaken in 12 months.*

This report will review usage levels and opportunities for the use of all seven venues and make recommendations for future management actions.

All Venues:

The chart below shows the usage trends for all venues over the last three years, excluding the EJ Ward Centre.

It shows a consistent increase in usage levels for all venues, due to the concerted effort and active promotion made since 2004 to improve the venues’ usage. This has involved activities such as press releases, distribution of improved brochures, minor capital improvements and furniture replacement in nearly all venues. It has also seen the dedication of 75% of a full time staff member to the management of these facilities since October 2006.



Usage Levels – 2004 to 2007

Performance Targets:

In an attempt to set performance targets for each venue, the following stretch targets have been determined. These targets have been set as percentages of the time that each venue is available for hire, and are based on past history, hours available, customer feedback, change over times and demand. This includes an allocation of time between bookings to minimise the overlapping of hirers.

Target % of hours available at each venue		
1.	Cooper Park Community Hall	64%
2.	Rose Bay Cottage	70%
3.	Canonbury Cottage	46%
4.	Drill Hall – SDMR	91%
5.	The Studio – SDMR	62%
6.	Vaucluse Bowling Club	56%
7.	The Gunyah	48%
8.	EJ Ward	N/A

These targets will be reviewed with changes to the venue and its demand. The reasons for these targets will be explained in the following sections dedicated to each venue. Targets will be set for the EJ Ward Centre once some historical data on usage levels is available.

Cooper Park Community Hall – usage 2004 - 2007

Venue Statistics:

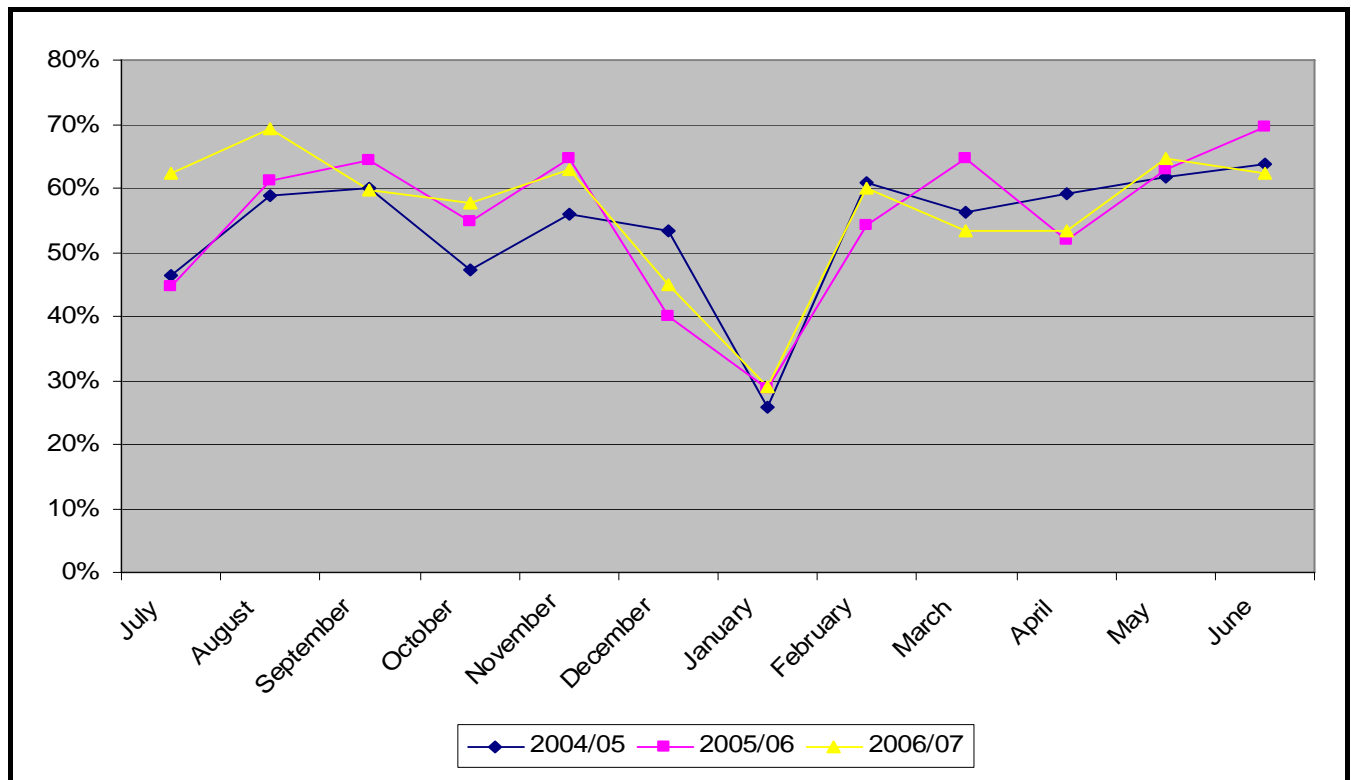
Year	Total Hours Available	Total Hours Used	Total % Usage	Miroma Hours Used	Miroma % Usage	Private Hire % Usage
2004/05	4094	2208	54%	1747.5	43%	11%
2005/06	4094	2254	55%	1717.5	42%	13%
2006/07	4094	2316	57%	1725	42%	15%

The following percentages and chart show the usage of Cooper Park Community Hall from July 2004 to June 2007.

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June
2004/05	46%	59%	60%	47%	56%	53%	26%	61%	56%	59%	62%	64%
2005/06	45%	61%	64%	55%	65%	40%	29%	54%	65%	52%	63%	70%
2006/07	62%	69%	60%	58%	63%	45%	29%	60%	53%	53%	65%	62%

Data from July 2004 to June 2007 – Even though opening times are 9am to 9pm (12 hours), available hours are less due to change over times, which have been averaged out over 52 weeks for the above calculations.

The following chart shows the monthly trends over the three financial years for Cooper Park Community Hall.



The target usage for Cooper Park Community Hall is 64%. This percentage is based on Miroma using the venue 40% of the time as per agreement, 4 children's parties for 40 weeks of the year, and four weeknight hirers for two hours for 40 weeks of the year. Hopefully this target will be achieved in 2007/08 due to the new fee for exercise classes. Effort has been put into attracting new regular hirers through advertisements etc and Council will continue to promote the venue.

Analysis & Opportunities:

The venue is available for hire five weekday nights. Currently a dance class is considering using the venue one night, per week for a four hour booking during term time next year.

The weekend party usage is unlikely to change substantially due to limited time available and the 9pm time limit on all functions. Interest in the weekday evening usage of Cooper Park has been slow, as hirers request venues in commercial areas and near transport.

In the 07/08 budget, the fees for exercise classes were reduced to encourage usage. A mail out will be sent to all previous hirers to advise them of the new fee and an article will appear in the *Wentworth Courier* by the end of October 2007.

Rose Bay Cottage – usage 2004 - 2007

Venue Statistics:

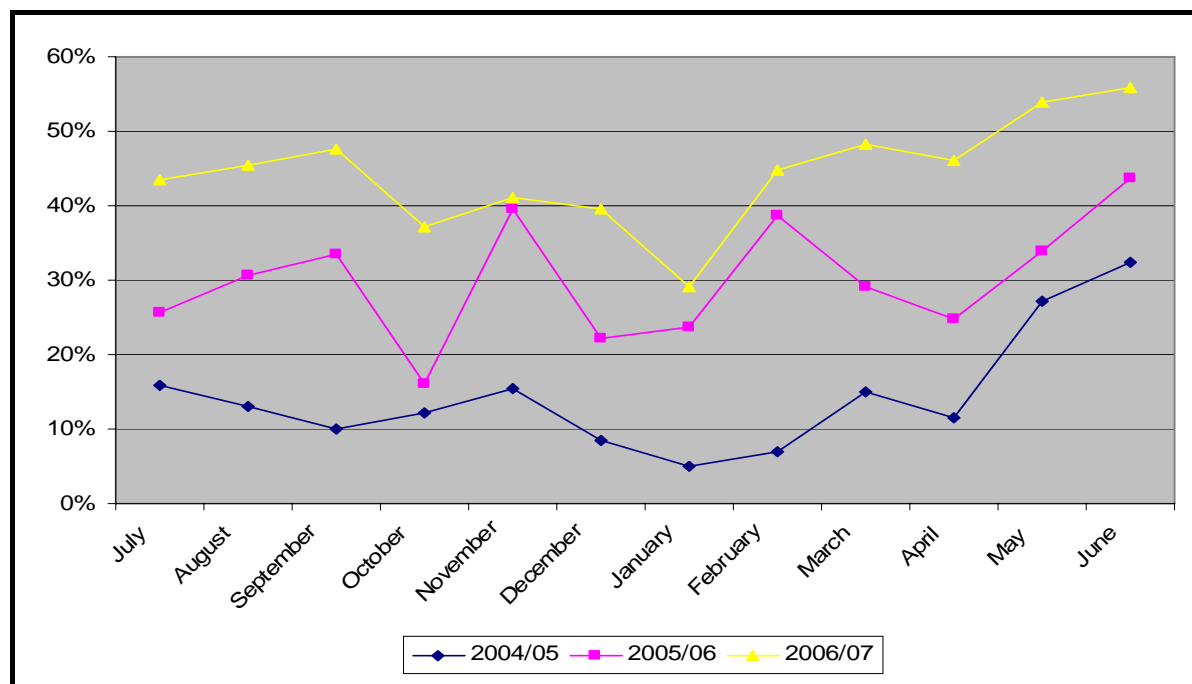
Year	Total Hours Available	Total Hours Used	Total % Usage	Playgroup Hours Used	Playgroup % Usage	Holdsworth Street Hours Used	Holdsworth Street % Usage	Private Hire % Usage
2004/05	2323	337	14%	154	7%	47	2%	5%
2005/06	2323	696	30%	502	22%	75	3%	5%
2006/07	2323	1030	44%	567	24%	74	3%	17%

The following percentages show the usage of Rose Bay Cottage from July 2004 to June 2007.

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June
2004/05	16%	13%	10%	12%	16%	9%	5%	7%	15%	12%	27%	32%
2005/06	26%	31%	33%	16%	40%	22%	24%	39%	29%	25%	34%	44%
2006/07	44%	46%	48%	37%	41%	39%	29%	45%	48%	46%	54%	56%

Data from July 2004 to June 2007 – This data is from 9am to 4.30pm (7 hours), available hours are less due to change over times and different length bookings, which have been averaged out over 52 weeks for the above calculations.

The following chart shows the monthly trends over the three financial years.



The Rose Bay Playgroup has the highest usage and is at the venue every weekday morning. This has increased from no usage by playgroups in early 2004.

The target usage for Rose Bay Cottage is 70%. This is based on use by playgroups, Holdsworth Street Community Centre continuing to use the venue, 2 parties for 40 weeks of the year, and an extra target of four afternoon weekday bookings.

An issue for the cottage is the demand for use by small groups with no insurance. Council insurance will not cover them for more than 10 days over a twelve month period. As most groups require a weekly booking this is a major barrier to residents using the venues in small organised groups. e.g: bridge and mah jong.

Analysis & Opportunities:

Rose Bay Cottage is best suited to playgroups and small group activities (up to 10 in a group). Due to the age of the children, playgroups are usually run on weekday mornings, with the venue currently available every weekday afternoon. The possibility of using the venue for other uses such as after school care is an option to be investigated.

Rose Bay Cottage is used but is not a venue of choice for children's birthday parties and is often booked as a last resort. This is due to its limited space when compared to other venues such as Cooper Park Community Hall and Holdsworth Community Centre.

It is also not a venue of choice for community groups due to the size and the fact that it is furnished and does not provide much space for activities. The maximum amount of guests for this venue is 35, and only 10 to 15 guests fit inside at any one time.

The Children's Services Strategy includes a recommendation to expand into the whole cottage. This would significantly improve the program that could be offered and increase usage.

Canonbury Cottage – usage 2004 - 2007

Venue Statistics:

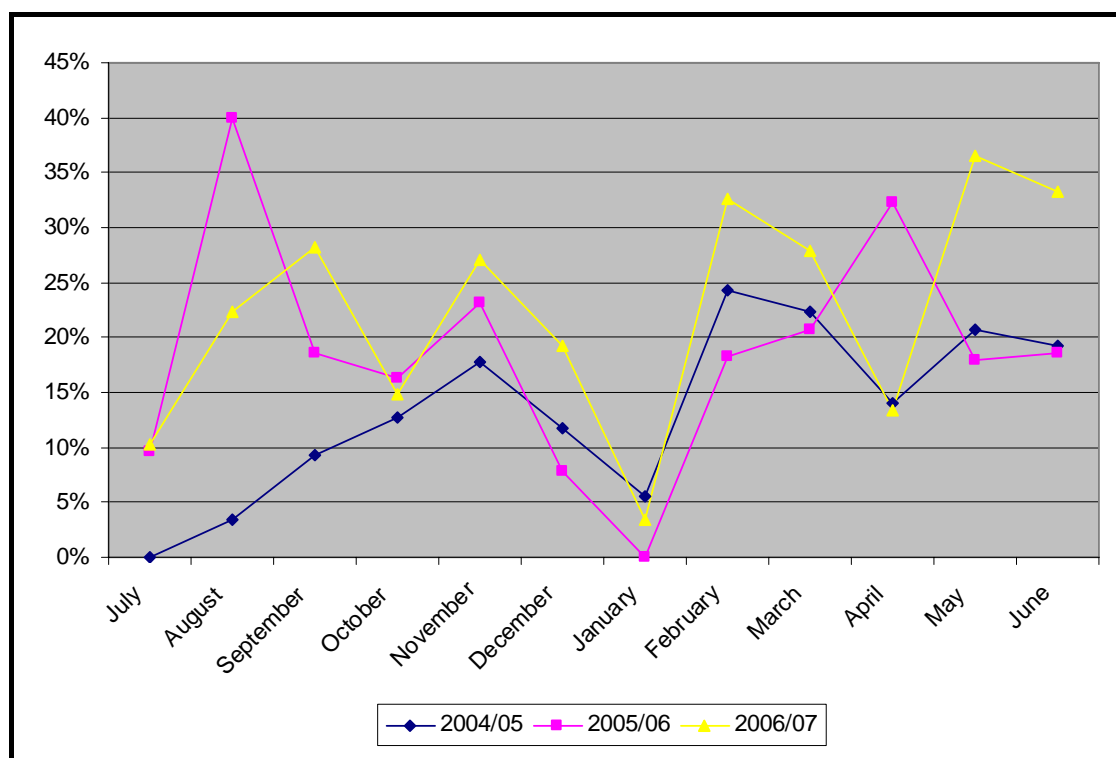
Year	Total Hours Available	Total Hours Used	Total % Usage	Weekday Hours Used	Weekday % Usage	Weekend Hours Used	Weekend % Usage
2004/05	1670	221	13%	215	12.7%	6	.3%
2005/06	1670	309	18%	260	15.5%	49	2.5%
2006/05	1670	371	22%	313	18.7%	58	3.3%

The following percentages show the usage of Canonbury Cottage from July 2004 to June 2007.

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June
2004/05	0%	3%	9%	13%	18%	12%	6%	24%	22%	14%	21%	19%
2005/06	10%	40%	19%	16%	23%	8%	0%	18%	21%	32%	18%	19%
2006/07	10%	22%	28%	15%	27%	19%	3%	33%	28%	13%	37%	33%

Data from July 2004 to June 2007 – Even though usage times are 8am to 5pm (9 hours), available hours are less due to change over times and shorter bookings, which have been averaged out over 52 weeks for the above calculations. Only one booking is available each Saturday and Sunday and for a maximum of two hours only. This is reflected in the total hours. Total hours available – Monday to Friday – 6 hours per day, Saturday and Sunday – 2 hours per day. However these hours change due to holidays, public holidays etc.

The following chart shows the monthly trends over the three financial years for Canonbury Cottage.



The target usage for Canonbury Cottage is 46%, due to limited hours and size. This is based on current usage, an extra target of 4 regular hirers for two hours each week and three extra two hour events each weekend. The maximum amount of people authorised in the venue is 30.

Analysis & Opportunities:

As only one function per day may be held at weekends and it is normally associated with activities in the park, usage and the amount of hours that it could be hired for on weekends is limited. Private and community weekday usage has also not been forthcoming, as mainly afternoons are available. Experience has shown that the majority of community activities are conducted in the morning, especially for seniors and young children. However, a community group could use the rooms upstairs for storage and meeting space.

In October 2007 a children's computer training company has booked the venue for a two day holiday workshop and it is hoped that this usage will continue. This is a suitable activity for the venue as the children will be dropped off and picked up as parking is limited at the cottage.

An issue for the cottage is the use by small groups with no insurance. Council insurance will cover them no more than 10 days over a twelve month period. As most groups require a weekly booking this is a major barrier to residents using the venues in small organised groups e.g. bridge and mah jong

drill hall – Sir David martin RESERVE – usage 2004 - 2007

Venue Statistics:

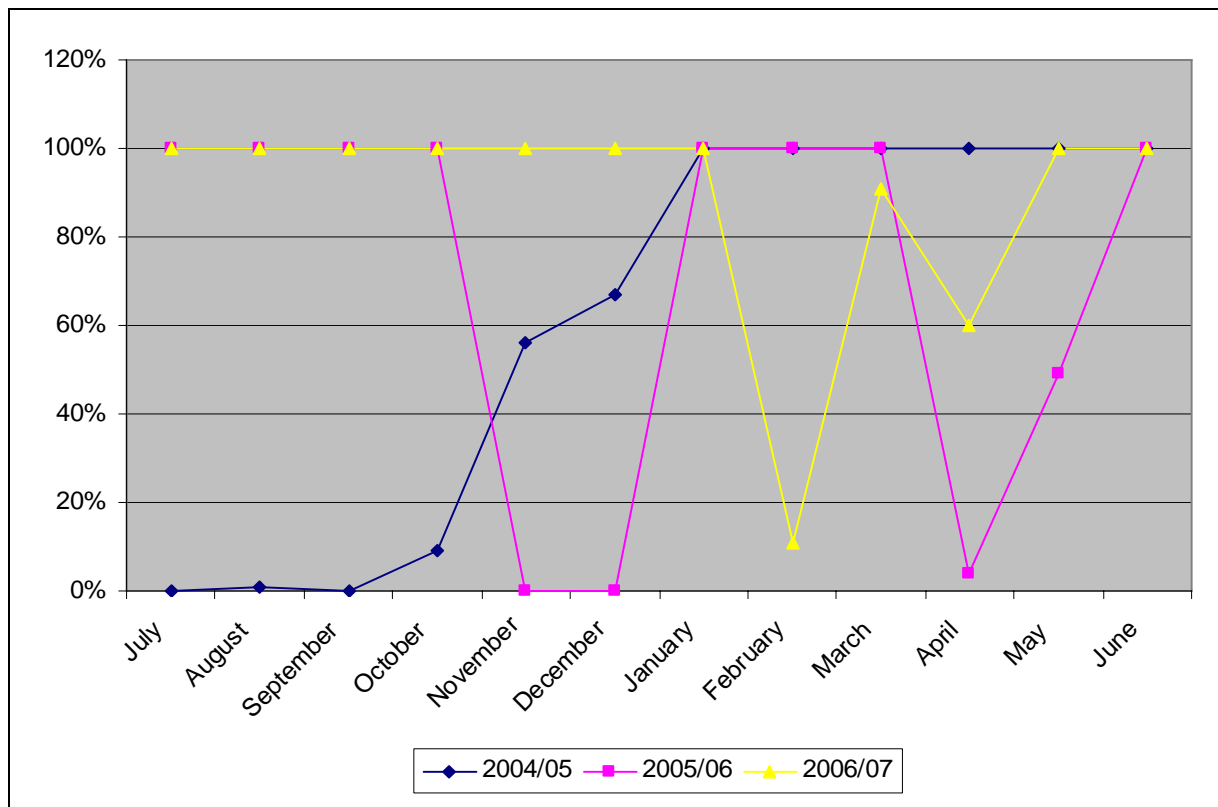
Year	Total Hours Available	Total Hours Used	Total % Usage	Critical Path Hours Used	Critical Path % Usage	Casual Hirers % Usage
2004/05	4362	2661	61%	2028	46%	15%
2005/06	4377	3108	71%	2628	60%	11%
2006/07	4410	3881	88%	2592	59%	29%

The following percentages show the usage of Drill Hall from July 2004 to June 2007.

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June
2004/05	0%	1%	0%	9%	56%	67%	100%	100%	100%	100%	100%	100%
2005/06	100%	100%	100%	100%	0%	0%	100%	100%	100%	4%	49%	100%
2006/07	100%	100%	100%	100%	100%	100%	100%	11%	91%	60%	100%	100%

Data from July 2004 to June 2007 – *Critical Path* use the venue 7 days a week for 12 hours per day (9am to 9pm). The venue is hired out by other users the rest of the time. The total hours available is worked out at 12 hours a day for *Critical Path* and 11 hours per day for casual hirers.

The following chart shows the monthly trends over the three financial years for The Drill Hall.



The target usage of the Drill Hall is 91%. This percentage is based on *Critical Path* using it 60% of the year and casual hirers 30% and an extra target of 10 block bookings. The Drill Hall had an 88% usage in 2006/07.

Analysis & Opportunities:

The high rate of usage will continue if casual bookings are made during the three months *Critical Path* are not using the venue each year.

Once Council receives the dates for *Critical Path* for the next year, available dates are publicised on the website and the venue is promoted at all available opportunities. The dates for 2008 were put on the website in July 2007.

The STUDIO – Sir David martin RESERVE – usage 2004 - 2007

Venue Statistics:

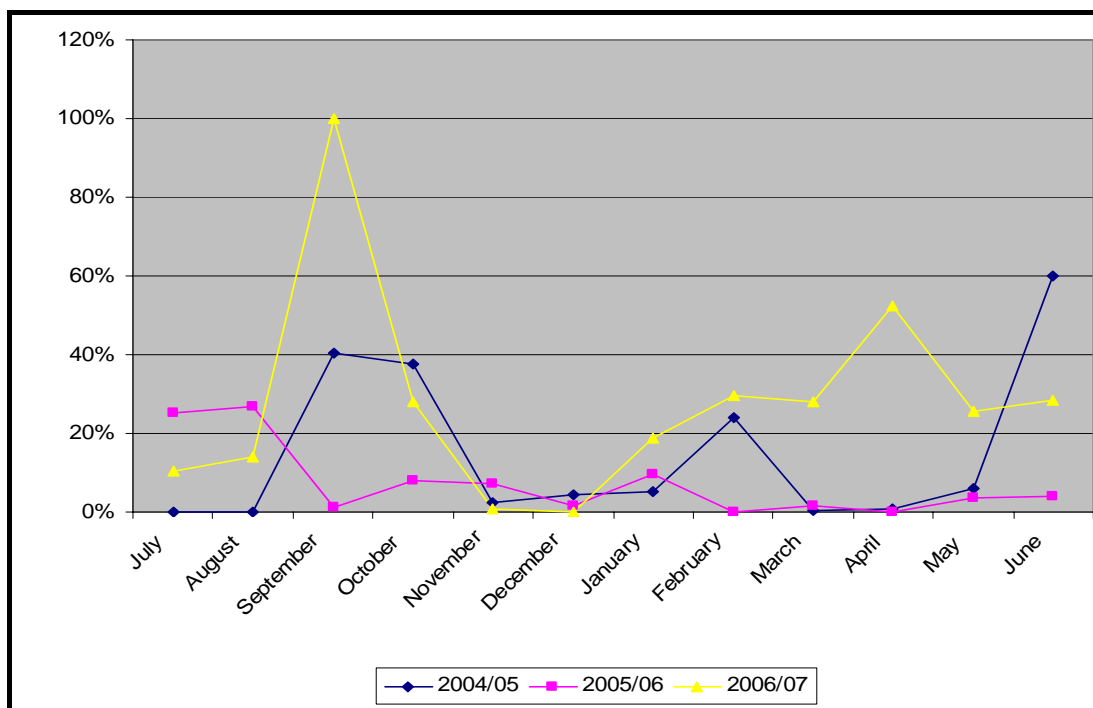
Year	Total Hours Available	Total Hours Used	Total % Usage
2004/05	4018	599	15%
2005/06	4018	606	15%
2006/07	4018	1145	28%

The following percentages show the usage of the Studio from July 2004 to June 2007.

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June
2004/05	0%	0%	41%	38%	2%	4%	5%	24%	1%	1%	6%	60%
2005/06	25%	27%	1%	8%	7%	1%	10%	0%	1%	0%	4%	4%
2006/07	10%	14%	100%	28%	1%	0%	19%	30%	28%	52%	26%	29%

Data from July 2004 to June 2007 – The opening times are 9am to 9pm (12 hours). The available hours above are worked out on an 11 hour day due to change over times. The available hours above reflect this and have being averaged out over 52 weeks for the above calculations

The following chart shows the monthly trends of the three financial years for The Studio – Sir David Martin Reserve.



The target usage for The Studio is 62%. The hours available for the venue are 9am to 9pm and the venue is often rented out per day, but not all users require it for 12 hours per day. The target percentage is based on maintaining current usage and an extra target of 6 regular hirers for two hours each week and 6 day bookings per month.

Analysis & Opportunities

The venue is currently used by a regular hirer two evenings a week during term time and a sailing club has been using the venue regularly for training. These regular bookings have increased the percentages of usage from 15% to 28%.

Groups are targeted to encourage use of the venue for rehearsal space. However, it may be more successful to hire the venue out to regular users. In 2006/07 the total percentage usage rose by 13%, with the addition of two regular hirers.

Vaucluse bowling CLUB – USAGE OCTOBER 2006 to June 2007

Venue Statistics:

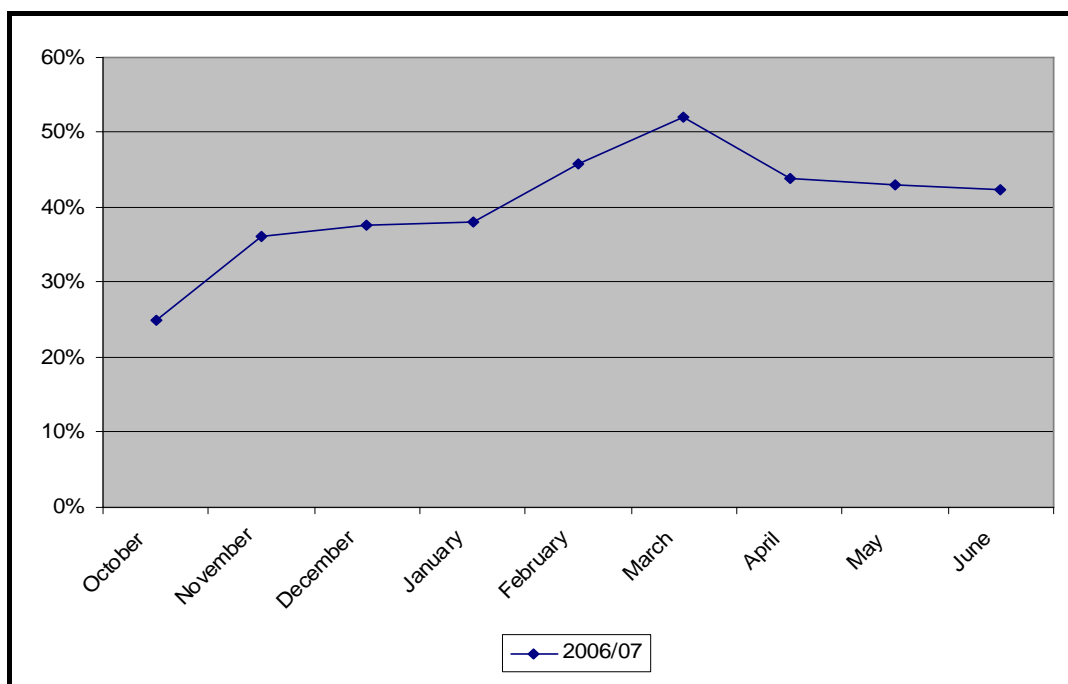
Year	Total Hours Available	Total Hours Used	Total % Usage
2006/07	3348	1357	41%

The following percentages show the usage of the Vaucluse Bowling Club from October to June 2007.

	Oct	Nov	Dec	Jan	Feb	March	April	May	June
2006/07	25%	36%	38%	38%	46%	52%	44%	43%	42%

Data from October 2006 to June 2007 – The opening times are 8am to 12pm (16 hours). The available hours above are worked out on a 12 hour day due to change over times. The available hours above reflect this and have being averaged out over 34.5 weeks for the above calculations.

The following chart shows the monthly trends from October 2006 to June 2007 for Vaucluse Bowling Club.



The target usage for Vaucluse Bowling Club is 62%. The hours available for the venue are 8am to 11pm. The target percentage is based on maintaining current usage and extra targets of full day usage on Wednesdays and two weekend bookings. This usage is forecasted with the expectation that weekend bookings will be taken over by catering companies as detailed below.

Analysis & Opportunities

Vaucluse Bowling Club has been very successful in day bookings Monday to Thursday with 2 to 7 hours used each of these days. Unfortunately the weekends, weeknights and Fridays have been less popular. From the many enquiries we have on hiring the club we have discovered some barriers against its success. The location of the club has proved a barrier for exercise classes as many of the clients want a more central location, such as Bondi Junction and Double Bay. It is also very cold in winter and inaccessible for people with limited mobility. For private functions the cost is also an issue, as many venues give free room booking in exchange for catering and bar expenses. The cost of \$600 for a weekend private function is seen as cost prohibitive, despite the fact that this is market rate for a venue of this size in this region. A number of options could address this issue, including:

Option 1:

Council promote the venue with special private function rates, such as \$300 plus a cleaning fee. This should encourage an increased use of the venue at night but would barely cover administration time.

Option 2:

Sub-contact the venue to a caterer who would take control of hiring and operating the venue as a function centre on Fridays, Saturdays and Sundays, with a license fee paid to Council. An Expressions of Interest process would be used in this instance.

Option 3:

Decide not to promote the venue for private functions and actively promote the venue to community groups and associations for fund raisers, annual dinners etc, at a moderate fee. This will not see any increase in income but may see an increase in community use.

Option 4:

A combination of Option 1, 2 and 3, with a list of caterers approved by Council that must be used in the venue for private functions. This will reduce the large amount of administration time taken for a private booking, as the caterers actively pursue business for the venue, with a small fee paid to Council. It would also be actively promoted to not-for-profit organisations at a reduced rate.

It is recommended that Council adopt Option 4, with expressions of interest (EOI) advertised to establish a list of approved caterers for the venue. This will be reported back to Council following the EOI with recommendations for approved caterers and rates.

The Gunyah – USAGE OCTOBER 2006 to June 2007

Venue Statistics:

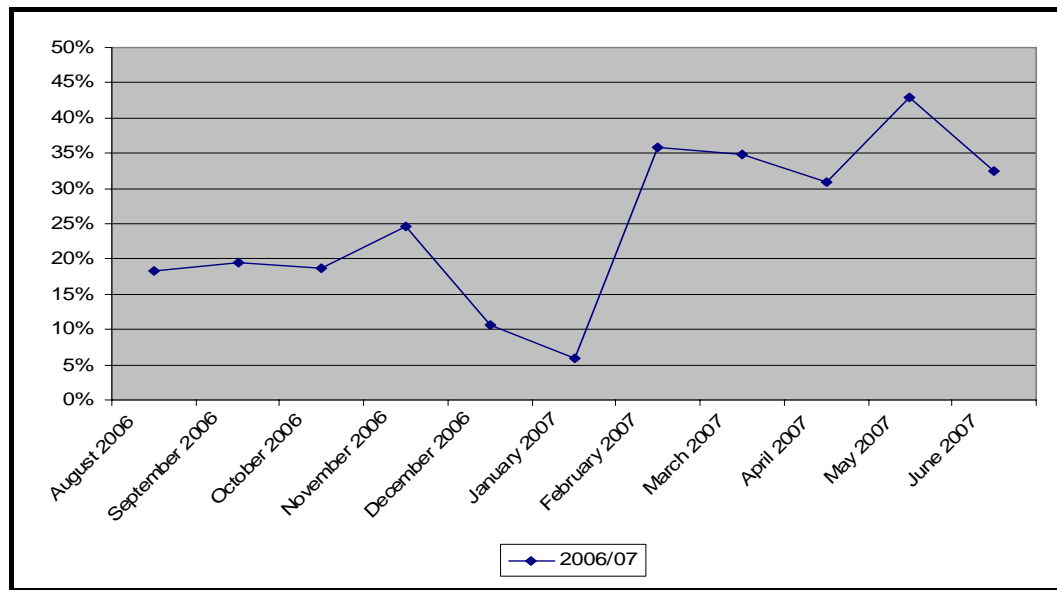
Year	Total Hours Available	Total Hours Used	Total % Usage
2006/07	3914	971	25%

The following percentages show the usage of The Gunyah from August 2006 to June 2007.

	Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June
2006/07	25%	36%	38%	38%	46%	52%	44%	43%	42%	25%	36%

Data from August 2006 to June 2007 – The opening times are 8am to 11pm (14 hours). The available hours above are worked out on an 11 hour day due to change over times. The available hours above reflect this and have being averaged out over 43 weeks for the above calculations.

The following chart shows the monthly trends of from August 2006 to June 2007 for The Gunyah.



The target usage for The Gunyah is 48%. The hours available for the venue are 8am to 11pm however the venue is hardly ever used past 9pm on weeknights. The target percentage is based on maintaining current usage and an extra target of 6 regular hirers for two hours each week and 3 children's parties per weekend. Children's parties at weekends are subject to fencing at the back of the venue being completed.

Analysis & Opportunities:

Council began managing the facility in August 2007. At this time there was no community use of the venue, with the Scouts closing their groups in early 2005. Community groups are now using the venue around 20 hours per week, but the popularity of The Gunyah for community activities is not as high as predicted. It was thought that it would be a popular venue but many community activities require a more central location.

When some safety work is done at the rear of the venue, it will be hired out for children's parties. We expect an average of two parties per weekend during school terms, once the venue has been promoted.

Heating will be installed in the hall by next winter and should also attract some more hirers. Currently the venue is very cold and not suitable for many activities in winter.

EJ Ward Community Centre

Data from the EJ Ward Community Centre was only entered into our venues booking programme in June 2007 when the Venue Coordinator took over the booking of the Centre. The centre consists of two rooms that are regularly rented out and four spaces that are rented out irregularly.

Analysis & Opportunities:

The usage of EJ Ward has changed over the past year. In 2007 a children's art class, children's ballet class and a cooking school started using the venue on a regular basis. The art class and ballet class use the venue twice a week during term time. This seems to show that changes to the population has created a need for space for children classes. As this venue is not suitable for activities for seniors due to access, parking and space issues, this is a good use of the venue.

In late September 2007 the EJ Ward meals service and clients moved to Woollahra Seniors Citizens Centre in Woollahra, with the venue now available for hirers during the day. It is hoped that the venue usage will increase. Now that the meal service has moved, the venue will be cleaned out and the rooms made more spacious and clutter free. This should prove more appealing to potential hirers who do not need an easily accessible location.

Identification of Income & Expenditure:

Income for the past three years and Expenditure for 2006/07 for the venues is listed below. It must be noted that fees are waived for use by a number of community organisations and the income does not reflect the level of usage of the venues. For example; playgroups, Holdsworth Community Centre and Council's own activities do not produce a hire income for Council.

Venue	Income 04/05	Income 05/06	Income 06/07	Expenditure 06/07
Cooper Park Community Hall	\$16,851.11	\$19,754.7	\$21,775.12	\$19,558.07
Rose Bay Cottage	\$2,384.55	\$2,720.66	\$7,369.11	\$10,895.20
Canonbury Cottage	\$1,310.91	\$2,532.72	\$1,753.09	\$10,845.20
The Drill Hall & Studio	\$18,107.56	\$22,016.48	\$39,208.04	\$33,643.15
Vaucluse Bowling Club			\$20,713.79	\$71,069.31
The Gunyah			\$11,209.09	\$21,631.61
EJ Ward Community Centre	\$7,067.00	\$10,600.00	\$22,268.00	\$77,941.63
TOTAL	\$45,721.13	\$57,624.60	\$124,296.24	\$245,584.17

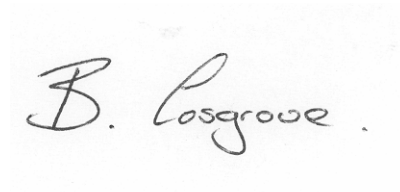
Capital expenditure is also spent on the venues per annum, to retain the facilities at an acceptable level of safety and maintenance.

Summary:

An analysis of the usage level of all venues shows that they could all be increased, with the possible exception of The Drill. All venues will continue to be promoted and constantly reassessed, with the anticipation that the usage of all venues will increase in the next financial year.

The long term use of these facilities is being considered through the Property Assets Study, which has highlighted limitations and recommendations for the significant upgrade of each venue to meet the requirements of the Woollahra community. In the meantime, Community Services will continue to promote and improve the venues where practical.

This report has highlighted a number of barriers to the hire of each venue, such as the inability to insure small groups who wish to use the venues on a regular basis. Research into ways of addressing this and other barriers will be investigated and implemented over the next 12 months.



Breda Cosgrove
Venue Coordinator

Kylie Walshe
Director Community Services

ANNEXURES:

Annexure 1 – Location of venues.

Annexure 2 – Report to Community & Environment, 9th October 2006

Item No: R1 Recommendation to Council
Subject: **Proposed Naming of Bungaree Reserve**
Author: Paul Fraser - Parks and Recreation Coordinator
File No: 172.G
Reason for Report: To report to Council the outcome of the public notification period to name the unnamed garden at the corner of Rose Bay Avenue and New South Head Road, Rose Bay, Bungaree Reserve.

Recommendation:

- A. That the garden on the corner of Rose Bay Avenue and New South Head Road, Rose Bay be named Bungaree Reserve.
- B. That Council apply to the Geographic Names Board of NSW, to name the unnamed garden on the corner of Rose Bay Avenue and New South Head Road, Rose Bay, Bungaree Reserve.

Background:

In response to a submission from the Woollahra History and Heritage Society to name the unnamed garden located on the corner of Rose Bay Avenue and New South Head Road, a report was presented to the Community and Environment Committee of 13 August 2007 (Annexure 1). The Committee subsequently resolved:

1. *That the proposal to name the garden on the corner of Rose Bay Avenue and New South Head Road, Bungaree Reserve be publicly exhibited for 28 days.*
2. *That a further report be presented to Council following the public exhibition period.*

The *Bungaree Reserve*, naming proposal was advertised from 22 August – 18 September 2007, with:

- two weeks advertised in the *Wentworth Courier*;
- 28 days on Council's website; and
- a sign in the garden inviting the community to comment on the proposed naming.

Outcome of the Notification Period:

We received one submission opposing the naming proposal (Annexure 2), from L.A. Scott, a lawyer from Bondi Junction. This submission suggests it is provided in response to an unnamed local resident who "*is less than enamoured by the proposal*".

The submission raises three main concerns. These are outlined below with our response to each.

Comment	Response
<p><i>“I would like to draw Council’s attention to three consequences that could materially eventuate should the proposal to name a garden plot on the corner of Rose Bay Avenue and New South Head Road, Bellevue Hill, the ‘Bungaree Reserve’, be approved. These include:</i></p> <ul style="list-style-type: none"> ▪ <i>“Support for a future ‘Native Title Claim’ to the nearby part of Bellevue Hill”.</i> 	<p>The proposed naming of the landscaped portion of Rose Bay Avenue does not, in any way, give weight to a Native Title Claim. There are many existing localities throughout Woollahra and Sydney which retain Aboriginal place names. Local examples include Kutti Beach, Yarranabbe Park and Pannerong Reserve. None of these locations have been subject to a Native Title Claim. Under the Commonwealth Native Title Act (1993) Native Title is a set, or bundle, of rights and interests in relation to land or waters that has the following qualities:</p> <ul style="list-style-type: none"> ▪ it is possessed under the traditional laws currently acknowledged and the traditional customs currently observed by the relevant Indigenous people; ▪ those Indigenous people have a connection with the area by the maintenance of those traditional laws and customs, and ▪ the rights and interests are recognised by the common law of Australia. <p>Native title must find its source in a body of law and custom acknowledged and observed by the claimant’s ancestors at European colonisation. Those laws and customs must have been acknowledged and observed in a ‘substantially uninterrupted’ way from that time until the present.</p> <p>Whilst it is doubtful any of these circumstances apply to Bellevue Hill, naming a landscaped garden after a well know Aboriginal does not give weight to any of the criteria required for a Native Title claim to succeed.</p>
<ul style="list-style-type: none"> ▪ <i>“Support for future declaration of a ‘Sacred Site’ covering that part of the Bellevue Hill slope.”</i> 	<p>The location of Bungaree’s grave remains unknown. The naming of this garden bed does not, in any way, suggest the subject site contains Bungaree’s remains, or that the site should be acknowledged as a ‘sacred site’.</p>
<ul style="list-style-type: none"> ▪ <i>“The word Bungaree is very close to a somewhat vulgar English word – Blog exponents would have a field day of this at the Council’s and Woollahra community’s expense.”</i> 	<p>It has been reported that Bungaree was sometimes spelt Boongaree, suggesting the derogatory term "boong". This proposal does not use this lesser known and infrequently used spelling, therefore eliminating any possible negative cogitation.</p>

Geographical Names Board of New South Wales:

If Council chooses to adopt the proposal, then it will be referred to the Geographic Names Board of NSW which, in turn, will consider the proposal. If the name proposal is deemed acceptable, the Board will advertise the name in the local newspaper, being the Wentworth Courier, and will call for submissions.

Any submissions received objecting to the proposal by the Board are referred to Council for a response. The Geographical Names Board then considers the objections together with Council’s response and makes a final decision.

Where no objections are received as part of the public submission process, the Board approves the submitted name, which is published in the Government Gazette.

Conclusion:

We have received one submission opposing this proposal. This submission makes the spurious suggestion that this naming proposal would support a future Native Title Claim and declaration of a 'sacred site'. These claims are not supported.

Bungaree is a well know Aboriginal who was acclaimed for being able to straddle both black and white societies. He was known as a diplomat, mediating between his own people and the government. Naming this landscape reserve in a similar way to Horbury Hunt Place, assists to acknowledge the contribution provided by individuals such as Bungaree and interpret the early history of Woollahra and Sydney.

Therefore it is recommended that Council apply to the Geographic Names Board of NSW, to name the unnamed garden on the corner of Rose Bay Avenue and New South Head Road, Rose Bay, Bungaree Reserve.

Paul Fraser
Parks and Recreation Coordinator

Zubin Marolia
Acting Director – Technical Services

ANNEXURES:

1. Community and Environment Committee Report dated 13 August 2007.
2. Submission from L.A. Scott.