



# Community & Environment Committee

**Agenda:** *Community & Environment Committee*

**Date:** *Monday 10 September 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

6 September 2007

To: The Mayor, Councillor Keri Huxley, ex-officio  
Councillors      Anthony Boskovitz      (Chair)  
                         Tanya Excell              (Deputy Chair)  
                         Claudia Cullen  
                         Marcus Ehrlich  
                         Julian Martin  
                         Andrew Petrie  
                         Fiona Sinclair King

Dear Councillors

### **Community & Environment Committee Meeting – 10 September 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 10 September 2007 at 6.00pm.**

Gary James  
General Manager

# **Additional Information Relating to Committee Matters**

**Site Inspection**

**Other Matters**

## Meeting Agenda

<b>Item</b>	<b>Subject</b>	<b>Pages</b>
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 27 August 2007	1
D2	Woollahra Traffic Committee Minutes – 4 September 2007	2
D3	Woollahra Bike Plan – Bicycle Working Party Minutes – 21 August 2007	10
D4	Advertising on Road Pavements	32
D5	Car Share Locations – 255.G Car Share	35

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

R1	Guidelines for Local Traffic Committees – 595.G	41
R2	Organics Trial Results – 588.G	43
R3	Management of Woollahra Seniors Centre – 74.G	49

**Item No:** D1 Delegated to Committee  
**Subject:** **Confirmation of Minutes of Meeting held on 27 August 2007**  
**Author:** Les Windle, Manager - Governance  
**File No:** See Council Minutes  
**Reason for Report:** The Minutes of the Meeting of Monday 27 August 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 27 August 2007 be taken as read and confirmed.

Les Windle  
Manager - Governance

**Item No:** D2 Delegated to Committee  
**Subject:** **Woollahra Traffic Committee Minutes - 4 September 2007**  
**Author:** Warwick Hatton, 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-Y5 contained in the minutes of the Woollahra Traffic Committee held on Tuesday 4 September 2007 be adopted.

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**Warwick Hatton**  
**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 4 September 2007 at 10.00am.

## 1. Attendances

### Committee Members:

Present: Mr Warwick Hatton (Chairman) (Woollahra Municipal Council)  
Mr Navin Prasad (Roads and Traffic Authority)  
Ms Robyn Attuell (Clover Moore MP Representative)  
Mr Don Dunn (Peter Debnam MP Representative)

Staff: Mr Frank Rotta (Woollahra Municipal Council)  
Ms Armodee Reece (Woollahra Municipal Council)  
Ms Lorna Oliver (Woollahra Municipal Council)  
Mr Daniel Pearse (Woollahra Municipal Council)

Apologies: Snr Const David Peters (Rose Bay Police - Traffic)  
Mr Eric Graham (State Transit Authority)

Also in Attendance: Ms M. Clark (Rose Bay Residents Assoc – Item Y3)  
Mr P. Poland (Woollahra History & Heritage Society - Item Y3)

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## 2. Minutes of Previous Meeting

The minutes of Meeting No.7/07 held in Council Chambers, Double Bay, on Tuesday 7 August 2007 were confirmed by Mr Navin Prasad.

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## 3. Matters Arising from Minutes of Previous Meetings

Nil

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

Nil

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## 5. Extraordinary Meetings

Nil

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## 6. Late Correspondence

Nil

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## 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: Wallaroy Road, Woollahra – Stop sign and linemarking**

**Decision:** Unanimous Support

**Recommendation:**

1. That a 'Stop' sign and line be installed across the easternmost southbound lane in Wallaroy Road, Woollahra, 2 metres north of where the edgelines of the southbound lanes meet.
2. That a 'Merging Traffic' (W5-24) sign be installed on the eastern side of Wallaroy Road, 15 metres south of the southern kerblines in Linden Avenue, Woollahra.
3. That the existing chevron and existing Keep Left sign be removed and be replaced with a strip 'Keep Left' sign.

**Item Y1-2: Britannia Lane, Woollahra – No Stopping restrictions**

**Decision:** Unanimous Support

**Recommendation:**

1. That No Stopping restrictions be provided on the north western side of Britannia Lane from the northern side of the driveway to No.77 Jersey Road in a south westerly direction to the intersection with Rush Street, Woollahra.

**Item Y1-3: Convent Lane, Woollahra – Relocation of No Stopping**

**Decision:** Unanimous Support

**Recommendation:**

1. That the 'No Stopping' zone on the northern side of Convent Lane just east of Adelaide Street, Woollahra be extended by 1.2 metres in an easterly direction.

**Item Y1-4: Forest Road / Kiaora Road, Double Bay – Traffic Conditions**

**Decision:** Unanimous Support

**Recommendation:**

1. That 10 metres of unbroken centreline be installed in Forest Road from the western kerblines of Kiaora Road in a westerly direction.
2. That an unbroken centreline be installed in Kiaora Road from 3 metres south of the northern kerblines in Forest Road for a distance of 10 metres in a northerly direction.

**Item Y1-5: Lyne Park access road, Rose Bay**

**Decision:** Unanimous Support

**Recommendation:**

1. That No Stopping restrictions be installed on the eastern side of the closed section of the access road to the Seaplane Base in Lyne Park. These restrictions are to be placed across the emergency gate to the Seaplane Base and extend between the two banks of 90 degree angle parking at this location.

**Item Y1-6: Beverley Lane, Darling Point – Review of parking restrictions**

**Decision:** Unanimous Support

**Recommendation:**

1. That No Stopping be installed across the driveway to No.101 Yarranabbe Road, the closed section of Beverley Lane and the entire eastern side of Beverley Lane to Yarranabbe Road, Darling Point.
2. That a No Stopping (Arrow Left) sign be installed on the western side of Beverley Lane opposite the northern side of the driveway to No.78 Darling Point Road, Darling Point.
3. That a No Stopping (Arrow Right) sign be installed on the northern side of Yarranabbe Road, 10 metres west of Beverley Lane.

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**Item No:** Y2 Traffic Matters on Local Roads – Recommendation to C&E for Consideration

**Subject:** **Gurner Lane, Paddington – Changes to Traffic Conditions**

**Author:** Lorna Oliver –Traffic & Transport Planner

**File No:** T212

**Reason for Report:** Follow-up report from WTC July, 2006 - Item Y5

**Decision:** Unanimous Support

**Recommendation:**

- A. That subject to the relocation of the trade waste collection point for the Glenmore Road Public School to Cambridge Avenue:
  - i. The proposal for footpath widening be approved in principle.
  - ii. A TMP for the introduction of one-way traffic in the western stub of Gurner Lane be referred to the RTA for approval.
  - iii. That 10 metres of ‘No Stopping be installed on both sides of the north south stub of Gurner Lane (rear of Nos 261 – 267 Glenmore Road).
  - iv. That the residents be advised of the changes to traffic conditions.

**Item No:** Y3 Traffic Matters on Local Roads – Recommendation to C&E for Consideration.

**Subject:** **Point Piper Marina - Application For Loading / No Parking Zones**

**Author:** Frank Rotta – Traffic Engineer

**File No:** DA 766/2006 / T505.

**Reason for Report:** SRDAC referral of Loading / No Parking Zone for consideration by Woollahra Traffic Committee.

**Decision:** Unanimous Support

**Note:** Ms Clark & Mr Poland addressed the committee in relation to this item.

**Recommendation:**

- A. That Council write to the applicant for the Point Piper Marina DA to request the following information:
- i. That the applicant demonstrate the necessity for an 18 metre long Loading / No Parking Zone to accommodate the fuel and general deliveries necessary to service the proposed development.
  - ii. That the applicant provide details of the number, type, frequency and times of the day that the deliveries occur currently, including the types of vehicles used for these deliveries.
  - iii. That the applicant provide details of the number, type, frequency and times of the day that the deliveries will occur for the proposed development, including the types of vehicles used for these deliveries.
- B. That the Wyuna Road / Wunulla Road intersection be redesigned in consultation with the operators of the current Marina to improve the safety for vehicles currently using the intersection while accommodating the fuel and general delivery vehicles and reducing the impact of this traffic facility on the on-street parking availability at this location.
- C. That the information provided by the applicant and the proposed redesign be the subject of a further report to the Woollahra Local Traffic Committee.
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**Item No:** Y4 Traffic Matters on Local Roads – Recommendation to C&E for Consideration

**Subject:** **No. 21 Carrington Avenue, Bellevue Hill – 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. 21 Carrington Avenue, Bellevue Hill. The length of the proposed Works Zone is to be 7 metres and is to be located on the eastern side of Carrington Avenue in front of the driveway access to the garage at No.21 Carrington Avenue and partially in front of No.19 Carrington Avenue 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 19 weeks from 24 September, 2007 to 21 December, 2007 and from 21 January 2008 to 29 February 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. 88-88A Bellevue Road, Bellevue Hill – 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.88-88A Bellevue Road, Bellevue Hill. The length of the proposed Works Zone is to be 9 metres and is to be located from the prolongation of the boundary between Nos.86 & 88 Bellevue Road in a north-westerly direction for a distance of 9 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 17 September, 2007 to 17 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. 19 Broughton St, Paddington (Unnamed Lane at Rear of Property) – 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 the application for a Works Zone to serve the development at No.19 Broughton Street, Paddington not be approved.
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**8. Late Items**

Nil

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There being no further business, the meeting concluded at 11.00 am.

**Warwick Hatton**  
**Chair**

**Item No:** D3 Delegated to Committee  
**Subject:** **Woollahra Bike Plan - Bicycle Working Party Minutes - 21 August 2007**  
**Author:** Warwick Hatton – Director, Technical Services  
**File No:** 256.G Working Party  
**Reason for Report:** For the Committee to consider the recommendations of the Bicycle Working Party.

**Recommendation:**

- A. THAT the Recommendations contained in the minutes of the Woollahra Bike Plan – Bicycle Working Party meeting held on Tuesday 21 August 2007, be adopted.
- B. THAT Council note the explanatory information provided in relation to Items 4.1 and 4.5

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**Background:**

At the Woollahra Bicycle Working Party on the 21 August 2007, items 4.1 and 4.5 were debated and recommendations were changed. As the Community & Environment Committee adopts the minutes and not all Councillors were present, it is considered appropriate to summarise the discussion at the meeting and provide this as extra information for the Councillors.

**Item 4.1**

A report was presented for Item 4.1 detailing the progress of a joint brochure with Woollahra and Waverley Councils. The recommendation in the report was:

*“A. That the information be noted”*

**Recommendations:**

The recommendations of the Bicycle Working Party after debate were:

- “A. That the information be noted*  
*B. That the Gap Park link be indicated on the map as proposed.”*

*Note: How and whether this can be done will need to be resolved with the graphic designer and Waverley Council*

A brief history of this item is as follows:

At the 16 May 2006 meeting of the Bicycle Working Party, the following recommendation was made:

*“That Woollahra Council’s Traffic & Transport Planner convene a meeting with Waverley and BIKEast to discuss developing a joint brochure detailing bicycle routes.”*

This recommendation was adopted by Council, the meeting was arranged, a joint brochure developed and a draft was circulated in May for comment by members of the Bicycle Working Party and Council Management.

Comments were favourable and included suggestions for improvement. The Vaucluse Progress Association opposed the inclusion of the Gap Park route on the brochure due to the path being unmade and bushland regeneration concerns.

#### *Unmade Path*

The brochure was intended to include all of the bicycle routes adopted by the councils in the area shown on the map, none of the councils have fully implemented all of their bicycle routes as these are designed to be part of the complete transport network which will take a number of years to implement. The reason it was decided to use all of the adopted bicycle routes rather than simply those constructed is that the brochure would become outdated within a few months of printing as all of the councils are continually implementing their network. It was agreed that any changes to bicycle routes adopted by the councils could be included when the brochures are reprinted. For this reason, the Gap Park route was retained on the current brochure despite the path being unmade.

#### *Bushland Regeneration*

Their bushland regeneration concerns were outlined in a letter to the General Manager dated 1 May 2007. Their concern is that a bicycle path would involve a “*large scale clearing of past planting and regenerated growth*”. This concern was addressed by Council’s Manager Public Open Space in a letter dated 21 May 2007. The relevant section of the letter is copied below:

*“I also bring to your attention your incorrect assertion that any potential cycleway path would involve ‘large scale clearing of past planting’. Council’s bushland regeneration staff who have been working at the site for many years, confirm a pathway could be installed without need for clearing of planted vegetation as you have suggested. Bushcare staff have not been attempting to ‘revegetate’ the former tramline, rather, areas adjacent to the tramline have been addressed. We are therefore perplexed at the VPA’s comments.”*

For this reason also, the Gap Park route was retained on the current brochure.

#### **Item 4.5**

A report was presented for Item 4.5 detailing proposed actions to address concerns relating to cyclist behaviour at this location. The recommendations in the report were:

- “A. That BIKEast be requested to ensure its members are aware of their obligations under Rule 250 of the Australian Road Rules which clearly states that cyclists must slow down or stop if necessary to give way to pedestrians.*
- B. That BIKEast be requested to ensure its members understand the correct procedures for cyclists using a shared footpath.*
- C. That the introduction of a ‘No Entry’ sign on Route 4, adjacent to the footpath markings outside 181 Victoria Road be referred to the Woollahra Traffic Committee for its concurrence.”*

## Recommendations:

The recommendations of the Bicycle Working Party after debate were:

- A. *That BIKEast prepare a draft flyer for distribution, in conjunction with bells (to be installed directly onto bicycles), advising cyclists of their obligations under the Australian Road Rules*
- B. *That BIKEast advise Council of the number of flyers to be printed and provide a quote for purchase of bells after their next meeting.*
- C. *That the brochure and bell distribution campaign be supported by Council and included in media releases prepared by Council.*
- D. *That a report be prepared for the Woollahra Traffic Committee to support the introduction of additional linemarking to delineate a one-way pair, as in Fig 5.10 of the NSW Bicycle Guidelines, from Fern Place along Old South Head Road to the intersection of Edgecliff and Old South Head Roads.*
- E. *That Waverley Council be requested to take concurrent action.*
- F. *That options, in accordance with Fig 5.10 of the NSW Bicycle Guidelines, be explored for:*
  - *Edgecliff and Old South Head Roads intersection to the Victoria and Old South Head Roads intersection*
  - *Route 24 along Oxford Street*
  - *Route 2 along New South Head Road from Rushcutters Bay to Edgecliff Station*
- G. *That the introduction of a 'No Entry' sign on Route 4, adjacent to the footpath markings outside 181 Victoria Road be referred to the Woollahra Traffic Committee for its concurrence."*

The change in the recommendation in this item was made due to a proposal by BIKEast to conduct a campaign to increase awareness of the cyclists obligations under the Australian Road Rules (ARR) and to address the lack of bells on bicycles. The campaign would also address another issue raised by BIKEast, namely that the cyclists causing the problems may not be members of BIKEast, therefore may not read their publications.

The proposal is that a line would be added to the path to separate the cyclists and pedestrians, with the cyclists travelling adjacent to the road, thus providing additional protection for the pedestrians. Additionally, BIKEast would prepare a draft brochure, advising cyclists of their obligations under the ARR, to Council. Once the draft has been agreed and finalised, Council would then print the brochures and purchase bells. BIKEast members would then stop cyclists in the area and give them a brochure, plus, if a bell is not affixed to their bicycle, they would offer to affix one, and if there is already a bell on their bicycle, BIKEast proposes to give them a chocolate bar as a reward.

Council would support this campaign by printing the brochures, purchasing the bells and promoting the campaign in the media.

Waverley Council would be requested to take concurrent action as the route uses both sides of Old South Head Road.

The locations in Recommendation F are locations which might benefit from similar treatment.

Lorna Oliver  
**Traffic and Transport Planner**

Warwick Hatton  
**Director Technical Services**

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**ANNEXURES:**

1. Bicycle Working Party Agenda 21 August 2007
2. Bicycle Working Party Minutes 21 August 2007

**Item No:** D4 Delegated to Committee  
**Subject:** **Advertising on Road Pavements.**  
**Author:** Frank Rotta – Traffic Engineer  
**File No:**  
**Reason for Report:** Request by Advertising Company to advertise on Road Pavements

**Recommendation:**

- A. That Council advise RoadAds P/L that Council does not wish to participate in the provision of advertising on public road pavements within the Municipality of Woollahra.

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**Background**

In a letter dated 31 May, 2007, (copy attached) the NSW representative for RoadAds P/L has requested permission to introduce a patented advertising concept involving the application of iconic corporate logos on the road surface with a significant portion of the advertising revenue returning to Council.

The letter indicates that a number of councils have endorsed and approved the placement of this company's product within their LGAs. The submission indicates that this concept has been developed in a manner to ensure that it *"is more subtle, less obtrusive and safer than traditional forms of outdoor advertising."*

**Issues**

When contacted, the applicant indicated that only one regional council has actually had this advertising installed while another regional council was in the process of signing up for the product. The company representatives indicated that they were also talking to two (2) urban councils about their product. One of these councils was contacted and it was advised that that Council's officers were opposed to this type of advertising for a number of reasons, the major one being the danger caused by the distraction of this advertising to motorists.

There are a number of matters to be considered including:

1. The size of the advertisement.
2. The skid resistance of the sign and how it would affect the stopping distance for motorists.
3. Maintenance of the advertisement.
4. How often the advertisement would change and the effect of these alterations on the pavement.
5. The congestion caused by the competition between the advertisement and the usual signs and lines installed on roadways.
6. The distraction to drivers caused by the advertisement.
7. The legality of placing these signs on a road pavement.

Points 1-4, referred to above could theoretically be addressed and conditions put in place in a written contract should this type of agreement be entered into.

There are, however, safety issues for motorists in relation to Points 5 and 6 above. There are already a considerable number of signs on Council's roadways and the majority of these are necessary to either direct the motorist to a particular location or to regulate where a vehicle can travel or be parked in a safe manner. The proliferation of signs on our roads is already confusing to motorists without the provision of additional signs to distract drivers from the serious business of driving safely. It should be noted that Council has adopted a Policy on Street Signs specifically aimed at keeping the clutter of street signs to a minimum.

In reference to Point 7 above, the RTA's legal branch has indicated that any advertising signs currently installed on road pavements in NSW have been installed without its approval. The RTA further advised that these advertising road pavement signs are not in accordance with current legislation as they are not recognised traffic facilities, and there is no intention by the RTA at this time to pursue the alteration of this legislation to permit these installations.

**Conclusions:**

Due to the safety concerns for motorists and the current legislation which prohibits the placement of these advertising signs on the road pavements on public roads, it is considered that Council should not participate in this activity.

**Identification of Income & Expenditure:**

NIL

Frank Rotta  
Traffic Engineer

Warwick Hatton  
Director Technical Services

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**Annexures:**

1. Letter from RoadAds dated 31 May, 2007.

**Item No:** D5 Delegated to Committee  
**Subject:** Car Share Locations  
**Author:** Lorna Oliver - Traffic & Transport Planner  
**File No:** 255.G Car Share  
**Reason for Report:** Resolution of Council

**Recommendation:**

- A. That the Car Share Policy be adopted.
- B. That the locations proposed for car sharing be referred to the Woollahra Traffic Committee for concurrence and to Council for approval.
- C. That the car share operators be informed of the Car Share Policy and that they will be required to comply with the Policy for the duration of their operation in Woollahra.
- D. That the pilot programme of car sharing in Woollahra commence following approval of the locations.

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**Background:**

On 27 November 2007, Council resolved as follows:

- "A. That the establishment of a pilot programme car sharing facilities in Woollahra be endorsed.*
- B. That further reports be submitted to the Community & Environment Committee detailing any option for proposed locations for car sharing facilities.*
- C. That any approved locations for car sharing facilities be monitored for an initial trial period of twelve months with regular reporting from the car share operator.*
- D. That Woollahra's endorsement of car sharing be advertised including a statement inviting interested community car share operators to make submissions to Council if they wish to commence operations here."*

Accordingly, car sharing in the Municipality has progressed as follows:

- "A. That the establishment of a pilot programme car sharing facilities in Woollahra be endorsed."*

A Car Share Policy has now been developed and is recommended for approval. See Annexure 1.

- "B. That further reports be submitted to the Community & Environment Committee detailing any option for proposed locations for car sharing facilities."*

Three car share operators have expressed interest in operating in Woollahra. Of these, so far only one has identified specific locations.

The locations are:

1. Ormond Street, Paddington (opposite 16-20)
2. Glenview Lane, Paddington (near to 108 Boundary Rd)

3. Hopewell Street, Paddington (south of no.1)
4. Corner Paddington and Jersey Street, Paddington

A map detailing these locations is attached as Annexure 2.

In the previous report on this issue, it was stated that suitable locations should be investigated and reported to the Woollahra Traffic Committee for concurrence and to Council for approval. Accordingly, it is recommended that the locations submitted be reported to the Woollahra Traffic Committee prior to referral to Council.

*“C. That any approved locations for car sharing facilities be monitored for an initial trial period of twelve months with regular reporting from the car share operator.”*

A Car Share Policy has been developed to define the terms of the trial and is attached as Annexure 1. The Car Share Policy includes a requirement for quarterly reporting from the car share operator.

*“D. That Woollahra’s endorsement of car sharing be advertised including a statement inviting interested community car share operators to make submissions to Council if they wish to commence operations here.”*

Advertising was conducted during February and March with the closing dates for submissions being 7 March 2007. Accordingly, the applications have been assessed and it is considered that, subject to the organisations abiding by Council’s Car Share Policy, all three organisations are capable of operating effectively in Woollahra.

Accordingly, it is recommended to present the locations provided to the Traffic Committee.

#### **Identification of Income & Expenditure:**

Cost of signage to be borne by applicant.

#### **Conclusion:**

Three car share operators expressed interest in operating in Woollahra with one proposing locations. It is considered that, subject to the operators abiding by the requirements of Council’s Car Share Policy, all three could potentially operate successfully in Woollahra. Accordingly it is recommended that Council adopt the Car Share Policy attached to this report, that the car share operators be informed of Council’s Car Share Policy, and that they will be required to comply with the Policy for the duration of their operation in Woollahra.

It is recommended that the proposed locations for car sharing be reported to the Woollahra Traffic Committee for concurrence and to Council for approval.

Lorna Oliver  
**Traffic and Transport Planner**

Warwick Hatton  
**Director Technical Services**

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#### **ANNEXURES:**

1. Car Share Policy
2. Map of proposed car share spaces

**Item No:** R1 Recommendation to Council  
**Subject:** **Guidelines for Local Traffic Committees**  
**Author:** Frank Rotta – Traffic Engineer  
**File No:** 595.G  
**Reason for Report:** Follow-up report in relation to the Guidelines for the operation of Local Traffic Committees and public attendance at meetings

**Recommendation:**

- A. That Council write to the RTA and the Minister for Roads to indicate its objection to the changes proposed by the RTA in relation to the attendance of the public at Local Traffic Committee meetings.

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**Background:**

Council recently considered a report in relation to the changes to the operation of Local Traffic Committees that had been implemented by the Roads & Traffic Authority (RTA). In part, the changes related to the closure of meetings to the general public. Under these rules, while a member of the public or a stakeholder may be invited to address the Committee, they will not be permitted to remain in the meeting while the matter is debated and a vote taken. The media is to be treated the same as members of the public and stakeholders.

At Council's meeting of 13 August, 2007 it was resolved inter alia:

- A. *That the matter be referred back to the Community and Environment Committee to determine a position that states that Council is opposed to any secretiveness by any of our committees and that Council seeks an open, transparent and accountable process so that the community can be involved in all stages of the decision making process.*

**Issues:**

Subsequent to this Resolution, Council has been made aware that both North Sydney Council and Mosman Council have raised objections with the RTA in relation to the new policy in respect of public attendance at the Local Traffic Committee meeting. In response, the Minister for Roads has ordered a review of these guidelines by the RTA.

Council's RTA representative on the Woollahra Local Traffic Committee indicated at the Traffic Committee meeting of 4 September, 2007 that this review is underway.

**Conclusion:**

It is recommended that in view of objections raised by other council's and the review of the RTA Guidelines being undertaken, Woollahra Council write to the RTA and the Minister for Roads to indicate its objection to the changes proposed by the RTA in relation to the attendance of the public at Local Traffic Committee meetings.

**Identification of Income & Expenditure:** Nil

Frank Rotta  
Traffic Engineer

Warwick Hatton  
Director Technical Services

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**Annexures:**

NIL

**Item No:** R2 Recommendation to Council  
**Subject:** **Organics Trial Results**  
**Author:** Mark Ramsay – Manager Depot and Waste Services  
**File No:** 588.G  
**Reason for Report:** To inform Councillors of the results of the organics trial

**Recommendation:**

- A. That the trial continue until the end of December 2007.
- B. That, subject to a further report and confirmation that a suitable facility is available to process the product after that time, the service become permanent.
- C. That, where feasible, the service then be expanded into other areas of the municipality

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**Background:**

In September 2006, Council undertook to partake in the trialling of a food organics collection service in the suburbs of Vacluse and Watsons Bay. The trial would take in approximately 2,400 households over a 12 month period. It involved residents placing all manner of food scraps, including meat, into their garden refuse bins, with or without garden refuse, for recycling. The 12 month timeframe would allow for the collection of data and the identification of any issues arising over the different seasons.

This trial was run in association with SSROC and Kogarah Council, which ran a 3 month trial taking in approximately 300 households and using a different collection/processing method. SSROC agreed to pay for the consultants to facilitate focus groups and assist with education materials, while the individual councils would pay for all other costs incurred.

***Project Purpose and Outcomes:***

The purpose of the trial was to test the viability of recovering food organics for reprocessing and reuse. If the viability was proved, the outcomes were to be:

- The introduction of a permanent food organics collection service
- The ability to achieve and exceed the waste targets set in the State Waste Strategy
- To educate and engage the community in sustainable waste management practices
- To improve the quality of material recovered from the waste stream for processing/reuse
- To recover a valuable resource from the waste stream for recycling
- Reduce disposal costs and environmental concerns associated with collection and transportation
- Reduce environmental impacts associated with disposal of organic waste

***Project Scope:***

The scope of the trial was made up of three components:

1. **Source** – participation of residents in providing the organic material
2. **Collection** – the ability for council to collect and transport the organic material

3. **Processing** – the ability of current facilities to recover the organics material for reuse

*Trial Initiation:*

Expressions of interest were called for both a processing facility to receive and process the product and a consultant to assist in the running of focus groups and putting together education materials.

Earthpower were chosen as the facility to receive and process the organic material. They are Australia's first regional waste to energy facility and recycle all food waste to create a nutrient rich fertiliser and green renewable energy.

The Institute of Sustainable Futures were selected to assist in organising and running the focus groups and collating information.

In August 2006, Council developed educational resource materials in the form of a 'how to' brochure, 'do's and dont's' stickers and Frequently Asked Questions. Residents were invited to provide feedback on the educational resources at a focus group facilitated by the Institute of Sustainable Futures. The focus group was held with 40 residents whose recommendations for communicating the key messages were taken into account prior to printing final copies for the community.

Residents were then provided with an educational tool kit containing a brochure explaining the trial and how the collection would work, a small kitchen tidy bin to assist in the collection of the food organics, bin stickers, Frequently Asked Questions and a letter from the Mayor asking for their support and cooperation.

The first collection of the food organics was made on September 22 and delivered to Earthpower. At this point it became obvious that, due to a lack of ground space and the sheer bulk of the product, Earthpower could not store and process the amount of product being delivered to them.

*Alternative reprocessing*

Discussions were then held over the ensuing weeks to find alternative means to pre-process the product through Waste Services New South Wales (WSN) by putting it through a trommel before delivery to Earthpower. This also proved to be inadequate and Earthpower removed themselves from accepting any more of the product.

Negotiations were then held with WSN and arrangements made to deliver the product to their Chullora processing site for mulching and composting.

In February 2007, a further focus group was held, again using the Institute of Sustainable Futures as facilitator, to gain an insight into residents' views of the trial thus far. The workshop attracted a large response and proved valuable in gathering information on what residents did and did not like about the service.

*Audit results*

In June/July 2007 an audit was carried out on 332 properties ensuring a 95% accuracy. The audit was conducted by E C Sustainable Environmental Consultants and was used to gather information on participation rates, the type of product that is being collected in the organics bin and the type of product that remains in the residual bin.

The audit showed that 24% of residents are participating in the trial by placing some kind of food scraps into their green organics bin. Most participating residents use the service for fruit and vegetable products and not meat and fish. It is thought that this is due to smells and flies and further investigations need to be carried out to reduce these problems. The use of aerated "bio-bins" may reduce these problems and will be trialled in several of the participating houses over the coming months.

Of the houses that do put all food scraps, including meat and fish products, into their green organics bin, the audit showed that the amount of residual waste that is sent to landfill decreases from 11kg per bin to 7kg per bin.

***The WSN Process:***

At the Chullora Recycling Park, our organic material undergoes a preliminary inspection to remove visible contaminants. This process removes large general bulky waste materials and large non organic items.

The management of contamination levels within the organic stream is an essential requirement for the production of quality materials. Contaminants are removed and transferred to an adjacent transfer station for off site disposal.

Clean organic material is then shredded and screened to produce a consistently sized product for composting. Any oversize material found in the screening process is re-shredded to a suitable size for further composting.

Shredded material is transferred to the Castlereagh Organics Facility for maturation and stabilization through an open windrow composting process. This process enables the compost to further biodegrade into a mature composted pasteurized product.

Upon arrival, the material is unloaded and stockpiled ready for open windrow composting. WSN has established a separate processing area for our organics material at Castlereagh, keeping it separate from the other material composting on site. This allows WSN, the EPA and the local community to clearly see and monitor the organics stockpile separately from other greenwaste piles.

Temperature and moisture control is an essential component of the composting and maturation process. The material is watered and monitored for temperature to ensure a consistent, quality end product. Regular turning, approximately every 10 days for the first three weeks ensures temperatures are maintained to appropriate levels. After which, material is turned every 14 days. The material is matured for around 12 weeks.

At the completion of the composting process, the mature compost can be analysed to assess its nutrient value to ensure that a product meeting market specifications and Australian Standards is produced. Whilst these tests have not yet been carried out separately on our organics stockpile, previous tests carried out on existing compost produced at this facility shows that the product does meet Australian Standards and it is expected that our organics material will increase nutrient levels producing a richer fertilizer and will have no adverse affect on the material meeting Australian Standards.

***Economic Savings/Costs:***

Council currently provides all residents with a weekly collection service of green waste, recycling and residual waste.

The introduction of this trial did not require any alterations to any of these collection services.

Council has outlaid \$20,000 on providing the kitchen tidy bin and education materials and a further \$14,950 on carrying out the audit.

After reviewing the audit results and our figures showing tonnages tipped during the course of the trial, and then comparing these against past years, it is evident that approximately 67.5 tonnes of food scraps has been collected and diverted from landfill. The economic cost of tipping 67.5 tonnes of food scraps at landfill would have been \$7,560, as opposed to the \$4,440 it has cost to tip and process it into compost. This equates to a saving to Council of \$3,120 in tipping fees.

The cost of tipping the green waste portion of the organics product is charged at normal greenwaste fees and has therefore incurred no extra cost for tipping.

Council has for many years disposed of our greenwaste at a facility at Matrville that was run by Randwick Council. Whilst there were initial costs to Council associated with travelling the extra distance to Chullora to dispose of the food organics product, during the course of the trial the Randwick facility closed, leaving us no alternative but to take all our greenwaste product to the Chullora facility. This has negated any financial cost in travelling to Chullora attributable to the organics service.

#### ***Environmental Savings/Costs:***

Whilst the trial has shown a small financial saving to Council, the main purpose and benefit of introducing this collection system is through environmental savings.

Using the International Council for Local Environmental Initiatives (ICLEI), Cities for Climate Protection (CCP) conversion calculator, shows that Council has successfully reduced greenhouse gas emissions by 60.75 tonnes during the course of the trial so far.

As previously pointed out, there was an original economic and environmental cost to running our vehicles the extra distance to Chullora, but this was negated by the closure of the facility we previously used.

Currently, our organic material is applied directly as rehabilitation product on the former Castlereagh Waste Management site. This application is part of the remediation program to return the land for community uses and restore local eco systems. Recycled organic products applied as rehabilitation material to degraded land have a number of beneficial outcomes which include:

- Improving soil rehabilitation capacity to improve plant growth
- Improving water quality
- Aiding in the prevention of erosion

Rehabilitation material is only one potential use for recycled organics. Further screening and refinement after the maturation stage can produce a range of soil amendment products including:

- Compost blends
- Soil conditioners
- Garden mixes
- Top dressers

With this in mind, Councils Parks and Street Trees section are currently negotiating with WSN to purchase the finished compost product back from WSN to use as fertiliser on our parks and ovals. This will “close the loop” on our residents organics disposal, with the product they discard in their bins each week, ending up as fertiliser on their local parks and ovals. This could prove to be a very strong driver of residents’ habits if they know that the product they discard in their organics bin will end up fertilising the parks and ovals that they and their families will be using on weekends for sport and recreation.

This could also provide several other benefits to Council in cheaper fertiliser and parks and ovals that require less watering.

### ***Contamination Rates:***

The measurement of contamination rates has been calculated by reviewing the audit figures, the costs of tipping, as any contaminated load is charged at full landfill rates and by talking to our waste collectors.

The audit results reveal that there is less than 2% contamination which is within the allowable range.

Whilst there were some problems encountered initially with tipping at WSN and three loads were considered contaminated, investigations revealed that this was due to WSN staff being unaware that food scraps and small amounts of paper were allowable. Once this problem was overcome there has only been one other load considered to be contaminated and charged at landfill rates.

Council waste collectors have noticed a slight increase in contamination and have had to remove some contamination from the product, but have not revealed any major concerns.

### ***Trial Outcome:***

Looking at the three components that made up the scope of the trial, it is now known that:

1. **Source** - residents are willing to participate and further education and fine tuning of the process will enhance participation rates
2. **Collection** - Council can provide the collection service at reduced costs to the existing service
3. **Processing** - at this time, the long term provision of a suitable facility to receive and process the product is unknown. It is hoped, that as more Councils start to participate in such a service, facilities will come on line and we will be able to continue to offer this service to residents.

### **Conclusion:**

It is clear that the collection of food organics is both an economically and environmentally viable service. Prior to the trial we had a diversion rate of 46%. The trial, carried out in 1 of 5 zones, diverted 14% of the available food organics in that zone, which resulted in a further 2% overall diversion rate, taking us to 48%. If we can get a further 2% from each of the remaining 4 zones, that will increase our overall diversion rate to 56%.. This has been achieved with minimal education and it is hoped that this figure would be doubled with a more widespread and intense education program. If we reach our expected target of 28%, this would put us very close to meeting the 66% waste diversion target set in the State Governments WARR Act 2001.

If the service were to be provided throughout other areas of the municipality, it is estimated that a minimum of 390 tonnes of organic material would be diverted from landfill each year, with a corresponding reduction in greenhouse gas emissions of 351 tonnes. That would give us a saving of \$18,000 per year by not having to tip at the more expensive landfill rate. The difference per tonne between the processing plant gate fee and the landfill gate fee is \$43.50. Therefore, for every tonne we collected above the stated 390 tonnes, we would save a further \$43.50.

The collection of organics material in the green organics bin would be simple to implement through most areas of the municipality. The only area where a problem would arise is in Paddington, West Woollahra, as this area uses a crate based system, although if these residents wished to purchase a bin and participate in the service they would be allowed to do so.

Whilst the trial has proven that Council can provide the collection service and that enough residents are willing to use the service, the only hindrance to the full time provision of an organics collection service is the availability of a receival/processing facility. Whilst WSN have provided us with this facility during the course of this trial, at this time, a decision on the long term future of this facility being used for the receival/processing of this type of product is unknown.

As many other Councils are now participating in similar trials, it is expected that this facility will be granted approval to receive and process this organics product and Council is now in a position whereby we can easily take advantage of the environmental and financial benefits associated with providing a food organics collection service.

It is recommended that the trial continue until the end of December 2007, and that, subject to a further report on the outcomes of trial and confirmation that a suitable facility is available to process the product after that time, the service be made permanent, and, where feasible, be expanded into other areas of the municipality

**Mark Ramsay**  
**Manager – Depot & Waste Services**

**Warwick Hatton**  
**Director -Technical Services**

**Item No:** R3 Recommendation to Council  
**Subject:** Management of Woollahra Seniors Centre  
**Author:** Kylie Walshe, Director Community Services  
**File No:** 74.G  
**Reason for Report:** To seek Council's approval to directly manage the Woollahra Seniors Centre.

**Recommendation:**

That upon a resolution of the Woollahra Senior Citizens Welfare Association requesting Council to directly manage the Woollahra Seniors Centre:

- A. Council revoke the delegation (care, control and management) given by Woollahra Municipal Council to the Woollahra Senior Citizens Welfare Association for the management of Woollahra Seniors Club on 17 July 1957.
- B. Council commence direct management of the community centre at the corner of Queen St and Edgecliff Road, Woollahra, at a date agreed by WSCWA and the General Manager.
- C. Council continue to provide club activities, including a meal service and recreation activities, for seniors at the Centre and that this be reviewed and amended by Council as required.
- D. The employees of Woollahra Senior Citizens Welfare Association are offered employment by Council, with length of service and entitlements transferred to Council, if accepted.
- E. Council establish a Liaison Committee to assist in the development of programs and activities provided to seniors at and from the Centre. Membership of this Committee to consist of Councillors, Council staff and voluntary representatives of Centre members / users.

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**Background:**

The Woollahra Seniors Centre (the Centre) is located at the corner of Queen St and Ocean St, Woollahra, on Gaden Reserve, Woollahra. The land is Council owned community land and zoned 6 - Open Space, allowing it to be used for recreation and community purposes. It is currently managed by the Woollahra Senior Citizens Welfare Association (WSCWA), known formerly as the Woollahra Old People's Welfare Association. The WSCWA was established after a public meeting on 17<sup>th</sup> July 1957 to work for the welfare of the aged in the municipality.

**Current activities:**

WSCWA operates under the care, control and management given by Council to promote and assist seniors in Woollahra. As detailed in the WSCWA Constitution:

*Under the care, control and management given by Woollahra Municipal Council, the objects of the Association are:*

- 1) *To promote and undertake assistance for senior people within Woollahra and, in particular to: -*

- a) *establish and maintain a centre for senior people*
  - b) *establish and maintain a meals service.*
- 2) *To promote and assist the general good of senior people in Woollahra and the neighbouring areas by helping the work of statutory authorities and voluntary organisations engaged in providing facilities for senior people in physical and intellectual recreation, developing physical improvement, promoting health, well being and quality of life.*
  - 3) *To provide an information and referral service to senior people.*
  - 4) *To arrange and provide for the holding of exhibitions, meetings, activities and classes in furtherance of the objects of the Association.*

WSCWA is open to members from 9.30 to 4pm Monday to Friday. It provides centre based meals and activities to seniors four days per week, is used by private and community groups for recreational activities such as bridge, and is available for public hire outside of these times. WSCWA employs a full time coordinator, a part time kitchen hand and a part time cleaner. Casual staff and volunteers are used to assist with special events when required.

### **Proposal:**

Due to the age of the members and the increasing complexity required to manage the Centre WSCWA has been struggling to attract members to the Management Committee for some time. The tasks required of the Management Committee include the monitoring and approval of expenditure, the management of risk to the public and the management and Occupational Health & Safety of employees. In particular, the Committee has been unable to recruit a Treasurer for nearly two years, with Council acting as a bookkeeper for the Committee for this extended time.

The future of the Centre and its management has been on the Agenda of the WSCWA Management Committee since May 2007, with the Committee deciding to pursue the matter further on 25 June 2007 by asking for legal advice on dissolving the Association. At the Meeting of 23 July 2007 it was determined that the Committee ask Council to take over management of the Centre. See Annexure 1 for a letter of request from the Management Committee.

According to the constitution of WSCWA, a resolution to wind up the Association must be approved by the members. The Management Committee has prepared the following Motion to be put to a vote at the Annual General Meeting on 3<sup>rd</sup> October 2007:

### **MOTION:**

*The members of Woollahra Senior Citizens Welfare Association resolve that:*

- a) *The Woollahra Senior Citizens Welfare Association, including the Woollahra Seniors Club, voluntarily wind up its activities and cancel the incorporation of the Association.*
- b) *The Woollahra Senior Citizens Welfare Association transfer the management of the Centre and its activities to Woollahra Municipal Council at a date determined by the Management Committee and the General Manager.*
- c) *Staff currently employed by Woollahra Senior Citizens Welfare Association be offered employment by Woollahra Municipal Council and if accepted, to commence on the date that Council commences management of the Centre.*

- d) *The existing Management Committee, namely A.Robertson, I.Bailey, D.Garrick, H.Johnson, E.Grunbaum, R.Johnson and W.Holmes, be elected as the Management Committee until such time as Council commences management of the Centre.*
- e) *The following club member representatives be elected to a Liaison Committee to be established by Council once the management of the Centre is transferred; I.Bailey, E.Grunbaum, H.Johnson & A.Robertson.*
- f) *That any funds remaining after payment of all debts and liabilities to be forwarded Council in Reserve for expenditure on the Centre and its activities.*

It is anticipated that this Motion will be accepted by members of the Centre. Once accepted and adopted by Council it is proposed that Council commence direct management of the Centre and its activities in late 2007.

### **Consultation:**

WSCWA Management Committee has commenced discussions with club members and assured the members that the activities and meal service provided will continue to be provided by Council whilst there is a demonstrated need. The final part of the consultation will be the result of the Motion put to WSCWA members on 3<sup>rd</sup> October 2007. Should this Motion be accepted Council will work with WSCWA to put transition steps in place as quickly as possible to commence management of the Centre in late 2007/ early 2008.

It is also recommended that a Liaison Committee be established by Council and to include representatives of members of the Centre to ensure that club members are involved in the programming of activities.

Consultation has been undertaken with staff of WSCWA with no objections raised to this change in management.

### **Options:**

Council has the option to refuse this request by the Management Committee of WSCWA, which would most likely result in the demise of the Centre and its activities.

### **Identification of Income & Expenditure:**

This proposal does not require any additional funding from Council. It will be managed in accordance with all other community facilities owned and managed by Council.

WSCWA operates a budget with a total expenditure of approximately \$145,000 per annum. It receives an annual grant of \$65,000 from Council and income of \$40,000 from activities and hire fees. Council funds all structural building works.

It should be noted that the Motion to be discussed at the Annual General Meeting in October includes the transfer of all remaining funds of WSCWA to Council when it winds up, with the proviso that the funds be expended on the Centre and its activities in future years. It is anticipated that this will be in the vicinity of \$20,000 which will assist in any small improvements to the Centre.

It is recommended that the staff employed by WSCWA be offered employment by Council under the Notional Agreement Preserving the Local Government (State) Award and that any staff entitlements and funds to meet these entitlements be transferred from WSCWA to Council. If the employment offer is accepted, the Centre Coordinator will report directly to the Manager, Community Development and become a part of Council's Community Development Team.

**Conclusion:**

This proposal from the Woollahra Senior Citizens Welfare Association Management Committee requesting Council to commence management of Woollahra Seniors Centre is recommended for adoption. It will ensure that the valued services provided to senior residents of Woollahra at the Centre will continue with no impact on club members.

Kylie Walshe  
Director Community Services

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**ANNEXURES:**

Annexure 1 – Letter from Woollahra Senior Citizens Welfare Association Management Committee