



# Community & Environment Committee

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

**Date:** *Monday 9 February 2004*

**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:**

8 Councillors

## **Quorum:**

The quorum for a Committee meeting is 5 Councillors.

# WOOLLAHRA MUNICIPAL COUNCIL

## Notice of Meeting

5 February 2004

To: The Mayor, Councillor John Comino, ex-officio  
Councillor S van Vegchel (Chair)  
K Berry  
K Huxley  
S Kent  
A Petrie  
G Rundle  
F Sinclair King  
R Watson

Dear Councillors

### **Community & Environment Committee Meeting – 9 February 2004**

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 9 February 2004 at 6.00pm.**

Gary James  
General Manager

## 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 27 January 2004	1
D2	Woollahra Traffic Committee Minutes – 3 February 2004	2
D3	Queen Street car park redesign & associated closure of Dorhauer Lane, Woollahra – 81143.G Pt 1	12
D4	Library Report for the period October to December 2003 – 48.G	29
D5	Review of outstanding Notices of Motion – 900.G	34
D6	October, November & December Quarterly Review of Council's 2003-2006 Management Plan – Natural Environment, Parks & Public Space, Community Services & Environmental Works Program Activities – 827.G	37

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

**Item No:** D1 Delegated to Committee  
**Subject:** **Confirmation of Minutes of Meeting held on 27 January 2004**  
**Author:** Les Windle, Manager - Governance  
**File No:** See Council Minutes  
**Reason for Report:** The Minutes of the Meeting of Monday 27 January 2004 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 January 2004 be taken as read and confirmed.

Les Windle  
Manager - Governance

**Item No:** D2 Delegated to Committee  
**Subject:** **Woollahra Traffic Committee Minutes - 3 February 2004**  
**Author:** John Stephens, Team Leader – Traffic & Transport  
**File No:** See Traffic Committee Minutes  
**Reason for Report:** For the Committee to consider the item requiring the decision of the Committee.

**Recommendation:**

THAT the Recommendations of the Traffic Committee meeting held on Tuesday 3 February 2004, Section 7, Items Y1 to Y8, and Late Items be adopted.

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**Warwick Hatton**  
**Director – Technical Services**

**Item No:** D3 Delegated to Committee  
**Subject:** **Queen Street car park redesign & associated closure of Dorhauer Lane, Woollahra**  
**Author:** John Stephens, Team Leader - Traffic & Transport  
**File No:** 81143.G Pt1  
**Reason for Report:** To report on the proposed redesign of Council's car park and associated closure of Dorhauer Lane at Queen Street.

**Recommendation:**

That subject to the outcome of the on-site inspection to be held on 9 February 2004, the following items be approved and actioned:

- A. The Traffic Management Plan proposing the closure of Dorhauer Lane at Queen Street associated with the redesign of Council's car park be approved, subject to the concurrence of the Woollahra Traffic Committee.
- B. The proposed road closure of Dorhauer Lane at Queen Street, Woollahra be advertised in accordance with the Roads Act 1993 requirements.
- C. A detailed plan, including proposed streetscape improvements be prepared ready for public exhibition.
- D. A trial closure be implemented for six months, subject to the concurrence of the RTA, and the results of the trial closure be reported back to Council.

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**Background:**

The Community and Environment Committee at its meeting held on 15 December 2003 considered a report on the proposed redesign of the Queen Street carpark and associated closure of Dorhauer Lane.

Consequently, the Committee resolved:

- "1. That consideration of the matter be deferred and a site inspection be conducted in February 2004."*

An on-site inspection has been arranged for 9 February 2004 at 5.00pm in the carpark with the Committee members and affected property owners and tenants.

**Proposal:**

Refer to the attached **Annexure A** for a copy of the previous report.

**Conclusion:**

The proposed road closure would enable upgrading of the carpark and associated streetscape.

It is recommended that the road closure proposal should proceed through the normal processes as detailed below:

- Forward final TMP report to RTA for approval prior to Traffic Committee consideration and then advertise under the Roads Act 1993 requirements.
- Prepare detailed plan ready for public exhibition.
- Implement trial closure for six months and report results back to Council.

If the trial is successful, the streetscape improvement works would then be able to be implemented.

John Stephens  
Team Leader – Traffic & Transport

Warwick Hatton  
Director – Technical Services

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**Annexures:**

- A. Copy of report dated 15 December 2003.



**Item No:** D4 Delegated to Committee  
**Subject:** **Library report for the period October to December 2003**  
**Author:** Faye Lawrence - Manager - Library Services  
**File No:** 48.G  
**Reason for Report:** To review the library operations for the quarter October to December 2003 highlighting activities for the period.

**Recommendation:**

1. That the report for the library service for the quarter October to December 2003 be received and noted.

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This report reviews activities and projects for the quarter October to December 2003 with statistics accumulated and reviewed for the six months July to December 2003 compared with the same period in 2002.

**1. Comments on library statistics for circulation of materials from July to December 2003:**

The increase in circulation observed at the previous quarter has been maintained over the six month period. The circulation of childrens books is especially satisfying with increased lending across the library service of 3% (47,268 compared with 45,428). The Childrens book collection is used mostly by children up to the ages of 11 or 12.

The Central Library, Double Bay has shown a small increase in circulation across the categories with Paddington Library continuing to turn in the best result with the 8% increase in lending for the quarter. The increase in childrens lending at Paddington is most noticeable – a 25.6% increase for the six months (11,377 compared with 9,060 for 2002).

This can be attributed to a strong programme which the Paddington staff have developed and promoted with the local child care centres and schools.

The Childrens section at the Central Library, Double Bay lends a healthy 31,000 books and maintains a strong programme of activities for its young readers. The audio-visual collections for children are very well used also in the Central Library. The collection of sound and video (including DVD) recordings is especially selected to complement the print collection. This collection for children is maintained at a high quality standard and is strongly appreciated by our parents.

**2. Comments on Reference and Information Services Statistics and Operations:**

The number of Reference enquiries received and answered across the library system is substantially higher than the same time last year. The very high 30% increase (18,730 compared with 14,428) is a reflection of an active programme of staff training and promotion of the service through the Council Web Pages and the High Schools. Staff attended an HSC expo meeting at Waverley Library with staff from other Eastern Suburbs Libraries – Waverley, Randwick and Botany. This was a promotion meeting with teachers from Woollahra and the other areas invited.

### **3. Local History:**

#### Photographs

The photograph collection has been enhanced and enlarged by donations and purchases of original material during this quarter.

These donations included –

1. A large collection of original postcards of the area (with a copy of *The Vauclysian*) and
2. A photograph album of a family and its residence *Yatalunga* (now part of *Yarranabbe Gardens*) in Darling Point.

The Local History Centre also purchased a number of glass plate negatives, postcards and photographs relating to the Woollahra area from the Cubis Collection in North Sydney. The owners of the collection were selling the collection after many years. The glass plate negs date to the early years of the 20<sup>th</sup> century.

The large donation of photographs from Eric Russell received in the previous quarter, continue to be sorted and catalogued.

#### Monographs

The Centre received donations of histories of Rose Bay Public School, the Vauclyse Amateur Sailing Club and the Woollahra Theatre. Staff had provided the theatre researcher with assistance and some photographs of the theatre for the publication (staff and centre acknowledged in report).

The Centre continues to receive original copies of archival recordings and heritage reports compiled as part of Development Applications for Council. These reports along with LH centre research reports and photographs, are catalogued and indexed by LH staff.

#### Volunteers

The volunteers trained for the oral history program have continued to log oral histories in the collection. One of the volunteers attended the Oral History training course at the State Library. Several prospective interviewees have been identified and were approached for setting up interviews by the volunteers.

Volunteers have assisted Local History staff with filing and sorting of vertical files.

### **4. Library Management System:**

The Library and Council completed negotiations in this last quarter with Insight Informatics of Brisbane for their system Libero. We are working now to convert our data, train staff and implement the new system. We should go live with it in June 2004. An important project in the coming months is the development of our Web Catalogue in conjunction with our provider to reflect our needs and to fit in with the Council's Web Page Style.

### **5. Cultural Activities:**

- 20 October – the Zone Presentation for prize winners of the *Nestlé Write Around Australia* was held at Woollahra Council. The Library had run the Eastern Zone section of the year long programme for upper primary school children.
- 23 October – A commemoration and tribute to Marjorie Cotton, the first qualified children's Library in NSW and a revered Childrens Librarian who worked at Woollahra in the 60s was held in the Council Committee room. The invited guests – past colleagues and associates were very appreciative of the celebration.

- 30 October – Maureen Mastellone conducted a talk on dyslexia. One of Maureen’s pupils also spoke and told his story of life with dyslexia and how he overcame the difficulties and successfully graduated from University in law. 30 people attended.
- 27 November – Author Christopher Kremmer discussed his book *Bamboo Palace* with Andrea Stretton as part of the Library’s Writers and Readers series. An audience of about 50 attended and most stayed for the Woollahra Library Friends Christmas Party that followed the talk.
- 13 December – A successful Bookfair was held in Blackburn Gardens (and the rain held).

Faye Lawrence  
Manager – Library Services

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**Annexures:**

1. Woollahra Library Statistical Information July to December 2003.

**Item No:** D5 Delegated to Committee  
**Subject:** **Review of Outstanding Notices of Motion**  
**Author:** Les Windle - Manager Governance  
**File No:** 900.G  
**Reason for Report:** For the Committee to review the status of the outstanding Notices of Motion concerning matters that fall within the responsibility of the Community and Environment Committee

**Recommendation:**

That the status of the outstanding Notices of Motion concerning matters that fall within the responsibility of the Community and Environment Committee be noted.

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**Background:**

At the meeting held on 11 November 2002, Council adopted the following Notice of Motion:

That during the next round of committee meetings each committee review the status of relevant outstanding Notices of Motion and then conduct a regular review in conjunction with management plan quarterly reviews.

The October, November and December quarterly review of the Management Plan is submitted to the Committee in a separate report and, in accordance with the above Notice of Motion, a list of outstanding Notices of Motions that fall within the responsibility of the Community and Environment Committee is attached for review by the Committee.

Les Windle  
Manager Governance

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**Annexures:**

1. List of outstanding Notices of Motion – Community and Environment Committee matters

**Item No:** D6 Delegated to Committee  
**Subject:** **October, November & December Quarterly Review of Council's 2003-2006 Management Plan - Natural Environment, Parks & Public Space, Community Services & Environmental Works Program Activities**  
**Author:** Les Windle - Manager Governance  
**File No:** 827.G  
**Reason for Report:** To review the status of the Natural Environment, Parks and Public Space, Community Services and Environmental Works Program activities of the 2003-2006 Management Plan

**Recommendation:**

That the review of the Management Plan activities of Natural Environment, Parks and Public Space, Community Services and Environmental Works Program be noted.

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The Local Government Act requires that each Council prepare and adopt a Management Plan with respect to:

- (a) the Council's activities for at least the next 3 years; and
- (b) the Council's revenue policy for the next year.

Section 407(1) of the Act requires that Council review the progress of the adopted plan on a quarterly basis. Included with this report is the second quarterly review of the Natural Environment, Parks and Public Space, Community Services and Environmental Works Program principal activities of the 2003/2006 Management Plan. The review summarises the activities of Council during the period against the targets defined in the Plan.

**Conclusion:**

The second quarterly review of the 2003/2006 Management Plan is submitted to the Committee for consideration.

Les Windle  
Manager Governance

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**Annexures:**

1. Management Plan 2003/2006 – Quarterly Review of Natural Environment activities
2. Management Plan 2003/2006 – Quarterly Review of Parks and Public Space activities
3. Management Plan 2003/2006 – Quarterly Review of Community Services activities
4. Management Plan 2003/2006 – Quarterly Review of Environmental Works Program activities