



# Community & Environment Committee

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

**Date:** *Monday 12 May 2014*

**Time:** *6.30pm*

### **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).

### **Recommendation only to the Full Council:**

- 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 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 Roads and Maritime Services.
- Matters not within the specified functions of the Committee,
- Matters reserved by individual Councillors in accordance with any Council policy on "safeguards" and substantive changes.
- Parks and Reserves Plans of Management (Strategies, Policies and Objectives).
- Residential Parking Schemes - Provision and Policies.

### **Delegated Authority:**

- Community Services and Programs.
- Library Services
- Health.
- Licensing.
- Liquor Licences.
- Regulatory.
- Fire Protection Orders.
- Residential Parking Schemes (surveillance and administration).
- Traffic Management (Traffic Committee Recommendations).
- Waste Minimisation.
- 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 Meetings.
- 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 above.
- Statutory reviews of Council's Delivery Program and Operational Plan.

### **Committee Membership:**

7 Councillors

### **Quorum:**

The quorum for a Committee meeting is 4 Councillors.

# WOOLLAHRA MUNICIPAL COUNCIL

## Notice of Meeting

8 May 2014

To: Her Worship the Mayor, Councillor Toni Zeltzer ex-officio  
Councillors Deborah Thomas (Chair)  
Peter Cavanagh  
Anthony Marano  
Andrew Petrie  
Elena Wise  
Susan Wynne (Deputy Chair)  
Jeff Zulman

Dear Councillors

### **Community & Environment Committee Meeting – 12 May 2014**

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 12 May 2014 at 6.30pm.**

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	Note Council resolution of 27 June 2011 to read late correspondence in conjunction with the relevant Agenda Item	
3	Declarations of Interest	

### **Items to be Decided by this Committee using its Delegated Authority**

D1	Confirmation of Minutes of Meeting held on 28 April 2014	1
D2	Woollahra Local Traffic Committee Minutes – 6 May 2014	2
D3	Holdsworth Community 2014/15 Budget and Business Plan	9

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

**Item No:** D1 Delegated to Committee  
**Subject:** **Confirmation of Minutes of Meeting held on 28 April 2014**  
**Author:** Les Windle, Manager - Governance  
**File No:** See Council Minutes  
**Reason for Report:** The Minutes of the Meeting of Monday 28 April 2014 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 28 April 2014 be taken as read and confirmed.

Les Windle  
Manager – Governance

**Item No:** D2 Delegated to Committee  
**Subject:** **Woollahra Local Traffic Committee Minutes – 6 May 2014**  
**Author:** Cathy Edwards-Davis, Manager Engineering Services  
**File No:** 595.G 2014  
**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 1 May 2014 be adopted.

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Cathy Edwards-Davis  
Manager – Engineering Services

Tom O’Hanlon  
Director Technical Services

# Woollahra Local Traffic Committee Minutes

The meeting of the Woollahra Local Traffic Committee was held in the Thornton Room, Council Chambers, Double Bay, on Tuesday 6 May 2014 at 10.00am.

## 1. Attendance

### Committee Members:

Present:	Ms Cathy Edwards-Davis (Chairperson)	(Woollahra Municipal Council)
	Snr Const Corinne Dawes	(Rose Bay Police)
	Mr John Giblin	(Gabrielle Upton MP Representative)
Staff:	Ms Shirlene Yee Yet	(Woollahra Municipal Council)
	Mr Frank Rotta	(Woollahra Municipal Council)
	Ms Carla Hetherington	(Woollahra Municipal Council)
	Ms Deirdre Farrell	(Woollahra Municipal Council)
	Mr Colin DeCosta	(Woollahra Municipal Council)
Observer:	Mr Frankie Passarelli	(Transport NSW – State Transit)
Apologies:	Mr Stephen Brown	(Roads and Maritime Services)
	Mr Alex Greenwich MP	(Member for Sydney)

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## 2. Minutes of Previous Meeting

The minutes of Meeting No.3/14 held in Council Chambers, Double Bay, on Tuesday 1 April 2014 were confirmed by Mr John Giblin.

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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



The RMS Representative and Member for Sydney did not attend the meeting. A copy of their votes has been recorded on the Minutes.

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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 Restriction Changes**  
**Author:** Frank Rotta – Traffic Engineer  
**File No:** (Refer to Table 1)  
**Reason for Report:** Various parking restriction changes throughout the Woollahra Council area.

**Committee Vote:** Majority Support

### **Recommendation:**

That the recommendations of Item Y1-1 to Y1-4 contained in Annexure 1 be adopted.

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### **Item Y1-1: Boundary Lane, Paddington – No Stopping restrictions**

#### **Officer Recommendation:**

That ‘No Stopping’ restrictions be installed on the northern side of Boundary Lane, from the western kerbline of Dillon Street, for a distance of 9m in a westerly direction.

**Committee Vote:** Unanimous Support

#### **Resolved to Recommend:**

Adopt the Officer Recommendation

### **Item Y1-2: Fletcher Street, Woollahra – No Stopping restrictions**

#### **Officer Recommendation:**

That ‘No Stopping’ restrictions be installed on the northern side of Fletcher Street, Woollahra:

1. From the eastern side of Short Lane, for a distance of 5m in an easterly direction.
2. From the western side of Short Lane, for a distance of 5m in a westerly direction.

**Committee Vote:** Majority Support (The RMS Representative did not support the recommendation).

#### **Resolved to Recommend:**

Adopt the Officer Recommendation

### **Item Y1-3: John Street, Woollahra – Alterations to Residents Permit Parking Scheme**

#### **Officer Recommendation:**

1. That 3, "2P 8am-11pm Mon-Sat, PHE Pgtn 4" spaces be installed on the northern side of John Street, Woollahra in front of Nos 20, 22, 24 & part of Nos 18&26 John Street.
2. That 3, "2P 8am-11pm Mon-Sat, PHE Pgtn 4" spaces be installed on the southern side of John Street, Woollahra in front of Nos 3&5 John Street and the rear of No. 94 Oxford Street.

**Committee Vote:** Unanimous Support

**Resolved to Recommend:**

Adopt the Officer Recommendation

**Item Y1-4: Windsor Street, Paddington – Alterations to Residents Permit Parking Scheme**

**Officer Recommendation:**

1. That 3 (16m), "2P 8am-11pm PHE Pgtn 6" spaces be installed on the northern side of Windsor Street, Paddington in front of Nos 162, 164, 166 & part of 168 Windsor Street.
2. That 2 (11m), "2P 8am-11pm PHE Pgtn 6" spaces be installed on the southern side of Windsor Street, Paddington in front of Nos 149, 151& 153 Windsor Street.

**Committee Vote:** Unanimous Support

**Resolved to Recommend:**

Adopt the Officer Recommendation

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

**Subject:** **Ocean Street, Trelawney Street and Jersey Road, Woollahra – Realignment of Kerb and Gutter**

**Author:** Yaras de Silva – Team Leader Infrastructure Asset Management

**File No:** T337

**Reason for Report:** Request to approve the proposed realignment of kerb and gutter

**Officer Recommendation:**

That the following work be approved for construction:

That Council reconstruct the kerb and gutter on a new alignment approximately 200mm out from existing alignment for a distance of 120m on the western side of Ocean Street, Woollahra between Trelawney Street and Jersey Road.

**Committee Vote:** Unanimous Support

**Resolved to Recommend:**

Adopt the Officer Recommendation

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

**Subject:** **Edgecliff Road, Woollahra – Pedestrian Crossing**

**Author:** Shirlene Yee Yet – Team Leader Traffic and Transport  
**File No:** T148  
**Reason for Report:** To seek approval for the pedestrian crossing as part of the streetscape works proposed.

**Officer Recommendation:**

That Council endorse the new pedestrian crossing proposed on Edgecliff Road, Woollahra immediately east of Bathurst Street and the proposed modifications to the splitter island at the existing roundabout on Bathurst Street immediately north of Edgecliff Road as part of the Edgecliff Road streetscape works as detailed in Plan TC1.

**Committee Vote:** Majority Support (The RMS Representative did not support the recommendation).

**Resolved to Recommend:**  
Adopt the Officer Recommendation

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

**Subject:** **Military Road, Watsons Bay – Streetscape Works**

**Author:** Shirlene Yee Yet – Team Leader Traffic and Transport

**File No:** 311

**Reason for Report:** To seek approval for the streetscape works proposed.

**Officer Recommendation:**

- A. That Council approve the attached concept plans titled “Military Road – Watsons Bay Proposed Streetscape Improvements Community Consultation Plan April 2014” for Option 1 and Option 2 for Military Road, Watsons Bay, between Gap Park/ Robertson Park and Robertson Place.
- B. That based on the results of the community consultation, the Option with majority community support be implemented.

**Committee Vote:** Unanimous Support

**Resolved to Recommend:**

- A. That Council approve the attached concept plans titled “Military Road – Watsons Bay Proposed Streetscape Improvements Community Consultation Plan April 2014” for Option 1 and Option 2 for Military Road, Watsons Bay, between Gap Park/ Robertson Park and Robertson Place.
- B. That based on the results of the community consultation, the Option with majority community support be implemented.
- C. That continuous footpath treatments be installed on Military Road, at the intersections with Gap Road and Clovelly Street in accordance with the RMS Technical Direction TDT 2013/05.

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**Item No:** Y5 Traffic Matters on Local Roads – Recommendation to C&E for consideration.

**Subject:** 538-544 Old South Head Road (Hamilton Street), Vaocluse – Works  
Zone

**Author:** Frank Rotta – Traffic Engineer

**File No:** 407.G

**Reason for Report:** Request for a Works Zone

**Officer Recommendation:**

- A. That approval be granted for a 12 metre Works Zone to be temporarily installed for No. 538-544 Old South Head Road, Vaocluse. The proposed Works Zone is to be located on the southern side of Hamilton Street from 10m east of the eastern kerbline in Short Lane, for a distance of 12m in an easterly direction, and is subject to the following conditions:
- i. Any directive provided by the NSW Police Department is to be complied with.
  - ii. The applicant shall provide information in the CMP showing the location of the Works Zone and how it is intended to utilise this Works Zone in servicing the development site.
  - iii. The CMP for the works being approved by Council’s traffic/development engineer.
  - iv. The Works Zone is to operate between the hours of 7am – 4pm Mon-Fri and 7 am-1pm Sat for a period of 8 weeks from May/June, 2014 (to be calculated from sign installation date). S
  - v. 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 RMS’s Traffic Control at Works Sites manual.
  - vi. The applicant shall provide and implement a Traffic Control Plan prepared by an RMS accredited traffic consultant to deal with use of the footpath/trucks/barriers/pedestrian protection to load and unload materials to and from the works site and for the general use of this Works Zone. This plan must be completed to the satisfaction of Council’s traffic engineer.
  - vii. A Permit to Stand Plant will be required for all concrete pours, deliveries and/or truck presences in relation to the construction works.
  - viii. Existing Parking restrictions shall be maintained outside of the Works Zone hours of operation.
  - ix. That the 10 m statutory ‘No Stopping’ restrictions on the southern side of Hamilton Street east of the eastern kerbline in Short Lane be signposted temporarily while the Works Zone is operational and then removed.
  - x. 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.
  - xi. The applicant must inform Council’s Traffic Engineer when the project is completed and the Works Zone can be removed.
  - xii. This Works Zone is in an area zoned as Business Neighbourhood 3(c). 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.
  - xiii. Payment of all appropriate security bonds required by the Development Consent for this property.
  - xiv. Failure to comply with any of these conditions may result in the cancellation of the Works Zone at Council’s discretion.
  - xv. 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.
  - xvi. Any alteration to the hours of operation of the Work Zone will require the approval of the Woollahra Local Traffic Committee.

- B. That the applicant notifies all residents and businesses whose property frontage is within 50 metres of the Works Zone no less than 7 days after payment for the Work Zone. The applicant must forward a copy of this notice to Council for approval, prior to distribution.

**Committee Vote:** Unanimous Support

**Resolved to Recommend:**

Adopt the Officer Recommendation

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**8. Informal Matters - For discussion by committee members and recommended to  
Community and Environment Committee by Council Officers**

Nil

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**9. Late Items**

Nil

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There being no further business, the meeting concluded at 10.18am.

**Cathy Edwards-Davis**  
**Chair**

**Item No:** D3 Delegated to Committee  
**Subject:** **Holdsworth Community 2014/15 Budget and Business Plan**  
**Author:** Sharon Campisi, Manager Community Development  
**File No:** 126.G  
**Reason for Report:** To advise Council of the Holdsworth Community 2014/15 Business Plan and Budget

**Recommendation:**

- A. That Council note the Holdsworth Community Centre and Services 2014/15 Business Plan and Budget.

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**Background:**

Holdsworth Community (Holdsworth) provides a range of services to the Woollahra community, ranging from community transport and activities for seniors to playgroups for young children. The organisation is comprised of 2 incorporated bodies with common management, Holdsworth Street Community Centre Woollahra Inc. and Holdsworth Family Services Inc. Council has a long and successful relationship with Holdsworth in its various forms, commencing in the 1970s and building into the strong partnership that exists today.

Council has financially supported Holdsworth for over 40 years, with the 2013/14 allocation of \$862,500 enabling it to provide appropriate services to the Woollahra community. Council also leases 2 premises to Holdsworth, namely the former Woollahra Seniors & Community Centre (Gaden), cnr Edgecliff Rd and Queen St and the general community centre facility at 64 Holdsworth St, Woollahra. Holdsworth has used the funding provided by Council as leverage to attract a significant amount of funding from State and Commonwealth funding sources, thus improving the services available to Woollahra residents.

Council entered into a new Funding Agreement with Holdsworth on 27 May, 2013. Under the Agreement Holdsworth is required to provide Council with the following information annually at the following times:

- Audited financial statements and Annual Report- by 30 October
- Business Plan – 31 March
- Strategic Plan – within 1 month of their adoption by the Board

This information has been provided by Holdsworth and is presented in this report to assist Councillors in their consideration of the annual budget allocation to Holdsworth.

**Annual Report and Audited Financial Statements**

The most recent audited financial reports were presented at the organisation's annual general meeting held on Wednesday 25 September 2013 which was attended by staff and Councillors. The Annual Report is attached in Annexure 1.

Highlights from the 12/13 annual report include:

- Additional seniors attending regular outings including a swimming program and foodie tours;
- Over 1000 hours of social support to frail aged people;
- Over 11,000 meals delivered by volunteers to more than 150 people;
- 120 children's parties and 150 sessions for groups such as choirs, meditation, yoga, meetings, classes and workshops;

- Community events, playgroups, baby days, parent talks and information days;
- volunteer opportunities for all community members including partnerships with schools to engage young people;
- a range of programs to support people with a disability and their families including the Funsworth after school program and regular outings and group meditation sessions to build resilience among carers;
- increase individual community transport and shopping bus service with 104 new passengers and over 500 people using the service.

The past year has also included working closely with Council on refurbishments to the former Woollahra Seniors Centre which was officially re-opened as 'Gaden' by the Hon. Gabrielle Upton MP and Mayor Toni Zeltzer on 1 May 2014.

### **Business Strategy 2014-19**

In March 2014 Holdsworth provided Council with their Business Strategy 2014-19 (Annexure 2), combining the Business Plan with the Strategic Plan required in the Agreement. This Strategy continues the commitment of Holdsworth to provide services to a wide range of residents of Woollahra, with key objectives to maintain independence and build happiness.

The Business Strategy shows the commitment of Holdsworth to improve the quality of life for Woollahra residents. In particular, a focus on gaining a steady increase in the number of people coming to Gaden for social connection and a nutritious meal who might otherwise be dependent on home delivered food. In addition to providing social connections, Gaden is also a place where people can come independently, seeking advice or referral in a non-clinical setting. The service also provides a platform for community building, intergenerational connection, community information and support.

Further items on note from the Business Strategy include a merger with Junction House, a social support service for people with disabilities in nearby Waverley, and preparations for funding changes in the Disability sector.

### **Budget:**

In conjunction with the Business Strategy 2014-19, Holdsworth has requested continued funding for 2014/15 plus an increase of 2.5% (Annexure 3), totalling \$884,083. The request to increase funding by CPI has occurred on an annual basis in order to maintain service levels and is in accordance with the funding agreement.

From 2011 to 2014, Holdsworth has invested over \$600,000 in leasehold improvements to Council properties, eroding their cash reserves. Over the next 5 years, they plan to leverage these investments by achieving surplus budgets, especially by operating Gaden partly as a social enterprise over and above its primary function.

The Council contribution of \$884,083 has been included in the draft 2014/15 budget presented to the Corporate & Works Committee on 14 April 2014. The adoption of this recommendation makes no change to the method that Council allocates funding to Holdsworth as the funding is determined by Council during its annual budget process and the amount allocated is in accordance with the funding agreement.

### **Conclusion:**

The relationship between Holdsworth and Council is unique, with funding provided by Council used to leverage significant levels of funding from other funding sources. This report recommends

the notation of the Holdsworth Community Business Strategy 2014-19, and the requested base budget request of \$884,083, as it shows an ongoing commitment to improving the lives of the Woollahra community.

Sharon Campisi  
Manager Community Development

Kylie Walshe  
Director Community Services

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**Annexures:**

- Annexure 1      Holdsworth Community Annual Report 2012/13
- Annexure 2      Holdsworth Community Business Strategy 2014-19
- Annexure 3      2015 Budget overview and 2014/15 income and expenditure budget



**Political Donations – matters to be considered by Councillors at Meetings**

