



Community & Environment Committee

Agenda: *Community & Environment Committee*

Date: *Monday 30 April 2012*

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 (“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 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,
- 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 (“D” Items)

- 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

26 April 2012

To: Her Worship The Mayor, Councillor Susan Wynne ex-officio
Councillors Susan Jarnason (Chair)
Isabelle Shapiro (Deputy Chair)
Anthony Boskovitz
Peter Cavanagh
Greg Medcraft
Andrew Petrie
Toni Zeltzer

Dear Councillors

Community & Environment Committee Meeting – 30 April 2012

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 30 April 2012 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 30 April 2012	1
D2	Draft Delivery Program 2009 to 2013 & Operational Plan 2012/13 – Referral of Goals 1, 2, 3, 5, 7 & 8 – Priorities & Actions – 1229.G	2

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

R1	Holdsworth Community Centre & Services – Business Strategy & Budget 2012-13 – 126.G	4
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Item No: D1 Delegated to Committee
Subject: **Confirmation of Minutes of Meeting held on 16 April 2012**
Author: Les Windle, Manager - Governance
File No: See Council Minutes
Reason for Report: The Minutes of the Meeting of Monday 16 April 2012 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 16 April 2012 be taken as read and confirmed.

Les Windle
Manager – Governance

Item No: D2 Delegated to Committee

Subject: **Draft Delivery Program 2009 to 2013 and Operational Plan 2012/13 - Referral of Goals 1, 2, 3, 5, 7 & 8 - priorities and Actions**

Author: Kylie Walshe – Director Community Services
Tom O’Hanlon – Director Technical Services
Helen Tola – Governance & Corporate Planning Coordinator

File No: 1229.G

Reason for Report: To refer Priorities and Actions contained in the Draft Delivery Program 2009 to 2013 and Operational Plan 2012/13, relevant to the Community & Environment Committee, to the Committee for review.

Recommendation:

- A. That the Actions proposed for inclusion in the Draft Delivery Program and Operational Plan, relevant to the Community & Environment Committee, be endorsed for inclusion in the Draft Delivery Program 2009 to 2013 and Operational Plan 2012/13.
- B. That any changes to the Actions recommended by the Community & Environment Committee be referred to the Corporate & Works Committee Meeting to be held on 7 May 2012.

Background:

In considering the *Draft Delivery Program 2009 to 2013 and Operational Plan 2012/13* and *Draft Budget 2012/13* on 23 April 2012 the Corporate and Works Committee endorsed the referral of Priorities and draft Actions 2012/13 to both the Urban Planning Committee and Community & Environment Committee for review and comment, with recommended changes to be reported back to the Corporate & Works Committee on 7 May 2012.

The referral of Priorities and Actions to the respective standing committees is the same review process as was undertaken in preparing Council’s Operational Plan in 2010/11 and 2011/12.

The purpose of the referral is to provide all Councillors the opportunity to review the Priorities and Actions proposed for inclusion in the *Draft Delivery Program 2009 to 2013 and Operational Plan 2012/13* at the Committee level.

In respect of the specific Actions proposed in the 2012/13 Operational Plan, these are shown in the draft Plan as supporting the specific Priorities of the Delivery Program.

The structure of the 2012/13 Operational Plan is unchanged to that of the previous year’s Operational Plan to enable the reader to determine whether a specific Action is proposed for 2012/13 only or is a continuing Action from previous years. This is indicated by a tick alongside the respective Action under the relevant year.

Actions from the 2011/12 Operational Plan that are not proposed as continuing Actions have been deleted from the draft 2012/13 Operational Plan.

Annexure 1 to this report details the Priorities and Actions proposed for inclusion in the *Draft Delivery Program 2009 to 2013 & Operational Plan 2012/13*, for consideration by the Committee, relevant to the following Goals:

- Goal 1 – A connected & harmonious community*
- Goal 2 – A supported community*
- Goal 3 – A creative & vibrant community*
- Goal 5 – Liveable places*
- Goal 7 – Protecting our environment*
- Goal 8 – Sustainable use of resources*

Following consideration at the Committee level any new Actions which are identified will be reported back to the Corporate & Works Committee on 7 May 2012, for consideration, prior to the placement of the draft Delivery Program 2009 to 2013 & Operational Plan 2012/13 on public exhibition.

It is important to note that whilst undergoing a review, the Delivery Program remains the Delivery Program 2009 to 2013, with the existing Themes, Goals, Strategies and Priorities already adopted by Council, continuing for the remaining term of the current Council, unless any of these Themes, Goals, Strategies and Priorities change by specific resolution of Council.

Information regarding all 2011/12 Actions will continue to be reported to Council through the quarterly review process and will also be reported in Council's Annual Report. Following the finalisation of the end of June 2012 fourth quarter progress report against the 2011/12 Operational Plan, any Actions requiring re-inclusion in the *Delivery Program 2009 to 2013 & Operational Plan 2012/13* will be reported to the Corporate & Works Committee at such time.

Conclusion:

Following consideration of the Priorities and Actions proposed for inclusion in the Draft Delivery Program and Operational Plan, it is recommended that the Community & Environment Committee endorse those Priorities and Actions for inclusion in the Draft Delivery Program 2009 to 2013 and Operational Plan 2012/13.

Any changes to the proposed Actions recommended by the Urban Planning Committee will be referred to the Corporate & Works Committee Meeting to be held on 7 May 2012.

Helen Tola
Governance & Corporate Planning Coordinator

Kylie Walshe
Director Community Services

Tom O'Hanlon
Director Technical Services

Annexures

- 1 Extract of Priorities and Actions, Draft Delivery Program 2009 to 2013 and Operational Plan 2012/13 – Goals 1, 2, 3, 5, 7 & 8 (*circulated separately*)

Item No: R1 Recommendation to Council
Subject: **Holdsworth Community Centre & Services - Business strategy and budget 2012-13**
Author: Kylie Walshe
File No: 126.G
Reason for Report: To present the Holdsworth Community Centre & Services Business Plan and Budget 2012/13.

Recommendation:

- A. THAT Council note the Holdsworth Community Centre & Services Business Strategy 2012-13.
- B. THAT Council allocate \$748,800 in base funding to Holdsworth Community Centre & Services for 2012/13.
- C. THAT Council note that a further contribution will be made to Holdsworth Community Centre & Services for the transfer of the management of Meals on Wheels and the Woollahra Seniors & Community Centre.

Background:

Council has a long and successful relationship with Holdsworth Community Centre & Services (HCCS), commencing in the 1970s. Over that time Council has funded the Centre to provide a range of direct services to the Woollahra community, ranging from community transport to aged, disability and family services. HCCS is an incorporated body that has used the funding provided by Council as leverage to attract a significant amount of funding from other State and Commonwealth funding sources, thus improving the services available to Woollahra residents.

Council entered into a new Funding Agreement ('Agreement') with Holdsworth Street Community Centre Woollahra Incorporated, effective 1 July, 2010. The Agreement recognises the status of Holdsworth Street Community Centre Woollahra Incorporated and Holdsworth Family Services Incorporated (known as Holdsworth Community Centre and Services) as an organisation independent from Council.

Under the Agreement HCCS is required to provide Council annually with the following information at the following times:

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

This information has been presented in this report to assist Councillors with their consideration of the annual budget allocation to HCCS.

In addition to the above, HCCS has also requested (Annexure 2) that Council consider:

1. A 4% increase in base funding for 2012/13.
2. An increase of funding by CPI each year.
3. A reimbursement of the capital funding recently spent by HCCS on capital improvements at the Holdsworth Community Centre.

Business Strategy 2012/13:

HCCS has provided Council with the HCCS Business Strategy 2012-13 (Annexure 3), combining the Business Plan with the Strategic Plan required in the Agreement. This Strategy continues the commitment of HCCS 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 HCCS to improve the quality of life for Woollahra residents. In particular, HCCS will commence the management of a new meal services model from the Woollahra Seniors and Community Centre from 1 July 2012 (as per Council resolution of 26 March 2012), which will be an inclusive community café.

Proposal:

To achieve the Business Strategy 2012-13 and the long term goals of HCCS for the Woollahra community, a request has been made to increase the base funding allocation by 4% from \$720,000 to \$748,800 (Annexure 2). This request was included in the draft budget presented to the Corporate & Works Committee on 23 April 2012 and is separate from the funding allocated to the meals proposal. This increase is supported in light of the increase in services provided by HCCS to Woollahra residents over the past few years, with no increase in funding from Council since 2008.

The second request is for a commitment from Council for an annual increase in funding to HCCS by CPI, which will require amendments to the Agreement between Council and HCCS. As the Agreement will be amended to include the meal service proposal adopted by Council on 26 March 2012, it is considered appropriate that the request to increase the funding by CPI on an annual basis be considered by Council at that time. It is anticipated that this will be reported to Council by August 2012.

HCCS has also requested that Council reimburse the \$168,000 expended in 2011/12 to improve office accommodation at Holdsworth Community Centre, which was required to house the additional staff needed for expanded services. This amount is not included in the draft capital budget 2012/13 as it is not a priority.

Identification of Income & Expenditure:

From 2001 to 2007 Council allocated \$670,000 to HCCS for the provision of services and activities to the Woollahra community, with the exception of 2005/06 where \$610,000 allocated. The allocation from 2008/09 to 2011/12 was \$720,000.

The request for an additional \$28,000 in 2012/13 has been included in the draft budget presented to the Corporate & Works Committee on 23 April 2012. The total funding amount to HCCS in the draft budget 2012/13 is \$843,800, including \$748,800 base funding and \$95,000 for the new meals service at Woollahra Seniors and Community Centre.

Conclusion:

The relationship between Holdsworth Community Centre & Services 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 Centre & Services Business Strategy 2012-13, and the requested base budget request of \$748,000, as it shows an ongoing commitment to improving the lives of the Woollahra community.

Kylie Walshe
Director Community Services

ANNEXURES:

- Annexure 1 Holdsworth Community Centre & Services Annual Report 2010/11 (Circulated under separate cover)
- Annexure 2 Correspondence from Holdsworth Community Centre & Services, 17 April 2012.
- Annexure 3 Holdsworth Community Centre & Services Business Strategy 2012-13.

POLITICAL DONATIONS DECISION MAKING FLOWCHART FOR THE INFORMATION OF COUNCILLORS

