



# Urban Planning Committee

**Agenda:** *Urban Planning Committee*

**Date:** *Monday 30 May 2011*

**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).

## **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.
- Broad strategic matters, such as:-
  - Town Planning Objectives; and
  - major planning initiatives.
- Matters not within the specified functions of the Committee.
- Matters requiring supplementary votes to Budget.
- Urban Design Plans and Guidelines.
- Local Environment Plans.
- Residential and Commercial Development Control Plans.
- Rezoning applications.
- Heritage Conservation Controls.
- Traffic Management and Planning (Policy) and Approvals.
- Commercial Centres Beautification Plans of Management.
- Matters requiring the expenditure of moneys and in respect of which no Council vote has been made.
- Matters reserved by individual Councillors in accordance with any Council policy on "safeguards" and substantive changes.

## **Delegated Authority (“D” Items)**

- 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 resolutions).
- Confirmation of the Minutes of its Meetings.
- Any other matter falling within the responsibility of the Urban Planning 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 May 2011

To: Her Worship The Mayor, Councillor Isabelle Shapiro ex-officio  
Councillors Chris Howe (Chair)  
Lucienne Edelman (Deputy)  
Nicola Grieve  
Ian Plater  
David Shoebridge  
Malcolm Young  
Toni Zeltzer

Dear Councillors

### **Urban Planning Committee Meeting – 30 May 2011**

In accordance with the provisions of the Local Government Act 1993, I request your attendance at a Meeting of the Council's **Urban Planning Committee** to be held in the **Thornton Room (Committee Room), 536 New South Head Road, Double Bay, on Monday 30 May 2011 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 16 May 2011	1
D2	Delivery Program 2009 to 2013 & Operational Plan 2010/2011 Quarterly Progress Report March 2011 – Goal (4) – Well Planned Neighbourhoods – 1229.G	2

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

**Item No:** D1 Delegated to Committee  
**Subject:** **Confirmation of Minutes of Meeting held on 16 May 2011**  
**Author:** Les Windle, Manager – Governance  
**File No:** See Council Minutes  
**Reason for Report:** The Minutes of the Meeting of Monday 16 May 2011 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 Urban Planning Committee Meeting of 16 May 2011 be taken as read and confirmed.

Les Windle  
Manager - Governance

**Item No:** D2 Delegated to Committee

**Subject:** **Delivery Program 2009 to 2013 and Operational Plan 2010/2011 Quarterly Progress Report March 2011 - Goal (4) Well planned neighbourhoods**

**Author:** Allan Coker - Director Planning and Development  
Chris Bluett – Manager Strategic Planning  
Patrick Robinson – Manager Development Control

**File No:** 1229.G

**Reason for Report:** To review the status of the priorities and actions in Council's Delivery Program 2009 to 2013 and Operational Plan 2010/2011 for the three months ending 31 March 2011.

### **Recommendation**

THAT the March 2011 quarterly progress report on Goal 4 (Well planned neighbourhoods) of Council's Delivery Program 2009 to 2013 and Operational Plan 2010/11 be received and noted and that revised target dates be adopted.

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### **Background**

In June 2010 Council adopted the Delivery Program 2009 to 2013 and Operational Plan 2010/11 (DPOP) in line with the new Integrated Planning & Reporting Legislation for NSW Local Government.

As a consequence of the Integrated Planning & Reporting Legislation, the Local Government Act 1993 was amended to require Council to report on the progress of its Delivery Program at least every six (6) months. In response to the amendments and in order to ensure that Council's reporting to the community remains transparent, timely and manageable under the legislation, progress reports on the Delivery Program and Operational Plan will continue to be presented quarterly for the end of September, December, March and June each year.

The framework for quarterly progress reports is consistent with the structure of the Delivery Program and Operational Plan developed around the following interrelated Themes and supporting Goals:

**Theme: Community well-being**  
Goal 1: A connected and harmonious community.  
Goal 2: A supported community.  
Goal 3: A creative and vibrant community.

**Theme: Quality places and spaces**  
Goal 4: Well planned neighbourhoods.  
Goal 5: Liveable places.  
Goal 6: Getting around.

**Theme: A healthy environment**  
Goal 7: Protecting our environment.  
Goal 8: Sustainable use of resources.

**Theme: Local prosperity**  
Goal 9: Community focused economic development.

**Theme: Community leadership and participation**  
Goal 10: Working together.  
Goal 11: A well managed Council.

**Annexure 1** to this report is Council's Quarterly Progress Report for the period 1 October to 31 March 2011 for Goal 4, being most relevant to the Urban Planning Committee (UPC).

Progress comments for all Delivery Program Priorities and Operational Plan Actions are provided in the tables of Annexure 1. Council staff update these comments on an ongoing basis for internal management purposes with the comments then collated at the end of the quarter for reporting to Council and the community. Generally, actions included in the Operational Plan relate to the current financial year, however there are a number of actions that extend beyond June 2011, as indicated in the Target Date column.

As this is the third quarterly report for 2010/11, a tick will appear in the final column in the tables headed "Updated Comments" to indicate that the comments relating to that Action have been updated since the previous quarterly report to Council. This will enable Councillors and other readers of the report to easily identify where an Action status has been updated.

### Adopted Notices of Motion

To further improve the efficiency and transparency of Council's Integrated Planning & Reporting procedures, Notices of Motion which are strategic and/or project based are now included as additional Actions in the DPOP and reported on via the Quarterly Progress Report.

Adopted Notices of Motion which are non-strategic in nature, such as placement of an additional agenda item on a meeting or writing a letter to an organisation, will be monitored administratively.

During the March 2011 Quarter, one new Notice of Motion has been identified as strategic and/or project based in nature and included as a new Action. Details of this new Action are provided below:

<b>ACTION ARISING FROM AN ADOPTED NOTICE OF MOTION</b>	
<b>Action number in 2010/2011 Quarterly Progress Report</b>	<b>Action description</b>
4.1.2.3	4.1.2.3 Prepare a report on the adequacy and effectiveness of disclosure together with any proposed changes in the form of DA notifications to residents in an area affected by a DA, with particular reference to: - their rights to object to a DA. - the level at which a decision on the relevant DA may be made, and how it can be elevated should resident so desire. [Refer to NOM 28/03/2011 – Clrs Medcraft & Cavanagh].



## Quarterly Progress Report Format

The Corporate and Works Committee Meeting on the 21 February 2011, resolved in part:

- C. *THAT Quarterly Progress Reports and all Delivery Program and Operational Plan reports:*
- i. *clearly identify and distinguish the different documents on the front covers of them;*
  - ii. *contain a plain English précis on the first page of the report explaining the purpose of the document and how it fits in the overall planning of the Council; and*
  - iii. *clearly identify new comments and amended target dates.*

Having reviewed the Quarterly Progress Report format in response to resolution part C above, the following changes have been incorporated into the March 2011 Quarterly Progress Reports:

- Title pages for the Delivery Program/Operational Plan Progress Report and the Capital Works Program Progress Report show a clear distinction between the two documents, both in terms of layout and colour.
- A plain English précis has been included prior to the table of contents for both the Delivery Program/Operational Plan Quarterly Progress Report and also the Capital Works Program Report.
- Amended target dates for Actions are highlighted by way of the inclusion of the original target date as a note in the progress comments column which reads:

NOTE: Original target date Day Month Year

The Quarterly Progress Reports already include provision for the identification of new comments through the inclusion of a tick (✓) in the “Updated Comments” column. Whilst this is considered sufficient to clearly identify new comments in the reports, greater care is being taken to ensure ticks have been included where comments have been updated.

The above changes have been incorporated into the Quarterly Progress Reports without the need to invest in what could be costly system modifications. The option of investing in system modifications can be investigated further subject to Councillors’ feedback on the changes noted above.

## Development activity

**Annexure 2** provides graphical presentations of development activity turnaround times for the December quarter supporting the Progress Comments relevant to Priority 4.1.2 – Deliver high quality and timely development assessment.

## Conclusion

The Operational Plan includes actions, generally in the form of projects, which seek to achieve identified goals, strategies and priorities. These actions are continually being put forward through various sources and it is appropriate that the Operational Plan is updated regularly so that projects can be monitored.

It is recommended that the March 2011 Quarterly Progress Report on Goal 4 (Well planned neighbourhoods) of Council’s Delivery Program 2009 to 2013 and Operational Plan 2010/11, be received and noted and that revised target dates be adopted.

Chris Bluett  
Manager Strategic Planning

Patrick Robinson  
Manager Development Control

Allan Coker  
Director Planning and Development

**Annexure**

- 1 DPOP Quarterly Progress Report March 2011 for Goal 4 (Well planned neighbourhoods) – *distributed separately*
- 2 Graphical presentation of development activity turnaround time for the March quarter.

**POLITICAL DONATIONS DECISION MAKING FLOWCHART  
FOR THE INFORMATION OF COUNCILLORS**

