



Community & Environment Committee

Agenda: *Community & Environment Committee*

Date: *Tuesday 27 January 2009*

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

21 January 2009

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

Dear Councillors

Community & Environment Committee Meeting – 27 January 2009

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 Tuesday 27 January 2009 at 6.00pm.**

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 | 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 15 December 2008 | 1 |
| D2 | Woollahra Traffic Committee Extraordinary Meeting Minutes – 14 January 2009 | 2 |
| D3 | Review Paddington 2 Resident Permit Parking Scheme – 422.G | 4 |
| D4 | Child Care in the Municipality – 900.G | 14 |
| D5 | Natural Environment Principal Activity – 2 nd Quarter Management Plan Review – 827.G 08-11 | 37 |
| D6 | Parks & Public Space Principal Activity – 2 nd Quarter Management Plan Review – 827.G 08-11 | 54 |
| D7 | Community Services Management Plan Quarterly Report – 827.G 08-11 | 64 |

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 15 December 2008**
Author: Les Windle, Manager - Governance
File No: See Council Minutes
Reason for Report: The Minutes of the Meeting of Monday 15 December 2008 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 15 December 2008 be taken as read and confirmed.

Les Windle
Manager – Governance

Item No: D2 Delegated to Committee
Subject: **Woollahra Traffic Committee Extraordinary Meeting Minutes – 14 January 2009**
Author: Warwick Hatton, Director – Technical Services
File No: 595.G 2009
Reason for Report: For the Committee to consider the recommendations of the Extraordinary Meeting of the Woollahra Local Traffic Committee.

Recommendation:

THAT the Recommendation Y1 contained in the minutes of the Woollahra Traffic Committee, held by email on Wednesday 14 January 2009 be adopted.

Warwick Hatton
Director – Technical Services

Woollahra Local Traffic Committee Minutes

An extraordinary meeting of the Woollahra Local Traffic Committee (Meeting No.Jan/09) was held by email on Wednesday 14 January 2009.

1. Attendances

Committee Members:

| | | |
|----------|------------------------------|----------------------------------|
| Present: | Mr Warwick Hatton (Chairman) | (Woollahra Municipal Council) |
| | Mr Navin Prasad | (Roads and Traffic Authority) |
| | Snr Const D Roptell | (Rose Bay Police) |
| | Mr John Giblin | (Peter Debnam MP Representative) |

2. 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: Victoria Road, Bellevue Hill – Request for temporary No Stopping zone

Committee Vote: Unanimous Support

Recommendation:

1. That a temporary No Stopping zone be installed on both sides of Victoria Road, adjacent to the retaining wall dividing the roadway in proximity to the intersection with New South Head Road.

Warwick Hatton
Chair

Item No: D3 Delegated to Committee
Subject: **Review - Paddington 2 Resident Permit Parking Scheme**
Author: Greg Stewart - Project Manager Strategic Projects & Policy
File No: 422.G
Reason for Report: To report on the findings of a review carried out of the Paddington 2 Resident Permit Parking Scheme Area

Recommendation:

- A. That a report be submitted to the Woollahra Traffic Committee recommending:
- i. That the eastern side of Jersey Road between No 17 Jersey Road and Halls Lane, Woollahra be included in the Paddington 2 Resident Permit Parking Scheme Area, and
 - ii. That five unrestricted parking spaces on the eastern side of Jersey Road north of the driveway to No 21 Jersey Road be signposted as 2 Hour Parking, 8am – 11pm, Permit Holders Excepted.
- B. That a suitable enforcement strategy be put in place to ensure that the incidence of illegal parking in the area does not reach a level where it impacts on the ability of residents with a parking permit from finding a parking space in close proximity to their residence.

Background:

The Roads and Traffic Authority Guidelines for the introduction of Resident Permit Parking Schemes require, as a condition of their approval, that the Parking Schemes be reviewed on a regular basis. In accordance with this requirement, Council has completed a review of the Woollahra 1, Woollahra 2, Paddington 4 and Edgecliff 1 Resident Permit Parking Schemes and this report contains the findings and recommendations of a review carried out of the Paddington 2 Resident Permit Parking Scheme Area.

Paddington 2 Resident Permit Parking Scheme Area:

The Paddington 2 Resident Permit Parking Scheme covers the area generally bounded by Oxford Street, Jersey Road, Paddington Street, Hopetoun Street, Broughton Street, Glenmore Road, Begg Lane and Young Street as shown on the plan attached as Annexure 1. The surrounding Resident Permit Parking Schemes are also shown in Annexure 1.

Reason for the introduction of the Paddington 2 Resident Permit Parking Scheme:

The Paddington 2 Resident Permit Parking Scheme was introduced to regulate the competing demand for the available on street parking in the area between residents and shopper, shopkeeper and employee parking generated by the Oxford Street and William Street Commercial Centres and night time parking associated with the hotels in the area.

Success of the Paddington 2 Resident Permit Parking Scheme:

The introduction of the Paddington 2 Resident Permit Parking Scheme has been successful. Very few complaints have been received by Council regarding the overall implementation and operation of the scheme although requests are received by Council from time to time for minor alterations to the scheme, mainly resulting from activities and developments that alter parking patterns within the area.

Hours of Operation of the Parking Scheme:

The Paddington 2 Resident Permit Parking Scheme operates between the hours of 8am and 11pm, seven days a week. This range of hours covers the normal office and business hours of the Oxford Street / William Street commercial shopping centre as well as the highest patronised trading hours of the hotels in the area.

Provision of Resident Permit Parking Spaces:

In order to determine the relationship between the number of parking permits issued to residents in the Paddington 2 Resident Permit Parking Scheme Area compared to the number of signposted resident permit parking spaces available, and to determine whether these parking spaces are located in reasonably close proximity to the properties issued with a parking permit, the area was subdivided into four smaller areas as shown on the plan attached as Annexure 2. The results of this analysis are shown in the Table attached as Annexure 3.

It can be seen from the analysis carried out that the average number of resident permit parking spaces allocated per parking permit across the Paddington 2 Resident Permit Parking Scheme Area is 0.9 spaces per permit. The number of resident permit parking spaces per parking permit in each of the four sub-areas analysed ranged from 0.78 in Area 2 to 1.06 in Area 1, indicating that there is a reasonably even distribution of resident permit parking spaces across the area.

Whilst the average number of resident permit parking spaces allocated at 0.9 spaces per permit is slightly less than the desirable provision of one resident permit parking space per parking permit, the fact that very few requests have been received by Council for the allocation of additional resident permit parking spaces, would indicate that the number of resident permit parking spaces currently provided is sufficient to cater for the needs of the local residents.

Also, as there are few parking spaces within the Paddington 2 Area that are not currently signposted as resident permit parking, especially near the Oxford Street and William Street shopping centres, there is very little scope to increase the number of resident permit parking spaces in this area.

Parking Survey and Analysis of the Results of the Survey:

A survey of the Paddington 2 Resident Permit Parking Scheme Area was carried out to determine the characteristics of the on street parking in the area. The survey consisted of the recording of the number plate of each vehicle parked in each of the streets every two hours throughout the day between the hours of 8am and 4pm and identifying whether the parked vehicle had a current parking permit attached.

The results obtained from the parking survey of the area are as follows:

On Street Parking Occupancy Rates

Attached as Annexure 4 is a Table which shows the number of on street parking spaces in each of the streets within the Paddington 2 Resident Permit Parking Scheme Area, together with the percentage of spaces which were occupied on the day the parking survey was carried out. From this Table, it can be seen that the parking occupancy rates for all the streets within the area on a normal weekday were relatively high with on average 77% of all the parking spaces within the Resident Permit Parking Scheme Area being occupied between the hours of 8am and 4pm. Occupancy rates for the streets closest to the Oxford Street and William Street shopping areas were also found to be generally higher than those for the streets further away from the main shopping areas.

The high parking occupancy rates obtained from the survey demonstrate the need for a Resident Permit Parking Scheme in this area, as without the current continuous turnover of non resident parking, there would be very few vacant parking spaces available for resident parking.

Resident Permit Parking Space – Parking Occupancy Rates

A summary of the parking that is occurring in the signposted Resident Permit Parking spaces between the hours of 8am and 4pm weekdays, has been compiled from the information obtained from the parking surveys and is attached as Annexure 5.

From the results of the parking survey carried out, it has been determined that:

1. on a normal weekday, an average of 75% of the signposted resident permit parking spaces (738 of 981 spaces) are usually occupied by a parked vehicle.
2. on average, 37% of the signposted resident permit parking spaces were occupied by a vehicle with a resident permit parking permit attached.
3. 26% of the resident permit parking spaces were occupied by vehicles illegally parked without a parking permit in excess of the signposted parking time limit.
4. on average, 37% of the signposted resident permit parking spaces were occupied by a vehicle either legally parked or illegally parked without a resident parking permit attached.

Because vehicles are not always parked closely together, an occupancy rate of greater than 95% is generally considered to be fully occupied. The results of the parking survey carried out therefore indicates that during a normal weekday, some 20% of the signposted resident permit parking spaces are available for resident and short term parking. This is considered to be reasonable and sufficient to enable a resident with a parking permit to find an available parking space in reasonably close proximity to their residence.

The fact that only 37% of the signposted resident permit parking spaces were occupied by vehicles with a parking permit attached, together with the low number of complaints received from residents regarding the lack of available on street parking, would indicate that between 8am and 4pm weekdays, a significant number of residents' vehicles are "taken to work" and not parked within the Paddington 2 Resident Parking Scheme Area. This would reinforce the need for the lower number of allocated resident permit parking spaces of 0.9 parking spaces per resident parking permit rather than the desirable limit of 1.0 space per permit.

The results of the survey have also highlighted that there is a significant number (26%) of vehicles being illegally parked in the signposted resident permit parking spaces in excess of the parking time limit without a resident parking permit. This illegal parking, when added to the number of vehicles without a parking permit which legally park in these areas for less than the parking time limit, significantly reduces the number of parking spaces available for resident parking.

As improved enforcement of the existing parking restrictions would increase parking turnover and therefore also increase the chances of a resident with a parking permit in finding a vacant parking space in close proximity to their residence, **it is recommended** that a suitable enforcement strategy be put in place to ensure that the incidence of illegal parking in the area does not reach a level where it impacts on the ability of residents with a parking permit from finding a parking space in close proximity to their residence.

Recommended Alterations to the Boundary of the Parking Scheme:

It can be seen from the map attached as Annexure 1 that the properties on the eastern side of Jersey Road between No 17 Jersey Road and Halls Lane have not included in a Resident Permit Parking Scheme Area and are “sandwiched” between the adjoining Paddington 2 and Paddington 4 Resident Parking Scheme Areas. Although a large percentage of these properties have off street parking facilities and therefore do not need to park on the street, several requests have been received from residents of this area for this area to be included in the Paddington 2 Resident Permit Parking Scheme Area and for some resident permit parking spaces to be provided on this side of the street.

Because all of the available on street parking on the eastern side of Jersey Road between No 17 Jersey Road and Halls Lane is currently unrestricted parking, most of the parking that occurs on this side of the street is long term parking with minimal parking turnover. In order to improve parking conditions for residents of this section of Jersey Road, it is recommended:

- That the eastern side of Jersey Road between No 17 Jersey Road and Halls Lane, Woollahra be included in the Paddington 2 Resident Permit Parking Scheme Area, and
- That five unrestricted parking spaces on the eastern side of Jersey Road north of the driveway to No 21 Jersey Road be signposted as 2 Hour Parking, 8am – 11pm, Permit Holders Excepted.

Conclusion:

From the results of the review carried out, it appears that the Paddington 2 Resident Permit Parking Scheme in its current form, apart from the minor alterations recommended in this report, achieves the desired objective of regulating and successfully balancing the competing demands for the limited available on street parking in the area. The fact that very few complaints are received by Council regarding the implementation and operation of this Resident Permit Parking Scheme, would seem to confirm that this is the case.

It is therefore recommended:

- A That a report be submitted to the Woollahra Traffic Committee recommending:
- i. That the eastern side of Jersey Road between No 17 Jersey Road and Halls Lane, Woollahra be included in the Paddington 2 Resident Permit Parking Scheme Area, and
 - ii. That five unrestricted parking spaces on the eastern side of Jersey Road north of the driveway to No 21 Jersey Road be signposted as 2 Hour Parking, 8am – 11pm, Permit Holders Excepted.

- B. That a suitable enforcement strategy be put in place to ensure that the incidence of illegal parking in the area does not reach a level where it impacts on the ability of residents with a parking permit from finding a parking space in close proximity to their residence.

Greg Stewart
Project Manager Strategic Projects & Policy

Warwick Hatton
Director Technical Services

ANNEXURES:

1. Plan showing the Paddington 2 Resident Permit Parking Scheme Area.
2. Plan showing the Paddington 2 Resident Permit Parking Scheme Area and the sub-areas used in the parking analysis of the area.
3. Resident Permit Parking Space Allocation Analysis
4. On-street Parking Occupancy Rate Analysis
5. Resident Permit Parking Space Parking Occupancy Rate Analysis

Item No: D4 Delegated to Committee
Subject: **Child Care in the Municipality**
Author: Manager Community Development
File No: 900.G
Reason for Report: Response to an adopted Notice of Motion

Recommendation:

That Council approve the engagement of a consultant to provide a report on Child Care, as detailed in this report.

Background:

At the Council meeting on 15th December 2008 the following Notice of Motion was adopted-

“That a report be provided on the cost and process for the study of child care in the Municipality. The study will include a detailed review of child care needs, the types of child care in demand now and in the future and recommend suitable sites and funding models for the construction and operation of child care centres”.

The following provides information on the process for a study to provide the required detail and the associated costs.

Child Care:

The terms child care and preschool or kindergarten sometimes are confused and some clarification is required. Child care is mainly designed for children aged up to five years, but can also include after-school hours and holiday care for primary school-aged children. From the age of three, children can attend kindergarten or preschool programs. This report will focus on services for children prior to attendance at school.

A distinction also needs to be made between services that are purely for child care and those that have education and learning as their main focus. Services that are structured around caring for children as their parents are either at work or study includes long day care and occasional care. Education is also a part of child care at these services, however their hours of operation are usually set to accommodate working parents.

There are four options for child care used by residents of Woollahra:

- having your child cared for by a friend, relative or nanny in your home
- family day care with a small group of children in an approved carer’s home.
- centre-based care in a child care centre with trained staff and a structured program
- an occasional care centre for short-term care.

Long Day care provides education and care from birth to approximately 5 year-olds and operates at minimum 8 hours to maximum 12 hours a day, at least 48 weeks per year. In most centres meals are provided. Occasional Care provides education and care from birth to 6 year-olds operating for a maximum 8 hours a day up to 48 weeks per year. Meals are generally not provided.

Preschools and kindergartens, on the other hand, focus predominantly on learning, socialisation skills and preparation to attend school. These usually offer short learning sessions, from about one hour at the age of three up to four hours for four-year-old kindergarten students. Preschool provides education and care usually for 3 to 6 year-olds. It operates 9am to 3pm with short extended hours available and has 4 terms per year. Meals are generally not provided.

Past Studies

The Social and Cultural Plan 2008-13, endorsed by Council in 2008, identified that over the past ten years the number of children aged 0 to 11 years in the Woollahra LGA has increased by 16% from 4,870 in 1996 to 5,657 in 2006. This increase is mostly due to increasing numbers of 0 to 4 year olds. Many parents are also choosing to have children later in life, and families are deciding to stay in the area as their children get older.

A Child Care Centre supply and demand assessment was undertaken for the Municipality in 2007 (see Annexure 1). The level of analysis on child care in the report provides a valuable snapshot of the current number of child care centres, number of places and vacancies and general trends of child care usage. However, the report does not indicate usage patterns or parent preferences for service types and has not been updated since November 2007. Additional information is required on the use of nannies, new facilities in the area and a survey of parents of young children that are current users and non users of local child care services. As there is anecdotal evidence that a significant number of Woollahra residents use nannies for child care this use must be fully understood and included in a detailed assessment. A further study will provide this information prior to any decision being made on resource allocation by Council.

Current Provision by Council

Council currently manages one Preschool that was previously managed by a Parent Management Committee. Council receives a grant from the Department of Community Services and is required to comply with State standards for the care and educational framework for this service.

The service is available for 3-6 year olds. It is a three-unit centre, catering for 60 children per day, offering two-day placements to 3 year olds and three-day placements to children who will go to school the following year. Families do not have to live in the area to be eligible to attend.

A benchmarking study for the Preschool included in the 2008-11 Management Plan is about to commence. This study will identify how our service fits in the broader child care context.

Council does not currently manage any services that meet the child care needs of full time working parents.

Proposal:

It is proposed that a detailed child care study be undertaken in 2009 based on the following-

Stage 1 - Process for a Study of Child Care

The starting point for understanding child care needs is a demographic profile of the local government area, based on ABS Statistics and relevant local social planning documents. This research has already been completed in the child care report in Annexure 1. In association with the quantitative data already collected, relevant State and Commonwealth research reports would be sourced to provide an understanding of current and future trends and the potential allocation of resources from each levels of government.

It is particularly important to complete an analysis of local consumer usage patterns of child care options so that Council can understand any current gaps, parent preferences and future demands. A comprehensive consultation process will be required, including both consumers and service providers. The results of the benchmarking process for Council's Preschool will also be considered at this stage in the project.

The results of Stage 1 will outline the need for additional child care services, the ages requiring this child care and the types of services in demand now and in the future. This could include a mix of long day care and preschool services.

Stage 2 - Suitable Sites

If the results of Stage 1 indicate a need for additional child care services then Stage 2 will commence.

To identify suitable sites for child care centres (CCC) an investigation will be carried out for sites that are permissible under the Local Environmental Plan. Criteria to be met under the Child Care Developmental Control Plan (DCP) include size and configuration of the land, required play areas, the ability of the existing or proposed building to provide for relevant child care, likely disturbances to neighbours and peak traffic generation and the ability of the site to provide for off street parking. Different age groups and types of service also have different requirements or restrictions, although many may overlap.

The analysis will include recommendations of future suitable sites in direct relation to favoured types of child care, age group options and room configurations.

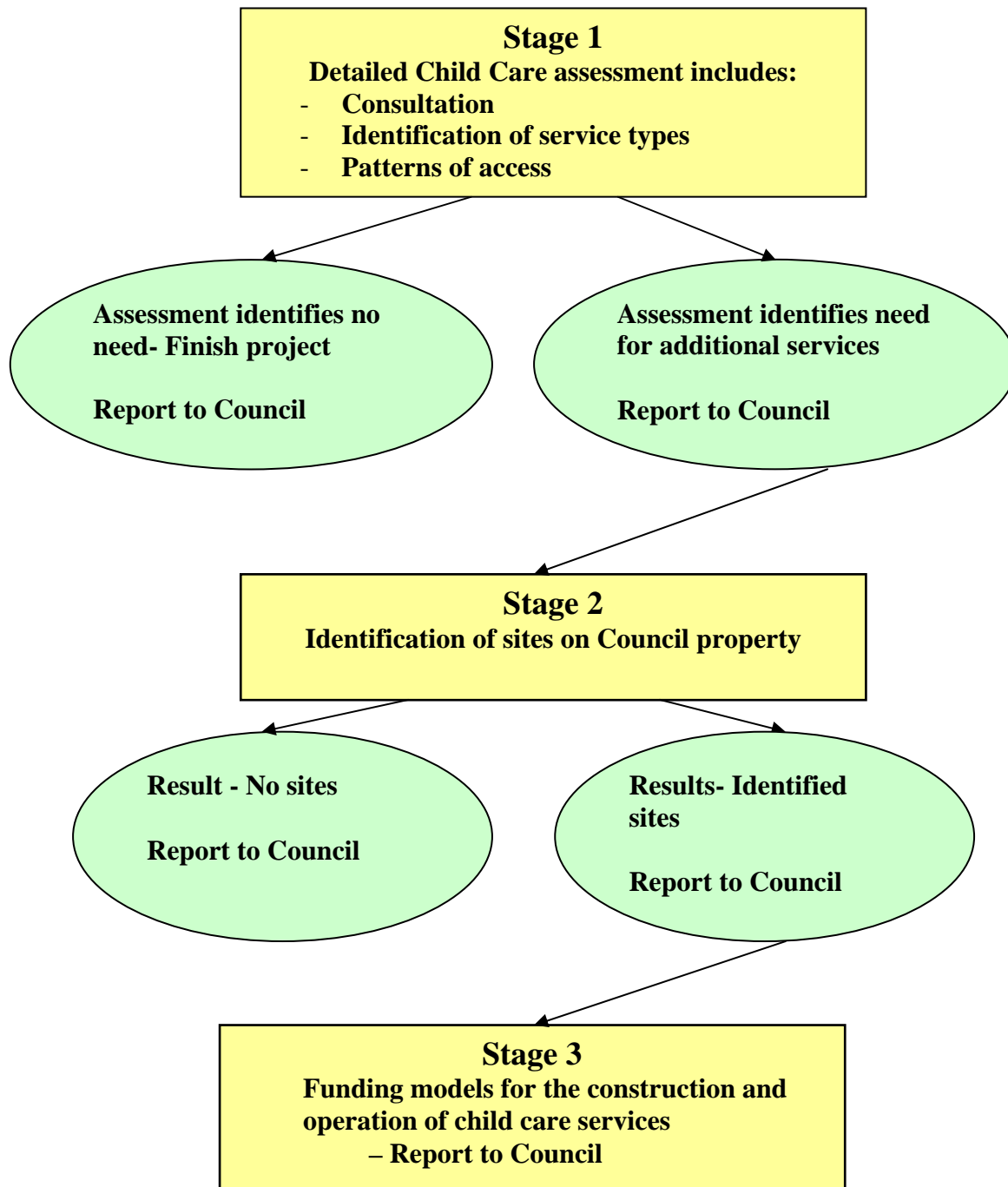
Stage 3 - Funding Models for the Construction of and Operation of Child Care Centres

Models will be investigated that promote optimal educational, care, health and wellbeing outcomes for child care consumers and value for money for both Council and the community. This stage will look at different levels of contributions from Council, ranging from the provision of public land for the construction and management of centres by a third party to the construction and management of centres by Council.

On completion of the analysis and consultation with key organisations and consumers, an accurate and detailed report will provide appropriate options for child care provision for this community for Council consideration.

It is recommended that a quotation process commence, including the specifications be developed for the project such as timelines, fee schedule and methodology to complete all aspects of the study.

Process for the Study of Child Care in the Municipality



Consultation:

There will be extensive consultation in Stage 1 of the study, including a survey of parents that are both users and non users of child care services and focus groups on preferred child care options and criteria for location of child care centres. e.g.: close to work or close to home.

Identification of Income & Expenditure:

There is currently no budget allocation for this study in 2008-09. It is anticipated that the cost would be approximately \$50,000 for a consultant for Stage 1. If Council decides to commence this process, a budget adjustment will be made in the next quarterly budget review for Stage 1.

If Stage 2 is approved then it is anticipated that a budget allocation of approximately \$20,000 is required for the engagement of a consultant. Stage 3 would require approximately \$25,000. If this proposal is adopted, an allocation will be made through the usual budget allocation process for the 2009/10 financial year.

Conclusion:

The completion of a comprehensive child care study will ensure that Council is provided with all the appropriate information required to make a decision on the role of Council in the future provision of child care services. To date Council has completed an assessment on child care, however additional information is required in the areas of patterns of use by parents, types of child care, available suitable sites and funding models for construction and management of these services.

The support of this proposal is an opportunity to complete a comprehensive report for Council to make decisions on the allocation of resources for child care in the Municipality.

Sue Turner
Manager Community Development

Kylie Walshe
Director Community Services

ANNEXURES:

Annexure 1 - Woollahra Council – Child care centre supply and demand assessment – November 2007

Item No: D5 Delegated to Committee

Subject: **Natural Environment Principal Activity - 2nd Quarter Management Plan Review**

Author: Warwick Hatton - Director Technical Services

File No: 827.G 08-11

Reason for Report: To review the status of works and services for the Management Plan principal activity of Natural Environment for the three months ending 31 December 2008.

Recommendation:

- A. That the status of projects for the Natural Environment principal activity be noted.
- B. That the variations to projects be agreed subject to adoption of the relevant budget variations included in the separately reported quarterly financial review.

Background:

Section 407(1) of the Local Government Act requires that Council review the progress of the adopted management plan on a quarterly basis. Included with this report is the second quarterly review of Principal Activity No 2 of the Management Plan, which is "Natural Environment". This principal activity has the following sub- activities:

- 2.1 Environmental Sustainability
- 2.2 Stormwater Systems (including Floodplain Management & Environmental Monitoring)
- 2.3 Tree Management
- 2.4 Waste Services
- 2.5 Street Cleaning
- 2.6 Bush Regeneration
- 2.7 Harbour Facilities
- 2.8 Sustainability Education

Included as an Annexure to this report is:

- 1. The Natural Environment Principal Activity of the Management Plan with detailed comments on the status of items in each sub activity.
- 2. Any uncompleted adopted "Notices of Motion" related to the Natural Environment principal activity.

The Annexure includes all the details, whereas, set out in the following part of this report is a commentary on variations, changes, exception, completed work, achievements, etc. The purpose being to provide Councillors with a snapshot on the key influences or issues arising from this quarterly review.

"Notices of Motion", which have a major impact on approved Management Plan core activities and projects, have been included in the management plan as variations so as to facilitate the changing of priorities in an orderly and transparent manner.

Comments on budget variations, where they are material or have an impact on the program of works or projects, may be included in this report. However, the budget review and confirmation of any changed forecast will be considered in a separate budget report, which reviews the overall financial position of the Council at the end of the quarter.

Following is the commentary on each sub-activity.

2.1 Environmental Sustainability

We commenced the preparation of the Woollahra State of the Environment (SoE) Report 2007/2008. This will be the last SoE in this format. The traditional SoE report will be replaced by the integrated planning and reporting program. The SoE report and the Annual Report are to be submitted to the Minister for Local Government by 30 November each year.

We continued to work together with Randwick and Waverley Councils on the Urban Sustainability Grant for the Eastern Suburbs Ecological Footprint Project. This is a regional, three year project that aims to identify and reduce the ecological footprint of the Eastern Suburbs. A number of projects are being progressed, and these include;

- Rose Bay Stormwater Quality. A water quality monitoring strategy has been developed during the quarter and will commence in January 2009 to provide baseline data and to monitor any trends in water quality over the next 12 – 18 months.
- A successful trial of the free Home Energy Assessments was undertaken during the quarter. A formal program for householders will be launched in February 2009.
- A DA has been submitted for the Sustainability Demonstration House (Barrett House) to demonstrate affordable sustainable technologies to the community, and
- Completion of a commercial organic waste collection trial to reduce the amount of waste disposed to landfill.

We commenced the preparation of the Environmental Management Strategy, with the review of regional, State and National plans and strategies for related goals, targets and indicators. The Environmental Management Strategy will build on the information gained from the draft Woollahra Sustainability Plan and will help to inform the Community Strategic Plan.

2.2 Stormwater Systems

Scheduled pit cleaning and stormwater line maintenance was undertaken on an ongoing basis. The details of the cleaning undertaken are electronically logged into the asset maintenance system.

In the second quarter: 994 pits were inspected and/or cleared, and a total of 16.5 tonnes of pollutants was removed. Pollutants cleared from pits consisted of 16% litter; 14% silt; 70% organics. Seven Gross Pollutant Traps (GPTs) were cleaned, a total of 20.7 tonnes of pollutants removed. Pollutants cleared from GPTs consisted of 18% litter; 12% silt; 70% organics.

We use the above information for programming stormwater system cleaning and maintenance, and for developing our environmental monitoring database. We use the data that is captured in reports, such as the State of Environment Report and Annual Reports, and to identify targets for improving stormwater quality, to identify hotspots and high maintenance areas.

Flood Study for Rushcutters Bay completed in 2007/08. Floodplain Risk Management Study 80% completed.

Flood Study for Double Bay completed in 2007/08. A consultant has commenced the Floodplain Risk Management Study.

Draft Flood Study for Rose Bay was placed on public exhibition in 2007/08. We reviewed the Flood Study for Rose Bay having regard to public comments and including better information from the upstream North Bondi catchment, which is in the Waverley Council area. The Draft Flood Study is now ready to be adopted by Council.

We received grant funding in 2007/08 to commence the above floodplain risk management projects. We applied to the Department of Environment and Climate Change for ongoing grant funding to progress these projects as part of the 2008/09 National Disaster Mitigation Program. An additional \$95,000 grant has been approved to be split between these projects as needed

Consultant engaged to review draft DCP and develop technical documentation. Appropriate specific controls will be considered in the Floodplain Risk Management Study and Plans developed for each of the flood study catchment areas. The DCP will be developed in parallel with this process.

Consultants have also been engaged to undertake a comprehensive review and update of the 1996 Port Jackson South Stormwater Management Plan.

Water sensitive urban design (WSUD) alternatives are being incorporated into various capital renewal and streetscape improvement projects, including gross pollutant traps and pit baskets, rain gardens, permeable pavements and sand filters. Details of specific drainage works are included with Principal Activity No 8 of the Management Plan - Environmental, Infrastructure & Stormwater Works Program.

2.3 Tree Management

During this quarter we processed 171 applications for pruning or removal of trees protected by the Tree Preservation Order and assessed 149 development applications related to tree management issues. This quarter we serviced 372 applications for pruning or removal of street or park trees, and carried out new or replacement tree planting at 20 locations.

A draft Street Tree Masterplan has been developed as part of the Vegetation Management Strategy (VMS). The Street Tree Masterplan is proposed to be presented to the VMS Working Party in the next quarter, and subsequently to the Community & Environment Committee. A report specifically related to trees and views at Yarranabbe Park will be presented to Council in February.

Data collection is underway for the park tree asset management project. Annual condition surveys on street trees allow us to prioritise our tree maintenance program.

2.4 Waste Services

We continued to work with our recycling contractor to implement educational programs targeted at recycling initiatives for Multiple Unit Dwellings and other areas of poor recycling. A waste audit carried out recently by the DECC has shown excellent results, with the overall recovery rate at 86.6% and a diversion rate of 64.4%. Both these figures are the highest ever recorded by the auditors.

Workshops continue to be held with residents to educate them on the use of worm farms and composting. These have become very popular and attendance numbers are increasing. We have also visited several schools to assist in the education of students in recycling, worm farming and composting.

On November 15 we commenced our new “Kitchen to Compost Service” which will require residents to place all food scraps into their green organics bin rather than their red residual bin. Early signs are that the new service has been accepted widely by the community.

We are currently preparing our latest newsletter to be circulated to all business centres informing shop owners of Councils ongoing efforts to maintain our business centres and to inform them of ways to minimise their waste. This newsletter is to be a regular bi-yearly circulation..

2.5 Street/Beach Cleaning

A review of the street cleaning schedules took place in the last quarter of 2008. Following that review, we are now looking at making the necessary alterations to our schedules and work practices. The results of the review and the changes proposed to service levels, will be incorporated in negotiations for the new Enterprise Agreement currently being undertaken with Street Cleaning staff. We are aiming to complete these negotiations by the end of the first quarter of 2009.

The new schedules will provide a higher standard of cleanliness to all streets, lanes and public walkways.

Included in this review is the level of service currently being provided to all bus shelters.

We recently purchased a new beach rake and tractor which has removed more litter from beaches than we were previously able to do by hand. This has included the collection of buried objects such as glass and syringes. It has also allowed us to clean more beaches in a shorter timeframe than was previously achievable with manual cleaning methods.

2.6 Bush Regeneration

The bush regeneration schedules were completed to standard this quarter. The tender for the Cooper Park pond and drainage project was awarded to Total Earth Care landscaping.

Significant primary clearance and replanting projects were undertaken at Trumper Park and Cooper Park this quarter.

Bushcare volunteer programs continued in Harbourview Park, Gap Park, Trumper Park and Cooper Park. We currently have 60 active Bushcare members.

2.7 Harbour Facilities

Council has adopted a design for the reconstruction of the Watsons Bay Baths. A detailed DA submission was submitted to Council in June. In response to comments received by the Department of Primary Industry, minor design amendments have been undertaken and the proposal will be presented to Council for consideration in the next quarter.

A grant application was prepared seeking funding to upgrade the Lyne Park boat ramp / ferry wharf carpark. The outcome of the application will be known next quarter.

Ongoing maintenance inspections and repairs to harbour facilities, including public wharves and harbourside pools have been undertaken over the course of the last quarter. In the last quarter an inspection revealed that the Rose Bay recreational wharf requires repair. It has been closed to public use until a marine engineer can inspect and recommend necessary repairs which will be undertaken in January 2009.

2.8 Sustainability Education

A full time Environmental Education Officer commenced work with us in December 2008 and is currently working on a list of projects and events focused on our four target groups – Residents, Schools, Business, and Council Staff. The sustainability workshop program for 2009 was developed and we have started adding presenters for different workshops into a database.

Council completed its second annual Environmental Sculpture Schools Competition during the quarter. A total of 86 students submitted sculptures which were displayed in Councils customer service area. The competition was won by a Year 5 student from Kincoppal Rose Bay Junior School, and the event was well covered by the Sydney Morning Herald, in an article published on the 5th November 2008.

The first free sustainability workshop for 2009 was organised during the quarter and will be held on Wednesday 25th February 2009. The ‘Birds in Your Backyard’ workshop will be run in conjunction with Birds Australia, and information has been sent out to residents inviting them to attend the workshop and field session.

We held the first ‘SWAP and GO’ event for Council staff on 26 November 2008. The event was held to raise awareness and encourage the adoption of recycling practices. More than 20 people attended the event.

The Environmental Education Officer commenced a study into the feasibility of a Woollahra Sustainable Business Awards Program: The program would be open to any local business who can demonstrated one or more of the following:

1. Most outstanding contribution to sustainability/environment
2. Adoption of environmental campaigns/initiatives, e.g Bagbusters!
3. Community Partnerships/ Environmental initiatives
4. Other sustainable business partnerships
5. Waste reduction and recycling
6. Energy conservation
7. Water conservation
8. Sustainable practices promotion

Warwick Hatton
Director Technical Services

Annexures:

1. December 2008 Quarterly Review of Principal Activity – Natural Environment

Item No: D6 Delegated to Committee
Subject: **Parks & Public Space Principal Activity – 2nd Quarter Management Plan Review**
Author: Warwick Hatton - Director Technical Services
File No: 827.G 08-11
Reason for Report: To review the status of works and services for the Management Plan principal activity of Parks and Public Space for the three months ending 31 December 2008.

Recommendation:

- A. That the status of projects for the Parks and Public Space principal activity be noted.
- B. That the variations to projects be agreed subject to adoption of the relevant budget variations included in the separately reported quarterly financial review.

Background:

Section 407(1) of the Local Government Act requires that Council review the progress of the adopted management plan on a quarterly basis. Included with this report is the second quarterly review of Principal Activity No 4 of the Management Plan, which is "Parks & Public Space". This principal activity has the following sub- activities:

- 4.1 Open Space Management
- 4.2 Open Space Asset Management
- 4.3 Open Space Maintenance & Construction
- 4.4 Park Facilities

Included as an Annexure to this report is:

- 1. The Parks & Public Space Principal activity of the Management Plan with detailed comments on the status of items in each sub activity.
- 2. Any uncompleted adopted "Notices of Motion" related to the Parks and Public Space principal activity.

The Annexure includes all the details, whereas, set out in the following part of this report is a commentary on variations, changes, exception, completed work, achievements, etc. The purpose being to provide Councillors with a snapshot on the key influences or issues arising from this quarterly review.

"Notices of Motion", which have a major impact on approved Management Plan core activities and projects, have been included in the management plan as variations so as to facilitate the changing of priorities in an orderly and transparent manner.

Comments on budget variations, where they are material or have an impact on the program of works or projects, may be included in this report. However, the budget review and confirmation of any changed forecast will be considered in a separate budget report, which reviews the overall financial position of the Council at the end of the quarter.

Following is the commentary on each sub activity:

4.1 Open Space Management

This quarter we processed 565 park hire approvals and 15 filming and photography approvals.

Investigations have continued on issues arising from Notices of Motion including review of security lighting in parks and carparks. Reports regarding these items will be presented to Council next quarter.

4.2 Open Space Asset Management

Updating of Plans of Management for Trumper Park, Cooper Park and Foreshore Parks is under way. The Trumper Park and Cooper Park Plan of Management will be presented to Council early in 2009.

Following the preparation and adoption of the Gap Park Masterplan, funding submissions have been prepared and submitted to several Government Departments. A meeting was also held with senior staff from the NSW Department of Premier and Cabinet to emphasize the importance of the project. Detailed plans of the Gap Park project are being prepared in preparation for calling tenders next quarter.

The replacement of the Coastal Cliff-top fence between Signal Hill Reserve and Christison Park was completed.

Grant applications have been awarded to Council for:

- Lyne Park foreshore walk upgrade \$69,840; and
- Cooper Park sustainable water project \$250,000

Further grant announcements from state and federal departments are expected to be made next quarter.

Condition surveys for landscape and infrastructure assets have led to the implementation of cyclic maintenance schedules for assets such as park lighting and benches. This information is also assisting with the prioritisation of other asset maintenance issues in our parks and reserves.

Parks Staff are undertaking annual condition surveys of all street trees and prioritising maintenance work accordingly. The asset inventory of all high risk trees in parks is underway.

4.3 Open Space Maintenance & Construction

A tender has been prepared for the restoration of Cooper Park pond in conjunction with water quality improvements. These works will commence next quarter.

All cyclic open space maintenance schedules were completed to standard this quarter. All programmed garden bed and sportsground renovations were satisfactorily completed.

Performance targets are currently being developed for all Park and Street Tree maintenance programs.

Some of the landscaping projects completed for this quarter were: Soudan Street playground, Harris Street median island and the Parsley Creek footbridge.

The Christison Park sub-surface irrigation / water recycle system was installed.

Quotes have been obtained and contractors commissioned to construct a memorial at Sir David Martin Reserve which acknowledges the rich history of the site and the contribution made by the naval personnel who served at the site. The memorial will be completed and formally opened next quarter.

4.4 Park Facilities

All scheduled maintenance to park and open space areas was completed to standard.

The designs for a new playground and Rushcutters Bay Park has been completed and scheduled to be installed next quarter. Designs for new playground shade structures at Plumb Reserve and North Cooper Park have been finalised and ordered and programmed for installation in February.

Grant applications have been submitted to allow the Gap Park Masterplan to be implemented. Government departments have also been lobbied. Detailed tender documents are being prepared in preparation for calling tenders next quarter.

An integrated computerised system has been rolled out to all sportsground lighting and irrigation systems. This system will assist to further save water and electricity consumption.

Design of the Paddington Community Garden has been finalised and a site remediation action plan is being prepared to allow the garden to be established next quarter.

Warwick Hatton
Director Technical Services

ANNEXURES:

1. December 2008 Quarterly Review of Principal Activity: Parks and Public Space
2. December 2008 Quarterly Review of Outstanding Notices of Motion – Parks and Public Space

Item No: D7 Delegated to Committee
Subject: **Community Services Management Plan Quarterly Report**
Author: Kylie Walshe - Director Community Services
Tim Tuxford – Manager Compliance
File No: 827.G 08-11
Reason for Report: To review the status of works, services, and Notices of Motion for the Management Plan principal activity of Community Services for the three months ending 31 December 2008.

Recommendation:

- A. That the status of projects for the Community Services Principal Activity be noted.
- B. That variations to projects be agreed subject to adoption of the relevant budget variations included in the separately reported quarterly financial review.

Background:

Section 407(1) of the Local Government Act requires that Council review the progress of the adopted management plan on a quarterly basis. Included with this report is the second quarterly review of Principal Activity No 5 of the Management Plan, which is "Community Services". This principal activity has the following sub- activities:

- 5.1 Community Services Management
- 5.2 Library Services
- 5.3 Community Development
- 5.4 Cultural Development
- 5.5 Environment & Public Health
- 5.6 Ranger Services

Included as Annexure 1. to this report is the Community Services Principal activity of the Management Plan, with detailed comments on the status of items in each sub activity.

The annexure includes all the details whereas set out in the following part of this report is a commentary on variations, changes, exception, completed work, achievements, etc. The purpose being to provide Councillors with a snapshot on the key influences or issues arising from this quarterly review.

Comments on budget variations where they are material or have an impact on the program of works or projects may be included in this report. However the budget review and confirmation of any changed forecast will be considered in a separate budget report which reviews the overall financial position of the Council at the end of the quarter.

Following is the commentary on each sub activity.

5.1 Community Services Management

This sub-activity covers the area of strategic planning and activities that impact on all operations of community services.

The key achievements are:

- Holdsworth Community Centre and Services submitted the 2007/08 Annual Report and 2008/09 first quarterly report to Council in December 2008.
- Promotion of the What's On Calendar of Events at Kids Day Out and Small Sculpture Prize events in October & November resulted in a total of 152 new subscribers, 86% of which requested the email version. This represented an overall increase in What's On subscriber numbers of 44.7%.
- A total of 64 new residents' kits were requested this quarter, up from 10 in the previous quarter as requests have been made directly on the web site since September.

5.2 Library Services

This sub-activity covers all library activities, including projects for library facilities and the library service as a whole. A detailed report on the operation of the Library and Information Service for the quarter will be presented to the Community and Environment Committee on 9 February 2009.

This quarter the Library and Information Service has focused on actioning key strategies of both the Library Strategic Plan and the Management Plan objectives.

Wi-Fi hotspots were installed at Double Bay and Paddington branches on 17 December 2008. This wireless Internet service is free to use, requiring users to agree to terms and conditions of use before establishing a connection. Initial statistics are promising - in the 2 weeks to 31 December 2008, there were 25 sessions at Double Bay and 24 sessions at Paddington.

Library Management

Improving access to resources at Double Bay Central Library has led to the development of a proposed masterplan for the building which includes a lift and redesign of the entrance, circulation / information desk and Audio Visual collection. A staff workshop to discuss circulation workflows and implementation of RFID self check technology was held on 18 December 2008.

Lending Services

The Library and Information Service has a membership of 15,201 with a quarterly circulation figure, for all service points of 97,202.

Community Learning programmes

- The Community Services Division held the fifth annual Kids Day Out event on Sunday 2 November 2008 in Blackburn Gardens and surrounding council buildings. The event is aimed at providing the community with a free, fun family day out highlighting Council's facilities and services and also to promote the Small Sculpture Prize. The event was highly successful with 2,500 attending.
- Six origami sessions were held in the library during October school holidays, approximately 70 children attended. Christmas celebrations were held at the end of December at the central library and branches with 65 children attending.

Information Services

- The final stage of the Women in Woollahra project was carried out focusing on Thistle Stead and Pat Thompson. Staff are preparing for all oral histories undertaken during this project to be made available on Council's website.

5.3 Community Development

This sub-activity covers the programs for children, youth, community safety, volunteering and community development.

The main emphasis for the community development team this quarter was the ongoing development and implementation of objectives outlined in the Woollahra Social & Cultural Plan. This includes scoping, consultation and design for the following:

- A neighbourhood development program. Plans continue to work in collaboration with local residents, business and the Uniting Church to provide a young mothers group designed to provide support for young mothers and a safe play area for children. The project is driven by local residents.
- Improving volunteering and volunteer opportunities. Promotion and volunteer forums continue to provide information on best practice to local services.
- Develop Ageing Well Ambassadors to improve healthy ageing.
- Facilitating improved community safety.

Other highlights include:

- Seniors - Streamlining of bus trips for seniors commenced last quarter following negotiations with Holdsworth Community Centre and Services. This service continues to be popular with local residents. The annual Seniors and Community Christmas Concert was held in December attracting local talent from schools and amateur entertainment groups.
- Children's Services - The Pre School continues to operate at full capacity providing an innovative curriculum for children.
- The Primary Resources on Parenting (PROP) information and education sessions continued with the Emergency First Aid for Parents and Carers course being offered in December.
- Community Safety - Council's commitment to community safety includes continuing high attendance at the Community Safety Committee meeting which has representation from neighbourhood watch groups, local residents and key organisations. Initial meetings have been held to address the reduced membership and interest in the Neighbourhood Watch Groups. The reference group comprises of interested members from Council's Community Safety Committee who are keen to continue the local groups and are investigating opportunities to broaden the scope to more generic community safety issues. Progress of the project will be tabled at the regular Community Safety Committee meetings.
- Youth – The Youth Issues Forum continues to provide effective networking for all agencies providing a service to youth. Assistance has been provided with media releases drawing attention to youth mental health issues and services available for individuals and families.

5.4 Cultural Development

This sub-activity includes cultural events and cultural development activities. All management plan activities are on target.

October – December Quarter.

This sub-activity includes cultural events and cultural development activities. All management plan activities are on target.

A highlight of the area was the presentation of the Woollahra Small Sculpture Prize exhibition of finalists. In 2008, 595 sculptures were entered and the final 45 pieces were exhibited over a 10-day period including two weekends between 20 and 28 October. Finalists' works were selected for exhibition by judges Edmund Capon AM OBE, Director of the Art Gallery of NSW and Deborah Edwards, Senior Curator of Australian Art at the Art Gallery of NSW. The number of entries received in 2008 represented the highest number of entries received in a year for the Prize (an increase of 20% on the previous record in 2006, and a 43% increase from 2007). Of the 45 finalists, four works were represented from artists residing in the Woollahra Municipality. The number of entries from NSW eastern suburbs local government areas represented approximately 15% of the total number of entries received. Adam Cullen's (NSW) *Pegasus Flying Over Sydney* was announced as the acquisitive winner at the launch of the exhibition. Approximately 550 guests attended the launch which featured the judges as special guests. Alexander Seton's (NSW) *Attractive Terms* was announced as the Special Commendation and Keiko Matsui's (NSW) *My Place, My Space* was awarded the Viewer's Choice at the conclusion of the exhibition. Further Woollahra Small Sculpture Prize activities during the exhibition period included artist floor talks with finalists on Saturday 25 October and the local schools touring program. A Tea Topic on The Art Market and the Sculpture Prize was presented on Friday 17 October and hosted by a member of the Woollahra Small Sculpture Prize Committee. Kids Day Out featured the Woollahra Small Sculpture Prize exhibition for the third succession which saw significant increases in exhibition attendance by local families.

Following a detailed assessment process, the Public Art Advisory Committee nominated a preferred concept for the Double Bay eastern gateway project. This nomination was endorsed and supported by Council in September 2008. In this quarter, a draft commissioning agreement was negotiated with successful artist Bronwyn Berman for fabrication of the final work. A total of 49 submissions were received when Expressions of Interest were originally called for the project.

Council representation continued on the Eastern Regional Local Government Aboriginal and Torres Strait Islander Forum. Supported by Council, the Eastern Suburbs Organisation for Reconciling Australia (ESORA) hosted a Bush Tucker Brunch at the Gunyah on October 23 and further award winning Bush Tucker Walks (November and December). The Bush Tucker Brunch attracted more than 100 local residents and both bush tucker walks had capacity attendances of approximately 25 per walk.

A grant for funding was completed and submitted to Arts NSW in October 2008 for a small community arts project to be based in Watsons Bay. Staff project support provided to local cultural organisations in this quarter included Vaucluse House with a call for artists to participate in a spring fair Rustic and CWM Galleries 'Launch Pad 2025' – galleries project targeting local youth artists.

Research commenced into the establishment of a Council facilitated cultural network for the municipality. The cultural network would aim to attract participation from key residents and cultural organisations for information sharing, collaborations and partnerships.

5.5 Environment & Public Health

The activities and projects listed under this sub-activity aim to protect the health and well being of residents and visitors to our area and include the following discrete programs:

- Food Safety – Council currently has 333 premises recorded as handling, preparing and/or selling food. Our Environmental Health Officers endeavour to inspect all premises that prepare and handle food twice a year and those premises that only have packaged food should be inspected at least once a year.
- Public Health – Council currently has 123 health premises recorded. These premises include hairdressers, barbers and beauty salons and our Environmental Health Officers endeavour to inspect these premises once a year.
- Microbial Control – Council currently has 55 premises with cooling towers and warm water systems recorded under this program and documentation is required to be submitted annually from the owner of these premises to ensure compliance with minimum health standards.
- Swimming Pool Safety
- Environmental Pollution Control
- Immunisation.

During the quarter;

- 211 food and health premises were inspected as part of our Food Safety and Public Health Program, being more than 50% above the 2007/08 quarterly average;
- 3 food related notices were issued;
- 63 babies were immunised under our Childhood Immunisation Program, being approximately 36% above our quarterly target of 46 babies and 5.9% above the 2007/08 quarterly average of 59.5 babies;
- 20 pollution related matters were reported and investigated, as part of our Pollution Control Program, approximately 23% less than the 2007/08 quarterly average of 26 matters. 75% related to noise, 5% related to water and 20% related to air;
- 1 notice/order was issued under the *Protection of the Environment Operations Act 1997* ('POEO Act') and 5 were issued under the *Local Government Act 1993* ('LG Act');
- Council's Environmental Health Officers completed 50 development application referrals for new food and health premises, acid sulphate soil and contaminated land assessments and noise assessments in an average of about 3 days per referral. The average turnaround time per referral and the number of referrals completed for the quarter is consistent with the 2007/08 overall results.

As reported last quarter, with the commencement of the new Food Regulation Partnership between local councils and the NSW Food Authority, Council commenced operating as an 'Enforcement Agency' for the Authority from 1 July 2008. To fulfil the obligations bestowed on Council pursuant to the Food Regulation Partnership, one (1) of Council's three (3) Environmental Health Officer positions was reclassified to 'Food & Health Officer' and an appointment was made to this new role in late September 2008.

A key responsibility of the 'Food & Health Officer' position is to oversee Council's food surveillance program and the first full quarter's results since the introduction of the position confirms its benefits, with approximately 91% of all food premises having been inspected in the past six (6) months.

5.6 Ranger Services

Council's Rangers provide a variety of enforcement services to ensure the public safety and convenience of our community in relation to the use of public places. During the quarter the Rangers continued to focus on the following core activities;

- 84 abandoned vehicle matters were reported and investigated, being consistent with the 2007/08 quarterly average of 83 matters;
- 18 road and footpath obstruction matters were reported and investigated being a decrease of about 8.9% on the 2007/08 quarterly average of nearly 20 matters;
- 2 private skip bin matters were reported and investigated, being about 65% less than the 2007/08 quarterly average of nearly 6 matters;
- No littering fines were issued;
- 145 companion animals were registered on the New South Wales Companion Animals Register for our area, with 92.4% of these animals being de-sexed. The number of animals registered for the quarter was about 62% above the 2007/08 quarterly average of nearly 90 dogs. The percentage of registered animals that were de-sexed was consistent with the 2007/08 annual result of 93% ;
- 28 barking dog matters were reported and investigated, being about 12.5% less than the 2007/08 quarterly average of 32
- 6 nuisance/dangerous/restricted dog notices were issued, being double the 2007/08 quarterly average of nearly 3 notices and over 50% of the 2007/08 annual result of 11; and
- 12 dog related fines were issued, being more than three (3) times the 2007/08 quarterly average of nearly 3.5 fines and over 85% of the 2007/08 annual result of 14.

Council's newly appointed Companion Animal Officer commenced duties during the quarter and the success of this appointment is reflected in the above results.

On 13 October 2008 Council's Community & Environment Committee formally appointed the community representatives to the Animal Advisory Committee for the period September 2008 to September 2012. The first meeting of the new Committee was held in November 2008. During the quarter Council's annual life saving services commenced at Camp Cove Beach and will operate on weekends, subject to weather conditions, through to Easter Monday. With the commencement of the school holidays in December the service was provided on a daily basis, subject to the weather conditions.

Over the December festive period Council's Rangers worked with the Roads & Traffic Authority and the New South Wales Police to manage road closures and changed traffic conditions for the Boxing Day and New Years Eve celebrations.

Conclusion:

In summary, the projects detailed within the Community Services Principal Activity for 2008/09 were completed predominantly on time and within budget, except as otherwise noted.

Tim Tuxford
Manager Compliance

Kylie Walshe
Director Community Services

Annexures:

1. December 2008 Quarterly Review Report - Community Services Principal Activity of the Management Plan

POLITICAL DONATIONS DECISION MAKING FLOWCHART FOR THE INFORMATION OF COUCILLORS

