

# Community & Environment Committee

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

**Date:** *Monday 23 July 2007*

**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

19 July 2007

To: The Mayor, Councillor Keri Huxley, ex-officio  
Councillors Anthony Boskovitz (Chair)  
Tanya Excell (Deputy Chair)  
Claudia Cullen  
Marcus Ehrlich  
Julian Martin  
Andrew Petrie  
Fiona Sinclair King

Dear Councillors

### **Community & Environment Committee Meeting – 23 July 2007**

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 23 July 2007 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 9 July 2007	1
D2	Draft Management Plan for Macquarie Lightstation – 201.G	2
D3	Review of Resident Permit Parking in Resident Permit Parking Area Woollahra 1 at Bondi Junction – 422.G - 2007	57
D4	Natural Environment Principal Activity – 4 <sup>th</sup> Quarter Management Plan Review – 827.G 04-07	68
D5	Parks & Public Space Principal Activity – 4 <sup>th</sup> Quarter Management Plan Review – 827.G 04-07	85
D6	Community Services Principal Activity – 4 <sup>th</sup> Quarter Management Plan Review – 827.G 04-07	94

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

R1	Guidelines for Local Traffic Committees – 595.G	133
R2	Community Grants Program – 30.G/1142.G	139

**Item No:** D1 Delegated to Committee  
**Subject:** **Confirmation of Minutes of Meeting held on 9 July 2007**  
**Author:** Les Windle, Manager - Governance  
**File No:** See Council Minutes  
**Reason for Report:** The Minutes of the Meeting of Monday 9 July 2007 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 9 July 2007 be taken as read and confirmed.

Les Windle  
Manager - Governance

**Item No:** D2 Delegated to Committee  
**Subject:** **Draft Management Plan for Macquarie Lightstation**  
**Author:** David Sheils - Manager Public Open Space  
**File No:** 201.G  
**Reason for Report:** To inform Council of a submission on the draft Management Plan for Macquarie Lightstation.

**Recommendation:**

- A. That Council note a submission is being prepared regarding the draft Management Plan for Macquarie Lightstation on issues outlined in this report.
- B. That the Mayor write to the Member for Wentworth and seek support for the Council's submission.

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**Introduction:**

The Sydney Harbour Federation Trust has placed on public exhibition the draft Management Plan for the Macquarie Lightstation from 28 May to 31 July 2007 (Annexure 1).

This report brings to Council's attention issues arising from the draft Plan that items being included in a submission. This submission will be made available for viewing at the Committee meeting.

**Background:**

The Macquarie Lightstation is the oldest, continuously operating lighthouse in Australia. The significance of the site is derived from:

- its long standing role as a navigational beacon and landmark on Sydney Harbour;
- historical associations with Governor Lachlan Macquarie and colonial architects Francis Greenway and James Barnet;
- significant archaeological remains and potential; and
- the technical achievement of the construction of the lighthouse and operation of the beacon.

According to the draft Plan (page 27), the key outcomes are summarised as follows:

- *“Conserve and interpret the site's heritage values;*
- *Facilitate the continued function of the Lighthouse as a navigational beacon;*
- *Continue the private residential occupation of the site's dwellings;*
- *Connect the site as part of a sequence of open space along the cliff-edge, while enhancing its sense of place as a discrete, institutional compound;*
- *Retain the open character of the site, while allowing some natural heath-like re-generation to take place;*
- *Retain the habitat values of the quarry, while allowing for select removal and pruning of some dominant tree species to maintain the visual relationship between the Lighthouse and the sea;*
- *Reveal a small part of the quarry to aid in its interpretation;*

- *Conserve and reconstruct the Greenway retaining wall, and interpret the footprints of former Greenway structures;*
- *Interpret the former Engineer's Quarters;*
- *Remove intrusive buildings and fences;*
- *Realign fences to enhance the symmetry associated with the compound;*
- *Provide amenities, limited to the use of visitors to the lighthouse;*
- *Preserve and improve the visual prominence of the Lighthouse and views to and from the site by select removal of intrusive trees;*
- *Upgrade and rationalise services to the site; and*
- *Improve public access to the site, and rationalise vehicular access arrangements."*

These outcomes are supported. However, there are a number of specific issues that we believe need to be addressed in the Management Plan.

### **Demolition of townhouses**

In 1970 the then Department of Commerce facilitated the demolition of the 1885 Barnet designed Engineer's and Assistant's Quarters to make way for the existing row of four townhouses. It is generally acknowledged that the demolition of these buildings occurred at a time which was a turning point for the preservation of heritage items and would not be permitted to occur today. As a result, the townhouses are a blight on the coastal walk landscape and diminish the heritage setting of the Lighthouse (see photograph below).

The townhouses are located on land zoned Open Space in Council's LEP and the buildings have been earmarked for demolition by the Commonwealth for at least 16 years. In 1993, the Commonwealth adopted the first Management Plan for the site, which nominated the need to remove the townhouses.



**Photograph 1.**  
Townhouses obscure views of the lighthouse and diminish the heritage setting. Note: with the picket fence damaged in recent storms (lying down), views across the eastern portion of the site adjoining the coastal walk are improved.

The townhouses are leased as residences on short-term, month-by-month leases. The current draft Plan also recommends that the townhouses be removed, however, like the previous Management Plan, no time frame is provided for their removal as it is stated that they provide rental income for the Sydney Harbour Federation Trust. The Plan also states "*the need for their retention will be reviewed within 2 years.*" This review does not commit the Commonwealth to the removal of the buildings and we believe that will result in further extended delays in removing the buildings.

The Plan also provides an action plan, which rates the townhouse demolition as “*medium*” priority. However, the action plan does not stipulate any timeframes for any of the suggested actions, including the townhouse removal.

It is understood that the Commonwealth receives income from the site from two 125 year residential leases and the hiring of the site for commercial filming / still photography and wedding ceremonies. Therefore, there would be little reliance upon income received from the month by month leasing of the three townhouses.

The immediate demolition of the townhouses is supported in the interest of improving:

- the views of the heritage significant lighthouse;
- the views of the sweeping coastal walk; and
- making available and accessible more coastal parkland for passive recreation including walking.

It is for these reasons we recommend the Commonwealth demolish the townhouses without further delay and the Management Plan be amended to reflect this.

### **Boundary fencing**

Currently there is public access to the Lighthouse terrace area. However, public access is not initially apparent as the site is bounded by a series of timber picket and chain-wire fences that run along the southern, eastern, northern and western boundaries.

The draft Plan proposes to remove the 2m high chain wire fence that currently runs along the cliff side of the site, directly adjacent to the coastal walk. Whilst this action is supported, the draft Plan also recommends that a picket fence extend the full length of the boundary with Christison Park and Lighthouse Reserve with openings for the constructed coastal walk pathway. The current picket fences were installed in 1992 and it is suggested in the Plan that this fence has been installed to represent an earlier ‘Barnet period’ fence. The Plan states the reason for maintaining and extending this fence is to “*prevent unauthorised vehicular access ... while helping to reinforce the sense that one is entering a distinct area.*”

The retention and extension of the fence is inappropriate as it visually and physically restricts access between Christison Park and Lighthouse Reserve. The historic boundary of the site may be represented without the need of a full length picket fence for example the boundary may be identified with the use of timber posts and interpretive signage. The cultural significance of the lighthouse structure and its outbuildings are not diminished with the reproduced picket fence removed from the eastern section of the site.

At the time of a picket fence first being installed in the late 1800’s, the residential population of the eastern suburbs was a fraction of that today and the level of recreational use of this area and the coastal walk did not exist as it does today.

Currently, we allow dogs off-leash 24 hours at the adjacent Lighthouse Reserve and dogs are also permitted off-leash between 4:30pm and 8:30am at Christison Park. However, where the section of coastal walk that extends through the narrow section adjoining the Lightstation, dogs are required to be on-leash at all times. This restriction is maintained as the narrow space does not provide opportunities for separation between dog walkers and general walkers using the coastal walk pathway. Council’s Animal Advisory Committee has previously raised concerns regarding this restriction. The current Plan would maintain relatively narrow openings in the fence and retain the need by Council to restrict dog walking to on-leash at all times.

Therefore, the removal of the picket fence would also allow Council to consider altering the current dog 'on-leash' restrictions, which occur between the Lighthouse Reserve and Christison Park.

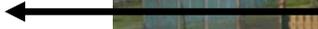


**Photograph 2.**  
The proposed fence will restrict access through the Lighthouse site's open space.

We have been improving aspects of the coastal walk including the complete renewal of the pathway surface in 2004. We also maintained until recently vegetation around the former quarry and adjacent to the pathway across the Lightstation land. As part of these works, we also approached Waverley Council and agreed to remove a boundary fence between nearby Christison Park and Grant Reserve. The fence was removed as it was unnecessary and it eliminated clutter and improved the sweeping views of the coastal walk. This local government boundary has existed for as long of the Macquarie Lightstation and we were not compelled to mark its presence.

Therefore, in the interest of improving access to and through the lightstation site, we recommend that the draft Plan be amended to restrict the installation of the boundary picket fencing to the Old South Head frontage and the curtilage of the two former lighthouse keeper cottages.

Fence to be extended  
to the edge of the  
pathway.



**Photograph 3.**  
The retention and extension of the 1992 constructed picket fence visually detracts from the area and physically prevents passive access from Lighthouse Reserve and Christison Park.

### **Driveway across Lighthouse Reserve to access the Assistant Keeper's Quarters**

In 1956, Lighthouse Reserve, which abuts Macquarie Lightstation to the north, was gazetted as a Crown Reserve for the purpose of recreation by the State Government. Council is the Trust Manager responsible for the reserve's management. In 1991, the Commonwealth leased the Assistant Keeper's Quarters and in 1994 the Head Keeper's Quarters as both private residences, for 125 years.

The Assistant Keeper's Quarters has an asphalt driveway from Old South Head Road, which extends 40 metres through Lighthouse Reserve and provides access to the residential property. The driveway's construction is inconsistent with Council's Open Space Recreation zoning and the 'Recreation' Reserve Purpose for the Crown Reserve.

It is apparent that, in 1991, when the 125 year residential lease was negotiated by the Commonwealth for the Assistant Keeper's Quarters, no arrangements were made with Council to legalise vehicle access across the public reserve. The draft Plan states, "*There is no indication that a right of way across this land exists. The Trust will investigate formalising these access agreements with Woollahra Council.*" We first brought this matter to the attention of staff from the Sydney Harbour Federation Trust a year ago.

Tenants using the Assistant Keeper's Quarters have signposted the gate "*Private driveway – No access*", which reinforces the impression that this section of reserve is privately owned.

The Assistant Keeper's Quarters has had a garage structure constructed within recent years which is not a heritage item. We have had no previous discussions with the Commonwealth regarding the garage as development approval had not been required by Council as the land is owned by the Commonwealth and our consent provisions do not apply. It is also noted that this garage is not proposed to be removed from the site unlike a similar, recently constructed garage adjacent to the Head Keeper's Quarters, which is proposed to be demolished by this Plan. It can only be assumed the garage and vehicular access to the site across Lighthouse Reserve is an integral requirement of the lease agreement between the Commonwealth and tenant.

Therefore, we will need to determine whether the driveway is permissible and if so, we may wish to negotiate the retention of the driveway with conditions to ensure park values are maintained. These conditions could include requirements to close the gate at all times, removal of 'private driveway' signage and provision of lease income. Council may also choose to condition the retention of the driveway upon the removal of the townhouses and picket fence as an offset for the private use of the driveway.



**Photograph 4.**

The gate is sign posted as a private driveway and maintains the impression that this section of Lighthouse Reserve is privately owned.



**Photograph 5.**

The driveway perimeter has been maintained by Council with planting

**Conclusion:**

The Macquarie Lighthouse is owned by the Commonwealth of Australia and is significant in the heritage of Australia and the Woollahra Municipality. On the whole, the draft Plan is generally supported with the exception of issues related to townhouse removal, proposed fencing and driveway access. The 1970 constructed townhouses are a blight on the landscape and diminish heritage values of this important site and should be removed as soon possible.

In the preparation of the draft Plan, officers from the Sydney Harbour Federation Trust consulted with Council staff and the benefits of not installing the picket fence were raised. These comments appear to be overlooked and we believe the fence is unnecessary and will physically restrict public access of public open space and visually detract from the coastal walk. The fence also restricts the potential to expand opportunities of dogs off-leash walking.

These issues will be raised in a submission to the Sydney Harbour Federation Trust.

David Sheils  
Manager Public Open Space

Warwick Hatton  
Director Technical Services

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**ANNEXURES:**

1. Draft Management Plan for Macquarie Lightstation

**Item No:** D3 Delegated to Committee  
**Subject:** **Review of Resident Permit Parking in Resident Permit Parking Area Woollahra 1 at Bondi Junction**  
**Author:** Greg Stewart - Project Manager Strategic Projects & Policy  
**File No:** 422.G 2007  
**Reason for Report:** To provide Council with a report on the review carried out of the Woollahra No1 Resident Parking Scheme at Bondi Junction.

**Recommendation:**

- A. That a report be submitted to the Woollahra Traffic Committee recommending:
- i. the signposting of an additional two resident parking spaces in the Fern Place area, thirteen in the Fletcher Street central area and fourteen in the Fletcher Street west area, and
  - ii. the hours of operation of the Woollahra 1 Resident Permit Parking Area be altered to 8am-9pm.
- B. That Council note that the level and frequency of parking patrols in the Woollahra 1 Resident Permit Parking Area is being reviewed and will be managed with the objective of reducing the number of illegally parked vehicles to a nominal level of 10%-15%, and that this will be monitored for effectiveness and the achievability of the objective will be reviewed over the coming weeks.

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**Background:**

This Council's first Resident Permit Parking Scheme was introduced by Council some 25 years ago in the streets of Paddington, immediately to the north of Oxford Street. Since then, due to resident demand, further Resident Permit Parking Schemes have been progressively introduced, not only in Paddington but also in other parts of the Municipality where demand and competition for available on-street parking is high. Currently, there are sixteen separate Resident Permit Parking Zones operating throughout the Municipality, as shown on the plan attached as Annexure 1.

Resident Permit Parking Schemes have been introduced in areas where there is competition between residents and other users for the limited on-street parking spaces available. Some of the competing interests for the available on street parking are shopper and shopkeeper parking, adjacent to commercial shopping centres, employee and visitor parking around the larger institutions such as hospitals etc, parking around hotels, commuter parking around transport nodes, parking associated with sporting events and parking at major recreational / tourist areas such as Watsons Bay.

Most of the Resident Permit Parking Zones throughout the Municipality have been expanded at one time or another since they were originally introduced. This has principally occurred due to an increase in the number of vehicles per household and changes to the nature and intensity of the competing parking interests within an area.

The Roads and Traffic Authority Guidelines for the introduction of Resident Permit Parking Schemes require, as a condition of their approval, that the Resident Permit Parking Schemes be reviewed on a regular basis. In accordance with this requirement, it is proposed to review, over a period of time, each of the sixteen resident parking zones that have been introduced throughout this Municipality, starting with the Woollahra 1 Resident Permit Parking area. This area has been chosen as it is the area where it is considered that the greatest changes in parking have occurred, mainly due to the recent expansion of the Bondi Junction retail centre.

### **Woollahra 1 Resident Permit Parking Area**

The Woollahra 1 Resident Permit Parking Area is the area located immediately to the north of the Bondi Junction Westfield development and is generally bounded by Syd Einfield Drive, Oxford Street, Edgecliff Road, Kendall Street, Cooper Park, Bathurst Street and Rowe Street, as shown in the plan attached as Annexure 2. The major competition with the residents of this area for the available on street parking comes from the Bondi Junction shopkeepers and their employees, commuters who park in this area and catch public transport at the Bondi Junction Interchange, shopper parking, and parking associated with commercial activities and schools within the area. The parking problem, therefore, occurs during normal business and shopping hours.

Since the new Westfield development opened at Bondi Junction and, to a lesser degree, since sections of the commuter parking areas underneath Syd Einfield Drive were converted from unrestricted parking to 2 Hour parking, there have been requests for Council to increase the number of resident permit parking spaces in the area because residents, without off street parking facilities, are having difficulty in locating an available on-street parking space near their properties.

### **Provision of resident parking spaces**

In order to determine the relationship between the numbers of parking permits issued in the area compared to the number of signposted resident permit parking spaces available and to determine whether these parking spaces are located in close proximity to the properties issued with a permit, the area was subdivided into six smaller areas as shown on the plan attached as Annexure 2. The results obtained for each of these areas is shown in the Table (attached as Annexure 3).

The general rule for resident permit parking areas, where there is a high demand for the available on-street parking spaces, is for one signposted resident parking space to be provided, where possible, for each resident parking permit issued. This allows for some limited short-term parking for non-residents, which is offset by the fact that not all resident permit holders will be parked on the street at the same time. On this basis, it can be seen that there is a shortfall of two resident parking spaces in the Fern Place area, thirteen in the Fletcher Street central area and fourteen in the Fletcher Street west area. This shortfall is probably due to an increasing number of residents in these areas applying for a resident parking permit. This, together with the location of the shortfall of the resident parking spaces, would indicate that there has been an expansion northwards in the area in which residents are having difficulty in finding available on-street parking along Adelaide Street and Bathurst Street, which are the main direct north / south pedestrian routes leading to the Bondi Junction commercial centre.

It is therefore recommended that the additional resident parking spaces be implemented to correct this shortfall in the areas identified.

## **Parking Survey**

A survey of the Woollahra 1 Resident Parking 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, generally between 8am and 4pm, as well as recording whether the vehicle had a current resident parking permit attached.

The results of the parking survey 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 street within the Woollahra No 1 Resident Parking Area, together with the average percentage of the spaces that were occupied on the day the survey was carried out. It can be seen from this Table that on a normal weekday, most of the parking spaces in the area were occupied by parked vehicles with very limited parking, if any, being available in some of the streets on the southern side of Edgecliff Road. (Note: Because cars are not always parked closely together and because a vehicle may have just left a parking space immediately prior to the survey being carried out, an occupancy rate of greater than 95% is generally considered to be fully occupied.)

The high occupancy rates obtained from the results of the parking survey support the comments received from the residents of the area - that it is very difficult to find an available on-street parking space in the area, especially close to the Bondi Junction Commercial Centre, ie south of Edgecliff Road.

### *Resident Parking Spaces – Parking Occupancy*

A summary of the parking that is occurring in the signposted 2 Hour, Permit Parking Excepted parking spaces between the hours of 8am and 4pm weekdays has been compiled from the information obtained from the parking surveys (Annexure 5).

It can be seen from this summary:

1. that the vast majority of the resident parking spaces are occupied between the hours of 8am and 4pm, with very limited available resident parking, if any, on the southern side of Edgecliff Road with slightly more on the northern side of Edgecliff Road. This again supports the comments received from residents that it is very difficult to find an available on-street parking space in the area, especially close to the Bondi Junction Commercial Centre, and
2. that there is a significant number of vehicles illegally parked in the signposted resident parking spaces in excess of the 2 Hour parking limit without a resident parking permit. On average, 37% of the cars parked in the signposted resident parking areas south of Edgecliff Road and 23% on the northern side of Edgecliff Road are being parked illegally, in excess of the 2 Hour parking limit. This illegal parking, when added to the number of vehicles which legally park in these areas for less than 2 Hours without a permit, significantly reduces the number of parking spaces available for resident parking.

## **Analysis of the parking survey results**

The results of the parking survey carried out clearly identify:

1. that, during normal business and shopping hours, residents within the Woollahra No 1 Resident Parking Area, especially those closest to the Bondi Junction Commercial Centre, would have difficulty in locating an available on-street parking space as most available on-street parking is occupied during these hours,
2. that the high incidence of illegal parking in the signposted 2 Hour Resident Parking areas is the primary reason why residents with a parking permit are having difficulty locating an available on-street parking space near their residence, and
3. that, if the number of illegally parked vehicles referred to in 2 above were to be substantially reduced to say 10% of the resident parking spaces available and the additional 29 resident parking spaces added, as recommended previously in this report, the number of spaces available for resident parking would be substantially improved.

### **Parking restrictions enforcement**

It is evident that vehicles parked illegally within the sign-posted time-limited resident parking areas are the primary reason why residents are having difficulty finding available on-street parking near their properties. Accordingly, the solution to the problem is improved enforcement of the existing parking restrictions so as to deter motorists from parking illegally in the time-restricted resident parking spaces.

Although Council has received a number of requests for an increase in the number of signposted resident parking spaces in the area to improve the probability of finding a resident parking space in close proximity to their residence, this will not result in an increased probability of finding a space unless the parking restrictions are adequately enforced.

Council's Coordinator Regulatory Services has advised that different parts of the Woollahra 1 Residents' Parking Area are patrolled at least two or three times per week. Notwithstanding this, it would appear that the level of enforcement has not been sufficient to ensure that illegal parking within the sign-posted resident parking areas is kept to an acceptable level, which gives residents with limited or no off-street parking facilities a reasonable chance of finding an available on-street parking space, in reasonable proximity to their properties.

To date, the enforcement of Resident Parking Areas throughout the Municipality has been on the basis of scheduled patrols (of a regular frequency per week though at varying times) or in response to complaints received. It has become apparent that Council's enforcement practices need to be changed to an outcome-oriented basis, that is, adjusted to the circumstances of individual streets or local areas, with the objective of reducing the number of illegally parked vehicles. This is particularly the case in the Woollahra 1 area, which is subject to intense pressures from Bondi Junction.

With this objective in mind, Council's Manager Compliance has been requested to review and manage the level and frequency of patrols to reduce the number of illegally parked vehicles, in the first instance to a nominal level of 10%-15% (compared to the current observed levels of 23% - 37%). This will be monitored for effectiveness and the achievability of the objective will be reviewed over the coming weeks. Care will need to be taken to ensure that the reallocation of existing parking enforcement resources, to increase the level of enforcement in this area, will not result in a lower and unacceptable level of enforcement in other parts of the Municipality.

## **Hours of operation of the Resident Parking Scheme**

The current operating hours of the existing resident parking spaces within the Woollahra 1 resident parking area are not consistent. Some of the spaces are signposted as 2 Hour Parking, 8am – 6pm Mon- Fri, 8.00am -12pm Saturday, Permit Holders Excepted and others signposted as 2 Hour Parking, 8am – 6pm Mon- Fri only.

The current operating hours of the Westfield Shopping Centre, which generates some of the on-street parking in the area are Monday, Tuesday, Wednesday and Friday 9.30 am to 9pm; Thursdays, 9.30am to 6pm; Saturdays 10am to 6pm and Sundays 9.30am to 6pm.

In order to prevent parking associated with Westfield Shopping Centre from impacting on the number of on-street parking spaces available for residents of the area, it is recommended that all of the resident parking spaces in the Woollahra 1 Residential Parking Area be signposted as 2 Hour Parking Permit Holders Excepted 8.00 am – 9pm.

### **Conclusion:**

The implementation of the recommendations of this report will require the installation of additional parking spaces to address observed shortfalls in resident parking space provision. This will be addressed in a report to the Traffic Committee.

The recommended change to the operating hours of the Woollahra 1 Resident Permit Parking Area, will also be addressed in a report to the Traffic Committee. This will necessitate that all resident parking signs in the area be altered to show the new operating hours. As most of these signs are old and currently require replacement, this will not incur any additional cost to that which would be incurred by Council in replacing these signs.

The review has identified the need for an initial increased level of enforcement until such time as an acceptable level of compliance has been obtained. Once an acceptable level of compliance has been obtained, sufficient enforcement resources will need to be allocated from time to time to maintain this level of service.

Greg Stewart  
Project Manager Strategic Projects & Policy

Warwick Hatton  
Director Technical Services

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### **ANNEXURES:**

1. Map of Municipality showing the different Resident Permit Parking Areas.
2. Map showing the Woollahra 1 Resident Permit Parking Area and the sub-areas used in the evaluation.
3. Resident Permit Analysis.
4. On-street Parking Occupancy Rates.
5. Parking Analysis Summary.

**Item No:** D4 Delegated to Committee

**Subject:** **Natural Environment Principal Activity - 4<sup>th</sup> Quarter Management Plan Review**

**Author:** Warwick Hatton - Director Technical Services  
Allan Coker - Director Planning and Development

**File No:** 827.G 04-07

**Reason for Report:** To review the status of works, services and Notices of Motions for the Management Plan principal activity of Natural Environment for the year ending 30 June 2007.

### **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 end of year financial review.

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### **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 fourth 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 Protection
- 2.2 Stormwater Systems
- 2.3 Tree Management
- 2.4 Waste Services
- 2.5 Street Cleaning
- 2.6 Bush Regeneration
- 2.7 Harbour Facilities

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 Protection**

The draft Woollahra Sustainability Plan is currently being prepared. Delays have been experienced with this project due to staff resignations.

We commenced the preparation of the draft Energy Savings Action Plan (ESAP). The base year energy use has been calculated and undertaken the corporate energy management review. We are negotiating a Detailed Feasibility Study Agreement, which will be used to complete the investigations required for the ESAP. We received an extension to the ESAP deadline from the Department of Energy, Utilities and Sustainability, with the plan now due 31 August 2007.

We completed the Woollahra State of the Environment (SoE) Report 2005/2006, last November. The report has been reformatted and distributed to schools and community groups in the LGA and placed on Council's website.

Council received approval from the Minister for Utilities for the Woollahra Water Savings Action Plan in February 2007. Implementation of the remaining water saving actions has been included as an action in Council's Management Plan 2007 – 2010.

We participated in the Sydney Coastal Councils Group, Summer Activities Program January 2007 and the Harbour Federation Authority, Sydney Harbour Week March 2007. Three events were conducted by Council for each program, including coastal bushwalks, craft and story time at the Double Bay Children's Library and a presentation at the Council Chambers.

The environmental impacts and legal issues associated with bore water use and private desalination plants are currently being investigated. The investigation will also consider the development of policy controls.

## **2.2 Stormwater Systems**

The DRAINS stormwater modelling has been completed. The model has been finalised and is currently being incorporated into Council's GIS.

All existing CCTV data has been rated and a new database has been created. This database is being linked to Council's GIS. Future rating of CCTV to be carried out on an on-going basis.

Flood Plain Risk Management Committee meetings held quarterly.

Flood Study in Rushcutters Bay completed and reported to Council. Awaiting grant approval for development of a floodplain management study and plan.

Flood Study in Double Bay 90% completed. To be reported to FPRMC on 8 August 2007.

Flood Study in Rose Bay 30% completed.

Details of specific drainage works will be included with Principal Activity No 8 of the Management Plan - Environmental and Infrastructure Works Program to be reported to the Corporate and Works Committee on 6 August 2007.

### **2.3 Tree Management**

During this year we processed 686 applications for pruning or removal of trees protected by the Tree Preservation Order and assessed 537 development applications related to tree management issues. We serviced 1,358 applications for pruning or removal of street or park trees, and carried out new or replacement tree planting at 220 locations.

A draft Street Tree Masterplan and a Noxious Weeds Strategy have 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 September, and subsequently to the Community & Environment Committee. The Noxious Weed Strategy will also be presented to the Community & Environment Committee.

Data collection is well underway for the street and park tree asset management project. Asset inventory and condition surveys have been carried out on 10,000 street trees. We expect to have surveyed all street trees by August 2007.

### **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.

Early results of a recent survey of residents participating in the food organics collection trial show that residents are using the new service and are in favour of a permanent organics collection service. A full audit of the type and amount of food organics collected has now been completed and the results will determine the feasibility of the service. A full report on the outcome of the trial and the possibility of making it a permanent service and expanding it to other areas of the municipality is being prepared and will be presented to Council in August.

Audit results of the sample survey carried out in Paddington and West Woollahra showed that the majority of residents surveyed were in favour of changing the collection service to a 120lt, or two 55lt litre bins once a week. Further community consultation, by way of an internet survey and information placed in the local paper has taken place. At its meeting on Monday 25 June, Council adopted the recommendation to change the service to once a week. The process of altering the service and carrying out community education has now begun and the new service will be introduced in the second quarter of 2008

### **2.5 Street Cleaning**

Woollahra, in conjunction with Botany Bay and Randwick Council, have received a grant from the DECC that will allow us to target the problem of illegal dumping with advertising campaigns run in local cinemas and on local buses.

The spraying and removal of weeds throughout the municipality is an ongoing program.

We are currently introducing an educational program for residents and business owners that will link previous programs, such as "Gutter talk", with the need for business owners and residents to assist us in keeping the streets clean to reduce storm water litter going into the harbour.

## **2.6 Bush Regeneration**

The new bush regeneration schedules were successfully completed for 2006-07.

The major Environmental Works funded bush regeneration projects in Gap Park and Parsley Bay have been completed.

Successful Bushcare volunteer programs continued in Harbourview Park, Gap Park, Trumper Park and Cooper Park. Promotional material, training days, and the WMC website have helped us recruit to our current level of 48 volunteers.

## **2.7 Harbour Facilities**

A design and cost estimate for the Watsons Bay Baths was submitted to the Corporate and Works Committee and adopted in March 2007. Funding for this project has been approved as part of the infrastructure levy and the design is under way. A report will be submitted to the Corporate and Works Committee in August.

Warwick Hatton  
Director Technical Services

Allan Coker  
Director Planning & Development

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### **Annexures:**

1. June 2007 Quarterly Review of Principal Activity – Natural Environment
2. June 2007 Quarterly Review of Outstanding Notices of Motion – Natural Environment

**Item No:** D5 Delegated to Committee  
**Subject:** **Parks & Public Space Principal Activity -  
4<sup>th</sup> Quarter Management Plan Review**  
**Author:** Warwick Hatton - Director Technical Services  
**File No:** 827.G 04-07  
**Reason for Report:** To review the status of works, services and projects and Notices of Motion for the Management Plan principal activity of Parks and Public Space for the year ending 30 June 2007. .

**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 end of year financial review.

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**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 fourth 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:

3. The Parks & Public Space Principal activity of the Management Plan with detailed comments on the status of items in each sub activity.
4. 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 year we processed 3,255 park hire approvals and 84 filming and photography approvals.

Investigations have continued on issues arising from Notices of Motion including commercial dog walking, review of security lighting in parks and carparks and options for introducing community gardens. Reports regarding these items will be presented to Council next quarter.

A Commercial Fitness Policy was developed, publicly advertised and adopted by Council. This Policy has commenced to be implemented from the fourth quarter for a 12 month trial period. A comprehensive report concerning the storage of private water craft was presented to Council and Policy drafted for Council adoption in July 2007.

#### **4.2 Open Space Asset Management**

Updating of Plans of Management for Trumper Park, Cooper Park and Foreshore Parks is under way.

We obtained a grant in Round 3 of the NSW Government's Water Savings Fund for a water-efficient irrigation and localized water re-use plan for Christison Park. The grant for \$270,200, is one of the largest Council has obtained for such a project, and will fund a new state of the art sub-surface irrigation system in four sportsfields at Christison Park. The project will save Council approximately 15,000kL per year, nearly half the water needed by the existing, conventional 'pop-up' irrigation system. An irrigation system utilizing bore water was also installed at Lough Playing Fields and will allow improved turf growth junior sports. The bore at Steyne Park was also refurbished to improve turf growth for sports.

We were also informed by the NSW Department of Planning of our success in securing a \$31,000 grant under the Metropolitan Greenspace Program for the development of a Gap Park Landscape Master Plan. These funds supplement \$25,000 provided in this year's budget for the completion of a Landscape Master Plan. The aim of the Master Plan is to guide Council in undertaking necessary future improvements to the area and assist in seeking further grant funding for capital works.

Change room facilities at Lyne Park have been refurbished and made available for use by winter sportsground hirers.

The pond at McKell Park received a major refurbishment with the assistance of a benefactor.

Data collection for the parks asset management project is underway with asset inventory and condition surveys on target for landscape and infrastructure assets in our parks and reserves.

#### **4.3 Open Space Maintenance & Construction**

See notes on capital works projects above.

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

The traffic island and gateway to Municipality at Rushcutters Bay received a major landscape upgrade and gateway signage was installed.

#### **4.4 Park Facilities**

New playgrounds were installed at Dillon Street, Thornton Reserve and a design prepared for a shade structure at Spring Street Reserve. All scheduled maintenance to park and open space areas was completed to standard.

New park name identification signage was installed at sportsgrounds. New picnic facilities were also rolled out throughout Parsley Bay Reserve.

Warwick Hatton  
Director Technical Services

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#### **ANNEXURES:**

1. June 2007 Quarterly Review of Principal Activity: Parks and Public Space
2. June 2007 Quarterly Review of Outstanding Notices of Motion – Parks and Public Space

**Item No:** D6 Delegated to Committee  
**Subject:** **Community Services - Management Plan Quarterly Report**  
**Author:** Kylie Walshe - Director Community Services  
Tim Tuxford – Manager Compliance  
**File No:** 827.G 05-08  
**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 30 June 2007, with a view of all achievements in the 2006/07 financial year.

**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.

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**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 fourth quarterly review of Principal Activity No 5 of the Management Plan, which is "Community Services", and a summary of all activities in 2006/07. 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.

### **April – June Quarter**

The main achievement this quarter was the commencement of the Social and Community Planning process with the establishment of an Advisory Panel and review of the Social Plan 2002 – 2007. This planning process will continue well into 2007/08, with a new Social Plan to be presented to Council for adoption in 2008.

### **Achievements and highlights 2006/2007**

All projects in the Management Plan were completed and undertaken within budget, with the exception of the development of a Community Facilities Plan. This project is now included in the Property Assets Study that covers all Council assets and is not yet completed.

Highlights of the year were the renovations of the Gunyah at Watsons Bay and Vaucluse Bowling Club and the community use of these facilities.

## **5.2 Library Services**

This sub-activity covers all library activities, including projects for library facilities and the library service as a whole. All management plan projects have commenced or are completed. A detailed report on the operation of the Library and Information Service for the year will be made to the Community and Environment Committee in August 2007.

### **April – June Quarter**

Some highlights of the library activities and projects for this quarter as reflected in the Management Plan are the completion of the consultation strategy for the development of the Library's Strategic Plan; adoption of a report at the Council Meeting of 12 June 2007 for the re-negotiation of the Paddington Library agreement with City of Sydney Council; and visits to local high schools in May and June 2007 to further develop partnerships between the Library Service and School libraries.

A range of cultural activities and special children's events were held throughout the quarter and are summarised below as part of the year's activities.

### **Achievements and highlights 2006/2007**

#### **Library Management**

The development of the Library Strategic Plan is well underway with Council's consultant AEC Group having completed a detailed consultation process including both telephone survey and focus groups and a process review of existing Library procedures. The plan is expected in September / October 2007.

#### **Lending Services**

Highlights included:

- Introduction of people counters at Double Bay Central Library in September 2006.
- Launch of the Home Library Audio Read Navigator project on 4 December 2006, which was a result of a successful regional grant application.

- A Library Amnesty was held during the month of June 2007 with over 2000 overdue items returned and \$1500 raised for the Mudgin –gal Women’s Centre.

### **Children’s and Young Adult Service**

- The Library Service continued to hold regular storytimes / playgroup sessions each week in the Double Bay and Paddington Libraries attracting good audiences, with a new initiative being the extension of this programme to Watsons Bay Library for school holiday / special weeks e.g. Naidoc Week.
- A trial extension of the opening hours of the Double Bay Central Library was held from September 2006 to the present. Due to poor usage, this pilot programme will not continue into the new financial year.
- “Kids Day Out”, in conjunction with the Small Sculpture Prize exhibition, was held on 29 October 2006 with over 3000 people attending. Due to its success it has now become an annual event.

### **Information Services**

Highlights included:

- The Library has been implementing an indexing project of Council Archives, funded from the State Library of NSW, with the period 1860-1871 completed.
- “Women in Woollahra” project, Stage 1 was completed and launched on International Women’s Day, 8 March 2007.
- A new Multicultural Services Directory was launched on Harmony Day, 21 March 2007.
- In conjunction with staff from Strategic Planning and Parks and Street Trees, a Sustainability Collection was purchased and promoted.
- The Library Service continued with its highly successful Writers and Readers Series as well as other key events such as holding the 13th annual Woollahra Youth Photographic Award in September 2006 and participating in the regional HSC lecture series.

## **5.3 Community Development**

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

### **Children’s Services**

#### **April – June Quarter**

- Transition to School Forum  
A forum was held in May 2007 with a presentation providing information to parents to assist them in a smooth transition to school for their child in 2008. The event attracted approximately 120 parents who were also able to access information from representatives from local primary schools in the area. Both Woollahra and Waverley Council and Families First worked in collaboration to host the evening.
- Better Futures.  
Liaison continues with the Better Futures Sub-regional Reference group, which continues to look at projects to attract 9-13 year old children to be involved in out of school activities. Coordinators from Woollahra, Waverley and Randwick Local Government Areas continue to be involved in the reference group.

### **Achievements and highlights 2006/2007**

- Strong linkages were established with the NSW Families First Program and the Better Futures Project with staff continuing to participate in the Better Futures and Family First regional meetings.
- The Children's Services Forum continued to be popular attracting a significant number of service providers seeking professional development and information dissemination.

### **Youth**

#### **April – June Quarter**

- Council hosted a forum for youth service providers to review the range of information and educational sessions available to youth and parents in the area resulting in a direction for Council's information and education sessions for these groups. The increase is reflected in the 07/08 Management Plan.

### **Achievements and highlights 2006/2007**

- A Youth Concert was held in Lyne Park in December with performances by local bands staging some of their own work. Attendance numbers were low indicating a different event setting is required in future planning.
- Youth Week was celebrated commencing 24<sup>th</sup> March to 19<sup>th</sup> April. Council worked in collaboration with WAYS, Youth Advisory Committee, Waverley, Randwick Council and Urban Arts Base to provide an innovative program of events.

### **Community Safety**

#### **April – June Quarter**

- The Crime Prevention Plan has been forwarded to the Attorney Generals Office for endorsement.

### **Achievements and highlights 2006/2007**

- A new Community Development Officer (Community Safety) was recruited in May and has been involved in progressing community safety projects.
- The Rose Bay Local Area Command hosted an information session for all Schools in the area in June. Numbers in attendance were very good with an opportunity for communication between the police and education sector.

### **Volunteering**

#### **April - June Quarter**

- In conjunction with Holdsworth Community Centre, Council hosted free training sessions to agencies operating in the local area that utilise volunteers for their services. The training included recruitment, training and retaining volunteers. The session was provided by the Voluntary Work Initiatives – an Australian Government Initiative.

### **Achievements and highlights 2006/2007**

- In liaison with Holdsworth Street Community Centre the first Volunteer Forum was held in December 2006.

### **Ageing & Disability Services**

Activities in this sub-activity are on track, and a number of strategies linked to Council's Ageing and Disability Strategy have been completed.

### **April – June Quarter**

- A User Satisfaction Survey regarding recreational activities for seniors was distributed with an approximate 90% return. Responses have been highly favourable with respondents pleased with the venue, exercise type and level.
- 1,370 dining room meals (9 per day) per annum were provided to E J Ward members on three days per week.

### **Achievements and highlights 2006/2007**

All project milestones were met and within budget. Highlights include -

- Community Development in collaboration with the Libraries and Information Services have provided monthly information sessions following the survey results called “Tea Topics” incorporating a wide range of interests topics for local residents. Sessions are attracting up to 30 people.
- International Day for People with a Disability Event was held on 4<sup>th</sup> December 2006 in conjunction with the Woollahra Library to promote the “Audio Read Navigator” which is a hand held device that enables people with a disability to listen to audio books.
- Approximately 100 seniors attended Seniors Week celebrations. The Prose and Poetry competition proved to be popular again this year with a good response from local residents.
- The Seniors Christmas Concert 2006 held at the Stamford Plaza in December, with positive feedback from attendees who thoroughly enjoyed the occasion.

## **5.5 Cultural Development**

This sub-activity includes cultural events and cultural development activities.

### **April – June Quarter**

All management plan activities are on target. A highlight of the area was the inaugural meeting of the Public Art Advisory Committee in May. A grant application for funding of the concept design component of the Women in Woollahra public art project was lodged with Arts NSW.

The Small Sculpture Prize Committee began sourcing sponsorship towards the presentation of the 2007 Woollahra Small Sculpture Prize. Entry forms were finalised and mailed out to galleries nationally and in New Zealand as well as to over 2000 artists on the Prize database.

Council representation continued on the Eastern Regional Local Government Aboriginal and Torres Strait Islander Forum, with Council participating in the Forum’s 2007 Reconciliation Week Awards in May. Students from Woollahra Public School were amongst the place getters for the primary and preschools Reconciliation Week Art Awards.

### **Achievements and Highlights 2006/2007**

During 2006/07 a review was undertaken of all cultural development projects, resulting in some amendments to target dates. This includes the development of community cultural development projects which rely on successfully securing grants for their implementation. All other activities were completed on time and within budget.

Highlights for the year include:

- Council’s Public Art Policy was adopted in October 2006.
- Council’s Reconciliation Statement was adopted in November 2006.
- In July 2006, Council hosted successful NAIDOC Week activities at the Double Bay and Paddington Branches of Woollahra Library.

- A record 496 entries were received for the 2006 Woollahra Small Sculpture Prize. The Prize also hosted associated activities including a local schools education component and artist floor talks by finalists. It was also featured as part of 2006 Kids Day Out on Sunday 29 October, an event which attracted approximately 3000 attendees.
- Council elected to take part in the 2007 Australia Day Council NSW Local Citizen of the Year Awards 2006, in recognition of community members of Woollahra that demonstrated excellent citizenship and contribution to the people of Woollahra. The presentation and announcement of the Award recipients occurred in as part of Councils Australia Day Citizenship ceremony.
- Two free bush tucker walks held in conjunction with the Eastern Suburbs Organisation for Reconciling Australia were conducted in Nielsen Park during November and December.
- The free community concert, Chamber Proms III, was held by Woollahra Philharmonic Orchestra and hosted by Woollahra Council on Sunday 19 November.

## 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 352 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 141 health premises recorded. These premises include skin penetrations, hairdressers, and beauty salons and our Environmental health Officers endeavour to inspect these premises once a year.
- Microbial Control – Council currently has 57 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.

### April – June Quarter

During the quarter;

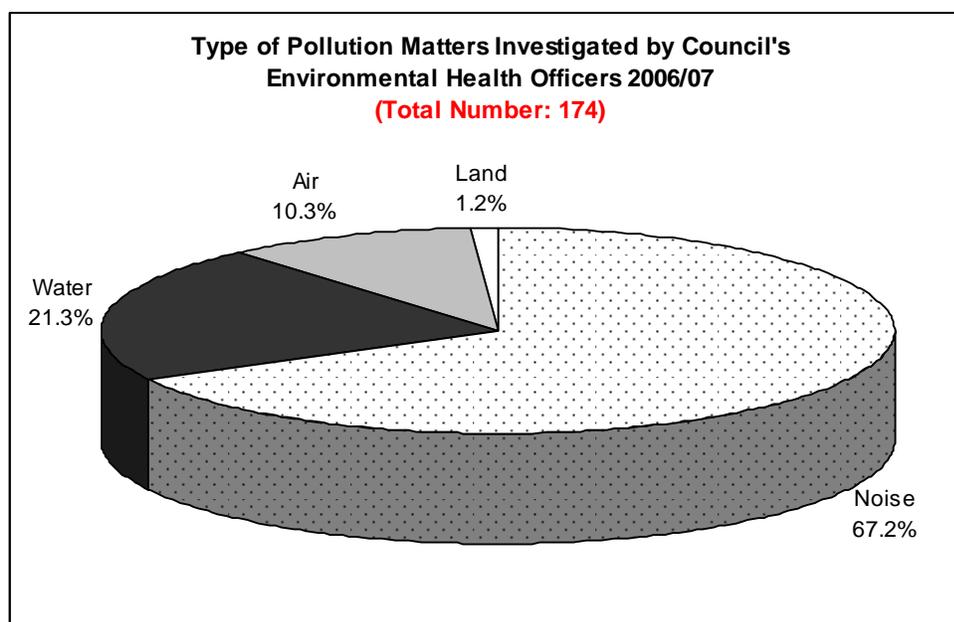
- 85 food and health premises were inspected as part of our Food Safety and Public Health Program;
- No food related notices were issued;
- 61 babies were immunised under our Childhood Immunisation Program, representing an increase of approximately 95.2% on the quarterly average for the previous year;
- 27 pollution related matters were reported and investigated, as part of our Pollution Control Program. 70.4% related to noise, 25.9% related to water and 3.7% related to air. There was no land related matters recorded for the quarter;
- 2 notices/orders were issued under the *Protection of the Environment Operations Act 1997* and 15 were issued under the *Local Government Act 1993*; and

- Council's Environmental Health Officers completed 89 development application referrals for new food and health premises, acid sulphate soil and contaminated land assessments and noise assessments in an average of about 17 days per referral.

### Achievements and Highlights 2006/2007

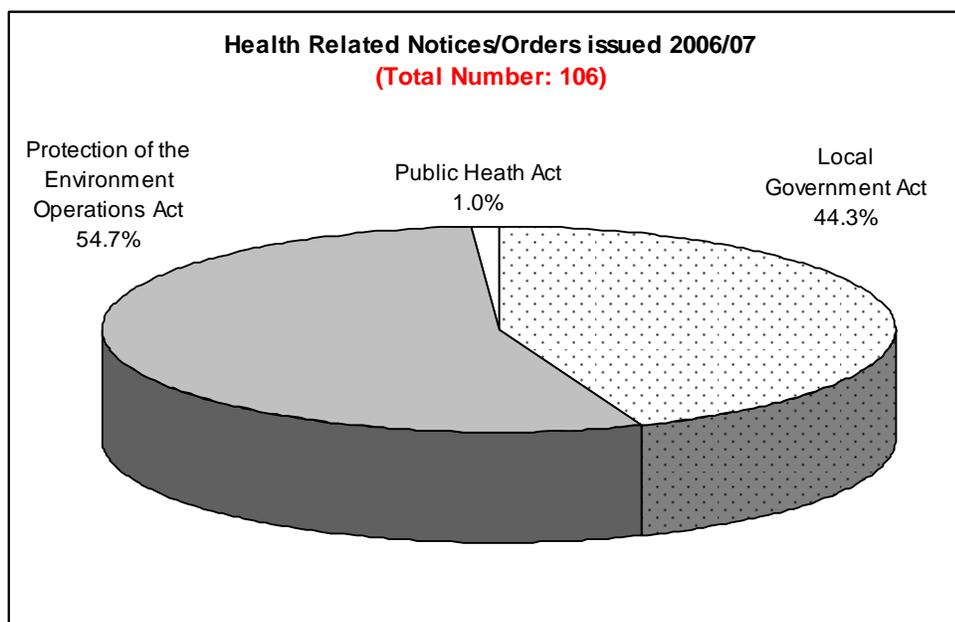
During the year the following was achieved;

- 228 (125)\* babies were immunised, representing an increase of approximately 82.4% on the previous year and 34.1% on the annual target. The average number of babies immunised per clinic was up from 10 in 2005/06 to 19 this year;
- 174 (169)\* pollution matters were reported and investigated, representing an increase of approximately 3% on the previous year and 16% on the annual target. 67.2% (74.6%)\* of these matters related to noise, 21.3% (17.8%)\* related to water, 10.3% (4.7%)\* related to air and 1.2% (2.9%)\* related to land;



- Council's Environmental Health Officers completed 256 development application referrals for new food and health premises, acid sulphate soil and contaminated land assessments and noise assessments in an average of about 14 days per referral; and
- 106 (70)\* health related notices/orders were issued, representing an increase of approximately 34% on the previous year. 44.3% (72.9%)\* of the notices/orders were issued pursuant to the *Local Government Act 1993*, 54.7% (25.7%)\* pursuant to the *Protection of the Environment Operations Act 1997* and 1.0% (1.4%)\* pursuant to the *Public Health Act 1993*.

\* Figures in ( ) represent 2005/06 results.



Due to staff shortages, especially in the final quarter of the year when a significant number of scheduled inspections were due, Council's Environmental Health Officers were unable to meet the targets of the Food Safety and Public Health Programs. 384 food and health premises were inspected during the year, representing a decrease of approximately 50% on the previous year and 38% from 2004/05.

To address this shortfall, the currently vacant Environmental Health Officer's position was recently filled on a casual basis with a senior officer who is focusing solely on Council's Food Safety and Public Health Programs and it is anticipated that these programs will be back on target by the end of September 2007. Council's remaining two Environmental Officers are undertaking all other Environmental Health functions.

Furthermore, with regard to Council's Food Safety Program, local councils still do not know when the proposed NSW Food Regulation Partnership between local councils and the NSW Food Authority will commence. As reported throughout the year via the quarterly Management Plan reviews, under the partnership local councils will be required to specify the food surveillance role they can provide and will enter into a formal agreement with the NSW Food Authority. The proposed Partnership, which will change how food surveillance is provided across New South Wales, was initially scheduled to commence at the beginning of 2007 and later July 2007.

At the time of preparing this report, the draft Food Bill required to introduce the proposed changes is yet to be placed before State Parliament. The last advice from the NSW Food Authority indicated that a four (4) month lead time will apply once the legislation has been passed. The earliest the legislation can now be considered is the September/October 2007 sitting of Parliament.

As previously reported, before entering the Food Regulation Partnership it will be necessary for Council to undertake a full review of its Food Safety Program so it can decide what level of service it can achieve. It is now proposed that the review of the Food Safety Program should occur over the coming months, while the temporary staffing arrangements described earlier are in place, in conjunction with the scheduled review of Council's Environmental Services.

## 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.

### April – June Quarter

During the quarter;

- 70 abandoned vehicle matters were reported and investigated;
- 8 road and footpath obstruction matters were reported and investigated;
- 6 private skip bin matters were reported and investigated;
- No littering fines were issued;
- 92 companion animals were registered on the New South Wales Companion Animals Register for our area, with 90.2% of these animals being de-sexed;
- 24 barking dog matters were reported and investigated;
- 1 nuisance dog order was issued; and
- 3 dog related fines were issued.

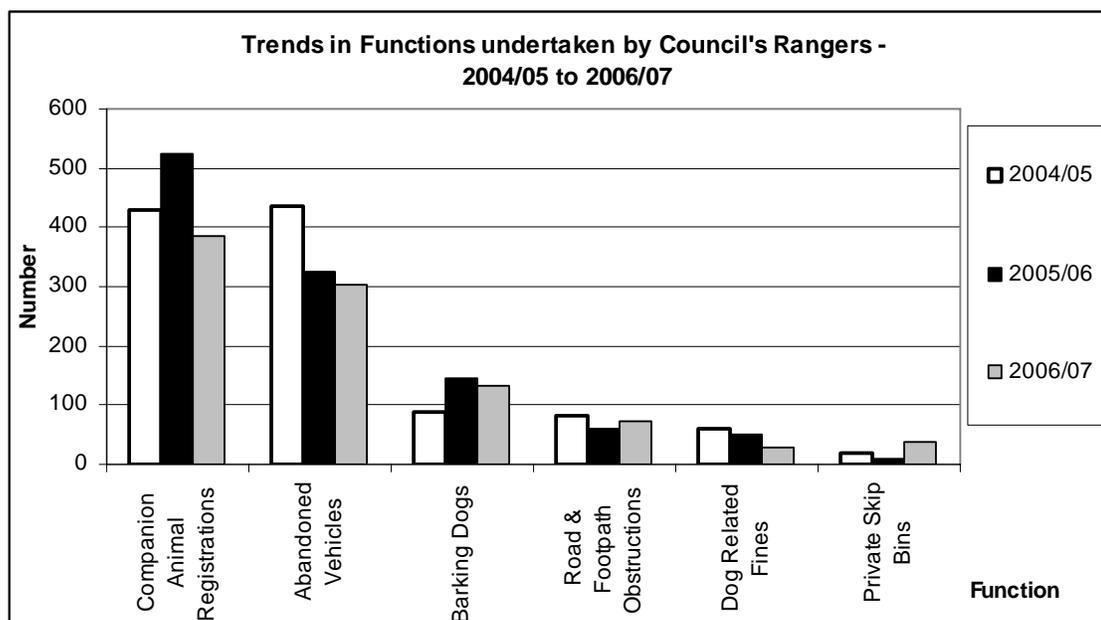
### Achievements and Highlights 2006/2007

During the year the following was achieved;

- 303 (324)\* abandoned vehicle matters were reported and investigated, representing a decrease of approximately 6.5% from 2005/06;
- 74 (59)\* road and footpath obstruction matters were reported and investigated, representing an increase of approximately 25.4% from 2005/06;
- 39 (9)\* private skip bin matters were reported and investigated, representing an increase of more than 300% from 2005/06;
- 2 (9)\* littering fines were issued, representing a decrease of approximately 77.8% from 2005/06;
- 385 (525)\* companion animals were registered on the New South Wales Companion Animals Register for our area, representing a decrease of approximately 26.7% from 2005/06. Further, approximately 89% of the animals registered this year were de-sexed, compared with approximately 91.5% for the previous year;
- 134 (146)\* barking dog matters were reported and investigated, representing a decrease of approximately 8.2% from 2005/06;
- 10 (5)\* nuisance/dangerous dog orders were issued, representing an increase of 100% from 2005/06; and
- 28 (49)\* dog related fines were issued, representing a decrease of approximately 42.9% from 2005/06.

\* Figures in ( ) represent 2005/06 results.

The following graph illustrates the trends in recent years with regard to the above functions.



At various times during the year, 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 following events;

- City-to-surf;
- Boxing Day; and
- New Years Eve.

As in previous years, life saving services were provided at Camp Cove Beach from the last weekend in October 2006, at the commencement of daylight saving time, through to Easter Monday. Subject to weather conditions, the service was provided every weekend during this period and on a daily basis during the December/January school holidays.

Following the installation of new identification and regulatory signage in Council's parks and reserves in 2005/06, similar signage was installed at Council's harbourside facilities during 2006/07.

People & Pets Day was again successfully organised and held in September 2006 and planning for this year's event is currently underway.

**Conclusion:**

In summary, the projects detailed within the Community Services Principal Activity for 2006/07 were completed predominantly on time and within budget, except as otherwise noted.

Tim Tuxford  
Manager Compliance

Kylie Walshe  
Director Community Services

**Annexures:**

1. June 2007 Quarterly Review Report - Community Services Principal Activity of the Management Plan

**Item No:** R1 Recommendation to Council  
**Subject:** Guidelines for Local Traffic Committees  
**Author:** Frank Rotta – Traffic Engineer  
**File No:** 595.G  
**Reason for Report:** To inform Council of the recently adopted Guidelines for the operation of Local Traffic Committees

**Recommendation:**

- A. That the Traffic Committee agenda state that when members of the public, interested stakeholders, or the media indicate their interest in specific items on the agenda, those matters will be brought forward to the beginning of the meeting and interested parties will be permitted to address the Committee on the item of interest and will then be requested to leave during deliberations of the Traffic Committee on all matters on the agenda.
- B. That this procedure be advertised on Council's website.
- C. That the Traffic Committee agenda be circulated on the last Tuesday of the month.
- D. That live minutes be recorded during the Traffic Committee meetings and that Traffic Committee members be requested to sign off on the minutes at the completion of the meeting.
- E. That the minutes of the Traffic Committee be circulated to Councillors on the Thursday following each meeting.
- F. That the minutes of the Traffic Committee be placed on the web-site on the Friday following the each meeting.
- G. That the minutes of the Traffic Committee record all decisions as being either unanimous support, majority support, split vote, minority support, or unanimous decline.

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**Background:**

Council's Local Traffic Committee (LTC) is not a committee of Council. Under Section 50 of the Transport Administration Act the Roads and Traffic Authority (RTA) has delegated to Council the authority to deal with traffic matters on local roads under the care and control of the Council. This instrument of authority empowers Council to conduct LTC meetings.

While the delegations to Councils have been in place for a number of years, different Councils have evolved various interpretations as to the way in which the RTA's delegation is exercised. The RTA has therefore decided that a uniform set of guidelines should be introduced outlining the requirements for Councils in exercising their delegation. Although these are guidelines, the RTA has indicated that that all councils are required to conform with the new guidelines for the operation of Traffic Committees and that failure to comply may result in Council's delegation being revoked. It is considered not to be in Council's or the community's best interests for this delegation to be revoked.

Attached as Annexure 1 is a brochure released by the RTA that provides a concise and simple explanation of how an LTC is to operate, the composition of LTC's, the conduct of meetings, and the method of recording of minutes of these meetings. In general these requirements are currently being met by the Woollahra Traffic Committee. There are, however, four issues which need to be addressed to bring the Woollahra Traffic Committee into compliance with the new guidelines, as detailed below:

### **Closed meetings**

The new guidelines state that:

*“Under no circumstances should residents or other non-member stakeholders remain at the meeting while the proposal is debated and a vote taken”.*

This means that, while a member of the public or a stakeholder may be invited to address the Committee, they will not be permitted to remain in the meeting while the matter is debated and a vote taken. The media is to be treated the same as members of the public and stakeholders.

The Woollahra Traffic Committee Meetings are presently open meetings where there are no constraints on the attendees. The attendees are free to address the Committee with the permission of the Chairman and are able to remain in the room during the debate and therefore be aware of the Local Traffic Committee's recommendation to Council.

The RTA has taken the view that as the Local Traffic Committee is purely a technical committee which is set up to make technical recommendations to Council, it should not be placed in a position where it can be influenced by the public, interested stakeholders or the media. As Council has the delegation to make the decisions based on the Traffic Committee's recommendations, the RTA holds that the appropriate forum for the public, interested stakeholders or the media to argue their points would be at Council or Community & Environment Committee meetings. (It should be noted that the guidelines appear contradictory here as they permit members of the public and stakeholders to address the Committee by invitation.)

The RTA is also concerned that if the public, or interested stakeholders or the media are aware of the Traffic Committee's recommendations prior to Council considering a matter, there is the potentially embarrassing situation of Traffic Committee recommendations being out in the public arena even before the elected Councillors, who are the decision makers, are aware of the Traffic Committee's recommendation. (It is unclear why this should cause embarrassment as it is still open to Councillors to determine their position at the subsequent Committee meeting.)

However, in order to comply with the RTA's requirements, it is proposed that:

- The Traffic Committee agenda state that when members of the public, interested stakeholders, or the media indicate their interest in specific items on the agenda, those matters will be brought forward to the beginning of the meeting and interested parties will be permitted to address the Committee on the item of interest and will then be requested to leave during deliberations of the Traffic Committee on all matters on the agenda.
- That this procedure be advertised on Council's website..

### **Circulation of Agendas**

The new guidelines require that the Traffic Committee agenda should be circulated to members of the Committee one week prior to the meeting.

The Woollahra Traffic Committee meets on the first Tuesday of each month (except January) and currently a hard copy of the agenda is sent to the Committee members on the Thursday before the meeting by Express Post. To provide a week's notice as per the RTA's guidelines a minor administrative change is required. The current agenda deadline reflects the timing for the councillors' deliveries on a Thursday. As Councillor deliveries also occur on a Tuesday it is proposed that the last Tuesday of each month now should become the new Traffic Committee agenda deadline. This will satisfy the RTA's guidelines while still observing the other time constraints inherent in the process.

It is proposed that:

- The Traffic Committee agenda be circulated on the last Tuesday of the month.

### **Timing of Minutes**

The new guidelines require that LTC members confirm in writing that the formal minutes are a true record of what was agreed to at the meeting before these minutes can be distributed to Councillors as part of a business paper or placed on the internet. At present the minutes of the meeting are prepared immediately after the meeting. On the following day the minutes are placed on the internet and are prepared for the following week's Community & Environment Committee business paper. The voting members on the Traffic Committee are currently sent a copy of the minutes in conjunction with the distribution of the next month's Traffic Committee agenda.

This requirement can be overcome by recording minutes during the meeting and requesting all LTC members to sign off on these minutes before leaving the meeting. As it is unusual for the recommendations in the agenda to vary greatly from the Committee's recommendation, Council officers can prepare the minutes during the progress of the meeting. These adopted minutes will then form part of the business paper which goes to Councillors as part of the C&E agenda on the following Thursday. The minutes of the Traffic Committee can then be placed on Council's web-site the following working day to ensure that Councillors have access to these Traffic Committee recommendations before they are viewed by the public.

It is proposed that:

- Minutes be recorded during the Traffic Committee meetings.
- Traffic Committee members be requested to sign off on the minutes at completion of the meeting.
- The minutes of the Traffic Committee be circulated to Councillors on the Thursday following each meeting.
- The minutes of the Traffic Committee be placed on the web-site on the Friday following the each meeting.

### **Type of Recommendation**

The new guidelines require that the minutes of the Traffic Committee must reflect the result of the vote of the Committee. The Committee's recommendation to Council must indicate one of the following for each item:

- a) Unanimous support
- b) Majority support
- c) Split vote
- d) Minority support
- e) Unanimous decline

Council may support or reject the Committee's recommendation in line with any of the above voting scenarios. However, where Council wishes to proceed with a proposal where the recommendation of the Committee is not unanimous support or unanimous decline, the Council must advise the RTA and NSW Police in writing of their intention to approve or disapprove the proposal. The RTA or the NSW Police may then lodge an appeal to the Regional Traffic Committee within 14 days of Council's written notification.

This does not reflect a change in the current operation of the Woollahra Traffic Committee other than to require that the minutes show the type of vote which occurred. It is proposed that:

- The minutes of the Traffic Committee record all decisions as being either unanimous support, majority support, split vote, minority support, or unanimous decline.

**Conclusion:**

The RTA requires that all councils conform with the new guidelines for the operation of Traffic Committees. The RTA is the governing body which delegates its authority to Council, and therefore the RTA has the ability to revoke that authority. It is considered not to be in Council's or the community's best interests for Council's delegation in relation to the Traffic Committee to be revoked.

The majority of the changes required by the RTA are administrative in nature and represent minor changes to the existing scenario. The significant change is in relation to the meetings being closed to the public. Whilst this is has not been the norm at Woollahra Traffic Committee meetings, it is recommended that this change be adopted so as to permit the Traffic Committee to continue to operate in the community's interests.

**Identification of Income & Expenditure:** Nil

Frank Rotta  
Traffic Engineer

Warwick Hatton  
Director Technical Services

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**Annexures:**

1. Brochure titled "A guide to delegation to councils for the regulation of traffic".

**Item No:** R2 Recommendation to Council  
**Subject:** **Community Grants Program**  
**Author:** Kylie Walshe  
**File No:** 30.G / 1142.G  
**Reason for Report:** To give consideration to applications for Section 356 Community Grants from local community groups /services.

**Recommendation:**

- A. That Council adopt the recommendation for the allocation of Community Grants for 2007/08 under Section 356 of the Local Government Act, and in accordance with Council's adopted policy objectives and selection criteria.
- B. That Council adopt the recommendation for the allocation of Community *Environmental* Grants for 2007/08 under Section 356 of the Local Government Act, and in accordance with the selection criteria.
- C. That a review of the Policy and Guidelines for the grants program be undertaken and reported to Council in early 2008.
- D. That Council consider the allocation of additional funds to Community Grants in future years.
- E. That a function be organised to present and celebrate the awarding of the Community Grants and Community *Environmental* Grants to successful organisations.

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This report covers the long standing practise of providing community grants to support community organisations to provide services and activities to the Woollahra community, and the Community *Environmental* Grants introduced last year for the first time.

**1. Community Grants, General**

**Background:**

Council has a long history of providing grants and support to local community organisations. It is through assisting these organisations that the Woollahra community will be enhanced and strengthened. In line with the Social Plan 2002-2007, Council reviewed the Community Grants Policy in 2003 and again on 10 April 2006.

Council currently has an allocation of \$50,000 for small community grants in addition to the \$670,000 provided to Holdsworth Street Community Centre and \$65,000 to Woollahra Senior Citizens Centre. Of this \$50,000 allocation, \$700 is annually allocated for recognition awards at primary schools within the Woollahra Municipality, of which there are 14.

**Process:**

The Community Grants Program for 2007/08 was advertised throughout May and June and closed on 15 June 2007. A total of 28 applications totalling \$106,000 excluding GST were received. These applications, comments by relevant staff and officer recommendations are provided in Annexure 1.

Each application has been assessed in reference to the objectives and selection criteria adopted by Council and this process has been enhanced by individual officer's experience in and knowledge of the sector in which applicants operate. The grants have also been assessed in accordance with the needs and priorities in the Social Plan 2002, the Cultural Plan 2003 and the Social Needs Study, which includes the Ageing and Disability Services Strategy and the Children's Services Strategy, adopted on 8 August 2005.

The applications recommended for funding are all projects that provide substantial benefit to high priority groups in Woollahra. The funds have been allocated in the following proportions to organisations providing services to the target groups of:

- Children & Families (\$8,845)
- Young people (\$19,730)
- Older people & people with a disability (\$13,313)
- Cultural Development Activities for the broader community (\$7,800)

A large proportion of funds are recommended to fund programs and organisations that have been funded for some years by Council. These are all very valuable services to the high need target groups of youth and families and address high priority needs identified in the Social Needs Study, the Ageing and Disability Services Strategy and the Children's Services Strategy. This includes WAYS, Bondi Outreach Project, Bondi Beach Cottage and Miroma. Each of these have limited ability to source funding from other funding bodies/fees etc and, whilst valuable, limits the ability of Council to fund new projects for services for the Woollahra community to approximately \$10,000 per annum. As this amount only provides funding to a few organisations and/or services it is recommended that Council consider an increase in the amount allocated to community grants in future years. The \$50,000 has been the amount allocated to this task for many years, resulting in a reduction in real dollar value of this program that assists so many in our Municipality.

There are a number of organisations that have not been recommended for funding, such as Bondi Lions Club and Sisters of Charity. These organisations have other means of raising funds and attracting grants from other government agencies to fund their operations. Despite not funding thirteen of the organisations that applied there is the potential for partnerships with many of these organisations and meetings will be arranged to discuss how Council can work in partnership to improve services to our community.

Another organisation that has not been recommended for funding is the Paddington Society. This is one that does not meet the guidelines as it is a resident association. Despite the resident group not being eligible for a grant under the Community Grants Program, these events may be supported by Council under Section 356 of the Local Government Act for civic purposes if it should desire to do so.

### **Proposal:**

It is proposed that the recommendations in relation to applications for Community Grants be adopted. The overarching aim of Community Grants is "to encourage the development of local community based services which meet identified needs of people living and working in the Woollahra local government area".

Recommended allocations for Community Grants are summarised below:

<b>Organisation</b>	<b>Amount recommended</b>
Bondi Beach Cottage	\$5,645
Bondi Community Street Project	\$4,730
Circles of Learning	\$3,500
Eastside Arts	\$3,300
Eastern Suburbs Organisation for Reconciling Australia	\$ 500
Eddie Dixon Centre	\$2,500
Jewishcare	\$1,000
Miroma	\$4,053
Point Zero Youth Services	\$5,000
Technical Aid to the Disabled	\$1,760
Tough Love NSW	\$1,500
Unique Hug	\$2,000
Urban Arts Base	\$5,000
Waverley Action for Youth Services (WAYS)	\$5,000
Woollahra Philharmonic Orchestra	\$4,000
14 Primary schools within Woollahra LGA	\$ 700
<b>TOTAL</b>	<b>\$ 49,688</b>

## **2. Community *Environmental Grants***

### **Background**

In 2006 Council developed an environmental grants or awards scheme, a strategy designed to support local community groups and schools complete environmental improvement projects. The resulting Community *Environmental Grants* commenced last year. For simplicity and ease of application processes and to allow streamlining of administration support required, the Community Environmental Grants were included as a new component of Council's existing Community Grants Program.

For this second year of the Community Environmental Grants, a total of \$5,000 was available, funded by the Environmental Levy.

### **Process**

The Grants were promoted to all local schools and relevant community groups throughout May and June, closing on 22 June 2007. In total, 20 applications totalling \$10,650 were received. Nine local schools submitted a total of 15 applications, while five applications were submitted by five different community groups.

In recognition of the significant contribution that preschools and kindergartens can make to the environmental education of their students, these organisations were this year invited to apply for environmental grants, in addition to primary schools and high schools.

A summary of all applications together with comments and recommendations by the selection panel are provided in Annexure 2.

Each application has been assessed with reference to the objectives and selection criteria of the Community *Environmental Grants* Program adopted by Council (see Guidelines, Annexure 3). The applications recommended for funding all relate to projects that provide benefit to the environment, as well as develop knowledge, skills and/or awareness in participants or others, that encourage environment-related activities in the future.

Organisations were encouraged to submit one application for each project they sought funding for. Because each school grant had a \$250 limit (while community grants were limited to \$3000), a number of schools chose to submit more than one application. The selection panel agreed that each project should be assessed individually on merit. Each of the projects that schools sought funding for met the required criteria, and has therefore been included in the panel's recommendations.

It should be noted that the Guidelines for the Community *Environmental* Grants actively encourage submissions from schools, including those that have their core business funded by other government agencies. These organisations are only eligible for the citizenship component of the general Community Grants Program. This is main difference in the two streams of the grants program. There are also additional objectives of the Community *Environmental* Grants that specifically relate to increasing environmental protection and awareness in the community.

This year, debates over eligibility and the categories that some types of organisations fit within have highlighted some ambiguities in the Guidelines. It is therefore recommended that the Guidelines are reviewed prior to the advertising of the Grants program next year.

**Proposal:**

It is proposed that the selection panel's recommendations for successful Community *Environmental* Grants be adopted. The panel recommends that grant funds be allocated as follows:

Community Groups

Bush Care Woollahra	\$600
Queen Street and West Woollahra Association	\$400
Vaocluse Out of School Care	\$250

Schools

Glenmore Road Public	\$250
Glenmore Road Public	\$250
Kambala	\$250
Kambala	\$250
Kincoppal-Rose Bay (Junior)	\$250
Paddington Church of Christ Kindergarten	\$250
Paddington Church of Christ Kindergarten	\$250
Paddington Church of Christ Kindergarten	\$250
St Mark's Preschool	\$250
St Mark's Preschool	\$250
The Scots College (Preparatory)	\$250
Vaocluse Public	\$250
Vaocluse Public	\$250
Woollahra Pre School	\$250
Woollahra Public	\$250

Total \$5,000

Each of these projects meets the selection criteria listed in the Grant Guidelines (Annexure 3).

**Consultation:**

The Director Community Services and individual staff with specific knowledge and expertise in the sectors in which applicants operate have provided comment in relation to each application for community and cultural projects against policy objectives and criteria. In some cases, further information was sought from applicants.

The assessment panel for the Community *Environmental* Grants consisted of Melanie Tasker – Sustainability Projects Coordinator and Jane Lewis, Environmental Education Officer.

**Identification of Income & Expenditure:**

The total allocation available for Community Grants for community and cultural activities is \$50,000. 28 organisations and 14 local primary schools are recommended for funding totaling \$49,688

The total allocation for the Community *Environmental* Grants in 2007-08 is \$5,000. This is fully funded by Council's Environmental Levy. Three (3) community groups and nine (9) schools are recommended to receive grants totalling \$5,000.

**Conclusion:**

Through the provision of Community Grants, Council is playing a pivotal role in the development of the Woollahra community whilst clearly demonstrating Councils commitment to environmental protection, community and cultural services.

As the worthy recipients of these grants are key organisations in the Woollahra community, it is recommended that a presentation ceremony be scheduled to present the grant cheques to these groups.

The Community Service Grants policy of Council aims to “*encourage the development of local community based services which meet identified needs of people living and working in the Woollahra Local Government Area*”. The application of Council policy objectives and selection criteria has resulted in a recommendation for the funding of organisations to a total of \$49,688 in the community services section of this program.

Now in its second year, the Community *Environmental* Grants component attracted a total of 20 applications (up from seven last year). A recommendation has been made for the funding of environmental projects by local schools and community group to a total of \$5,000.

Kylie Walshe  
**DIRECTOR COMMUNITY SERVICES**

Jane Lewis  
**ENVIRONMENTAL  
EDUCATION OFFICER**

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**ANNEXURES:**

Annexure 1 – Community Grants - Summary of applications, comments and recommendations

Annexure 2 – Community *Environmental* Grants - Summary of applications, comments and recommendations

Annexure 3 - Community *Environmental* Grants - Guidelines 2006