

Community & Environment Committee

Agenda: *Community & Environment Committee*

Date: *Monday 19 September 2011*

Time: *6.00pm*

Outline of Meeting Protocol & Procedure:

- The Chairperson will call the Meeting to order and ask the Committee/Staff to present apologies or late correspondence.
- The Chairperson will commence the Order of Business as shown in the Index to the Agenda.
- At the beginning of each item the Chairperson will ask whether a member(s) of the public wish to address the Committee.
- If person(s) wish to address the Committee, they are allowed four (4) minutes in which to do so. Please direct comments to the issues at hand.
- If there are persons representing both sides of a matter (eg applicant/objector), the person(s) against the recommendation speak first.
- At the conclusion of the allotted four (4) minutes, the speaker resumes his/her seat and takes no further part in the debate unless specifically called to do so by the Chairperson.
- If there is more than one (1) person wishing to address the Committee from the same side of the debate, the Chairperson will request that where possible a spokesperson be nominated to represent the parties.
- The Chairperson has the discretion whether to continue to accept speakers from the floor.
- After considering any submissions the Committee will debate the matter (if necessary), and arrive at a recommendation (R items which proceed to Full Council) or a resolution (D items for which the Committee has delegated authority).

Recommendation only to the Full Council (“R” Items)

- Such matters as are specified in Section 377 of the Local Government Act and within the ambit of the Committee considerations.
- Matters which involve broad strategic or policy initiatives within responsibilities of Committee.
- Matters requiring the expenditure of moneys and in respect of which no Council vote has been made.
- Matters delegated to the Council by the Traffic Authority of NSW.
- Matters not within the specified functions of the Committee,
- Matters reserved by individual Councillors in accordance with any Council policy on "safeguards" and substantive changes.
- Parks and Reserves Plans of Management (Strategies, Policies and Objectives).
- Residential Parking Schemes - Provision and Policies.

Delegated Authority (“D” Items)

- Community Services and Programs.
- Library Services
- Health.
- Licensing.
- Liquor Licences.
- Regulatory.
- Fire Protection Orders.
- Residential Parking Schemes (surveillance and administration).
- Traffic Management (Traffic Committee Recommendations).
- Waste Minimisation.
- To require such investigations, reports or actions as considered necessary in respect of matters contained within the Business Agendas (and as may be limited by specific Council resolution).
- Confirmation of the Minutes of its Meetings.
- Any other matter falling within the responsibility of the Community and Environment Committee and not restricted by the Local Government Act or required to be a Recommendation to Full Council as listed above.
- Statutory reviews of Council's Delivery Program and Operational Plan.

Committee Membership:

7 Councillors

Quorum:

The quorum for a Committee meeting is 4 Councillors.

WOOLLAHRA MUNICIPAL COUNCIL

Notice of Meeting

15 September 2011

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

Dear Councillors

Community & Environment Committee Meeting – 19 September 2011

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 19 September 2011 at 6.00pm.**

Gary James
General Manager

Additional Information Relating to Committee Matters

Site Inspection

Other Matters

Meeting Agenda

Item	Subject	Pages
1	Leave of Absence and Apologies	
2	Note Council resolution of 27 June 2011 to read late correspondence in conjunction with the relevant Agenda Item	
3	Declarations of Interest	

Items to be Decided by this Committee using its Delegated Authority

D1	Confirmation of Minutes of Meeting held on 8 August 2011	1
D2	Woollahra Local Traffic Committee Minutes – 6 September 2011	2
D3	Draft Community Gardens Policy – 1208.G	12
D4	Community Facilities Report – Usage Levels – 79.G	29
D5	Public Art Advisory Committee Minutes – 1160.G Public Art	67
D6	Delivery Program 2009 to 2013 & Operational Plan 2010/11 (DPOP) Quarterly Progress Report June 2011 – Goals (1) – A Connected & Harmonious Community, (2) A Supported Community, (3) A Creative & Vibrant Community, (5) A Liveable Place, (7) Protecting our Environment & (8) Sustainable Use of Resources – 1229.G * Annexure 1 distributed separately	73

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

Item No: D1 Delegated to Committee
Subject: **Confirmation of Minutes of Meeting held on 8 August 2011**
Author: Les Windle, Manager - Governance
File No: See Council Minutes
Reason for Report: The Minutes of the Meeting of Monday 8 August 2011 were previously circulated. In accordance with the guidelines for Committees' operations it is now necessary that those Minutes be formally taken as read and confirmed.

Recommendation:

That the Minutes of the Community and Environment Committee Meeting of 8 August 2011 be taken as read and confirmed.

Les Windle
Manager – Governance

Item No: D2 Delegated to Committee
Subject: **Woollahra Local Traffic Committee Minutes – 6 September 2011**
Author: Tom O’Hanlon – Director, Technical Services
File No: 595.G 2011
Reason for Report: For the Committee to consider the recommendations of the Woollahra Local Traffic Committee.

Recommendation:

- A. That the Recommendations Y1-Y6 contained in the minutes of the Woollahra Traffic Committee, and as signed by the members of the Committee, held on Tuesday 6 September 2011 be adopted.
 - B. That the Traffic Committee items be funded as outlined in Annexure 1.
-

Tom O’Hanlon
Director - Technical Services

Annexure 1

<u>Traffic Item</u>	<u>Title Funding</u>	<u>_____</u>
Y1-1	Birriga Road, Bellevue Hill – Parking restrictions	Council's Block Grant for Traffic Facilities
Y1-2	Banksia Road, Bellevue Hill – Parking restrictions	Council's Block Grant for Traffic Facilities
Y1-3	Moncur Street, Woollahra – Resident Parking restrictions	Council's Block Grant for Traffic Facilities
Y1-4	Point Piper Lane, Paddington – Removal of parking restrictions	Council's Block Grant for Traffic Facilities
Y1-5	Glenmore Road, Paddington – Resident Parking restrictions	Council's Block Grant for Traffic Facilities
Y1-6	Court Road and Forest Road, Double Bay – Give Way restrictions	Council's Block Grant for Traffic Facilities
Y1-7	Norwich Road, Rose Bay – Motorbike parking	Council's Block Grant for Traffic Facilities
Y2	Double Bay Primary School - Review of pedestrian linkages	Council's Block Grant for Traffic Facilities for linemarking and Council's 2011/2012 Traffic Capital Works Program for construction works
Y3	No.59-53 Victoria Road (Cranbrook Road), Bellevue Hill – Works Zone	Works Zone is in an area zoned as Special (School / Convent). The fee payable shall be in accordance with Council's adopted fees and charges for this zoning.
Y4	Boundary Lane, Paddington – Temporary road closure	All costs associated with the closure to be borne by the applicant.
Y5	Vaucluse Road / Greycliffe Avenue / Coolong Road, Vaucluse – Temporary traffic restrictions for Boxing Day, New Years Eve and Australia Day	Nil (signage already held in stock)
Y6	Special Event Traffic Management - New Years Eve 2011 – Woollahra LGA	To be funded by Council's allocation for this event.

Woollahra Local Traffic Committee Minutes

The meeting of the Woollahra Local Traffic Committee was held in the Thornton Room, Council Chambers, Double Bay, on Tuesday 6 September 2011 at 10.00am.

1. Attendance

Committee Members:

Present:	Mr Daniel Pearse (Chairperson)	(Woollahra Municipal Council)
	Mr Navin Prasad	(Roads and Traffic Authority)
	Sgt Stewart Bailey	(Rose Bay Police)
	Ms Robyn Attuell	(Clover Moore MP Representative)
	Mr John Giblin	(Gabrielle Upton MP Representative)
Staff:	Mr Frank Rotta	(Woollahra Municipal Council)
	Ms Armodee Reece	(Woollahra Municipal Council)
	Mr Jake Matuzic	(Woollahra Municipal Council)
Observer:	Mr Eric Graham	(Sydney Buses)
	Sgt Danny Bridge	(Rose Bay Police)
Apologies:	Snr Const Kylie Kemp	(Rose Bay Police - Traffic)

2. Minutes of Previous Meeting

The minutes of Meeting No.07/11 held in Council Chambers, Double Bay, on Tuesday 2 August 2011 were confirmed by Mr F Rotta and Mr J Giblin.

3. Matters Arising from Minutes of Previous Meetings

Nil

4. Local Traffic Committee recommendations not adopted or amended by Woollahra Council Community & Environment Committee

Meeting No.07/11 – Item Y3: Glenmore Road / Cascade Street / Hampden Street intersection, Paddington – Petition by residents about safety of intersection

5. Extraordinary Meetings

Nil

6. Late Correspondence

Nil

7. Traffic Matters on Local Roads – Recommendation to C&E for Consideration

Item No: Y1 Traffic Matters on Local Roads – Recommendation to C&E for Consideration
Subject: **Parking Restrictions Changes**
Author: Frank Rotta – Traffic Engineer,
Daniel Pearse – Traffic Engineer
File No: (Refer to Table 1)
Reason for Report: Various parking restriction changes throughout the Woollahra Council area.

Committee Vote: Unanimous Support

Recommendation:

That the recommendations of Item Y1-1 to Y1-7 contained in Annexure 1 be adopted.

Item Y1-1: Birriga Road, Bellevue Hill – Parking restrictions

Committee Vote: Unanimous Support

Recommendation:

That the existing ‘No Stopping’ zone on the northern side of Birriga Road in front of No.30-32 Birriga Road, Bellevue Hill be extended 6 metres in a westerly direction.

Item Y1-2: Banksia Road, Bellevue Hill – Parking restrictions

Committee Vote: Unanimous Support

Recommendation:

That the ‘No Parking’ zone on the western side of Banksia Road, Bellevue Hill covering the Banksia Road driveway to No.15 Birriga Road, Bellevue Hill be extended 2.6 metres in a southerly direction.

Item Y1-3: Moncur Street, Woollahra – Resident Parking restrictions

Committee Vote: Unanimous Support

Recommendation:

That the 11.3 metre ‘P 15 min 9am-6pm Mon-Fri, 1P 9am-6pm Sat’ zone in front of Nos.50-56 Moncur Street Woollahra be changed to ‘1P 8am-9pm, Mon-Sat Permit Holders Excepted Area Pgt 4’.

Item Y1-4: Point Piper Lane, Paddington – Removal of parking restrictions

Committee Vote: Unanimous Support

Recommendation:

1. That the 8.4 metres of ‘No Parking 24 Hr Emergency Access’ on the western side of Point Piper Lane at the rear of No.184 Jersey Road be removed and that this area revert to unrestricted parking.
2. That the existing ‘No Parking’ zone on the western side of Point Piper Lane north of Hargrave Street be changed to ‘No Stopping’.

Item Y1-5: Glenmore Road, Paddington – Resident Parking restrictions

Committee Vote: Unanimous Support

Recommendation:

That a ‘2P 8am-11pm, Mon-sat, Permit Holders Excepted Area Pgtn 3’ zone be installed on the eastern side of Glenmore Road, Paddington from the prolongation of the common boundary between No. 305 Glenmore Road and Glenmore Road Public School in a northerly direction to the existing ‘No Stopping’ restrictions at the intersection of Glenmore Road with James Lane.

Item Y1-6: Court Road and Forest Road, Double Bay – Give Way restrictions

Committee Vote: Unanimous Support

Recommendation:

1. That 10 metres of ‘No Stopping’ restrictions be installed on the southern side of Court Road east of its intersection with Manning Road, Double Bay.
2. That 10 metres of ‘No Stopping’ restrictions be installed on the southern side of Forest Road east of its intersection with Manning Road, Double Bay.

Item Y1-7: Norwich Road, Rose Bay – Motorbike parking

Committee Vote: Unanimous Support

Recommendation:

That a 2 metre ‘P Motor Bikes Only’ zone be installed on the eastern side of Norwich Road, just south of the driveway serving the unit/commercial development at No.733 New South Head Road, Rose Bay.

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

Subject: **Double Bay Primary School – Review of Pedestrian Linkages**

Author: Frank Rotta – Traffic Engineer

File No: T121 / T336 / T497 / T25

Reason for Report: To respond to a request by Council for Community Consultation in respect of the review of pedestrian linkages to Double Bay Primary School

Committee Vote: Unanimous Support

Recommendation:

- A. That all parking spaces on the Cross Street frontage of the Double Bay Primary School be changed to ‘P 5min, 8.30am-9.30am, 2.30pm-4pm, School Days’ with unrestricted parking to be retained at other times.
- B. That the two existing ‘No Parking, 8.30am-9.30am, 2.30pm-4pm, School Days’ spaces on the southern side of Cross Street, immediately west of the pedestrian crossing and outside No. 68 Cross Street, as well as the two unrestricted parking spaces on the eastern side of Ocean Avenue (outside Double Bay Primary School) north of the ‘No Stopping’ zone on the southbound approach to the existing pedestrian refuge being changed to ‘2P, 8am-6pm, Mon-Fri PHE’.
- C. That no action be taken to restrict the parking spaces on the Ocean Avenue frontage of the Double Bay Primary School.
- D. That the existing pedestrian refuge in Ocean Avenue just north of Cross Street be converted to an ‘at grade’ pedestrian crossing with a minimum width of 3.6 metres on all blisters and islands serving this crossing.
- E. That the existing pedestrian crossing in Cross Street outside Double Bay Primary School be converted to a raised pedestrian crossing and that an application for partial funding be made to the RTA for inclusion in next year’s Works Program.
- F. That the installation of a raised pedestrian crossing across William Street east of Bay Street be approved and an application for partial funding be made to the RTA for inclusion in next year’s Works Program.
- G. That the installation of a raised pedestrian crossing across Bay Street, just south of William Street be approved and an application for partial funding be made to the RTA for inclusion in next year’s Works Program.
- H. That the pedestrian crossing referred to in G. above be designed to ensure that any loss of parking at this location is minimized.
- I. That the installation of a raised pedestrian crossing across Bay Street, just south of Cross Street be approved and an application for partial funding be made to the RTA for inclusion in next year’s Works Program.
- J. That the existing pedestrian crossing in Cross Street east of Bay Street be converted to a raised pedestrian crossing and that an application for partial funding be made to the RTA for inclusion in next year’s Works Program.

- K. That the applicants be advised that the raising of the pedestrian crossing across William Street outside Double Bay Primary School has been approved and funded and will be constructed in the near future.
- L. That detailed designs be referred back to the Woollahra Local Traffic Committee for consideration and that all designs including the blisters, islands and No Stopping distances for all the pedestrian crossings must comply with AustRoads and the relevant Australian Standards.

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

Subject: **No. 29-53 Victoria Road (Cranbrook Road), Bellevue Hill – Works Zone**

Author: Daniel Pearse - Traffic and Development Engineer

File No: 407.G Pt17

Reason for Report: Request for a Works Zone

Committee Vote: Unanimous Support

Recommendation:

- A. That approval be granted for a Works Zone to be temporarily installed in Cranbrook Road to facilitate works at No.29-53 Victoria Road, Bellevue Hill. The proposed Works Zone is to be located on the northern side of Cranbrook Road, commencing from the existing No Stopping restrictions back from the intersection of Victoria Road, for a distance of 12 metres in an easterly direction and is subject to the following conditions:
- i. Any directive provided by the NSW Police Department is to be complied with.
 - ii. The Works Zone is to operate between the hours of 7.00am-4.00pm Mon-Fri and 7.00am-1.00pm Sat for a period of 4 weeks from February, 2012 (to be calculated from sign installation date).
 - iii. Suitable traffic control measures are to be put in place to manage truck movements to and from the construction site, and if necessary to and from the adjacent street system, in accordance with the RTA's Traffic Control at Works Sites manual.
 - iv. A Permit to Stand Plant will be required for all concrete pours, deliveries and/or truck presences in relation to the construction works.
 - v. Existing unrestricted parking shall be maintained outside of the Works Zone hours of operation.
 - vi. The applicant must ensure that the traffic lanes, footpaths and driveways, adjacent to the Works Zone, remain free of obstruction at all times during the construction.
 - vii. The applicant must inform Council's Traffic Engineer when the project is completed and the Works Zone can be removed.
 - viii. This Works Zone is in an area zoned as Special (School/Convent). The fee payable shall be in accordance with Council's adopted fees and charges applying to the period for which the approval is given, and must be paid prior to the Works Zone being installed. Should the Works Zone be required for a shorter period, application may be made for a pro-rata refund.
 - ix. Failure to comply with any of these conditions may result in the cancellation of the Works Zone at Council's discretion.

- x. Should the Works Zone be required for a period longer than the approved period, permission from the Director of Technical Services is required to extend the Works Zone.
 - xi. Any alteration to the hours of operation of the Work Zone will require the approval of the Woollahra Local Traffic Committee.
- B. That the applicant notifies all residents and businesses whose property frontage is within 50 metres of the Works Zone.

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

Subject: **Boundary Lane Between Dillon Lane and Dillon Street, Paddington – Temporary Closure to Enable Removal of Failed Retaining Wall**

Author: Frank Rotta – Traffic Engineer

File No: 50.

Reason for Report: Applicant has changed the dates for the temporary road closure.

Committee Vote: Unanimous Support

Recommendation:

- A. That approval be granted for the temporary road closure of the section of Boundary Lane Lane, Paddington between Dillon Lane and Dillon Street between 9am-3pm on 17, 18 & 19 October, 2011 (or alternatively 24, 25 & October, 2011) subject to the following conditions:
- i. The applicant must submit a Stand Plant Permit application to Council and this application needs to be approved and the applicant must comply with any conditions of approval.
 - ii. The applicant must inform all business proprietors, residents and other occupants in the vicinity of or with access to any parts of Boundary Lane and Dillon Lane near the proposed closure, at least seven (7) days and then one (1) day before the closure via a letterbox drop.
 - iii. The applicant must supply and erect any barriers and traffic signs necessary for the road closure and remove them at the completion of the works.
 - iv. Council must be indemnified against all claims for damage or injury that may result from either the activities or from the occupation of part of the public way during the activities. A copy of Public Liability Insurance Cover to the value of \$10,000,000 shall be provided to Council prior to the event and Council must be listed as in interested party on the insurance.
 - v. Council must be reimbursed for the cost of repair of any damage caused to Council property as a result of the activities.
 - vi. The applicant must inform all Emergency Services of the proposed road closure (that is NSW Police, Fire Brigade, Ambulance, SES and the RTA).
 - vii. Woollahra Council reserves the right to cancel this approval at any time.

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

Subject: **Vaucluse Road / Greycliffe Avenue / Coolong Road, Vaucluse – Temporary Traffic Restrictions For Boxing Day, New Years Eve and Australia Day**

Author: Frank Rotta – Traffic Engineer

File No: 37.G Special Event Traffic

Reason for Report: Manage traffic movements for Boxing Day, New Years Eve and Australia Day events

Committee Vote: Unanimous Support

Recommendation:

- A. That the following measures be implemented for Boxing Day, 26 December 2011, 2012 & 2013 New Years Eve, 31 December 2011, 2012 & 2013 and Australia Day, 26 January 2012, 2013 & 2014:
- i. Converting Vaucluse Road to one-way northbound. This will require traffic to exit the area around Nielsen Park either via Wentworth Road or Fitzwilliam Road onto Hopetoun Avenue and then New South Head Road.
 - ii. Converting Greycliffe Avenue and Coolong Road to a one-way system around Nielsen Park. This will involve vehicles travelling from Vaucluse Road into Greycliffe Avenue and exiting Coolong Road back into Wentworth Road.
 - iii. Install a “No Stopping” zone along the eastern side of New South Head Road, opposite Hopetoun Avenue, for a length of 50 metres. A letter is to be written to the Traffic Management Centre (TMC) to install the signs.
 - iv. That Council provide 50 witches hats to delineate the unbroken lane line in New South Head Road at Hopetoun Avenue to prevent vehicles crossing unbroken lane lines.
- B. That the NSW Police Force and Council's Regulatory Services liaise regarding the placement of officers for monitoring illegal parking, including the patrol of illegal parking in Darling Point, Point Piper and the Watsons Bay bus turning circle.
- C. That the NSW Police Force and Council's Traffic Section liaise to update the traffic plans for this event.
- D. That the Police Department be requested to restrict vehicular access to the Watsons Bay peninsula from 10.00am on each of the days specified in A. above
- E. That Council's regulatory staff arrange for the installation of signs.
- F. That the Traffic Management Centre be informed of the above measures.
- G. That the Police continue to manage the road closures during special events, as in previous years.
- H. That Council liaise with the SES on Boxing Day in relation to parking issues.

Item No: Y6 Traffic Matters on Local Roads – Recommendation to C&E for consideration.

Subject: **Special Event Traffic Management - New Years Eve 2011 - Woollahra LGA**

Author: Daniel Pearse – Traffic Engineer

File No: 37.G Traffic – Special Events

Reason for Report: To implement traffic management measures for NYE 2011.

Committee Vote: Unanimous Support

Recommendation:

- A. That the New Years Eve 2011 Traffic Management Plans - Drawings Nos. 15133 -100, 101, 102, 103, 104, 105 and 106 be approved and that the traffic control measures be installed.
- B. That Council make an application to the RTA for the implementation of a Special Event Clearway in Military Road from the bus terminus to Robertson Place and on the eastern side of Old South Head Road from Robertson Place to The Our Lady Star of the Sea Church from 3:00pm Saturday 31 December 2011 to 2:00am Sunday 1 January, 2012 to ensure that bus public transport to and from Watsons Bay bus terminus functions efficiently during NYE.
- C. That Council make an application to the RTA for the implementation of a Special Event Clearway in New Beach Road adjacent to Sir David Martin Reserve and Yarranabbe Park from 8:00am Friday, 30 December 2011 to 1:00pm Monday 2 January, 2012 to facilitate set-up and pack-down of the Yarranabbe Park NYE venue.

8. Late Items

Nil

There being no further business, the meeting concluded at 10.50am.

Daniel Pearse
Chair

Item No: D3 Delegated to Committee
Subject: **Draft Community Gardens Policy**
Author: Paul Fraser – Team Leader, Open Space & Recreation Planning
File No: 1208.G
Reason for Report: To update the current Community Gardens Policy to include different forms of community gardens.

Recommendation:

- A. That the draft Community Gardens Policy be placed on public exhibition for a period of 28 days inviting submissions from the local community.
- B. That Council considers submissions received and, where appropriate, incorporates changes in a Final Community Gardens Policy to be further considered by Council.

Background:

On 29 January 2008, Council resolved to adopt the Community Gardens Policy and the establishment of a Community Garden at Trumper Park. The Paddington Community Garden has been an overwhelming success for the community with the interest in community gardening outgrowing the site. The Paddington Community Garden is currently at full capacity with a large waiting list of interested people.

Over the past 6 months, staff have been approached by members of the community to establish community gardens in other parks and reserves close to high density living areas. Of particular interest is the amount of requests for Community Verge Gardens i.e. establishing small garden plots in road reserves and/ or nature strips that are communally managed.

Proposal:

The adopted Community Gardens Policy deals with the more traditional community garden that is located in a Council park or reserve and is managed via a User Agreement with Council and an Incorporated Garden Group.

Therefore it is timely to update Council's current Community Gardens Policy to include the different forms of gardens that may be approved by Council. The idea of Community Gardens are increasing in their popularity providing a wide range of environmental, social and economic benefits to the community.

The main additions to the updated draft Community Gardens Policy (Annexure 1) is the inclusion of Community Verge Gardens, which are defined as; *garden beds that are established on the nature strip or road reserve that are communally managed by a group of local residences and decisions are made jointly*. They would generally be small in size, not affect other land uses and need neighbour support to implement and maintain the garden.

The updated draft policy has been prepared in accordance with the following strategies from the Woollahra Council Delivery Program 2009-2013:

Goal 5: Liveable places;

- Enhance local community, cultural and recreation facilities to become more attractive, integrated and feasible.
- Provide attractive, accessible, connected and safe parks, sportsgrounds, foreshore areas and other public spaces.

Goal 8: Sustainable use of resources:

- Provide programs and projects to reduce local greenhouse gas emissions and ecological footprint.

Conclusion:

Woollahra Council recognises community gardening as a valuable recreational activity that contributes to health and well-being, positive social interaction, community development, and the environmental and sustainable principles that they can offer.

The Council must also take into consideration the site selection of a community garden to ensure that neighbours and current users of open space are not adversely affected. Community Gardens on public land will be licensed to an incorporated community group with an approved Public Liability Cover that indemnifies the Council.

Paul Fraser – Team Leader, Open Space &
Recreation Planning

Tom O’Hanlon – Director Technical Services

Bruce Rann – Manager Open Space & Trees

Annexures:

Annexure 1 – Draft Community Gardens Policy 2011

Annexure 2 – Community Gardens Policy adopted in 2008

Item No: D4 Delegated to Committee
Subject: **Community Facilities Report - Usage levels**
Author: Ayreen Irwin, Venue Coordinator
File No: 79.G
Reason for Report: To provide information to Council regarding the hiring and usage of community facilities managed by Council.

Recommendation:

That this report on the usage levels of community facilities be received and noted.

Background:

Council has historically provided venues for use by residents for community and social activities. A priority in the 2009 - 2013 Delivery Program and Operation Plan is to:
“Provide and promote access to community venues for community activities”

Council has eight venues available for hire by the community (see Annexure 1 for locations):

- Cooper Park Community Hall
- Rose Bay Cottage
- Canonbury Cottage
- The Drill Hall and The Studio (Sir David Martin Reserve - SDMR)
- The Gunyah
- Vaucluse Bowling Club
- EJ Ward Centre
- Woollahra Community Centre

In previous years the majority of venue bookings were made over the phone. While this still remains a popular option, increased visitation to the Council website and promotion of the online booking system over the last 12 months has resulted in approximately 50% of bookings now being made via email or online requests.

An annual update on venue usage was presented to the Community & Environment Committee on 9 August 2010, with Council resolving:

- A. *That this report on the usage levels of community facilities be received and noted.*

This report will review usage levels and opportunities for the use of all eight venues.

Definitions:

Usage by hirers in this report have been categorised into two groups:

Casual Hirers: One-off or occasional hirers of Council venue/s. e.g. for birthday parties, weddings, private functions etc.

Regular Hirers: Hirers who utilise Council venue/s on a regular basis or numerous times throughout a calendar year on a schedule basis. e.g. weekly use for exercise classes, book clubs, play groups etc.

COOPER PARK COMMUNITY HALL– USAGE 2008 – 2011:

This hall is located at 12 Cooper Park Road, Bellevue Hill. The hall sits in the peaceful surrounds of Cooper Park and has one large room available for hire that holds up to 70 people. There is a playground area at the rear of the venue and off-street parking available. The ability to hold both indoor and outdoor activities at this venue makes it a popular choice, particularly for children’s parties aged 6 to 12 years.



The hall is used exclusively by Miroma Light Industries from 8am to 9pm Monday to Thursday and 8pm to 5pm Fridays.

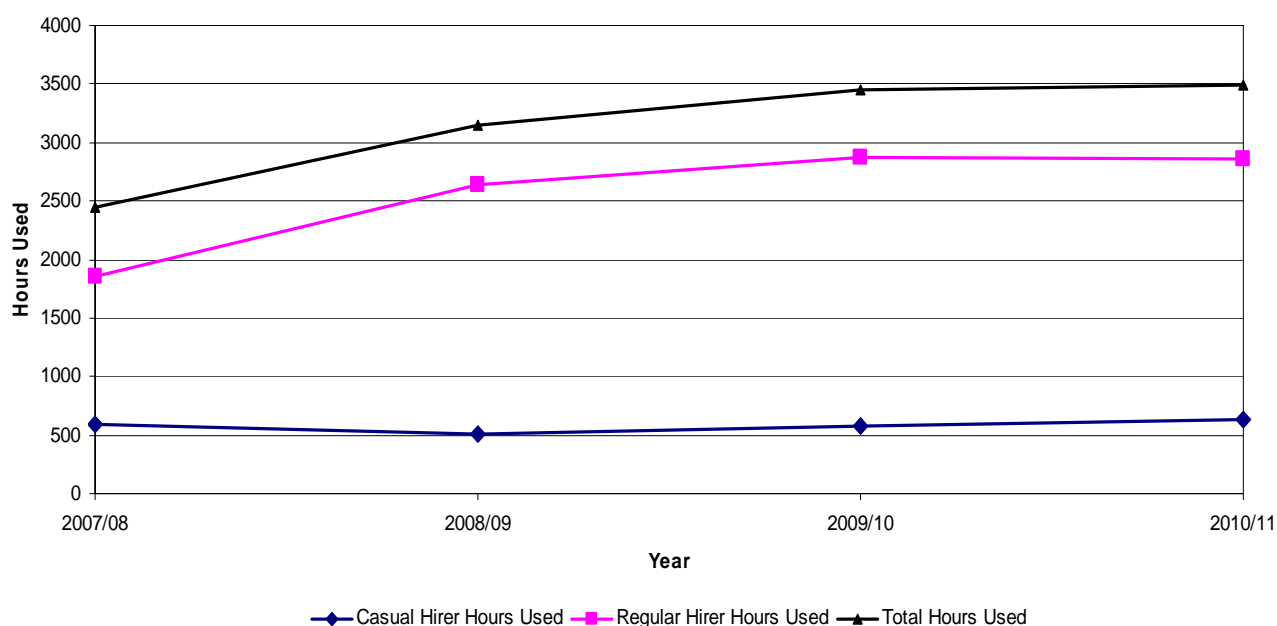
The venue is available to other hirers from 5pm to 9pm Fridays and 9am to 9pm weekends.

Venue Statistics – Cooper Park Community Hall:

	Total Hours Used	License Hirer (Miroma) Hours Used	Casual Hours Used	Regular Hirer % Used	Casual Hirer % Used	Average use per week
2007/08	2444	1853	591	75.8%	24.2%	47 hrs
2008/09	3150	2639	511	83.8%	16.2%	61 hrs
2009/10	3448	2867	581	83.1%	16.9%	66 hrs
2010/11	3491	2863	628	82.0%	18%	67 hrs

The chart below shows the trend in usage levels over the past four years.

Cooper Park Community Hall



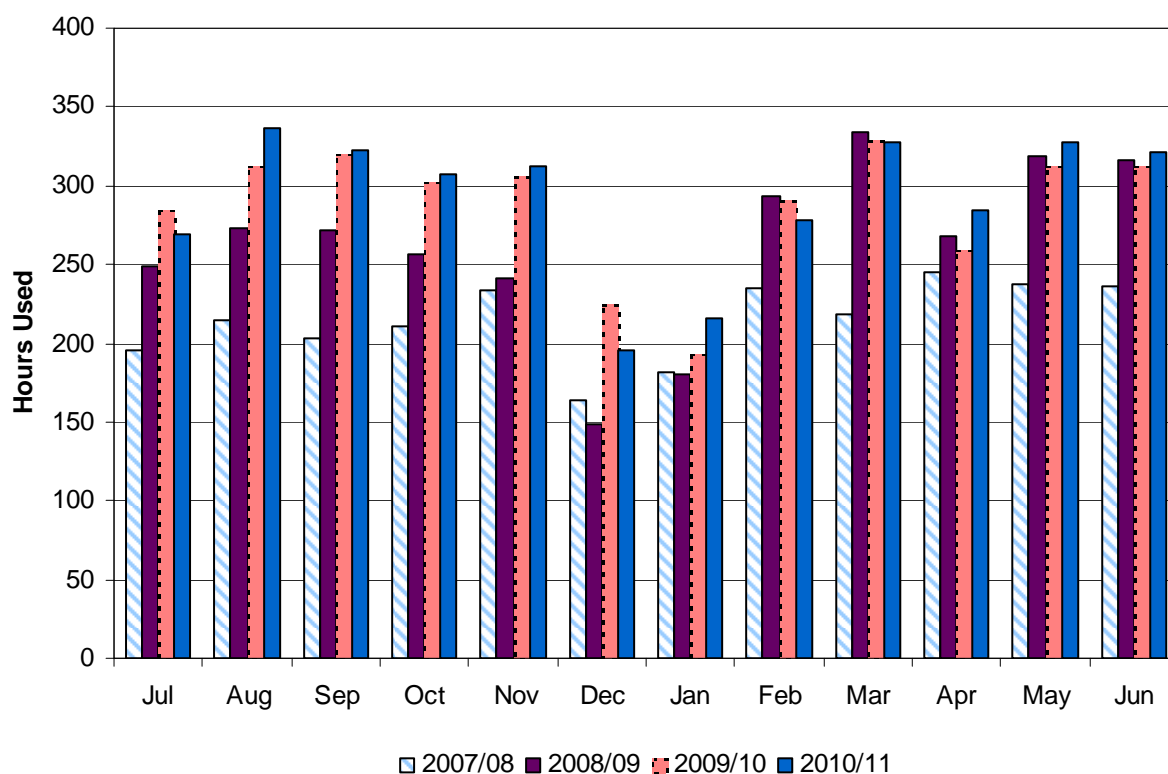
The following table shows the monthly breakdown of hourly usage of Cooper Park Community Hall from July 2007 to June 2011.

Cooper Park Community Hall

Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	
2007/08	196	215	203	211	234	164	182	235	218	246	237	236
2008/09	249	273	272	257	241	148	180	294	335	269	319	317
2009/10	285	313	320	302	307	225	194	291	329	259	313	312
2010/11	269	336	322	307	312	196	216	278	327	284	327	321

The following chart shows the monthly usage over the past four financial years for Cooper Park Community Hall.

Cooper Park Community Hall



Analysis & Opportunities – Cooper Park Community Hall:

Total usage levels have increased by 1.25% from 3448 to 3491 hours over the past year. There has been negligible change in the regular hirer usage as Miroma Light Industries have continued the same hours of use. This usage increased significantly in 2008 due to Miroma gaining exclusive use of the venue and extending their hours, resulting in reduced availability of this venue for multi purpose use by the broader community. Casual hirer hours have increased by 8.1% from 581 to 628 hours. This increase is primarily from private hire for birthday parties and social gatherings.

The size, position, accessibility and parking make this a great community facility. Overall this venue is near optimal usage at an average of 67 hours use per week. Weekdays are at capacity and daytime weekend party sessions are near capacity. However many community groups and other community users are being turned away due to the lack of availability at peak times (weekday mornings/weekday evenings). Therefore, the main opportunities for increased usage over the coming year will primarily be from increased use of the 5pm - 9pm timeslot on Friday, Saturday and Sunday evenings for children's birthday parties and private hire. Historically this has been a difficult timeslot to fill.

Painting of the ceiling and removal of window grids was undertaken in July 2011 and has brightened the space which is hoped will attract more evening users, especially in the summer months.

ROSE BAY COTTAGE – USAGE 2007 – 2011

Located at Woollahra Golf Club, O'Sullivan Road, Rose Bay, the Cottage is a small venue designed for use by young children and their families and can hold up to 30 people. It features a playroom, a fenced outdoor area with a soft-fall synthetic grass surface with a sunshade and a grassed area suitable for children's games.



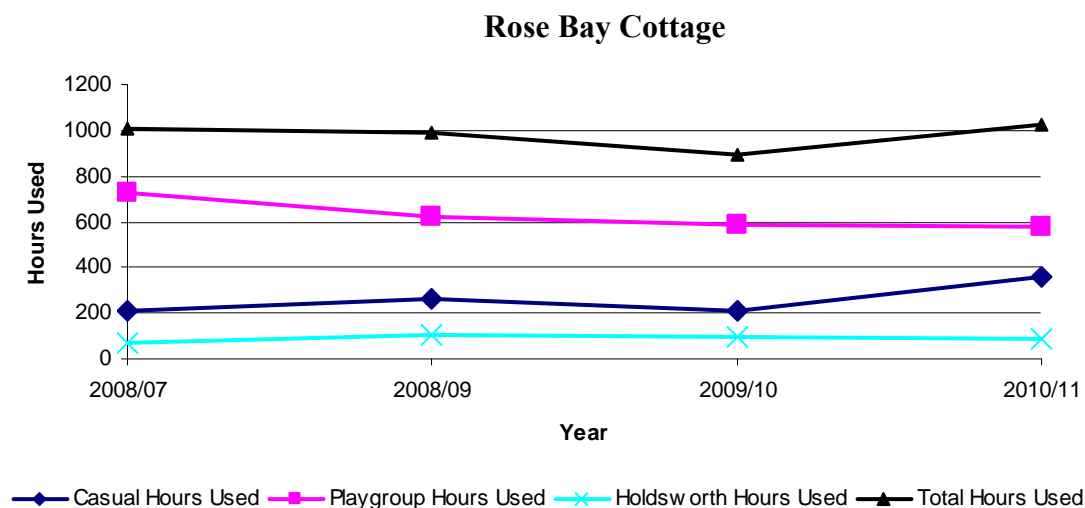
Rose Bay Cottage is used weekday mornings by a number of playgroups. Holdsworth Community Centre & Services also utilise the Cottage on Saturday mornings. It is a popular venue on weekends for children's birthday parties aged 5 years and under.

The Cottage is available for hire Monday to Sunday 9am to 8pm, but is rarely used past 5pm on weekdays or weekends.

Venue Statistics – Rose Bay Cottage:

	Total Hours Used	Playgroup Hours Used	Holdsworth Hours Used	Casual Hirer Hours Used	Regular Hirer % Used	Casual Hirer % Used	Average use per week
2007/08	1009	729	74	206	79.6%	20.4%	19 hrs
2008/09	989	624	105	260	73.7%	26.3%	19 hrs
2009/10	890	583	99	208	76.6%	23.4%	17 hrs
2010/11	1021	579	86	356	65.1%	34.9%	20 hrs

The chart below shows the trend in usage levels over the past four years.

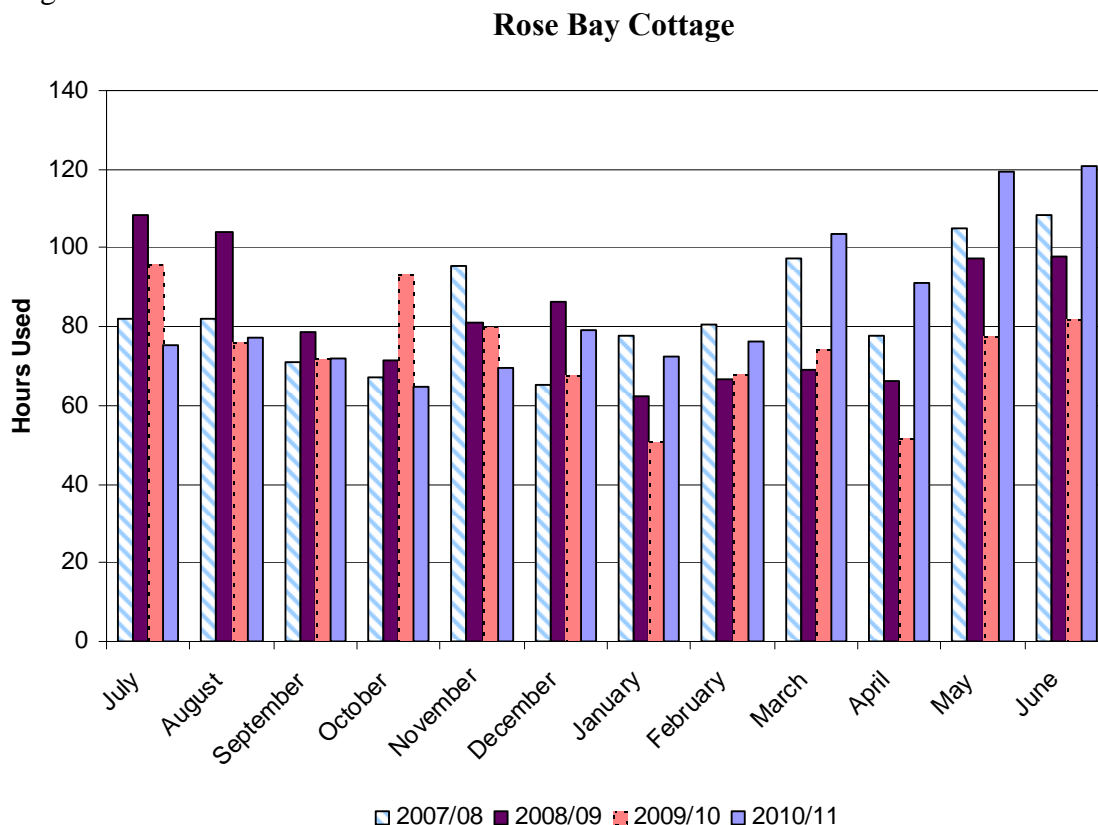


The following table shows the monthly breakdown of hourly usage of Rose Bay Cottage from July 2007 to June 2011.

Rose Bay Cottage

	July	Aug	Sept	Oct	Nov	Dec	Jan	Feb		March	April	May	June
2007/08	82	82	71	67	95.5	65	77.5	80.5		97.5	77.5	105	108.5
2008/09	108.5	104	78.5	71.5	81	86.5	62.5	66.5		69	66	97.5	98
2009/10	96	76	72	94	80	68	51	68		75	52	78	82
2010/11	75.5	77	72	64.5	69.5	79	72.5	76		103.5	91	119.5	121

The following chart shows the monthly usage over the past four financial years for Rose Bay Cottage.



Analysis & Opportunities – Rose Bay Cottage:

Usage levels are up on last year by 14.7% from 890 in 2009/10 to 1021 in 2010/11. This increase is due to higher casual usage, predominately from private parties and meeting groups utilising the space. The Playgroup usage remained similar to that of 2009/10 however the Playgroup has experienced large fluctuations in use, with a reduction to only two days a week in July 2010. Use then steadily increased between November 2010 and February 2011 to the current seven sessions per week over five days.

It is expected that figures for 2011/12 will show a more marked increase for Playgroup bookings. This will be due to usage stabilising and due to the split of the group in April 2011 which subsequently resulted in each group looking to increase their hours, as indicated by the May 2011 and June 2011 increases.

A limitation of this venue is its small size, which limits usage to small groups (up to 30 people). While the potential for regular hirers (such as small fitness groups, mums and bubs yoga etc.) has been recognised, the preferred time for these activities is weekday mornings which are already used by the Playgroups. It has been difficult to attract afternoon bookings on weekdays as most suitable activities are aimed at mothers who have young children that sleep at this time.

The venue has become more popular for children's parties which may be as a result of new playgroup users becoming familiar with the space as well as increased visitation to the Council website. Weekend usage for children's parties is nearing capacity. Opportunities to increase usage in the future lie in attracting providers of after school and early evening activities on weekday afternoons. Future promotion of the venue aims to obtain regular hirers for these times.

CANONBURY COTTAGE – USAGE 2008 – 2011:

Located at McKell Park, 159 Darling Point Road, Darling Point. The Cottage is located in the beautiful surrounds of McKell Park on the foreshore of Sydney Harbour. It features a function room and two small upstairs meeting rooms. The cottage can accommodate up to 30 people.



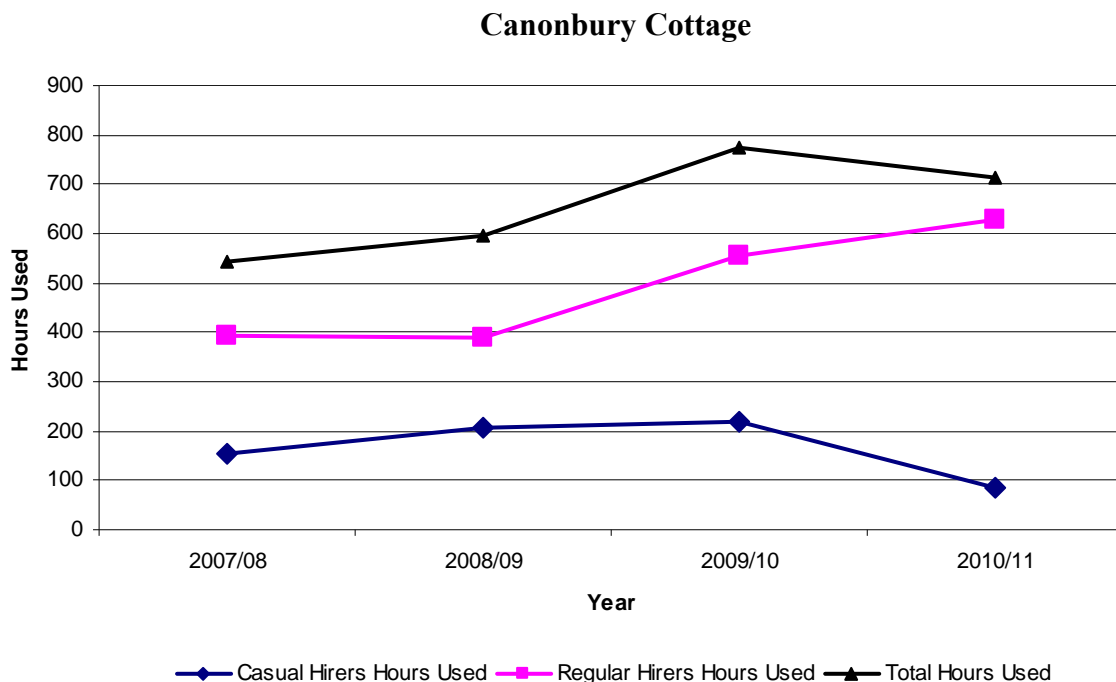
The venue is used regularly for exercise classes, the Probus Club and the book club. It is used on the weekends for weddings (in conjunction with the park) and private gatherings.

The Cottage is available for hire Monday to Sunday sunrise to sunset. Only one booking is permitted each Saturday and Sunday.

Venue Statistics – Canonbury Cottage:

	Total Hours Used	Regular Hirer Hours Used	Casual Hirer Hours Used	Regular % Used	Casual % Used	Average use per week
2007/08	545	391.5	153.5	71.8%	28.2%	10 hrs
2008/09	595	387.5	207.5	65.1%	34.9%	11 hrs
2009/10	775	557	218	71.9%	28.1%	14 hrs
2010/11	712	627	85	88.1%	11.9%	13 hrs

The chart below shows the trend in usage levels over the past four years.



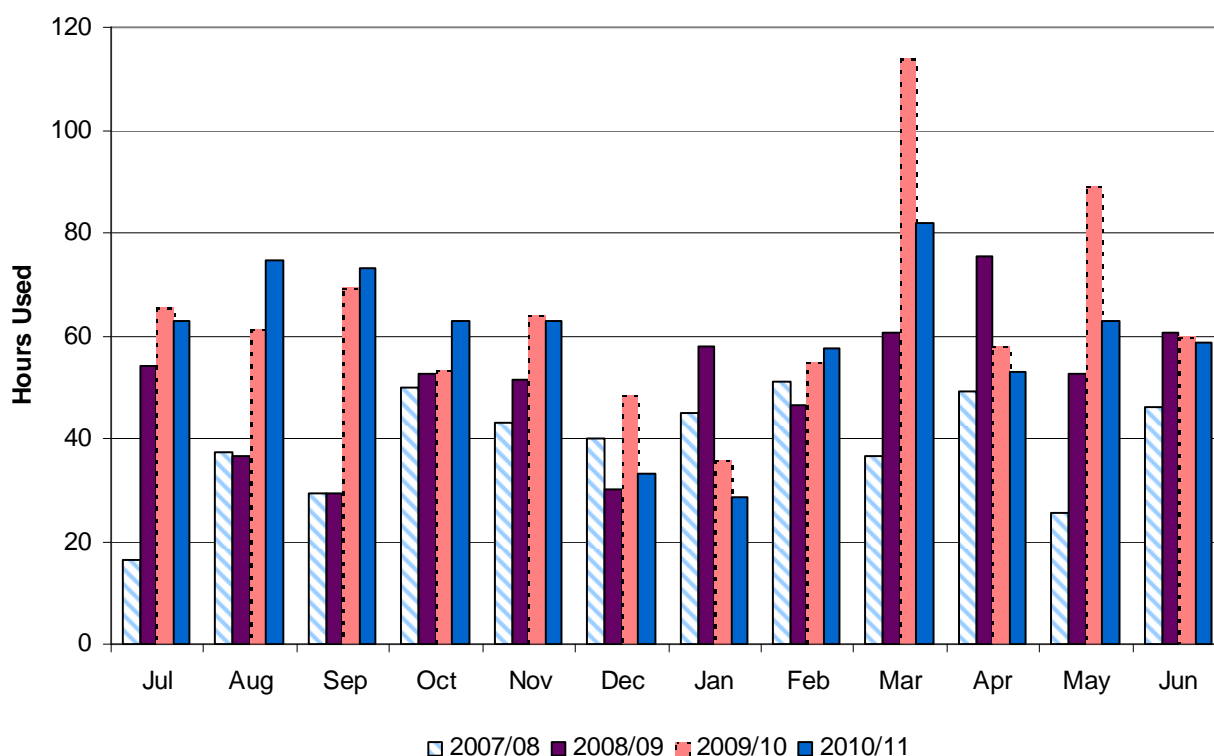
The following table shows the monthly breakdown of hourly usage of Canonbury Cottage from July 2007 to June 2011.

Canonbury Cottage

Jul		Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
2007/08	17	38	30	50	43	40	45	51	37	49	26	46
2008/09	54	37	30	53	52	30	58	47	61	76	53	61
2009/10	66	62	70	54	64	49	36	55	114	58	89	60
2010/11	63	74.5	73	63	63	33	28.5	57.5	82	53	63	58.5

The following chart shows the monthly usage over the past four financial years.

Canonbury Cottage



Analysis & Opportunities – Canonbury Cottage:

Total usage levels decreased by 8.1% from 775 hours to 712 hours over the past year. Weekday usage decreased by 7.7% while weekend usage decreased by 12%. Usage by regular hirers has increased by an average of 2 hours per week on last year, but usage by casual hirers has decreased by an average of 2.5 hours per week.

The decrease in overall use of the venue, particularly by casual users, is due to hirers having shorter events to minimise their costs and an increase in cancellations. A recent trend has been for joint children’s parties, where hire costs are shared between two hirers and a larger venue, such as Cooper Park, then becomes the preferred choice. Most casual usage of this venue is primarily an add-on to hire of McKell Park, and as the venue does not provide adequate wet weather options, this also attributes to the decrease in casual use.

50 Plus Fitness Therapy has continued use of the large upstairs room, as an office and consultation room. Access to the room is from 8am – 6pm, 7 days a week which represents 3650 hours of usage for the 2010/11 financial year. This usage is not reflected in the figures overleaf as the room is not considered part of the standard hire space. This use has however resulted in an increase in income from Canonbury Cottage.

As at 1 July 2011, 50 Plus Fitness Therapy moved from the large office space to the small office space to reduce their costs. With the large office space now available for hire, future opportunities lie in hiring this room to similar hirers looking for an office or meeting space and attracting additional community, arts or recreational activities to boost overall usage.

Limitations of this venue include lack of parking and size. The small size is magnified by the awkward layout, which includes a staircase in the middle of the room and an overly large bathroom upstairs– limiting the amount of usable space available.

DRILL HALL – SIR DAVID MARTIN RESERVE – USAGE 2008 – 2011:

Located in Sir David Martin Reserve on the Ground Floor at 1C New Beach Road, Rushcutters Bay, the Hall is a unique heritage venue overlooking beautiful Sydney Harbour. It features a semi-sprung dance floor with tarkett overlay and 3 metre drop black-out drapes. It can accommodate up to 150 people.



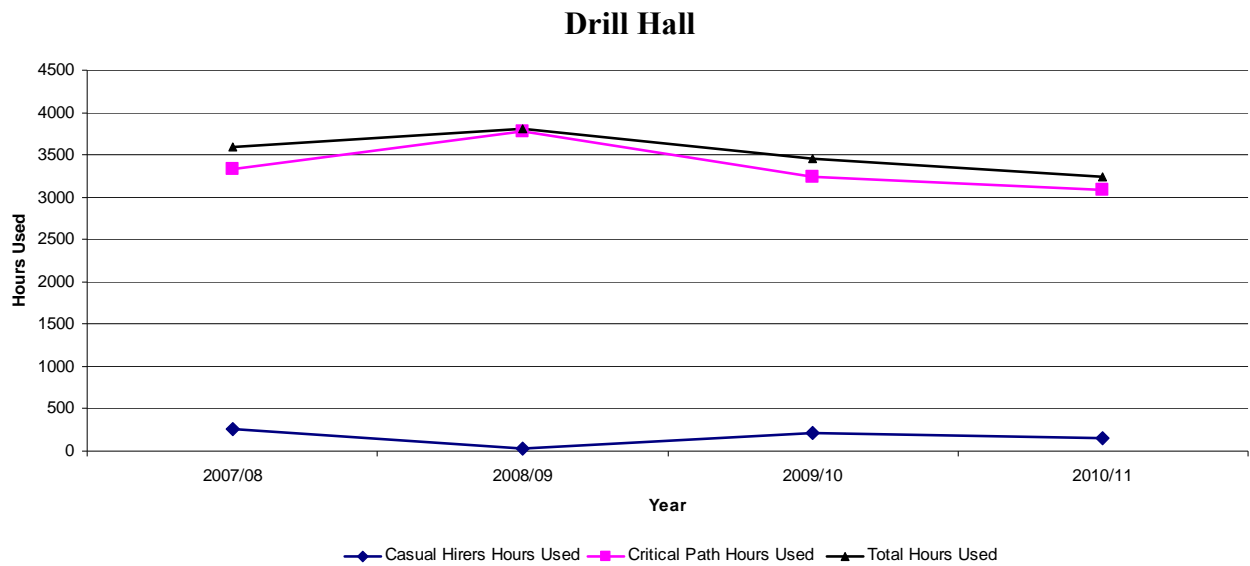
Use of the venue has been restricted to recreational activities, particularly creative development and performing arts rehearsals. No birthday parties, social gatherings or private functions are permitted in the venue. The venue is used exclusively by Critical Path 7 days a week for 12 hours per day for approximately 9 months of the calendar year, usually from August to May.

When not utilised by Critical Path, the Drill Hall is available for hire Monday to Sunday 9am to 9pm.

Venue Statistics – Drill Hall:

	Total Hours Used	Critical Path Hours Used	Casual Hirers Hours Used	Critical Path % Used	Casual Hirers % Used	Average use per week
2007/08	3598	3330	268	93%	7%	69 hrs
2008/09	3810	3780	30	99%	1%	73 hrs
2009/10	3458	3240	218	94%	6%	66 hrs
2010/11	3238	3084	154	95%	5%	62 hrs

The chart below shows the trend in usage levels over the past four years.

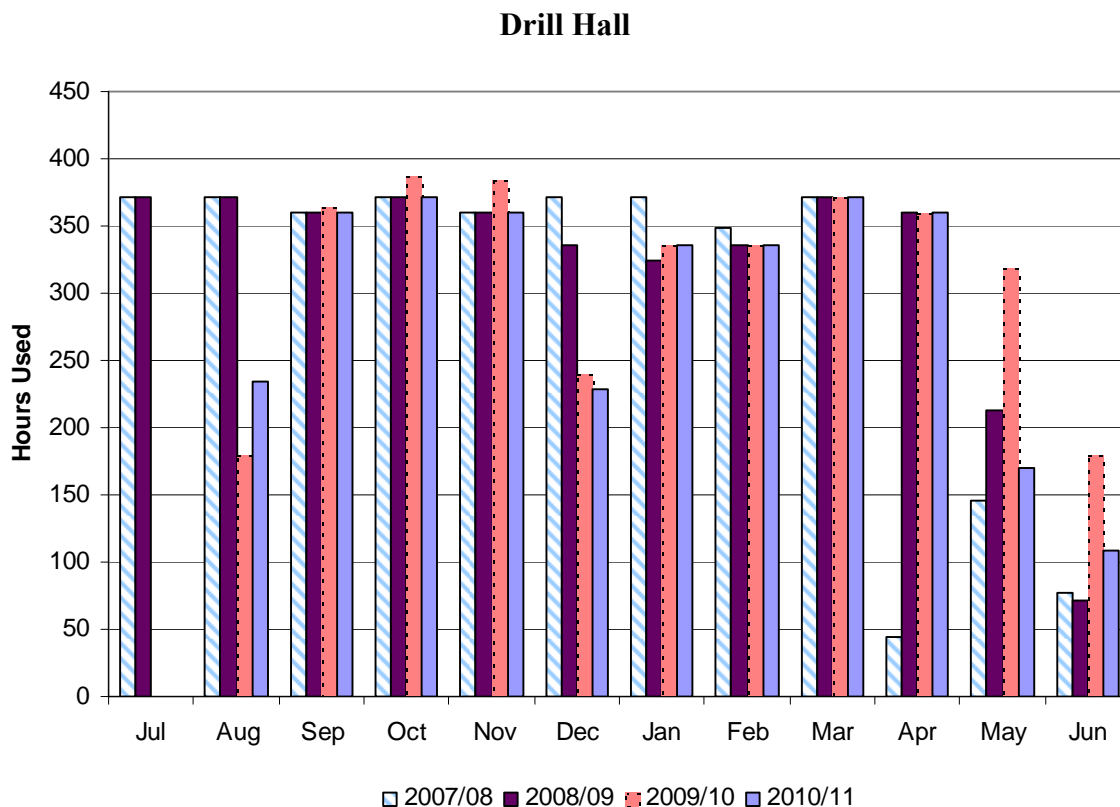


The following table shows the monthly breakdown of hourly usage of the Drill Hall from July 2007 to June 2011.

Drill Hall

	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun
2007/08	372	372	360	372	360	372	372	348	372	45	146	77
2008/09	372	372	360	372	360	336	324	336	372	360	213	72
2009/10	0	180	364	387	384	240	336	336	372	360	319	180
2010/11	0	235	360	372	360	228	336	336	372	360	170	109

The following chart shows the monthly usage over the past four financial years.



Analysis & Opportunities – Drill Hall:

Total usage decreased from last year by 6.3% from 3458 hours to 3238 hours. This decrease was a result of a 4.8% reduction in usage by Critical Path over the last financial year. Critical Path operates by calendar year and varies the time of year they take a 12 week break. This will result in usage data fluctuations from year to year as in some years they may use more weeks in one financial year period than in another.

The decrease in usage by Critical Path saw a potential increase in available time for casual hirers with use by a broader range of the community. However, due to capital work projects, closure of the Drill Hall commenced in May 2011 which resulted in a reduction of the amount of usable hours available to other hirers. This is reflected in the 29% reduction in casual hirer use.

There were several hirers interested in utilising the Drill Hall during Critical Path’s annual break, but the impending capital works which involved replacing the floor, installation of heaters, lighting bars and new electrical fittings deterred potential hirers. The works are due for completion late 2011 and these improvements will assist in marketing the venue to attract casual hirers over the next financial year, especially during the colder months.

The lack of parking and public transport options continue to dampen appeal of the venue, especially in attracting larger numbers of participants to recreational programs or full day events. Also the allowable activities as listed in the development application continue to limit access to the broader community resulting in interested users being turned away. As there is only a short window of availability due to Critical Path’s license it is difficult to meet the community needs being presented.

Proactive marketing will target a broader range of recreational activities in the weeks leading up to the vacant period in 2011/12.

THE STUDIO – SIR DAVID MARTIN RESERVE – USAGE 2008 – 2011:

Located on the First Floor at 1C New Beach Road, Rushcutters Bay, the Studio is part of a unique heritage venue located in Sir David Martin Reserve, Rushcutters Bay overlooking beautiful Sydney Harbour. It features polished timber floor boards and a balcony overlooking the harbour. It can accommodate up to 60 people.



As with the Drill Hall, use of the venue has been restricted to recreational activities, particularly creative development and performing arts rehearsals. No birthday parties, social gatherings or private functions are permitted in the venue. During the last financial year The Studio has been utilised on a regular basis by The Drama Queen for children's dance and drama classes and Mandarin Stars, a children's language and exploration class. Critical Path, East Sail and the Darlinghurst Theatre Company also use this venue on a casual basis.

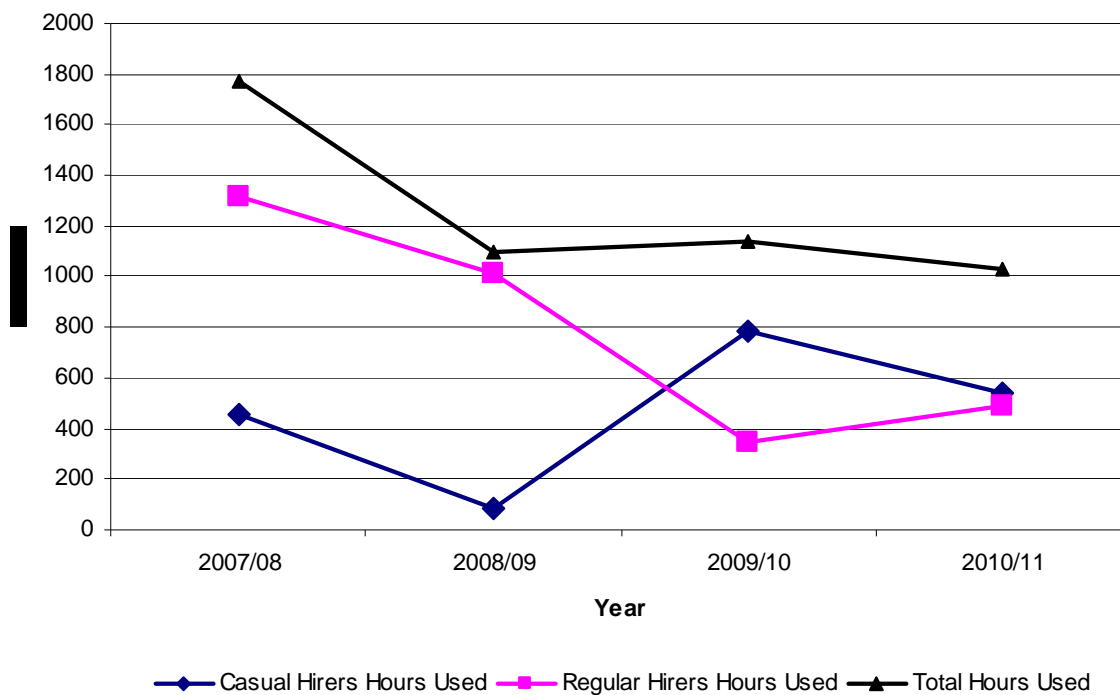
The Studio is available for hire Monday to Sunday 9am to 9pm.

Venue Statistics – The Studio:

	Total Hours Used	Regular Hirers Hours Used	Casual Hirers Hours Used	Regular % Used	Casual % Used	Average use per week
2007/08	1772	1319.5	452.5	74%	26%	34 hrs
2008/09	1101	1013	88	92%	8%	21 hrs
2009/10	1137	348	789	31%	69%	21 hrs
2010/11	1030	490	540	48%	52%	19 hrs

The chart below shows the trend in usage levels over the past four years.

The Studio

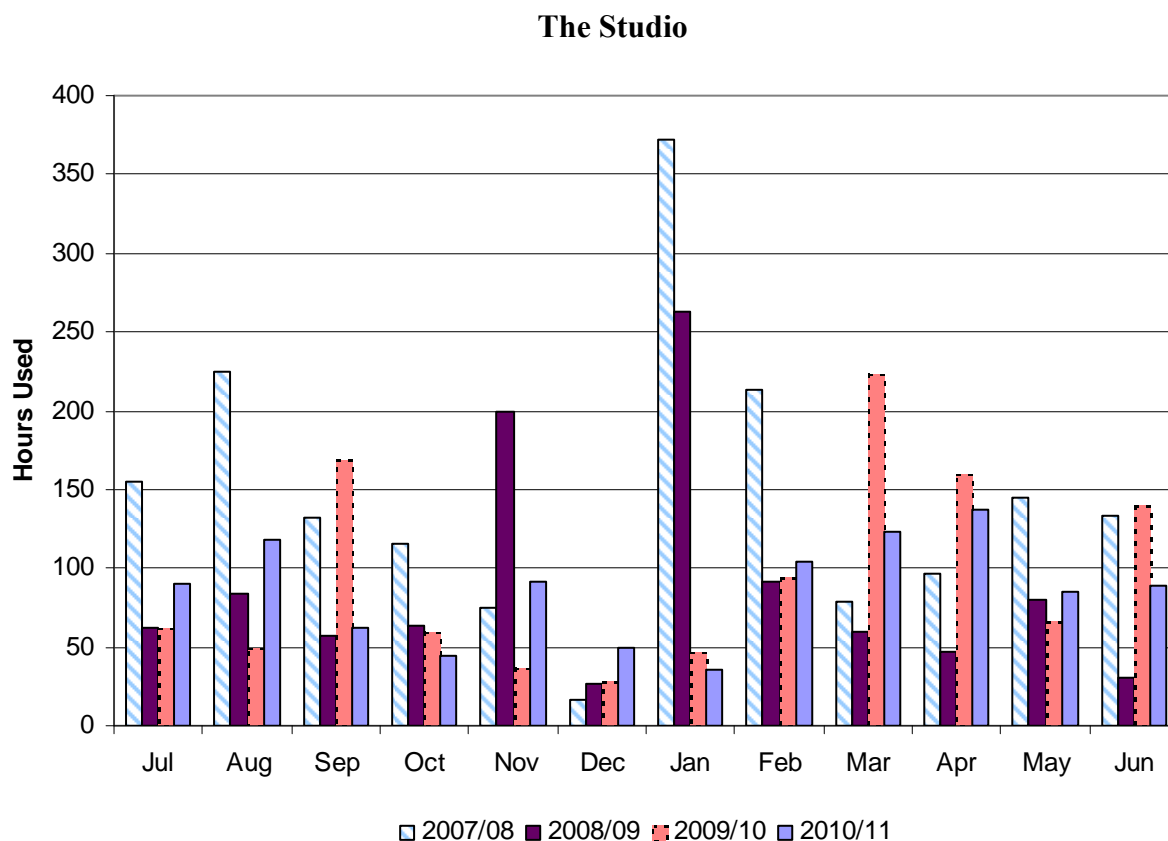


The following table shows the monthly breakdown of hourly usage of The Studio from July 2007 to June 2011.

The Studio

Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	
2007/08	155	224	132	115	76	17	372	213	79	96	145	133
2008/09	62	84	57	63	199	27	263	92	60	47	80	30
2009/10	62	49	170	60	37	29	47	95	224	160	66	140
2010/11	90	118	62	45	92	50	35	104	123	137	85	88

The following chart shows the monthly trends of the four financial years.



Analysis & Opportunities – The Studio:

Usage has decreased from last year by 9.4% from 1137 hours to 1030 hours. Whilst casual hirer usage has decreased by an average of 5 hours per week, this decrease has been offset by an increase in regular hirer usage by an average of 3 hours per week. A significant drop in regular hirer usage occurred in 2008/09 when The Ballet Class ceased classes at the Drill Hall and moved to The Gunyah. Due to the limitations of the venue this availability has been slow to fill.

The addition of Mandarin Stars as a regular hirer has contributed 12 hours per week since April. Several new yoga and movement classes have also contributed to the increase in regular hirer usage, as have rehearsal hires from Darlinghurst Theatre Company who are making regular enquiries for space and have also assisted by recommending the venue to other similar users in the arts industry.

The room configuration (3 interconnecting rooms) and layout as well as accessibility issues and lack of parking and public transport options, continue to be limitations of the venue, in particular attracting participants to recreational programs on a regular basis, or full day events. The restrictions on use also continue to hinder access to the broader community.

The aim over the coming year will be to continue to promote the venue as a performing arts rehearsal space and for community, arts and recreational activities.

VAUCLUSE BOWLING CLUB – USAGE JULY 2007 – JUNE 2011:

Located at 80 New South Head Road, Vaucluse, the Club is located close to Vaucluse shopping precinct. It features a large hall with a dance floor, commercial size kitchen and can accommodate up to 100 people.



The venue is primarily used by the Vaucluse Bowling Club three days per week and hired by Eastern Avenue Bridge Club three days per week. It is also used by the Vaucluse Day and Evening Book Clubs once per month, Alcoholics Anonymous use this venue weekly and Zumba classes are held three times per week. The venue is also used occasionally for private hire.

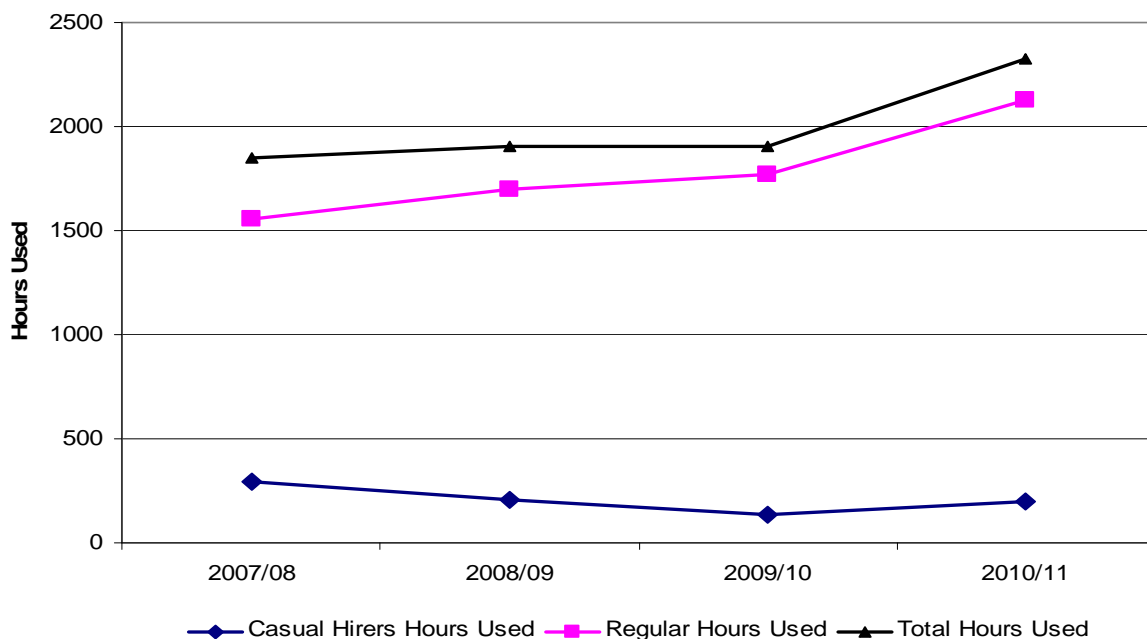
The Vaucluse Bowling Club is available for hire Monday to Sunday 8am to midnight.

Venue Statistics – Vaucluse Bowling Club:

	Total Hours Used	Regular Hours Used	Casual Hirers Hours Used	Regular % Used	Casual % Used	Average use per week
2007/08	1847	1553.5	293.5	84.1%	15.9%	36 hrs
2008/09	1906	1698	208	89.1%	10.9%	37 hrs
2009/10	1906	1772	135	93.0%	7.1%	37 hrs
2010/11	2324	2126	198	91.5%	8.5%	45 hrs

The chart below shows the trend in usage levels over the past four years.

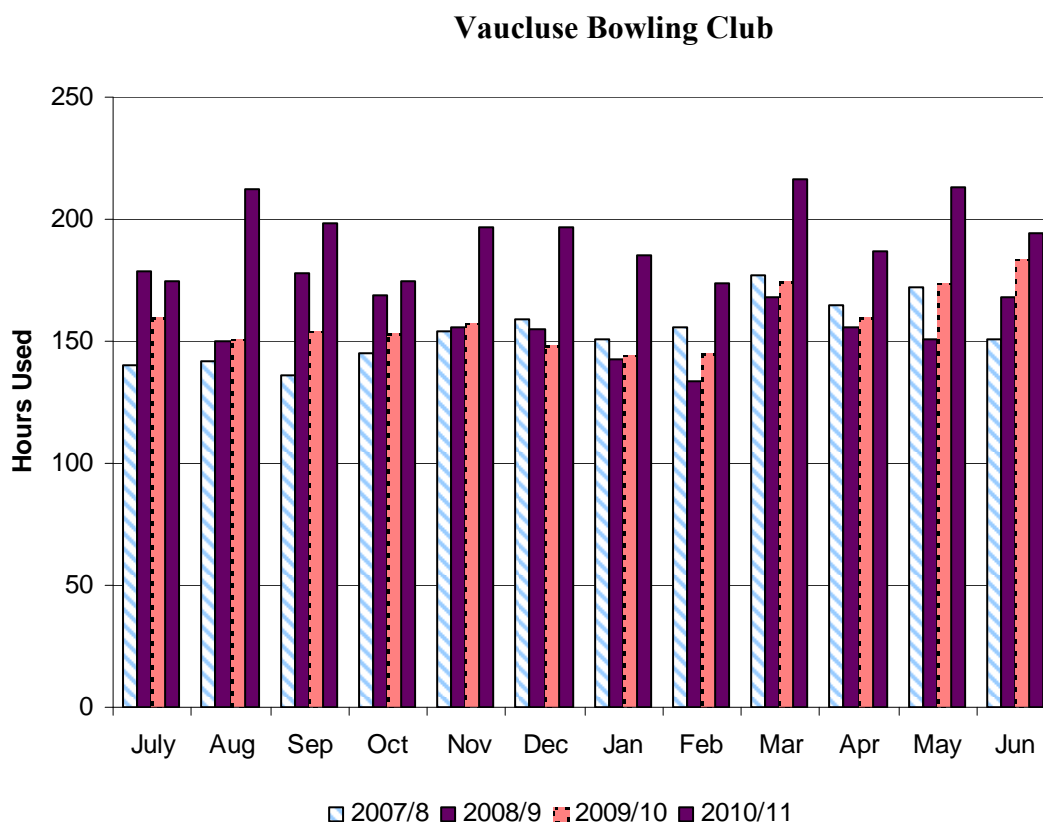
Vaucluse Bowling Club



The following table shows the monthly breakdown of hourly usage from July 2007 to June 2011.

Vaucluse Bowling Club												
July		Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June
2007/08	140	142	136	145	154	159	151	156	177	165	172	151
2008/09	179	150	178	169	156	155	143	134	168	156	151	168
2009/10	160	151	154	154	158	149	145	145	175	160	174	184
2010/11	174	212	198	175	197	197	185	174	216	187	213	194

The following chart shows the monthly trends from July 2007 to June 2011.



Analysis & Opportunities – Vaucluse Bowling Club:

Usage levels have increased by 21.9% from 1906 hours in 2009/10 to 2324 hours in 2010/11. The majority of usage is by the Vaucluse Bowling Club and Eastern Avenue Bridge Club.

During the last financial year regular weekday and weekday evening use by community and recreation groups has increased with additional Zumba classes occurring on Fridays since January 2011 and Eastern Avenue Bridge Club reintroducing Monday night sessions from July 2010.

Weekend usage is primarily by the Vaucluse Bowling Club and private evening parties with a previous average of 8 per year. There has been a 46% increase of casual hirer use which is attributed to a higher than average number of private parties of which there were 18 in the last 12 months along with several new full day workshop events and the Federal and State elections. If the high number of private party requests continues, this usage will continue to be closely monitored to minimise impact on local residents.

The venue is currently well utilised Monday to Thursday. Aside from the additional Zumba class, Friday remains unpopular for community, arts and recreational activities (a trend across all venues). Thus, the greatest opportunity to improve usage will be from further weekend hirers.

This venue's use is limited by accessibility and location, with many hirers considering it to be 'too out of the way' and the assumption it is a fully staffed and functioning bowls club. Many hirers are unwilling to travel north beyond the Rose Bay region and the current lack of availability/capacity at venues such as Cooper Park Community Hall and Rose Bay Cottage leave hirers with limited options. With this in mind, future promotional activity will be targeted primarily to local residents and groups.

THE GUNYAH, ROOM 1 – USAGE JULY 2007 – JUNE 2011:

Located at 335 Old South Head Road, Watsons Bay, The Gunyah is a historical sandstone building which has shared kitchen facilities, an outdoor deck area, ramp access, off street parking and outdoor toilet facilities. This venue is suitable for a wide range of uses. Room 1 can accommodate up to 70 people.



In January 2010 Miroma commenced operating a community program at The Gunyah and use the venue from 8.00am – 3.30pm Monday to Thursday and 8.00am – 5.00pm on Friday. The Ballet Class hire Room 1 from Monday to Thursday afternoon and evenings as well as for 6 hours on Saturday.

The venue is also used by other community, arts and recreational groups as well as for children and adult parties and social gatherings on weekends. The Gunyah, Room 1, is available for hire Monday to Sunday 8am to 11pm.

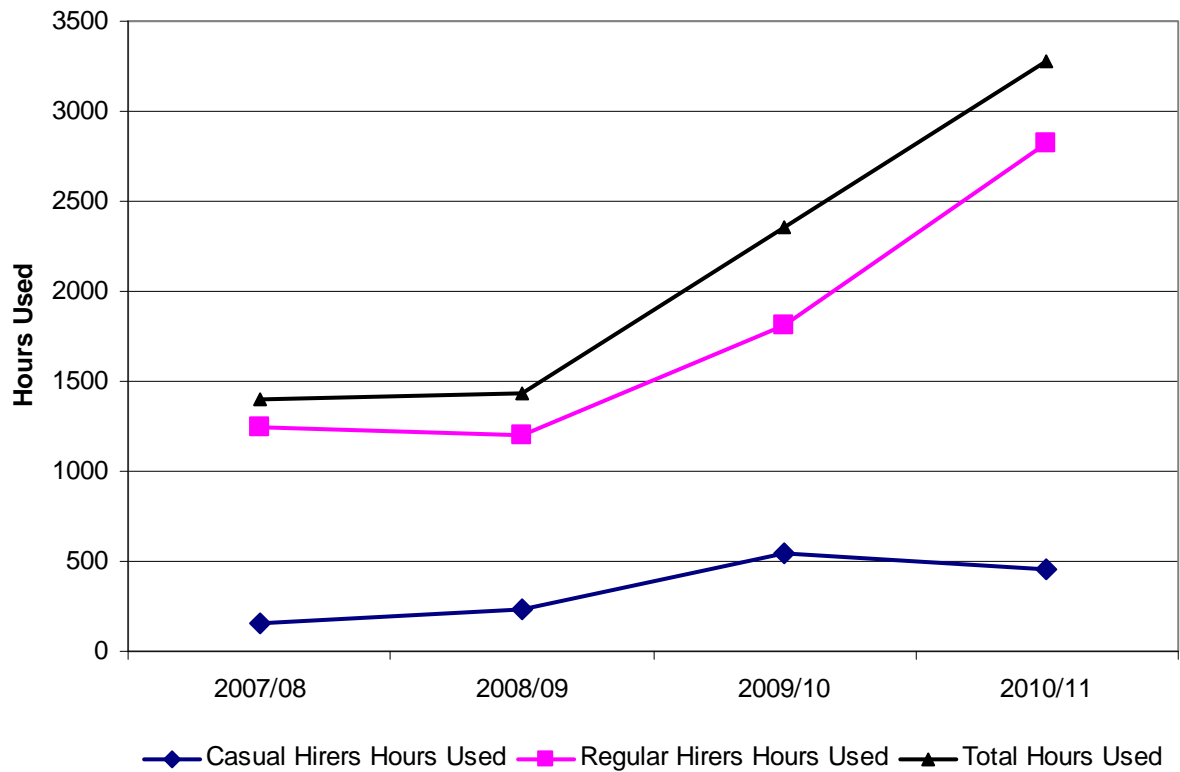
Venue Statistics:

	Total Hours Used	License hirer (Miroma) Hours Used	Regular Hirer Hrs Used	Casual Hirer Hrs Used	Regular % Used	Casual % Used	Average use per week
2007/08	1399	-	1244.5	154.5	89.0%	11.0%	27 hrs
2008/09	1437	-	1205	232	83.9%	16.1%	28 hrs
2009/10	2359	920*	891	548	76.8%	23.2%	45 hrs
2010/11	3278	1686	1136	456	86.1%	13.9%	63 hrs

*Data from January 2010-July 2010

The chart below shows the trend in usage levels over the past four years.

The Gunyah – Room 1



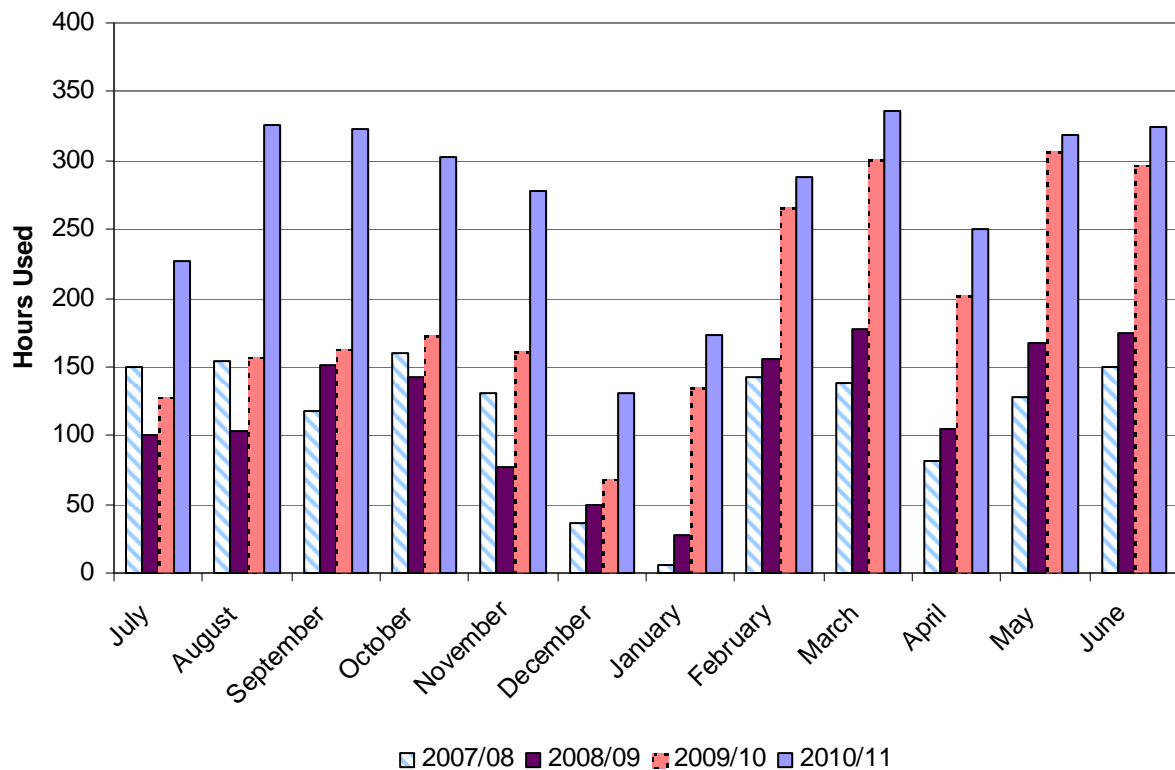
The following table shows the monthly breakdown of hourly usage July 2007 to June 2011.

The Gunyah – Room 1

July		Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June
2007/08	151	154	119	160	132	37	6	143	138	82	129	150
2008/09	101	104	152	143	78	50	28	156	178	105	168	175
2009/10	128	158	163	173	162	68	136	267	301	202	308	297
2010/11	227	326	323	303	277	131	173	288	335	250	318	325

The following chart shows the monthly usage from July 2007 to June.

The Gunyah – Room 1



Analysis & Opportunities – The Gunyah:

Total usage for this venue has increased by 38.9% with regular hirer usage up by over 55%. This is attributed to Miroma's use of the venue for a full 12 month period along with continued use of afternoon and evenings four days a week and Saturdays by The Ballet Class.

Casual hirer usage has decreased by 16.7% on last year which may be linked to fewer children's parties at the venue, as the lack of outdoor space is often a limitation.

The venue continues to gain interest for evening parties, which over the past financial year have not caused any disturbance to nearby residents or other hirers.

The large size, accessibility and off-street parking offered at this venue are some of the key drawcards. However limitations include the location, as many hirers prefer venues in a more central location and are unwilling to travel north past the Rose Bay area. Also the current use by regular and license hirers' limits availability for broader multi purpose community use, as all peak times are already in use. Anecdotal evidence shows approximately two to five potential hirers and community users are turned away each week due to this limited availability. With this in mind, future promotion of the venue will be directed specifically to the local community for private party hire.

THE GUNYAH, ROOM 2 – USAGE JULY 2008 – JUNE 2011:

Located at 335 Old South Head Road, Watsons Bay, this historical sandstone building has shared kitchen facilities, an outdoor deck area, off street parking and outdoor toilet facilities. Room 2 can accommodate up to 40 people.

In May 2010 Miroma requested exclusive use of Room 2. After discussions with The Ballet Class and Council, a shared use agreement was implemented in November 2010 allowing Miroma use of the space from Monday to Thursday 8.00am – 3.30pm and 8.00am – 5.00pm on Fridays, with all equipment stored at the end of the hall to allow The Ballet Class to continue their afternoon and evening use.

This agreement has resulted in Room 2 no longer being available to hire by any other parties.



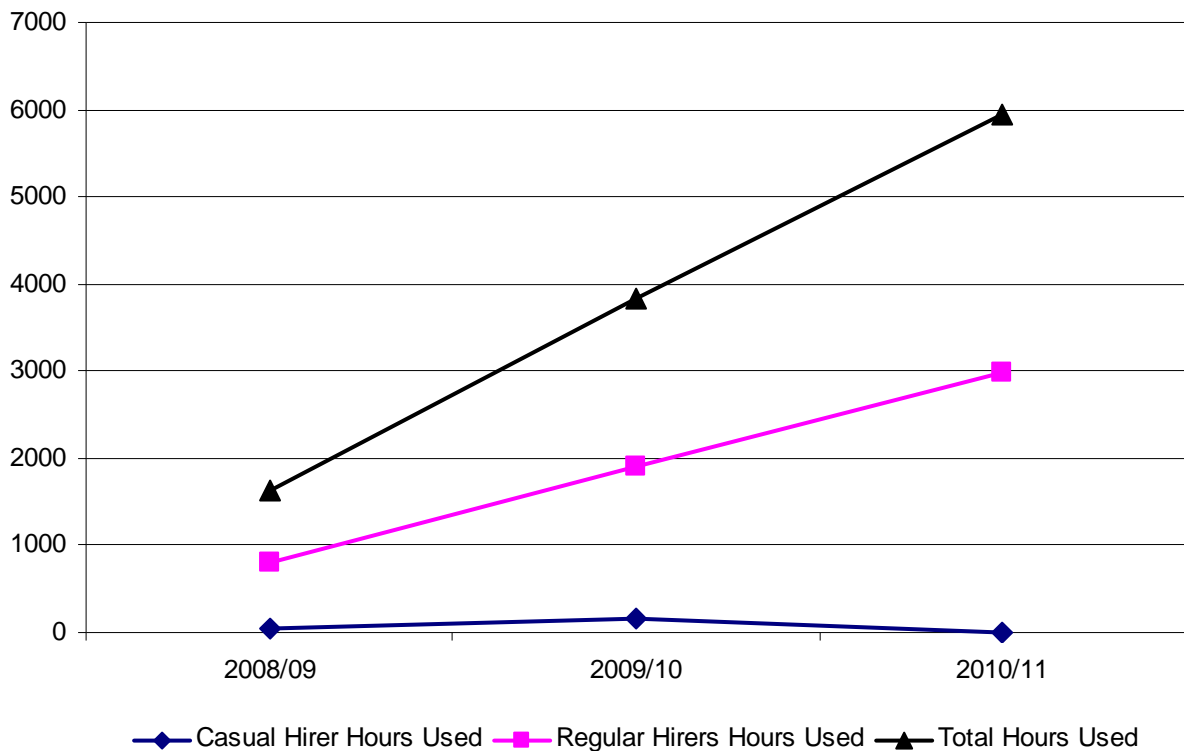
Venue Statistics – The Gunyah Room 2:

	Total Hours Used	License Hirer Hrs used	Regular Hirer Hrs Used	Casual Hirer Hrs Used	License % used	Regular % Used	Casual % Used	Average use per week
2008/09	811	-	762.5	48.5	-	94.0%	6.0%	16 hrs
2009/10	1916	920*	842	154	48%	44%	8%	37 hrs
2010/11	2977	1686	1238	53	56.6%	41.7%	1.7%	57 hrs

*Data from January 2010-July 2010

The chart below shows the trend in usage levels over the past three years.

The Gunyah – Room 2



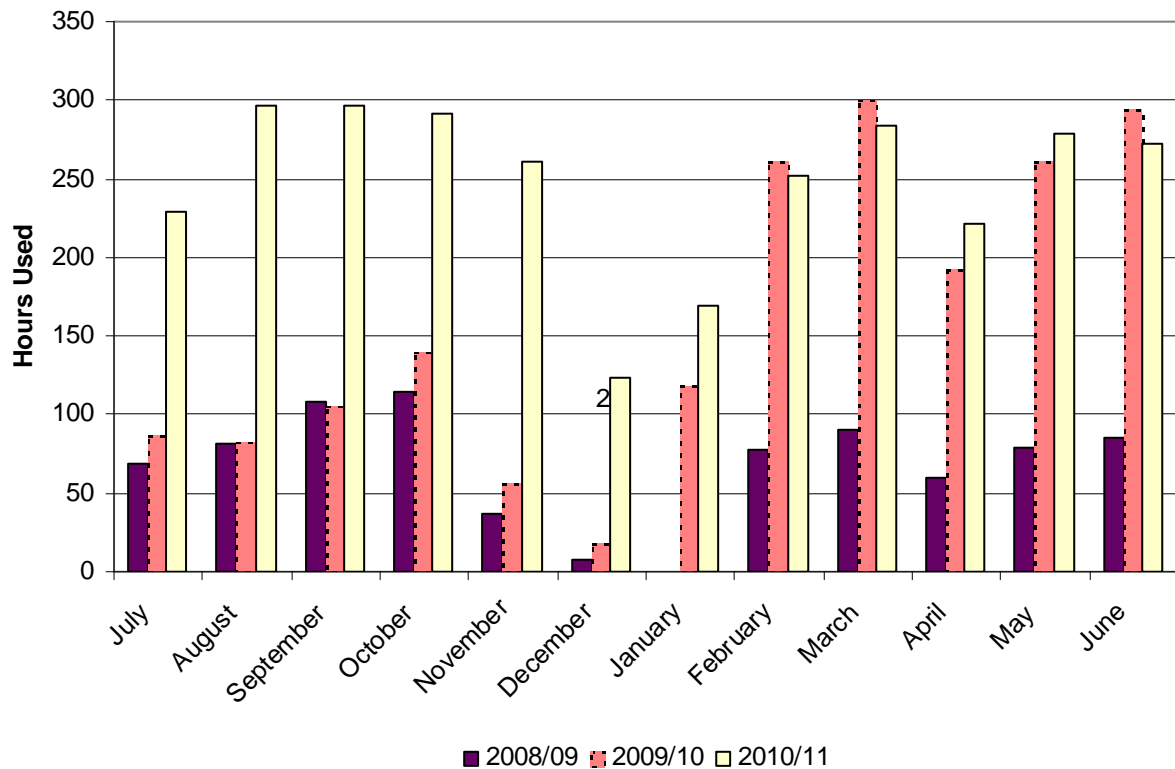
The following table shows the monthly breakdown of hourly usage from July 2008 to June 2010.

The Gunyah – Room 2

July		Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June
2008/09	69	82	108	114	38	8	0	78	90	60	79	85
2009/10	87	83	106	140	56	18	119	261	301	193	261	294
2010/11	229	296	297	291	261	124	169	252	283	221	279	273

The following chart shows monthly usage from July 2008 to June 2011.

The Gunyah – Room 2



Analysis & Opportunities – The Gunyah Room 2:

Total usage for this venue has increased by 55% over the past year. Regular hirer usage has increased by 68% which is attributed to the shared use agreement between Miroma and The Ballet Class and Miroma having use during weekdays for a full 12 month period.

A previous limitation of the venue was in using the two rooms simultaneously for different events, as sound requirements would conflict and kitchen/toilet facilities needed to be shared. The removal of Room 2 from general usage from November 2010 has caused minimal impact to casual weekend hirers, as they are now assured of exclusive use of the venue at no extra cost.

However while usage has increased overall at the venue, the shared use agreement has reduced capacity at the venue, the amount of time available for hire, and the variety of community use. This has had some negative impact on potential regular hirers looking to find a suitable venue.

EJ WARD CENTRE - USAGE JULY 2007 TO JUNE 20110:

The Centre is a two storey building located in the heart of Paddington at 189 Underwood Street.

It has two main rooms for hire, a Dining Room and a Large Upstairs Room. The Dining Room accommodates up to 28 people and the Large Upstairs Room up to 40 people. The venue has a lounge room, kitchen and courtyard which are communal areas. The Centre also has nine offices, six of which are accessible separately to the main hire spaces. EJ Ward is available for hire Monday to Sunday 7am to 9pm.

The venue is utilised by a broad range of regular hirers at various times of the day and week. These include ballet classes, art classes, language classes and community groups. Children's parties and any other private gatherings are not suitable for this venue due to safety and noise issues for other hirers and neighbouring residents.

From 1 October 2009 to 31 October 2010, EJ Ward Centre was managed by Sir Roden & Lady Cutler Foundation (SRC). SRC leased the office space at the venue from Council and managed the ongoing hiring of rooms and community activities. As of 1 November 2010 management of the EJ Ward Centre returned to Woollahra Council's Venue Coordinator.

SRC provided quarterly reports on venue usage to Council as per their licence agreement. For ease of comparison in this report previous year's venue usage data is presented on a quarterly basis.



Venue Statistics – EJ Ward Centre:

		Total Hours Used	Average hours used per week
Dining Room	2007/08	693	13
Dining Room	2008/09	462	8
Dining Room	2009/10	633	12
Dining Room	2010/11	854*	16

		Total Hours Used	Average hours used per week
Large Upstairs Room	2007/08	831.5	15
Large Upstairs Room	2008/09	888	17
Large Upstairs Room	2009/10	1245.5	23
Large Upstairs Room	2010/11	1313*	25

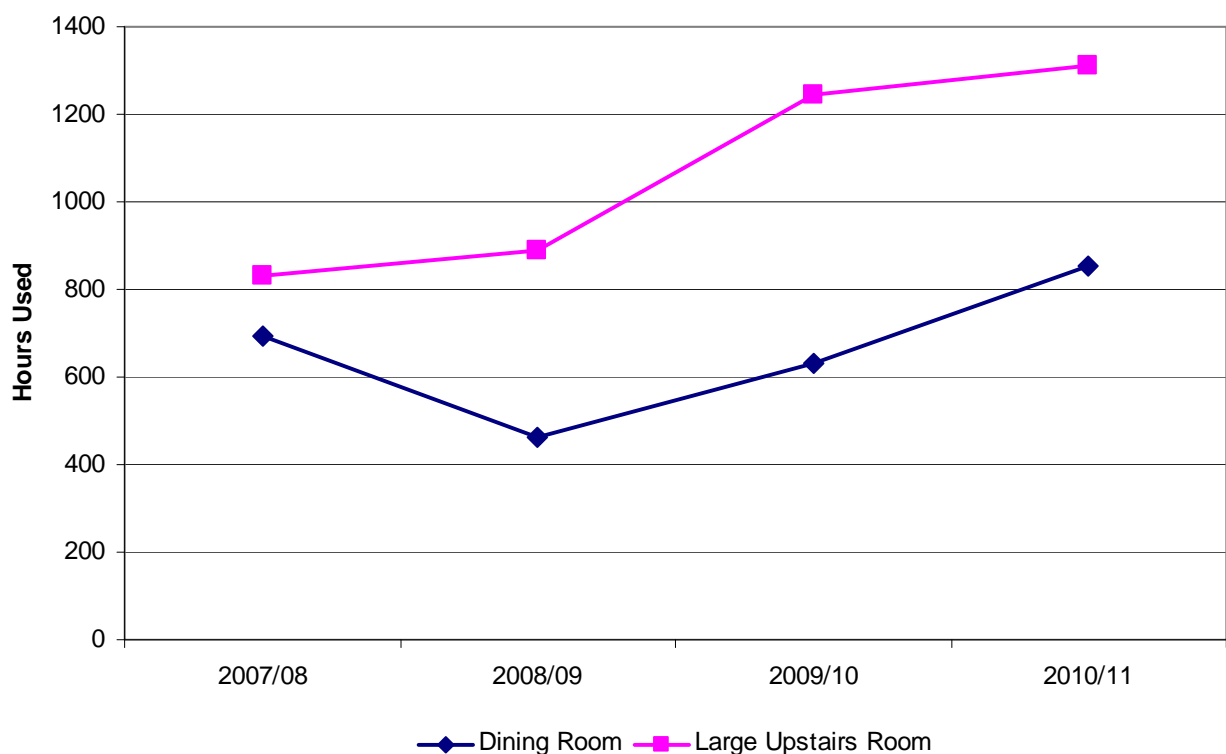
		Total Hours Used	Average hours used per week
Lounge Room**	2009/10	144	2
Lounge Room**	2010/11	282	5

*Data was not received from SRC for period July 2010 – October 2010. Usage for this period was estimated based on average usage from previous report data and Council information from November 2010 – June 2011.

** During management by SRC, the Lounge Room area was made available for hire. However due to the impact its use can have on other hirers (noise, access, space issues) this space has now returned to use as a communal area, except for some existing hirers of the space.

The chart below shows the trend in usage levels over the past four years.

EJ Ward Centre



The following table shows the quarterly breakdown of hourly usage of EJ Ward Dining Room, Large Upstairs Room and Lounge Room from July 2007 to June 2011.

EJ Ward Centre Dining Room – Quarterly Usage

Financial Year	Quarter 1	Quarter 2	Quarter 3	Quarter 4
2007/2008	251.5	203.5	120	122
2008/2009	108	129.5	104	120
2009/2010	136	159	156	182
2010/2011	213*	205.5*	200.5	235.75

EJ Ward Centre Large Upstairs Room – Quarterly Usage

Financial Year	Quarter 1	Quarter 2	Quarter 3	Quarter 4
2007/2008	229	191	188.5	207
2008/2009	197	183.5	207	300
2009/2010	291.5	212	325	417
2010/2011	324*	356.25*	273.75	359.25

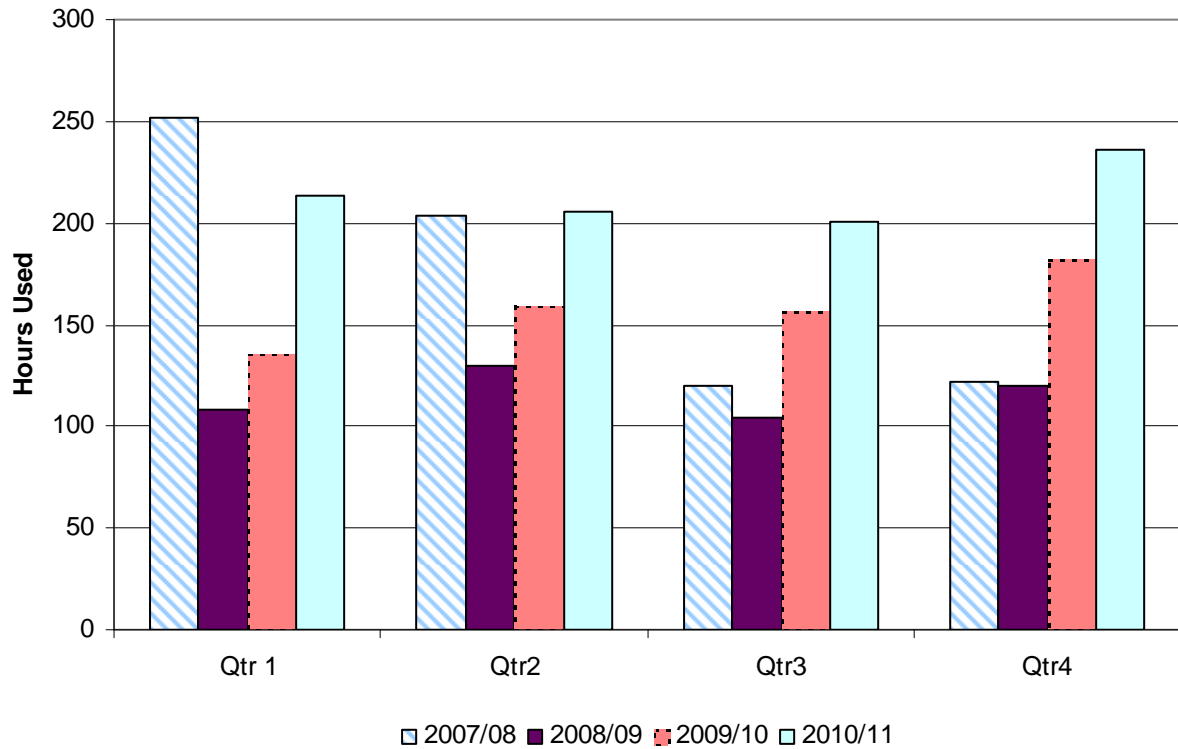
EJ Ward Centre Lounge Room – Quarterly Usage

Financial Year	Quarter 1	Quarter 2	Quarter 3	Quarter 4
2009/2010	0	42	34	68
2010/2011	68.25*	96	42	76

*Data was not received from SRC for period July 2010 – October 2010. Usage for this period is based on average usage from previous report data and Council information from November 2010 – June 2011.

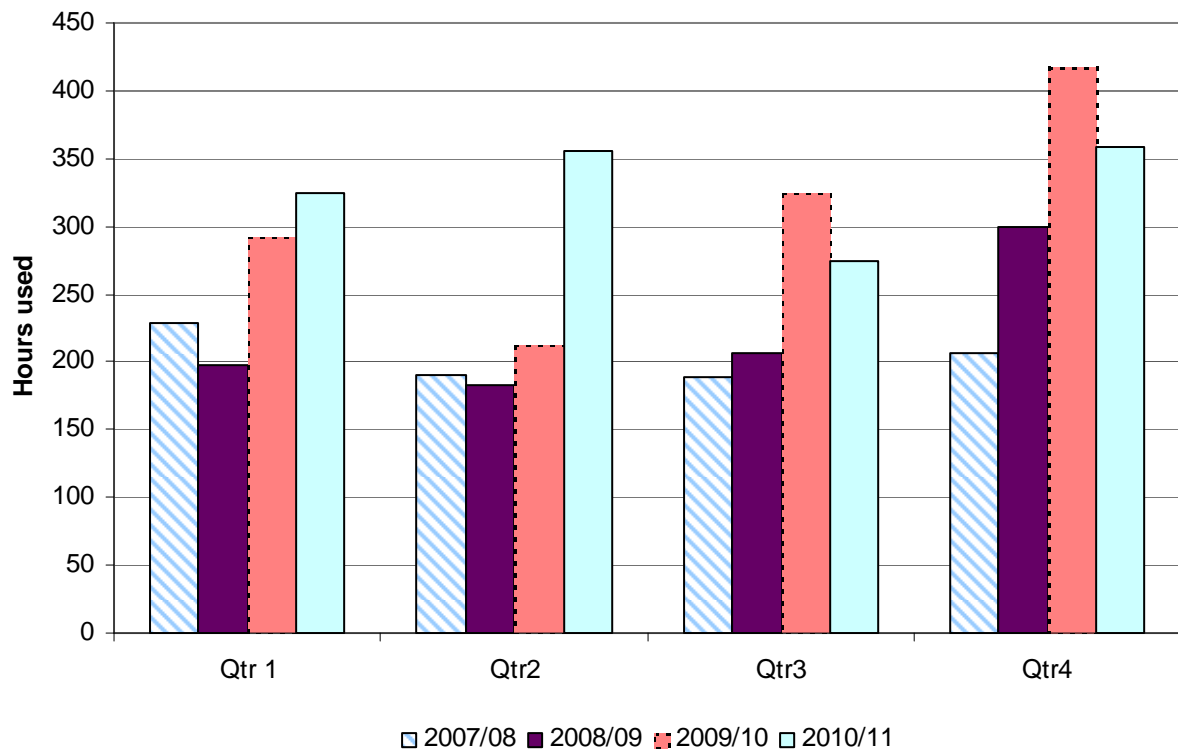
The following chart shows quarterly usage from July 2007 to June 2011 for EJ Ward Dining Room.

EJ Ward Centre – Dining Room



The following chart shows quarterly usage from July 2007 to June 2011 for EJ Ward Large Upstairs Room.

EJ Ward Centre – Large Upstairs Room



Analysis & Opportunities – EJ Ward Centre:

Usage of EJ Ward Centre has grown over the past year, with an average increase of 4 hours per week in usage of the Dining Room, an average of 2 hours per week in usage of the Large Upstairs Room and an average 3 hours per week increase in usage of the Lounge Room by existing hirers.

From 1 to 31 January 2011, the venue was closed for maintenance. Works included removal of asbestos and replacement of some flooring and ceilings.

Since management of the venue was taken back by Council in November 2010, several regular hirers have increased their hours such as Bambino Ballet, Jen's Kids Art and the Unique Hug Knitting Group. Interest in the venue is growing and several new regular groups, including yoga groups and a children's movement class have commenced. New casual hirers have included photography, meditation and acting workshops.

There are several spaces currently in use that are not reflected in the figures above as they are not considered part of the standard hire space but do result in income. These spaces include the courtyard office, used by Bambino Ballet, and Room 2G which is used as an art space. Holdsworth are hiring three of the separately accessible offices on a temporary basis while renovations occur at their building.

Limitations of this venue include limited parking, accessibility, building layout and noise. Of the 13 rooms available to hire only 2 (the Dining Room and the Large Upstairs Room) are suitable or desirable for most activities. The offices and smaller upstairs room have a limited capacity of 6-10 people respectively which make them unsuitable for the majority of hire queries received.

An added problem stems from the Dining Room being positioned directly under the Large Upstairs Room. The peak times are currently used by Bambino Ballet, the nature of whose activities often have a noise impact on hirers wishing to use the Dining Room below. This limits the usability of the Dining Room at these times. Anecdotal evidence shows most enquiries for the venue are being turned away due to the abovementioned limitations.

The biggest opportunity for growth is on weekends, so future promotion will target local community groups and workshops.

WOOLLAHRA COMMUNITY CENTRE – USAGE NOVEMBER 2007 - JUNE 2011:

Located at the corner of Queen Street and Edgecliff Road, Woollahra, the Centre has a main hall with a stage and kitchen and can accommodate up to 80 people standing and 70 people seated. It also has a library and undercroft space that accommodate up to 30 people each and are suitable for meetings, classes and study groups.

Management of Woollahra Community Centre by Council commenced in November 2007, with the usage rates of the venue collected since this time.

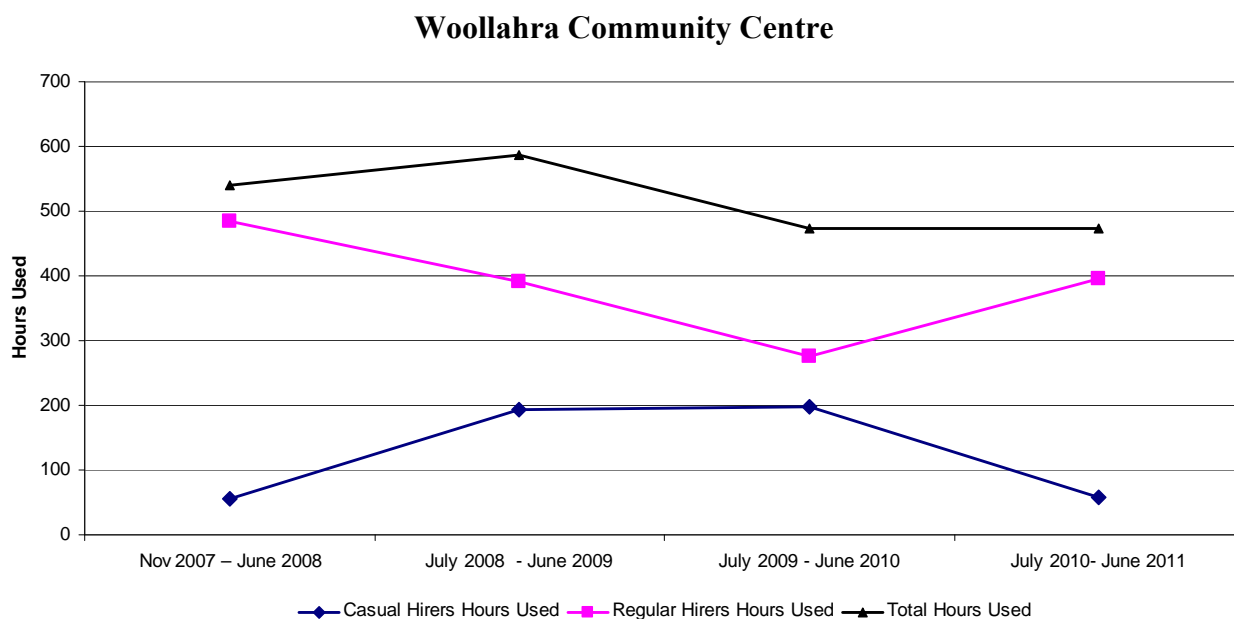


The Centre operates as a staffed Community Centre 9am to 4pm Monday to Friday. This report focuses on the remaining time that the Centre is available for hire by external parties, specifically; Monday to Friday from 4.30pm to 10pm and Saturday and Sunday 9am to 10pm. Weekend hire attracts community groups offering seminars, conferences, information talks and workshops as well as children's birthday parties and private functions.

Venue Statistics – Woollahra Community Centre:

	Total Hours Used	Regular Hirers Hours Used	Casual Hirers Hours Used	Regular % Used	Casual % Used	Average use per week Reg/Cas
Nov 07 – June 08	539	484	55	89.8%	10.2%	9 hrs / 1 hr
July 08 - June 09	586	392	194	66.9%	33.1%	7 hrs / 3hrs
July 09 – June 10	474	275.5	198.5	58.1%	41.9%	7 hrs / 3 hrs
July 10 - June 11	473.5	396.5	57	83.70%	12.0%	9 hrs / 1 hr

The chart below shows the trend in usage levels over the past four years.

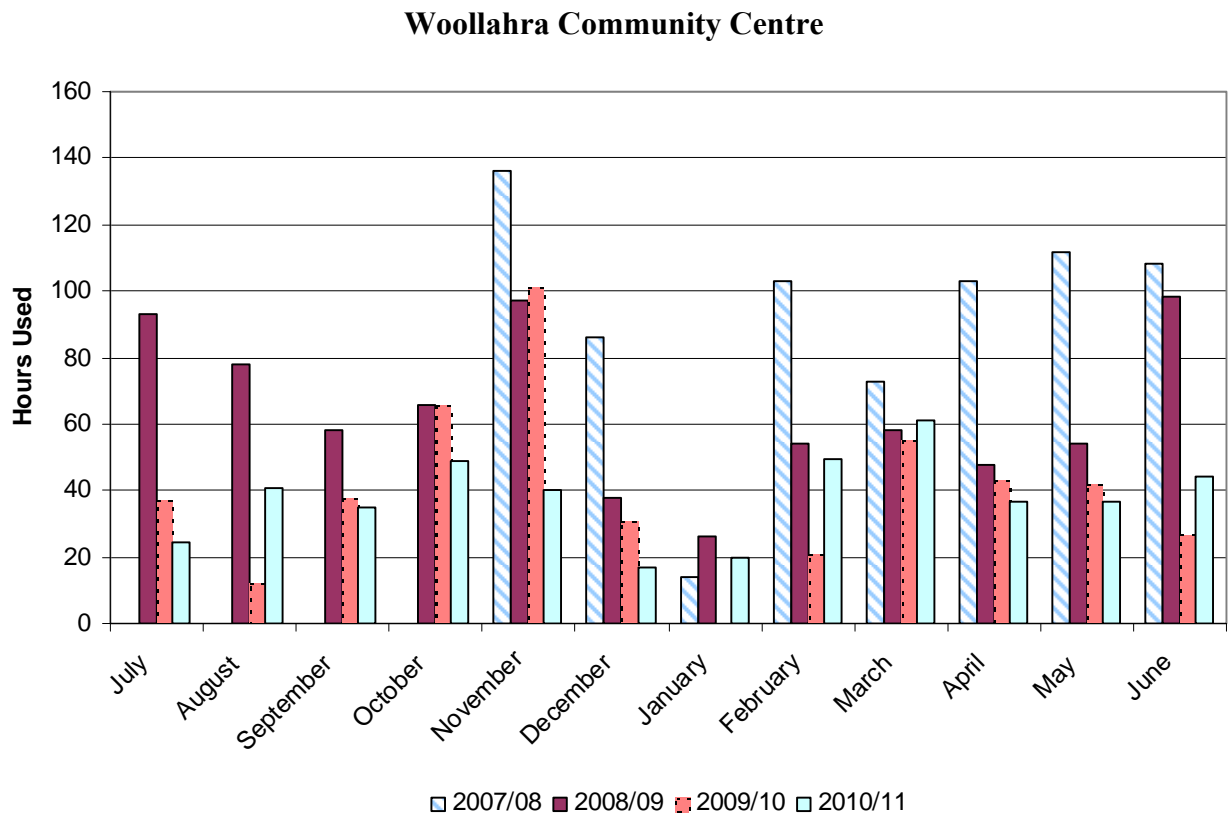


The following table shows the monthly breakdown of hourly usage from November 2007 to June 2011.

Woollahra Community Centre

July		Aug	Sept	Oct	Nov	Dec	Jan	Feb	March	April	May	June
2007/08	N/A	N/A	N/A	N/A	136	86	14	103	73	103	112	108
2008/09	93	78	58	65.5	97	38	26	54	58	48	54	98.5
2009/10	37	12.5	38	66	101	31	0	21	55.5	43	42	27
2010/11	24.5	40.5	35	49	40	17	19.5	49.5	61	36.5	36.5	44.5

The following chart shows the monthly usage for the past four financial years.



Analysis & Opportunities – Woollahra Community Centre:

Total usage hours have remained steady with regular hire use increasing by an average of 2 hours per week, while the casual hirer hours decreased by an average of 2 hours per week over the last financial year, showing a similar breakdown between regular and casual usage as in 2007/08.

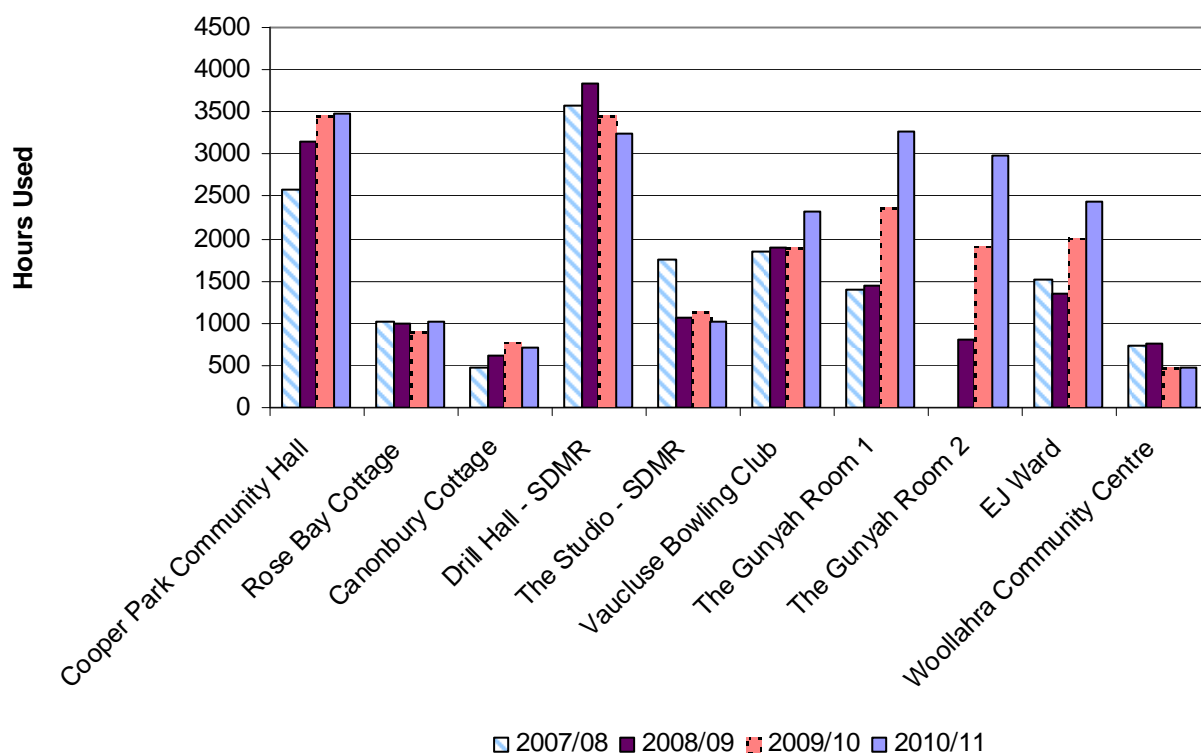
The increase in regular usage is a result of a new Zumba class commencing January 2011. During this financial year, hirer bookings were managed by the Centre Coordinator. As of 1 July 2011, these bookings will now be managed centrally by the Venue Coordinator (as with all other venues). This change will improve promotion of the venue, customer service levels and should result in increased usage in the upcoming financial year.

Evening and weekend use will continue to be promoted to community groups and private hirers with an emphasis on promoting the venue for regular community, arts or recreational activities.

Limitations of this venue include accessibility and location.

COMBINED USAGE LEVELS:

The chart below shows the usage trends for each venue over the last four financial years.



The total hours used at Cooper Park Hall, Rose Bay Cottage, Vaucluse Bowling Club, The Gunyah and EJ Ward have increased over the past four years.

The following table shows total combined hours of usage across all venues for the last four financial years.

	07/08	08/09	09/10	10/11
Total Combined Hours Used (All venues)	14,667	15,273	18,386	20,992

IDENTIFICATION OF INCOME & EXPENDITURE:

INCOME:

Income and expenditure for the past four years (including staff salaries) is listed in the tables below. Please note, data for Woollahra Community Centre is only available from November 2007.

Income Summary Table

Venue	Income 07/08	Income 08/09	Income 09/10	Income 10/11
Cooper Park Community Hall	\$24,299	\$23,003	\$24,991	\$28,619
Rose Bay Cottage	\$7,177	\$6,198	\$5,610	\$9,462
Canonbury Cottage	\$9,947	\$6,613	\$12,963	\$17,877
The Drill Hall & Studio	\$40,607	\$43,409	\$46,010	\$56,675
Vaucluse Bowling Club	\$30,019	\$34,938	\$24,764	\$42,485
The Gunyah	\$18,087	\$25,289	\$31,999	\$44,439
EJ Ward Centre	\$40,971	\$37,469	\$26,573*	\$31,999*
Woollahra Community Centre	\$7,185	\$4,584	\$1,187	\$2,182
TOTAL \$178	,292	\$181,503	\$174,097	\$230,665

* This reflects income received by Council plus license fee for Sir Roden & Lady Cutler Foundation. As per the management agreement with Sir Roden & Lady Cutler Foundation hire income between 1/10/2009-31/10/2010 was retained by the charity. Therefore, this does not provide a complete view of income generated from this venue.

Analysis:

The total gross income to Council has increased by 32% from \$174,097 in 2009/10 to \$230,665 in 2010/11 due to an increase in usage at six of the eight venues.

Only a small proportion of income received is a result of increased hire prices. Some venue fees increased by CPI, but others remained at a competitive market rate with no increase required.

It should also be noted that Woollahra Council subsidises the use of venues to selected community groups. Due to this subsidised use, it should be noted that there is not always a direct relationship between income and usage of the venues.

For the past four financial years, licence income has been received from use of the office spaces at EJ Ward. In 2011-2012 we expect to see a decline in income from EJ Ward as a result of past licences and office hire ceasing.

GENERAL EXPENDITURE:

The following table shows general expenditure across all venues over the last four financial years. This includes cleaning expenses, salaries and general running costs associated with the provision of these venues. It excludes any capital expenses incurred, these are detailed separately.

General Expenditure Summary Table

Venue General	Expenditure 07/08	General Expenditure 08/09	General Expenditure 09/10	General Expenditure 10/11
Cooper Park Community Hall	\$20,754.27	\$13,027	\$12,510	\$11,751
Rose Bay Cottage	\$11,516.10	\$11,464	\$14,670	\$11,306
Canonbury Cottage	\$13,086.81	\$12,284	\$11,216	\$11,294
The Drill Hall & Studio	\$12,282.26	\$10,663	\$10,332	\$11,889
Vaucluse Bowling Club	\$57,944.43	\$64,391	\$62,477	\$55,561
The Gonyah	\$18,671.31	\$14,186	\$15,408	\$12,800
EJ Ward Centre	\$18,567.85	\$28,176	\$9,110	\$14,748
Woollahra Community Centre	\$17,729.25	\$14,944	\$7,840	\$9,015
TOTAL	\$170,552.28	\$169,135	\$143,563	\$138,364

Analysis:

The decrease in general expenditure from 2009/10 to 2010/11 is due to cost savings as a result of a Council wide cleaning contract that began 1 October 2010. Canonbury Cottage general expenditure has remained similar, as while the cost decreased, the frequency of cleans has been increased from fortnightly to weekly for consistency across the venues. The increase at EJ Ward is attributed to Council management and cleaning costs which were previously absorbed by Sir Roden Cutler Charities in the 2009/10 financial year.

CAPITAL EXPENDITURE:

Capital expenditure is not included in the expenditure stated overleaf. Capital expenditure is incurred per annum, in addition to general expenditure in order to maintain the facilities at an acceptable level of safety and maintenance. The following table shows the capital expenditure for each venue over the last four financial years. See Annexure 2 for a breakdown of 2010/11 improvements.

Capital Expenditure Summary table

Venue Capital	Expenditure 07/08	Capital Expenditure 08/09	Capital Expenditure 09/10	Capital Expenditure 10/11
Cooper Park Community Hall	\$1,480	\$15,220	\$0	\$7,640
Rose Bay Cottage	\$8,980	\$329	\$3,363	\$0
Canonbury Cottage	\$1,084	\$0	\$0	\$690
The Drill Hall & Studio	\$8,890	\$1,898	\$0	\$0
Vaucluse Bowling Club	\$15,104	\$0	\$0	\$0
The Gungah	\$17,764	\$36,745	\$0	\$2,500
EJ Ward Centre	\$12,450	\$0	\$2,500.00	\$34,470
Woollahra Community Centre	\$43,211	\$0	\$0	\$7,980
TOTAL	\$108,965	\$54,192	\$5,863	\$53,280

Analysis:

There is no discernible trend with capital expenditure as projects occur on an as-needs basis and are dependant on the funding available at the time. This will result in fluctuations each year as improvements are required and depending on wear and tear of each venue.

Some capital works, such as the Drill Hall improvements, have commenced in the current financial year but funding has been allocated from the 2011/12 budget. This will therefore result in an increase in capital expenditure in 2011/12.

SUMMARY AND CONCLUSIONS:

The following table shows the income, expenditure, subsequent net gain or loss and the combined usage levels provided across all venues over the last four financial years.

Year	Income	Expenditure- General	Expenditure- Capital	Net Gain / Loss*	Combined Usage Hours
07/08	\$178,292	\$170,552	\$108,965	- \$101,225	14,870
08/09	\$181,503	\$169,135	\$54,192	- \$41,824	15,929
09/10	\$174,097	\$143,563	\$5,863	\$24,671	18,386
10/11	\$230,665	\$138,364	\$53,280	\$39,021	20,992

*The net gain or loss to Council will change each year due to its dependence on the need to upgrade and maintain the venues for optimal community use and safety.

Community usage of Council venues has continued to increase over the last four years. Over the past year, overall usage has increased by 14% from 18,386 hours in 2009/10 to 20,992 hours in 2010/11.

The single best increase in usage occurred at The Gonyah at a 46% increase in total usage over both rooms attributed to The Ballet Class and Miroma shared use agreement. However this usage has reduced the availability of the venue for hire to the wider community.

Whilst total usage has increased, and is considered a good result, it is important to note this reduces available space in the community for new hirers. There are also exclusive use agreements at 3 of the 8 venues which limits access by a broad mix of community users.

Several venues such as Cooper Park, Rose Bay Cottage and Vaucluse Bowling Club are reaching capacity for the most coveted times and therefore have limited potential for growth.

Anecdotal evidence shows approximately 3-10 users each week are turned away due to lack of availability at the preferred venue. Other spaces offered are either unsuitable or undesirable due to location or capacity issues. Feedback shows many hirers are unwilling to use venues north of the Rose Bay region. The remaining venues in the municipality are usually unsuitable due to capacity, availability or access. More accessible venues that have the capacity to accommodate a broad range of activities would greatly increase the ability to satisfy community demand.

Despite the limitations at each of the venues, it is anticipated that usage levels across most venues will increase over the next financial year. This will be due to improved targeted promotion of the venues, word of mouth, and the continued popularity of the online booking system available through the Council website.

In total, the provision of eight community venues in 2010/11 resulted in an income of \$230,665 and a total expenditure of \$191,644. This is a net gain to Council of \$39,021 and a 58% increase in net gain on last financial year.

The net gain or loss to Council will change from year to year due to its dependence on the need to upgrade and maintain the venues for optimal community use.

Due to the limitations of each venue and the inability of a number of venues to meet the changing needs of the Woollahra community, the long term use of some of these venues needs to be considered by Council. This will be explored in the Community Facilities report which will be presented to the Community and Environment Committee in October 2011. In the meantime, staff will continue to promote and improve the venues where practical with the aim of maximising both usage and income.

Ayreen Irwin
Venue Coordinator

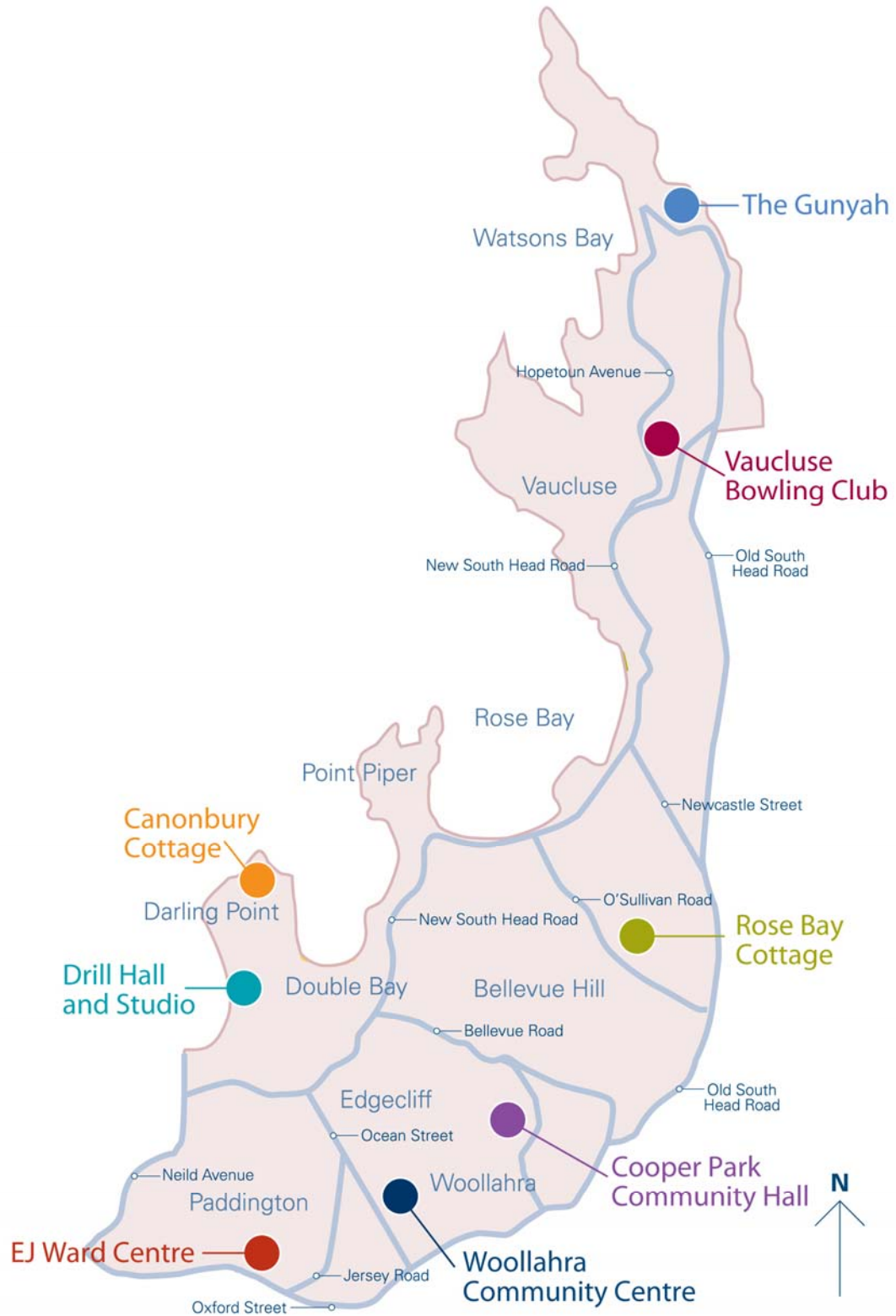
Kylie Walshe
Director - Community Services

ANNEXURES:

Annexure 1 – Location of venues.

Annexure 2 – 2010/11 Capital Expenditure breakdown

Annexure 1
Location of venues.



Annexure 2

Capital Expenditure breakdown for all venues 2010/11

Venue Project		Expenditure
Cooper Park Community Hall	Improvement to ceilings	\$7,640
Rose Bay Cottage	Nil	\$0
Canonbury Cottage	Installation of RCDs	\$690
The Drill Hall & Studio	Nil	\$0
Vaucluse Bowling Club	Nil	\$0
The Gunyah	Installation of roof anchors	\$2,500
EJ Ward Centre	Improvements to ceilings and flooring	\$34,470
Woollahra Community Centre	Asbestos removal	\$7,980
TOTAL		\$53,280.00

Item No: D5 Delegated to Committee
Subject: **Public Art Advisory Committee Minutes**
Author: Maria Lacey, Cultural Development Officer
File No: 1160.G Public Art
Reason for Report: To table the minutes of the Public Art Advisory Committee meeting held on 10 August 2011.

Recommendation:

That the minutes of the Public Art Advisory Committee meeting held on Wednesday 10 August 2011 be noted and endorsed.

Background:

This report outlines the meeting held by the Public Art Advisory Committee (PAAC) on 10 August 2011.

Public Art Projects 2011:

The Public Art Advisory Committee (PAAC) continues to develop the public art ideas and opportunities short listed at the PAAC meeting on 9 February 2011. A summary of PAAC generated public art priority projects and their respective directions are as follows:

1. Signal/Utility Box Project: The timeline of the Traffic Signal Box project has been revised and will be commenced with Artist Brief mail-out in late November. The design submissions will be discussed at the first PAAC meeting of 2012.
2. Royal Hospital for Women Park: The Working Party has agreed to approach curators to advance the project. The Working Party will keep PAAC informed of the process of the project.
3. Temporary Art Installation Program: key arts community members have expressed interest in possibly lending artworks for temporary display in the Municipality. A loan agreement is being prepared to suit this program.
4. Public Art Trust: Information has been submitted to the Australian Taxation Office to gain an informal ruling to obtain tax deductible status in relation to possible exhibition areas.

Watsons Bay Baths Public Art Project update:

The completion date for this project has been revised and is estimated for late September. An artwork launch will be organised following the completion of the project.

Conclusion:

PAAC is satisfied with the progress of all the 2011 Public Art Projects.

Maria Lacey
Cultural Development Officer

Kylie Walshe
Director – Community Services

Annexures:

1. Minutes of the Public Art Advisory Committee Meeting, Wednesday 10 August 2011.

Item No: D6 Delegated to Committee

Subject: **Delivery Program 2009 to 2013 and Operational Plan 2010/11 (DPOP) Quarterly Progress Report June 2011 - Goals (1) – A connected & harmonious community, (2) – A supported community, (3) – A creative & vibrant community, (5) – A liveable place, (7) – Protecting our environment & (8) – Sustainable use of resources**

Author: Kylie Walshe –Director Community Services
Tom O’Hanlon – Director Technical Services

File No: 1229.G

Reason for Report: To review the status of the Priorities and Actions in Council Delivery Program 2009 to 2013 and Operational Plan 2010/11 for the three months ending 30 June 2011.

Recommendation:

That the June 2011 Quarterly Progress Report on Goal 1 (A connected & harmonious community), Goal 2 (A supported community), Goal 3 (A creative & vibrant community), Goal 5 (A liveable place), Goal 7 (Protecting our environment) and Goal 8 (Sustainable use of resources) of Council’s Delivery Program 2009 to 2013 and Operational Plan 2010/11 be received and noted.

Background:

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

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

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

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

Theme: Places and spaces
Goal 4: Sustainable built form.
Goal 5: A liveable place.
Goal 6: Moving around.

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

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

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

Annexure 1 to this report is Council's Quarterly Progress Report for the period April to June 2011 for Goals 1,2,3,5,7& 8, being most relevant to the Community & Environment Committee.

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

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

Adopted Notices of Motion

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

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

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

ACTION ARISING FROM AN ADOPTED NOTICE OF MOTION	
Action number in 2010/2011 Quarterly Progress Report	Action description
5.1.1.6	Report on the feasibility and options for renovations to the existing amenities block in Lyne Park to allow for the operation of a cafe. [Refer NOM 11/04/2011 - Clrs Howe, Petrie & Wynne].
5.1.1.7	Report on the feasibility of installing water drinking and filling stations (similar to those along the beaches in Waverley) in high traffic areas like the ferry wharves and in primary tourist areas such as Watsons Bay. [Refer NOM 30/05/2011 – Clrs Petrie & Wynne].

Annual Reporting:

The Progress against all Delivery Program Priorities and Operational Plan Actions for 2010/11 reported to the Community & Environment Committee will be reported in Council's Annual Report 2010/11 as part of the Integrated Planning and Reporting Legislation.

The progress reported in Annual Report, will report on the five themes and eleven goals within Delivery Program 2009 to 2013 and Operation Plan 2010/11 DPOP is the combination of the reporting of the three standing committees being the Community & Environment Committee, Corporate & Works Committee and Urban Planning Committee and satisfies legislative requirements under the *Local Government Act 1993*.

Conclusion:

It is recommended that the June 2011 Quarterly Progress Report on Goal 1 (A connected & harmonious community), Goal 2 (A supported community), Goal 3 (A creative & vibrant community), Goal 5 (A liveable place), Goal 7 (Protecting our environment) and Goal 8 (Sustainable use of resources) of Council's Delivery Program 2009 to 2013 and Operational Plan 2010/11 be received and noted.

Kylie Walshe
Director Community Services

Tom O'Hanlon
Director Technical Services

Annexures:

- 1 DPOP Quarterly Progress Report June 2011 for Goal 1 (A connected & harmonious community), Goal 2 (A supported community), Goal 3 (A creative & vibrant community), Goal 5 (A liveable place), Goal 7 (Protecting our environment) and Goal 8 (Sustainable use of resources) – *distributed separately*.

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

