



Community & Environment Committee

Agenda: *Community & Environment Committee*

Date: *Monday 28 August 2006*

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

24 August 2006

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

Dear Councillors

Community & Environment Committee Meeting – 28 August 2006

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 28 August 2006 at 6.00pm.**

Gary James
General Manager

Meeting Agenda

Item	Subject	Pages
1	Leave of Absence and Apologies	
2	Late Correspondence	
3	Declarations of Interest	

Items to be Decided by this Committee using its Delegated Authority

D1	Confirmation of Minutes of Meeting held on 14 August 2006	1
D2	Review of Immunisation Program – 283.G/2006-2007	2
D3	Natural Environment Principal Activity – 4 th Quarter Management Plan Review – 827.G 04-07	7
D4	Library Report for the Twelve Months 2005/2006 – 48.G	22
D5	Community Services – Management Plan Quarterly Report – 827.G 05-08	37
D6	Celebration of Women in Woollahra – 474.G	80

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 14 August 2006**
Author: Les Windle, Manager - Governance
File No: See Council Minutes
Reason for Report: The Minutes of the Meeting of Monday 14 August 2006 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 14 August 2006 be taken as read and confirmed.

Les Windle
Manager - Governance

Item No: D2 Delegated to Committee
Subject: **Review of Immunisation Program**
Author: Kathy Griffin, Team Administration Officer – Compliance
Tim Tuxford, Manager - Compliance
File No: 283.G/2006-07
Reason for Report: This report has been prepared in response to Section 5.6 – Environment & Public Health of Council’s Management Plan 2005-08

Recommendation:

That Council receive and note the review report on Council’s current immunisation program and resolve to support the continued operation of Council’s monthly immunisation clinics.

1. Management Plan Project:

Section 5.6 – ‘Environment and Public Health’ of Council’s Management Plan 2005-08 included the following project;

“Review immunisation program”

In relation to this project the Management Plan required the following;

Review effectiveness of existing immunisation program; and
Report to the Community & Environment Committee any recommended changes to the program.

2. Background:

Council has for many years conducted a free early childhood immunisation clinic for babies and children aged between two months and four years of age. Immunisation is currently offered at the clinic for the following diseases;

Diphtheria
Tetanus
Whooping Cough
Hepatitis B
Haemophilus influenzae type b (Hib)
Polio
Chicken Pox
Meningococcal C
Pnuemococcal
Measles
Mumps
Rubella

Clinics are held on the first Wednesday of every month between the hours of 2.00 pm and 4.00 pm in rooms at the Double bay Early Childhood Centre at 1 Cross Street, Double Bay. Outside of these times the Centre is used by Early Childhood nurses to provide health services for babies and young children, advice to parents on all aspects of child development and parenting, including post-natal depression screening and referral, diet assistance and counselling. The Double Bay Early Childhood Centre is operated by South Eastern Sydney Area Health Service.

An appointment is not necessary at Council's immunisation clinic as it operates on a numbering system, whereby parents are allocated a number when they enter the clinic and wait for their number to be called.

Costs for the doctor and two nurses employed at each clinic are reimbursed to Council by the South Eastern Sydney & Illawarra Health Service (SESAHS) division of NSW Health. All vaccines are free and provided to Council by Commonwealth Serums Laboratory (CSL).

Council provides two staff members at each clinic to support the medical staff. One of the staff members is responsible for the conduct and administration of Council's immunisation program at all other times. This involves answering inquiries from members of the public, membership on the Immunisation Advisory Committee convened by the South Eastern Sydney & Illawarra Health Service (SESAHS), notifying the Australian Childhood Immunisation Register of all immunisations done by Council, advertising of the clinic, maintaining Council's database, sending out reminders and maintaining the vaccines and cold chain.

3. Promotion of Council's Clinic:

Council's immunisation clinic and program is currently promoted in the following manner;

- Council advertises through the Double Bay Early Childhood Centre where nurses see babies and their mums at regular intervals post-natally;
- An ad is placed in the Wentworth Courier on the Woollahra Council page each month a week before the clinic is to be held;
- Reminders are sent to each child as they are due for their next immunisation; and
- Information is included in Council's "*What's On*" information leaflet each month compiled by the Community Information Librarian.

Council is presently liaising with the Eastern Sydney Division of General Practice with regard to advertising our immunisation service through GP's with an aim to increasing levels of immunisation in our area.

4. Costs:

The costs involved in operating Council's immunisation clinic and program include;

- Medical staff per clinic;
- Advertising and promotions;
- Council staff per clinic;

As stated previously, the direct cost of the doctor and the nurses is reimbursed by SESAHS division of NSW Health. Council also receives payments from the Australian Childhood Immunisation Register (Medicare) dependant upon the number of schedules completed. This helps disburse the other costs incurred.

Up until 2003/04 the costs incurred in operating the immunisation program were included in the “*Environment & Public Health Services*” cost centre. However from 2004/05 the program operated under its own cost centre. The costs incurred and recouped over the past two financial years and the budgeted results for this year are shown below;

Year	Costs	Income	Net Cost
2004/05	\$8176	\$8113	\$63 (actual)
2005/06	\$7920	\$7230	\$690 (actual)
2006/07	\$9850	\$9000	\$850 (budget)

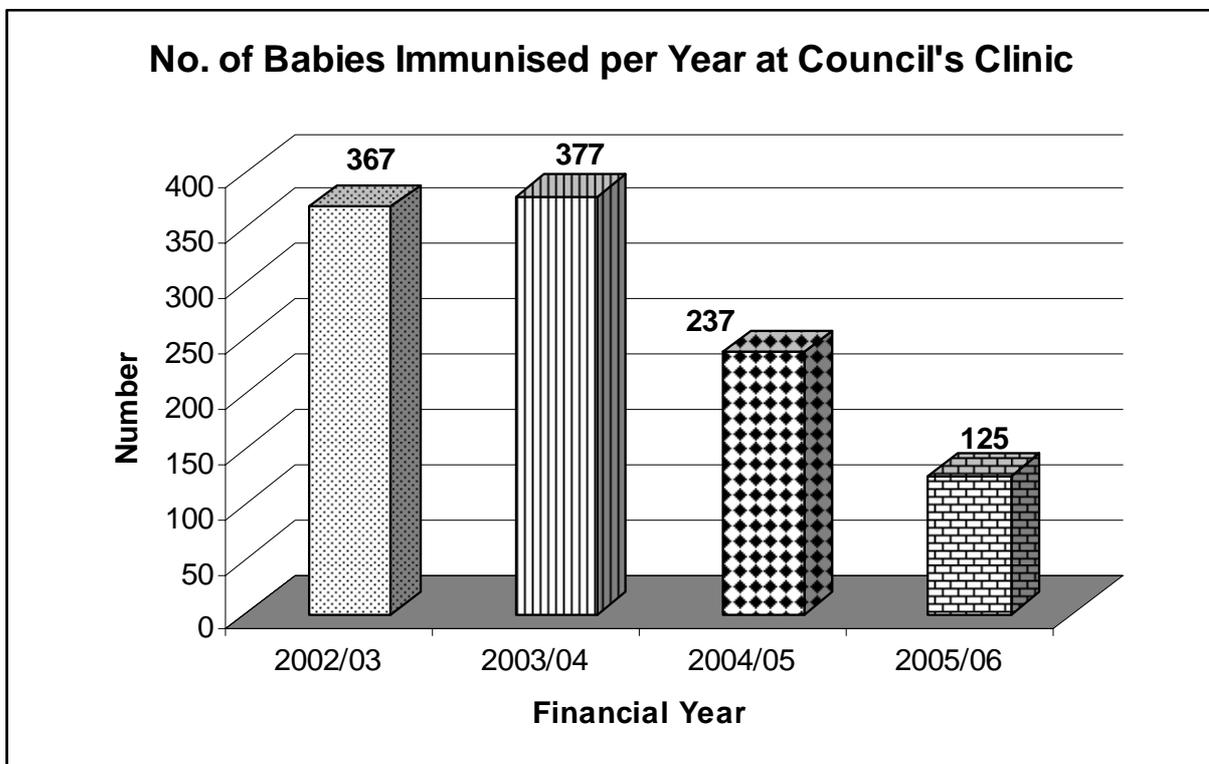
The variation in the net cost can be attributed to the timing of the payments from NSW Health.

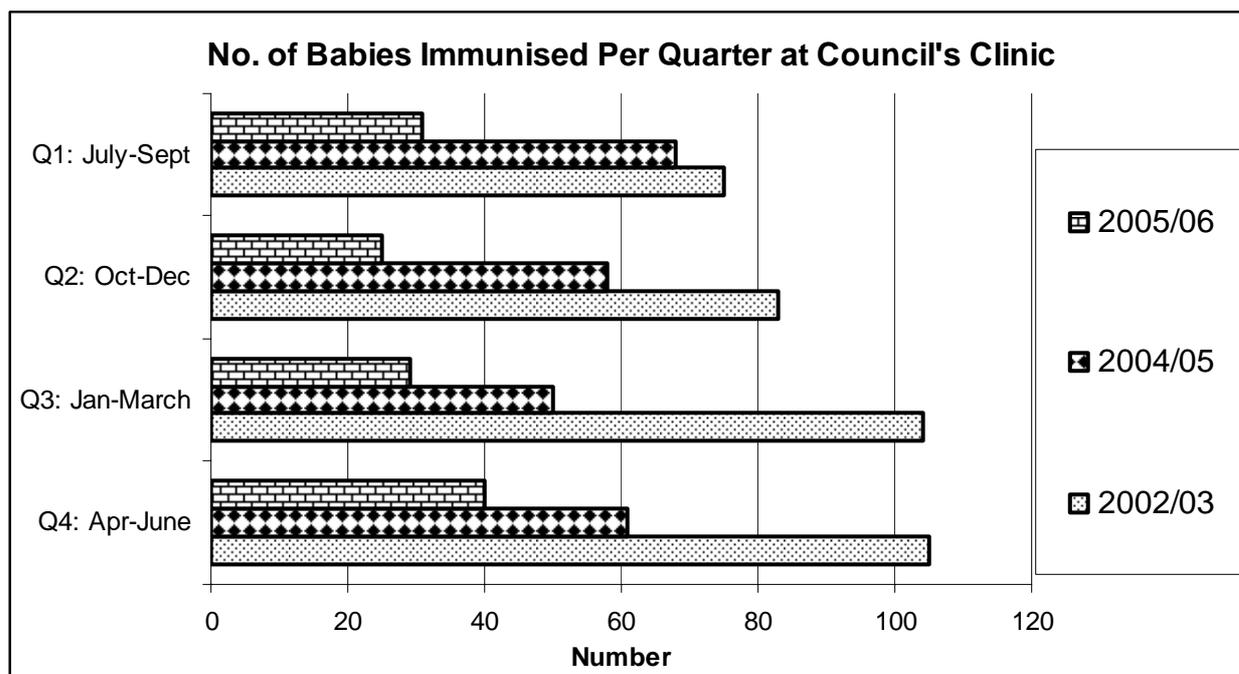
The nurses are considered employees of Council and are paid through Council’s payroll system under the Local Government NAPSA. One nurse is an accredited immunisation provider, which means she can assume the role and responsibility of the actual immuniser. If both nurses were accredited there would be no requirement to also have a doctor present at the clinics.

The cost of training the second nurse to be an accredited immunisation provider is approximately \$380 through the NSW College of Nurses. If the non-accredited nurse was willing to undertake this extra training, the overall cost of the program could be reduced by approximately 50%.

5. Participation rates:

The number of babies and children immunised through Council’s immunisation clinic in recent years is illustrated by the following graphs.





From approximately 2000 up until 2004/05 Council was consistently averaging between 25-30 babies per clinic. During 2004/05 the average number of babies per clinic dropped to just below 20 babies and last financial year it fell to just over 10 babies. Last year's results represent a reduction of more than 65% from 2002/03 and 2003/04.

The Double Bay Early Childhood Centre closed temporarily in mid 2005 due to lack of staffing. Prior to its closure, nurses at the Double Bay Early Childhood Centre promoted the availability of Council's clinic to new mothers at their 6 week post natal check. Therefore it is considered the temporary closure of the Centre may have attributed to the significant drop in our clinic's numbers during 2005/06.

Pleasingly, the Double Bay Early Childhood Centre has re-opened and Council's most recent immunisation clinic in August 2006 attracted 23 babies. Generally it is considered the maximum number of babies that could be handled by Council's clinic is 40 per clinic due to the medical procedures and time constraints.

It is hoped that the reason why the immunisation rates have decreased at Council's clinic is because mothers are taking their babies to their family doctor. However, data produced by NSW Health indicates that the Eastern Sydney Division of General Practice has one of the lowest levels of General Practice immunisation coverage in New South Wales and was ranked 37th of 37 divisions in February 2006. The suburbs included in this division are;

- Sydney City
- Chippendale
- Surry Hills
- Darlinghurst
- Woolloomooloo
- Potts Point
- Elizabeth Bay
- Kings Cross
- Rushcutters Bay
- Paddington**
- Centennial Park
- Bondi, Junction

Queens Park
Bellevue Hill
Woollahra
North Bondi
Bondi
Tamarama
Darling Point
Edgecliff
Double Bay
Rose Bay
Dover Heights
Vaucluse

The lower coverage by General Practitioners in the above areas may be attributed in part to a higher than average level of “*conscientious objectors*” and/or non-reporting by General Practitioners.

6. Conclusion:

While the numbers of babies and children who attend Council’s immunisation clinic has decreased in recent times, it is considered that Council’s immunisation program is a valuable community service and appreciated by many new parents as it is free, easy and reliable. Parent’s comment regularly on the accessibility and convenience of the Council clinic.

The clinics are funded by NSW Health and the cost to Council is very little in terms of staffing and advertising costs, however, the benefits are great as it is a positive Council initiative and promotes health within the community.

It is considered that Council’s immunisation program should continue in its current format.

Kathy Griffin
Team Administration
Officer – Compliance

Tim Tuxford
Manager - Compliance

Allan Coker
Director - Planning &
Development

Item No: D3 Delegated to Committee

Subject: **Natural Environment Principal Activity -
4th 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 2006.

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.

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 preparation of the Woollahra Sustainability Plan continues. The project involves the reviewing Council's existing functions, activities, programs and policies, identifying local issues, community consultation, establishing a local vision and objectives, and identifying actions. The plan aims to build on and promote Council's existing programs, ensuring that the principles of Ecologically Sustainable Development (ESD) are applied to all function areas. The literature review, Council review and community consultation stages of the project are now complete. The draft plan is currently being prepared in consultation with related staff and MANEX.

Council's draft Water Savings Action Plan, formerly referred to as the Water Conservation Plan, has been prepared and forwarded to the Minister of Utilities for comment prior to approval. The draft plan identifies base year water use for Council's top ten water using sites, audits the facilities and identifies and prioritises actions that will conserve water at these sites. Preparation of the plan satisfies the NSW Governments requirement to prepare and submit the draft plan to the Minister by 30 June 2006.

The preparation of the draft Energy Savings Action Plan has commenced. Preparation of this plan will focus on the energy use from Council's top ten energy using sites, audit the facilities and identify and prioritise actions to conserve energy.

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.

In addition to the above, the following achievements have been made in the Environmental Protection area during 2005/2006:

- Completed the 2004/2005 State of the Environment Report,
- Organised events as a part of the Sydney Coastal Councils Group Summer Activity Program, January 2006, and
- Organised events as a part of Sydney Harbour Week 2006.

2.2 Stormwater Systems

Priority ranking of stream remediation and drainage improvement projects are being developed as part of Council's adopted infrastructure asset management strategy.

The Draft Development Control Plans for Stormwater Management and Flood Management have been reviewed to include greater emphasis on stormwater retention and reuse. A report on the plans will be provided following a decision regarding the relevant clause in Council's LEP.

Gross pollutants trapped in stormwater pit devices are being recorded and monitored by our works teams as part of the Environmental Works program.

Consultants were engaged to undertake the DRAINS modelling project, the Rushcutters Bay Flood Study, and the Double Bay Flood Study. Quotes have been obtained to undertake the Drainage Condition Survey and Analysis are currently being reviewed.

2.3 Tree Management

In this year we processed 718 applications for pruning or removal of trees protected by the Tree Preservation Order, received 1,400 applications for pruning or removal of street trees and assessed 516 development applications related to tree management issues. We are undertaking street tree management in accordance with a recently adopted schedule for all parts of the Municipality. In this year we have carried out new or replacement planting at 190 locations.

A draft Street Tree Masterplan and Noxious Weeds Strategy has been developed as part of the Vegetation Management Strategy (VMS). These documents will be presented to the VMS Working Party and Council in the first quarter of 2006-07.

2.4 Waste Services

Collex commenced their new recycling contract in July 2005. Council staff have been working with Collex on a community education program to encourage greater levels of recycling.

A new Enterprise Agreement was completed with Waste Services staff and the Union, and is now in operation. This included provisions to improve productivity and reduce overall costs.

The Liveable Lanes Project using grant funding was reported on in November and Council adopted a recommendation for an extension of the program to other locations. This is now under way.

Council is entering into a food organics trial to remove food scraps from the general waste stream and reduce the amount of waste being sent to landfill. If the trial is successful plans will be made to roll this out to the rest of the municipality.

An audit is being carried out in the Paddington and West Woollahra area, to gain information on residents' views of the current collection services provided and options such as 120 litre bins once a week, or night-time service.

2.5 Street Cleaning

A new Enterprise Agreement was completed with Street Cleaning staff and the Union, which includes structural changes to improve our clean-up and street-sweeping services. Quarterly clean-ups are now carried on the first (and sometimes second) day of the week instead of throughout the week as formerly. Closer integration is being achieved between Business Centres and Street Cleaning operations.

The structural changes and the purchase of two small mechanical suction sweepers are starting to have an impact on the cleanliness of the area with a noticeable reduction of weeds in laneways and on roundabouts.

2.6 Bush Regeneration

The review of bush regeneration service levels and maintenance schedules was completed and implemented in early 2006. The new schedules provide full maintenance of all agreed natural areas plus 1100 square metres of additional primary clearance for each successive year.

Successful Bushcare volunteer programs have been established in Harbourview Park, Gap Park, Trumper Park and Cooper Park. Promotional material and a new website have helped us recruit to our current level of 37 volunteers.

We have completed a draft policy and strategy on noxious weed control for presentation to the Vegetation Management Committee and Council.

2.7 Harbour Facilities

Options for upgrading the Watsons Bay Baths were the subject of extensive investigations into piled structures, floating pontoons, turning boards, etc to identify an option which will be safe, functional and affordable in the conditions prevailing at Watsons Bay. These investigations will be reported to the Baths Working Party and the Corporate and Works Committee in the 1st quarter of 2006-07.

Warwick Hatton
Director Technical Services

Allan Coker
Director Planning & Development

Annexures:

1. June 2006 Quarterly Review of Principal Activity – Natural Environment
2. June 2006 Quarterly Review of Outstanding Notices of Motion – Natural Environment

Item No: D4 Delegated to Committee
Subject: **Library Report for the Twelve Months 2005/2006**
Author: Laurence McDonnell - Acting Manager - Library Services
File No: 48.G
Reason for Report: To review the Library operations for the full year 1 July 2005 to 30 June 2006

Recommendation:

That the report of the Library Service for the year 2005/2006 be noted.

Summary of Contents:

This report reviews the library activities and projects for the twelve months 1 July, 2005 to 30 June, 2006 with attached statistics compared with the previous year. Also included in the body of the report are five year trend line graphs for the library services and a range of statistics, graphs and discussion on many other library operations such as Local History, Database and on-line usage, Community Information usage, Inter-library loan requests, Children's activities and the Adult cultural programme.

1. Library Usage According to Lending Statistics:

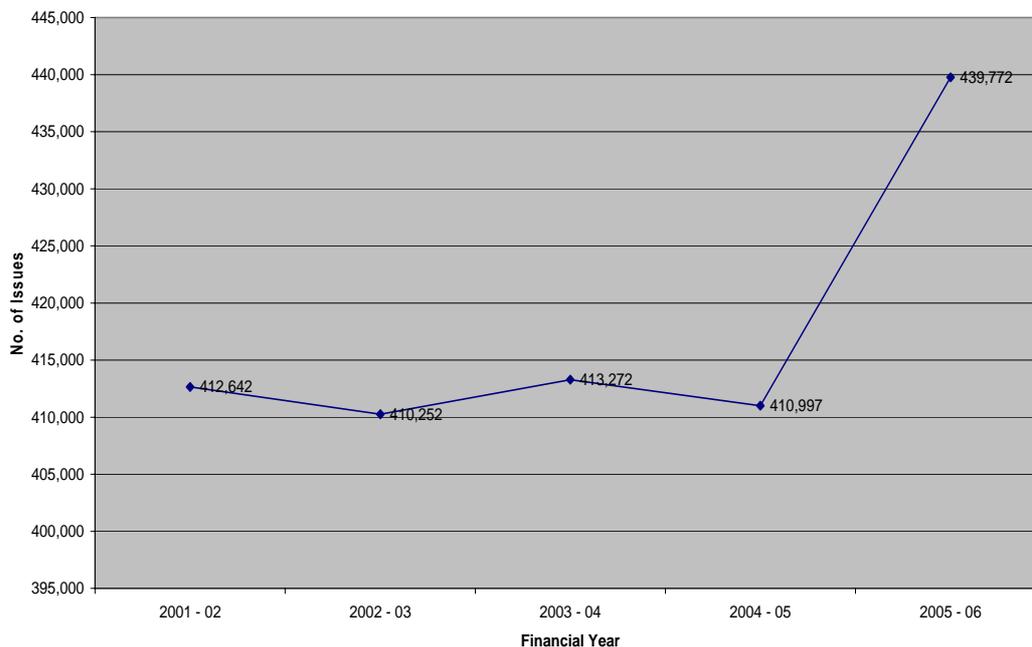
A. Overall circulation and trend line information.

There was an increase in circulation for the period of April – June 2006 over the quarter April – June 2005 of 5.54%, up from 107,758 to 113,725 items. There was a 7% increase in the total lending of items for the financial year, July 2005 to June 2006 an increase from 2004/05, of 28,775.

A graph of the circulation for the five year period 2001-02 to 2005-06 indicates that lending statistics are at a five year high. There is an increase in loans of most items; AV, Children's Books, Toys and Serials, with a slight decrease in the circulation of Adult Books.

Woollahra Library Annual Circulation 2001 - 2006

Graph 1



A summary of the information from Graph 1 is:

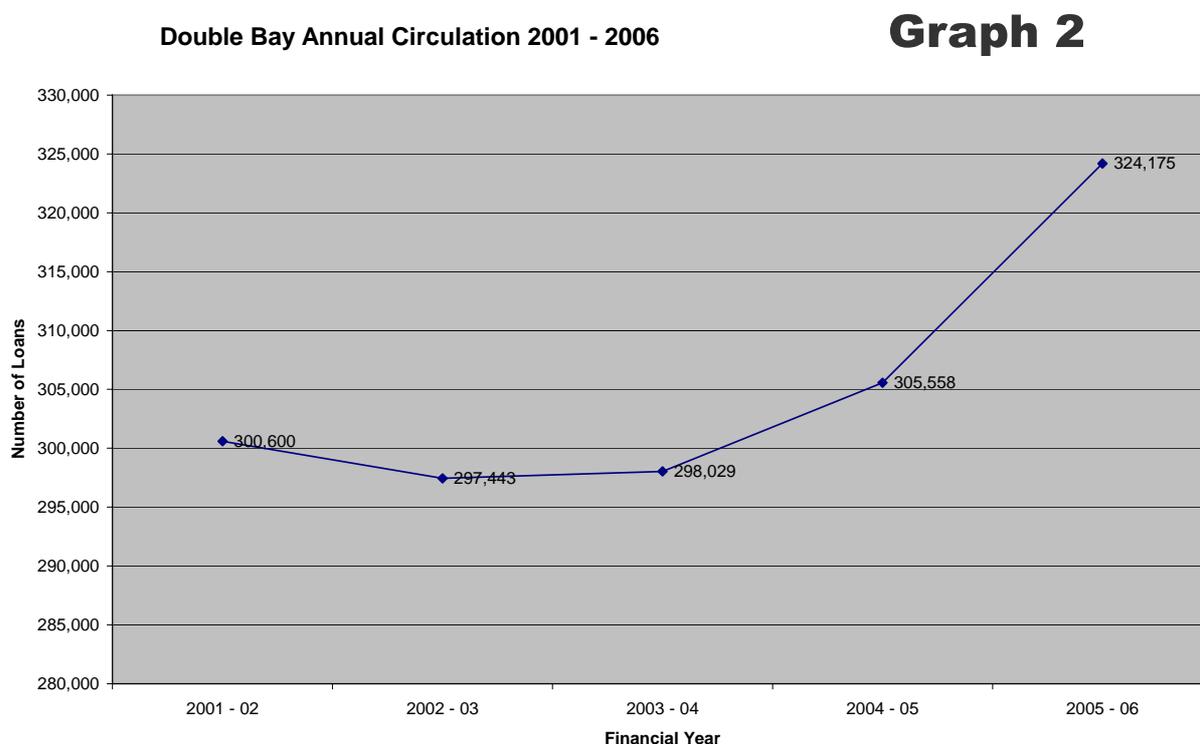
1. For the five years, 2001/02 to 2005/06, the difference between the highest circulation and the lowest was 7.1% or 28,775.
2. The sharp increase in issues in the 2005/06 financial year is probably due to a number of contributing factors, including; continuing readjustment of membership after the new Waverley Library opened in 1999, work on developing the collection particularly at Watsons Bay, continued visits to childcare centres to provide and promote Library Services as well as the increasing popularity of Children's activities, and also we suspect figures in the new Library Management System, Libero, for the 2004-2005 Financial Year may be artificially low, as renewals of library materials may not have been fully included in its reporting.

B. Circulation Branch by Branch Including Trend Line Information.

When looking at each branch location the following breakdown applied, for year to date comparison:

- Double Bay Central Library increased by 7.14% (324,047 compared with 302,558 in 2004/05).
- Paddington Branch increased by 5.57% (98,052 compared with 92,704 in 2004/05).
- Watsons Bay Branch increased by 12.84% (17,702 compared with 15,705 in 2004/05).

The five year trend lines for the three libraries of Double Bay, Paddington and Watsons Bay are now being considered separately.



Double Bay Central Library - A summary of the information from Graph 2 is:

1. In the five years 2001/02 to 2005/06 there has been an increase in circulation of 23,575 items or 7.8%.
2. The financial years 2001/02 & 2002/03 reflect the tail end of the impact of the opening of the new Waverley Library in 1999, and an increase in circulation once initial interest in the new Library had tapered off.

3. There was a significant increase over the financial year from 2003/04 to 2004/05 of 7,529 of 2.5%.
4. There was a continued significant increase over the last twelve months from 2004/05 to 2005/06 of 18,617 or 6.09%.

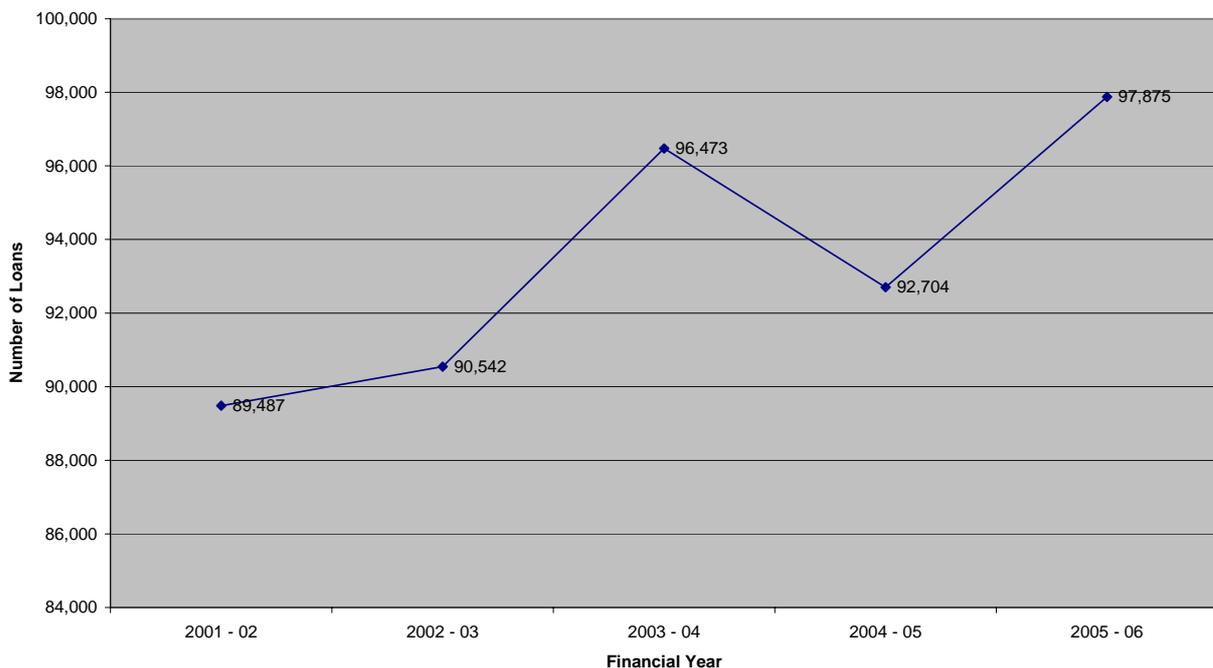
Some points and factors relevant to this result for the Double Bay Central Library are:

The Children's Library at Double Bay experienced a 20.56% increase in circulation of children's books in the 2005/06 financial year, up 14,126 items, possibly due to its ongoing activities and visits to local schools and kindergartens.

Continued popularity of Cultural events and an increase of remote Web OPAC usage.

Paddington Annual Circulation 2001 - 2006

Graph 3



Paddington Branch Library - A summary of the information from Graph 3 is:

1. In the five years 2001/02 to 2005/06 there has been an increase in circulation of 8,388 or 9.37%.
2. There was a decrease in 2004/05 over the previous year of 3,769 or 3.9%. After closer examination, this anomaly is suspected to be caused by the Libero management system in its registering on online renewals, as well as the impact of the opening of the Kings Cross Library.
3. In the last financial year 2005/06 there has been an increase in circulation of 5.57%, 97,875 items up from 92,704 in the 2004/05 financial year..

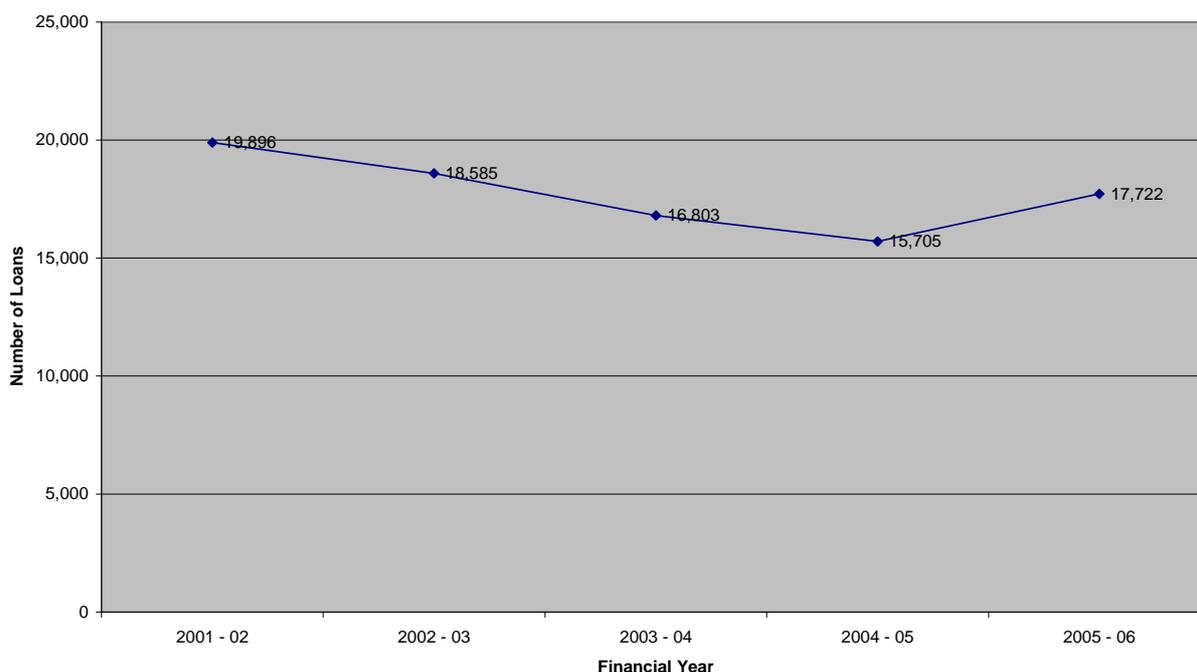
Some points and factors relevant to this result for the Paddington Branch Library are:

The usage of all services in this Branch continues at a high level. With three staff it offers a full range of children's activities, good reference and computer services. There is much inter-change by library users between Double Bay and Paddington Libraries. Also, children's storytime and related events have attracted many more children and their parents over the last financial year.

In the 2005/06 financial year there were 80,421 visits to Paddington Library, this is up from 2004/05 which had 72,109 visits and is a 11.52% increase. Paddington Library is a shared service with City of Sydney Council. Of the usage during the year by residents, 48% of new member registrations are for Woollahra residents, 38% are for City of Sydney residents and 14% of new registrations are for residents of other Local Government areas.

Watsons Bay Annual Circulation 2001 - 2006

Graph 4



Watsons Bay Branch Library – A summary of the information in this graph is:

1. Watsons Bay has experienced a 12.84% increase in circulation over the 2005/06 financial year issuing 17,722 items, up from 15,705 in the 2004/05 period.
2. The increase is possibly attributed to a combination of an increase of young children in the area and the development of the collection. A community survey of residents could help with strategies of increasing usage of the Library.

C. Specific Collections and Loans Information from the Current Attached Information for the Twelve Months, 1 July, 2004 to 30 June 2005, Compared with the Previous Year.

The Children's and Young Adults circulation increased in all Libraries by 18.38%, increasing from 96,123 items to 113,796 and represents 25.87% of all loans up from 23.4% in the 2004/05 period.

Adult book lending decreased by 2.02% or 4,502. The adult book lending accounts for 50.56% of the overall circulation. There is an ongoing de-selection programme underway aimed at removing out-of-date stock, to make more room to aid access.

Audio visual items were up by 21.93% on the previous year. The audio visual lending represents 18.12% of the total circulation. DVD formats have now been added to the collections of Paddington and Watsons Bay Libraries..

Periodical lending increased by 1.73% and represents 4.7% of the total circulation. This collection is currently going through review and ongoing deselection.

Circulation of toys was up 43.3% from the 2004/05 financial year. The Toy collection is for young children representing 0.67% of the total circulation. It is available only at the Double Bay Central Library. The aim of this collection is to complement the young child's experience of reading and learning.

Home Library Service

The home library service lent 15,525 items to people in their homes and accounted for 3.53% of annual loans. People are visited on a fortnightly basis – several volunteers assist in the delivery of this small but vital service for the community, which amounted to 2,475 visits in the last year.

2. Summary Comments on a Range of Activities and Projects Undertaken Throughout the Year in Reference and Information Services:

Reference Enquiries:

The total number of reference enquiries answered for the year was up slightly from the previous year or 31,855 compared with 30,307 in the 2004/05 financial year.

Reference enquiries are those requests for library based information received at the various service points of the library face to face, and via the telephone or email. The main service points are two at Double Bay for Adult and Children service areas; Paddington Library, phone and Email.

The reference librarian notes that enquiries cover a wide range including complex art and literature enquiries, law enquiries using the special Legal and Information Access Centre materials, senior high school and undergraduate level student needs, along with a range of general enquiries from adult education users on every conceivable subject.

It has been noted that most general enquiries can be satisfied more quickly, given the mix of resources - on-line and print which the library now holds.

[Ride the HSC Wave Program](#)

In its third year, Woollahra held three HSC lectures this year for the Ride the HSC Wave program. Lectures included

Emma/Clueless Lecture 15/6/06

Legal Studies Lecture 28/06/06

Imaginative Journeys Lecture 29/06/06

Electronic Information Services:

There are twelve databases available for remote use. The subject coverage is quite wide and includes public affairs, science, literature, health and general knowledge.

There was a high 225.3% increase in the number of remote (outside the library) searches undertaken in 2005/06 compared with 2004/05 or 6145 compared with 2727.

The highest level of database usage by remote users was for Britannica Online. The following table summarises database usage for 2005/06.

Online Database Statistics

	Q1	Q2	Q3	Q4	Total
Logins in the Library	693	402	678	470	2243
Logins from home	165	92	253	334	844
Total Logins	858	494	931	804	3087

	Q1	Q2	Q3	Q4	Total
Searches in the Library	2548	1502	2114	1564	7728
Searches from home	850	494	706	4095	6145
Total Searches	3398	1996	2820	5659	13873

Public access computers were also heavily used in 2005/06. Woollahra Library provides 6 PC's that can be booked by the public for use, 2 at Double Bay Library and 4 at Paddington Library.

Internet bookings

	Q1	Q2	Q3	Q4	Total
Internet bookings	4600	3465	4336	3752	16,153

The website was further developed primarily in the areas of; additional HSC Resources, websites for book clubs, editing Local History fast fact, and adding individual information sheets in pdf format from the Local History Publication 'Maps and Mansions' in the Local History Fast facts on the website, these include; Brooksy, Canonbury, Clovelly, Colebrook, Heathfield, Ranelagh, Retford Hall, Springfield, St Mervyns, and Woollahra House.

Local History:

Local History staff provide an information service at the Local History Centre, Sherbrooke Hall which is open to the public twenty three hours per week.

Local History staff also provide ongoing support to Heritage, Planning and other Council Staff. Examples include: research and reports provided on properties, collation of Local History materials for display, research of history of various locations.

The table below indicates the range of research and enquiries at the Local History Centre at Sherbrook Hall undertaken in 2005/06, which is a 12.88% increase on the previous financial years inquiry's.

Inquiry Type	Number
Council/consultants	221
Property Inquiries	866
Commissioned Property Reports	28
Local History	646
Family History	215
Assistance with equipment/catalogue	162
Directional	131
Other	159
Total	2418

Example Enquiry's

Request from Council, in order to prepare for any potential legal claim, to find evidence of the existence of a natural watercourse in a section of the Coopers Bondi Bellevue Hill Estate. Local History was able to provide evidence from Council Minutes and from a copy of an 1844 trigonometrical survey map of the district.

As part of a possible contaminated site issue LH staff provided the history of the former Woollahra Council Incinerator at Cooper Park Road gathered from original research of Council archives.

Request for information on Lawrence Hargraves for ABC New Inventors Program. Information was provided from the LH collection.

Local History staff researched and wrote two further parks histories – Steyne Park and Lough Playing Fields, for the Local History webpage.

Local History staff continued to catalogue heritage reports and archival recordings supplied to the LH Centre from Strategic Planning, as well as the Research Files compiled by LH staff and other material donated to the collection. Indexes to these reports and files are now available on the Library catalogue.

There has been increasing demand and expectation from researchers for photographs in the collection to be scanned to certain specifications and emailed for printing in newspapers, such as the Sydney Morning Herald, the Wentworth Courier and other publications, as well as for private use.

LH staff are working on compiling a list of all War Memorials in the district along with all names on the memorials for a NSW State Government and RSL database available on the web. Bruce Crosson of the Woollahra History and Heritage Society, has collaborated in this effort, with his reference work *Monuments and Memorials in Woollahra*.

The display “Industrial Paddington”, was launched with guest speaker Warren Fahey was held at Paddington Library on Wednesday 5th April, and attended by approximately 80 people. The talk and display proved popular with the local community prompting enquiries regarding family history and general interest in the area. It has also resulted in a large body of research papers, documents, photographs which is being added to the LH collection.

Community Information:

Twelve editions of the *What's On* calendar were produced. These are widely distributed in printed form to community organisations and published monthly on the Council's web-site.

There were 5,827 searches undertaken in 2005/06 on the LINC database of Community Information which is maintained on the Council's web-site. This is down by 18.32% on the 2004/05 period. It is hoped that the new Council Website will provide greater access to this database and increase usage.

Searches made on LINCS by the Public 2005/06.

	Keyword Searches	Most Popular Records	
Jul-Sep 05	645	540	1185
Oct-Dec 05	973	975	1948
Jan-Mar06	522	833	1355
Apr-Jun 06	666	673	1339
	2806	3021	5827

Survey

A Community Information Survey was conducted to evaluate what types and sources of community information were most useful to Woollahra Library clients and how they would like to access this information. It must be noted that this survey only reached library users, not non-library users.

The Library wanted to find out what types and sources of community information were most useful to their clients and residents and how they would like to access this information.

Summary and comments

Majority of the respondents were in the 70-74 age group followed by the 60-64 and 65-69. This may explain the fact that many have responded NO to having used LINCS and Woollahra Council web site as not many of them have access to computers, know how to use or own one. Many have also expressed the wish to keep receiving the print What's On and a great majority said NO to looking up the calendar on Council web site. A new email group has been set up for those who have chosen to receive the What's On by email. Some have been removed from the mail list as they requested.

The 24-29 (0), 30-34 (3) 35-39 (4) and 40-44 (2) age groups would be those able to attend events with their young families yet these age groups are poorly represented in the responses received. The low response rate is also indicative of their non-usage of many sources of information that should otherwise be useful to them. However, these age groups are able to attend events other than those being held in the local area and are very able to look up information they need about events.

Overall, there is a lack of awareness about the existence of LINCS, Council web site and knowledge of how to search the site and databases. This would suggest that more promotion could be done on the availability of community information resources and the different formats that are now available to care givers, activities officers and community workers as well as the wider community. This is an area under the Information Literacy program that is very underdeveloped and could be undertaken by the Library.

The reasons given for the usefulness of the calendar fall into three broad categories: help to keep in touch and being informed about events in the community, ability to plan ahead, and knowing what is going on, that is; details, dates, etc about the activities.

A couple of respondents said that they were not aware of the existence of brochures, flyers, etc that provide other information while one said that there is an information overload. This conflicting view could be the reason for the “invisibility” of these other sources because their sheer numbers cancel out their presence, that is, people no longer “see” them in the midst of all these notices. Perhaps the number of flyers, leaflets, etc on display should be culled extensively so that only those that are highly relevant to the community are displayed.

Overall, a good number said that the layout and style of the calendar is good except for one who asked that it be printed on white paper. Some suggestions received asked for logos and a calendar icon be inserted next to each event with the date highlighted, and events to be categorised with different layout. All this will make the calendar run to many pages.

The Library and its services are rated highly by many respondents. One respondent asked what is being done to “secure adequate library premises”. Many responded that the range of activities is good.

This survey provided valuable information from current library users, with more extensive research required to determine the needs of other residents. This will be undertaken through the development of the Library & Information Services Strategy.

Inter-Library Loans

Inter-Library loans continued to be busy throughout 2005/2006. Woollahra is one of the three larger users of the inter-library loan services of the thirty three metropolitan Sydney libraries. This is so from perspectives of both borrowing from other services and lending to other services.

An inter-library loan van is co-operatively funded by all the metropolitan Councils for their library services with each library visited four times per week to deliver and pick-up returns of items.

The following chart outlines the number of requests to and from Woollahra over the last 4 quarters of the 2005/05 financial year – these requests are circulated electronically through ILANET which is maintained by the State Library.

Inter Library Loans

	Q 1		Q 2		Q 3		Q 4		TOTAL	
	No. of requests	No. satisfied								
Requests from other Libraries (Incoming)	437	410	386	329	496	514	473	442	1792	1695
Requests from Woollahra borrowers (Outgoing)	206	216	208	214	257	225	302	257	973	912

3. Library Management System

The new Library Management System, Libero, was implemented throughout 2004/05. The system provides Library staff with more information on usage patterns with the main benefit for the end-user being the provision of a fully searchable catalogue, on-line, available via any dial-in location.

On-Line Catalogue Use		
	2004/05	2005/06
Total hits on all functions	370,584	403,910
Member log-ins	14,493	21,268
Reservation log-ins	4,706	3,234
Total	389,783	428,412

The Web OPAC statistics infer growth in the remote usage of library services with a 9.91% increase.

5. Children's Services

There has been a high success rate for all children's services for each library outlet in 2005/06. Emphasis on children's services has been an important strategy for the library and the evidence is there that the programme and the projects are working.

The Children's and Young Adults circulation increased in all Libraries by 18.38%, increasing from 96,123 items to 113,796 and represents 25.87% of all loans up from 23.4% in the 2004/05 period. The Children's Library at Double Bay experienced a 20.56% increase in circulation of children's books in the 2005/06 financial year, up 14,126 items, possibly due to its ongoing activities and visits to local schools and kindergartens.

Story Time

The regular story time and playgroup sessions at Double Bay and Paddington attracted many children.

Session – Double Bay	2004/05	2005/06
	Number of Children	
Wednesday Story Time (weekly)	417	488
Holdsworth Street Story Time (weekly)	243	681
Friday Playgroup (fortnightly)	402	422
Total	1062	1591
Session - Paddington	Number of Children	
Toddler Story Time (weekly)	429	756
Story Time (weekly)	205	682
Total	634	1438

The Children's Library at Double Bay held additional theme days featuring story telling and other events which enhanced the library experience. Some of these special theme days were for:

- Jacki French – 24 children and parents attended.
- Sydney Coastal Care – 73 children and parents attended
- Cartooning Workshop – 24 children and parents attended.
- Summer Reading Program awards - 52
- NAIDOC week – 138 children and parents attended.
- Book Week classes & presentations – 523 children and parents attended
- Simultaneous Storytime – 84 children and parents attended
- Weed Buster week – 69 children and parents attended
- Nutrition Week healthy food party – 65 children and parents attended

- Garden Week Weed Pressing – 50 children and parents attended
- Xmas party with balloon fairy – 138 children and parents attended.
- Easter egg hunt – 110 children and parents attended.
- Holiday picnic – 122 children and parents attended.

Paddington Storytime Sessions

Paddington Library conducts storytime sessions in the Library and at several Childcare Centres. In the 2005/06 Financial Year there were 118 sessions attracting 1827 children, not including their parents and carers.

5. Cultural Events

There were many successful cultural events during the year, including:

July – Author Paul Ham and Kokoda hero Major General Paul Cullen talked to Andrea Stretton about Paul Ham's book *Kokoda : The Definitive Account* and the recent biography of Paul Cullen by Kevin Baker, *Paul Cullen : Soldier and Citizen*. One of our most successful Writers & Readers – totally booked out.

August – In the lead up to Woollahra Garden Week, Andrew Pfeiffer, author, Double Bay local and internationally celebrated garden designer gave a talk and slide show featuring his local and international garden design projects.

September – Art historians Eileen Chanin and Steven Miller talked to Andrea Stretton about their new book *Degenerates and Perverts* which has been shortlisted for the 2005 Victorian Premier's Literary Awards and the NSW Premier's 2005 History Awards.

2005 Woollahra Council Youth Photographic Award

The 12th Woollahra Council Youth Photographic Award, which is jointly sponsored by Woollahra Council, the Waverley Woollahra Arts Centre and more recently supported by Zonta Club Sydney East, attracted 89 photographic entries and 26 short films.

The prize presentation evening and short film screening took place on Wednesday 12 September at the Council and was well attended by local high school students who had entered work, their parents and teachers. The photographs and DVD of the short films remained on display in the Customer Services area of Council for a week and then moved to Paddington Library for display.

Spring Bookfair

The Library held a very successful bookfair on Saturday 24 September.

November – Thursday 17

Winner of the Orange Prize for Fiction, **Kate Grenville**, talked about her novel *The Secret River*. *The Secret River* tells the story of convict William Thornhill and his family as they stake their claim on a patch of ground by the Hawkesbury River and the battle lines between old and new inhabitants are drawn. Kate Grenville is a very popular author and this event was sold out.

November – Saturday 26

Local Writers Day – This event took place on a beautiful afternoon and featured ten selected local authors who gave readings and were interviewed by Andrea Stretton about their work. Tables were set up on the terrace outside the Committee Rooms and all authors who had submitted work were able to sell books on the day. Feedback from the participants has been very appreciative.

Library's 50th birthday celebration

On the evening of Thursday 1 December the Library celebrated its 50th birthday with a party on the terrace at Council. The special guest speaker was acclaimed singer and entertainer Helen Reddy, famous for penning the feminist anthem *I Am Woman*, who talked with Andrea Stretton about her memoir *The Woman I Am*.

The party was attended by about 200 guests including past and present staff; Woollahra Library Friends members; library volunteers and Councillors. There was a huge birthday cake and Helen Reddy and acting Mayor Marcus Ehrlich led the guests in singing Happy Birthday.

The Library is planning a series of events throughout 2006 to mark the 50th birthday including a Sonnet Sunday and a Kids Day Out.

Poets Picnic

Readers included two of Australia's most distinguished artists, poet John Tranter and composer Mike Atherton who will perform some of his own compositions. Other readers were Brook Emery, Delia Falconer, Marcelle Freiman, Mark Mahemoff, Jennifer Maiden and Elizabeth Stead.

Approximately 350 people attended.

Frank Moorehouse

Frank discussed his new work - *Martini : a memoir* with 70 people in attendance.

Writers & Readers with Judy Nunn - Thursday 4 May 2006

Well known actor and best-selling author Judy Nunn talked with Andrea Stretton about her latest novel, *Heritage*, a story of post-war immigrants to Australia building new lives working on the Snowy Mountains Hydro-Electric Scheme. 50 people in attendance.

Writers & Readers with Tim Elliott - Thursday 1 June 2006

Travel writer Tim Elliott talked to Andrea Stretton about *Spain by the Horns* his hilarious and revealing trip to the heart of the world's most colourful nation. Elliott's search for the famous young bullfighter Jesulin provides him with insights into this enigmatic country. 50 people in attendance.

Conclusion:

Circulation from the three branches compared with the previous twelve months shows a significant increase at all Branches, especially at Watsons Bay Library. The reason for the decrease at Paddington 2004/05 following four years of increases, can be attributed to the closure and then re-opening of the King's Cross Branch Library of the City of Sydney, and possible incorrect reporting from the Libero Library Management System.

The specific collections and loans information brings out the increased usage of the children's services. There has been a noticeable take-up of the on-line services available in the library and from remote locations

In the 2006/07 financial year it is planned to increase usage further by continuing to provide external children's events, extend the opening hours at Double Bay Library to attract HSC age students, develop electronic services and to paint the Double Bay Library which should result in a better experience for users of the facility.

Further research on the needs of residents will be undertaken, with a grant received to develop a Library and Information Service Strategy commencing in 2006. This has been set out as a major project for the library in the current Management Plan.

Laurence McDonnell
Acting Manager – Library Services

Kylie Walshe
Director – Community Services

Annexures:

1. Woollahra Library Statistical Information, 1 July 2005 - 30 June 2006.

Item No: D5 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 2006, with a view of all achievements in the 2005/06 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.

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 2005/06. This principal activity has the following sub- activities:

- 5.1 Community Services Management
- 5.2 Library Services
- 5.3 Family & Community Development
- 5.4 Aged & Disability Services
- 5.5 Cultural Development
- 5.6 Environment & Public Health
- 5.7 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

Key activities undertaken in the last quarter include the public exhibition of the draft Policy for the Sponsorship of Events and Activities and the draft Policy and Guidelines for Communicating and Consulting with the Community.

The Funding and Management Agreement and Lease between Council and Holdsworth Street Community Centre (HSCC) were also finalised, with full endorsement by HSCC Management Committee and Council.

Achievements and highlights 2005/2006

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 due to commence in July 2006.

Highlights of the year were the adoption of the Policy for the Sponsorship of Events and Activities, the Policy and Guidelines for Communicating and Consulting with the Community, and the Funding & Management Agreement between Council and Holdsworth Street Community Centre.

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.

April – June Quarter

Some highlights of the library activities and projects for this quarter as reflected in the Management Plan are the increase in circulation of library materials by 5.3%. Each of the libraries, Double Bay Central, Paddington and Watsons Bay, is experiencing increased circulation at present. A detailed report on specific collection usage along with Information Services usage will be made to the Community and Environment Committee in August.

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

Achievements and highlights 2005/2006

Cultural events

Seven regular writers and readers evenings were held in the Council's Committee rooms to an overall audience of 500.

A special Writers and Readers evening was held for the 50th Birthday celebration of the library in December with an audience of around 200.

The Poets' Picnic was held on St Valentines Day, 14th February with the theme title *Love and other desires*. The fine evening in Blackburn gardens attracted an audience of around 500 people.

Local Writers day in December featured 11 local writers with 60 people attending.

Children's Activities

16 playgroups were held in Blackburn gardens and the Children's Library with a total of around 300 children attending along with 250 adults.

Afternoon storytimes held each week in the Double Bay and Paddington Libraries continue to attract good audiences. 60 story time sessions were held in Double Bay and over 100 in Paddington.

As well as regular weekly activities several separate events and storytime occasions were held throughout the year. Examples are NAIDOC week, summer and Easter holiday times. Such activities which are built around a particular theme are always very popular and appreciated by the parents.

A lively summer reading programme was run at the two main libraries in December/January.

Special programmes for Youth

In September 2005 the annual Woollahra Youth Photographic Award attracted 89 entries in the photography categories and 27 entries in the new Short film section.

Three lectures in the HSC series that is undertaken cooperatively by libraries in the Eastern suburbs were featured in Woollahra's part of the programme, with over 100 students attending on English and Legal studies.

Information Services

31,855 reference enquiries were answered at the reference desks.

For Heritage Week in April local history staff researched and developed a display on "Industrial Paddington". The display was mounted at Paddington Library and ran for three weeks.

A library report with statistics and trend lines on lending along with other usage will be presented to the Committee in August.

5.3 Family & Community Development

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

Children's Services

April – June Quarter

Children's Services Forum

The Children Services Forum held in June focused on Transition to School, with a presentation from a guest speaker from Rozelle Public School, with 17 people attending from local Children's Services and Primary Schools. The Forum agreed to hold an Information evening for parents of children starting school in 2007, in partnership with the NSW Department of Education, local Schools and Waverley Council. This will be held in August 2006.

Better Futures

Liaison was re-established with the Better Futures Sub-regional Reference group, which is currently investigating the feasibility of pilot projects to attract 9-13 year old children to continue to attend Out of School Hours (OOSH) projects. Meetings of Out of School Hours Service (OOSH) Coordinators from Woollahra, Waverley and Randwick Local Government Areas were convened. New staff in OOSH centres in Woollahra have been very pleased to join this network, to meet with and learn from others.

Families First

A Transition to School Kit was developed for distribution to Children's Services, Libraries and community centres to inform parents of all schools and services for children in the community.

Rose Bay Cottage is continuing to have a large number of families attending Playgroup sessions, including groups for new mothers and their babies.

Achievements and highlights 2005/2006

Implementation of the Children's Services Strategy commenced:

A Child Care Development Control Plan was developed in conjunction with Council's Planners. Seven potential developers of children's services were provided with information. Family Day Care Services were promoted through Woollahra News. Groups for new mothers were established at Rose Bay Cottage. Strong linkages were established with the NSW Families First Program, and the Better Futures Project with staff participation on the sub-regional reference group of Better Futures.

Rose Bay Cottage and grounds were refurbished in January. This included removal of the sandpit and installation of a soft fall synthetic grass surface for play structures, new floor coverings, storage cupboards, and lounges.

The quarterly Children's Services Forum continued to grow and attract new participants from children's services, with guest speakers on early intervention, support services for children with a disability, new projects to support parents with special needs and innovative transition to school projects. The Forum provides an important opportunity for services to meet, exchange ideas and stay informed about changes to the service system.

Youth

April – June Quarter

A Youth Strategy for Woollahra is currently being developed in partnership with local youth services. A demographic profile of young people in Woollahra and a literature review of State and Commonwealth government youth policies is being prepared. Research tools have been developed, including a survey of young people and service providers. The strategy is due for completion by early 2007.

Youth Week took place in April. Highlights of Youth Week 2006 were:

A Youth Forum, on "Safe Partying" held at WAYS Youth Services, with participation of 100 secondary school students, included self defence workshops.
Art Exhibition – "Allsorts" by Urban Arts Base at Bondi Pavilion.
Bondi Blitz Youth Concert.
Intergenerational Picnic for teenagers and their grandparents, with a local drumming band and opportunities for artistic creation.
3 on 3 Basketball Competition.

The following activities took place during the last quarter:

the Youth Safety Network meeting was held in June, with the main focus being on issues relating to very young people (12-14) who are truanting, in trouble with authorities, on the streets late at night, creating havoc for their families, and new initiatives, such as tailored parenting classes to assist these parents to regain control;
a meeting of the Youth Issues Forum was held in June and featured a presentation from the Young Carers Project.

Achievements and highlights 2005/2006

Over 1000 young people attended the various activities and forums during the year. This included more than 550 attending Youth Week Activities, over 400 at the Safe Summer Survival and attendance of over 50 at the Youth Forums.

The highlights of the year included:

A Youth Concert was held in Lyne Park in December with performances by local bands and an attendance of over 300 young people; and

The "Beat Graffiti" Project was completed in February, with 27 high quality mural panels being installed at the Edgecliff Bus Interchange. Over 40 young people participated in the project.

Community Safety

April – June Quarter

A special meeting of the Community Safety Committee on graffiti with Jenny Coppock as guest speaker discussing the approach to graffiti management taken by Auburn Council took place in April.

The Community Development Officer has attended meetings of local Pubs and Clubs who are developing a Liquor Accord for the area, due to be launched in July 2006.

Liaison has been maintained with the Eastern Suburbs Domestic Violence Committee and statistics obtained regarding levels of Domestic Violence in Woollahra.

Further research has continued for updating and redrafting the Crime Prevention Plan.

Achievements and highlights 2005/2006

A new Community Development Officer was recruited in December and commenced work at the end of January. The Community Safety Committee has continued to be well attended by residents and Neighbourhood Watch representatives.

Changes in the requirements for Community Safety Plans by the NSW Attorney-General's Department lead to a rejection of Woollahra's Community Safety Plan, and required preparation of a new Crime Prevention Plan. The task of writing this plan is underway.

A major funding application was prepared for funding for youth safety project through the Commonwealth Crime Prevention Grants Program in December in conjunction with local youth services through the Waverley /Woollahra Youth Safety Network.

Volunteering

April - June Quarter

Meetings with Woollahra Council staff who manage volunteers have taken place to finalise position descriptions for volunteers into a standard format for printing of a booklet on Volunteering opportunities. The Volunteer Reference Manual has been finalised.

Liaison has been established with the Volunteer Coordinator at Holdsworth Street Community Centre, and regular meetings are occurring with the aim of establishing a Volunteer Forum.

5.4 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.

EJ Ward Community Centre

April – June Quarter

All management plan activities are on target. Regular activities took place during the last quarter. These included weekly gentle exercise classes, table tennis, bingo, cards, and the monthly outing to the Old Time Dance at Randwick Bowling Club. In addition a new Arts & Craft group has been established with weekly classes.

Achievements and highlights 2005/2006

EJ Community Centre exceeded its milestone with more than 50 regular members over the year, and with an average of over 300 visits per week by other users of the Centre.

The highlights were:

Seniors attended regular lunches plus special theme parties such as a fund-raiser "A Friend in Need" for Sir Roden Cutler Charities, Spring BBQ, traditional Christmas lunch, Australia Day, St. Patrick's Day, Easter, Anzac Day, Mother's Day and fund-raiser "Australia's Biggest Morning Tea" for the Cancer Council;

Temporary Appointment of Activities Officer for EJ Ward activities and for Canonbury Cottage exercise and meditation classes;

Introduction and success of new art/craft class for EJ Ward seniors;

Successful and on-going U3A, Computer Pals for Seniors classes, Holdsworth Street Community Centre, Irish Australian Welfare Bureau seniors group as well as evening and weekend room hire for community and private groups.

Ageing, Disability and Access

April – June Quarter

The exercise program at Canonbury Cottage expanded with Council's Activity Officer offering a "drop-in" exercise class as well as a meditation class. Both classes have been well attended and are in addition to the regular gentle exercise classes conducted twice weekly. The participants are all local residents of Woollahra Municipality and their age's ranged from 66 to 94 years old.

The Access Committee continued to meet during the quarter with a guest speaker from Vision Australia, and the Committee is in the process of developing a brochure with handy numbers for support services to be launched at the Access event in August.

Achievements and highlights 2005/2006

All project milestones were met and within budget:

Council's Aged Care Assessment & Support Worker attended to on average 20-30 inquiries per month. This involved telephone interviews, home assessments and referrals from local GPs.

Approximately 250 seniors attended Seniors Week celebrations.

At least 60 clients received 5 meals per week from Meals on Wheels.

1250 meals per month were provided by the Woollahra Senior Citizens Centre.

One of the successes during the year was the Seniors Poetry Competition with 116 entries for five different categories. The competition culminated in an awards event where the winning poems were read and rewarded. Over 80 people attended this very successful event.

The year's highlight included the Seniors Christmas Concert 2005 with artists Barry Crocker, Geraldine Turner and Peter Cousens performing for 500 older residents. Cec Monkhouse as Master of Ceremonies, was highly commended for his contribution and awarded with a Christmas Hamper.

Another success was the Access Event *Don't dis my ability* with 5 guest speakers from various service and recreational providers for people with disabilities. Around 100 people attended with networking opportunities and showcasing of materials and equipment.

Canonbury Cottage continues to be well patronised by the Darling Point and surrounding suburb residents. The healthy ageing activities including the Book Club gentle exercise and meditation have been well attended.

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 successful securing by the Small Sculpture Prize Committee of \$10,000 sponsorship towards the presentation of the 2006 Woollahra Small Sculpture Prize. In addition, a Catering Sponsor was also confirmed for the launch event. Entry forms for the 2006 Prize were finalised and mailed out to over 800 galleries nationally and in New Zealand as well as to over 1000 artists on the Prize database. There was a significant trend in increasing Woollahra Small Sculpture Prize inquiries being received from artists overseas. Two volunteers to work on the Prize have been successfully recruited to develop the schools education component and Friends of the Small Sculpture Prize. Planning also commenced on the Small Sculpture Prize component of the upcoming community event, Kids Day Out. Two new Woollahra Small Sculpture Prize Committee members were recruited.

Council representation continued on the Eastern Regional Local Government Aboriginal and Torres Strait Islander Forum, with Council hosting the Forum's 2006 Reconciliation Week Awards presentation on Tuesday 30 May. The recipient of the Pauline McLeod Award for Reconciliation was Paddington resident Peter Cooley. Students from local schools Cranbrook Junior School and Glenmore Road Public School were amongst the place getters for the primary and preschools Reconciliation Week Art Awards, also announced on the night.

Further research and internal consultation was also carried out into the drafting of a Public Art Policy for Council. On 13 June, Council resolved to place the Draft Public Art Policy on exhibition.

Achievements and Highlights 2005/2006

During 2005/06 a review was undertaken of all cultural development projects, resulting in some amendments to target dates. This includes the development of a Public Art Policy Implementation Plan, now due in September 2006 and a Reconciliation Statement, now due in September 2006. All other activities were completed on time and within budget.

Highlights for the year include:

In July 2005, Council hosted successful NAIDOC Week activities at the Double Bay and Paddington Branches of Woollahra Library.

Over 313 entries were received for the 2005 Woollahra Small Sculpture Prize with the final 40 pieces being exhibited over a 10 day period at Council Chambers between 21 - 30 October. The project attracted high profile judges; John Stringer, Curator of the Kerry Stokes collection (Perth) and the Sherman Foundation Fellow at the University of Sydney, William Wright AM. The Woollahra Small Sculpture Prize also hosted associated activities including a local schools education component and artist floor talks by finalists. Planning commenced for the 2006 Woollahra Small Sculpture Prize with the Committee securing profiled judges for the 2006 Prize including Anthony Bond : Director of Curatorial Services at Art Gallery of NSW, Professor Anne Graham , School of Fine Art, University of Newcastle and Felicity Fenner: Curator, Ivan Dougherty Gallery, College of Fine Arts UNSW

A state of the art sound system with noise limiters was installed into the main workspace of the Drill Hall at Sir David Martin Reserve to limit noise levels associated with performance development use. In May and June 2006, upgrades were completed on the Drill Hall's 'Studio' Venue. All upgrades were funded by a Ministry for the Arts Capital Infrastructure grant and have received positive feedback from the creative development community.

Council elected to take part in the 2006 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 January 2006, with Elizabeth Wolfe being named Woollahra Council Citizen of the Year.

Two free bush tucker walks held in conjunction with the Eastern Suburbs Organisation for Reconciling Australia were conducted in Nielsen Park during February and March. Both walks attracted maximum group sizes of 30 participants who forwarded extremely favourable comments on the walks.

In collaboration with the Parks and Street Trees and Communications Team a program of activities was developed for the inaugural 2005 Woollahra Garden Week held in October. Highlights of *2005 Woollahra Garden Week* included workshops on waterwise gardening, composting and worm farming, a coastal cliff walk, tours of Blackburn and McKell Gardens and the presentation ceremony held on Sunday 16 October at Woollahra Council Chambers.

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.

529 health premises are currently recorded for the area, with 341 of these handling, preparing and or selling food. Council's Environmental Health Officers endeavour to inspect all food premises twice a year. The remaining 188 premises include hairdressers, beauty saloons, businesses involved in skin penetration activities and premises with cooling towers. These premises are inspected at least once a year.

April – June Quarter

During the quarter;

- 263 food and health premises were inspected as part of our Food Safety and Public Health Program;
- 4 food related notices were issued;

40 babies were immunised under our Childhood Immunisation Program, representing an increase of approximately 29% on the third quarter and a decrease of approximately 33% on the same period last year;

34 pollution related matters were reported and investigated, as part of our Pollution Control Program. 79.4% related to noise, 11.8% related to water, 5.9% related to air and 3.0% related to land issues; and

5 notices/orders were issued under the *Protection of the Environment Operations Act 1997* and 21 were issued under the *Local Government Act 1993*

Achievements and Highlights 2005/2006

During the year the following was achieved;

783 (624)* food and health premises were inspected, representing an increase of approximately 25.5% from 2004/05. 509 of these inspections were of food premises and the remaining 274 were of health premises;

25 (63)* food related notices were issued, representing a decrease of approximately 60.3% from 2004/05;

125 (237)* babies were immunised, representing a decrease of approximately 47.3% from 2004/05. A review of Council's existing immunisation program is to be reported separately to the Community & Environment Committee;

169 (164)* pollution matters were reported and investigated, with 74.6% (67.7%)* being noise, 17.8% (18.6%)* being water, 4.7% (11.4%)* being air and 2.9% being land related; and

70 health related notices/orders were issued, 72.9% pursuant to the *Local Government Act 1993*, 25.7% pursuant to the *Protection of the Environment Operations Act 1997* and 1.4% pursuant to the *Public Health Act 1993*.

People & Pets Day was successfully organised and held in September 2005 and planning for this years event is currently underway.

* Figures in () represent 2004/05 results.

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;

81 abandoned vehicle matters were reported and investigated;

15 road and footpath obstruction matters were reported and investigated;

3 private skip bin matters were reported and investigated;

3 littering fines were issued;

131 companion animals were registered on the New South Wales Companion Animals Register for our area, with 92.4% of these animals being de-sexed;

30 barking dog matters were reported and investigated;

1 dangerous dog order was issued; and

10 dog related fines were issued.

Achievements and Highlights 2005/2006

During the year the following was achieved;

324 (437)* abandoned vehicle matters were reported and investigated, representing a decrease of approximately 25.9% from 2004/05;
59 (83)* road and footpath obstruction matters were reported and investigated, representing a decrease of approximately 27% from 2004/05;
9 (20)* private skip bin matters were reported and investigated, representing a decrease of approximately 55% from 2004/05;
9 (14)* littering fines were issued, representing a decrease of approximately 35.7% from 2004/05;
525 (428)* companion animals were registered on the New South Wales Companion Animals Register for our area, representing an increase of approximately 22.7% from 2004/05. Further, over 91.4% of the animals registered this year were de-sexed, compared with approximately 85% for the previous year;
146 (89)* barking dog matters were reported and investigated, representing an increase of more than 64% from 2004/05;
5 (11)* nuisance/dangerous dog orders were issued, representing a decrease of approximately 54.5% from 2004/05; and
49 (60)* dog related fines were issued, representing a decrease of approximately 18.3% from 2004/05.

* Figures in () represent 2004/05 results.

Council's Rangers worked with the Roads & Traffic Authority and the New South Wales Police at various times during the year 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 2005, 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.

New identification and regulatory signage was rolled out during the year for Council's parks and reserves. Similar signage is still to be installed at Council's harbourside facilities and it is anticipated that this will be completed by the end of September 2006.

Council's Animal Advisory Committee met in August and November 2005 and February and May 2006, in accordance with the Committee's formally adopted terms of reference. During the year the Committee;

Reviewed the usage patterns of Council's parks and reserves as part of a review of the existing off leash times for Type C parks. The outcome of this review is to be reported to the Community & Environment Committee in the first quarter of 2006/07;
In response to a Council notice of motion, reviewed the existing cat control provisions of the *Companion Animals Act 1998*;
Discussed strategies for reducing dog faeces in public places; and
Discussed strategies for ensuring owners keep their dogs under effective control in public places.

In accordance with the provisions of the *Companion Animals Act 1998*, a number of dog control issues were also considered and resolved during the year by Council, including the following;

Declaration of the northern end of Steyne Park Double Bay and Yarranabbe Park Darling Point 24 hour dog off leash areas, pursuant to Section 13(6) of the Act;
Confirmation of the controls on the coastal cliff walk at Vaucluse, between Christison Park and Lighthouse Reserve; and
Review and implementation of new dog controls at the Royal Hospital for Women Park, Paddington.

Conclusion:

In summary, the projects detailed within the Community Services Principal Activity for 2005/06 were completed predominantly on time and within budget, except as otherwise noted.

Tim Tuxford
Manager Compliance

Kylie Walshe
Director Community Services

Annexures:

1. June 2006 Quarterly Review Report - Community Services Principal Activity of the Management Plan
2. Notices of Motion, Community Services Principal Activity

Item No: D6 Delegated to Committee

Subject: **Celebration Of Women In Woollahra**

Author: Jane Britten and Libby Watters – Local History Librarians

File No: 474.G

Reason for Report: To respond to a Notice of Motion of 13th March 2006.

Recommendation:

That Council endorse the **Women in Woollahra** project and commence Option One as detailed in this report as an appropriate celebration of the contribution of women in Woollahra.

Background:

This report is in response to the Notice of Motion was adopted by Council on 13th March, 2006; *“That a report be brought forward to the Community & Environment Committee proposing an appropriate memorial in recognition of Woollahras first female Alderman, Ald. Belle Miller and of the contribution of women that have followed her lead.”*

Following this Notice of Motion, Council’s Management Plan of 2006-2009 includes the following Objective:

To recognise, progress and celebrate women’s, past and present, contribution in the local community. (p. 92).

The project associated with this objective is:

A research project regarding the achievement of women in Woollahra. The timeline for the completion of this project is March 2007.

Proposal:

In order to address the Notice of Motion and Management Plan project, Local History staff have considered a range of possible options for meeting this proposal, and put the following two suggestions forward for consideration:

1. To create entries for Council’s web site documenting the life and work of women of significance to this local government area.
2. To record Oral History interviews capturing the reminiscences of selected individuals which will shed light on the contribution of key women to Woollahra.

The starting point for the research project would be the choice of biographical subjects according to the significance of their contribution to this local government area. These subject women could be:

- i. Women who have served on Woollahra Council; and/or
- ii. Women who have contributed to Woollahra through their achievements in business or professional life, or through their involvement in voluntary community organisations.

It is proposed that this project be limited to the study of two women in the first year, regardless of which category the subjects might be drawn (i.e.: Councillors or local community members) to enable sufficiently thorough coverage within the proposed timeframe and resource capabilities.

It is also recommended that this project span over the next three years, working towards and contributing to a commissioned history of Woollahra Council for the approaching sesquicentenary year of 2010. (6th June 1860 was the first Council meeting, with 6 June 2010 marking 150 years). As the first stage of this project it is recommended that a study of two women Councillors would be a useful contribution to any proposed commissioned history of Woollahra Council. In this context, the choice of Belle Miller, the first female Alderman of this Council (Alderman from Dec 1959 to Sep 1971) and Brenda (Dutchie) Backhouse, the first female Mayor (Alderman from Sep 1971 to Sep 1980, Mayor 1979), would be clearly relevant.

It is recommended that the project be named “**Women in Woollahra**” with the following stages:

- | | |
|--------------------------|---|
| <u>Stage 1 (2006/07)</u> | Biographies on women Councillors. |
| <u>Stage 2 (2007/08)</u> | Biographies on women who have contributed through business or professional life. |
| <u>Stage 3 (2008/09)</u> | Biographies on women who have contributed through community life and organisations. |

These stages could be met through existing resources. Should Council wish to increase the number of biographies completed over this time, additional resources will need to be allocated.

A further possible outcome could be the installation of a plaque in an appropriate public location on which brief biographical detail condensed from the broader research might be recorded.

In line with the timeline in the Management Plan it is proposed that Council launch the project and Stage 1 at the International Women’s Day event on 8 March 2007.

Options:

As detailed above, two options have been investigated. It is recommended that Option 1 be pursued and endorsed.

Option 1 - Biographical information on the website.

This option would use existing staff resources to research through a range of source materials regarding the lives and contribution of the subject women and write short biographical entries for the Woollahra Council web site arising from this research. This would then be the basis of an ongoing project to add further biographical entries to the web site at regular intervals, targeting men and women of significance to the history of the local area. Entry size may vary as to the amount of information available, but should be structured to enable the addition of further detail as it comes to hand. Illustrations could be included where available.

Option 2 – Commissioned Oral Histories.

This option would involve the commissioning of a consultant to record an oral history interview of 1-2 hours duration with one or several carefully selected members of the community who would be well placed to recall and describe the contributions of the subjects. These recordings, if later transcribed, could form the basis of a commissioned written history.

Funding

Option 1 – Researching and preparing materials for addition to Council’s website would involve staff time and have no impact on the adopted budget 2006/07.

Option 2 – This option would be required the engagement of a professional historian to record a 1-2 hour interview with either a single interviewee or a small group of interviewees.

It is anticipated that it would cost approximately \$2,000 for the recording and transcriptions of two oral histories. This is based on the Oral History Association of Australia’s guidelines for fees for conducting an oral history, which suggest an amount of \$400-500 for the first hour of recording, and then \$50-\$100 for each subsequent hour (not including GST), with the cost of transcription amounting to \$100-150 per hour of recording transcribed.

In addition, this project would also draw significantly on staff time, as staff would be required to direct and support the consultant.

Plaques

Estimates for two sizes of bronze plaques plus installation have been obtained from Cunneen & Co., sign manufacturers:

Plaque only:

- i. A4 size bronze plaque approximately \$700 + GST
- ii. Oval bronze plaque approximately \$1000 + GST.

Installation costs:

If the plaque is to be mounted on an existing structure then installation costs are approximately \$100. However if the plaque is not mounted on an existing structure, installation costs are approximately \$2000-\$3000.

The preparation and installation of plaques is not included in the 2006/07 budget and is not recommended at this stage.

Conclusion:

It is recommended that Council endorse the **Women in Woollahra** Project and commence Option 1 as an appropriate way to celebrate the contribution of women in Woollahra. This project and option addresses the Notice of Motion and can be achieved within existing staff time and resource allocations. It would also contribute to the preparation of a commissioned history of Woollahra Council for the approaching sesquicentenary year of 2010.

It is also proposed that Council launch the project at the International Women’s Day event on 8 March 2007.

Jane Britten & Libby Watters
Local History Librarians

Kylie Walshe
Director Community Services