

# Community & Environment Committee

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

**Date:** *Monday 24 March 2014*

**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:**

- 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 Roads and Maritime Services.
- 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:**

- 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

20 March 2014

To: Her Worship the Mayor, Councillor Toni Zeltzer ex-officio  
Councillors Deborah Thomas (Chair)  
Peter Cavanagh  
Anthony Marano  
Andrew Petrie  
Elena Wise  
Susan Wynne (Deputy Chair)  
Jeff Zulman

Dear Councillors

### **Community & Environment Committee Meeting – 24 March 2014**

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 24 March 2014 at 6.00pm.**

Gary James  
General Manager

# **Additional Information Relating to Committee Matters**

**Site Inspection**

**Other Matters**

## Meeting Agenda

<b>Item</b>	<b>Subject</b>	<b>Pages</b>
1	Leave of Absence and Apologies	
2	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 10 March 2014	1
D2	Community Development 2013 Review Report – 79.G	2
D3	2013 Community Services Cultural Program Evaluation – 79.G CCD, 20.G, 596.G	34
D4	Sustainability Task Force 2013 – 1142.G Ecological Sustainability Task Force	54
D5	Campervan Parking – T.300	62

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

R1	Harbourview Park Plan of Management – 193.G MP	69
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**Item No:** D1 Delegated to Committee  
**Subject:** **Confirmation of Minutes of Meeting held on 10 March 2014**  
**Author:** Les Windle, Manager - Governance  
**File No:** See Council Minutes  
**Reason for Report:** The Minutes of the Meeting of Monday 10 March 2014 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 10 March 2014 be taken as read and confirmed.

Les Windle  
Manager – Governance

**Item No:** D2 Delegated to Committee  
**Subject:** **Community Development 2013 Review Report**  
**Author:** Jacky Hony  
**File No:** 79G  
**Reason for Report:** To provide a review of Community Services Community Development programs and projects undertaken in 2013 and in accordance with Council resolution May 2013.

**Recommendation:**

THAT the Community Services Community Development 2013 Review be noted.

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**Background**

The inaugural 'Review of Community Development Projects and Programs' was presented to Council in May 2013. At the meeting, the Community and Environment Committee passed the following Resolution:

- A. *THAT the Community Services Community Development Review be noted.*
- B. *THAT the Community Development Review be compiled annually to provide a strategic review of the previous calendar year and presented to Council to allow recommendations to be incorporated into DPOP.*
- C. *THAT the Community & Environment Committee receive a separate briefing on the annual calendar of community programs, projects and events and the measures used to assess their success.*

This report addresses all of the above, detailing community programs conducted in 2013 and the performance measures used to measure the success of these activities.

**Community Development**

Community development is a broad term given to the practice of involving citizens and professionals (such as service providers) to build stronger and more resilient local communities. It results in the knitting together of society at the grass roots level and fosters social inclusion. Community development seeks to empower individuals and groups of people to affect change in their own communities by providing them with the skills they need.

The approach to community development adopted by Council is 'asset based community development' (ABCD). This approach starts from the principle that within any community there is a wealth of knowledge, experience and resources which, if used in creative ways, can be channeled into collective action to achieve the communities' desired goals. The Community Development Team therefore encourages and supports the Woollahra community to help themselves, as opposed to providing services, with the exception of the Woollahra Pre-school.

The Community Development Team provides a range of activities to encourage individuals that would not otherwise be connected with their community to become engaged in community life. The Team also field many enquiries from individuals and small groups that result in improved access to services, community activities and, through this, improve individual and community well-being.

There are many organisations located in Woollahra and surrounding areas that provide services to the Woollahra community. As they are experts in their own fields, Council works in partnership with many of these as opposed to duplicating their work. In addition, Council funded Holdsworth Community \$860,000 in 2013/14 to provide a wide range of support, information, advocacy, referrals, programs and activities to children and families, older people, people with a disability and carers. Holdsworth also provides community transport. The Community Development Team work in partnership with Holdsworth to promote their services and ensure that these services meet the needs of Woollahra residents.

Woollahra Council's Community Services Policy, adopted in 2005 and reviewed and endorsed by Council in March 2013, is attached as Annexure A. As stated in the Policy, Council's Community Development Team is committed to the following roles and activities:

- community planning;
- leadership and advocacy;
- community interaction;
- providing information and fostering participation;
- supporting community organisations;
- provision of community services if an external organisation or other government agency is unable to;
- community facilities; and
- working in partnerships with others.

### **How we determine what we do**

The work of the Community Development Team is informed by findings of the Community Capacity Survey 2012 which ascertained how well Woollahra functions as a community. The Community Capacity Survey 2012 identifies the strengths and challenges of the community and was presented to Council in November 2012.

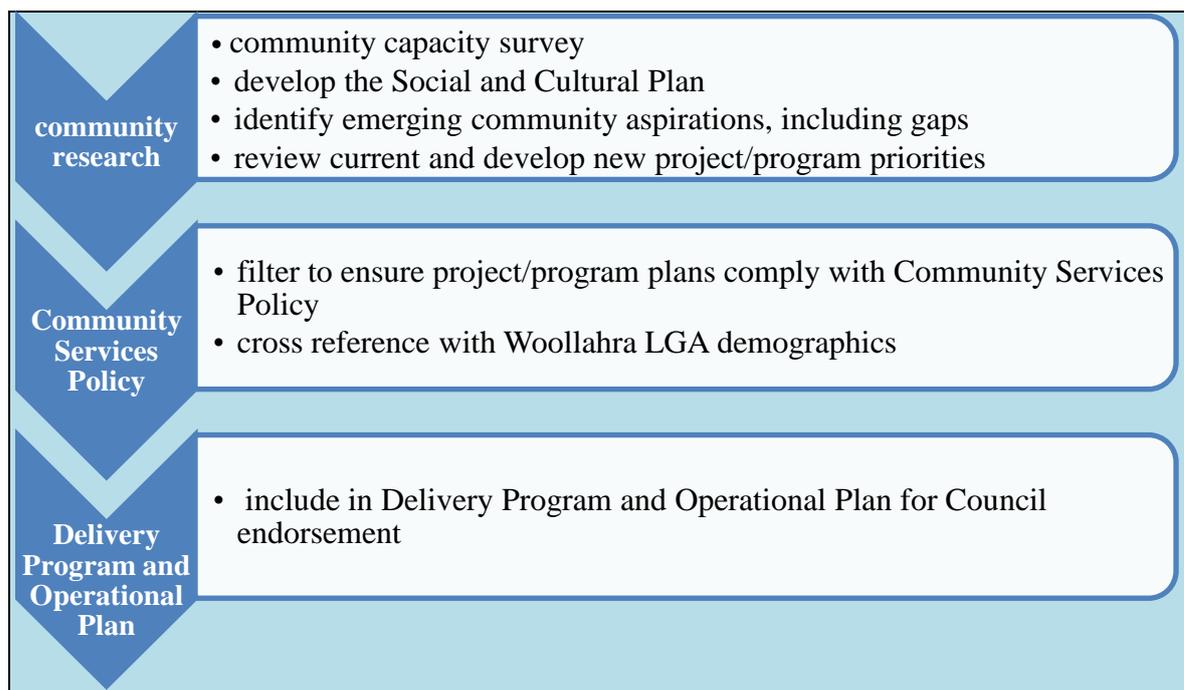
Findings from the Community Capacity Survey were used to develop the Social and Cultural Plan 2013 – 2023 strategies and priorities, assisted in the review of the Community Strategic Plan, and subsequently informed the development of the Delivery Program and Operational Plan 2013 - 2017. The work actions and tasks of the Community Development Team that are linked to Council's Delivery Program and Operational Plan are reported on quarterly.

The Social and Cultural Plan 2013 - 2013 includes an analysis of the demographics of Woollahra and identifies what is considered important to and by the community. Based on this information, the Community Development Team developed strategies and priorities for activities to be addressed in partnership with the community. The Social and Cultural Plan 2013 - 2023 was endorsed by Council in March 2013.

The combined work of the Community Development Team ensures that all members of the community, including parents of young children, young people, male adults, female adults and older people, have the opportunity to become involved. Each year, a number of new projects and/or program enhancements are trialed, with the result that the body of community development work continues to evolve to meet the changing expectations of the community. There are also a number of on-going activities that are not programs or projects, such as providing support for and handling reports of homeless people, monthly contributions to Community Creators, fielding enquiries about volunteering opportunities and a range of questions on social services available.

The Community Development Team does not coordinate large scale entertainment events, mass publicity campaigns or the provision of information in isolation as these actions are known not to affect behaviour change and there are more effective mechanisms to elicit the changes sought to build community capacity. However, the Community Development Team does coordinate celebratory events for International Women's Day and the Citizen of the Year Ceremony in recognition of other's long term ongoing efforts. These also provide opportunities for community leaders to network and improve connections with each other and the people of Woollahra. Please see the following schematic of how we determine what the Community Development Team does.

### How we determine what we do



All of the activities of the Community Development Team are in accordance with the above, with all aiming to improve community connections for the people of Woollahra. This includes the range of activities listed in Annexure B and daily support for individuals and groups on an *ad hoc* basis. Annexure D provides more detail on 2013 activities.

### Evaluation of Community Development

Much of the work of the Community Development Team is evaluated using qualitative as well as quantitative data analysis. Qualitative analysis uses subjective judgments based on non-quantifiable information and is particularly efficient and effective for understanding how and *why* certain outcomes were achieved (not just *what* was achieved) as well as answering questions about relevance and unintended effects and impact of programs and projects.

Qualitative data is obtained from participants of community development projects and programs through, for example, focus groups, surveys and evaluation questionnaires. In addition to on-going community feedback, the Community Development Team themselves review processes, impacts and outcomes of their work. See Annexure C which lists the activities of the Community Development Team and how performance is measured.

Whilst many of community development projects involve a small number of people, the benefits for each of the individuals involved are considerable. As an example, senior males participating in the Men's Chat Group have commented that the group gives them a sense of purpose in life, gets them out of the house, provides them with company and mental stimulation and that they look forward to the monthly meetings. This program was instigated and is supported by Council staff for the low cost of refreshments and use of a venue that would otherwise be empty at the time.

### **Relationship to Delivery Program and Operational Plan**

Much of the work of the Community Development Team falls under goals 1, 2 or 3 of the adopted Delivery Program and Operational Plan 2013 - 2017 theme of 'community well-being'. The key performance indicator for this theme is community capacity and the theme encompasses the following goals and strategies:

Goal 1: a connected and harmonious community;

Strategy 1.1: further foster and build community partnerships and networks.

Strategy 1.2: increase engagement in community activities.

Strategy 1.3: improve access to information.

Strategy 1.4: encourage respect and support for social and cultural diversity and inclusion.

Goal 2: a supported community:

Strategy 2.1: increase access to services and information to support the community.

Strategy 2.2: support opportunities to participate in active and healthy recreational activities.

Strategy 2.3: encourage independent living for older people and people with special needs.

Strategy 2.4: protect the health and well-being of residents and visitors to our area.

Strategy 2.5: improve community safety and reduce crime in Woollahra.

Strategy 2.6: increase opportunities for young people.

Goal 3: a creative and vibrant community;

Strategy 3.1: preserve and promote local history and heritage.

Strategy 3.2: support the celebration of local people, places and cultural heritage.

All of the activities in this report link directly to one of the above strategies and assist Council in addressing and meeting the goals as identified in the Delivery Program and Operational Plan 2013 – 17.

### **Income and Expenditure**

The total operating budget for the Community Development Team in 2013, excluding staff costs, was approximately \$100,000, of which \$60,000 was used to fund the community small and large grants program, \$6,200 was allocated for the Citizen of the Year program and a further \$4,500 was allocated to the work of the Eastern Region Local Government Aboriginal and Torres Strait Islander Forum. The remaining budget was allocated in small amounts across the suite of community development projects and programs. This small amount of funding supports many individuals in the Woollahra community.

## **Conclusion**

The Review of Community Development Programs, Projects and Events 2013 was compiled so as to enable a strategic review of community development activities undertaken in 2013, as per Council Resolution May 2013.

For a small financial outlay the Community Development Team works with and supports many individuals and groups in the Woollahra community that may otherwise be isolated. This is done through a range of activities and programs and by providing an opportunity for isolated individuals to be better connected with each other and appropriate services and activities. The work of the Team also provides goodwill for Council as an organisation that cares about its residents and provides support services to improve quality of life.

Jacky Hony  
Team Leader  
Community Development

Sharon Campisi  
Manager  
Community Development

Kylie Walshe  
Director  
Community Services

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## **Annexures:**

- A. Community Services Policy
- B. Annual calendar of activities 2013
- C. Activity, target audience, evaluation methodology 2013
- D. Review of community development programs, projects and events 2013

**Item No:** D3 Delegated to Committee  
**Subject** **2013 Community Services Cultural program evaluation**  
**Author:** Jo Jansyn, Cultural Development Coordinator  
**File No:** 79.G CCD, 20.G, 596.G  
**Reason for Report:** To provide a detailed summary of the 2013 Community Services Cultural Program along with recommendations for future cultural development initiatives.

**Recommendation:**

THAT the evaluation of the 2013 Community Services Cultural Program summary be noted.

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**Background:**

Council annually facilitates or hosts cultural activity that engages with the local community and benefits a range of age and target groups. Well established cultural activity produced by Council includes the Poets Picnic, The Youth Photographic Award, the Woollahra Small Sculpture Prize and the Public Art Program. Many of Council's cultural activities are long running with Poets Picnic now in its 25<sup>th</sup> year, the Youth Photographic Award now in its 21<sup>st</sup> year and the Woollahra Small Sculpture Prize now in its 14<sup>th</sup> year.

The Community and Cultural Grants Program, facilitated by the Community Services Division, also supports the generation of local cultural activity by the community.

An evaluation of Council's Community Services Cultural Program is undertaken each year. The purpose of this report is to provide a summary of key cultural events and activities within the 2013 Community Services Cultural Program and to provide a calendar of scheduled programs and activities for 2014.

**Relationship to the Delivery Program and Operational Plan:**

Council's adopted Delivery Program and Operational Plan identifies that a key strategy for Cultural Development within Goal 3: A creative and vibrant community of the theme 'Community well-being' is to *Support and promote arts, artists and cultural development within the local community* (pg 52).

Goal 3: A creative and vibrant community recognises that '*Woollahra will be a place where people of all ages and backgrounds have access to lifelong learning opportunities, cultural and community activities. We will support local creativity, cultural pursuits and creative talents.*' (pg 50).

Goal 3 also indicates that meeting the demand for increased arts and cultural activities within the Municipality, as well as supporting local artists to engage with the community are key challenges.

**Evaluating Cultural Programs**

The Community Services Division cultural programs and activities are regularly evaluated and feedback from community members, attendees and participants is encouraged as part of the evaluation process.

Evaluation methodology balances quantitative data with qualitative data. In addition to on-going community feedback, the staff review processes, impacts and outcomes of their work. See Annexure 1 which lists cultural activity referred to in this report and how performance is measured.

### **2013 Community Services Cultural Program:**

Consistent with strategies, priorities and actions identified in the Woollahra Council Delivery Program and Operational Plan, the Community Services Division continued to strengthen and raise the profile of its Cultural Program by bringing together a range of projects supported by Cultural Development, Library and Information Services, Community Development and Marketing and Special Projects staff. Community organisations and local residents' expertise were involved in many of these activities, with Council staff working with the community in a collaborative and partnership development approach.

Research and feasibility studies undertaken by staff also contributed to the development of new initiatives which arose out of Council committees and meetings and community consultation. In 2013 this included the implementation of the inaugural Artist in Residence Program, formalisation of the Woollahra Public Art Trust and research into the development of initiatives for the new Double Bay Library space.

Overall, the cultural activities facilitated and coordinated by Council were successful and met their aims and objectives, with the evaluation process highlighting some areas for improvement in specific activities that will be implemented in 2014. Please see Annexure 2 for a summary listing of 2013 Community Services cultural activities, including aims and objectives of the activity as well as evaluation comments.

### **The role of Council in the development of community led cultural activities:**

The Woollahra Social and Cultural Plan 2013 to 2023 indicates that Council is a community builder and facilitator of services and programs. In meeting the social and cultural needs of its community, the Plan identifies (pg 26) that '*Woollahra Council is best placed to take a leadership and facilitation role in the provision and facilitation of accessible services and facilities.*'

Based on this approach, Council continues to support local organisations and residents to develop their own community driven cultural activity through:

- the provision of grant funding through the Community and Cultural Grants Program;
- the development of Partnership Agreements, known as Community PACs;
- considerable staff liaison time to provide expert advice and activity development support;
- venue license agreements or the waiver of fees for venue or park hire associated with the activity where appropriate;
- promotion of community driven cultural activities where appropriate; and
- the support of initiatives and ideas through the Council managed Community Creators website.

### **Local community led cultural activity resulting from the 2013 Community and Cultural Grants Program:**

The following selected cultural activities are examples of how funding through the Community and Cultural Grants Program can lead to exciting events for the entire community to enjoy. With help from Council's Community and Cultural Grants Program, smaller community organisations are able to program and implement events of benefit to the wider community. The 2013/14 total adopted budget for the grants is \$70 000, with \$10,000 of this coming from the Cultural Development budget and \$60,000 from the Community Development budget. A total of \$68,968 was awarded in 2013 across 24 grants, with a further \$700 distributed amongst the fourteen primary schools in the area to recognise good citizenship - \$60,000 of these monies was from the community development budget.

### Woollahra Philharmonic Orchestra

The Woollahra Philharmonic Orchestra (WPO), founded in 1996, is a local community orchestra. It was established by local amateur musicians after receiving support from Woollahra Council. With the continued support of Woollahra Council, The Orchestra has steadily grown in stature and now makes an important contribution to the cultural life of the Woollahra Municipality and the wider eastern suburbs of Sydney.

### Waverley Woollahra Art School

Waverley Woollahra Arts Centre Co-Op Ltd ("WWAC") is an independent, non-profit, artists' co-operative that was established in 1968 to provide art and craft classes to the community and in doing so, provide employment to artists. The WWAC also runs School Holiday Programs for children, the annual Waverley Art Prize on behalf of Waverley Council and Tutor and Student exhibitions. The WWAC is primarily self-funding, with a small percentage of its operating budget being provided by Waverley Council and Woollahra Council. This support is vital for the School to be able to maintain the diversity of education services it can provide to the community. Approximately 40% of participants in WWAC community programs are Woollahra residents. In 2013, the Waverley Woollahra Arts Centre utilised grant funding to conduct a series of free art classes targeting Woollahra seniors, which culminated in an exhibition.

### Miroma

The annual Miroma Art Exhibition showcases the developing artwork of individuals with a range of disabilities living in the Eastern suburbs. The featured artists attend Miroma and participate in a Fine Arts Program. This well-developed project showcases the talents of people with disabilities and encourages skills development and self-esteem. The 2013 exhibition was held in Double Bay Gallery, Art2Muse between 24 September to 7 October, and was launched by the Mayor on the 26 September. A large proportion of participants work was sold during the exhibition period.

### Art Month Sydney – Go East Tour

The not for profit body 'Art Month Sydney' hosted a gallery and artwork tour in the Woollahra Local Government Area in March 2013 to coincide with Art Month Sydney. Grant funding was utilised to hire community transport through Holdsworth Street Community Centre thus enabling participants a free tour. Some of Council's public artworks were incorporated into the tour.

### Paddington Art Prize

The Paddington Art Prize was established by local resident and Cultural Committee Member Marlene Antico in 2004. An addition to the Australian Arts calendar, the Paddington Art Prize takes its place among the country's most coveted painting prizes. The prize encourages the interpretation of the landscape as a significant contemporary genre, its long tradition in Australian painting as a key contributor to our national ethos, and is a positive initiative in private patronage of the arts in Australia.

Council supports the Paddington Art Prize annually through the hanging of the winning work in the Customer Services area of Redleaf and in 2013 contributed some project funding through the Grants Program to assist with the production of the event in the local community.

## **Local community led cultural activity resulting from partnerships/collaborative approach with Council in 2013:**

### Woollahra Village Weekend

To produce a ground-up festival in Woollahra, the Queen Street West Woollahra Association staged the Woollahra Village Weekend between 29 November to 1 December. The inaugural three-day festival aimed to celebrate local business and talent through a series of talks events, an exhibition and market day. Council agreed to provide this initiative with project funding of \$12, 000 in the 2013/14 financial year.

### Critical Path

Council manages a dedicated creative development facility, The Drill Hall in Rushcutters Bay, where individuals and organisations have access to space for rehearsal, research and creative skills development. Brokered through Arts NSW, Council entered into a licence agreement with the organisation Critical Path for ongoing use of the space. Critical Path is now a significant choreographic research and development centre. In addition, Council specifically 'sponsors' the Research Room Residency Program of Critical Path.

### **Cultural Committees and Volunteer Staff Program**

The Community Services Division facilitates several cultural committees that contribute to and enhance the Division's Cultural Program. These committees include the Woollahra Small Sculpture Prize Committee, Public Art Advisory Committee which rebranded as the Cultural Committee during 2013, the Woollahra Library Friends Executive and the Plaques Advisory Committee.

Cultural committees provide an opportunity for local residents and industry experts to support Council cultural initiatives with their expertise and advice. Many new cultural initiatives for the organisation have come as a result of recommendations at the committee level. Committee membership is on a voluntary basis.

The ongoing and successful Volunteer Staff Program for Cultural Development was also implemented throughout 2013. Volunteer staff contribute predominately to the Woollahra Small Sculpture Prize, however in 2013 also contributed to the Artist in Residence Program. In 2013 Volunteer Staff contributed an approximate 550 hours of work in supporting the Cultural Development Department.

Whilst there is significant time commitment required by staff to manage the Volunteer Staff Program, the organisation benefits greatly from the contributions of a diverse range of individuals with differing life experience. Future expansions to the Volunteer Staff Program still include partnering with intern programs from tertiary institutions.

### **Income and Expenditure**

The Library and Information Service cultural programs mentioned in this report have a project expenditure budget of \$26, 650 with income of \$7,000 in the 2013/14 financial year. The budget for expenditure of cultural activity produced by the Cultural Development Department in the 2013/14 financial year is \$113, 581 which includes \$10,000 for the Community and Cultural Grants Program, \$12,000 for the Woollahra Village Weekend, \$11, 500 for Public Art Trust Administration and \$57, 511 for the Woollahra Small Sculpture Prize with income being \$39, 954 (all of which is attributed to the Woollahra Small Sculpture Prize). A separate evaluation report which outlined a detailed budget for the Woollahra Small Sculpture Prize was presented to Council on 24 February 2014.

### **Conclusion:**

The 2013 Community Services Cultural Program was conducted through an integration of Cultural Development, Library and Information Services and Community Development for the coordination of a diverse and overall successful program which met Council objectives. The 'whole of division' and partnership approach used to coordinate activities and programs continues to maximise resources and ensure professional activities are delivered to and in partnership with the local community.

The 2014 Community Services Cultural Program will continue with the same approach as well as endeavour to be responsive to any changing community needs through strategic review and evaluation processes. A significant change in the 2014 program is the addition of new initiatives derived from the Woollahra Public Art Trust.

Woollahra Council has an important role in the facilitation and development of community led cultural activity and will continue to encourage local organisations and residents to pursue available opportunities through the Community and Cultural Grants Program and Community Partnership Agreements.

Jo Jansyn  
Cultural Development Coordinator

Kylie Walshe  
Director – Community Services

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**Annexures:**

1. 2013 Community Services Cultural Program: Activity, target audience and evaluation methodology
2. 2013 Community Services Cultural Program Evaluation Summary

**Item No:** D4 Delegated to Committee  
**Subject:** **Sustainability Task Force 2013**  
**Author:** Chris Munro, Team Leader Environment & Sustainability  
**File No:** 1142.G Ecological Sustainability Task Force  
**Reason for Report:** To circulate the minutes from recent Ecological Sustainability Taskforce Meetings.

**Recommendations:**

That Council:

Note the minutes of the Ecological Sustainable Taskforce Meeting held on 6 February 2014.

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**Background**

On 23 March 2009 Council resolved to establish an Ecological Sustainability Task Force reporting to the Community & Environment Committee.

The role of the Task Force is to review and recommend Council strategy in relation to sustainability initiatives and policies in the areas of:

- A. Water
- B. Energy
- C. Public Transport
- D. Waste Management
- E. Carbon reduction.

Membership of the Ecological Taskforce includes 5 Councillors, the Chair and staff as appointed by the Mayor.

Toni Zeltzer	Mayor
Katherine O'Regan	Deputy Mayor
Anthony Marano	Chair, Councillor
Greg Levenston	Councillor
Matthew Robertson	Councillor
Elena Wise	Councillor
Tom O'Hanlon	Director Technical Services
Bruce Rann	Manager Open Space and Trees
Chris Munro	Team Leader Environment & Sustainability

**Meeting Minutes**

The minutes of the Sustainability Task Force meeting held on 6 February 2014 have been attached to this report as Annexure 1.

Chris Munro  
Team Leader Environment & Sustainability  
Tom O'Hanlon  
Director Technical Services

Bruce Rann  
Manager Public Open Space

**Item No:** D5 Delegated to Committee  
**Subject:** **Campervan Parking**  
**Author:** Cathy Edwards-Davis, Manager Engineering Services  
**File No:** T300  
**Reason for Report:** Response to Notice of Motion

**Recommendation:**

- A. That the affected amenity blocks be closed if and when an issue arises regarding the parking of campervans within the Woollahra Municipality.
- B. That if Council closes the amenity blocks, where feasible, appropriate access arrangements are to be made with park users with bookings, tennis court users and/ or general park users to access the facilities.

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**Background**

At the Council meeting on the 10 February 2014 the following Notice of Motion was adopted:

That a report be submitted to the appropriate Committee of Council setting out the problems of the influx of backpackers in the streets of Woollahra especially highlighting the large number of vehicles in Lough Park and Cooper Park Tennis Courts including:

- what steps can be taken to prevent this occurring again
- the steps taken this time to deter the backpackers and their vehicles, and
- outlining the ways in which amenity impacts on residents are to be better managed.

It is understood that the Notice of Motion was in response to the campervans which were parked adjacent to Lough Park and Cooper Park Tennis Courts over the 2013-2014 holiday period and which continue to be parked near the Cooper Park Tennis Courts. Council has received a number of complaints from nearby residents regarding the campervans. It is understood that tourists with campervans (“backpackers”) are choosing to park and sleep at these locations as they provide good access to the Lough Park and Cooper Park amenities blocks. These locations were advertised on social media as good locations for campervans to be parked.

It is noted that a rowdy cricket game played at Lough Park on the 31 December 2013, in which a number of the 40-50 participants were drunk, were not backpackers. This was a group of Australians who appeared to be locals. They were observed by the Regulatory Coordinator who was in attendance and the anti-social behaviour was reported to the NSW Police who subsequently attended.

**Response To Date**

Council had not previously experienced problems with parked campervans at Lough Park and Cooper Park Tennis Court and as such there were no prior plans in place over the 2013-2014 holiday period to deal with this issue.

It should be noted that these tourists were not acting unlawfully. Campervans are permitted to park on-street in accordance with any parking restrictions.

Once Council staff received complaints about the tourists, the following steps were taken to attempt to ameliorate the resident concerns:

- Council's Rangers attended the sites on a number of occasions. The Rangers spoke to the tourists and requested that they remove washing that was being hung in the park; that they pack up folding tables and chairs; and that they remove their phone chargers etc. from the power points provided within the amenities block. The Rangers noted that at all times these tourists were polite and they responded promptly to requests.
- The main attraction at Lough Park, besides its proximity to the Harbour and the City, is the public toilets, showers and change rooms. Council staff therefore closed the facilities in early January 2014. A notice was placed on the amenities block advising residents of the reasons for the closure. At this time, the Rangers requested that the tourists move on. The majority complied with this request within a few days. From early February, there were few campervans observed at Lough Park. The amenities block at Lough Park has remained locked since the 2013/2014 holiday period. Council staff have provided park users with a key so that they can make use of the facilities.
- Council staff contacted the Rose Bay Police over the holiday period. The Police attended Lough Park and Cooper Park where their resources permitted. The Police asked the tourists to move on.
- Numerous campervans remain parked at the Cooper Park Tennis Courts at the time of writing this report. Council staff met with the operators of the Cooper Park Tennis Club on the 11 March 2014. It was agreed that the amenities block would be temporarily locked. Tennis club and park users are able to obtain a key to the amenities from the Tennis Club kiosk. A notice was placed on the amenities block advising patrons that this was a temporary measure and the reasons for the closure.

### Future Steps

There are a number of potential options to manage this issue in the future. The positive and negative aspects of the options are discussed below.

### Lough Park

	Option	Positives	Negatives
1	Close the amenity block entirely over the holiday period (25 December to 26 January), when there are no park bookings.	<ul style="list-style-type: none"> <li>• This removes the primary attractor, being the amenity block.</li> <li>• This option can be undertaken quickly and the level of closure of the amenities can be changed depending on the circumstances.</li> </ul>	<ul style="list-style-type: none"> <li>• Casual users of the amenities, such as local walkers and dog walkers will not have access to the facilities. Anecdotally it is understood that the amenities are well used by passers-by.</li> </ul>

	Option	Positives	Negatives
2	<p>Lock the amenity block during the peak Summer months (December to March) and provide park users with bookings with a key.</p>	<ul style="list-style-type: none"> <li>• This removes the primary attractor, being the amenity block.</li> <li>• This option can be undertaken quickly and the level of closure of the amenities can be changed depending on the circumstances.</li> <li>• The tourists would only have access to the facilities while sporting events are in progress.</li> <li>• During the off-season the amenities blocks can remain open.</li> </ul>	<ul style="list-style-type: none"> <li>• Casual users of the amenities, such as local walkers and dog walkers will not have access to the facilities. Anecdotally it is understood that the amenities are well used by passers-by.</li> <li>• Council staff would need to liaise with park users to provide keys.</li> </ul>
3	<p>Install parking restrictions on Manning Road, where campervans become an issue. This would restrict the parking of vehicles (including campervans) for particular lengths of time or for a period of time on a particular day.</p>	<ul style="list-style-type: none"> <li>• The community is generally familiar with these types of restrictions.</li> <li>• If the restrictions are “permit holders excepted”, eligible residents with permits could continue to park in these locations indefinitely. All residents are entitled to 10 Visitor Parking Permits which could also be utilised in these locations.</li> <li>• Council has in the past installed these restrictions to deal with individual localised issues such as parked boats and trailers.</li> <li>• The parking restrictions could be installed on a temporary basis between say December and March each year, with the unrestricted parking remaining during the rest of the year.</li> <li>• The parking restrictions could be installed only in the evenings, say “4 Hour Parking 6pm – 8am”.</li> </ul>	<ul style="list-style-type: none"> <li>• Restricted parking is a blunt instrument that impacts on all vehicles, not just the campervans which are of concern.</li> <li>• These powers, in conjunction with resident parking permits, are generally used as a parking management tool to achieve turnover of parking. These restrictions are generally used in areas such as Paddington where there is high demand for parking.</li> <li>• The imposition of time restrictions would need to be considered carefully. Cricket games at Lough Park can last for four hours. Additionally, there are other all day (9am – 3pm) sporting events. This means that any time restriction of less than 7 hours during the day would be problematic for park users. A time restriction for a period of greater than 7 hours can be difficult for Rangers to enforce as they have to visit the vehicle twice to prove an offence.</li> <li>• A determined tourist could choose to move their vehicle every 7 hours to get around this type of restriction.</li> <li>• These types of restrictions may result in the campervans just moving to another nearby location “around the corner” where it remains unrestricted parking.</li> <li>• The large number of signs required may create visual amenity issues.</li> <li>• If the signage is installed on a larger scale to cover an entire area, this can start to have cost implications.</li> </ul>

			<ul style="list-style-type: none"> <li>Nearby residents and their visitors must also comply with the parking restrictions. This may be onerous on the community if otherwise there are no parking issues which need to be addressed.</li> <li>Residents and their visitors may be fined for not complying with the parking restrictions, if they forget to move their vehicle.</li> <li>Council may only make changes to parking restrictions if it has consulted with the Woollahra Traffic Committee. In the past, RMS has been reluctant to approve parking restrictions which are aimed solely at forcing particular vehicles (campervans) to move on.</li> </ul>
4	Install “No Camping” or equivalent signs. Under section 632 of the Local Government Act, it is an offence to “act contrary to a notice erected by Council”.	<ul style="list-style-type: none"> <li>This legislation allows Councils to install signage to prevent specific behaviours.</li> <li>This legislation provides strong regulatory powers to Council, which can be utilised in locations <i>other</i> than public roads.</li> <li>This legislation may be utilised in parks.</li> </ul>	<ul style="list-style-type: none"> <li>This legislation specifically does not allow Council to restrict the parking or use of vehicles (including campervans) on a public road or road related area. This was a deliberate decision to prevent the Local Government Act encroaching on the relevant roads legislation.</li> <li>This signage cannot be installed on Manning Road, adjacent to Lough Park</li> <li>There are limited locations where this legislation would be of use within Woollahra.</li> </ul>

### Cooper Park Tennis Courts

	Option	Positives	Negatives
1	Lock the amenity block during the peak Summer months (December to March).	<ul style="list-style-type: none"> <li>This removes the primary attractor, being the amenity block.</li> <li>This option can be undertaken quickly and the level of closure of the amenities can be changed depending on the circumstances.</li> <li>The Tennis Court operators have indicated that they are prepared to manage access to the facilities. Tennis court and park users would be provided with a key to access the facilities. The key can be picked up from the Tennis Club kiosk.</li> <li>The Tennis Court operators would not provide the</li> </ul>	<ul style="list-style-type: none"> <li>It will be slightly more difficult for tennis court and park users to access the facilities, as they will need to obtain a key.</li> </ul>

	Option	Positives	Negatives
		<p>tourists with keys to the facilities.</p> <ul style="list-style-type: none"> <li>• During the off-season the amenities blocks can remain open.</li> </ul>	
2	<p>Install parking restrictions in the Cooper Park car park and Bunna Place where campervans become an issue. This would restrict the parking of vehicles (including campervans) for particular lengths of time or for a period of time on a particular day.</p>	<ul style="list-style-type: none"> <li>• The community is generally familiar with these types of restrictions.</li> <li>• If the restrictions are “permit holders excepted”, eligible residents with permits could continue to park in these locations indefinitely. All residents are entitled to 10 Visitor Parking Permits which could also be utilised in these locations.</li> <li>• Council has in the past installed these restrictions to deal with individual localised issues such as parked boats and trailers.</li> <li>• The parking restrictions could be installed on a temporary basis between say December and March each year, with the unrestricted parking remaining during the rest of the year.</li> <li>• The parking restrictions could be installed only in the evenings, say “4 Hour Parking 6pm – 8am”.</li> </ul>	<ul style="list-style-type: none"> <li>• Restricted parking is a blunt instrument that impacts on all vehicles, not just the campervans which are of concern.</li> <li>• These powers, in conjunction with resident parking permits, are generally used as a parking management tool to achieve turnover of parking. These restrictions are generally used in areas such as Paddington where there is high demand for parking.</li> <li>• The imposition of time restrictions would need to be considered carefully. The operators of the Cooper Park Tennis Club have indicated that they generally do not support the installation of parking restrictions. Some tennis club and park users attend the park for many hours. The restrictions would therefore need to be for an extended period of time, say 4 Hours. A time restriction for a period of 4 Hours can be difficult for Rangers to enforce as they have to visit the vehicle twice to prove an offence.</li> <li>• A determined tourist could choose to move their vehicle every 4 hours to get around this type of restriction.</li> <li>• These types of restrictions may result in the campervans just moving to another nearby location “around the corner” where it remains unrestricted parking.</li> <li>• The large number of signs required may create visual amenity issues.</li> <li>• If the signage is installed on a larger scale to cover an entire area, this can start to have cost implications.</li> <li>• Tennis club users, park users, nearby residents and their visitors must also comply with the parking restrictions. This may be onerous on the community if otherwise there are no parking issues which need to be addressed.</li> <li>• Tennis club users, park users, nearby residents and their visitors may be fined for not complying with the parking restrictions, if they forget to move their vehicle.</li> </ul>

	Option	Positives	Negatives
			<ul style="list-style-type: none"> <li>• Council may only make changes to parking restrictions if it has consulted with the Woollahra Traffic Committee. In the past, RMS has been reluctant to approve parking restrictions which are aimed solely at forcing particular vehicles (campervans) to move on.</li> </ul>
3	Install “No Camping” or equivalent signs. Under section 632 of the Local Government Act, it is an offence to “act contrary to a notice erected by Council”.	<ul style="list-style-type: none"> <li>• This legislation allows Councils to install signage to prevent specific behaviours.</li> <li>• This legislation provides strong regulatory powers to Council, which can be utilised in locations <i>other</i> than public roads.</li> <li>• This legislation may be utilised in parks.</li> </ul>	<ul style="list-style-type: none"> <li>• This legislation specifically does not allow Council to restrict the parking or use of vehicles (including campervans) on a public road or road related area. This was a deliberate decision to prevent the Local Government Act encroaching on the relevant roads legislation.</li> <li>• There are limited locations where this legislation would be of use within Woollahra.</li> </ul>

### Legal Advice

Council staff sought legal advice from Lindsay Taylor Lawyers on this matter. The advice provided is that section 632 of the Local Government Act 1993 allows for the installation of a carefully worded sign to be installed within Council’s parks, including the car parks and access roads within parks, which could prevent camping and sleeping within campervans. These signs could potentially be enforced.

However, the legal advice is that the most certain way to prevent the long term parking of campervans would be through the installation of appropriate time restricted parking. As noted above, the installation of time restricted parking would impact on all park users.

### Identification of Income & Expenditure

Should Council resolve to install parking restriction or “No Camping” signage, the cost of the signs could be funded from the traffic block grant.

### Conclusion

The options to close the amenity blocks are the simplest and they can be enacted quickly and within a short time frame to address specific issues when they arise. No preparations would need to be undertaken in advance, Council staff could act when and if this problem arises again.

Should Council resolve to install parking restrictions, it is suggested that Council would need to undertake resident consultation to determine the level of support from the local community. As outlined in the tables above, there are a number of negative aspects associated with this option and therefore it is not supported at this time.

The installation of “No Camping” signs has limited use within the Woollahra Municipality.

Cathy Edwards-Davis  
Manager Engineering Services  
**Annexures Nil**

Tom O’Hanlon  
Director Technical Services

**Item No:** R1 Recommendation to Council  
**Subject:** **Harbourview Park Plan of Management**  
**Author:** Caitlin Moffat - Open Space Planning Projects Officer  
Paul Fraser - Team Leader Open Space and Recreation Planning  
**File No:** 193.G MP  
**Reason for Report:** To report on the public exhibition of the draft Harbourview Park Plan of Management and recommend the adoption of the Plan of Management with the discussed amendments.

**Recommendation:**

- A. That Council note the recommended changes to the Plan of Management related to submissions received during the public exhibition process.
- B. That Council adopt the Harbourview Park Plan of Management as the primary management planning instrument for Harbourview Park.

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**Background:**

The Harbourview Park draft Plan of Management (PoM) (Annexure 1) has been prepared in accordance with and reference to, the *Local Government Act 1993* (community land) and *The Roads Act 1993* (unmade roadway). Harbourview Park falls under an existing Harbourview Park PoM (2001). The PoM is required to be updated to form a strategic approach to the management of the land.

Harbourview Park is a small bushland park located within the suburb of Woollahra. It occupies 1.15 hectares within a steep-sided gully just north of Edgecliff Road and west of Bathurst Street. The park was established through an agreement undertaken between Woollahra Council and Edward Knox Harkness on 15 October 1900.

The park has a Bushcare volunteer group assisting to maintain the bushland of the park with guided assistance from Council Staff. The whole park is well used by local residents enjoying the open space surrounded by residential properties. The Park is also used as a thoroughfare to Bondi Junction, a variety of informal recreation activities, and occasional special events.

Council, at its meeting of Monday 23 September 2013, resolved the following:

- A. *That Council place the draft Plan of Management (PoM) for Harbourview Park on public exhibition for not less than 28 days and that submissions be received for a period of not less than 42 days from the date the plan is placed on exhibition, in accordance with Section 38 of the Local Government Act 1993.*
- B. *That Council considers submissions received and, where appropriate, incorporates changes in a Final Plan of Management to be further considered by Council.*

The Harbourview Park draft PoM was placed on public exhibition from 9 October 2013 for a period of 28 days, in accordance with Section 38 of the *Local Government Act 1993*. Submissions were received for a period of 42 days from the first day of public exhibition in accordance with the Act. This was advertised by notices in the *Wentworth Courier*, a letter distributed to all adjoining residents of the Park, information provided on Council's website (*Have Your Say* section) and signage within the Park.

## **Discussion:**

Council received a total of four submissions (Summary as Annexure 2) during the public exhibition period. Two submissions were from the Harbourview Park Volunteer Bush Regeneration Crew.

A summary of the submissions received and Council's responses are referred to below:

### **Pathways**

Two submissions requested that the following statement be included as an objective in the PoM, '*No further paths are proposed*'. The submission expressed concern that additional pathways would lead to excessive fragmentation of the Park's bushland area. It was also stated that the formalisation of the unmade lower section of the goat track and the upgrade of the nightsoil lane would require a highly engineered approach. It was stated that a more sympathetic approach should be considered.

### **Council Response**

The Park contains both formal and informal pathways that require general maintenance and upgrades where necessary. No additional pathways are proposed in the PoM.

Any future upgrades would be sympathetic to the character of the Park. Council recommends to amend the statements on page 54 to fall in-line with the stated concerns as follows;

- 'Formalise the unmade lower section of the goat-track to be sympathetic to the natural character of the Park'.
- 'Upgrade the path to the nightsoil lane to be sympathetic to the natural character of the Park'.

Council Staff will continue to maintain pathways as required.

### **Cost Estimates in Action Plan**

A submission raised concern over the costs of some actions in particular the cost of the removal of the exotic trees, installation of a picnic table and the relocation of the basketball hoop.

### **Council Response**

The cost estimates were prepared by the consultant and it is agreed that the estimate for the removal of exotic trees is too low. Council's Arborist has confirmed that the removal of exotic trees will cost approximately \$20,000. It is recommended that this price be updated on page 54.

It has been noted by Council staff that the cost to upgrade the playground has been underestimated based on recent quotations received for the upgrade to the Steyne Park Playground. The cost is recommended to be changed from \$35,000 to \$80,000 on page 55.

All other costs are deemed as appropriate estimates and are recommended to remain unchanged.

### **Permissible Uses**

A submission expressed concerns that Harbourview Park was not appropriate for organised events, suggesting they be directed to Cooper Park. Another submission requested Table 7.2 be amended with the following Permissible uses to be listed as Permissible Uses with Restrictions;

- Community functions and promotions
- Engaging in trade or business; and
- Functions (small scale).

### ***Council Response***

Organised events are subject to Council's standard conditions, approval processes and booking fees. If the event is deemed inappropriate for the Park, for example, if the event is too large for the Park Council will not approve it. The benchmark for the scale and intensity of future uses in the Park will be disturbance to the local amenity and damage to natural bushland. Review of permissible activities will occur if monitoring shows deterioration from the present condition of the bushland resulting from those uses as per section 7.2.4 on page 65 of the Plan of Management. All events will continue to be managed via Council's booking procedure and be conditioned as necessary.

### **Permissible structures**

Two submissions stated that the construction of further physical structures should not be allowed and disagreed that the following permissible items are not appropriate in the Park;

- Boardwalk;
- Children's cycle track;
- Observation platforms; and
- Community gardens.

It also suggested that Community Gardens should be prohibited.

### ***Council Response***

Any major physical structures that are identified in Table 7.3 will not proceed without community consultation. The scale of the structure will dictate the level of consultation. Council believes the items listed are appropriate in the Park.

### **Removal of Camphor Laurels**

A submission objected to the removal of the Camphor Laurels as they are aesthetically pleasing and provide shade. It stated that the trees should not be removed just because some people have strict ideas about what types of plants should be permitted to grow in Australian parks.

### ***Council Response***

Camphor Laurels are considered weeds within the bushland context as they displace, compete with and prevent the regeneration of native plant species. The removal will be staged, however other trees have been planted in order to replace the shade and amenity provided by the Camphor Laurels in the long term.

### **Conclusion:**

The summary of community submissions outlines issues raised in submissions and where applicable proposed amendments to the advertised PoM. The PoM, with recommended amendments as identified in Annexure 2, is submitted to Council for adoption (Annexure 1) with the discussed amendments.

Council will continue to manage Harbourview Park with the assistance of the approved PoM.

Paul Fraser  
Team Leader – Open Space and Recreational  
Planning.

Tom O’Hanlon  
Director - Technical Services

Bruce Rann  
Manager – Open Space & Trees

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**Annexures:**

1. Harbourview Park Plan of Management
2. Harbourview Park PoM public exhibition submissions

**Political Donations – matters to be considered by Councillors at Meetings**

