



# Community & Environment Committee

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

**Date:** *Monday 13 March 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

9 March 2006

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

Dear Councillors

### **Community & Environment Committee Meeting – 13 March 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 13 March 2006 at 6.00pm.**

Gary James  
General Manager

## Meeting Agenda

<b>Item</b>	<b>Subject</b>	<b>Pages</b>
1	Leave of Absence and Apologies	
2	Late Correspondence	
3	Declarations of Interest	

### **Items to be Decided by this Committee using its Delegated Authority**

D1	Confirmation of Minutes of Meeting held on 13 February 2006	1
D2	Woollahra Bike Plan – Bicycle Working Party Minutes – 21 February 2006 – 256.G Working Party	2
D3	Woollahra Traffic Committee Minutes – 7 March 2006	8
D4	Commercial Use of Open Space – Personal Trainer & Group Fitness Activities in Council Parks & Reserves – 172.G	16

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

R1	Woollahra Sustainability Plan – 1159.G	27
R2	Policy for the Sponsorship of Events & Activities	39

**Item No:** D1 Delegated to Committee  
**Subject:** **Confirmation of Minutes of Meeting held on 13 February 2006**  
**Author:** Les Windle, Manager - Governance  
**File No:** See Council Minutes  
**Reason for Report:** The Minutes of the Meeting of Monday 13 February 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 13 February 2006 be taken as read and confirmed.

Les Windle  
Manager - Governance

**Item No:** D2 Delegated to Committee  
**Subject:** **Woollahra Bike Plan - Bicycle Working Party Minutes  
- 21 February 2006**  
**Author:** Greg Stewart, Manager – Public Infrastructure  
**File No:** 256.G Working Party  
**Reason for Report:** For the Committee to consider the recommendations of the Bicycle Working Party.

**Recommendation:**

THAT the Recommendations contained in the minutes of the Woollahra Bike Plan – Bicycle Working Party meeting held on Tuesday 21 February 2006, be adopted.

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**Greg Stewart**  
**Manager – Public Infrastructure**

# Woollahra Bike Plan – Bicycle Working Party Minutes

**21 February 2005**

The Woollahra Bike Plan – Working Party meeting was held in the Committee Room, Council Chambers, Double Bay on Tuesday 21 February 2006, at 10.00am.

## **1. Attendances**

### Committee Members:

Present:	Mr Greg Stewart	(Woollahra Municipal Council)
	Mr Warwick Hatton	(Woollahra Municipal Council)
	Ms Lorna Oliver	(Woollahra Municipal Council)
	Mrs Hylda Rolfe	(Vaucluse Progress Association)
	Mr Adrian Boss	(BIKEast)
	Mr John O’Neill	(BIKEast)
	Mr Eric Yeung	(Sydney Buses)
	Mr Graeme McBarron	(Waverley Municipal Council)
	Cr D Shoebridge	(Woollahra Municipal Council)
Apologies:	Mr Alan Opera (Chairman)	(Woollahra Municipal Council)
	Ms Armodee Reece	(Woollahra Municipal Council)
	Mr Navin Prasad	(RTA)
	Mr Sri Srikanth	(RTA)
	Cr C Dawson	(Woollahra Municipal Council)
	Mr Alex Unwin	(Bicycle NSW)
	Mr Alan Cadogan	(City of Sydney)

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## **2. Confirmation of Minutes of Meeting held on 9 November 2005**

The Minutes of the Bicycle Working Party meeting held on 9 November 2005 were confirmed by Adrian Boss of BIKEast and Hylda Rolfe of the Vaucluse Progress Association with the following amendment:

Item 6 - General Business relating to the Rose Bay Promenade being amended to read:

“Late Item tabled by BIKEast in relation to Rose Bay Promenade:

- Implementation is not a priority for the Bicycle Working Party, *under the current funding arrangements*, but should be noted / the bicycle lane is an integral part of the design proposed for the Rose Bay Promenade.
  - BIKEast has heard that the Bike Route along the Promenade (northern side of New South Head Road) might be dropped. If it is a funding issue, more money should be sought from the RTA. Some residents are opposed to the inclusion of the Bike Route, because of loss of parking.
  - BIKEast would like the Bicycle Working Party to be kept informed on this issue.”
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### 3. Matters Arising from Minutes of Previous Meeting

BIKEast asked if Council had sent a representative to the Bicycle Design Course held by the RTA in late November last year.

The Working Party was advised that Ms Lorna Oliver, Council's Traffic and Transport Planner, had attended the Design Course.

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### 4. LATE CORRESPONDENCE

BIKEast tabled, for the information of the members of the Working Party, a copy of their submission on the design of the proposed Rose Bay Promenade works. It will be presented at the Public Forum that is to be held on Thursday 23 February 2006.

Mr Greg Stewart, Manager Public Infrastructure, informed the Working Party that Council had recently received notification from the Department of Transport that it had been successful in its grant application for the installation of bike lockers at Lyne Park. Council staff will be meeting with the Ministry of Transport on Friday 24 February, 2006 to discuss the installation of the bike lockers.

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### 5.0 Items from Previous meeting

#### 5.1 Relocation of logos

The Working Party was informed that arrangements have been made for the repositioning of some of the logos in Glenmore Road, Paddington and John Street, Woollahra to improve visibility.

#### 5.2 Status of Manning Road Thresholds

The status of these works as reported in the meeting Agenda were noted.

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### 6. Matters for consideration by the Working Party

**Item No:** 6.1 Traffic Matters on Local Roads – Recommendation to C&E for Consideration.

**Subject:** **Birriga/O'Sullivan/Old South Head/Blair (Southern Cross) Intersection**

**Author:** Lorna Oliver - Traffic & Transport Planner

**File No:** 256.G

**Reason for Report:** Plans for consideration by Bicycle Working Party

**Recommendation:**

THAT a meeting of representatives of Waverley Council, Woollahra Council, RTA traffic section, RTA Network Operations section and BIKEast be arranged to determine options that may be available to improve bicycle and pedestrian facilities at this intersection.



**Item No:** 6.2 Traffic Matters on Local Roads – Recommendation to C&E for Consideration.

**Subject:** **Along Victoria Rd between Bellevue Park Road and Victoria/Old South Head Road intersection**

**Author:** Lorna Oliver - Traffic & Transport Planner

**File No:** 256.G

**Reason for Report:** Draft plans with comments from BIKEast, assessed by Council, for consideration by the Bicycle Working Party

**Recommendation:**

THAT the plans detailed in drawing 14928/C02 (tabled at the meeting) for the section of the route including the bus shelter on Victoria Road and through the Victoria/Old South Head intersection be adopted for implementation subject to the following:

- The replacement and relocation of the bus shelter being part funded from the Street Furniture Capital Budget.
- An appropriate footpath treatment being investigated for installation either side of the bus stop to minimise conflict between cyclists and waiting passengers.
- The plans to be modified, at the intersection of Old South Head Road and Victoria Road, to provide kerb ramps consistent with Austroads 14, and if possible separate bicycle and pedestrian crossings across Old South Head Road.

**Note:** Mrs Hylda Rolfe requested that her objection to a shared pedestrian / cycle path at this location be recorded in the minutes of the meeting.

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**Item No:** 6.3 Traffic Matters on Local Roads – Recommendation to C&E for Consideration.

**Subject:** **Old South Head Rd / Edgecliff Rd Intersection**

**Author:** Lorna Oliver - Traffic & Transport Planner

**File No:** 256.G

**Reason for Report:** Draft plans with comments from BIKEast, assessed by Council, for consideration by Bicycle Working Party

**Recommendation:**

- A. THAT the plans detailed in drawings 14928/C02 and the un-numbered BIKEast submission (tabled at the meeting) be modified so that the bike route continues to the Edgecliff Road/Old South Head Road intersection with right-hand turning bicycles using the existing pedestrian crossing to cross Edgecliff Road.
- B. THAT the plans detailed in drawings 14928/C02 and the un-numbered BIKEast submission (tabled at the meeting) be modified so that the bike route continues on the road with the option of walking the bicycle on the footpath.
- C. THAT revised plans for the Edgecliff Road/Old South Head intersection be prepared that reflect parts A and B of this recommendation and forwarded to RTA Network Operations for their approval.

**Item No:** 6.4 Traffic Matters on Local Roads – Recommendation to C&E for Consideration.

**Subject:** **Implementation of bike route along Old South Head Road footpath from Fern Place to Edgecliff Road – Route 4**

**Author:** Lorna Oliver - Traffic & Transport Planner

**File No:** 256.G

**Reason for Report:** Draft plans with comments from BIKEast, assessed by Council, for consideration by Bicycle Working Party

**Recommendation:**

- A. THAT this matter be deferred, pending the results of additional survey and design work commissioned by Waverley Council.
- B. THAT separation lines be provided on the northern footpath of Old South Head Road outside shops to improve safety and visibility for pedestrians and cyclists.
- C. That the proposed painted island in the cul-de-sac of Fern Place be replaced with a raised island.

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**Item No:** 6.5 Traffic Matters on Local Roads – Recommendation to C&E for Consideration.

**Subject:** **Route 25 – Alternative Route to Edgecliff Station**

**Author:** Lorna Oliver - Traffic & Transport Planner

**File No:** 256.G

**Reason for Report:** Draft plans with comments from BIKEast, assessed by Council for consideration by Bicycle Working Party

**Recommendation:**

- A. THAT the proposed intersection treatment in New McLean Street at the intersection with New South Head Road be deferred pending the proposed alterations to this intersection associated with the provision of the mid-block pedestrian signals in New South Head Road.
- B. THAT the plans for Route 25 detailed on drawing 14932/C01 be adopted for implementation subject to the following:
  - Deletion of bicycle right turn storage bay across New McLean Street for east bound cyclists.
  - Provision of a kerb ramp adjacent to the pedestrian crossing.
- C. THAT the ‘silent cop’ in Thorne Street be removed.
- D. THAT the sewer manholes in Cameron Street be raised to the level of the road.
- E. THAT suitable locations be identified for bicycle parking racks on the south side of the Edgecliff Railway Station in conjunction with Item 6 on the Adopted Implementation Program.

**Item No:** 6.6 Traffic Matters on Local Roads – Recommendation to C&E for Consideration.

**Subject:** **Traffic Calming: Route 9 – Victoria Road, Route 34 – Bellevue Hill Road & Route 38 – O’Sullivan Road, Bellevue Hill**

**Author:** Lorna Oliver - Traffic & Transport Planner

**File No:** 256.G

**Reason for Report:** Draft plans with comments from BIKEast for consideration by Bicycle Working Party

**Recommendation:**

- A. THAT it be noted that a meeting with BIKEast is to be held on Wednesday 22 February, 2006 to review their comments and identify any necessary road improvement works that would be required to be carried out in conjunction with the installation of the proposed bicycle works.
  - B. THAT a further Bicycle Working Party meeting be held on 22 March, 2006 to discuss the proposed bicycle works.
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**7. General Business**

**Funding of infrastructure improvement works associated with the installation of Bicycle facilities.**

Councillor Shoebridge suggested that any infrastructure improvement works associated with the installation of bicycle facilities should be funded from the Infrastructure Renewal Programme and not from funds allocated for the installation of the Woollahra Bike Plan.

Warwick Hatton advised the Working Party that the Infrastructure Renewal Programme funds were to be used specifically for prioritised infrastructure renewal works only and could not be used on infrastructure improvement works required for the installation of bicycle facilities. He further advised that one of the criteria used in determining the Infrastructure Renewal Programme, was whether the particular section of road or footpath was on a marked bicycle route.

**8. Next Meeting**

The next meeting of the Bicycle Working Party is scheduled for 10am on Wednesday 22 March, 2006.

Meeting concluded at 11:45am

**Greg Stewart**  
**Chair**

**Item No:** D Delegated to Committee  
**Subject:** **Woollahra Traffic Committee Minutes - 7 March 2006**  
**Author:** Warwick Hatton, Director – Technical Services  
**File No:** See Traffic Committee Minutes  
**Reason for Report:** For the Committee to consider the recommendations of the Woollahra Traffic Committee.

**Recommendation:**

THAT the Recommendations contained in the minutes of the Woollahra Traffic Committee meeting held on Tuesday 7 March 2006, Items Y1-Y5 be adopted.

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**Warwick Hatton**  
**Director – Technical Services**

# Woollahra Local Traffic Committee Minutes

The meeting of the Woollahra Local Traffic Committee was held in the Council Committee Room, Double Bay, on Tuesday 7 March 2006 at 10.00am.

## 1. Attendances

### Committee Members:

Present: Mr Warwick Hatton (Chairman) (Woollahra Municipal Council)  
Mr Navin Prasad (Roads and Traffic Authority)  
Ms Robyn Attuell (Clover Moore MP Representative)  
Mr Eric Yeung (Sydney Buses)

Staff: Mr Alan Opera (Woollahra Municipal Council)  
Mr Frank Rotta (Woollahra Municipal Council)  
Ms Armodee Reece (Woollahra Municipal Council)

### Also in Attendance:

Mr Sri Soikanth (Roads and Traffic Authority)  
Mr John McDonagh (Harbour View Park Residents' Group)  
Mr Eddy Costi (Resident – Item Y1-3)

### Apologies:

Snr Const David Cattell (Rose Bay Police - Traffic)  
Mr Scott Farlow (Peter Debnam MP Representative)

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## 2. Minutes of Previous Meeting

The minutes of Meeting No.1/06 held in Council Chambers, Double Bay, on Tuesday 7 February 2006 were confirmed by Mr Navin Prasad.

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## 3. Matters Arising from Minutes of Previous Meetings

Nil

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

Nil

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## 5. Extraordinary Meetings

Nil

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

**Item No:** Y1 Traffic Matters on Local Roads – Recommendation to C&E for Consideration

**Subject:** **Parking Restrictions Changes**

**Author:** Frank Rotta – Traffic Engineer

**File No:** (Refer to Table 1)

**Reason for Report:** Various parking restriction changes throughout the Woollahra Council area.

**Recommendation:**

**Item Y1-1: Kambala Road / Ginahgulla Road, Bellevue Hill – Signposting of ‘No Stopping’ zone**

1. That 16 metres of ‘No Stopping’ restrictions be installed on the southern side of Ginahgulla Road west of the western kerb line in Kambala Road.

**Item Y1-2: Point Piper Lane, Paddington – ‘No Stopping’ zone**

1. That a ‘No Stopping’ zone be installed on the western side of Point Piper Lane from the prolongation of the northern kerb line of Hargrave Lane in a northerly direction for 13 metres.

**Item Y1-3: Victoria Road, Bellevue Hill – Parking Across Driveway**

**Note:** Mr Eddy Costi of No.1 Victoria Road, Bellevue Hill address the Committee.

1. That the owner of No.1 Victoria Road, Bellevue Hill be advised that Council can (at his cost) provide 2 painted lines either side of the driveway to deter motorists from parking across or encroaching onto his driveway.

**Item Y1-4: Ormond Street, Paddington – One-Way Signage**

1. That the damaged ‘One-Way’ (Arrow Left) sign located on the western side of Ormond Street 0.4 metres north of the prolongation of the common boundary between Nos.74 & 76 be replaced and relocated on ELP SY20686, located 2.4 metres south of the current sign location.
2. That a ‘One-Way’ (Arrow Right) sign be installed facing west on the eastern side of Ormond Street 0.4 metres north of Oxford Street beneath the ‘No Entry’ sign at this location.

**Item Y1-5: Dover Road, Rose Bay – ‘Mail Zone’ for relocation of Post Office**

1. That subject to obtaining Development Consent for DA 72/2006/1, a 6 metre ‘Mail Zone 8.00am-8.00pm Mon-Fri 6.00pm-8.00pm Sun, 1/2P 8.30am-12.30pm Sat’ be installed just west of the statutory ‘No Stopping’ zone on the northern side of Dover Road just west of Ian Street, Rose Bay.
2. That subject to obtaining Development Consent for DA 72/2006/1, the ‘1/4P 9.00am-5.00pm Mon-Fri, 1P 8.30am-12.30pm Sat’ zone outside the current Australia Post premises at No.755 New South Head Road revert to ‘1P 8.30am-6.00pm Mon-Fri 8.30am-12.30pm Sat’ and the location of the signs be rationalised to suit.

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

**Subject:** **Edgecliff Road, Woollahra – Pedestrian Safety**

**Author:** Frank Rotta – Traffic Engineer, Traffic & Transport

**File No:** T148

**Reason for Report:** Proposed Pedestrian facilities in Edgecliff Road, Woollahra between Forth Street and Bathurst Street.

**Recommendation:**

- A. That the draft proposal for the concrete and painted medians in Edgecliff Road between Magney Street and Bathurst Street be approved.
- B. That the concrete island between Magney Street and Harkness Lane be modified to conform to the Australian Standards for this type of facility where feasible.
- C. That the funding for the implementation of this proposal be included for consideration in the 2006/2007 Capital Works Program.
- D. That Council make a submission to the RTA for funding to carry out this work.

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**Item No:** Y3 Traffic Matters on State Roads – Recommendation to C&E for Consideration

**Subject:** **2-4 Pearce Street (Stafford Street), Double Bay - Works Zone**

**Author:** Frank Rotta – Traffic Engineer

**File No:** 407.G Pt6

**Reason for Report:** Request for a Works Zone

**Recommendation:**

- A. That approval be granted for a Works Zone to be temporarily installed outside No.4 Pearce Street adjacent to the property's side frontage to Stafford Street. The length of the proposed Works Zone is 8 metres, and it is to be located on the southern side of the Stafford Street, just west of Pearce Street, Double Bay. The Works Zone shall extend from 22.7 metres west of the the western boundary of Pearce Street (on an existing post) in an westerly direction for a distance of 8 metres and is subject to the following conditions:
  - i. Any directive provided by the NSW Police Department is to be complied with.
  - ii. The Works Zone is to operate between the hours of 7.00am-4.00pm Mon-Fri and 7.00am -1.00pm Sat, for a period of 5 weeks commencing 13 March, 2006.
  - iii. Existing 2HR Resident Parking restrictions are to be maintained outside of the operational hours of the Works Zone.
  - iv. Suitable traffic control measures are to be put in place to manage truck movements to and from the excavation site.
  - v. The applicant must ensure that the traffic lanes, footpaths and driveways, adjacent to the Works Zone, remain free of obstruction at all times during the construction.
  - vi. The applicant must inform Council's Traffic Engineer when the project is completed and the Works Zone can be removed.

- vii. This Works Zone is in a residential area. The fee payable shall be in accordance with Council's adopted fees and charges applying to the period for which the approval is given, and must be paid prior to the Works Zone being installed. Should the Works Zone be required for a shorter period, application may be made for a pro-rata refund.
  - viii. Failure to comply with any of these conditions may result in the cancellation of the Works Zone at Council's discretion.
  - ix. Should the Works Zone be required for a period longer than the approved period, permission from the Director of Technical Services is required to extend the Works Zone.
  - x. Should the Works Zone be required for additional hours of operation on any particular day, any amendment will require the approval of the Woollahra Traffic Committee.
- B. That the applicant notifies all adjacent residents and business owners by a letterbox drop of the conditions of the Works Zone.

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

**Subject:** **338 Oxford Street (William Street) Paddington - Works Zone**

**Author:** Frank Rotta – Traffic Engineer

**File No:** 407.G Pt6

**Reason for Report:** Request for a Works Zone.

**Recommendation:**

- A. That approval be granted for a Works Zone to be temporarily installed for No.338 Oxford Street, Paddington, adjacent to the property's side frontage in William Street. The length of the proposed Works Zone is 11.5 metres, and it is to be located on the eastern side of William Street in front of No.338 Oxford Street, Paddington. The Works Zone shall extend from 5.5 metres south of the prolongation of the southern kerb-line of Victoria Street for a distance of 11.5 metres and is subject to the following conditions:
- i. Any directive provided by the NSW Police Department is to be complied with.
  - ii. The Works Zone is to operate between the hours of 7.00am-4.00pm Mon-Fri and 7.00am -1.00pm Sat, for a period of 31 weeks commencing 18 April, 2006.
  - iii. Existing parking restrictions are to be maintained outside of the operational hours of the Works Zone (Loading Zone 4pm – 6pm Mon - Fri).
  - iv. Suitable traffic control measures are to be put in place to manage truck movements to and from the excavation site.
  - v. The applicant must ensure that the traffic lanes, footpaths and driveways, adjacent to the Works Zone, remain free of obstruction at all times during the construction.
  - vi. The applicant must inform Council's Traffic Engineer when the project is completed and the Works Zone can be removed.
  - vii. This Works Zone is in a commercial area. The fee payable shall be in accordance with Council's adopted fees and charges applying to the period for which the approval is given, and must be paid prior to the Works Zone being installed. Should the Works Zone be required for a shorter period, application may be made for a pro-rata refund.
  - viii. Failure to comply with any of these conditions may result in the cancellation of the Works Zone at Council's discretion.
  - ix. Should the Works Zone be required for a period longer than the approved period, permission from the Director of Technical Services is required to extend the Works Zone.



- x. Should the Works Zone be required for additional hours of operation on any particular day, any amendment will require the approval of the Woollahra Traffic Committee.
  - B. That the applicant notifies all adjacent residents and business owners by a letterbox drop of the conditions of the Works Zone.
  - C. That the parking restrictions at this location be reviewed following expiration of the Works Zone with a view to rationalising the existing Loading Zone to provide an additional on-street car space at this location.
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**Item No:** Y5 Traffic Matters on Local Roads – Recommendation to C&E for Consideration.

**Subject:** 5 Wyuna Road (Wolseley Road) Point Piper - Works Zone

**Author:** Frank Rotta – Traffic Engineer

**File No:** 407.G Pt 6

**Reason for Report:** Request for a Works Zone.

**Recommendation:**

- A. That approval be granted for a Works Zone to be temporarily installed for No.5 Wyuna Road, Point Piper adjacent to the property's rear entrance in Wolseley Road. The length of the proposed Works Zone is 6 metres, and it is to be located on the southern side of the Wolseley Road frontage of No. 5 Wyuna Road, Point Piper. The Works Zone shall extend from 3.4 metres east of the prolongation of the common boundary between 5 Wyuna Road and 99 Wolseley Road in an easterly direction for a distance of 6 metres and is subject to the following conditions:
    - i. Any directive provided by the NSW Police Department is to be complied with.
    - ii. The Works Zone is to operate between the hours of 7.00am-4.00pm Mon-Fri and 7.00am -1.00pm Sat, for a period of 5 weeks commencing 13 March, 2006.
    - iii. Existing unrestricted parking restrictions are to be maintained outside of the operational hours of the Works Zone.
    - iv. Suitable traffic control measures are to be put in place to manage truck movements to and from the excavation site.
    - v. The applicant must ensure that the traffic lanes, footpaths and driveways, adjacent to the Works Zone, remain free of obstruction at all times during the construction.
    - vi. The applicant must inform Council's Traffic Engineer when the project is completed and the Works Zone can be removed.
    - vii. This Works Zone is in a residential area. The fee payable shall be in accordance with Council's adopted fees and charges applying to the period for which the approval is given, and must be paid prior to the Works Zone being installed. Should the Works Zone be required for a shorter period, application may be made for a pro-rata refund.
    - viii. Failure to comply with any of these conditions may result in the cancellation of the Works Zone at Council's discretion.
    - ix. Should the Works Zone be required for a period longer than the approved period, permission from the Director of Technical Services is required to extend the Works Zone.
    - x. Should the Works Zone be required for additional hours of operation on any particular day, any amendment will require the approval of the Woollahra Traffic Committee.
  - B. That the applicant notifies all adjacent residents and business owners by a letterbox drop of the conditions of the Works Zone.
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## **7. Late Item/Correspondence**

### 7.1 Late Item: Fletcher Street, Woollahra – Temporary restrictions during drainage works

Advice from Alan Opera in relation to temporary signposting for drainage works being carried out in Fletcher Street, Woollahra that impacts Holy Cross Primary School. A plan advising how the works were to be managed was provided to the Committee for information.

### 7.2 Late Item: Relocation of pedestrian crossing on Victoria Road, near Mansion Road, Bellevue Hill

The Scots College Prep School have requested through the RTA, a school crossing guard. The RTA School Crossing section advised Council that there were safety issues with the existing crossing that needed to be addressed. Council's Traffic Section have explored options, and provided a proposal to relocate the existing pedestrian crossing by 3 metres in a south-easterly direction, which would maintain sight distance, provide access from the school via the drainage reserve (most students access Victoria Road via the drainage reserve path instead of via Mansion Road) and would enable a school crossing guard to be provided at this location. The Committee considered that a blister island should be constructed on the east bound approach to the pedestrian crossing (north side of Victoria Road) to improve sight distance of pedestrians.

The Committee were in support of the suggestion and Council will now refer the proposal to the RTA School Crossing section before proceeding.

### 7.3 Late Item: Installation of Traffic Signals outside Edgecliff Centre on New South Head Road, Edgecliff.

Advice to the LTC that the installation of traffic signals was due to commence. Mr Navin Prasad advised that works is scheduled to commence 14 March, 2006 (preliminary work) and will be completed by the end of May 2006.

### 7.4 Late Item: Installation of right turn bans between New South Head Road to Double Bay Commercial Centre (Bay Street / Henrietta Street / Gumtree Lane).

The RTA have advised that the installation of the right turn bans from and to New South Head Road from Bay Street, Henrietta Street and Gumtree Lane will be installed mid-April 2006. These proposed bans were approved through LTC and Council in 2005. Council will undertake a letterbox drop to local residents and advice to the Double Bay Chamber of Commerce, as well as notification to Councillors and to the public via Council's column in The Wentworth Courier. The RTA will undertake further advertising of the change.

### 7.5 Late Correspondence: Email from Snr Const David Cattell (who was unable to attend)

### 7.6 Late Item: Glenmore Road / Cascade Street / Hampden Road intersection, Paddington

Snr Const Cattell advised that following correspondence forwarded from Clover Moore's office and representations from Council, the police response will be as follows:

Conducting a month long enforcement on different days and times to give an indication of any patterns. This enforcement will be high visibility, mostly to infringe any parties contravening the Australian Road Rules governing the intersection.

Police will also conduct an accident study for a 3 month period both prior to the change at the intersection and 3 month period after. These will be presented at the next Committee meeting along with enforcement figures.

Snr Const Cattell also verbally advised Alan Opera that they would try to obtain press coverage for the enforcement. The option of upgrading the Stop signs at this location was also discussed and will be further investigated in conjunction with the police information.

7.7 Late Item: School Bus Zone issue – Victoria Road, Bellevue Hill servicing Scots College

Snr Const Cattell advised continuing issues with parking of private buses in the Bus Zone. Illegal parking is hampering STA school bus service and other private buses ability to pick-up / drop-off. Council will write to the school to encourage better management of their private bus services and on-going enforcement to be requested at this location.

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There being no further business, the meeting concluded at 11.25am.

**Warwick Hatton**  
**Chair**

**Item No:** D4 Delegated to Committee  
**Subject:** **Commercial Use of Open Space - Personal Trainer and Group Fitness Activities in Council Parks and Reserves**  
**Author:** Scot Hedge, Parks and Recreation Coordinator  
**File No:** 172.G  
**Reason for Report:** Recommend development of a commercial personal training and fitness group activities policy and guidelines

**Recommendation:**

That a draft policy outlining management of commercial use of open space by personal training and group fitness activity providers be prepared for consideration by Council.

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**Issue:**

A growing number of complaints have been received by staff in relation to the activities of personal training providers in public open space areas. Complaints relate to a number of issues including:

- excessive noise in early morning hours, as a result of shouting commands and particular classes such as boxing sessions (impact noise);
- alienation of public open space and facilities, including pathways and exercise stations; and
- conducting commercial activities and advertising on public land.

The issue has also received attention in local and Sydney wide media. Complaints have been received for areas such as Rushcutters Bay Park, Lyne Park and Trumper Park. The current park hire and activity approval system does not cover the use of public open space for commercial personal training and group fitness activities. There is also currently no regulatory mechanism available to staff to undertake enforcement action and prevent these people from operating and impacting on the public's use of open space or surrounding residents.

**Background:**

Staff have been involved in a Commercial Recreation in Open Space work group involving various councils, Centennial Parkland officers and representatives of Fitness NSW. Currently, a small number of Councils in Sydney have implemented policies and procedures to manage the issue of commercial activities on public open space, including personal and group fitness trainers.

Waverley Council has developed a draft 'Organised or Commercial Fitness Group and Personal Training Policy and Guidelines'. The draft Policy was on public exhibition until 3 February 2006 and is attached in Annexure 1. Their proposed system involves issuing permits on a non-exclusive basis, taking into consideration:

- Usage demand and intensity of use of the area and times requested
- Number of approved trainers already using the area
- Other activities (passive and active) being undertaken in area
- Type of activities to be undertaken and whether it may impact upon other users and neighbouring residents during times requested
- Whether activities will contribute to increasing congestion or user conflict in the area requested.

The Waverley Council officer responsible for the development of the draft has indicated that they intend to initially take an educational approach. It was considered that enforcement would be difficult, such as in situations where trainers and groups claim to be friends and are not undertaking a commercial activity. There is to be a six month trial of the policy aimed to identify and address any implementation problems.

Manly Council has implemented a 'Personal Fitness Trainer Agreement' on a trial basis of six months, which is to be reviewed early in 2006. From 1 October 2005 a personal fitness trainer wishing to conduct a commercial activity within the Manly LGA must comply with the Manly Council trainer agreement conditions and fee structure. A trainer must be registered with Fitness NSW to conduct such an activity.

Mosman Council has also developed a policy specific to commercially based personal fitness trainers. This policy specifically prohibits boxing and kickboxing style training on Council reserves. Fees are waived if trainers have adequate public liability insurance and are members of a Council approved professional body affiliated with the fitness industry. Mosman staff advised that only two personal trainers had registered with the Council in an eight month period.

### **Legislation**

The open space that appears to be currently used for commercial activities within Woollahra for personal training and group fitness is subject to legislation including the *Local Government Act 1993* (community land) and *Crown Lands Act 1989* (Crown reserves). It is permissible under these pieces of legislation to issue temporary licences for certain activities on public space such as personal training.

### **Conclusion:**

The use of our parks by the community for fitness training is supported, however, given the recent increase in complaints and growth in the fitness industry over the last few years, the use of open space for such activities, on a commercial basis, requires management to reduce impacts on other park users and protect the amenity of adjoining residents.

A policy outlining conditions for commercial use of open space by personal training and group fitness providers would allow Council to regulate these activities.

Scot Hedge  
Parks and Recreation Coordinator

Warwick Hatton  
Director Technical Services

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### **Annexures:**

Waverley Council Organised or Commercial Fitness Group and Personal Training Policy and Guidelines

**Item No:** R1 Recommendation to Council  
**Subject:** **Woollahra Sustainability Plan**  
**Author:** Anita Lakeland - Team Leader Strategic Planning  
**File No:** 1159G  
**Reason for Report:** To report on the progress of the Woollahra Sustainability Plan.  
To report on the outcomes of the consultation phase - Stage 2 - Issues and Visioning

**Recommendation:**

That the report be received and noted.

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**Background:**

A report was submitted to the Community and Environment Committee on 19 September 2005 introducing Council to the preparation of the Woollahra Sustainability Plan.

In brief, the report provided:

- an introduction and background information on sustainability, including the role of council and links to sustainability;
- a detailed outline of the 3 stages of the project;
- the community consultation and communications program; and
- proposed dates for the staff briefing session and workshop with Councillors.

This report was endorsed by Council on 26 September 2005.

Following that meeting, a detailed staff presentation on the Woollahra Sustainability Plan project was made to Councillors on Tuesday 11 October. Councillors Petrie, Shoebridge, Excell and Shapiro attended the presentation and provided positive feedback on the project. The presentation is attached as **Annexure A** and was forwarded to all Councillors following the presentation with a copy of the Literature Review.

**Project progress:**

The preparation of the Woollahra Sustainability Plan has followed the three staged process that was outlined in the report to the Community and Environment Committee on 19 September 2005. Below is an outline on the progress of each stage of the process. The key steps and status within each stage are summarised in the table attached as **Annexure B**.

***Stage 1 – Background***

Literature review

A literature review of regional, state and national legislation, plans and strategies related to sustainability was completed and forwarded to Councillors for their information by email on 18 October 2005 following the staff presentation to Councillors.

The purpose of the literature review was to identify the regional, state and national legislative, strategic, guideline and directional requirements for sustainability and their implications for local government. The review will ensure that the Woollahra Sustainability Plan is responsive to, and consistent with these requirements, and will provide a source of certain actions for Council to implement to achieve a greater level of sustainability.

#### Sustainability audit

A sustainability audit was undertaken to assess the level of sustainability of all of Council's functions and activities. The audit identified where Council is achieving a high level of sustainability and where improvements can be made. Overall, the audit demonstrated that Council is acting sustainably, either in full or part, in many areas.

With the finalisation of the literature review and the sustainability audit, Stage 1 of the project is now complete.

#### *Stage 2 – Issues and Visioning*

Stage 2 – Issues and Visioning of the project was undertaken by the Institute For Sustainable Futures and commenced in September 2005. In accordance with our consultancy brief, the Institute used the following processes to capture community responses to sustainability during the three-month research period:

- 1 snapshot survey (179 respondents)
- 3 community workshops; 2 for a general audience and one with high school students (17 participants)
- 1 longer community survey (38 respondents).

In total, the process engaged 229 community members.

The Institute also consulted Council staff and Councillors via:

- 2 Council staff workshops (27 participants)
- 1 Councillor workshop (1 attendee and 1 email feedback).

In addition, a review of recent community consultation results undertaken by Council in the last three years was also undertaken to distil sustainability related issues for consideration in the Woollahra Sustainability Plan.

The various consultation results have provided an insight into community views, issues and vision for the future of Woollahra LGA. The findings will be a valuable resource for us to inform the development of the actions contained within the Woollahra Sustainability Plan. The results have identified a convergence of views around certain issues. The positive views were around the following issues:

- Harbour and beaches
- Parks and public spaces
- Trees
- Community feel / community spirit
- Facilities and services for all age groups
- Existing built environment and heritage

The negative views were around the following issues:

- Traffic (congestion / pollutions)
- Development or over development

A clear explanation of these issues is provided in the *Capturing Community Visions and Issues* report (the report) in **Annexure C** (circulated separately by email). In summary the report contains the following outcomes.

#### Review of existing community consultation results

The report reviewed and summarised recent community consultation undertaken by Council for consideration in developing actions within the Sustainability Plan. The results of this review are contained in section 2 of the report in **Annexure C** (circulated separately by email).

#### Snapshot survey

As a preliminary exercise to the community workshops, a snapshot survey was undertaken at the People and Pets Day with 179 respondents. The intention of the survey was to obtain a snapshot of sustainability issues as described by the community and to assist in informing material for the workshops.

In summary, some of the most common results from the snapshot survey showed that, in thinking about Woollahra in 20 years, the people surveyed would like:

- More trees, 'green' and 'leafy';
- Less development, less high rise / high density;
- Accessible, open public spaces and parks;
- Maintain the present look;
- More community events;
- Friendly, welcoming and tolerant;
- Safety;
- Community involvement;
- Village atmosphere.

#### Community visioning and issues workshops

Two community workshops were conducted on Wednesday 19 October and Saturday 22 October with a total of 10 and 2 attendees respectively. Notices of the workshops were placed in the Wentworth Courier, Council website, Mayoral column, Council's What's on calendar of events and interest groups were notified as well as other interested parties.

Participants were initially asked to write down words, thoughts and ideas in response to the term "sustainable community" and "sustainability". Participants then worked in groups to discuss and record a vision for a sustainable community in Woollahra in 20 years time, in the form of brief sentences or dot points. Each group then identified the issues associated with their vision and worked together to develop priorities for action. Following this, groups then listed the associated challenges and brainstormed strategies to overcome them.

In brief, the participants were very active in community issues and concerns resulting in valuable information to consider in the Sustainability Plan. The participants had a broad knowledge regarding sustainable communities from the outset (as many are already actively involved in community groups or the like). Participants generally worked well in addressing both social and environmental aspects of long term planning however, found it more difficult to articulate the economic aspects as they felt less able to control or influence the outcomes at the local level.

The results of the workshop are detailed in section 4.2 of the report in **Annexure C** (circulated separately by email).



#### High school student workshop

All seven high schools within Woollahra LGA were invited to select students to participate in a high school workshop. Despite numerous attempts to discuss the attendance of students with other schools, only Scots College opted to send five students.

The high school workshop ran in the same format as the community workshops above, but required more facilitation and focussed more specifically on the social and environmental aspects of sustainability.

The results of the workshop are detailed in section 5.2 of the report in **Annexure C** (circulated separately by email).

#### Council staff workshops

Two staff workshops were facilitated by the Institute comprising of staff members from Community Services and Planning and Development, who attended the first workshop and Technical Services and Governance who attended the second. In total 27 staff attended the workshops.

The purpose of the staff workshops was to present an analysis of the community issues, concerns and visions (based on the snapshot survey and workshop outcomes) for discussion. Working in groups, staff then documented their responses to the results of the community consultation and generated ideas and strategies and actions in response to the issues, in the short and long term.

The results of the staff workshop are outlined in section 6.2 of the report in **Annexure C** (circulated separately by email).

#### Councillor workshop

Councillors were invited to attend a workshop on 8 November 2005 facilitated by the Institute, the date being confirmed through the Community & Environment Committee on 19 September and Council on 26 September 2005. Councillors were also reminded of the workshop through the Councillor Diary, Councillor Bulletin and email. Prior to the workshop Councillors were issued with a brief outline of the key consultation results so far.

Councillor Shoebridge attended the workshop and as a result the workshop format was considerably changed to focus on more one-on-one consultation. Following the workshop a copy of the workshop presentation was forwarded to all Councillors and a request was made for comments. Councillor Excell provided some comments to this request.

The result of the workshop / Councillor comments are outlined in section 7.2 of the report in **Annexure C** (circulated separately by email).

#### Community survey

The Institute developed a community survey titled "What is your vision for Woollahra ? A survey for residents". The purpose of the survey was to collate a comprehensive set of both quantitative and qualitative data to further inform the Sustainability Plan. The survey also tested and further explored the outcomes of the community visions and issues raised in the snapshot survey and workshops. The survey was placed on Council's website and located at Council's reception, customer services centre, Paddington, Watsons Bay and Double Bay libraries, Holdsworth Community Centre and Woollahra Pre-school and distributed via email or post to community groups and interested parties. A total of 38 surveys were completed over the two week period.

The results of the survey are outlined in section 8.2 of the report in **Annexure C** (circulated separately by email).

Final summary of issues

Section 9.2 of the report in **Annexure C** (circulated separately by email) summarises the issues raised from the existing consultation review, snapshot survey, and workshops which have been tabulised with links to sustainability, Council's Management Plan and State of Environmental Report for ease of interpretation.

Overall the work undertaken by the Institute for Sustainable Futures was to a very high standard with obvious contributions beyond the scope of the brief.

With the finalisation of the report, Stage 2 – Issues and Visioning of the project is now complete.

***Stage 3 - Action plan***

The next stage of the project is the development of actions in response to the information gathered from Stages 1 and 2 of the project including the:

- legislative requirements and implications arising from the literature review;
- sustainability audit of council's functions and activities; and
- community issues, visions and concerns arising from the consultation stage.

This stage has begun, initially with the review of the sustainability audit results of Council's functions and activities. In many cases, the draft actions will generally build on, or require the review of, existing programs, plans, procedures and strategies currently being undertaken.

Following this, actions will be developed in response to the literature review and consultation results.

***Final stage – Woollahra Sustainability Plan***

Following the finalisation of the actions, the Sustainability Plan will be prepared. In brief the plan will:

- contain an introductory section which sets the global and local context for sustainability, purpose of the plan, consultation outcomes, links to other plans in Council and the plan review process.
- identify a vision for Woollahra 2025 and objectives of the sustainability plan;
- provide an introduction, identification of issues, goals, objectives and actions for the areas of the
  - built environment
  - natural environment
  - roads, traffic and transport
  - parks and public spaces
  - social environment and
  - corporate environment
- outline the implementation, monitoring and review process.

## **Conclusion**

Progress of the Woollahra Sustainability Plan is going well, with an expectation that a draft plan will be prepared by June 2006.

**Anita Lakeland**  
**Team Leader Strategic Planning**

**Chris Bluett**  
**Manager Strategic Planning**

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## **Annexure:**

- A** Staff presentation to Councillors 11 October 2005
- B** Project status of tasks
- C** Institute for Sustainable Futures. *Woollahra Sustainability Plan – Capturing Community Visions and Issues* Dec 2005. (Circulated electronically by email. Hard copy available at meeting and on request).

**Item No:** R2 Recommendation to Council  
**Subject:** **Policy for the sponsorship of events and activities**  
**Author:** Kylie Walshe  
**File No:**  
**Reason for Report:** To adopt a policy to assist in the attraction and management of the sponsorship of community events and activities conducted by Council.

**Recommendation:**

- A. That Council adopt the draft Policy for the Sponsorship of Events and Activities as the adopted policy in this area, as detailed in Annexure 1 of this report.

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**Background:**

The Sub-Activity 5.5, Cultural Development, of Council's 2005/06 Management Plan includes a project to develop a draft Sponsorship Policy for Council events and cultural activities. The adoption of the draft Policy for the Sponsorship of Events and Activities ("draft Policy") will ensure a consistent and proper approach is taken in the seeking and management of sponsorship for community events and activities conducted by Council.

The recent community visioning and issues exercise for the Woollahra Sustainability Plan highlighted that the Woollahra community surveyed placed high importance on 'community spirit' and 'sense of belonging' and have a desire for more community events and activities. With the limited resources Council has to allocate to these types of activities a mechanism to encourage increased levels of sponsorship could assist in the retention and improvement of the level of community activities and events conducted by Council. It is anticipated that the implementation of the draft Policy will assist with this.

See Annexure 1 for the draft Policy for the Sponsorship of Events and Activities.

**Proposal:**

The attached draft Policy will assist staff and Council in the procurement of sponsorship for community events and activities including Poets Picnic, People & Pets Day, Small Sculpture Prize, Youth Week and the many other small activities and events held by Council. The draft Policy covers sponsorship in the form of financial and in-kind contributions, such as free advertising and use of equipment.

The draft Policy recognises and includes the three methods that Council currently uses to secure sponsorship:

1. A direct offer to Council.
2. An approach by Council to appropriate organisations.
3. A call for Expressions of Interest.

It provides Council with the ability to choose the most appropriate method of procurement of sponsorship. In order to understand how this draft Policy will be implemented, examples of past sponsorship agreements that are in accordance with the draft Policy are detailed below:

*Example 1*

*Over \$16,000 in financial contributions was secured for the Small Sculpture Prize 2005. These funds were obtained through direct invitations to potential sponsors and the promotion of sponsorship opportunities in the local media.*

*Example 2*

*Sponsorship of a prize category in the Youth Photographic Awards. This financial sponsorship of \$2,500 contributed towards the prize money and some administration associated with the expanded program for this activity. This was secured by a direct approach to Council staff by the sponsor.*

*Example 3*

*Sponsorship in the form of reduced printing costs for the promotional material for the Small Sculpture Prize. This was relatively small in value (under \$1,000) and enabled Council funds to be allocated to catering and staffing for the opening night. This was a direct approach by Council staff to the potential sponsor.*

### **Independent Commission Against Corruption Guidelines**

The draft Policy is in accordance with the Independent Commission Against Corruption (ICAC) Guidelines regarding sponsorship, detailed below.

1. A sponsorship arrangement should not impose or imply conditions that would limit, or appear to limit, a public sector agency's ability to carry out its functions fully and impartially.
2. There should be no real or apparent conflict between the objectives and mission of the sponsored agency and those of the sponsor.
3. A public sector agency with regulatory or inspectorial responsibilities should neither seek nor accept sponsorship from persons or bodies which are, or are likely to be, subject to regulation or inspection by the agency during the life of the sponsorship.
4. Sponsorship of a public sector agency or activity should not involve explicit endorsement of the sponsor or the sponsor's product.
5. Where sponsorship takes the form of provision of a sponsor's product, the product should still be evaluated for its fitness for purpose against objective operational criteria which are relevant to the agency's needs.
6. It is inappropriate for any employee of a public sector agency to receive a personal benefit from a sponsorship.
7. In most circumstances, the public interest is best served by making sponsorship opportunities widely known. To this end, sponsorships should be sought by calling expressions of interest or using other broadly based mechanisms not limited solely to invited sponsors.
8. Government agencies should assess sponsorship proposals against predetermined criteria which have been published in advance or which are circulated to organisations which submit an expression of interest.
9. A sponsorship arrangement is a contract and should be described in a written agreement.
10. All sponsorship arrangements should be approved by the CEO or another designated senior officer of the agency and described in the agency's annual report, in form commensurate with the significance of the sponsorship.

11. A sponsored agency must ensure that sufficient resources are available to enable the promised sponsor benefits to be delivered. The sponsored agency should provide sufficient information for the sponsor to evaluate the outcomes of the sponsorship.

**Identification of Income & Expenditure:**

The adoption of this draft Policy will have no impact on expenditure, but is designed to encourage an increase in sponsorship income for community events and activities in future years.

**Conclusion:**

It is recognised that Council has been attracting and managing sponsorship for community events and activities for some time, with the need for a Policy on this issue long standing. The adoption of the draft Policy for the Sponsorship of Events and Activities will ensure that staff have a thorough understanding of the probity issues surrounding sponsorship by private corporations and individuals, and make it easier to manage a sponsorship agreement in accordance with the ICAC Guidelines. Hopefully, this will encourage staff to pursue sponsorship agreements in the future, attracting much needed funds to continue the large array of community and cultural events and activities held by Council.

Kylie Walshe  
**Director Community Services**

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**ANNEXURES:**

Annexure 1: draft Policy for the Sponsorship of Events and Activities.