



Community & Environment Committee

Agenda: *Community & Environment Committee*

Date: *Monday 9 August 2004*

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

5 August 2004

To: The Mayor, Councillor Rundle, ex-officio
Councillors Marcus Ehrlich (Chair)
 Claudia Cullen
 Tanya Excell
 Wilhelmina Gardner
 Andrew Petrie
 Fiona Sinclair King
 John Walker

Dear Councillors

Community & Environment Committee Meeting – 9 August 2004

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 9 August 2004 at 6.00pm.**

Gary James
General Manager

Meeting Agenda

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

Items to be Decided by this Committee using its Delegated Authority

D1	Confirmation of Minutes of Meeting held on 26 July 2004	1
D2	Woollahra Traffic Committee Minutes – 3 August 2004	2
D3	Possible inclusion of plastic bags in kerbside collection service-588.G	13
D4	Social needs study – 79.G	21
D5	Walking bus pilot project – 1041.G CSC	34

Item No: D1 Delegated to Committee
Subject: **Confirmation of Minutes of Meeting held on 26 July 2004**
Author: Les Windle, Manager - Governance
File No: See Council Minutes
Reason for Report: The Minutes of the Meeting of Monday 26 July 2004 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 26 July 2004 be taken as read and confirmed.

Les Windle
Manager – Governance

Item No: D2 Delegated to Committee
Subject: Woollahra Traffic Committee Minutes - 3 August 2004
Author: John Stephens, Team Leader – Traffic & Transport
File No: See Traffic Committee Minutes
Reason for Report: For the Committee to consider the item requiring the decision of the Committee.

Recommendation:

THAT the Recommendations of the Traffic Committee meeting held on Tuesday 3 August 2004, Section 7, Items Y1 to Y10, be adopted.

Warwick Hatton
Director – Technical Services

Woollahra Local Traffic Committee Minutes

The meeting of the Woollahra Local Traffic Committee was held in the Council Chambers, Double Bay on Tuesday 3 August 2004, at 10.00am.

1. Attendances

Committee Members:

Present: Mr W Hatton (Chairman) (Woollahra Municipal Council)
Mr D Russell (Roads and Traffic Authority)
Sen.Constable S McKenna (Rose Bay Police)
Mr E Yeung (Sydney Buses)
Mrs R Attuell (Clover Moore MP representative)
Mr R Caldwell (Peter Debnam MP representative)

Staff Ms S Jacobs (Woollahra Municipal Council)

Also in Attendance: Cr W Gardner (Item Y8 - Woollahra Municipal Council)
Cr K Huxley (Items Y1-2,Y1-6,Y2,Y10 Woollahra Municipal Council)
Mr J McDonagh (Harbour-View Park Residents' Group)
Mr B Stephens (Item Y2 - Golden Sheaf Hotel)
Mr G Hilford (Item Y2 - Golden Sheaf Hotel)

Apologies: Mr J Stephens (Woollahra Municipal Council)

2. Minutes of Previous Meeting

The minutes of the meeting No.06/04 held in Council Chambers, Double Bay on Tuesday 6 July 2004 were confirmed with the following amendments:-

Item Y3: 694-696 Old South Head Road – Works Zone

Paragraph (vi) changed to “This Works Zone is in a commercial area”, delete residential.

Item Y5: Queen Street, Woollahra – Kerb Blister

Include reference to painted kerb blister at Moncur Street. Recommendation to read:-
“ THAT Drawing No.14888 (sheets 1 & 2) detailing the proposed kerb blisters on the northern side of Queen Street at Holdsworth Street and painted kerb blister at Moncur Street be approved for implementation.

3. Matters Arising from Minutes of Previous Meetings

Nil

4. Extraordinary Meetings

Nil.

5. Late Item/Correspondence

Nil

6. SEPP11 Development Referrals for Assessment

Nil

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

Item No: Y1 Traffic Matters on Local Roads – Recommendation to C&E for Consideration
Subject: Parking restrictions changes
Author: Sharon Jacobs, Traffic and Transport Officer
File No: (Refer to Table 1)
Reason for Report: Various parking restriction changes throughout the Woollahra Council area.

Recommendation:

THAT the recommendations of Items Y1-1 to Y1-6 inclusive contained in Annexure 1 be adopted.

Item Y1-1 : 5 Pacific Street, Watsons Bay – Disabled Parking

A. That a 6 metre ‘Disabled Parking Only’ zone be installed outside 5 Pacific Street, Watsons Bay from the boundary of premises 3 & 5 to a point 6 metres west thereof (in front of No. 5).

- B. That the cost of the disabled parking signs be charged to the applicant.
- C. That the applicant be advised to inform Council should the circumstances change or the disabled parking space no longer be required.

Item Y1-2 : Norwich Road, Rose Bay – ‘2P’ Parking

THAT eight ‘2P’ parking spaces 8.30am-6.00pm Monday to Friday, 8.30am-12.30pm Saturday, be signposted on the eastern side of Norwich Road, Rose Bay, to be installed 10 metres from the southern kerb alignment of New South Head Road.

Item Y1-3: 20 Ocean Avenue, Double Bay – Disabled Parking

- A. THAT a 6 metre 'Disabled Parking Only' zone be installed in Ocean Avenue, Double Bay, to be located in front of No. 18 situated on the corner of Ocean Avenue and Holt Street. The Disabled Parking Only Zone, will begin from the ‘No Standing’ sign and extend 6 metres north thereof.
- B. THAT the cost of the ‘Disabled Parking’ signs be charged to the applicant.
- C. THAT the applicant be advised to inform Council should the circumstances change or the Disabled Parking space no longer be required.
- D. THAT the existing ‘No Standing’ sign on Ocean Avenue at the intersection with Holt Street, be changed to ‘No Stopping’ in accordance with Australian Road Rules.

Item Y1-4: Tivoli Avenue, Rose Bay – ‘No Stopping’

- A. THAT ‘No Stopping’ restrictions be installed across the driveway from the ‘No Parking 8.15am-9.15am; 2.30pm-4.00pm School Days Only’ (L&R) signpost located on the southern side of the driveway.
- B. THAT the directional arrows of the northern and southern ‘No Parking 8.15am-9.15am; 2.30pm-4.00pm School Days Only’ signs covering the driveway be amended to (L) and (R) arrows respectively.

Item Y1-5: Australia Lane, Woollahra – ‘No Stopping’

- A. THAT 10 metre ‘No Stopping’ zones be placed on either side of Australia Lane on both the eastern and western side at the intersection with Adelaide Street, Woollahra.
- B. THAT the existing ‘No Standing’ sign in Adelaide Street at Australia Lane be upgraded to ‘No Stopping’ signs.

Item Y1-6: Ormond Street, Paddington – ‘No Stopping’

THAT the matter be deferred for discussion with Australia Post concerning the proposed location for installing a Street Posting Box and Australia Posts requirement for parallel parking in the existing ‘No Standing Aust Post Vehicles Excepted’ parking space.

Item No: Y2 Traffic Matters on Local Roads – Recommendation to C&E for Consideration
Subject: **New South Head Road, Double Bay – Taxi Zone**
Author: John Stephens, Team Leader - Traffic and Transport
File No: T329.Pt4
Reason for Report: Late item tabled at 6 July 2004 Traffic Committee

Recommendation:

THAT the matter be deferred to review existing and proposed parking restrictions adjacent to the intersection and a further report be presented to the Woollahra Local Traffic Committee.

Item No: Y3 Traffic Matters on Local Roads – Recommendation to C&E for Consideration
Subject: **126-140 Oxford Street, Paddington - Works Zone**
Author: Sharon Jacobs – Traffic and Transport Officer
File No: 407.G pt4
Reason for Report: Works Zone application received from Infinity Constructions associated with the site at 126-140 Oxford Street, Paddington.

Recommendation:

- A. THAT approval be granted for a Works Zone to be temporarily installed along the frontage of 126-140 Oxford Street, Paddington. The length of the proposed zone is 36 metres and is subject to the following conditions:
- i. Approval from the RTA be obtained for a ‘Road Occupancy Licence’ and sighted by Council, before any Works Zone signs are installed.
 - ii. Any directive provided by the NSW Police Department is to be complied with.
 - iii. The Works Zone is to operate 7.00am-3.00pm Mon-Fri, 7.00am-1.00pm Sat for 9 months from September 2004 and to include the existing 1P and 2P metered parking with additional bays to be installed. (Monday to Friday ‘2P’ meter 7pm-9pm; Saturday ‘1P’ meter 1pm-7pm and ‘2P’ meter 7pm-9pm; and Sunday ‘2P’ meter 8am-9pm).
 - iv. The applicant is to ensure that the traffic lanes, footpaths and driveways, adjacent to the Works Zone, remain free of obstruction at all times during the construction.
 - v. The applicant is to provide details of the traffic control to be provided when cranes, concrete pumps and other machinery are standing in Oxford Street.
 - vi. The applicant is to inform Council’s Traffic Engineer when the project is completed and the Works Zone can be removed.
 - vii. This Works Zone is in a parking meter 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 determination.
 - ix. The developer should be advised that:
 - 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.

- Should the Works Zone be required for additional hours of operation, 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.

Item No: Y4 Traffic Matters on Local Roads – Recommendation to C&E for Consideration
Subject: **677 New South Head Road, Rose Bay – Works Zone**
Author: John Stephens - Team Leader Traffic and Transport
File No: 407.G pt4
Reason for Report: Works Zone application received from Lyne Park Development Pty Ltd associated with the site at 677 New South Head Road, Rose Bay.

Recommendation:

A. THAT approval be granted for a Works Zone to be temporarily installed along the southern side of New South Head Road, Rose Bay, outside No. 679 New South Head Road, associated with the site at 677 New South Head Road. The length of the proposed zone is 7 metres and is subject to the following conditions:

- i. Approval from the RTA be obtained for a ‘Road Occupancy Licence’ and sighted by Council, before any Works Zone signs are installed.
- ii. Approval, in writing, of the property owner at 679 New South head Road be obtained by the applicant, and sighted by Council, before any Works Zone signs are installed.
- iii. The Works Zone is to be positioned on the southern side of New South Head Road and extend outside No. 679 New South Head Road, for a distance of 7 metres.
- iv. Any directive provided by the NSW Police Department is to be complied with.
- v. The Works Zone is to operate 10.00am-4.00pm Mon-Fri and 7.00am-1.00pm Sat, for 7 months, commencing early September 2004.
- vi. The applicant is to ensure that the traffic lanes, Bus Zone, footpaths and driveways, adjacent to the Works Zone, remain free of obstruction at all times during the construction.
- vii. The applicant is to provide details of the traffic control to be provided when cranes, concrete pumps and other machinery are standing in New South Head Road.
- viii. The applicant is to inform Council’s Traffic Engineer when the project is completed and the Works Zone can be removed.
- ix. 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.
- x. Failure to comply with any of these conditions may result in the cancellation of the Works Zone at Council’s determination.
- xi. The developer should be advised that:
 - 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.
 - Should the Works Zone be required for additional hours of operation, 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.

Item No: Y5 Traffic Matters on Local Roads – Recommendation to C&E for Consideration.
Subject: **5 Victoria Street, Watsons Bay – Works Zone**
Author: Sharon Jacobs – Traffic and Transport Officer
File No: 407.G pt4
Reason for Report: Works Zone application received from Kirk Group Holdings Pty Ltd associated with the site at 5 Victoria Street, Watsons Bay.

Recommendation:

- A. THAT approval be granted for a Works Zone to be temporarily installed along the frontage of 5 Victoria Street, Watsons Bay. The length of the proposed zone is 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 7.00am-4.00pm Mon-Fri, for 5 months and include ‘No Stopping at other times’ on the signs.
 - iii. The applicant is to ensure that the traffic lanes, footpaths and driveways, adjacent to the Works Zone, remain free of obstruction at all times during the construction.
 - iv. The applicant is to provide details of the traffic control to be provided when cranes, concrete pumps and other machinery are standing in Victoria Street.
 - v. The applicant is to inform Council’s Traffic Engineer when the project is completed and the Works Zone can be removed.
 - vi. 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.
 - vii. Failure to comply with any of these conditions may result in the cancellation of the Works Zone at Council’s determination.
 - viii. The developer should be advised that:
 - 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.
 - Should the Works Zone be required for additional hours of operation, 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.

Item No: Y6 Traffic Matters on Local Roads – Recommendation to C&E for Consideration.
Subject: 11A Gladswood Gardens, Double Bay – Works Zone Extension
Author: John Stephens, Team Leader - Traffic & Transport
File No: 407.G pt4
Reason for Report: Works Zone extension received from Gladswood Construction associated with the site at 11A Gladswood Gardens, Double Bay.

Recommendation:

- A. THAT approval be granted for the time extension to 24 December 2004 of a Works Zone installed along the frontage of Gladswood Gardens, Double Bay, and fronting property number Nos.6-8 (opposite entrance to 11A). The length of the proposed zone is 15 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 7.00am-5.00pm Mon-Fri, 7.00am-1.00pm Sat, including the provision of '2 Hour parking 1.00pm-6.00pm Sat; 8.00am-6.00pm Sun ARVE Area DB1' signs, for a period until 25 December 2004.
 - iii. The applicant is to ensure that the traffic lanes, footpaths and driveways, adjacent to the Works Zone, remain free of obstruction at all times during the construction.
 - iv. The applicant is to provide details of the traffic control to be provided when cranes, concrete pumps and other machinery are standing in Gladswood Gardens.
 - v. The applicant is to inform Council's Traffic Engineer when the project is completed and the Works Zone can be removed.
 - vi. 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.
 - vii. Failure to comply with any of these conditions may result in the cancellation of the Works Zone at Council's determination.
 - viii. The developer should be advised that:
 - 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.
 - Should the Works Zone be required for additional hours of operation, 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 and its extension to 25 December 2004.
-

Item No: Y7 Traffic Matters on Local Roads – Recommendation to C&E for Consideration
Subject: **New South Head Road, near Elanora Street, Rose Bay – Proposed bridge works**
Author: John Stephens - Team Leader Traffic and Transport
File No: T329.
Reason for Report: Approval of Traffic Management Plan and Traffic Control Plans for proposed bridge works in New South Head Road, Rose Bay.

Recommendation:

THAT the Committee note that the Traffic Management Plan dated July 2004, prepared by Winning Traffic Solutions, detailing the proposed traffic arrangements for the bridge works in New South Head Road at the stormwater channel culvert has been submitted to the RTA for approval.

Item No: Y8 Traffic Matters on Local Roads – Recommendation to C&E for Consideration.
Subject: **Vaucluse Shopping Centre – Proposed Parking Amendments**
Author: John Stephens, Team Leader - Traffic & Transport
File No: 488.G Pt6
Reason for Report: To refer Council’s resolution of 12 July 2004 to the Traffic Committee

Recommendation:

- A. The existing 10 parking restrictions on the western side of New South Head Road, north of Petrarch Avenue be amended to ‘1/2 Hour Parking 6.20am – 8.30pm Mon – Fri; 8.30am – 12.30pm Sat’ within the Vaucluse Shopping Centre.
- B. THAT the above parking changes be monitored to ascertain if any further amendments are necessary and a report be brought back to this Committee in six months time.

Item No: Y9 Traffic Matters on Local Roads – Recommendation to C&E for Consideration.
Subject: **Wallis Street, Woollahra – Proposed Traffic calming system**
Author: John Stephens, Team Leader - Traffic & Transport
File No: 482
Reason for Report: To report on the proposed Traffic Calming System for Wallis Street at Woods Avenue and Nelson Street, Woollahra.

Recommendation:

- A. THAT Drawing no.14748_a5.dwg (sheets 1 & 2) detailing the proposed Traffic Calming System on Wallis Street at Woods Avenue and Nelson Street, Woollahra be approved, subject to the inclusion of a ‘Give Way’ sign on Wallis Street, west of Woods Avenue.
- B. THAT the approved Drawing no.14748_a5.dwg (sheets 1 & 2) be forwarded to residents of Woods Avenue and Wallis Street between Ocean Street and Edgecliff Road and advertise in the Wentworth Courier.

- C. THAT subject to no substantial objections being received, the proposed works be implemented.
-

Item No: Y10 Traffic Matters on Local Roads – Recommendation to C&E for Consideration.
Subject: **Paddington – Proposed Pedestrian Crossings**
Author: John Stephens, Team Leader - Traffic & Transport
File No: 445.G pt6
Reason for Report: To approve the installation of pedestrian crossings within Paddington as considered by the Paddington Traffic Working Party on 30 July 2004.

Recommendation:

- A. THAT marked pedestrian crossings be installed at the following locations:
- Hargrave Street at Cascade Street,
 - Cascade Street just south of Hargrave Street,
 - Cascade Street just north of Gurner Street,
 - Both sections of Gurner Street at Cascade Street,
 - Brown Street on the southern approach to Glenmore Road,
 - Campbell Avenue at Glenmore Road.
- B. THAT the above locations be referred to Energy Australia for appropriate floodlighting.
- C. THAT the installation of the proposed pedestrian crossings at the following locations be deferred until the implementation of the 40km/h speed zone in Glenmore Road and the construction of the proposed intersection at Glenmore Road and Brown Street:
- Glenmore Road on the western approach to Brown Street,
 - Glenmore Road just north of Campbell Avenue and
 - Brown Street on the northern approach to Glenmore Road.
-

There being no further business, the meeting concluded at 11.30am.

Warwick Hatton
Chair

Item No: D3 Delegated to Committee
Subject: **Possible Inclusion Of Plastic Bags In Kerbside Collection Service**
Author: Philip Dahms
File No: 588.G
Reason for Report: To report on the issues related to the possible inclusion of plastic bags in Council's kerbside collection service.

Recommendation:

- A. That for the reasons considered in the report, it is recommended that Council not include plastic bags in the kerbside recycling collection service.
 - B. It is recommended that Council continue to promote its "no use of plastic bags" objective through stakeholder consultation and its education program with the community.
-

Background:

In the consideration of the report on plastic bags at the Community and Environment Committee meeting of 31 May 2004, it was resolved:

"B. That the technical and cost issues related to the inclusion of plastic bags in kerbside collection be investigated and a report be made to Council."

Current Position:

The following information is provided on issues in relation to the possible inclusion of plastic bags in Council's kerbside recycling collection service.

1. Contract issues

The earlier report to Council noted that synthetic plastic bags issued at supermarkets are made from Plastic 2 - High Density Polyethylene (HDPE). Plastic bags made from Plastic 2 film are lightweight – there are a large number (ca 180,000) in every tonne of plastic recovered. If it is assumed that there is a uniform per capita basis for total usage in Australia, it is estimated that some one hundred tonnes per year of plastic bags are used in the Woollahra municipality. The very high volume to weight ratio produces a cost issue related to the additional space required on a recycling collection vehicle, particularly for collection vehicles without compaction, should Council decide to collect plastic bags as part of its kerbside recycling collection service. The new recycling vehicles to be delivered shortly for the kerbside collection of Woollahra glass, plastics and metal containers have no compaction capacity. There are then two options for the collection of plastic bags:

- a) the provision of an additional collection vehicle with the ability to compact plastic bags; or
- b) additional storage capacity in the form of more recycling vehicles.

Option a) is technically feasible as paper is routinely collected in compaction vehicles in Woollahra. However, either option would increase the contractor's cost of providing the Woollahra recycling service.

A meeting was held with Collex, Council's recycling service provider, to discuss the possible kerbside collection of plastic bags. As the collection of plastic bags is not presently included in the contract, the contractor and Council would need to renegotiate the Woollahra recycling contract. The renegotiation would be expected to cover recompense for the additional collection vehicle capacity requirement and recurrent manning costs. The increased recycling cost would lead to an increase in the domestic waste charge in Woollahra.

2. Environmental issues

Open crates are used to contain plastic containers for kerbside collection from detached houses in Woollahra. The light weight of bags made from plastic film may result in a litter problem if the crates are subject to windy conditions when placed at kerbside on the night before collection and during collection. This litter concern will arise whether the plastic film is of synthetic or biodegradable origin. Management of the potential for litter creation may require the provision to residents of a separate sealed container for plastic bags. The contractor has also raised the issue of the potential for additional litter arising from the handling of plastic bags at the contractor's Material Recovery Facility.

There is also a concern that people may exercise less care about appropriately disposing of biodegradable bags if they believe that the bags will break down of their own accord if released to the environment. This is contained in a consultant report (October 2002) (1 in Annexure 1) on biodegradable plastics commissioned by the Australian Government's Environment Australia (EA). A recent media campaign by supermarket group ALDI emphasises that biodegradable plastic bags break down into safe elements. This overlooks that there can be intermediate steps in the process which are threats to the environment.

3. Plans by other councils

The 31 May 2004 report to the Community and Environment Committee indicated that Waverley (one of three councils in a joint SSROC agreement for recycling services) was planning the introduction of a collection service for plastic bags when it commenced its new recycling collection service in September 2004. The three councils (Waverley, Rockdale and Marrickville) had been approached by the recycling service provider to determine their interest in the inclusion of plastic bags. All the councils now advise that their latest waste service planning is to defer the kerbside collection of plastic bags. The councils' objective is for their residents to reduce the use of plastic bags. The councils see the kerbside collection of plastic bags as giving a confusing message to residents for the following reasons:

- a. the message that would be sent is that it's OK to keep using plastic bags for supermarket purchases because they can be disposed and recycled through the kerbside collection service; and
- b. councils' recycling message to date has been that plastic bags should not be used with recyclable materials.

4. Alternative (biodegradable) plastics in Australia

A consultant report (October 2002) (1 in Annexure 1) on biodegradable plastics commissioned by the Australian Government's Environment Australia (EA) states that several biodegradable plastics are used for a range of applications in Europe, but that the current market penetration for container and wrapping use in Australia is low.

The same report to Environment Australia finds that the limited penetration into Australia reflects the higher cost associated with the biodegradable plastics. With new more affordable plastics, it is predicted that they will become cost competitive with current synthetic plastics over a broad range of applications within the next several years and that their role in Australia will expand. Some of the new technology biodegradables are derived from renewable resources and can be effectively blended with synthetic plastics.

With ALDI as a model, the use of biodegradable plastic film for supermarket bags may be expected to increase. If the supermarkets do not successfully differentiate the biodegradable bags, it is expected that they will end up with the bags made from synthetic film should they be collected at kerbside with other domestic recyclables. Sorting of the plastic films would be costly. Synthetic plastic film with a biodegradable content would result in an unreliable feedstock for reprocessors of the recycled film. As agricultural pipes and waste bins are uses for recycled HDPE plastics (2 in Annexure 1), a biodegradable component would be a technical concern.

The report to Environment Australia concluded that the use of biodegradable bags would not be compatible with plastic bag recycling.

5. Market Issues

Perusal of the consultant report to the Plastics and Chemicals Industries Association (PACIA) (2 in Annexure 1) shows that HDPE is one of the three major polymer plastics used in Australia. It is estimated that some 65 percent of HDPE is used for packaging uses which includes plastic film. The recycling rate for HDPE is some twenty percent only.

As HDPE from the kerbside collection of plastic bags becomes available in addition to the cheaper to collect solid containers from councils' existing kerbside collection, it may be expected that the increase in the amount of HDPE available could result in a reduction of market prices. The anticipated downtrend in market prices would be in the opposite direction to the likely rise in costs for the kerbside collection of the plastic bags.

As Council's present recycling service provider is responsible for the collection and marketing of all recovered product from kerbside, the variation in market price and collection costs would be factored into any contract renegotiation.

Summary of Issues:

The report finds that the provision of a kerbside recycling collection service for plastic bags would:

- not encourage residents to adopt Council's objective of the "no use of plastic bags";
- risk sending a mixed message to residents on the use of plastic bags in the recycling service;
- require additional vehicle capacity by Council's collection contractor and hence an increase in the cost of collection;
- result in the potential for additional windblown litter at kerbside and in the contractor's collection activity at kerbside and at the Material Recovery Facility;
- risk the contamination of synthetic plastics with biodegradable plastics and quality concerns for plastic reprocessors if usage of biodegradable plastics was to become significant; and
- lead to a decrease in the market price for the Plastic 2 recyclables which are currently collected in Council's kerbside service.

Conclusion:

1. For the reasons reported on above, it is recommended that plastic bags not be included in Council's kerbside recycling collection service.
2. That Council continue to promote its "no use of plastic bags" objective through stakeholder consultation and its education program with the community.

Philip Dahms
Leader Waste Planning

Warwick Hatton
Director Technical Services

Annexure

1. Reference Sources
2. Letter from Local Government Association

Annexure 1

Reference Sources

- (1) Environment Australia (EA) Department of the Environment and Heritage – Biodegradable Plastics – Developments and Environmental Impacts October 2002 Nolan-ITU et al
- (2) PACIA National Plastics Recycling Survey 2003 - September 2003 Nolan-ITU

Item No: D4 Delegated to Committee
Subject: **Social Needs Study**
Author: Kylie Walshe
File No: 79.G
Reason for Report: To provide information to Councillors in relation to the proposed scope and methodology to be undertaken for the Social Needs Study.

Recommendation:

- A. That Council endorse the commencement of the Social Needs Study, as detailed in this report.
 - B. That the Councillor Working Party established to guide and provide input into the Community Survey also include the Social Needs Study within its charter.
-

Background:

The purpose of this report is to address the resolution of the Community & Environment Committee of 28 June 2004;

That Council endorse the preparation of a brief for the Social Needs Study and that the brief be brought back to the Committee for its endorsement.

This brief is outlined in this report. The previous report is attached in Annexure 1, which recommended that Council commence a Social Needs Study aiming to:

- Provide a 10-year framework for the provision of social services in Woollahra.
- Identify high priority target groups whose needs are not currently being met.
- Identify the role that Council will take in relation to social services, as a direct provider, facilitator, supporter or an advocate.
- Provide a sound basis for use in the Community Facilities Strategy, also included in the 2004-2007 Management Plan as a priority project.

Legislation:

The Local Government (General) Regulation 1999 requires all councils to develop a social/community plan to meet the needs of residents in their area. In this context social/community planning refers to the process of investigating and responding to the social needs and aspirations of all the people who live or work in a local government area. It is a process of collaborative planning on social and community issues at the local level and incorporates all types of activities that have an impact on community well-being. Woollahra Council adopted a Social Plan in 2002, where it was identified that further research was required to fully understand the needs of certain sections of the community. It is also required to regularly review and update the Social Plan, which will be a key outcome from the proposed Social Needs Study.

It should be noted that a social/community plan and social needs research should feed into relevant other government and non government agencies and that Council need not necessarily be the implementing body for all recommendations. It may be determined that Council has an advocacy and leadership role on issues where it does not have the statutory authority or resources to implement the recommendation itself. The Social Needs Study will assist in determining this role for Woollahra Council.

Project Scope:

The primary purpose of the Social Needs Study will be to determine the community facilities and services that can best meet the social needs of Woollahra residents, and the role that Council may take in the provision and/or facilitation of these. It will provide relevant up-to-date information on social needs, which will assist in setting priorities and allocation of Council's resources. Specific attention will be given to areas that Council has direct responsibility and/or the ability to influence the provision of services and facilities required for Woollahra residents.

The study will gather information in relation to the target groups included in the Social Plan, as required by the Local Government (General) Regulation 1999 and in accordance with the NSW Dept of Local Government Social and Community Planning and Reporting Guidelines. These target groups are:

- Children
- Young People
- Women
- Men
- Aboriginal People
- Older People
- People with disabilities
- People from cultural and linguistically diverse backgrounds.

This will ensure that all sections in the Woollahra Social Plan 2002- 2007 can be updated in 2005/06 to reflect current community needs.

Adopted in 2002, the Woollahra Social Plan identified that people with a disability, seniors and children are high priority target groups within the Woollahra community. This is due to their growth in numbers, limited information in relation to the exact nature of their needs and anecdotal evidence that there are limited services, especially in the child care area. More detailed information will be sought in relation to the needs and solutions for these priority target groups than other target groups within the community.

Methodology:

In order to meet the study purpose the following will be completed:

- **Community Profile.** Provide an analysis of demographic data from the 2001 Census, and the implications that this has on service provision.
- **Services Inventory.** Provide data on the services and facilities currently used by residents, both within and outside of the Woollahra Municipality and whether there is an over/under supply of these. This will identify which social services are the responsibility of other government agencies and how these are provided to Woollahra residents, assisting in the identification of Council's role in these areas.
- **Review of existing plans, strategies and studies.** There has been significant research undertaken in this area over the past 10 years, with key findings from this research summarised in the Woollahra Social Plan 2002-2007. This research will be reviewed. Relevant strategies and plans from adjoining Council areas will also be reviewed to gain an understanding of regional issues and service provision.
- **Review of trends and directions.** This involves a review of data and trends, and factors likely to affect the future provision of social services and facilities to the residents of Woollahra. This will use the professional knowledge of staff working in these areas and build upon in the consultation phase of the project.

- **Consultation Process.** Extensive consultation will be undertaken with key stakeholders, including service providers, residents, existing service users and non-users, adjoining Councils and relevant government agencies.
- **Assess Needs and Develop Strategies.** Undertake a detailed needs assessment, with identification of what the needs are, assessing which needs could be met by Council and/or other government and non government agencies. This will include the identification of sources of funding for projects, services and facilities.

Project Management:

A Project Manager employed on a contract basis in the Community Services Department will manage the project. The Project Manager will coordinate all aspects of the study, including an internal steering committee and any external consultants. This method is beneficial due to:

- Community Services staff will be heavily involved in the consultation, strengthening relationships with service providers and residents.
- It is cost effective.
- It will ensure ownership by the staff and Councillors of the outcomes.
- It will result in recommendations that are achievable and realistic.

One section of the study that will not be undertaken internally is a survey in relation to the needs of the high priority target groups, namely, people with a disability, seniors and families with young children. Due to the tight timeframe and desire to commence the study as soon as possible a research brief has already been distributed to all consultants submitting proposals for the Community Survey. It is considered that cost savings will result if the same research firm carries out both surveys. Closing time for submissions from the research consultants was Friday 6th August, with interviews to be conducted shortly.

With a project of this magnitude it is imperative to receive Councillor input and guidance at key stages throughout the study. On the 5 July 2004 the Corporate & Works Committee resolved to establish a working party to provide input and guidance to the Community Survey project, comprising the Mayor and no more than five Councillors. As the Social Needs Study is closely aligned, albeit more detailed than the Community Survey project, it is logical to include guidance of this Study within the charter of this Working Party. Regular reports and updates will also be provided to all Councillors.

Outputs:

The Social Needs Study will result in the following:

- A Social Needs Discussion Paper, covering all target groups in the community.
- An Aged & Disability Services Strategy
- A Children's Services Strategy

All of the above will contribute to the review of the Woollahra Social Plan 2002-2007, to be undertaken in 2005/06. Key recommendations from the strategies will also be included in the draft Management Plan 2005-2008 and included in work plans for each program area.

Consultation:

A project of this scope requires extensive consultation with all stakeholders. Wide reaching consultation will be undertaken, including:

- A quantitative **survey of residents** of the Municipality within the target groups of people with a disability, seniors and families with young children. This will identify high needs, how these needs are being met now and may be in the future. This section of the project will be contracted out with the Community Survey.
- Attend relevant existing **Community Group Meetings** to ensure participation by local residents from across Woollahra. This will use existing links and networks to ensure participation in the project.
- **Workshop** high priority issues with existing sub-committees of Council, such as the Access, Youth Issues and Seniors Advisory Committee.
- Visit existing **social groups in the community**, to ensure participation by local residents. This will include visits with mothers groups, playgroups, discussion groups, social clubs etc.
- Conduct a series of "**Focus Group**" **Workshops** with selected staff from each adjoining Council (one meeting for each Council) to generate strategies to address local needs. It will also identify the potential for partnerships and regional approaches to address community need.
- Conduct meetings and interviews with selected staff **from relevant government departments** that have responsibility for the provision and/or funding of relevant social services.
- Conduct a **survey of all service providers** in the region, to determine the use of these services by Woollahra residents and gather their expert opinion on service gaps and solutions.
- Conduct **workshops with each relevant Interagency** of service providers regarding key issues and trends in each area.
- Follow-up with **Telephone Interviews** and/or **Meetings** with stakeholders, where additional information or clarification is required.
- **Public exhibition** of the Social Needs Discussion Paper, Aged & Disability Strategy and Children's Services Strategy, with opportunities for resident comment and input.

This methodology may be amended as the Study progresses, with additional mechanisms implemented when required.

Identification of Income & Expenditure:

The Management Plan 2004-2007 includes a budget allocation of \$50,000 to conduct this study. These funds will be expended through the use of specialist consultants for key components of the study, such as the quantitative telephone survey (Annexure 2) and some consultations with stakeholders, with Council staff heavily involved in the remainder of the study.

Timeframe:

The timeframe detailed in the report of 28 June 2004 has been revised, as shown below.

1. Commence study (August 2004)
2. Quantitative data collection in relation to high priority target groups. (September 2004)
3. Qualitative data collection through consultation and research (September/October/November 2004)
4. Analysis and recommendations developed (December 2004-February 2005)
5. Reported to Council (March 2005)
6. Recommendations included in 2005-2008 Management Plan (June 2005).

Conclusion:

The recommended methodology will produce a Social Needs Study that will provide thorough and robust information to assist Council in the future determination of priorities and allocation of resources. It will also strengthen relationships between Council, service providers and residents.

Kylie Walshe
Director - Community Services

Annexure 1 – Report to Community & Environment Committee of 28 June 2004.
Annexure 2 – Research Brief.



ANNEXURE 2
WOOLLAHRA MUNICIPAL COUNCIL
COMMUNITY STUDY – STAGE TWO

RESEARCH BRIEF
ADDENDUM

AUTHOR: Kylie Walshe
DATE: 28 July 2004

Woollahra Council is seeking proposals from suitable qualified Research Consultants to undertake targeted Social Research as a second stage of the Community Study.

BACKGROUND

In order for Council to effectively plan and facilitate the provision of appropriate social services and facilities for Woollahra residents, recent information on community needs is essential.

Council undertook community research in 2001/02, resulting in the adoption of Woollahra's Social Plan 2002-2005. This plan identified community needs and developed strategies, policies and action plans to meet these needs.

The Plan has been in operation for two years and has recently been reviewed for progress on recommended actions. A key finding of this review was that there are some strategies outstanding in relation to social groups identified as high priority. These are:

- ❑ people with a disability
- ❑ seniors
- ❑ families with young children

Council now requires an understanding of the detailed needs of these target groups in order to determine Council's role in the satisfaction of these needs and to assist in the allocation of resources and funds.

This research brief is one part of a more detailed Social Needs Study being undertaken by Council, aiming to:

- ❑ Provide a 10-year framework for the provision of social services in Woollahra.
- ❑ Identify high priority target groups whose needs are not currently being met.
- ❑ Identify the role that Council will take in relation to social services, as a direct provider, facilitator, supporter or an advocate.
- ❑ Provide a sound basis for use in the Community Facilities Strategy, also included in the 2004-2007 Management Plan as a priority project.

The needs of residents currently accessing services within Woollahra are easily accessible and will be gathered by Council staff through other research methodology, such as written surveys, workshops, meetings etc. Council requires this research brief to obtain quantitative data regarding the needs of **all** people with disabilities, seniors and families with young children that reside in the Woollahra area. This will provide a Municipal wide perspective on the magnitude of service needs and gaps.

PRIMARY PURPOSE:

To provide relevant statistically valid information on the needs of high priority target groups, namely people with a disability, seniors and families with young children, that will drive the prioritising of actions and allocation of Woollahra Municipal Council's resources.

SECONDARY PURPOSES:

- ❑ To identify what services people with a disability, seniors and families with young children are currently accessing, the adequacy of these services to meet their needs and what role they perceive that Council should play in the provision of these services. I.e.: direct service provision, advocacy, facilitation.
- ❑ To identify whether the services are being accessed within the Woollahra LGA and/or other LGAs.
- ❑ To identify what services and facilities could address service gaps.

AIM:

- ❑ To give direction to budget allocation.
- ❑ To enable the development of strategies aimed at directing efforts towards "desired state".
- ❑ To assist Council in determining its role in the provision of services and facilities for the nominated target groups.
- ❑ To provide non biased representative assessment of the needs and values of the nominated target groups.

OBJECTIVE:

- ❑ To measure the view of the nominated target groups on how Council activities may be prioritised.
- ❑ To measure the nominated target groups perceptions and opinions in relation to current "services" and "facilities" provided within the region.

OUTCOMES REQUIRED:

- ❑ Detailed statistical analysis of quantitative data, of research findings, in text and chart format.
- ❑ Statistical analyses which provide data on the following:
 1. Issues that are of high priority with target groups.
 2. Gap analysis
 3. Satisfaction with current services / facilities provided in the region.
- ❑ Detailed presentation of research findings – to nominated persons, as appropriate.

PROJECT MANAGEMENT:

The project will be directed by a Working Party comprising Councillors, Senior Managers and Staff at Woollahra Council, including:

Project sponsor Kylie Walshe - Director Community Services
and
Project Manager Sarah Reilly – Community Services.

METHODOLOGY:

It is anticipated that Stage 1 of the Community Study will identify high level needs and values of the Woollahra community, including social needs, with Stage 2 targeting research in relation to the detailed needs of people with disabilities, seniors and families with young children.

It is anticipated that the project would comprise the following steps:

1. Workshop to determine research Methodology

Consultants will be required to confer with Senior Managers and Working Party to gain an understanding of the issues that are to be covered in the research and to resolve any outstanding issues pertaining to the survey outcomes.

2. Questionnaire development / design

It is envisaged that Senior Staff, Working Party, and Research Consultants will be involved in the development of the research questionnaire.

3. Pre-test and consultation

Consultants will be required to test the clarity of interview questions and the accuracy of data collection, followed by consultation with Council to review and / or enable modification to questionnaire (if required).

4. Field work - research undertaken

5. Data analysis

6. Report preparation

Prepare a written report, which will include analysis of research findings, in text and graphical format. One hard copy of the report is required together with an unbound copy and an electronic version in Microsoft Word.

7. Presentation

Two detailed presentations of research findings will be required, including one for Senior Management and one for Councillors.

It is anticipated that the above steps will be undertaken in conjunction with the steps completed for Stage 1 of the Community Study.

RESOURCES:

Available to successful Research Consultants, if required, are the following:

- ❑ Copies of the Woollahra Social Plan 2002-2007.
- ❑ Copies of the Community Services Needs Study 1990.
- ❑ Copies of the Abraxa Review of Aged & Disability Services.

SELECTION CRITERIA:

The Council will use the following criteria to select the successful Research Consultants: -

1. Qualifications and experience of Consultants engaged on the project.
2. Understanding of issues associated with Community based surveys.
3. Quality of previous work and reputation among past clients.
4. Availability and timing.
5. Cost and Value for money.

STUDY BUDGET:

The budget for the research is from \$15,000 to \$25,000.

FURTHER INFORMATION:

Further information about the requirements for the survey can be obtained by contacting Kylie Walshe on 9391 7908.

LODGMET OF SUBMISSION:

Closing date and time of submission is:

2pm Friday 6 August 2004.

Submissions addressed to:

Catena Rechichi
Woollahra Municipal Council
536 New South Head Road,
Double Bay NSW 1360

Or e-mail: records@woollahra.nsw.gov.au

Item No: D5 Delegated to Committee
Subject: **Walking Bus Pilot Project**
Author: Vissa Chandrasekaram
File No: 1041.G CSC
Reason for Report: To inform Councillors that the pilot project to establish "Walking Bus" will not proceed.

Recommendation:

Council note that local schools are unable to proceed with the "Walking Bus" pilot project due to their inability to provide insurance coverage for children and parents on "Walking Buses".

Background:

On 8 March 2004 the Community & Environment Committee endorsed a meeting by Council staff with three schools that had expressed an interest in establishing a "Walking Bus", with the view to assisting them in setting up a pilot "Walking Bus" project at their schools. In Council's role as advisor our Community Safety Officer then organised the meeting and provided information and advice to the schools.

Definition:

On a "Walking Bus", two volunteer parents walk up to twelve younger primary school aged children to school via a designated safe route. These are set up through the schools. Generally, the catchment for a walking bus is within 1.5 to 2 km of the school, and attracts families with younger children. Significant benefits identified with the establishment of a "Walking Bus" project including;

- Less cars and traffic congestion around schools at school start and finish times
- Increased safety for younger children currently walking to school alone
- Health benefits of walking for parents and children
- Time-savings for many parents who currently drop off and pick up their children daily
- Development of local community networks and friendships for children and their parents
- Children form links to other responsible adults in their local community whom they can call on, if necessary, e.g. in case of emergencies
- Environmental benefits - less pollution being generated near schools and across the Municipality generally.

Initiatives in Woollahra:

In 2003, two local private schools approached Woollahra Council asking for assistance in setting up a "Walking Bus" project. In early 2004, Rose Bay Primary School expressed interest in participating in the project. The Community Safety Officer investigated the scheme through discussions with Kogarah Council staff, who had set up two "Walking Buses" in that LGA. It was later found that there were problems with the insurance coverage, and that one of the "Walking Buses" had stopped operation.

Insurance Coverage

Insurance coverage for parents and children was identified as a major issue.

- The School Principals were informed by their legal advisers that the parents and children would not be covered by their insurance policies. The meeting was informed that the schools were not in a position to invite parents to set up the project independently as a parent group, as this would still mean that schools would be liable for insurance coverage of parents and children, which they were unable to provide.
- Woollahra Council's Risk Manager advised that Council does not have an insurable interest in parents or school children.
- The Crime Prevention Officer of Rose Bay Local Area Command sought insurance coverage by NSW Police and was informed that the 'Volunteer Insurance Cover of NSW Police' only covers the Neighborhood Watch Groups, and could not cover "Walking Buses".

Consultation:

The Community Safety Officer invited the interested parties for a meeting on 5th April 2004 at Woollahra Council to further discuss the "Walking Bus", and schools and Police agreed to check their insurance coverage. The second meeting was held on 5th of May, and School Principals reluctantly said that they were unable to participate because of problems in providing insurance.

Conclusion:

Whilst Council has provided assistance and support to the schools to establish the "Walking Bus" project, the schools cannot proceed with the project as they are unable to provide insurance coverage. As this project requires the schools participation to continue Council is unable to offer further assistance at this time.

Vissa Chandrasekaram
Community Safety Officer

Kylie Walshe
Director - Community Services
