



Community & Environment Committee

Agenda: *Community & Environment Committee*

Date: *Monday 31 January 2005*

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

27 January 2005

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

Dear Councillors

Community & Environment Committee Meeting – 31 January 2005

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 31 January 2005 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 13 December 2004	1
D2	Bellevue Hill Shopping Centre - Traffic and Parking Report	2
D3	2004 Woollahra Small Sculpture Prize	23
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Items to be Submitted to the Council for Decision with Recommendations from this Committee

R1	Community Services Policy	55
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Item No: D1 Delegated to Committee
Subject: **Confirmation of Minutes of Meeting held on 13 December 2004**
Author: Les Windle, Manager - Governance
File No: See Council Minutes
Reason for Report: The Minutes of the Meeting of Monday 13 December 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 13 December 2004 be taken as read and confirmed.

Les Windle
Manager - Governance

Item No: D2 Delegated to Committee
Subject: **Bellevue Hill Shopping Centre - Traffic and Parking Report**
Author: Greg Stewart - Manager Public Infrastructure
File No: 612.G
Reason for Report: Petition lodged with Council and a Council Notice of Motion.

Recommendation:

- A. That a blister island be installed on the northern side of Bellevue Road immediately east of the marked foot-crossing at Riddell Street and that the No Stopping Zone be reduced from 10 metres to 5 metres, providing on additional car space (preliminary estimate \$3,000).
- B. That 90 degree parking replace the parallel parking on the western side of Riddell Street south of Lennox Street along the frontage of 29 Lennox Street and the parallel parking opposite be removed, resulting in an additional parking supply of 2 spaces, subject to community consultation (preliminary cost estimate \$1,000).
- C. That the 2 parallel parking spaces on the western side of Buller Street, north of Bellevue Road, be converted from unrestricted parking to time-limited parking with the possibility of resident exemptions, subject to community consultation (preliminary cost estimate \$200).
- D. That the 3 unrestricted parking spaces on the northern side of Bellevue Road, west of Victoria Road, be replaced with '2 hour parking authorised residents vehicles excepted', subject to community consultation (preliminary cost \$200)
- E. That a 40km/h speed limit be introduced in Bellevue Road, between Riddell Street and Victoria Road providing a safer environment for pedestrians and cyclists, subject to approval being received from the Roads and Traffic Authority (preliminary cost estimate \$1,000).
- F. That the above proposals be submitted to the Woollahra Traffic Committee on Tuesday 1 February 2005 for approval.
- G. That further investigations be carried out once the building works are completed and premises occupied in the development site on the southern side of Bellevue Road to determine the extent of the pedestrian desire line which exists to cross Bellevue Road mid-block between Riddell Street and Buller Street. The relocation of the marked foot-crossing from adjacent to Riddell Street to mid-block between Riddell Street and Buller Street may result in safer conditions for pedestrians as there will be less conflict points between motorists and pedestrians.
- H. That the parking restrictions in the shopping centre be enforced on a regular basis to increase parking turnover and parking availability.

Background:

A petition in the following terms was tabled at the Council meeting of 26 July 2004:

"The Woollahra Council urgently need to take action in the following areas:

Community input needs to be sought in developing and implementing these ideas.

The points that need addressing include the following:

- **Pedestrian Crossing:** *After serious incidents involving the pedestrian crossing, there has still not been any significant resolution to the problem. A solution going beyond the removal of parking spots needs to be implemented. Measures such as speed humps need to be erected to control the traffic flow and pedestrian safety.*
- **Customer Parking:** *The need for the local shoppers to park in the area close to the shops is in great demand. Many convenient spots have been removed and replaced with No Stopping, Bus and Construction Zones, significantly impacting on the local business.*
- **Building Activities:** *The increase in building activity in the Bellevue Hill Shopping Centre is causing a major impact on the area. Parking for workers and heavy machinery surrounding the building sites needs to be addressed.*

The undersigned show support for investigation and action in the above areas."

Council resolved:

"That the petition lie on the table for fourteen (14) days and be referred to the appropriate Committee for consideration"

Council also adopted the following Notice of Motion at the same Council meeting:

"That a report be brought to the appropriate committee canvassing options to increase parking in the shopping centre and surrounding streets at Bellevue Hill"

Investigation

Cardno (NSW) Pty Ltd was engaged by Council to investigate and report on the traffic, parking and pedestrian safety issues in Bellevue Hill Shopping Centre along Bellevue Road, Riddell Street and Buller Street. The issues that were to be addressed in the report were:

- pedestrian safety on Bellevue Road through the shopping centre, in particular relating to the existing pedestrian crossing and whether it should be relocated to improve safety.
- opportunities to provide additional parking, and
- impact of building activities on available parking.

Cardno (NSW) Pty Ltd carried out this investigation in November 2004 and a copy of their report is attached as Annexure 1. The recommendations of the report are as follows:

1. That a blister island be installed on the northern side of Bellevue Road immediately east of the marked foot-crossing at Riddell Street and that the No Stopping Zone be reduced from 10 metres to 5 metres, providing on additional car space (preliminary estimate \$3,000).
2. That 90 degree parking replace the parallel parking on the western side of Riddell Street south of Lennox Street along the frontage of 29 Lennox Street and the parallel parking opposite be removed, resulting in an additional parking supply of 2 spaces, subject to community consultation (preliminary cost estimate \$1,000).
3. That the 2 parallel parking spaces on the western side of Buller Street, north of Bellevue Road, be converted from unrestricted parking to time-limited parking with the possibility of resident exemptions, subject to community consultation (preliminary cost estimate \$200).

4. That the 3 unrestricted parking spaces on the northern side of Bellevue Road, west of Victoria Road, be replaced with '2 hour parking authorised residents vehicles excepted', subject to community consultation (preliminary cost \$200).
5. That a 40km/h speed limit be introduced in Bellevue Road, between Riddell Street and Victoria Road providing a safer environment for pedestrians and cyclists (preliminary cost estimate \$1,000).
6. That further investigations be carried out once the building works are completed and premises occupied in the development site on the southern side of Bellevue Road to determine the extent of the pedestrian desire line which exists to cross Bellevue Road mid-block between Riddell Street and Buller Street. The relocation of the marked foot-crossing from adjacent to Riddell Street to mid-block between Riddell Street and Buller Street may result in safer conditions for pedestrians as there will be less conflict points between motorists and pedestrians.

These recommendations are supported and should be implemented as soon as possible

In addition to the study carried out by Cardno (NSW) Pty Ltd, Council also carried out a numberplate survey of vehicles parked in the shopping centre between 10am and 2.30pm on Friday 26 November 2004 to determine parking turnover. The results of this survey showed:

- there were a number of vehicles parked in the shopping centre in excess of the signposted time limited parking restrictions. This mainly occurred on the western side of Bellevue Road and, to a lesser extent, in the 90-degree parking on the southern side Rivers Street.
- that in the 90 degree parking on the southern side of Rivers Street, although there were some vehicles overstaying the parking restrictions, there were also a number of vehicles which were being moved to different spaces throughout the day to avoid a fine for overstaying the parking restrictions.

It is considered that the vehicles overstaying the parking restrictions on the western side of Bellevue Road were most probably vehicles belonging to persons employed on the adjoining building site. In relation to the parking on the southern side of Rivers Street, it is considered that it is likely that a number of shopkeepers or persons working in the shopping centre are parking in the time limited parking and moving their vehicles on a frequent basis to avoid a parking fine. Increased enforcement of the parking restrictions therefore, should increase parking turnover and parking availability.

Conclusion:

As stated above, the recommendations of the report prepared by Cardno (NSW) Pty Ltd are supported and should be implemented as soon as possible. In addition to the recommendations of the report, it is also considered that the parking restrictions in the shopping centre should be enforced on a regular basis to ensure parking turnover and parking availability.

Process for the Approval of the Recommended Actions

The recommendations of the Cardno (NSW) Pty Ltd report, relating to the introduction of the proposed blister island, additional 90-degree parking altered parking restrictions and proposed speed limit require the approval of the Woollahra Traffic Committee. In order to expedite this matter, it is proposed submit the recommendations of this report to the Woollahra Traffic Committee for approval on Tuesday 1 February 2005. Should the Community and Environment Committee not endorse the recommendations of this report, any changes to the recommendations can be treated as a late item at the Traffic Committee meeting.

Identification of Income and Expenditure:

The estimated cost of the works recommended in the Cardno (NSW) Pty Ltd report amounts to \$5,400 and can be funded from funds currently available in this year's Capital Works Budget.

Greg Stewart
Manager Public Infrastructure

Mark Wood
Acting Director Technical Services

Annexures:

Bellevue Hill Shopping Centre Traffic, Parking and Pedestrian Safety Report prepared by Cardno (NSW) Pty Ltd - November 2004.

Item No: D3 Delegated to Committee
Subject: **2004 Woollahra Small Sculpture Prize**
Author: Jo Jansyn, Leisure and Cultural Development Coordinator
File No: 20.G
Reason for Report: To provide a detailed evaluation of the 2004 Woollahra Small Sculpture Prize with recommendations for future Prizes.

Recommendation:

1. That the 2004 Woollahra Small Sculpture Prize evaluation report be noted.
 2. That the Council stage the Woollahra Small Sculpture Prize every alternate year in order to release resources to other cultural activities with the next Prize being staged in 2006.
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1. Background

The Woollahra Small Sculpture Prize is the only national prize for sculptures of smaller dimensions and it has attracted strong support from artists, collectors and critics. The Prize was initiated by Woollahra Council to support, promote and celebrate artistic excellence as well as to encourage the local community to access the Council Chambers.

The Woollahra Small Sculpture Prize totals \$13,000 across the following categories:

- The Woollahra Small Sculpture Prize: an acquisitive award of \$10,000
- The Special Commendation: a non-acquisitive award of \$2,000
- The Viewers' Choice: a non-acquisitive award of \$1,000

The fourth Woollahra Small Sculpture Prize exhibition was launched on Friday 22 October at Redleaf Council Chambers and closed on Sunday 31 October.

2. Relationship to Management Plan/Cultural Plan

The 2004 - 2007 Management Plan identifies that a key objective for the Community Services Division was 'To plan, coordinate and provide a range of activities and opportunities which address local recreation and leisure needs and which reflect the cultural interests of the Woollahra community. Under this objective, the Woollahra Small Sculpture Prize is highlighted as a core project.

In its Goal Two strategy, Council's Cultural Plan indicates that the Woollahra Small Sculpture Prize is an opportunity to form cultural alliances through strategic partnerships with other levels of government, peak arts bodies, local businesses, corporate sectors and community groups to realise increased community benefits and external resourcing of arts and cultural activities.

3. 2004 Woollahra Small Sculpture Prize

In 2004, 285 sculptures were entered and the final 38 pieces were exhibited over a 10-day period, including two weekends. The finalists were selected for exhibition by judges Wayne Tunncliffe, Curator of Contemporary Australian Art at the Art Gallery of New South Wales and Ken Unsworth, distinguished Australian sculptor. Of the 38 finalists, three works appeared from artists residing in the Woollahra Municipality as well as an inaugural New Zealand finalist.

The \$10,000 Woollahra Small Sculpture Prize was awarded to Bruce Slatter from Western Australia for his work titled *Smashing*. The Special Commendation was awarded to James Angus for his work *Mountains Valleys Caves*. The Viewers' Choice Award was awarded to Paddington resident Kirsteen Pieterse for her work titled *Ravine*.

The launch night was well attended by up to 400 guests and was supported by the Mudgee Grape Growers Association and the Woollahra Orchestra Players.

4. 2004 Key Stakeholders/Partners

- *Woollahra Municipal Council*: Initiator of the Woollahra Small Sculpture Prize. Managed and implemented the project.
- *Small Sculpture Prize Committee*: A reference group that provided recommendations on the direction of the Woollahra Small Sculpture Prize. The Committee is made up of Woollahra Councillors, profiled arts administrators, local community and Council staff.
- *Local community*: representatives of the local community were consulted on the direction of the project via the Small Sculpture Prize Committee. Local schools were invited to participate in the Small Sculpture Prize via the schools education component. Local community representatives were invited to attend the launch night of the exhibition component as well as the floor talk by profiled judge Ken Unsworth.
- *Artists - locally and nationally*: The Small Sculpture Prize has an extensive database of local and national artists/sculptors who were notified of the event and invited to participate via the submission of works.
- *Galleries/agents*: In 2004, every major gallery in Australia and New Zealand was notified of the Small Sculpture Prize via an extensive mailout. Entry forms were made available in galleries and in many examples, galleries passed on information regarding the Prize to appropriate artists they represented.
- *Art collectors*: Profiled art collectors were made aware of the exhibition component and invited to attend the launch event.
- *Sponsors*: Local businesses given the first opportunity, via local media, to sponsor the Prize.
- *Volunteers*: Local community provided with volunteer opportunity in the delivery of the project.

5. Budget

The cost of the project to Council is approximately \$26,000 less approximately \$14,000 on entry fees and exhibition sales commission. This result was achieved due to time consuming work put into sourcing of sponsorship, negotiation of a catering partnership for the launch of the Prize plus a significant reduction on costs. Sponsors and supporters of the 2004 Woollahra Small Sculpture Prize included Mudgee Grape Growers Association (provision of launch and floor talk catering), Hugonnet Design Associates (graphic design support), Megacolour (printing support), BreakOut Design and Print (printing support) and the Woollahra Orchestra Players (launch entertainment).

The Woollahra Small Sculpture Prize also uses significant staff resources, equating to approximately 40% of the Leisure and Cultural Development Coordinator's time plus Communications and Administration staff. This equates to an estimated total cost to Council of \$50,000 per annum.

6. Project Outcomes

The Woollahra Small Sculpture Prize is a unique award for small sculpture in Australia with links back to the local community on several significant levels. In 2004, the project had the following significant outcomes.

- Engagement of profiled arts industry identities for judging of the Woollahra Small Sculpture Prize.
- Presentation of the fourth Woollahra Small Sculpture Prize - the only national award for small sculpture under 80cm in any dimension.
- Consultation with the Small Sculpture Prize Committee comprising of Councillors, Council staff, local community and profiled arts administrators.
- Links back to the local community via schools education component, representation on the Small Sculpture Prize Committee, a significant number of entries from local artists or local gallery represented artists. Local schools component more popular in 2004. See Annexure 1 for schools timetable.
- International entries (from New Zealand) received.
- Opportunities for local community volunteer involvement.
- Community education stimulated via the presentation of a floor talk by esteemed judge Ken Unsworth.
- Local finalists given the opportunity to engage with local schools via the presentation of artist talks and to network with other local finalists (floor talk, evaluation session).
- Finalists provided with the opportunity to talk about their works to Small Sculpture Prize Committee members at the evaluation session.

7. 2004 Evaluation and Feedback

Detailed feedback on the 2004 Woollahra Small Sculpture Prize from artists, schools and viewers has been compiled in Annexure 2.

7.1 Comparative Data 2001 – 2004 Woollahra Small Sculpture Prize Comparative Data

Category	2001	2002	2003	2004
Number of entries	200	254	330	285
Number of local entries	22	32	26	20
Number of local finalists	0	2	2	3
Number of repeat entrants from previous year	N/A	57	60	52
Number of repeat entrants from all years	N/A	50	78	70
Number of repeat finalists from previous year	N/A	2	1	7

Category	2001	2002	2003	2004
Number of repeat finalists from all years	N/A	2	3	11
State Breakdown				
• NSW	124	163	189	171
• VIC	36	62	98	71
• SA	3	2	3	6
• WA	3	1	2	5
• TAS	7	1	9	2
• NT	0	0	0	0
• QLD	15	13	16	18
• ACT	11	12	5	8
• NZ	0	0	6	4
• International	0	0	2	0
Entry fee	\$22	\$22	\$33	\$33
Number of finalists	30	33	35	38
Launch attendance	200	400	300	400
Sales	3	Data not available	4	4
Forum attendance	100	30	40	45
Exhibition attendance	700 - 1000	500 - 700	700-800	1000 - 1200 (based on gallery attendant feedback)
Peoples choice responses	230	Data not available	259	369
Sponsorship successful	No	No	Yes	Yes (in kind)
Schools education component	No	Yes	Yes	Yes

Comments on comparative data:

- Multiple entries per artist highest in 2003.
- The Prize is attracting significant numbers of new entrants each year, suggesting that promotion of the Prize is effective.
- Finite number of emerging and professional sculptors.
- 2004 finalist feedback (also 2003 finalist) – Woollahra Small Sculpture Prize known as highly contemporary amongst professional artists, based on choice of judges for the past two years. 2001/2002 judges perceived to be more traditional. Choice of judges may be a factor in who does and does not submit proposals each year (judges names are listed on the entry form).
- Some confusion with closing date this year. Assumption that same closing date every year, therefore some entrants missed out on submitting.

7.2 2004 Woollahra Small Sculpture Prize Evaluation Form Summary

An evaluation form (see Annexure 3) was circulated amongst Small Sculpture Prize Committee members as well as finalists and sponsors present at an evaluation session hosted at Council on 25 November 2004. The following is a summary document of key comments listed in completed evaluation forms

Sample size = 10

Committee (3), Council Staff (3), 2004 Finalist (3), Other (1)

Project sub-activity	Comment (repeats in brackets)
Aims	<ul style="list-style-type: none"> • promote and encourage arts patronage of a high standard in Municipality (6) • nurture sculptors nationally – primary artistic pursuit (4) • showcase Redleaf, promote Council (4) • educate and inspire residents, schools, young sculptors, others (3) • network with local galleries, collectors, arts supporters (1) • to provide one of Australia’s esteemed, prestigious and unique arts prizes(3)
Exhibition	<ul style="list-style-type: none"> • Increase duration (7) • Appropriate duration (3) • Excellent use space/venue (8) • More curatorial consensus (2) • Good tie in with Sculpture by the Sea (4)
Schools component	<ul style="list-style-type: none"> • encourage more tertiary groups (1) • make contact with schools term one (3) • very valuable (positive community messages) (4)
Floor talk	<ul style="list-style-type: none"> • expand invite lists (3) • promotes exhibition • excellent (2)
Ideas for new activities	<ul style="list-style-type: none"> • artist (finalist) talks to schools, community (4) • schools/local community workshops (2) • junior sculpture prize/exhibition (2) • artist in residence program for local schools (based at Redleaf) (1) • DVD with artist interviews for local schools (1)
Suggestions for attracting future sponsors	<ul style="list-style-type: none"> • Councillors to utilise contacts (1) • Committee more active (1) • early contact (2)
Suggestions for the future direction	<ul style="list-style-type: none"> • touring component (6) • annual (2) • introduce a controversy, theme, categories (4) • biannual to maximise resources (2) • promote sales angle further (1)

Comments on community feedback and evaluation forms:

- The Woollahra Small Sculpture Prize is well respected and popular amongst artists and the community and is unique in that it is the only national award for small sculpture.
- The Woollahra Small Sculpture Prize is well timed with Sculpture by the Sea for viewers as well as having cross over with artists.
- Community components of the Woollahra Small Sculpture Prize (schools component, artist advocacy and networking, open community participation) are perceived as very valuable.
- Suggested areas for growth include community components of the Prize as well as touring.
- The Award is well managed.

8. 2005 Recommendations

Whilst the Woollahra Small Sculpture Prize is very successful and continues to meet the aims set by Council in 2001, it must be recognised that this consumes significant resources, with 40% of the Leisure and Cultural Development Coordinator's time spent on the staging of the Prize. There has been some suggestion from Small Sculpture Prize Committee members that the Woollahra Small Sculpture Prize be presented in a biannual format. The benefits of this would be that the Leisure and Cultural Development Coordinator would be free to plan and coordinate a wider range of cultural activities in off years, for example the recent increased emphasis on public art projects. It will also enable more effective planning for the growth of the existing Woollahra Small Sculpture Prize, and limit the exhaustion of the pool of entering artists. Woollahra Council has the expertise to present an annual award, however due to expectations that the Award will be able to attract cash sponsorship there has been a subsequent significant time investment in producing minimal results in this area, at the potential expense of other cultural activities.

The negatives of a biannual award may include some loss of profile, less flow on with Sculpture by the Sea and negative feedback from the artistic and general community for not continuing with an annual award.

In the writing of this report, the National Gallery in Canberra were consulted as to why they present their National Sculpture Award biannually. The National Sculpture Award differs from the Woollahra Small Sculpture Prize in that it presents works on a large scale which are more time consuming for artists to manufacture, but the strategy to hosting their award biannually is that it allows for more effective staff resourcing in off years and that the pool of entering artists is not exhausted.

It is therefore recommended that if Council envisage a growth in areas of the Woollahra Small Sculpture Prize such as increased prize money, a touring component, increased schools and artist engagement, that it be considered that the Award is presented biannually and on alternate years of the National Sculpture Award. It will also release staff time and resources to concentrate on the development of other cultural activities to a different target market in every other year. This could include more emphasis on the Garden Competition, public art projects and one off cultural days.

9. Conclusion

The Woollahra Small Sculpture Prize is a profiled arts award amongst artists and the community. The reputation and growth of the award and its sub activities has the potential to increase if consideration is given to more appropriate resourcing via staffing and funding.

Jo Jansyn
Leisure and Cultural Development Coordinator

Kylie Walshe
Director - Community Services

Annexures:

1. Schools participation
2. Feedback
3. Evaluation form

Item No: D4 Delegated to Committee
Subject: **Library Services at Holdsworth Street Community Centre**
Author: Faye Lawrence - Manager Library Services
File No: 126.G and 48.G
Reason for Report: To recommend the winding up of the specific library service provided for the after-school care and vacation care programme at Holdsworth Street Community Centre.

Recommendation:

1. THAT Council endorse the ending of the specific library service for Holdsworth Street Community Centre from February 2005 following the decision to end the after-school care and vacation care programme at this location.
2. THAT the Director Community Services continues to hold discussions and investigate the on-going use of the library room at Holdsworth Street Community Centre.

Background:

A brief history of the library service at Holdsworth Street Community Centre

Library staff have provided a service at Holdsworth Street Community Centre (HSCC) since 1976, when the Library room was renovated. This service has been provided for the after school care and the vacation care programmes since this time.

The Library service at HSCC has been one of several amenities the children could choose in what was until recently a very lively centre for children's activities. It catered for around 100 children in its after-school care programme at its height of popularity. A large part of library staff time when working at the centre has been taken up assisting children with their recreational reading interests, homework needs and in reading stories to them.

Circulation figures for this library have been constantly around 3,000 to 4,000 a year until about 18 months ago. In 2003/4 the lending fell to 1,947 for the 12 months and in the six months July to December 2004 there were only 408 items lent. This quite significant change is a direct reflection of the small numbers of children registered in the programmes run by HSCC. With the downturn in the out of school hours program, the HSCC Committee has decided to combine their program with Woollahra Primary School as of February 2005. This decision was made in full consultation with parents and has resulted in all children being accommodated at Woollahra Primary School.

The reduction in use and circulation at the HSCC library over the past 18 months highlighted the need to review the library service in the September 2004 Library Report to Council. Combined with the decision of HSCC to end the out of school hours programme clearly demonstrates that there is no longer a need for the specific library service at HSCC.

The Playgroup programme

One other aspect of library support for HSCC services for children is for the playgroups, which are held in the mornings. This has been very lively programme over several years but library staff have noted a drop off in the demand for the one-day when they go there for story times. As this is not the only playgroup or social group for parents and children run in the Municipality it is recommended that this service visit other locations. It is envisaged that library staff will continue regular, but not weekly, visits to the HSCC playgroups.

The library staffing and stock situation

The library hours have been constant over several years. Current operating hours are five days a week, 3pm to 5pm, with a visit to one playgroup a week. With allowance for one and a half-hours travelling time, the estimated staff time for all the library services undertaken at HSCC centre is currently 13.5 hours per week during school terms.

Proposal:

It is recommended that the library service for Holdsworth Street Community Centre cease as of February 2005. The 13.5 hours of staff time, currently used at HSCC, will be re-directed to the children's programmes at Double Bay and Paddington Libraries.

A significant strategic approach in the Library service over the last two years has been to develop the children's services. Among other developments there has been a concerted plan to develop and extend story time and holiday activities in the Double Bay and Paddington libraries. These activities are attracting more and more children and their parents to enjoy the services, with a steady increase in lending of children's book and audio-visual materials. There has also been a very successful programme of story times undertaken each week at Paddington. The Paddington library has also attracted visits from pre-schools in the area.

As these services have developed, there is evidence through responses, take-up and waiting lists that an increase in these activities and services would be appreciated by parents and others. Having extra staff time each week to give to children's library services at Double Bay and Paddington libraries would result in a direct community benefit.

It is proposed that a small reading collection be maintained at HSCC, aimed at younger children frequenting the Centre. This collection would be rotated and kept relevant to resident need.

Future Use:

The library room is a well-proportioned space of approximately 80 square metres. It has always doubled as a meeting and quiet activities room for various groups using the centre. This space could suit various community programmes, but is limited by the sunken section of the floor. Quotes are currently being sought to level the floor to enable it to be used for programmes for a range of community activities, including programmes for older people, people with a disability and children, which are currently unable to use the space. These target groups have been identified as high priority in the Social Needs Study, due to be presented to the Community & Environment Committee of 14 February 2005. The findings and draft strategies included in this study will assist in the determination of the long-term use of this space, as it has the potential for a number of activities.

Consultation:

HSCC notified Council of its intention to close the after school care and vacation care programme in December 2004. (See Annexure 1 for formal notification to Council) The HSCC Committee has also endorsed the closure of the library service and the conversion of the space into a programming area for community activities. Consultation will continue with the HSCC Committee and other community groups on the best possible usage of the library room space in the context of the Social Needs Study.

All members of the HSCC library who have used it of recent years will be notified of the closure through a direct mail-out. Notices will also be placed in the libraries, community centres and customer service about the change.

Identification of Income & Expenditure :

There will be no impact on income or expenditure as a result of this change in service.

Conclusion:

The Holdsworth Street Community Centre Library has been a good service meeting a specific need since 1976. Changes to the HSCC children's services programme now mean that the library service is no longer required. It is recommended that this library service be closed and the resources used for children's library services elsewhere in the system. It is further recommended that the space which the library service occupied be used for other community activities as identified in the Social Needs Study and through community consultation.

Faye Lawrence
Manager – Library Services

Kylie Walshe
Director Community Services

Annexure:

Annexure 1 – Letter from Holdsworth Street Community Centre

Item No: D5 Delegated to Committee
Subject: **Library Report for the six months July to December 2004**
Author: F Lawrence - Manager Library Services
File No: 48.G
Reason for Report: To review the library service for the six month period July to December 2004 along with an analysis of statistical performance for the six months.

Recommendation:

That the report on the library service for the period July to December 2004 be received and noted.

This report reviews activities and projects for the six month period July to December 2004 with attached statistics compared with the same six month period in 2003.

1. Circulation Statistics from July to December 2004

There was a 3% decrease in the circulation for the six month period compared with the same period in 2003 (200,724 compared with 206,943).

Looking at each of the branches separately,

- Double Bay Central Library had a small decrease of less than 1% ie. .8% (146934 compared with 148,160 in 2003).
- Watsons Bay Branch had a decrease of 10.9% (7647 compared with 8581 in 2003)
- Paddington Branch had a decrease of 6.6% (45,735 compared with 48,958 in 2003)
- Holdsworth Street Centre had a decrease of 67% (408 compared with 1244 in 2003)

Herewith a comment on each of these results:

At Double Bay, the children's book lending was up whilst the adult books were down. The positive outcome for the children's lending is a good result as there have been fewer books purchased in the latter part of the previous year with a catch up underway now. The renovation of the children's section; the addition of extra computers for children and the marketing of the children's services would have helped in the continuing popular usage of this section of the library.

The adult book lending is showing a decrease, which could be attributed to the fact that the budget for the purchase of books in 2003/04 was reduced by \$70,000 because of the need for extra capital funds for the Library Management System. As a result we purchased 1,000 fewer books in 2003/4. Past experience has shown that there is an inevitable flow on effect in the following year when there have been fewer new items coming through. This could be a temporary decrease therefore. However, it will be investigated in a specific user survey in May.

The audiovisual lending is up. DVDs have been added to the formats in the library in this last year with fewer videos now being purchased. The benefit from the addition of the DVDs has yet to flow through to the other branches because the collection is still relatively small and is housed mostly at the Double Bay Library at this stage. Rotation of this collection, especially children's titles, will commence later this year.

Watsons Bay has shown a definite decrease, especially in adult book and periodical borrowing. The most popular parts of the lending collections there are the children's books and the adult fiction.

There were very few new titles added to the small adult collection there last year. There is a concerted programme underway to brighten up the adult fiction collection by withdrawing and transferring some of the read out stock and purchasing some bright new titles.

The Paddington Library decrease is fairly even across the categories and may be attributed to the opening of the King Cross Branch Library, which was closed for sometime and offered a reduced service for eighteen months or more. Paddington staff record that many people joined from that area during that time. The lending statistic for this six months are comparable to statistics prior to the Kings Cross closure. The Paddington Library Committee has not met since the South Sydney services were amalgamated with the City of Sydney. The City has yet to appoint representatives for the Committee but it is understood that this will happen very soon. The City has paid all of its accounts regarding Paddington Library to Woollahra on time.

The Holdsworth Street Centre Library reduction in lending is directly attributable to the winding down of the After School Care programme. A separate report deals with this situation.

2. Comments on Reference and Information services statistics and operations:

Reference enquiries received and answered at the service points throughout the library system numbered 17,700 which was a decrease of 5% on the previous period in 2003. There was however an increase in the number of community information enquiries answered directly.

On-line services

The library's web catalogue has come on line in this period. The new library web page as a part of the council's site was up and running in December. Remote on-line usage of the library's information databases has increased fourfold over the previous period. There has also been a significant increase in the number of reservation of books and other items. On-line reservations, which are a feature of the new web-catalogue, may be the contributing factor to this increase.

Community Information

The Community Information LINCS database continues to attract many users. There were 4814 searches carried out by members of the public from the Council's web site in the six months July to December 2004. The most popular searches according to broad categories were: Community Facilities; Child care; Education; Halls and meeting rooms for hire; Community centres; Leisure facilities and activities.

Local History

The number of enquiries undertaken at the with the Local History centre and in the libraries is down for the six months period (1209 compared with 1020). This may be of temporary nature and not of significance - however it will need to be monitored. Considerable time has been invested in preparing local history sections of the new web pages and in adding historic images to the on-line database. Staff are setting up a report mechanism for checking on the usage of the web site.

The Local History centre received a number of interesting donations recently including:

- A large collection relating to World War 11 and Woollahra. The collection includes photographs, newspaper articles and items particularly related to the shelling of Bellevue Hill and Rose Bay in 1942. These will form the basis of an exhibition in 2005.
- A further installment of Mr Ian Scott's memories of the architectural firm E.A & T M Scott responsible for numerous projects in Woollahra. These memories will be helpful in framing research questions for oral history interviews and other research purposes.
- Various researches and reports undertaken and written by users of the collection.

- Another large collection of maps of the LGA, which were held in the Depot, were reclaimed, sorted and organised. They are now awaiting cleaning, storage and indexing in the Local History centre.
- Many individual photographs and articles on a range of events, people and buildings in the LGA

In 2010 Woollahra Council will be 150 years - the body of organised historical documents and archives for the Council is now very extensive and able to support much in-depth research on the Government of the LGA, local architectural history, general social events and personal histories.

3. Cultural and outreach programme including children's activities:

The programme for the six months July to December, 2004 included

- Thursday 15 July , *Writers and Readers* Rachel Kohn - (*Writers and Readers* are held in the evenings in the Council Committee Room)
- Thursday 5 August , *Writers and Readers* Peter Hill
- Sunday 29 August, *Kids Day Out* - about 400 people attended the event to mark Children's Book Week and refurbishment of the children's library.
- Wednesday 5 September *Youth Photographic Award* presentation night. 70 Photographs were entered in the various categories. The new Zonta film prize attracted 10 clever entries. A donation to continue this prize has been committed by Zonta for 2005. The films and photos stayed on exhibition in the customer services area for the following week.
- Thursday 9 September *Writers and Readers* Robert Dessaix
- Saturday 11 September Library *Bookfair* in Blackburn gardens
- Thursday 23 September Launch of two Local History Publications - *St Brigids and Paddington Heritage*
- Thursday 18 November, *Local Writers Night* . Nine local authors were selected for presentation and interview with Andrea Stretton. The night was well attended in the council Committee room and there was good feedback from all the participating authors. It was generally considered that there is scope for expanding this event into a full day with various sessions.
- Wednesday 8 December, *Writers and readers* Kathryn Fox.
- Friday December 17 *Summer Reading Programme* launched in the children's library. 125 reading kits distributed.

4. Opportunities/response

In order to gain more information on library use a library user survey will be conducted in May 2005. Usage of the Web catalogue and Web site and users opinions will be specifically targeted.

Undertaking this research and collating information from other services and the literature on changes in usage patterns in libraries will assist in developing strategies for the longer term planning of the library services.

There appears to have been some impact on lending due to the need to cease ordering new materials in the first half of 2004, a result of budgetary constraints. Strategies will now be developed to ensure that regular ordering practises are implemented in the future.

Conclusion:

In summary, the library has seen some increases and decreases in demand for services over this six months. With the establishment of on-line services and the extension of computer services within the libraries, especially for children, some measures other than those traditionally reported need to be developed. The way the community uses library and information services is changing, with a new emphasis on on-line services. Consequently some reports are being developed within the new software to better describe what is happening over a range of user services in and from the library.

Faye Lawrence
Manager – Library Services

Kylie Walshe
Director – Community Services

Annexure:

1. Woollahra Library Statistical Information, July 2004 – December 2004

Item No: D6 Delegated to Committee
Subject: **Animal Advisory Committee Membership**
Author: Tim Tuxford Manager - Compliance
File No: 271.G AACM
Reason for Report: To determine the membership of the Council's Animal Advisory Committee for the term ending September 2008, in accordance with the Committee's Terms of Reference.

Recommendation:

A. That, in accordance with the adopted Terms of Reference of the Animal Advisory Committee, the applications received from the following community representatives be accepted for membership to the Animal Advisory Committee for the term ending September 2008;

- **Local Animal Professionals Category**
Brenda King
Dr Tony Mosman
Vicki Etherington
Dr Pamela Tinslay

- **Woollahra Council Residents Category**
Barnabas Bako
Dr Barrie Towers
Ericka Van Aalst
Graeme Lowry-Jones
Jose Brown
Lyn Sanchez
Margaret Titterton
Nicholas Bury

Background:

The Animal Advisory Committee (AAC) was set-up in 1997 to coincide with the introduction of the *Companion Animals Act 1998*, which commenced operations on 1 September 1998.

In mid-1997, Council placed notices in the local newspaper, seeking people to nominate themselves for membership to the Council's new AAC. The notice stated that "*Committee members will help the Council develop provisions to promote the practice of responsible dog owning habits*". The notice further stated that "*the new committee will be comprised of a resident, and one representative each of the dog owning community, a community group, a veterinary hospital and National Parks & Wildlife.*"

The first meeting of the AAC was held on Wednesday 23 July 1997. It would seem those who nominated themselves were invited to join the committee. From discussions with several long-standing members and a review of the minutes of the first meeting, the initial membership included, but may not have been limited to, the following persons;

- Councillor Drew Robertson (Chair)
- Councillor Rose Watson
- Peter Sharpe (Staff)

- Colin De Costa (Staff)
- Dr Barry Towers (Dog owner/resident)
- Brenda King (Animal Welfare League)
- Graham Freudenberg (Resident/possibly Woollahra Society)
- Helen Furber (Royal NSW Canine Council)
- Dr Pamela Tinslay (Vet/Animal behaviourist)
- Pat Nicholas (Resident/Vet)
- Penny Carle (Resident/possibly Paddington Society)
- Peter Morrison (Resident)
- Tony Mosman (Vet)
- Vicki Ethrington (Royal NSW Canine Council/Professional Dog Trainer)

When the AAC was initially convened there were no formal terms of reference and there was no set term of office. As stated above, members nominated themselves and retained their membership by being committed to attend the meetings.

Draft terms of reference for the AAC were presented to the Community & Environment Committee meeting of 13 September 2004 and Council meeting of 27 September 2004, where it was resolved as follows;

- "A. That Council adopt the "Animal Advisory Committee Terms of Reference" as contained in Annexure 1 of this report subject to the following amendments;*
- 1. Page 1 – "seven (7) representatives of residents" is to be changed to "seven (7) Woollahra Council residents";*
 - 2. Page 1 – inclusion of the "Paddington Society" in the list of interest groups that may be invited; and*
 - 3. Page 3 - deletion of the reference to a "12 month term" for the Chairperson and Vice- Chairperson.*
- B. That public notices be prepared and placed in the local newspaper seeking nominations for membership to the Council's Animal Advisory Committee, in accordance with the adopted Terms of Reference.*
- C. That the submitted nominations be presented to a future meeting of the Community & Environment Committee so the final membership of the Council's Animal Advisory Committee for the term ending September 2008 can be endorsed."*

In accordance with the above resolution, public notices were placed in the Wentworth Courier on 10 and 17 November 2004 calling for applications for membership to the AAC for the term ending September 2008. At the close of applications on 26 September 2004, Council had received;

- eight (8) nominations from local residents to fill the seven (7) available positions;
- three (3) applications from local area animal professionals to fill the four (4) available positions. A fourth application was received after the closing date; and
- one (1) submission from Centennial Parklands wishing to continue its involvement with the AAC as an "interested party".

A summary of the above applications is attached to this report as Annexure 1.

Consideration:

The adopted terms of reference of the AAC state the following;

“If there are more prospective representatives than places available, the Community and Environment Committee will determine the membership for that category based on suitability, experience and distribution of representation across the Council area.

If considered appropriate, the Community and Environment Committee may increase or decrease the number of community representatives in any community representative category.”

As the number of applications received from ‘*local animal professionals*’ is equal to the number of positions available, it is recommended that all of these applications be accepted.

With regard to the applications for the ‘*residents*’ category it is difficult to choose between the applicants. Accordingly, as the number of applications received for membership only exceed the number of positions available by one, it is considered that all applications should be accepted. In this regard, having eight (8) resident representatives instead of the prescribed seven (7) would not prevent the effective operation of the Committee and would allow for the immediate filling of any future casual vacancy.

Tim Tuxford
Manager - Compliance

Allan Coker
Director – Planning & Development

Annexure:

1. Summary of Applications received for Membership to the Council’s Animal Advisory Committee.

Item No: R1 Recommendation to Council
Subject: **Community Services Policy**
Author: Kylie Walshe
File No: 79.G
Reason for Report: To provide a policy framework for the provision, facilitation and planning of community services.

Recommendation:

That Council adopt the draft Community Services Policy, as detailed in Annexure 1 of this report.

Background:

Under the *Local Government Act 1993*, Local Government's charter involves providing directly or on behalf of other levels of government:

- adequate, equitable and appropriate services and facilities for the community and
- ensuring that those services and facilities are managed efficiently and effectively (Section 8, Local Government Act 1993 as amended).

While local government does not have a legal responsibility to provide community services and facilities, the charter makes it clear that local government is a sphere of government with a role in providing a variety of services that local residents require. According to the Local Government and Shires Association, local government can choose to involve itself in the provision, management, or operation of the following community service functions:

- services for children, families, young people, people with a disability and older people
- public health
- cultural, educational, and information services
- public transport
- sport, recreation, and entertainment, and
- housing.

Woollahra Council has been involved in the provision, facilitation and planning for community services for over 50 years. During this time Council has resolved to be involved in community services in a number of roles, namely, that of funder, planner, facilitator, partner and leader.

As Council is not required to become involved in these areas of community services it needs to determine it's level of commitment and role in these areas. The adoption of the draft Community Services Policy will provide Council with a clear policy on the role that Council will take in community services in the future and under what circumstances.

Proposal:

The draft Community Services Policy has been drafted in recognition of the current role that Council takes in community services, resources available and the opportunities available to Council as the level of government closest to the community.

In summary, the Policy Statement details the varied roles that Council will take in community services. It recognises that Council acts primarily as a facilitator for community services rather than a provider of direct services, with many activities carried out in collaboration with other service providers, such as community groups, government agencies and adjoining Councils. It recognises the advocacy role of Council and the ability of Council to support and provide seed funding to other organisations to provide direct services to Woollahra residents. It also outlines the circumstances where Council would consider becoming a direct service provider.

See Annexure 1 for the draft Community Services Policy.

Consultation:

The draft Community Services Policy has been written in consultation with relevant Council staff and Directors. It is in accordance with the consultation and results of the Social Needs Study, where consultation was undertaken with residents, service providers, other government agencies and adjoining Councils. It also reflects the discussion regarding priorities expressed by Councillors at the Councillor Workshop held on 18 January 2005.

Identification of Income & Expenditure:

The adoption of this Policy will have no direct impact on the resources allocated to Community Services by Council. It is only through the implementation of this Policy and further council resolutions that income and expenditure could be affected.

Conclusion:

The adoption of the draft Community Services Policy will assist Council in decision making in relation to its community services activities. It will demonstrate Council's ongoing commitment to community service planning, facilitation and service provision. This policy will also assist in the Social Needs Study, with particular relevance to the development of strategies and actions within the draft Aged and Disability Strategy and the draft Children's Services Strategy. These are due to be placed on public exhibition in February & March 2005.

Kylie Walshe
Director Community Services

Annexures:

Annexure 1 – draft Community Services Policy

ANNEXURE 1

Draft Community Services Policy

POLICY STATEMENT As part of its vision to *support and promote active community participation to achieve a healthy social environment, appropriate cultural services and an efficient infrastructure,*¹ Council will be involved in planning, facilitating and providing community services.

Council recognises that it has a responsibility to contribute and enhance the quality of life for all people in the area, in conjunction with State and Federal Governments. This responsibility includes planning for the provision of community services and facilities, coordination and information sharing with local services and the development of services to encourage a cohesive, harmonious community.

Council acts primarily as a facilitator for community services rather than a provider of direct services, with many activities carried out in collaboration with service providers, such as community groups, charitable organisations, government agencies and adjoining Councils.

Council will encourage and assist other organisations to provide required community services to Woollahra residents. Where there is a high level of community need and no other organisation with the capacity to provide a required service, Council will consider providing the service directly, with appropriate funding from other levels of Government.

Through the implementation of the Community Services Policy, Council will maximise community access to services to ensure they are appropriate to needs.

BACKGROUND Community services in Australia are largely funded by the State and Federal Governments. As the level of government closest to the community, Local Government has a pivotal role in facilitating and providing facilities and services which meet the social and physical well being of local communities.

Council has a long involvement in the planning and implementation of community services for Woollahra residents. Council does not have the financial or human resources, or the responsibility, to directly provide all services for its community, but is involved as a planner, funder, direct service provider, advocate, and facilitator of services and facilities. The commitment of Council to community services is outlined in this policy, which will provide the framework for council activities in this area.

PURPOSE **To provide a high level community services policy framework** to enable holistic and informed decision making by Council. This policy details Council's commitment to community service planning, facilitation and service provision to contribute to the quality of life and well being of Woollahra residents.

¹ Management Plan 2004-2007, Woollahra Municipal Council

- LEGISLATION** Under the Local Government Act 1993, Local Government's charter involves providing directly or on behalf of other levels of government:
- adequate, equitable and appropriate services and facilities for the community and
 - ensuring that those services and facilities are managed efficiently and effectively (Section 8, Local Government Act 1993 as amended).

The charter makes it clear that local government is a sphere of government with a role in providing a variety of services for local residents. Councils are involved in the provision, support, facilitation, or operation of the following community service functions:

- services for children, families, young people, people with a disability and older people
- public health
- cultural, educational, and information services
- public transport
- sport, recreation, and entertainment, and
- housing.

- SCOPE** This policy covers all activities undertaken in the area of community services, with the exception of library services, as this service is governed by the Library Act 1939.

- POLICY PRINCIPLES** Community Service activities will be conducted in accordance with the following principles:
- Access and Equity. All residents are entitled to use and access public facilities and services regardless of their social and economic circumstances. Council will promote and prioritise access to services by disadvantaged residents.
 - Diversity. Council is committed to embracing the diversity of the Woollahra community and will promote an inclusive harmonious community.
 - Participation. Council will encourage community participation in the planning, development and delivery of community services. It will provide opportunities to participate in activities that assist the development of relationships and build a strong and cohesive community.

- ROLE OF COUNCIL** Council has a number of roles in Community Services. Council is committed to the following roles.

1. Social Planning

Social planning provides a framework for the operation of community services in the Woollahra area. Council will:

- Investigate and document local needs, in consultation with service providers and local residents.
- Develop programs and policies to meet these needs.
- Contribute to State & Federal planning processes.
- Prepare and implement a Social Plan, as required by the Local Government Act 1993.

2. Leadership & Advocacy

Council plays a significant leadership role in building positive community relations and in securing improved outcomes for the local community.

Council acknowledges that it is in a position to influence decision-making in other levels of government and the wider community, in ways that can enhance the quality of life of the Woollahra community. As a result Council will play an advocacy role to other agencies and contribute to regional interagencies and forums.

3. Community Interaction

Council considers interaction and socialising between all members of its community to be a vital aspect of its community life. Many of Council's direct and funded programs aim to encourage community interaction and harmony. For example, Council supports and provides funding for recreation and cultural activities, such as local events, as an important means of encouraging community interaction.

4. Providing Information and Fostering Participation

Council aims to ensure that the community is kept well informed about community services through the provision of a broad range of information, provided in a variety of mediums and languages. Easy access to information is offered through our libraries, community centres and customer service centre, website, newsletters, brochures and by word of mouth through Council's staff.

Council will facilitate the sharing of information within the community and between service providers and agencies to promote community understanding and knowledge.

Council supports all community members to participate in decisions in relation to community services through the effective planning, facilitation and undertaking of:

- Advisory Committees
- Council-facilitated Meetings
- Community Reference Groups
- Community Surveys and Forums
- Complaints Management
- Interactive methods, such as community arts projects

5. Supporting Community Organisations

Council builds strong and positive relationships with local community organisations to assist them to be sustainable and responsive to local community needs, and to fulfil their service delivery goals.

Council supports community organisations through service and skills development, its annual Community Grants Program and subsidised accommodation. Supported community organisations contribute to a well-served community and assists the capacity of the community to determine and achieve its own outcomes.

As part of this role, Council also makes available important planning information to assist other agencies, and particularly community-based organisations, to effectively plan their services and programs.

6. Provision of Community Services

Council aims to provide appropriate community services that are responsive to the needs of the local community. In determining whether Council will become or continue to be a direct service provider in the area of community services, consideration will be given to the importance of the service to the Woollahra community in terms of contribution to social well being and quality of life and the ability of an external organisation to provide a quality service.

Council will also assess the ability for an external organisation or other government agency to provide an accessible and equitable service to Woollahra residents. Other considerations include:

- The efficiency and effectiveness of an organisation in the provision of community services.
- The ability of an organisation to demonstrate quality outcomes for the Woollahra community, with particular reference to disadvantaged residents.

7. Community Facilities

Council will manage and maintain community facilities that are appropriate to community needs. To facilitate the provision of community services Council will provide facilities to community organisations and for community purposes at a subsidised rate, when available. The level of subsidy will be determined through an assessment of the user group, their needs and level of priority.

Council has a clear role as public trustee and guardian of public and community assets to ensure access for all members of the community, now and in the future.

8. Partnerships

Council seeks to seed, develop and encourage program delivery through creative partnerships with other levels of government, other councils, and community-based organisations and groups.

RELATIONSHIP WITH OTHER POLICY/ PLANNING DOCUMENTS

Council's Management Plan and strategic documents are in accordance and consideration of this policy.

IMPLEMENTATION

Council will undertake an annual audit of its contribution to community services, which is documented in its Annual Report. Actions to implement this policy are included in the Woollahra Social Plan 2002-2007 and associated strategies.

REVIEW

This policy will be reviewed in conjunction with the Woollahra Social Plan, which is required at least every 5(five) years.