



# Community & Environment Committee

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

**Date:** *Monday 30 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

25 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 – 30 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 30 August 2004 at 6.00pm.**

Gary James  
General Manager

## Meeting Agenda

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

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

D1	Confirmation of Minutes of Meeting held on 9 August 2004	1
D2	Library Report for the quarter April to June 2004 and the comparative information on library services 2002/03 (NSW Local Government Councils) – 48.G	2
D3	2005 Australia Day – 680.G	18

**Item No:** D1 Delegated to Committee  
**Subject:** **Confirmation of Minutes of Meeting held on 9 August 2004**  
**Author:** Les Windle, Manager - Governance  
**File No:** See Council Minutes  
**Reason for Report:** The Minutes of the Meeting of Monday 9 August 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 9 August 2004 be taken as read and confirmed.

Les Windle  
Manager - Governance

**Item No:** D2 Delegated to Committee

**Subject:** **Library report for the quarter April to June 2004 and the Comparative Information on Library Services 2002/03 (NSW Local Government Councils)**

**Author:** F LAWRENCE - MANAGER LIBRARY SERVICES

**File No:** 48.G

**Reason for Report:**

1. To review the library service for the April to June 2004 quarter along with an analysis of statistical performance for the full twelve months July 2003 to June 2004.
2. To review the recently published Comparative Information on New South Wales Local Government Councils 2002/03 for Group 2 Libraries.

**Recommendation:**

- A. That the report on the library service for the quarter April to June 2004 with analysis of the annual statistics be received and noted.
- B. That the overview in the report on the Comparative Information on Local Government Councils 2002/03, Group 2 Library Services be received and noted.

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**INTRODUCTION:**

This report is divided into two main sections:

Section 1: Overview of significant library activities and projects for the fourth quarter with accumulated statistical analysis for the full year July 2003 to June 2004 compared with the previous twelve months. The actual figures are attached as Annexure 1.

Section 2: Commentary on the Comparative Information on New South Wales Local Government Councils 2002/03 – group 2 libraries. Four charts of comparative information as provided are attached as Annexures 2-5.

**Section 1 – The Quarterly Overview and Annual Analysis:**

1.1 Circulation statistics from July 2003 to June 2004.

There was a slight increase in the overall circulation for the twelve months compared with the previous twelve months of 2002/03 (413,272 compared with 410,252 for 2002/03).

Two particular factors would have affected the circulation for the year,

- The children's section of the main library at Double Bay was closed for four weeks from 21 May to 21 June, 2004 for refurbishment.
- The budget for purchase of books in 2003/04 was \$70,000 less than the year before because extra capital funds had to be made available for the purchase of the new Library Management System.

### ***Children's Books***

In this context it was pleasing to note there was an overall increase of 2% in the circulation of children's books for the full year 2003/04 compared with 2002/03 (90,990 compared with 89,208). The slight decrease at the main library of 2% (61,369 compared with 62,604) for children's circulation, which was understandable given the closure, was more than made up by the 24% increase in this category at Paddington (22,025 compared with 17,712) and 6.3% increase at Watsons Bay (5,706 compared with 5,368).

### ***Adult Books***

For Adult book circulation there was a decrease overall of 2.1% for the full year 2003/04 compared with 2002/03 (236,761 compared with 240,960). Paddington Library showed a small 1.2% increase for the lending of adult books (57,476 compared with 56,803). By contrast the small branch at Watsons Bay experienced a 16% decrease in the circulation of adult book for the year (8,434 compared with 10,028). The Double Bay main library decrease in the lending of adult books was a smaller 2.4% (170,851 compared with 175,129).

### ***Budget Effects***

As noted above there was a 30% decrease in the budget for purchase of books in the financial year 2003/4 which resulted in an expenditure of \$170,519 compared with \$242,749 in 2002/03. The joint budget for Double Bay, Watsons Bay and Holdsworth Street was affected by this with 2,942 fewer books purchased for the year compared with the previous twelve months (6,179 compared with 9,121). There was however a small increase in the Paddington book budget. Expenditure for the year on books for Paddington being \$47,212 compared with \$44,046 for 2002/3. Paddington book purchases for the year were up by 350 (2,083 books compared with 1,733).

The question arises from all of this as to whether the decrease in expenditure did affect the borrowings of adult books when it did not really result in a decrease for that year for childrens books borrowing. It is reasonable to speculate that the circulation for the more popular reading materials for adults would have been the most immediately affected by fewer new books being purchased. These are the types of books which are in strong demand at Watsons Bay, for instance. Purchasing of multiple copies of current, popular items was limited throughout the year in order to stretch out the budget meaning that readers had to wait longer and the variety of choice was restricted.

### ***Membership***

The active borrowing membership has remained constant for the two year period 2002 to 2004 – with a total of 22,937 in June 2003 and 22,960 in June 2004 which does tend to suggest that the fewer numbers of new books for borrowing probably did affect the total circulation of adult books overall and particularly at Watsons Bay.

### ***Audio Visual***

Audio-visual items were up by 4,291 or 8% for the year 2003/04 (61,510 compared with 53,219 for the previous year). There was \$3,822 extra expended on audio-visual materials for the year (\$42,226 compared with \$38,404). There is one audio-visual budget only for the whole service - items are rotated from the central library. DVDs were added to the collection over the past eighteen months and have contributed to the increased circulation.

### ***Periodicals***

Periodicals circulation is down for the twelve months 2003/04 despite the fact that the expenditure was higher (\$47,019 at Double Bay and Paddington compared with \$42,227). This is a trend which has been observed over several quarters now and has resulted in a decision to review the periodicals subscriptions thoroughly over the next six months. A plan is being drawn up to set about surveying library usage patterns both in the library and for borrowing, user satisfaction rates and opinions, other library collections and electronic services trends. The periodical lending is not expected to be as high as books and audio visual materials because many of the periodicals have been traditionally used in the libraries rather than borrowed however the general borrowing collection has shown a trend towards a decrease in lending which needs to be investigated.

### ***Summary***

Circulation overall has remained fairly static for a few years now with some variations within the collection categories. Double Bay main library has much the same circulation as last year with a small percentage increase of 0.2% (298,029 compared with 297,443). Paddington Branch Library circulation is up by 6.5% for the year on the previous twelve months (96,473 compared with 90,542), Watsons Bay has shown a decrease of 16% in loans which can be directly attributed to the lower book expenditure for the financial year. Holdsworth Street Centre Childrens library has experienced a sharp decrease in circulation of 47% (1,947 compared with 3,682). Holdsworth Street Library which is open after school from 3pm to 5pm has traditionally been more of a homework assistance service than a borrowing library however the library service levels are under review as part of the overall considerations of the needs there.

## 1.2 Reference and Information Services.

Reference statistics for the twelve months show an increase of 3% overall (31,447 compared with 30,443). These enquiries on a range of topics, as well as local history and community information, are answered at various service points throughout the system, in person by phone, fax and email.

### ***Local History***

A summary of the type of local history enquiries which were received in the fourth quarter indicates the type of enquiry which the local history librarians are involved in at the Local History Centre in Sherbrooke Hall.

<b>Local History Enquiries</b>	<b>Number</b>
Council Staff (mostly property related)	71
Other Property related	182
Commissioned property report	5
Local History	309
Family History	43
Other	38
<b>Total</b>	<b>648</b>

The statistics reflect a busy quarter for the Local History Centre. Property related inquiries continue to be a popular need with researchers and Council staff. As well as specific property inquiries for example for heritage reports for Council or from property owners, property related inquiries also fall into the boarder groups of requests for local history and family history. The category 'Other' includes dealing with volunteers and community groups and general inquiries not concerned with local history.



Special Publication Projects

- St Brigids – the research and update for the publication on the history of St Brigids was completed and sent to the printers for printing.
- Paddington Heritage – the research and writing for the publication on the heritage items of Paddington was completed. Editing and printing are being finalised.

Oral History Project

- Oral history recordings were carried out this quarter with some new candidates under consideration.

Valuable Donations in this Quarter

- Photographs from RAHS and a 3 volume inventory of Council archives (including Paddington) from the City of Sydney Archives.

Copying Project

- The Minutes of Woollahra Council 1971-1980 were copied onto microfiche. The copies are housed in the Local History Centre with the master negatives stored at Kingswood. The Local History Centre now holds copies of the Woollahra Municipal Council Minutes from 1860-1980.

*Community Information*

The Community Information Librarian maintains the Links database for the Council web site. A number of Councils in Sydney contribute to the cooperative database. Under this arrangement Woollahra specifically maintains around 400 records which can be searched separately or as part of the overall database. There were 2,290 hits recorded on the database over the quarter and the 10 most popular searches recorded in the quarter were:

<b>April</b>	<b>May</b>	<b>June</b>
➤ Community Facilities	➤ Community Facilities	➤ Community Facilities
➤ Leisure Activities	➤ Education	➤ Arts and Culture
➤ Education	➤ Leisure Facilities	➤ Community Organisation
➤ Community Organisation	➤ Arts and Culture	➤ Leisure Facilities
➤ Leisure Facilities	➤ Long Day Care	➤ Community Centres
➤ Conservation & Environment	➤ Community Organisation	➤ Conservation & Environment
➤ Long Day Care	➤ Transport	➤ Long Day Care
➤ Utilities	➤ Community Centres	➤ Leisure Activities
➤ Arts and Culture	➤ Leisure Activities	➤ Population Groups
➤ Childcare	➤ Population Groups	➤ Accommodation

1.3 Home Library Service.

The Home Library service delivers books, audio-visual items and magazines to people who are housebound. The service delivers to about 120 individual residents on a fortnightly basis. The selections are made according to reader preference profiles which are kept electronically and updated frequently. Deliveries are made by a staff courier and four volunteers.

Library Staff also select set numbers of items to lend to a range of senior citizens centres, retirement and nursing homes which are turned over on a quarterly basis. In the last quarter these have included, Ronald Coleman Lodge, Woollahra; Rose Bay Gardens Nursing Home; Montefiore Home; Goodwin Village; E.J. Ward Centre; Albert Court Hostel; and Woollahra Seniors Club.

#### 1.4 Library Management System.

This quarter saw the installation of the new computer system for the library which it went live on 26 May 2004. The library system was upgraded from a text based system to a full windows based system, with a relational data base and web access capability. The implementation of the system went well with relatively few problems. The catalogue is now on the web and library clients can place reserves and renew their loans on-line. Both Woollahra and Waverley have installed the same system, Libero.

There have been benefits from this joint purchase with joint training in specialised aspects of the system and on-going consultation between key staff of the two libraries on developmental aspects of the system.

#### 1.5 Childrens Library Section Renovations.

Another major project for the Library during this quarter was the refurbishment of the childrens section in the main library. The childrens library on the ground floor of St Brigids was closed for a full month from Wednesday 19 May through to Monday 21 June. Watsons Bay and Paddington Branches experienced greater use of their childrens collections throughout this time. The refurbished section is much brighter and many parents have expressed approval of the new brighter look. A special celebration day was held on Sunday 29 August to coincide with childrens book week.

#### 1.6 Cultural Programme and the HSC Programme - April to June.

Three Writers and Readers evening talks with authors were held in the Council committee rooms at 6pm in the evening. This programme is part of the library's activities with the Friends of the Library. The programme attracts audiences who pay a fee for the evening which includes refreshments - averaging 50 persons per event.

1 April	- Kate Fitzpatrick	<i>Name Dropping</i>
29 April	- Bud Tingwell	<i>Bud</i>
24 June	- Lucinda Holdforth	<i>True Pleasures</i>

Three HSC lectures in the Ride the HSC programme were held in the quarter. These three evening lectures were Woollahra's part of a wider regional based programme co-operatively organised across the Eastern Suburbs libraries and promoted throughout the schools in our district. Two were held in the Council committee room and one was held at Paddington Library.

13 May	- Joel Gibson	<i>Emma and Clueless</i>
20 May	- Brenda Duchon	Legal Studies (at Paddington Library)
3 June	- Wendy Michaels	<i>King Lear</i>

#### CONCLUSION:

In summary, the library service has had relatively stable circulation and demand over the past few years. The last quarter of 2003/04 saw some major projects completed with the new management system and renovation to the childrens library. It is anticipated that these will impact on the level of activity in months coming.

## **Section 2 – Comparative Information on Local Government Councils - Group 2 Council Libraries:**

### **Background:**

This segment of the report is in response to the resolution of the Corporate and Works Committee of 19 July 2004 on the 2002/03 Comparative Information on Local Government Councils that:

- B. Further reports be submitted to better inform Councillors on improvement opportunities which may be identified by the comparative information.*

This report addresses the information regarding the two Key Performance Indicators for New South Wales Public Library Services in the comparative documentation as applied to the Group 2 Councils and printed out in Graph form as attached.

The two Performance indicators, which are supplied on graphs, are:

- Circulation Per Capita ANNEXURE 2
- Library Expenses per capita ANNEXURE 3

As well, there are two other related graphs for library services, which are also reviewed:

- Number of Circulations recorded for Library Service and ANNEXURE 4
- Total Library Expenses ANNEXURE 5

The graphs provide comparative trend information for the period 1998/99 to 2002/03 for Group 2 Councils, which are described as medium-sized metropolitan. The seventeen Group 2 Councils are:

- Ashfield
- Auburn
- Botany Bay
- Burwood
- Canada Bay
- Kogarah
- Hunters Hill
- Leichhardt
- Lane Cove
- Mosman
- Manly
- Pittwater
- North Sydney
- Strathfield
- Waverley
- Willoughby
- Woollahra

### **2.1 Circulation Per Capita – ANNEXURE 2**

#### **Trend as Indicated**

Woollahra's circulation has gone down from 8.78 per capita in 98/99 to 7.3 per capita in 00/01 and then risen to 7.663 in 02/03. The group average is 8.11. The range for the whole group is 3.6 to 15.1.

#### **Analyses /Interpretation**

For 2002/03 there were nine libraries above Woollahra's average circulation and seven below. In other words Woollahra is close to both the average and the median. The higher circulation libraries are not exclusively from the Councils with the larger populations. Lane Cove, Manly and Mosman for instance are smaller Councils than Woollahra but have higher circulation per capita. These three Councils' Library services benefit from the high level of cooperation amongst North Shore Library services with their computer network – Shorelink - opening up the collections of these libraries to a larger population of users. These three Councils also have high per capita expenditure when it comes to library services. The other two library services from this group in Shorelink are North Sydney and Willoughby which both have high circulation per capita.

Of these nine higher per capita circulation libraries most, if not all, have substantially larger premises than Woollahra's main library, are well-located in shopping centres or central locations, with off-street dedicated parking and easy access for people who have a disability, the elderly and those with young families.

#### Opportunity for Improvement

Relocation of the library to new premises with greater space thus allowing for a greater range of services such as availability of technology and ease of access.

## 2.2 Library Expenses per capita 2002/03 – ANNEXURE 3

This measures the gross operating expenses for library services on a per capita basis.

#### Trend as Indicated

Woollahra's cost per capita range is from \$30.17 in 1998/99 through to \$41.319 in 2002/03.

Woollahra is fifth from the highest in 2002/03 with four libraries having a higher cost and twelve with a lower cost per capita. The full range for all the Councils is \$23.089 to \$58.35. Woollahra was below the group average for per capita costs for each year except 2002/03.

#### Analysis and Interpretation

This calculation comes from the Statement of Library Operations supplied by each Council. There is a set form with headings for different costings but there is some opportunity for varying apportionments of different costs by the Council. There may be some variations for instance in the percentage of costs calculated by each Council for its library, for example, for Administration costs, Insurance costs, Information technology support costs etc.

According to the graph, Woollahra's per capita costs are calculated to have increased proportionally more in 2002/03 than the earlier years. There were salary increases for his year but not proportionally greater than in each of the previous years.

It is very difficult to make very specific judgements about the comparisons with other Councils. For example, the two Councils shown as nearest in cost to Woollahra in 2002/03 are Willoughby at \$40.211 per capita and Manly at \$50.683 per capita (Woollahra is \$41.211).

Two other vital factors from those two Council's Library Services in 2002 which would impact on the cost per capita calculation are interesting to consider in the comparative context – staffing and population.

In 2002, Willoughby staff was 38.4 (Equivalent full-time EQT), Woollahra's was 28 (EQT) and Manly's was 18.6(EQT).

In 2002, Willoughby population was 63,620, Woollahra's was 55,072 and Manly's was 39,192.

Salary costs would inevitably be a high proportion of gross operating costs for any library service yet Willoughby with 34% more staff than Woollahra is shown to have a similar per capita cost to Woollahra. Manly with 35% fewer staff than Woollahra is shown to have a 21% higher cost per capita cost than Woollahra. Both Willoughby and Manly are basically single building operations i.e. operate the service from one main library building. Even taking into account the population differences, this brief look at these three cost and data comparisons indicates it is at least open to speculation that there are significant differences in the way operating costs apart from salaries are being calculated and proportioned across Councils for their library services.

Perhaps it can be said then that whilst this trend data is generally useful to examine and to compare, the main usefulness of this trend is to look internally at the cost variations across the years, look at reasons for it and any opportunities for improvement.

#### Opportunity for Improvement

Over the last two years especially, all operating costs other than salaries have been scrutinised very carefully and pared back. The funds required to perform the library operations at the level currently required is as about as lean as it can be. There have also been two specific changes in the current library budget, which have brought about a saving.

There was a payment of \$50,000 being made to Waverley Council for the reciprocal rights for Woollahra residents for the period in the trend analysis. It was finalised at the end of the 2003/04 budget.

The library staff establishment was reduced by .6 (point six) of a position for the 2004/05 budget following a decision that staff savings had to be made. A re-structuring programme is being put in place in the library to accommodate this staff time reduction.

### 2.3 No of Circulations Recorded for Library Services 2002/03 – ANNEXURE 4

#### Trend as Indicated

Woollahra has the fifth highest circulation for the seventeen Group libraries in 2002/03. There are four with circulation higher and twelve with circulation lower. Woollahra had a higher circulation in 1998/99 at 470,467, which dropped to 399,580 in 2001/02 and had increased to 410,252 in 2002/03.

#### Analysis / Interpretation

Woollahra continues to have a higher circulation than most libraries in the group which have similar or larger populations. The four which have higher circulation are Willoughby, Waverley, North Sydney and Lane Cove. Three of these are in that successful cooperating group of North Shore libraries with higher costs than average in the group. Waverley opened its new spacious library around 2000 and had attracted a large range of interest.

The decrease in Woollahra's circulation in 1999/00 coincides to some extent to a more general circulation trend in libraries in the nineties with the emergence of new technologies for information services and some overall reduction in the borrowing of books. Those library services which were able to introduce more facilities for computers into their operations were attractive to users especially young people. As mentioned Waverley opened its new large library at that time also and would have had an effect both on Woollahra users and Waverley users who came to Woollahra when Waverley was re-allocating its resources and re-establishing itself in the new premises. Since then 1999/2000 Woollahra has seen an increase in circulation with the trend levelling off at around 413,000 for 2003/04 for our most recent calculation.

#### Opportunity for Improvement

As stated above - relocation of the library with space for client services, technology, collections, reading and study areas and small meeting rooms in a good, central location with parking and good accessibility would be likely to make the most difference.

### 2.4 Total Library expenses - 2002/03 – ANNEXURE 5

This is a total gross expenditure comparison, which should include capital resources for library materials such as books and audio-visual items.

### Trend as Indicated

Woollahra is third from the top in this listing with two libraries above in expenditure - Waverley and Willoughby and fourteen below.

### Analysis / Interpretation

The same comments made in the per capita cost analysis would apply. In summary, it is very difficult to be sure one is comparing like with like. That Woollahra is third from the top rather than fifth as in the per capita cost listing is a reflection of the fact that three of the other libraries in the per capita cost listing are serving distinctively smaller populations. They are Mosman, Lane Cove and Manly. So although they sit second, third and fourth on the per capita ahead of Woollahra, they are tenth, seventh and fifth respectively on the total costs listing below Woollahra.

Woollahra has had a tradition of supporting the capital costs of library resources for books, audio-visual items and periodicals comparatively well so this would be reflected in the total costs and total lending comparisons.

After Waverley and Willoughby, which are the two highest total cost libraries, there are a group of four, Woollahra, North Sydney, Manly and Leichhardt which form a comparative block within a range of \$265,000 in costs (\$2,212,000 to \$ 1,947,000). There will be projects and unique features, which will make a difference in each libraries costs in any one year as with the \$50,000 Woollahra has contributed in this period annually to Waverley Library.

All of the calculations in these comparative statistics are based on gross costs so there is no possibility of comparing income differences, however in this context it is worth making a note that Woollahra has another unique feature which would make a significant net difference if it were taken into account. In 2002/03 Woollahra received \$180,000 from South Sydney in income towards the cost of Paddington Library (representing 45% of its costs) whereas 100% of the costs are being shown in the gross operating per capita and total costs for Woollahra in these calculations.

### **Conclusion:**

Woollahra has the fifth highest circulation in total and the fifth per capita costs. Woollahra's per capita circulation is around the average and median. Woollahra sits around the same level of total costs of about four other Councils, which have substantial library services with similar comparative staffing levels. There are two higher cost libraries which are in big regional shopping centres and eleven which have lower total costs, some of which are smaller in population and some which are larger.

Woollahra provides its library service over five different locations throughout the municipality whereas most other Councils in the Group are either one or two location services only. Woollahra's main library is much smaller in space provision than most, if not all of the other libraries in the group. These factors are typical of those which affect the comparison outcomes from the indicators and are stated on the graph sheets as such.

Opportunities for improvement have been identified over recent years and include reducing some level of costs, cut backs in staff hours and the need to improve the main library accommodation.

Faye Lawrence  
Manager – Library Services

Kylie Walshe  
Director – Community Services

**ANNEXURES:**

1. Woollahra Library Statistical Information July 2003 to June 2004.
2. Circulation Per Capita.
3. Library Expenses per Capita 2002/03.
4. Number of Circulations Recorded for Library Services 2002/03.
5. Total Library Expenses 2002/03.

**Item No:** D3 Delegated to Committee  
**2005 Australia Day**

**Author:** Jo Jansyn, Leisure and Cultural Development Coordinator  
**File No:** 680.G  
**Reason for Report:** To review participation in Australia Day activities by Woollahra Council on Wednesday 26 January 2005.

**Recommendation:**

That Council endorse the hosting of an Australia Day event on Wednesday 26<sup>th</sup> January 2005, as detailed in this report.

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**Background:**

Woollahra Council has recognised Australia Day in past years, but has not traditionally hosted activities on the day. A report to the Community and Environment Committee, dated 6 December 1999, included a statement that the Australia Day Anniversary and public holiday have not traditionally been celebrations in which Council has invested significant resources, due to the view that the Municipality is positioned next to centrally organised events on the harbour and in the city.

Woollahra Council' Citizenship Ceremony has also traditionally occurred pre or post Australia Day, and not on the day itself.

With the election of a new Council in 2004 it is considered appropriate that this position be reviewed.

The Australia Day Council has recently provided information that over 170 LGA's in NSW produce activities to celebrate Australia Day and that Australia Day is the single, biggest celebration in New South Wales. The Australia Day Council have also provided some findings from research that the National Australia Day Council has conducted (Annexure 1).

In 2004, Woollahra Council was the recipient of the Australia Council's Great Ideas Grant, and received funding to participate in Australia Day with the small exhibition "Woollahra in Yesteryear" – displaying 40 historical images in selected retail precincts within the local area. Margaret Whitlam, the Australia Day Ambassador for the Municipality (provided by the Australia Day Council) attended the annual Australia Day brunch hosted by Doyles, along with several Woollahra Council Community Services Officers. The Great Ideas Grant submission was detailed in a report to the Community and Environment Committee, dated 24 November 2003.

**Australia Day activity regionally**

Throughout NSW, various LGA's produce a variety of activities to celebrate Australia Day. These activities range from low-key to large-scale productions. Examples of activities include:

- Citizenship Ceremonies hosted on Australia Day
- Flag raising ceremonies
- Local citizen awards presentations
- Family fun days
- BBQ brunches, lunches and morning teas
- Fireworks ceremonies



- Film festivals
- Sporting competitions
- Youth events
- Live entertainment

### **Australia Day Council**

Each year, The Australia Day Council of NSW, assists LGA's in helping to produce activities in their own region, as well as co-ordinating large-scale events in the city. Some of the ways that the Australia Day Council assists LGA's and local communities include:

- The provision of and co-ordination of an Ambassador Program for LGA's. High achieving Australians are sent by the Australia Day Council to participate in LGA activities.
- The Great Ideas Grant Program. LGA's and local communities have the opportunity to submit a proposal to apply for funding for an activity in their community.
- Community seminars on how to produce activities.
- Information and resources on how to stage a Citizen of the Year ceremony locally, including certificates and frames.
- Provision of Australia Day merchandise including flags, posters and bunting.
- Central coordination of the all Australia Day activities to appear in the Daily Telegraph Official Program, released in January.
- A monthly Community Programs mailout
- Resources and information on a local government secure section of the Australia Day Council website.

### **Proposal**

Due to the significance of Australia Day to most Australians, outlined in the National Australia Day Council findings (Annexure 1), it is recommended that Woollahra Council consider the possibility of producing Australia Day activities in 2005. Some activities could include, but are not limited to:

- mid-morning Citizenship Ceremony held at Redleaf, commencing with a flag raising ceremony and concluding low-key event held for the community (incorporating activities such as multicultural bbq and childrens' activities). Activity to conclude early afternoon. The suggested activity could target attendance from Citizenship Ceremony participants and their families/friends and the local community.
- 2005 Australia Day Ambassador to attend flag raising and Citizenship.
- Citizens of the Year Awards.

By participating in 2005 Australia Day activities, Woollahra Council could achieve the following objectives:

- Council hosting a unique Citizenship Ceremony for new residents by programming the Ceremony on Australia Day itself in-conjunction with additional activity.
- Networking and PR opportunities with Consulates, Chambers of Commerce and the local community.
- Positive messages to the local community that Council supports Australia Day and hosts activity as a thank you to the community.
- Recognise and award outstanding citizens within Woollahra through the presentation of Citizenship Awards.

## Budget

There has been some allocation in the Community Services budget for 2005 Australia Day, however an approximate breakdown of costs would include:

<b>Item</b>	<b>Cost</b>
Citizenship Ceremony (catering, staff set-up and overtime, trees for new citizens)	\$800
Community Family event post Citizenship (bbq, activities, advertising)	\$1700
Citizen Awards (advertising, printing)	\$500
<b>Total</b>	<b>\$3000</b>

## Conclusion:

In 2004, over 90% of Local Government Authorities in NSW participated in or hosted events for Australia Day. Recent findings have suggested that more than nine in ten people believe it is important to celebrate Australia Day. It is recommended that Woollahra Council celebrate Australia Day locally through several low-key activities including hosting the Citizenship Ceremony on Australia Day in conjunction with local Citizen of the Year Awards, followed by an informal family event.

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## ANNEXURES:

1. National Australia Day Council Research