



# Community & Environment Committee

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

**Date:** *Monday 9 October 2006*

**Time:** *6.00pm*

## **Outline of Meeting Protocol & Procedure:**

The Chairperson will call the Meeting to order and ask the Committee/Staff to present apologies or late correspondence.

The Chairperson will commence the Order of Business as shown in the Index to the Agenda.

At the beginning of each item the Chairperson will ask whether a member(s) of the public wish to address the Committee.

If person(s) wish to address the Committee, they are allowed four (4) minutes in which to do so. Please direct comments to the issues at hand.

If there are persons representing both sides of a matter (eg applicant/objector), the person(s) against the recommendation speak first.

At the conclusion of the allotted four (4) minutes, the speaker resumes his/her seat and takes no further part in the debate unless specifically called to do so by the Chairperson.

If there is more than one (1) person wishing to address the Committee from the same side of the debate, the Chairperson will request that where possible a spokesperson be nominated to represent the parties.

The Chairperson has the discretion whether to continue to accept speakers from the floor.

After considering any submissions the Committee will debate the matter (if necessary), and arrive at a recommendation (R items which proceed to Full Council) or a resolution (D items for which the Committee has delegated authority).

## **Delegated Authority (“D” Items):**

Community Services and Programmes.

Health.

Liquor Licences.

Fire Protection Orders.

Residential Parking Schemes (surveillance and administration).

Traffic Management (Traffic Committee Recommendations).

Waverley/Woollahra Process Plant.

To require such investigations, reports or actions as considered necessary in respect of matters contained within the Business Agendas (and as may be limited by specific Council resolution).

Confirmation of the Minutes of its Meeting.

Any other matter falling within the responsibility of the Community and Environment Committee and not restricted by the Local Government Act or required to be a Recommendation to Full Council as listed below.

Library Services

Licensing.

Regulatory.

Waste Minimisation

## **Recommendation only to the Full Council (“R” Items):**

Such matters as are specified in Section 377 of the Local Government Act and within the ambit of the Committee considerations.

Matters which involve broad strategic or policy initiatives within responsibilities of the Committee.

Matters requiring the expenditure of moneys and in respect of which no Council vote has been made.

Matters delegated to the Council by the Traffic Authority of NSW.

Matters not within the specified functions of the Committee, or which are not the subject of a Business Agenda (current or past).

Matters reserved by individual Councillors, in accordance with any Council policy on "safeguards".

Parks and Reserve Plans of Management (Strategies, Policies and Objectives)

Residential Parking Schemes - Provision and Policies

## **Committee Membership:**

7 Councillors

## **Quorum:**

The quorum for a Committee meeting is 4 Councillors.

# WOOLLAHRA MUNICIPAL COUNCIL

## Notice of Meeting

5 October 2006

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

Dear Councillors

### **Community & Environment Committee Meeting – 9 October 2006**

In accordance with the provisions of the Local Government Act 1993, I request your attendance at a Meeting of the Council's **Community and Environment Committee** to be held in the **Council Chambers, 536 New South Head Road, Double Bay, on Monday 9 October 2006 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 25 September 2006	1
D2	Woollahra Traffic Committee Minutes – 3 October 2006	2
D3	Woollahra Plastic Bags Working Party – Minutes of Meeting 11 held on 21 September 2006 – 1183.G	11
D4	The Way Forward – Woollahra Library & Information Services Strategic Plan – 48.G (Subsidy)	15
D5	Usage of Community Facilities in Vacluse Ward – 329.80, 432.G	26

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

**Item No:** D1 Delegated to Committee  
**Subject:** **Confirmation of Minutes of Meeting held on 25 September 2006**  
**Author:** Les Windle, Manager - Governance  
**File No:** See Council Minutes  
**Reason for Report:** The Minutes of the Meeting of Monday 25 September 2006 were previously circulated. In accordance with the guidelines for Committees' operations it is now necessary that those Minutes be formally taken as read and confirmed.

**Recommendation:**

That the Minutes of the Community and Environment Committee Meeting of 25 September 2006 be taken as read and confirmed.

Les Windle  
Manager - Governance

**Item No:** D2 Delegated to Committee  
**Subject:** **Woollahra Traffic Committee Minutes - 3 October 2006**  
**Author:** Greg Stewart, Acting Director – Technical Services  
**File No:** See Traffic Committee Minutes  
**Reason for Report:** For the Committee to consider the recommendations of the Woollahra Traffic Committee.

**Recommendation:**

THAT the Recommendations Y1-Y6 contained in the minutes of the Woollahra Traffic Committee on Tuesday 3 October 2006 be adopted.

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**Greg Stewart**  
**Acting Director – Technical Services**

# Woollahra Local Traffic Committee Minutes

The meeting of the Woollahra Local Traffic Committee was held in the Council Committee Room, Double Bay, on Tuesday 3 October 2006 at 10.00am.

## 1. Attendances

### Committee Members:

Present:	Mr Frank Rotta (Chairman)	(Woollahra Municipal Council)
	Mr Navin Prasad	(Roads and Traffic Authority)
	Mr Austin Morris	(Roads and Traffic Authority)
	Ms Robyn Attuell	(Clover Moore MP Representative)
	Snr Const David Cattell	(Rose Bay Police - Traffic)
	Mr Eric Graham	(State Transit Authority)
Absent:	Mr Scott Farlow	(Peter Debnam MP Representative)
Staff:	Mr Alan Opera	(Woollahra Municipal Council)
	Ms Armodee Reece	(Woollahra Municipal Council)
Observers:	Mr John McDonagh	(Harbour View Park Residents' Group)
Apologies:	Mr Warwick Hatton	(Woollahra Municipal Council)

### Also in Attendance:

Nil

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## 2. Minutes of Previous Meeting

The minutes of Meeting No.8/06 held in Council Chambers, Double Bay, on Tuesday 5 September 2006 were confirmed by Ms Robyn Attuell and Snr Const David Cattell.

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## 3. Matters Arising from Minutes of Previous Meetings

Nil

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

Noted

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## 5. Extraordinary Meetings

Nil

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## 6. Late Correspondence

Nil

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

**Item No:** Y1 Traffic Matters on Local Roads – Recommendation to C&E for Consideration  
**Subject:** **Parking Restrictions Changes**  
**Author:** Frank Rotta – Traffic Engineer  
**File No:** (Refer to Table 1)  
**Reason for Report:** Various parking restriction changes throughout the Woollahra Council area.

### Item Y1-1: Kiaora Road, Double Bay – No Stopping Restrictions

#### Recommendation:

1. That the existing 10.5 metre No Parking zone on the eastern side of Kiaora Road south of New South Head Road be replaced with No Stopping.
2. That the existing No Parking (Double Arrow) zone on the western side of Kiaora Road between New South Head Road and Kiaora Lane be replaced with No Stopping (Double Arrow).

### Item Y1-2: Greycliffe Avenue, Vaucluse – No Parking Restrictions

#### Recommendation:

1. That 10 metres of No Parking be installed on the northern side of Greycliffe Avenue immediately east of the No Stopping zone covering the right angle bend at the vehicular access to Neilsen Park.
2. That a No Stopping (Arrow Right) sign be installed on the western side of Greycliffe Avenue just north of the 90 degree angle parking at this location.

### Item Y1-3: Cascade Street, Paddington – 15 Minute Parking Restrictions

#### Recommendation:

1. That a 6 metre long ‘15 minute Parking 8.30am-6.00pm Mon-Fri, 8.30am-12.30pm Sat’ be installed on the eastern side of Cascade Street immediately north of the No Stopping zone on the northern approach to the pedestrian crossing across Cascade Street, north of Hargrave Street, Paddington.

### Item Y1-4: Windsor Lane, Paddington – No Parking Restrictions

#### Recommendation:

1. That no action be taken to install a No Parking zone opposite the driveway to No.44 Windsor Street in Windsor Lane as there is a driveway opposite the subject driveway and it is already illegal to park at this location.



## **Item Y1-5: Victoria Road, Bellevue Hill – No Stopping Restrictions**

### **Recommendation:**

1. That 65m of No Stopping be introduced on the south-western side of Victoria Road from ELP: SY25199 outside No.100/100B Victoria Road to the unnumbered pole outside the residence of No.96 Victoria Road, Bellevue Hill.
2. That a ‘No Stopping’ (Arrow Right) be placed on ELP: SY25199 outside No.100/100B Victoria Road, a ‘No Stopping’ (Arrow Both) be placed on ELP: SY25198 and a ‘No Stopping’ (Arrow Left) be placed on the unnumbered pole outside the residence of No.96 Victoria Road, Bellevue Hill.

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

**Subject:** No. 489 New South Head Road, Double Bay - Works Zone

**Author:** Frank Rotta – Traffic Engineer

**File No:** 407.G Pt7

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

### **Recommendation:**

- A. That approval be granted for a Works Zone to be temporarily installed for No.489 New South Head Road, Double Bay. The length of the proposed Works Zone is 21 metres, and it is to be located on the eastern side of New South Head Road from the prolongation of the southern boundary of 489 New South Head Road for a distance of 21 metres in a northerly direction to the northern side of the existing driveway to this property, and is subject to the following conditions:
- i. Any directive provided by the NSW Police Department is to be complied with.
  - ii. RTA approval being sought and received for this Works Zone as it occurs on a State Road (Applicant to contact RTA’s Traffic Management Centre on Ph: 131700).
  - iii. The Works Zone is to operate between the hours of 10.00am-4.00pm Mon-Fri and 7.00am-1.00pm Sat for a period of 40 weeks from 23 October, 2006 to 22 August, 2007.
  - iv. Existing Clearway restrictions from 6.00am-10.00am Monday-Friday are to be maintained outside of the operational hours of the Works Zone.
  - v. Suitable traffic control measures are to be put in place to manage truck movements to and from the construction site.
  - vi. The applicant must ensure that the traffic lanes, footpaths and driveways, adjacent to the Works Zone, remain free of obstruction at all times during the construction.
  - vii. The applicant must inform Council’s Traffic Engineer when the project is completed and the Works Zone can be removed.
  - viii. This Works Zone is in an area zoned as Residential 2(b). The fee payable shall be in accordance with Council’s adopted fees and charges applying to the period for which the approval is given, and must be paid prior to the Works Zone being installed. Should the Works Zone be required for a shorter period, application may be made for a pro-rata refund.
  - ix. Failure to comply with any of these conditions may result in the cancellation of the Works Zone at Council’s discretion.

- x. Should the Works Zone be required for a period longer than the approved period, permission from the Director of Technical Services is required to extend the Works Zone. Request are required in writing one week prior to the expiry of the Works Zone.
  - xi. Should the Works Zone be required for additional hours of operation on any particular day, any amendment will require the approval of the Woollahra Traffic Committee.
- B. That the applicant notifies all adjacent residents a letterbox drop of the conditions of the Works Zone.
- C. That the applicant provide Council with a Traffic Control Plan which conforms with the RTA's Traffic Control At Work Sites Manual and is certified by an RTA accredited Traffic Consultant. This Traffic Control Plan must indicate all steps to be taken to cater for access to the site and detailed pedestrian management in conjunction with this site.

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

**Subject:** **Temporary Road Closure of John Street, between Dwyer Lane & Victoria Avenue, Woollahra – Local Christmas Party**

**Author:** Frank Rotta – Traffic Engineer

**File No:** T256

**Reason for Report:** Request from Mr Andrew Rowland on behalf of all residents in this section of John Street for a temporary road closure of John Street between Dwyer Lane and Victoria Avenue from 4.00pm to 8.00pm on Sunday 10 December, 2006 for a neighbourhood Christmas Party.

**Recommendation:**

- A. That approval be granted for the temporary road closure of John Street, Woollahra from Dwyer Lane to Victoria Avenue for a neighbourhood Christmas Party from 4.00pm-8.00pm on Sunday 10 December, 2006.
- B. That the above special event be categorised as a category 3 event.
- C. That the approval of the above event and the associated road closure be subject to the following conditions :
  - i. The applicant must submit an Activity Application to Council's Community Services Department and this application needs to be approved and the applicant must comply with any conditions of consent.
  - ii. The applicant must obtain an Approval of a Special Event, Category 3 from the relevant authorities.
  - iii. The applicant must submit a Traffic Management Plan prepared by an RTA accredited Traffic Consultant to Council.
  - iv. The applicant must comply with all directives of the NSW Police Department, either provided on the day or beforehand.
  - v. The applicant must comply with the directives of Council's Law Enforcement Officers.

- vi. The applicant must inform all business proprietors, residents and other occupants in the vicinity of the proposed activities, at least fourteen (14) days before the event via a letterbox drop and an advertisement placed in the local paper at least seven (7) days before the event. The notification and advertisement must be in a format approved by Council's Traffic Engineer.
- vii. The applicant must provide written evidence to Council at least four (4) weeks prior to the event that the majority of residents in John Street between Victoria Avenue and Moncur Street have no objection to this closure.
- viii. Any Traffic Management measures must be in accordance with AS1742.3.
- ix. The applicant must supply and erect any barriers and traffic signs necessary for the road closure and remove them at the completion of the event.
- x. Council must be indemnified against all claims for damage or injury that may result from either the activities or from the occupation of part of the public way during the activities. A copy of Public Liability Insurance Cover to the value of \$10,000,000 shall be provided to Council prior to the event.
- xi. Council must be reimbursed for the cost of repair of any damage caused to Council property as a result of the activities and for any alteration to signposting required as a result of this event and the road closures.
- xii. The occupation of the carriageway or footway of the road must not occur until the road has been closed.
- xiii. The applicant must inform all Emergency Services of the proposed road closure.
- xiv. A four-metre emergency vehicle lane must be maintained at all times, and all services (eg. fire hydrants) must remain free of any obstruction.
- xv. The use of any equipment or activities to be conducted in conjunction with the road closure must not result in any "offensive noise" as defined by the Noise Control Act, 1975.
- xvi. The area to be used for the activities must be maintained in a clean and tidy condition to the satisfaction of Council's Health and Regulation Manager, and the applicant must make arrangements to remove all waste from the site at the end of the event.
- xvii. Woollahra Council reserves the right to cancel this approval at any time.
- xviii. No vehicular access to or from this closed section of John Street will be allowed between 4.00pm and 8.00pm. All notifications in accordance with Condition (vi) must specify that no vehicular movement will be allowed into or out of John Street during the closure (Emergency Vehicles excepted).

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

**Subject:** Village Lower Road, Vaocluse – Traffic Calming

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

**File No:** 474.

**Reason for Report:** Consideration of traffic calming in Village Lower Road and surrounding streets as a response to resident's concerns.

**Recommendation:**

- A. That "in principle approval" be given for the concept plan for Village Lower Road including:
  - i. A median island in Hopetoun Avenue and associated linemarking to regulate the right turn from Hopetoun Avenue into Village Lower Road
  - ii. A median island in Serpentine Parade at Village Lower Road and associated linemarking to square up the intersection

- iii. Kerb narrowing in the vicinity of Nos.3-6 Village Lower Road to reduce the width of road to a single lane in accordance with advice previously received from the RTA's Policy & Guidelines section.
- B. That the "in principle approval" be subject to the majority of property owners / residents of all properties with a frontage to Village Lower Road being in favour of this scheme.
- C. The cost of implementing this scheme, estimated at \$40,000, be included in the 2007/08 Draft budget for consideration by Council.

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**Item No:** Y5 Traffic Matters on Local Roads – Recommendation to C&E for Consideration.

**Subject:** **Bellevue Hill Shopping Centre – Traffic Calming in Bellevue Road – 40 Kph Zone**

**Author:** Frank Rotta – Traffic Engineer

**File No:** T34

**Reason for Report:** Advice to Woollahra Traffic Committee from the RTA

**Recommendation:**

- A. That Drawing No. 14917 Concept E be approved in principle.
- B. That the RTA be requested to confirm that they would be prepared to introduce a 40kph speed limit in Bellevue Road between Victoria Road and Riddell Street, Bellevue Hill, should Council agree to implement the proposed traffic calming works as outlined in the above plan.
- C. That following RTA agreement to the 40kph speed limit, detailed design plans be prepared for approval of the Woollahra Traffic Committee and Council's Community & Environment Committee.
- D. That the RTA Road Safety Branch be requested to provide 50:50 funding for this project. Council's share of the funds required to construct the traffic calming in the Bellevue Hill Shopping Centre has been included in the current Capital Works Budget.

**LATE ITEM**

**Item No:** Y6 Traffic Matters on Local Roads – Recommendation to C&E for Consideration.

**Subject:** **Temporary Road Closure of the Bus Slip Road and Parking Area on the South East Side of the Intersection of Birriga Road – 4 Birriga Road Bellevue Hill - Bellevue Hill Public School Fete 5 November, 2006**

**Author:** Frank Rotta – Traffic Engineer

**File No:** T45

**Reason for Report:** Request from Bellevue Hill Public School P&C to close the unnamed Bus slip road / parking area on Sunday 5 November, 2006 in conjunction with a Fete to be held at the school and Bellevue Park.

**Recommendation:**

- A. That approval be granted for the temporary road closure of the unnamed Bus slip road / parking area in conjunction with a Fete to be held at the school and Bellevue Park on Sunday 5 November, 2006 between 9.00am and 5.00pm.
- B. That the above special event be categorised as a category 3 event.
- C. That the approval of the above event and the associated road closure be subject to the following conditions :
  - i. The applicant must submit an Activity Application to Council's Community Services Department and approved by Council and must comply with any conditions of consent.
  - ii. The applicant must obtain an Approval of a Special Event, Category 3 from the relevant authorities.
  - iii. The applicant must submit a Traffic Management Plan prepared by an RTA accredited Traffic Consultant to Council.
  - iv. The applicant must comply with all directives of the NSW Police Department, either provided on the day or beforehand.
  - v. The applicant must comply with the directives of Council's Law Enforcement Officers.
  - vi. The applicant must inform all business proprietors, residents and other occupants in the vicinity of the proposed activities, at least fourteen (14) days before the event via a letterbox drop and an advertisement placed in the local paper at least seven (7) days before the event.
  - vii. Any Traffic Management measures must be in accordance with AS1742.3.
  - viii. The applicant must supply and erect any barriers and traffic signs necessary for the road closure and remove them at the completion of the event.
  - ix. Council must be indemnified against all claims for damage or injury that may result from either the activities or from the occupation of part of the public road during the activities. A copy of Public Liability Insurance Cover to the value of \$10,000,000 shall be provided to Council prior to the event.
  - x. Council must be reimbursed for the cost of repair of any damage caused to Council property as a result of the activities and for any alteration to signposting required as a result of this event and the road closures.
  - xi. The occupation of the carriageway or footway of the road must not occur until the road has been closed.
  - xii. The applicant must inform all Emergency Services of the proposed road closure.

- xiii. A four-metre emergency vehicle lane must be maintained at all times, and all services (eg. fire hydrants) must remain free of any obstruction.
- xiv. The use of any equipment or activities to be conducted in conjunction with the road closure must not result in any “offensive noise” as defined by the Noise Control Act, 1975.
- xv. The area to be used for the activities must be maintained in a clean and tidy condition to the satisfaction of Council’s Health and Regulation Manager, and the applicant must make arrangements to remove all waste from the site at the end of the event.
- xvi. Woollahra Council reserves the right to cancel this approval at any time.
- xvii. No vehicular access to or from this closed section of the slip road at the intersection of Birriga Road and Victoria Road will be allowed between 9.00am and 5.00pm. All notifications in accordance with Condition (vi) must specify that no vehicular movement will be allowed into or out of the slip road during the closure (Emergency Vehicles excepted).

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There being no further business, the meeting concluded at 11.10am.

**Frank Rotta**  
**Chair**

**Item No:** D3 Delegated to Committee  
**Subject:** **Woollahra Plastic Bags Working Party – Minutes of Meeting 11 held on 21 September 2006**  
**Author:** Pamela Mina  
**File No:** 1183.G  
**Reason for Report:** For the Committee to note the items discussed and recommended actions from the Plastic Bag Working Party.

**Recommendation:**

- A. That the Minutes of the Plastic Bag Working Party meeting held on Thursday 21 September 2006 be noted.
  - B. That the recorded actions contained in the minutes of the meeting be adopted.
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**Background:**

The minutes of the Woollahra Plastic Bags Working Party meeting held on 21 September 2006 are attached for the information of Councillors.

The Working Party at its September meeting discussed the following items;

- 1. Bellevue Hill campaign follow up and resolution to move on
- 2. Next target area to receive the campaign to be the Rose Bay Shopping Centre
- 3. Plastic Bag reduction award submission
- 4. Bio-degradable bags
- 5. Garbage truck signs

The next meeting of the Plastic Bag Working party is scheduled for Thursday 7 December 2006.

**Pamela Mina**  
**Waste Projects Officer**

**Greg Stewart**  
**Acting Director Technical Services**

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**Annexures:**

- 1. Minutes of Woollahra Plastic Bags Working Party – 21 September 2006

## **Plastic Bags Working Party Minutes – Meeting 11**

The meeting of the Plastics Bags Working party was held in the Council Chambers, Double Bay on Thursday 21 September 2006 at 9:30am.

### **Group Members**

Present: Cr John Comino (Woollahra Municipal Council)  
Cr Tanya Excell (Woollahra Municipal Council)

Staff: Mark Ramsay (Manager – Depot & Waste Services)  
Pamela Mina (Waste Projects Officer)

Apologies: Cr Isabelle Shapiro (Woollahra Municipal Council)  
Justine Henderson (Manager – Communications)  
Warwick Hatton (Director – Technical Services)

### **1.0 ADOPTION OF MINUTES – Minutes from Meeting 22 June 2006**

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The minutes of the Plastic Bags Working Party – Meeting 10 – were confirmed.

### **2.0 BUSINESS ARISING FROM PREVIOUS MEETING**

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#### **2.1 Bellevue Hill Follow Up**

The PBWP has put a considerable amount of effort and energy into educating and promoting plastic bag reduction measures amongst the Bellevue Hill retailers and it was decided that it was time to move on. The retailers at first seemed quite receptive to introducing an alternative, however once followed up in person by the PBWP members, it was clear that retailers felt:

- providing an alternative was too costly for their small business;
- a total ban or paying to purchase alternative would be an inconvenience for customers;
- the bulk purchase of alternative bags was not an option due to mixed preferences for a suitable bag.

A suitable location was finally chosen for the Bellevue Hill banner. Jeff Raines from the carpet shop was very accommodating in allowing the banner to be displayed in front of his shop on the cnr of Bellevue and Victoria Rd. The banner has been displayed for a couple of weeks and the group discussed taking it down within the next week in preparation for the next location.

#### **RECOMMENDATION OF THE STAFF TO THE GROUP:**

1. Move on from Bellevue Hill and target a new location
2. Keep the banner displayed for another week before taking it down



**Action:**

Staff recommendations adopted.

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## **2.2 Next Target**

The group decided that Rose Bay shops should be the next target to receive the campaign and that their Chamber of Commerce should be contacted as soon as possible to schedule a presentation before Christmas. The Chamber has a new president – Mr Malcom Kofski (Optometrist at 793 NSH Rd – 9371 0093) and have recently had a meeting at which Clr Comino had the opportunity to attend. The Rose Bay street fair was also discussed and the group thought this could be a good opportunity to display the plastic bags banner

### **RECOMMENDATION OF THE STAFF TO THE GROUP:**

1. Staff to organise meeting with the Rose Bay Chamber of Commerce.

**Action:**

Staff recommendation adopted.

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## **2.3 Keep Australia Beautiful – Plastic Bag Reduction Awards**

Despite the substantial amount of effort the group has made to promote and initiate plastic bags reduction measures amongst local business communities, there has been limited uptake of initiatives and success. However, in saying this, many retailers are currently investigating or already providing alternatives in their own stores. Based on insufficient information and lack of measurable outcomes, it was decided that a submission could not be made.

The group acknowledges that a more strategic approach is required in order to achieve measurable success and discussed drawing up a strategy and evaluation criteria prior to embarking on the Rose Bay project.

### **RECOMMENDATION OF THE STAFF TO THE GROUP:**

1. Staff to investigate and develop a plan for Rose Bay plastic bags reduction project

**Action:**

Staff recommendation adopted.

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## **3.0 ITEMS FOR DISCUSSION**

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### **3.1 Bio-degradable bags**

It seems that bio-degradable bags are being adopted world wide. On a recent trip overseas, Clr Comino noted that bio-degradable bags were being used in the shops and recyclable materials also being used on plans for catering purposes in place of one time use disposable items. Clr Comino has also observed bio-degradable bags being used in a local take away and spoke with the owner of the business who said the costs were similar to buying plastic bags.

**RECOMMENDATION OF THE STAFF TO THE GROUP:**

1. Promote bio-degradable bags as an option for retailers

**Action:**

Staff recommendation adopted.

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**3.2 Garbage Truck Signs**

Mark Ramsay proposed the use of garbage truck signs to promote environmental initiatives and messages including "Say No to Plastic Bags". All were in favour of this idea and Councillors stated they would endorse this initiative

**RECOMMENDATION OF THE STAFF TO THE GROUP:**

1. Staff to look into the costing and feasibility of this idea.

**Action:**

Staff recommendation adopted.

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**4.0 DATE AND TIME FOR NEXT MEETING**

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The next Meeting of the Plastic Bags Working Party is to be held on Thursday the 7<sup>th</sup> of December 2006.

**Item No:** D4 Delegated to Committee  
**Subject:** **The Way Forward : Woollahra Library and information Services Strategic Plan**  
**Author:** Vicki Munro  
**File No:** 48.G (Subsidy)  
**Reason for Report:** To advise Council of both the successful Library Development Grant application for the development of the Library and Information Services Strategic Plan and the proposed implementation plan for the project.

**Recommendation:**

1. That the information be received and noted.
2. That Council endorse the proposed implementation plan for the development of the Library and Information Services Strategic Plan, "*The Way Forward – Library Study*", as outlined in the report.
3. That a Councillor be nominated by the Mayor as a member of the Advisory Committee for the Library and Information Services Strategic Plan Project.

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**Background:**

In 2002, Council identified a number of issues of concern with the Library Service and commissioned Australia Street Company to undertake a Library Accommodation Review. Following detailed research and discussion with stakeholders, the Consultants reported on the key planning issues impacting on Council's capacity to deliver a quality Library Service as well as recommendations relating to a future Central Library. See Annexure 1 for the Executive Summary of the Library Accommodation Review Final Report.

The key issues were highlighted as:

The Library Service is severely compromised by the current Central Library Building;  
Services to young people are a core Library Service and require both facilities and service planning to meet their specific needs;  
The Central Library does not meet critical access standards, including disability access;  
The Library Service needs to meet the requirements of the increasing number of older adults in the community, both in the provision of services that target their special needs and interests as well as accommodation requirements (access, transport etc);  
The Library needs to capitalise on its good reputation by delivering relevant core Library services and programmes, with a commitment to a new Central Library;  
The Local History Centre needs to be integrated into the planning for the Central Library and that its opening hours be extended to 7 days a week; and  
It is essential for the Library to achieve value for money when delivering its service by use of performance data and appropriate planning.

The Library Accommodation Review Final Report was reported to Council at the meeting of 27 May 2002, where Council resolved:

1. *That the Library Accommodation Review Final Report, 30 April 2002 from the Australia Street Company be received and noted.*

2. *That the Key Recommendation in the Report of 30 April 2002 from the Australia Street Company,*

*“That a new central library of 2000m<sup>2</sup> is needed to meet the information, cultural and recreation needs and expectations of Woollahra’s community (in particular the needs of children and families, young people, students and older adults as well as the physical access needs of all members of the Woollahra community).”*

*be endorsed in principle.*

3. *That the Report be forwarded to the Kiaora Lands Masterplan Committee for consideration in regard to the Recommendations and Sections on Accommodation, Funding, Site Analysis, Site Assessment and Indicative Construction costs.*

4. *That Recommendations relating to Accommodation, Services, Funding and Management in the Report be subject of further reports to the Council Committee, when appropriate, following the Council’s decision in relation to the location of the Central Library.*

In addressing the issues raised by the Library Accommodation Review, Council has listed two specific objectives in the current 2006 – 2009 Management Plan.

- Strategically plan for existing and potential community facilities through the Assets, Development and Community Facilities Study  
Study complete – December 2006  
Implementation commenced – March 2007.
- The development of a Library and Information Services Strategy  
Consultation complete - March 2007  
Strategy development - September 2007.

Council has recently been advised by the Library Council of NSW of its successful grant application for \$63,000 under the Library Development Grants 2006 / 07. The grant will be used to develop the Library and Information Services Strategic Plan, titled “*The Way Forward – Library Study*”

The project aims to develop a strategy to maximise the potential of the Library Service and more closely align the services and facilities provided by the Library Service to the needs of the community of Woollahra. This study is important in ensuring that the Library and Information service meets the challenges of changing technology and service delivery as well as increasing community expectations. Under the terms of the grant, the study will utilise a consultant to critically examine the current service provision, consider best practice models, both in Australia and overseas, as well as undertake extensive community consultation and develop a series of sustainable strategies for the “*Way Forward*”.

It is important to note that the Library and Information Services Strategic Plan will also review the future accommodation requirements for the Library, including the key recommendations of the April 2002 Accommodation Review Final Report.

### **Proposal:**

In undertaking the project, the following actions are being taken as part of the implementation plan:

- i) The project will consist of two stages:
  - Stage 1 : Consultation with residents, Library users and non-users.  
Completion by March 2007.
  - Stage 2 : Formulation of Library and Information Services Strategic Plan.  
Completion by September 2007.
- ii) A Brief has been developed to engage a Consultant to undertake the project. It is anticipated that the Brief will be distributed in October 2006 and close at the end of November 2006.

The Brief requests the consultants to provide a detailed outline of the methodology they will use to satisfy the following aims and objectives of the Project:

- Identify the current position of the library in delivering a range of programs and services to the local community, and provide a critique in terms of service provision, the efficiency of work practices, customer satisfaction and the adequacy of facilities to meet current needs.
  - Determine the future demand, needs and aspirations for a public library and information service in Woollahra.
  - Establish the relationship between supply and demand of existing and future library services and facilities with particular reference to spatial and accommodation requirements for a new Central Library.
  - Develop a vision and principles for the operation for the library and information service in accordance with Best Practice.
  - Develop sustainable strategies, in consultation with key stakeholders, to meet these needs, with actions for implementation in the short, medium and long term. Strategies to include recommendations in relation to the organisational structure, staffing provision, and indicative budgets for proposed actions.
- iii) An Advisory Committee will be established to oversee the development of the Strategy and as such would be a sunset committee. The Committee would consist of up to six members and include the Mayor or her nominee, one Councillor representative, the General Manager or his nominee, the Director - Community Services, Manager - Library and Information Services, and Chair of the Friends of Woollahra Library.
  - iv) A Staff Working Party will also be established to assist in the preparation of the Strategic Plan. The Working Party would consist of the Manager, Library and Information Services, Library Team Leaders and other Library / Council staff as appropriate.
  - v) A Communication Strategy will be developed to advise all stakeholders of the purpose of the Library and Information Services Strategic Plan, performance against milestones and the outcomes of the project. The Communication Strategy will include regular email / hardcopy newsletters, press releases, website updates and / or Council reports.
  - vi) The Manager, Library and Information Services will be the Project Manager.

### **Consultation:**

The Consultant, as part of the methodology contained in the Brief, will be required to undertake a detailed consultation process, with the following groups as a minimum:

- Residents of Woollahra.
- Current users/non-users of library facilities.
- Mayor/Councillors.
- Council's Advisory Committee and Staff Working Party.

- Library and relevant Council staff including Senior Management.
- Friends of the Woollahra Library.
- Schools and education institutions.
- Workers and businesses in the area.
- Community organisations / networks.
- Service providers working with target groups within the region.
- Library Associations.
- State Library of NSW – Public Library Services.

The Consultant's response to the brief will outline their recommended consultation approach, associated timeframes and budget.

### **Accommodation Review:**

It is proposed that as part of the development of the Library and Information Services Strategic Plan that the 2002 Library Accommodation Review Report be updated in the light of *People Places : A guide for Public Library Buildings in New South Wales* findings and more recent developments of best practice. This research undertaken in 2002 focused on the accommodation needs of the Library Service, assessing a variety of locations for the placement of a new central library. As the recommendations from this report have not been implemented, this study will review the report and facility options for the service.

Pending the finalisation of the Strategic Plan, the accommodation issue has been included in the recently commenced Property Asset and Community Facilities Study.

### **Identification of Income & Expenditure:**

A Library Development Grant of \$63,000 has been received to undertake the development of the Library and Information Services Strategic Plan.

### **Conclusion:**

In order to meet the library and information needs of the Woollahra community, Council has included the development of a strategic plan in the 2006-09 Management Plan. The Council has been successful in securing a grant of \$63,000 from the Library Council of NSW to develop the Library and Information Services Strategic Plan, titled "*The Way Forward – Library Study*". It is now proposed that the implementation plan and timeframes outlined in the report be endorsed.

Vicki Munro  
Manager - Library and Information Services

Kylie Walshe  
Director - Community Services

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### **Annexures:**

#### **1. Executive Summary of the Library Accommodation Review Final Report.**

**Item No:** D5 Delegated to Committee  
**Subject:** Usage of Community Facilities in Vaucluse Ward  
**Author:** Kylie Walshe  
**File No:** 329.80, 432.G  
**Reason for Report:** To provide an update on the community survey and the proposed activities at the Gunyah and Vaucluse Bowling Club.

**Recommendation:**

1. That Council note the results from the survey undertaken in Vaucluse Ward in August 2006 regarding community facilities.
2. That Council support the proposed activities for the Gunyah and Vaucluse Bowling Club, with a review of the management and usage of these facilities to be undertaken in 12 months.

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**Background:**

The Social Needs Study, adopted by Council in August 2005, identified a lack of community space for recreation and community activities in the Vaucluse end of the Woollahra Municipality. The adopted strategy to address this was to identify Council and non-Council facilities that could meet this need.

Implementation of this strategy led to the following:

- a) Council commenced the direct management of the Gunyah, Watson's Bay, when the lease to Scouts Australia expired in January 2006.
- b) Council negotiated a lease with Vaucluse Bowling Club to manage the clubhouse facility for use by the community until 2011.

Both of these facilities were secured by Council to facilitate recreation pursuits, meetings, private functions and community activities. To further understand the needs of the residents living in Vaucluse Ward a more detailed community survey was undertaken to determine their interest in using a community facility.

This report outlines the survey results and the activities that have or will be commenced at the Gunyah and Vaucluse Bowling Club.

**Survey Results:**

During July 2006 all households in Vaucluse Ward (4637) received a survey and notification of the upcoming availability of the Gunyah and Vaucluse Bowling Club for use by the community. The survey asked residents about their interest in using community facilities in the area and what type of activities they would like to see at the two venues. See Annexure 1 for the survey distributed.

The Survey Results are summarised in Annexure 2. Table 1 shows the activities that were of interest to residents, with the largest number indicating an interest in adult exercise classes, followed by using the facilities for private functions and educational classes and activities.

Responses were received from 321 households from the suburbs of Vaucluse, Watson's Bay and Rose Bay. (Table 2) The largest number of responses were from Vaucluse (40%), followed by Rose Bay (17%) and Watson's Bay (6%). 37% of respondents did not supply address details. 60% of responses were from households with 2, 3 or 4 persons, with 15% from single person households. (Table 3).

202 households indicated a desire to be notified of activities to be held at the facilities in the future. These households were predominately families with adults between the ages of 25 and 54 years with or without children (34%), and 37% of the residents in these households were over the age of 55 years. (Table 4). It must be noted that there were no responses from households with young adults aged between 18 to 24 years. This response rate is not unexpected as the priority target groups identified in the Social Needs Study, 2005 were families and older people.

### **Proposal:**

The results of the survey have been analysed by staff and appropriate activities will be scheduled or encouraged over the next 12 months. Commencing on 16 October 2006 new activities are scheduled for the Gunyah, with an overwhelming response from respondents to the survey for new seniors' activities, including gentle exercise and art and craft.

As improvement works at Vaucluse Bowling Club have only just been completed Council co-ordinated activities will not be scheduled until the beginning of 2007. However, a number of inquiries have already been received and bookings made for private functions and community activities during this time. Activities such as bridge, cards and dancing are due to commence by the end of October 2006. In order to further promote the venue, an Open Day is scheduled for Sunday 22 October 2006 with all residents and interested parties invited to view the facility.

As both the Gunyah and Vaucluse Bowling Club are valuable community assets it is recommended that a review of the usage and management of these two facilities be undertaken in 12 months to ensure efficient management and use by the community.

### **Consultation:**

Significant consultation was undertaken in the development of the Social Needs Study in 2005, which identified the need for additional community facilities in Vaucluse Ward.

Community use of the Gunyah and Vaucluse Bowling Club has been the subject of further consultation with local residents through the survey distributed in August 2006 and detailed in this report.

### **Identification of Income & Expenditure:**

The income and expenditure for the capital improvements and management of the Gunyah and Vaucluse Bowling Club were covered by the capital and operational budgets for 2005/06 and 2006/07.



**Conclusion:**

This year has seen Council secure the use of the Gunyah at Watson's Bay and the Vacluse Bowling Club for community and recreation use. These two facilities have both undergone renovations and are now open for use by the public. Significant interest in the use of both facilities has been expressed by residents through the community survey and community organisations. Organisations such as Holdsworth Street Community Centre and a ballet school are already making good use of the Gunyah on a regular basis. Following the Open Day of Vacluse Bowling Club on 22 October 2006 it is anticipated that this venue will be in high demand.

It is recommended that a review of the use and management of these two facilities be undertaken in 12 months to ensure the most efficient management and use of these two valuable community assets.

Kylie Walshe  
Director Community Services

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**ANNEXURES:**

Annexure 1 – Survey distributed to all households in Vacluse Ward  
Annexure 2 – Survey Results, August 2006