

# Community & Environment Committee

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

**Date:** *Monday 22 April 2013*

**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).

## **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 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,
- Matters reserved by individual Councillors in accordance with any Council policy on "safeguards" and substantive changes.
- Parks and Reserves Plans of Management (Strategies, Policies and Objectives).
- Residential Parking Schemes - Provision and Policies.

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

- Community Services and Programs.
- Library Services
- Health.
- Licensing.
- Liquor Licences.
- Regulatory.
- Fire Protection Orders.
- Residential Parking Schemes (surveillance and administration).
- Traffic Management (Traffic Committee Recommendations).
- Waste Minimisation.
- 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 Meetings.
- 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 above.
- Statutory reviews of Council's Delivery Program and Operational Plan.

**Committee Membership:**

7 Councillors

**Quorum:**

The quorum for a Committee meeting is 4 Councillors.

# WOOLLAHRA MUNICIPAL COUNCIL

## Notice of Meeting

18 April 2013

To: His Worship the Mayor, Councillor Andrew Petrie ex-officio  
Councillors Deborah Thomas (Chair)  
Anthony Boskovitz  
Peter Cavanagh  
Anthony Marano (Deputy Chair)  
Elena Wise  
Susan Wynne  
Jeff Zulman

Dear Councillors

### **Community & Environment Committee Meeting – 22 April 2013**

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 22 April 2013 at 6.00pm.**

Gary James  
General Manager

# **Additional Information Relating to Committee Matters**

**Site Inspection**

**Other Matters**

## Meeting Agenda

<b>Item</b>	<b>Subject</b>	<b>Pages</b>
1	Leave of Absence and Apologies	
2	Note Council resolution of 27 June 2011 to read late correspondence in conjunction with the relevant Agenda Item	
3	Declarations of Interest	

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

D1	Confirmation of Minutes of Meeting held on 8 April 2013	1
D2	Draft Delivery Program 2013 to 2017 & Operational Plan 2013/14 – Referral of Goals 1,2,3,5,7&8 – Priorities & Actions – 1229.G	2

**\*Note Annexure 1 distributed Under Separate Cover**

**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 8 April 2013**  
**Author:** Les Windle, Manager - Governance  
**File No:** See Council Minutes  
**Reason for Report:** The Minutes of the Meeting of Monday 8 April 2013 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 8 April 2013 be taken as read and confirmed.

Les Windle  
Manager – Governance

**Item No:** D2 Delegated to Committee

**Subject:** **Draft Delivery Program 2013 to 2017 and Operational Plan 2013/14 - Referral of Goals 1, 2, 3, 5, 7 & 8 - Priorities and Actions**

**Author:** Kylie Walshe – Director Community Services  
Tom O’Hanlon – Director Technical Services  
Helen Tola – Governance & Corporate Planning Coordinator

**File No:** 1229.G

**Reason for Report:** To refer Priorities and Actions contained in the Draft Delivery Program 2013 to 2017 and Operational Plan 2013/14, relevant to the Community & Environment Committee, to the Committee for review.

**Recommendation:**

- A. That the Actions proposed for inclusion in the Draft Delivery Program and Operational Plan, relevant to the Community & Environment Committee, be endorsed for inclusion in the Draft Delivery Program 2013 to 2017 and Operational Plan 2013/14.
- B. That any changes to the Actions recommended by the Community & Environment Committee be referred to the Corporate & Works Committee Meeting to be held on 6 May 2013.

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**Background**

The Corporate & Works Committee to date have received three reports outlining the statutory requirement for Council to review its suite of strategic and operational plans prior to 30 June 2013, the most recent being to the meeting on 15 April 2013 presenting the draft Priorities and Actions proposed for inclusion in the draft Delivery Program 2013 to 2017 & Operational Plan 2013/14.

In summary, Council is required to:

1. *Review its Community Strategic Plan before 30 June following an ordinary election of councillors.*
2. *Prepare a new Delivery Program after each ordinary election of councillors to cover the principal activities of the council for the four year period commencing 1 July following the election.*
3. *Adopt its annual Operational Plan before the beginning of each financial year.*

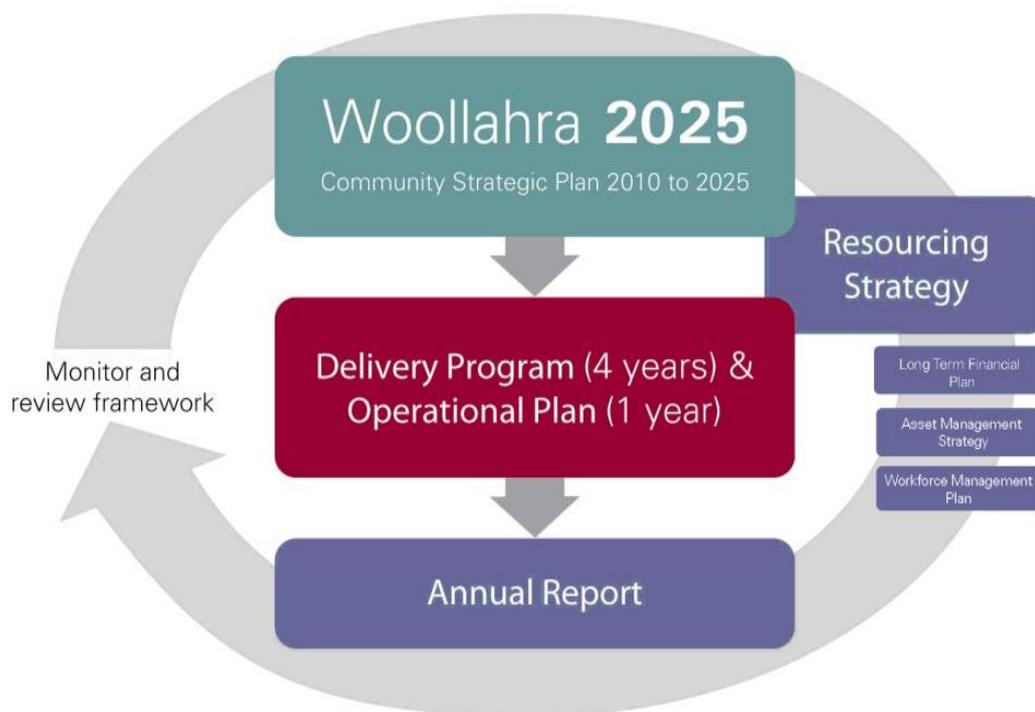
In considering the *Draft Delivery Program 2013 to 2017 and Operational Plan 2013/14* on 15 April 2013 the Corporate and Works Committee endorsed the referral of draft Priorities and Actions to both the Urban Planning Committee and Community & Environment Committee for review and comment.

The purpose of this report is to present the draft Priorities and Actions prepared by Management and proposed for inclusion in the *Draft Delivery Program 2013 to 2017 and Operational Plan 2013/14*, as relevant to the Community & Environment Committee. This list of draft Priorities and Actions is provided as **Annexure 1**.

The referral of Priorities and Actions to the respective committees is the same review process undertaken in previous years.

## Council's Integrated Planning Framework

By way of background, Council's *Integrated Planning and Reporting Framework* is demonstrated in the diagram below.



The Community Strategic Plan presents Council's and the Community's long term vision for the Local Government Area, whilst the Delivery Program is designed as the single point of reference for all activities to be undertaken by Council during the Council's four (4) year term and identifies the priorities the Council will address during its term in supporting the achievement of the Goals and Strategies outlined in the Community Strategic Plan.

Supporting the four year Delivery Program is the annual Operational Plan. It identifies the individual Actions and projects that will be undertaken each year in response to the four year Priorities outlined in the Delivery Program. The Operational Plan also includes Council's budget for the financial year, comprising detailed estimates of income and expenditure, the proposed capital works program, the rating structure and schedule of fees and charges.

As a means of streamlining Council's integrated planning and reporting framework, Council has combined its Delivery Program and Operational Plan into a single document comprising both the four year Delivery Program Priorities and the annual Operational Plan Actions, all of which support the Themes, Goals and Strategies contained in the Community Strategic Plan. This integrated approach enables Council to demonstrate to the community how its annual Operational Plan and Budget are contributing toward achieving Council's agreed four year priorities as outlined in the Delivery Program.

A further report will be prepared to the Corporate & Works Committee on 6 May 2013 detailing the draft Budget and tabling the revised *Woollahra 2025* and the *Draft Delivery Program 2013 to 2017 and Operational Plan 2013/14*, inclusive of feedback from the Community & Environment Committee in respect of **Annexure 1**.  
**Draft Delivery Program 2013 to 2017**

The 2013/14 financial year represents the first year of the Council's new four year *Delivery Program 2013 to 2017*.

In preparing the new *draft Delivery Program 2013 to 2017*, senior staff have undertaken a review of the Priorities contained in the current Delivery Program 2009 to 2013 and have proposed minor amendments, addition and deletion of Priorities. These minor amendments have been made to take into consideration data gathered through the community satisfaction survey, the community capacity study, and the review of the Social & Cultural Plan 2013 to 2023, as reported to the Community & Environment Committee in March 2013.

The following table has been prepared to highlight proposed changes to existing Priorities for the purpose of compiling the new draft Delivery Program 2013 to 2017, as relevant to the Urban Planning Committee. Existing Priorities not recommended for inclusion in the *draft Delivery Program 2013 to 2017* are ~~striked through~~ and new Priorities replacing these are shown in red.

Current Delivery Program 2009 to 2013 Priorities (Recommended for deletion)	Draft Delivery Program 2013 to 2017 Priorities (Amended/New Priorities replacing deleted Priorities)
1.1.1 Increase links between residents, local agencies and business.	1.1.1 Promote and facilitate community participation and partnerships. 1.1.2 Continue to work in partnership with Holdsworth Community Centre and Services (HCC&S). 1.1.3 Work collaboratively with other government and non-government local, regional and State organisations.
1.2.2 Provide grants to community organisations to support community and cultural services and activities.	1.2.2 Provide access to multipurpose and flexible meeting places within improved community facilities and libraries.
1.2.3 Provide and promote access to community venues for community activities.	1.2.3 Develop, support and promote activities that encourage cohesive neighbourhoods.
1.4.1 Provide a range of social and cultural programs and resources to key target groups, including youth, seniors, Aboriginal and Torres Strait Islanders.	1.4.1 Encourage and promote inclusive multicultural and cross-cultural events and activities.
1.4.2 Participate in the Eastern Region Local Government Aboriginal and Torres Strait Islander Forum (ERLGATSI).	1.4.2 Recognise and promote reconciliation.
2.1.1 Support the provision of childcare in the Municipality.	2.1.1 Encourage and promote increased provision of children's services.
2.1.2 Manage the Woollahra Preschool Service.	2.1.2 Fund Holdsworth Community Centre and Services (HCC&S) to provide appropriate services for the Woollahra community.
2.1.3 Provide services and activities to seniors through the Woollahra Seniors and Community Centre.	2.1.3 Provide information and resources to support families.
2.2.2 Contract Holdsworth Community Centre and Services to provide recreational services to seniors and people with a disability.	Refer to 2.1.2 above. 2.2.2 Encourage and support increased recreation programs for people with limited mobility.
2.3.1 Provide services and information to support older people and people with a disability to live independently.	2.3.1 Encourage services and support for older people and people with special needs to live independently.
2.3.2 Contract Holdsworth Community Centre and Services to provide services for seniors, people with a disability and their carers.	2.3.2 Encourage increased supported accommodation and community transport to be located in the Woollahra Local Government Area (LGA). 2.4.2 Promote healthy lifestyles to support good physical and mental health. 2.4.3 Work in partnership with groups and organisations to reduce suicide.
2.6.1 Encourage youth participation in developing activities and facilities.	2.6.1 Support youth friendly spaces and youth programs. 2.6.2 Empower and build resilience for youth to navigate life's challenges.
3.2.2 Provide cultural development services through facilitation and the development of partnerships.	3.2.2 Support opportunities for appreciation and promotion of local Aboriginal and Torres Strait Islander cultural and natural heritage.
3.5.2 Facilitate and develop an annual public art program.	3.5.2 Coordinate public art and public art opportunities across the LGA.

Current Delivery Program 2009 to 2013 Priorities (Recommended for deletion)	Draft Delivery Program 2013 to 2017 Priorities (Amended/New Priorities replacing deleted Priorities)
5.5.1 Implement Neighbourhood Centre Strategies (Stages 2 and 3) considering neighbourhood functionality.	5.5.1 Maintain and improve accessibility to public places for all user groups.
5.5.2 Staged implementation of recommendations in the Disability Action Plan relating to town centres and neighbourhoods.	
5.6.2 Develop Floodplain Risk Management Plans for all Woollahra catchments: Rusheutters Bay, Double Bay, Rose Bay and Vaucluse.	5.6.2 Develop a Floodplain Risk Management Plan for Watsons Bay Catchment.
6.3.2 Review and analyse bus, train and ferry services, and linkages between services and lobby State Government.	6.3.2 Maintain and upgrade where possible, public transport facilities.
6.3.3 Maintain and upgrade where possible, public transport facilities.	
6.3.4 Provide community transport connections between neighbourhoods and town centres.	

## Operational Plan 2012/13

As mentioned previously, Council has combined its Delivery Program and Operational Plan into a single document for ease of reference. The Operational Plan presents the individual actions and projects that will be undertaken each year in response to the Priorities identified in the Delivery Program, along with the detailed estimates of income and expenditure, the proposed capital works program, the rating structure and schedule of fees and charges.

In respect of the specific Actions proposed in the 2013/14 Operational Plan, these are shown in the draft Plan as supporting the specific Priorities of the Delivery Program.

Council's Operational Plan is structured to enable the reader to determine whether a specific Action is proposed for one year only e.g. 2013/14 or beyond. This is indicated by a tick (✓) alongside the respective Action under the relevant year.

**Annexure 1** to this report details the Priorities and Actions proposed for inclusion in the *Draft Delivery Program 2013 to 2017 & Operational Plan 2013/14*, for consideration by the Committee, relevant to the following Goal:

*Goal 1 – A connected & harmonious community*

*Goal 2 – A supported community*

*Goal 3 – A creative & vibrant community*

*Goal 5 – Liveable places*

*Goal 7 – Protecting our environment*

*Goal 8 – Sustainable use of resources*

Following consideration at the Committee level, any new proposed Priorities and/or Actions which are identified will be reported back to the Corporate & Works Committee on 6 May 2013, for consideration, prior to the placement of the draft Delivery Program 2013 to 2017 & Operational Plan 2013/14 on public exhibition.

Further, information regarding all 2012/13 Actions will continue to be reported to Council through the quarterly review process and will also be reported in Council's Annual Report. Following the finalisation of the end of June 2013 fourth quarter progress report against the 2012/13 Operational Plan, any Actions requiring re-inclusion in the *Delivery Program 2013 to 2017 & Operational Plan 2013/14* will be reported to the Corporate & Works Committee at that time.

### **Conclusion**

In accordance with the Integrated Planning Legislation, Council is required to review its Community Strategic Plan and prepare a new *Delivery Program 2013 to 2017 & Operational Plan 2013/14* by the 30 June 2013. Both documents will need to be exhibited for a period of 28 days.

Following consideration of the draft Priorities and Actions proposed for inclusion in the Draft Delivery Program and Operational Plan, it is recommended that the Actions proposed for inclusion in the Draft Delivery Program and Operational Plan, relevant to the Community & Environment Committee, be endorsed for inclusion in the Draft Delivery Program 2013 to 2017 and Operational Plan 2013/14.

Any changes to the proposed Actions recommended by the Community & Environment Committee will be referred to the Corporate & Works Committee Meeting to be held on 6 May 2013.

Helen Tola  
Governance & Corporate Planning Coordinator

Tom O'Hanlon  
Director Technical Services

Kylie Walshe  
Director Community Services

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### **Annexures**

- 1 Extract of Priorities and Actions, Draft Delivery Program 2013 to 2017 and Operational Plan 2013/14 – Goals 1, 2, 3, 5, 7 & 8 (*circulated separately*)

**Political Donations – matters to be considered by Councillors at Meetings**

