



Community & Environment Committee

Agenda: *Community & Environment Committee*

Date: *Monday 11 November 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:

- 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 Roads and Maritime Services.
- 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:

- 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

7 November 2013

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

Dear Councillors

Community & Environment Committee Meeting – 11 November 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 11 November 2013 at 6.00pm.**

Gary James
General Manager

Additional Information Relating to Committee Matters

Site Inspection

Other Matters

Meeting Agenda

Item	Subject	Pages
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 14 October 2013	1
D2	Woollahra Local Traffic Committee Minutes – 5 November 2013 – 595.G 2013	2
D3	Minutes of the Animal Advisory Committee Meeting of 16 October 2013 – 271.G AACM	8
D4	Woollahra Street Tree Master Plan – 1258.G *Note Annexure 1 Distributed Under Separate Cover	15
D5	Delivery Program 2013 to 2017 & Operational Plan 2013/14 (DPOP) Quarterly Progress Report September 2013 against 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 – 1229.G *Note Annexure 1 Distributed Under Separate Cover	19

Items to be Submitted to the Council for Decision with Recommendations from this Committee

R1	Queen Street, Woollahra – Strategic Masterplan – 373.	23
R2	Amendments to the General Community Use Plan of Management – Gaden Reserve – 189.G	132
R3	Community & Cultural Small Grants Round 2013-2014 – 30.G	159

Item No: D1 Delegated to Committee
Subject: **Confirmation of Minutes of Meeting held on 14 October 2013**
Author: Les Windle, Manager - Governance
File No: See Council Minutes
Reason for Report: The Minutes of the Meeting of Monday 14 October 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 14 October 2013 be taken as read and confirmed.

Les Windle
Manager – Governance

Item No: D2 Delegated to Committee
Subject: **Woollahra Local Traffic Committee Minutes – 5 November 2013**
Author: Cathy Edwards-Davis, Manager Engineering Services
File No: 595.G 2013
Reason for Report: For the Committee to consider the recommendations of the Woollahra Local Traffic Committee

Recommendation:

- A. That the Recommendations Y2-Y6 contained in the minutes of the Woollahra Traffic Committee held on Tuesday 5 November 2013 be adopted.
 - B. That the Recommendation Z1 contained as an informal item in the minutes of the Woollahra Traffic Committee held on Tuesday 5 November 2013 be adopted.
-

Cathy Edwards-Davis
Manager – Engineering Services

Tom O’Hanlon
Director Technical Services

Woollahra Local Traffic Committee Minutes

The meeting of the Woollahra Local Traffic Committee was held in the Council Chambers Room, Council Chambers, Double Bay, on Tuesday 5 November 2013 at 10.00am.

1. Attendance

Committee Members:

Present:	Ms Cathy Edwards-Davis (Chairperson)	(Woollahra Municipal Council)
	Mr Stephen Brown	(Roads and Maritime Services)
	Snr Const Corinne Dawes	(Rose Bay Police)
	Mr Alex Greenwich MP	(Member for Sydney)
	Ms Eloise Robertson	(Gabrielle Upton MP Rep)
Staff:	Ms Shirlene Yee Yet	(Woollahra Municipal Council)
	Mr Frank Rotta	(Woollahra Municipal Council)
	Ms Carla Hetherington	(Woollahra Municipal Council)
	Ms Deirdre Farrell	(Woollahra Municipal Council)
Observer:	Mr Frankie Passarelli	(Sydney Buses)
Apologies:	Mr John Giblin	(Gabrielle Upton MP Representative)
	Mr Eric Graham	(Transport NSW – State Transit)

2. Minutes of Previous Meeting

The minutes of Meeting No.9/13 held in Council Chambers, Double Bay, on Tuesday 1 October 2013 were confirmed by Mr Stephen Brown.

3. Matters Arising from Minutes of Previous Meetings

Nil

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

Nil

5. Extraordinary Meetings

Nil

6. Late Correspondence

Item Y4: Old South Head Road, Watsons Bay – Pedestrian Crossing Safety

- Updated plan submitted by Shirlene Yee Yet

Item Y6: Glenmore Road / Gurner Street Intersection, Paddington – Consultation

- Letter and sketch plan received from the Paddington Society
- Memorandum response to the Paddington Society's submission received from Council strategic planner Tom Jones

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 Restriction Changes**

Author: Frank Rotta – Traffic Engineer

File No: (Refer to Table 1)

Reason for Report: Various parking restriction changes throughout the Woollahra Council area.

Nil

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

Subject: **Goodhope Street, Paddington – Parking Changes Consultation Results**

Author: Shirlene Yee Yet – Team Leader Traffic and Transport

File No: 422.G

Reason for Report: To report on the results of the trader consultation for parking changes

Officer Recommendation:

Based on the results of feedback received from the recent trader and resident survey, it is recommended that Council:

- Receive and note the contents of this report.
- That all affected traders and residents be informed of Council's decision

Committee Vote: Unanimous Support

Resolved to Recommend:

Adopt the Officer Recommendation

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

Subject: **2013 Australian Golf Open**

Author: Frank Rotta – Traffic Engineer

File No: 219.G, 195.G

Reason for Report: To submit the proposed Traffic Management Plan for the event to the Woollahra Traffic Committee for approval

Officer Recommendation:

- A. That no objection be made to the Traffic Management Plan, dated 11 October, 2013, prepared by Assure Event Safety Services for the 2013 Australian Golf Open to be held at the Royal Sydney Golf Course from Thursday, 28 November- Sunday 1 December, 2013.
- B. That the organisers comply with all conditions of approval for the road closure and Special Event Clearways as stipulated by the Transport Management Centre.
- C. That the organisers include details of the traffic arrangements in the area in their notification letters which has been conditioned by Council's Team Leader, Open Space & Recreational Planning. All emergency Services should also be advised of these special traffic arrangements at least 2 weeks prior to the event.

Committee Vote: Unanimous Support

Resolved to Recommend:

Adopt the Officer Recommendation

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

Subject: **Old South Head Road, Watsons Bay – Pedestrian Crossing Safety**

Author: Shirlene Yee Yet – Team Leader Traffic and Transport

File No: T253

Reason for Report: Request to improve pedestrian safety in Old South Head Road at Village High Road

Officer Recommendation:

- A. That Council approve the installation of a speed hump and kerb blisters at the at-grade pedestrian crossing in Old South Head Road at Village High Road as per the attached concept plan subject to comments and approval from the State Transit Authority.
- B. That the local residents within 50m of the proposed raised crossing be advised of the works and a notice detailing the proposed works placed on site for the wider community.

Committee Vote: Unanimous Support

Resolved to Recommend:

Adopt the Officer Recommendation

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

Subject: **Special Event Traffic Management - New Years Eve 2013-2014**

Author: Shirlene Yee Yet – Team Leader Traffic and Transport

File No: 37.G Traffic – Special Events

Reason for Report: To implement traffic management measures for New Years Eve 2013-2014

Officer Recommendation:

That the 2013-2104 New Years Eve traffic control measures as detailed in the Traffic Control Plan (Plan 15174 Drawings 100, 101, 102, 103, 104, 105 and 106) and accompanying documentation be implemented, subject to approval from the RMS – Traffic Management Centre in relation to the proposed road closures, special event clearways and temporary speed limit reduction.

Committee Vote: Unanimous Support

Resolved to Recommend:

Adopt the Officer Recommendation

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

Subject: **Glenmore Road/Gurner Street Intersection, Paddington – Consultation**

Author: Frank Rotta – Traffic Engineer

File No: T191 / T212

Reason for Report: Residents Consultation

Officer Recommendation:

That Council proceed with the proposal for the squaring up of the Glenmore Road / Gurner Street intersection, Paddington as funded in the Traffic Capital Works Program.

Committee Vote: Unanimous Support

Resolved to Recommend:

- A. That the modified proposal submitted by the Paddington Society dated 3/11/13 and discussed at the Traffic Committee meeting for the squaring up of the Glenmore Road / Gurner Street intersection, Paddington be approved in principle (minus the pedestrian crossing).
- B. That residents and/or business owners of all properties within 50 metres of the Glenmore Road / Gurner Street intersection be consulted about this modified proposal.
- C. That the detailed plans and results of the community consultation be reported back to the Woollahra Traffic Committee by delegation.

8. Informal Matters - For discussion by committee members and recommended to Community and Environment Committee by Council Officers

Item No: Z1 Traffic Matters on Local Roads – Recommendation to C&E for consideration.

Subject: **Albemarle Avenue & Wilberforce Avenue, Rose Bay – Boats and Trailers**

Author: Shirlene Yee Yet – Team Leader Traffic and Transport

File No: 6T, 495

Reason for Report: To provide results of the resident consultation on proposed parking changes

Recommendation:

- A. That based on feedback received from Rose Bay Primary School and the residents of Albemarle Avenue and Wilberforce Avenue, no parking restrictions be installed at this time.
- B. That the residents of Albemarle Avenue and Wilberforce Avenue and Rose Bay Primary school be advised of Council's decision.

9. Late Items

Nil

There being no further business, the meeting concluded at 10.28 am.

Cathy Edwards-Davis
Chair

Item No: D3 Delegated to Committee
Subject: **Minutes of the Animal Advisory Committee Meeting of 16 October 2013**
Author: Colin DeCosta, Acting Manager - Compliance
File No: 271.G AACM
Reason for Report: To submit the minutes of the Animal Advisory Committee meeting of 16 October 2013 in accordance with the adopted 'Terms of Reference'.

Recommendation:

That the minutes of the Animal Advisory Committee meeting of Wednesday 16 October 2013 be received and noted.

Report:

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

On 10 December 2012, Council adopted the current 'Terms of Reference' for the AAC. The 'Terms of Reference' state that the purpose of the AAC is;

"To serve as an advisory body to Council to assist with the development of policies, programmes, services and plans for companion animals. The AAC shall not operate in a regulatory or authoritative capacity."

The 'Terms of Reference' further state that;

"The AAC is an advisory committee only and has no delegated authority. The AAC will report to the Community and Environment Committee as required."

The current members of the AAC were initially appointed by the Mayor on 4 March 2013. All community and professional members renominated for the AAC following the Mayoral election in September 2013. Councillor Ted Bennett is the appointed Chairperson of the AAC.

As specified by the 'Terms of Reference', the AAC will hold meetings as required or called by the Chairperson when Council has a statutory obligation to consult on significant animal management issues, where advice or professional information is needed by Council or where Council identifies there is a need. Generally meetings will be held on the third Wednesday of the month, at regular intervals, four (4) times a year as determined by the Chairperson. The minutes of the AAC meeting held on **Wednesday 16 October 2013** are attached for the information of the Committee.

While the attached minutes will not be adopted by the AAC until their next meeting, the minutes have been circulated to the members and corrections made where requested and appropriate.

Andrea Waghorn
Secretary of the AAC

Colin DeCosta
Acting Manager - Compliance

Annexure:

1. Minutes of the Animal Advisory Committee meeting of 16 October 2013



Animal Advisory Committee Meeting Minutes

Meeting held - Wednesday 16 October 2013

Present: **Councillors:** Ted Bennett (Chair)
Community: Vicki Etherington OAM, Julie Brandon , Nicola Grieve,
Margaret Titterton

Staff: Suzy Rich (Regulatory Team Leader), Andrea Waghorn (Secretary)

Apologies: Dr Pamela Tinslay, Joshua Swift, Rosemary Stafford , Melanie Isaacs (Companion
Animals Officer), Colin De Costa (Coordinator Regulatory Services), Paul Fraser
(Team Leader Open Space & Rec Planning)

Meeting opened: 3.35pm

Item No.	Subject	Discussion	Action
1.	Confirmation of the previous minutes		
	Confirmation of minutes from previous meeting held Wednesday 17 July 2013	Moved – Councillor Ted Bennett Seconded – Nicola Grieve	Adopted
2.	Business arising from previous Minutes		
2.1	Presentation of AAC Meeting minutes to the Community and Environment Committee	The minutes of the AAC meeting of 17 July 2013 were presented to the Community & Environment Committee meeting of 26 August 2013.	Noted
2.2	Update on report presented to Community & Environment Committee reviewing the dog-off-leash hours for parks	<p>Suzy Rich read the following on Paul Frasers' behalf: <i>"The public exhibition ran from the 28 August - 24 September 2013.</i></p> <p><i>The exhibition was via way of;</i></p> <ul style="list-style-type: none"> • <i>Undertaking a letter box drop to neighbouring residents and stakeholders;</i> • <i>An advertisement placed in the local newspaper;</i> • <i>Notification signs placed in the park and at all entries;</i> • <i>Woollahra Council's web page; and</i> • <i>Copies of the proposals being available for viewing at the Woollahra Libraries and at the Council Chambers.</i> <p><i>We received 85 submissions during the exhibition period. Some of the major issues that were mentioned being not in favour of the proposal were as follows:</i></p> <ul style="list-style-type: none"> • <i>Increased conflicts between small children and dogs off leash</i> • <i>Organised sport v Dogs off leash - How will this be managed</i> • <i>Regulation of the new proposals</i> 	

		<ul style="list-style-type: none"> • <i>Increase in dog attacks.</i> <p><i>The positive responses were primarily about the increased times and proposed 24hour off leash area being rose Bay Foreshore.</i></p> <p><i>The next step in the process is to report the submissions back to the Community & Environment Committee after further liasing with Council's Companion Animals Officer."</i></p> <p>The AAC requests an email prior to the next AAC meeting advising the following:</p> <ol style="list-style-type: none"> 1. The ratio of negative to positive submissions received. 2. The date which submissions will be presented to the C&E Committee. 3. The areas/streets which were included in the letter box drop. 	Paul Fraser
2.3	Re-investigation of access and restrictions to Vaucluse Park	<p>Suzy Rich provided advice from Melanie Isaacs that an email has been sent to the contact at Vaucluse House, who is away until 9 October, however no reply has been received as yet.</p> <p>After further discussion, the Committee resolved that:</p> <ul style="list-style-type: none"> • No further action be taken in exploring the restrictions at this location 	Noted
2.4	Clarification on regulations at Parsley Bay, Woollahra Golf Course and Kutti Beach	<p>Investigation by Melanie Isaacs has revealed that:</p> <ul style="list-style-type: none"> • Parsley Bay Reserve is prohibited to dogs • Woollahra Golf Course, although owned by Woollahra Council, is private property as it is leased • Kutti Beach is dogs on leash only. There is signage on the steps leading to the beach. Melanie to investigate further and report back to AAC. <p>Following this information, the Committee resolved that:</p> <ul style="list-style-type: none"> • The Plan of Management and lease for Woollahra Golf Course be reviewed to determine regulations on dogs 	<p>Melanie Isaacs</p> <p>Melanie Isaacs</p>
2.5	Education options to replace Puppies in the Park	<p>The Committee where advised that Council is looking to conduct smaller, more targeted information sessions frequently at the off-leash parks. With the focus to check microchips, answer questions, obtain feedback on pet issues and provide advice. Further, Council is looking to hold small 'education evenings' with a guest speaker discussing various dog topics, including training, problem solving and behavioural problems.</p> <p>Advertising options include Council's website, posters in local libraries, notification to AAC members of session dates.</p>	Melanie Isaacs

3.	New Business		
3.1	Companion Animal Work Activity Statistics for the period 1/4/2013 – 30/9/2013	<p>Suzy Rich presented statistics for the period. Document distributed at meeting containing statistics and graphs.</p> <p>The AAC express concerns over the increase in barking complains and resolved for Council to investigate options to educate the public on ways to stop pets barking, for example holding seminars.</p>	Melanie Isaacs and Vicki Etherington OAM
4.	Other Business		
4.1	Rose Bay Beach	The AAC request that Council Regulatory staff patrolling off-leash areas communicate with owners about responsible dog ownership as many are not in control of or watching their dogs in this park.	Suzy Rich and Melanie Isaacs
4.2	Next meeting	<p>Chair of the committee Councillor Bennett proposed the next Animal Advisory Committee meeting be held Wednesday 19 February 2014 at 3.30pm.</p> <p>No objections received.</p>	Noted

There being no further business, the meeting closed at approximately 4:40pm.

NEXT MEETING:

Wednesday 19 February 2014 at 3.30pm

Item No: D4 Delegated to Committee

Subject: **Woollahra Street Tree Master Plan.**

Author: Bruce Rann, Paul Goyoaga, Andrew Simpson

File No: 1258.G

Reason for Report: Public exhibition of a draft Street Tree Master Plan for WMC

Recommendation:

- A. That Council note the work to date on a draft Street Tree Master Plan (STMP) for the Municipality.
- B. That Council exhibit the draft STMP for a period of not less than 28 days.
- C. That staff report to Council the findings of the public exhibition period with any recommended changes arising from constructive submissions.

Background

Woollahra is one of a small and exclusive group of local government areas in Australia which are famous for their tree lined streets and leafy character. In many streets, especially those without harbour views, the visual elegance of the scene is defined by the historical and architectural significance of the building facades combined with the fine collections of mature and significant trees.

During the development of the Tree Management Policy 2011 (TMP), the Vegetation Management Working Party (VMWP) noted that street trees form our largest and most obvious cohort of tree assets, but unlike park trees, which can often achieve their full growth potential, street trees are beset by a myriad of spatial and social constraints.

The VMWP also noted that park tree plantings are generally guided by place specific Plans of Management, however street tree planning, management and planting needs a more wide ranging type of master plan which could cover all the main issues and constraints across the whole LGA.

During the compilation of the TMP the VMWP gave much consideration to a number of practical objectives for the Street Tree Master Plan. Specifically the TMP says that a STMP should:

- Promote Woollahra's existing urban forest
- Maintain and reinforce the leafy character of precincts
- Provide direction on appropriate species
- Establish a site and environmental specific street tree species palette
- Maintain the existing number of trees and overall canopy coverage
- Establish consistent best practice planting and maintenance techniques to improve establishment and survival rates
- Improve the community's knowledge and understanding of good urban tree and forest management
- Provide a transparent and accountable processes for our planting, maintenance customer requests and development application assessments
- Assist the Council in the planning, budgeting, implementation, and maintenance of street tree planting by providing guidance on suitable species, locations, and planting patterns

- Minimise the ongoing costs of tree and infrastructure maintenance
- Recognise risk management principles and the aims and objectives of the Statewide Best Practice Manual for Trees and Tree Root Management

Species selection to date

For many years street tree species selection has been guided by a planting list developed over time by Council staff. This list shows every street within the Municipality and has at least one species allocated. The list provides staff with sound guidance for new tree installation for the purpose of programmed renewal planting or planting as part of new development.

However, as identified by the VMWP the existing species lists should be comprehensively reviewed, rationalised and connected to a formal STMP which is in line with other Council planning documents.

Development of the draft STMP

To progress the suggestions of the VMWP and to develop a best practice STMP a brief was prepared and issued to three (3) prospective consultants who were chosen based on:

- Experience with preparing similar documents for Local Government agencies and private sector clients
- Technical capabilities
- Value for money

All consultancies approached responded to Council with high quality submissions. Following a formal review of the submissions Arterra was selected as the successful consultancy. Arterra's experience in preparing similar documents made them the outstanding applicant. Arterra has prepared street tree masterplans for the following councils:

- Marrickville
- Lane Cove
- City of Sydney
- Botany

Arterra have also prepared similar or related documents such as Registers of Significant Trees and Urban Forest Strategies for other local and state government agencies.

Preliminary meetings between Arterra and key Council Staff were used to develop an agreed approach to the STMP. One of the key tasks for Arterra to complete was to review the existing (and extensive) species lists and associated documents which had been compiled by Council staff over a number of years.

A review of other relevant Woollahra Council Policies and Management Plans was also undertaken, these included:

- The WMC Local Environment Plan (LEP)
- The Tree Management section of the draft Woollahra Development Control Plan (DCP)
- The Woollahra Community Strategic Plan (Woollahra 2025)
- The Woollahra Tree Management Policy 2011
- Woollahra's tree pruning guidelines and planting specifications

A desktop review was made of relevant Australian Standards and best practice literature with a particular focus on any documents relating to the management of trees in urban areas, trees and development and trees and infrastructure.

Although the new STMP proposes to cover a wider range of issues than Council's existing street tree documents, the new STMP will contain a large amount of practical information that has been developed over the years by Council Staff but has until now remained an internal document.

Key WMC tree management and tree maintenance staff have been working with Arterra on these reviews and on a number of occasions detailed inspections of the Municipality were undertaken with Council's Tree Maintenance Coordinator. The purpose of this was for Arterra to become familiar with the local area to inform and populate the species selection lists.

Several drafts of the document have been prepared by Arterra and issued to Council. These drafts have been reviewed by our Tree, Engineering, Parks and Strategic Planning teams. All relevant suggestions and comments have been incorporated into the draft STMP which staff now believe is ready of public exhibition.

How the Draft Street Tree Master Plan works

As previously discussed, the STMP needs to be more wide ranging and informative than just a list of streets with species recommendations. The draft STMP establishes a historical context into when and why Woollahra's street trees were planted and also describes a detailed contemporary framework on the current street tree planting themes of the Municipality.

The Master Plan outlines the importance of street trees to the Council's community, environment, economy and society. With this information the Draft Master Plan can be used not only as a planting guide but also as an important community education document for tree management.

The species lists which have been developed are comprehensive for each suburb and each street and cover:

- The current dominant species
- Main issues, constraints and scale of the area
- General description of infrastructure (verge width, paths, electricity supply, etc.)
- Historical or commemorative significance
- New preferred species.

The Draft Master Plan is a document that can be used for the effective short and long term management of Council's street trees. Council staff, residents and their representatives can refer to the Master Plan for tree selection and technical details for installation.

The draft STMP refers to, and is in line with, other related Council planning and policy documents.

Conclusions

Woollahra is famous for its leafy character and fine collection of mature public trees. This is particularly true of our street trees which form our largest and most visible group of living assets. In most areas our street tree plantings work well, however in some areas there is room for improvement with regard to the size, number or type of trees.

The Vegetation Management Working Party proposed that following the adoption of the Tree Management Policy a Street Tree Master Plan should be developed as a practical reference document for Council staff, residents and their representatives.

This STMP has been prepared following consultation with key Council Staff and a comprehensive review and analysis Council's tree inventories and related documents.

Council's senior arborists believe that this draft STMP covers all the main objectives proposed by the VMWP and that the draft is ready for public exhibition.

Following an appropriate period of public exhibition a review of submissions will be prepared for Council and incorporated into a final STMP.

Paul Goyoaga
Coordinator – Tree Maintenance

Andrew Simpson
Team Leader – Tree Management

Bruce Rann
Manager – Open Space & Trees

Tom O'Hanlon
Director – Technical Services

Annexures:

1. Draft Street Tree Master Plan

Item No: D5 Delegated to Committee

Subject: **Delivery Program 2013 to 2017 & Operational Plan 2013/14 (DPOP) Quarterly Progress Report September 2013 against 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 and Goal 8 - Sustainable use of resources.**

Author: Kylie Walshe - Director Community Services
Tom O'Hanlon - Director Technical Services

File No: 1229.G

Reason for Report: To review the status of the Priorities and Actions in Council's Delivery Program 2013 to 2017 and Operational Plan 2013/14 for the three months ending 30 September 2013.

Recommendation:

- A. THAT the September 2013 Quarterly Progress Report on 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) and Goal 8 (Sustainable use of resources) of Council's Delivery Program 2013 to 2017 and Operational Plan 2013/14 be received and noted, and that the revised target dates, be adopted.
- B. THAT minor amendments to the wording of Priority 5.6.2 and Actions 2.6.2.1, 5.3.1.1 and deletion of Action 5.3.1.3 as outlined in the report, be adopted.

Background:

Council adopted its Delivery Program 2013 to 2017 and Operational Plan 2013/14 (DPOP) in June 2013 in accordance with the Integrated Planning and Reporting Legislation for NSW Local Government. The Delivery Program and Operational Plan are two of the key strategic planning documents that comprise Council's Integrated Planning & Reporting Framework.

It is a requirement under the Integrated Planning & Reporting Legislation that Council report on the progress of its Delivery Program at least every six months. In response to this requirement, and in order to ensure that Council's reporting to the community is transparent, timely and manageable under the legislation, progress reports on the DPOP are presented to Council quarterly for the periods ending 30 September, 31 December, 31 March and 30 June each year.

The framework for quarterly progress reports is consistent with the structure of the Delivery Program and Operational Plan developed around the following interrelated themes and supporting goals:

Theme: Community well-being
Goal 1: A connected and harmonious community.
Goal 2: A supported community.
Goal 3: A creative and vibrant community.

Theme: Quality places and spaces
Goal 4: Well planned neighbourhoods.
Goal 5: Liveable places.
Goal 6: Getting around.

Theme: A healthy environment
Goal 7: Protecting our environment.
Goal 8: Sustainable use of resources.

Theme: Local prosperity
Goal 9: Community focused economic development.

Theme: Community leadership and participation
Goal 10: Working together.
Goal 11: A well-managed Council.

Annexure 1 to this report is Council's Quarterly Progress Report for the period 1 July to 30 September 2013 for Goals 1, 2, 3, 5, 7 and 8, being most relevant to the Community and Environment Committee (C&E).

Progress comments for all Delivery Program Priorities and Operational Plan Actions are provided in the tables of **Annexure 1**. Council staff provide updates on these comments on an ongoing basis for internal management purposes, with the comments then collated at the end of the quarter for reporting to Council and the community. Generally, actions included in the Operational Plan relate to the current financial year, however there are a number of actions that extend beyond June 2014, as indicated in the Target Date column.

As this is the first quarterly report for 2013/14, the final column in the tables headed "Updated Comments" is blank. In future quarterly reports a tick will appear in this column to indicate that the comments relating to that action have been updated since the previous quarterly report to Council. This will enable Councillors and other readers of the report to easily identify where an action status has been updated.

Recommended Amendment following adoption of DPOP

Following the adoption of our Delivery Program 2013 to 2017 and Operational Plan 2013/14 in June 2013, staff have identified a number of items that warrant minor rewording to clarify the intent of our planning documents and/or the deletion of specific Actions that were completed in the 2012/13 Financial Year. The suggested amendments are highlighted in the table below.

Level (Priority / Action)	Original Wording	Replacement Wording
Priority 5.6.2	Develop a Floodplain Risk Management Plan for Watsons Bay Catchment.	Develop a Floodplain Risk Management Plan for <u>the various catchments in Woollahra.</u>
Action 2.6.2.1	Focus on a program of information and education sessions for residents including parents on themes to include First Aid, learn to drive and developing personal resilience.	Focus on a program of information and education sessions for residents, including parents, on themes <u>such as First Aid and learn to drive.</u>
Action 5.3.1.1	Review and update the Plans of Management for Parsley Bay and Lyne Park.	Review and update the Plans of Management for Parsley Bay <u>and Steyne Park.</u>

Level (Priority / Action)	Original Wording	Replacement Wording
Action 5.3.1.3	Prepare a report on removing existing residential subdivisions that apply to Cooper Park and consolidate this important regional park into a single, or minimum numbers of lots (allowing for the different use in the valley floor with the tennis courts and kiosks) to protect its environmental values and keep it in public ownership. [Refer to NOM 12/06/2011].	Suggested removal of Action, as this Action was completed in the 2012/13 Financial Year.

Following the Committee's deliberations, it is recommended that the amendments highlighted above, be incorporated into future quarterly reports against the adopted Delivery Program 2013 to 2017 and Operational Plan 2013/14.

Adopted notices of motion and other decisions of the Council:

To further improve the efficiency and transparency of Council's Integrated Planning and Reporting procedures, notices of motion and other decisions of the Council which are strategic and/or project based are now included as additional actions in the DPOP and reported on through the Quarterly Progress Report.

Adopted notices of motion which are non-strategic in nature, such as placement of an additional agenda item on a meeting or writing a letter to an organisation, will be monitored administratively.

During the period 1 July to 30 September 2013, two new notices of motion have been identified as strategic and/or project based in nature. Details of these new actions are provided below.

ACTION ARISING FROM A NOTICE OF MOTION	
Action number in 2013/14 Quarterly Progress Report	Action description
5.3.2.38	Prepare a report to the appropriate Committee of Council as to the viability of using Paddington "Dunny Lanes" as community gardens. [Refer NOM 23/09/2013].
8.3.3.1	Prepare a report to Council about the possibility of selling digital advertising on the bins within commercial centres around the municipality, details to include costs associated with changing the bins across the municipality so that they can incorporate said digital newsfeed incorporating advertising and the potential revenue the Council could collect on behalf of its community to invest in infrastructure and other Council programs. [Refer NOM 23/09/2013].

Conclusion:

THAT the September 2013 Quarterly Progress Report on 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) and Goal 8 (Sustainable use of resources) of Council's Delivery Program 2013 to 2017 and Operational Plan 2013/14 be received and noted, that the revised target dates and minor amendments as outlined in the report, be adopted.

Kylie Walshe
Director Community Services

Tom O'Hanlon
Director Technical Services

Annexures:

- 1 DPOP Quarterly Progress Report September 2012 for 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) and Goal 8 (Sustainable use of resources) – *distributed separately*.

Item No: R1 Recommendation to Council
Subject: **Queen Street, Woollahra - Strategic Masterplan**
Author: Cathy Edwards-Davis, Manager Engineering Services
File No: 373
Reason for Report: Adoption of Masterplan

Recommendation:

- A. That Council adopt the proposed footpath paving, street trees and tree management recommendations as outlined in the Queen Street, Woollahra Strategic Masterplan dated September 2013.
- B. That Council not adopt the recommendations for seating, garbage bins, lighting and banners/signs as outlined in the Queen Street, Woollahra Strategic Masterplan dated September 2013 at this time, for the reasons outlined in the report, and that these components of the Masterplan be the subject of further consideration at the detailed design phase which will occur when capital infrastructure funding is available for works.

Background

In November 2011, Council adopted the following resolution:

That Council, in close consultation with the Queen Street West Woollahra Association (QSWWA), residents and business owners, develop a comprehensive strategic plan for Council infrastructure and the public streetscape in Queen Street and the surrounding precinct.

Following a competitive quotation process, Phillips Marler was engaged to prepare a Strategic Masterplan for Queen Street, Woollahra. The key objectives of the Strategic Masterplan are:

- Provide a vision for a unified pavement environment for Queen Street which offers robust and elegant solutions that complement the heritage built environment.
- Adopts a simple palette of pavement materials, street furniture and lighting elements which are complimentary in style and character to the commercial and residential precincts of Queen Street.
- Adopt design measures to assist in calming traffic.
- Improve the spacing between trees to allow for better canopy growth and pavement treatments.
- Manage the root zones of trees in the street for long term sustainability and better integration into the pavement.

Queen Street has been broken up into six precinct areas (A to F) which contain similar street characteristics. Plans have been developed for each of these six precinct areas.

The key components of the streetscape for which Phillips Marler have provided recommendations are the footpath pavement, trees and street furniture.

This item was on the agenda for consideration at the Community & Environment Committee on the 14 October 2013. The Committee resolved:

That Consideration of the Queen Street Woollahra - Strategic Masterplan be deferred for 2 weeks, with notification of the Community & Environment Committee's consideration of the matter to be provided to the Queen Street West Woollahra Association and an invitation extended to the Association to address the Committee in respect of the Masterplan.

Pavement

The key objective is to use a palette of pavement types which can be used across all areas. The Strategic Masterplan includes the continuation of the pavers which are already in use in the core retail area of Queen Street. That is a 300mm x 300mm concrete paver with a 200mm x 600mm concrete paver trim.

A porous paving has been recommended as a typical tree pit detail. This is a pour-on resin designed to bind loose aggregate to form permanent tree surrounds and footpaths. The colour recommended is burgundy granite. An alternative would be a light grey colour.

Trees

The existing street trees in Queen Street are a significant contributor to the streetscape environment.

The Strategic Masterplan allows for different tree surrounds to define the commercial and residential areas.

An arboricultural assessment report was undertaken on the street trees. In summary, it found:

Trees of High Retention Value

- All 36 trees of high retention value are considered worthy of preservation and their retention a priority and are to be retained in this Masterplan, including all Plane Trees.
- Trees with large canopies where significant pruning is generally not acceptable.

Trees of Moderate Retention Value

- 33 of 43 trees of moderate retention value are retained in this draft Masterplan.
- The retention of these trees is desirable, but not essential.
- These trees should be retained where possible, however they are less critical for retention.
- If these trees are removed, replacement planting should be considered.
- There are 8 new replacement trees proposed in this draft Masterplan.

Trees of Low Retention Value

- All 12 trees of low retention value will be removed or replaced in this draft Masterplan.
- Trees not considered worthy of any special measures to ensure their preservation due to their current health, condition or suitability. Common issues include vehicle damage, exposed and decaying roots, overcrowded canopies and trunks with prominent leans.
- Trees with no special ecological, heritage or amenity value.
- Trees with substantially diminished values due to their short estimated life expectancy.

The existing small to medium trees within the residential and commercial zones are proposed to be treated with a porous paving surround, which extends the full width of the footpath.

The existing large mature trees within the residential areas are proposed to have a typical 10m garden bed, with a 1.5m porous paving footpath. Stepping stones are proposed to allow access to parked vehicles.

The existing medium to large trees within the residential areas are proposed to be treated with a raised composite timber planter and bench seat. This somewhat reflects the informal timber treatments around trees which have been installed by the community in parts of Queen Street.

It is proposed that new trees will be placed in formal tree pits with appropriate subsoil drainage. They are to be treated with a porous paving surround, which extends the full width of the footpath.

Street Furniture

The Strategic Masterplan identifies a number of street furniture options, including seats, bins, bike stands, banners and street lighting.

Consultation

Considerable community consultation was undertaken in the preparation of the Queen Street Strategic Masterplan. A full account of the community consultation can be found in the Community Engagement Report which is contained within the annexures.

Two community consultation meetings were held, on the 4 April 2013 and on the 22 May 2013. Both meetings were held at the National Council of Jewish Women's Hall, which is located on Queen Street. Approximately 70 people attended the first meeting and approximately 40 people attended the second meeting. The meetings were advertised via letterbox drop, notices in the windows of local businesses and an advertisement in the Wentworth Courier.

The first community meeting was utilised to present the findings of a site analysis of Queen Street. The characteristics of the existing street within the six precincts of Queen Street were discussed, and the opportunities identified. An open question and answer session allowed members of the community to make comments and identify areas for improvement.

Following the first meeting, attendees were given the opportunity to provide written comments, including the aspects of Queen Street which were important to them and the areas which needed improvement. 29 written submissions were received.

The feedback received from the first meeting and the written comments was used to help develop the draft Masterplan. The second community meeting was utilised to present the draft Strategic Masterplan. As above, the key features of the Strategic Masterplan are the footpath pavement, trees and street furniture. Again, an open question and answer session allowed members of the community to make comments and identify areas for improvement.

Following the second meeting, attendees were given the opportunity to provide written comments on the draft Masterplan. 15 written submissions were received. This information was utilised to inform the development of the Final Strategic Masterplan which is contained within the annexures.

Feedback from the Community

The detailed feedback, including comments, from the community can be found in the Community Engagement Report which is contained within the annexures. The following is a summary of the feedback from the community.

The most-liked aspects of Queen Street are:

- Trees (mentioned by 46% of respondents)
- Village atmosphere (43%)
- Heritage (28%)
- Shops (28%)
- Seating (14%)
- Cafes (11%)
- Community (11%)
- Streetscape (11%)
- Pedestrian access (7%)
- Residences (7%)
- Mix of uses (7%)

The issues of concern raised about Queen Street are:

- Footpaths (71%)
- Litter and rubbish (50%)
- Seating (46%)
- Trees – general (43%)
- Plane trees (36%)
- Traffic safety (36%)
- Street lighting (32%)
- Tree roots (28%)
- Vehicle parking (28%)
- Street cleaning (25%)
- Street furniture (18%)
- Overhead power lines (14%)
- Pedestrian crossings (14%)
- Cafes (14%)
- Food outlets (11%)
- Decorative lighting (11%)
- Developments (11%)
- Dog laws (11%)
- Road surface (11%)
- Bike parking (7%)
- Banking facilities (7%)
- Post office (7%)
- Maintenance (7%)

The following is a summary of community opinions relating to the draft Masterplan:

Element	% agree	Reasons for support	Reasons for not supporting
Trees	67%	Aesthetics. Sound, sensible concept. Tree removal and replacement should start early and be done progressively so the street retains its character.	No more plane trees. Further research about trees needs to be done in commercial and high traffic areas. Management planting in long term is not addressed.
Pavement materials	87%	Paving and the porous material are well supported due to: <ul style="list-style-type: none"> • aesthetics (darker colours preferred) • it will support tree growth without damaging the pavement. Access to service points near properties needs to be considered. The Oxford Street end does not need treatment at present.	A consistent pavement conflicts with the charm of variations of footpaths. Diamond pavers are slippery.

Element	% agree	Reasons for support	Reasons for not supporting
Seats/ benches	53%	<p><i>Design/style:</i> the following are supported:</p> <ul style="list-style-type: none"> • Option 1 • seats with backs and benches without backs • contemporary seats but heritage style • smaller and larger wooden seats • darker wood <p>Number of seats:</p> <ul style="list-style-type: none"> • the proposed number of seats is supported <p>Locations of seats:</p> <ul style="list-style-type: none"> • away from residences • away from takeaway food outlets 	<p>The bronze plaques in the stone benches need to be reinstated.</p> <p>Takeaway food shops should provide their own seating.</p> <p>Seating as a design model requires further research.</p> <p>The proposed style of seating is out of context with the heritage area.</p>
Bins	47%	<p><i>Design/style:</i> the following are supported:</p> <ul style="list-style-type: none"> • wooden/black metal bins • heritage look • Option1 – timber with hood <p>Number of bins</p> <p>More bins needed.</p>	<p>Don't like timber and stainless steel</p> <p>Should be dark green.</p> <p>Should be with wooden slats</p> <p>Should be above-ground so dogs can't use them</p> <p>Bins not correctly placed</p> <p>Excessive number of bins proposed, especially Spicer to Holdsworth</p> <p>Takeaway food outlets should be responsible for garbage they generate</p>
Bike parking	33%	<p>Location:</p> <ul style="list-style-type: none"> • in the commercial area only. • not blocking footpaths <p>Number:</p> <p>Limit number of bike racks</p>	<p>Take up too much room</p> <p>Annoying</p> <p>Unattractive</p> <p>Locate bike racks in the carpark</p>
Lighting	47%	<p>Better lighting will increase security and the village feel.</p> <p>Modern gaslight design supported.</p> <p>Black/graphite grey.</p> <p>Soft yellow glow</p> <p>Awning light 2</p> <p>All lighting in the street must be the same.</p>	<p>More research on lighting is required.</p> <p>Proposed lights look</p> <p>Design should reflect heritage, such as Collins Street in Melbourne.</p> <p>White/LED lights not supported.</p>
Banners	33%	<p>Adds to the village feel.</p> <p>Introduces people to the Woollahra shopping village.</p> <p>Promotion of special events, festivals etc.</p> <p>Consider style, number and positioning of banners.</p>	<p>Commercial rather than a village/residential concept.</p> <p>Trees will obscure banners.</p> <p>Who decides on banners, and who pays to change them?</p>

Feedback from Queen Street West Woollahra Association

As well as the two public consultation meetings, two additional meetings were held with representatives from the Queen Street West Woollahra Association (QSWWA).

The QSWWA's comments on the Strategic Masterplan are contained within the annexures. In summary, they have stated:

Although there has been a significant effort put into tree surveying and other matters we do feel that the plan does not take a holistic approach to the needs of community and businesses and heritage concerns. It does not address what the Queen Street and West Woollahra Association had envisaged as a total planning review and does not include some of the very basic and serious issues we face in the area such traffic flow and parking.

Positive Outcomes:

The QSWWA recognises the significant research that has gone into this consulting and find that:

- *The tree survey is of value and has identified some trees that need removing and replacing in a planned tree management strategy for Queen St*
- *The issue of pavement treatment in the area has been identified as currently being of poor quality and in dire need of repair for community safety issues. This will provide a safe and more unified vision and treatment of safe paving as well as a tree friendly solution for the long term*

The QSWWA also suggested areas in the Plan that require further development:

1. Seating: Public and Commercial

The plan fails to address the real needs and reasons for seating and before there is any increase in seating, the purpose of the seating needs to be considered....If the seats are to provide a place to rest then surely one seat per block is ample for this purpose. This reduction in the number of seats would have the positive effects by reducing maintenance and cleaning issues, security and safety issues.

Due to the increase of take away food stores and coffee windows these [existing] seats provide no more than casual cafe tables for people buying take away. They are filthy and cannot be maintained by Council.

Walking on the footpath in more than a single file in this section of Holdsworth to Spicer in Queen St is almost impossible due to coffee buyers, strollers, stone benches and tree roots.

A considered outdoor seating vision for this area should be investigated so as to provide managed outdoor seating that fits within the heritage vision for the area, but probably not in the high traffic zone. Perhaps as a first step the stone seats between Holdsworth and Spicer be removed.

Seating Style:

The style of seating is also out of context with the heritage in the area if you take the Oxford St. entrance which hosts an Edwardian? Style bench. This has not seem to be have been taken into consideration.

2. Trees:

A clear and definitive survey has noted issues with existing trees, although there needs to be further research and a long term plan developed to manage the removal and replanting of street trees.

Tree surrounds:

The treatment of porous materials to assist tree maintenance and growth is appropriate although serious consideration should be given to the coloration.

3. Heritage

There are many homes; residences and building that have high heritage components and interest. There is no mention on any type of plan to recognise, celebrate or name these buildings or areas of heritage significance.

4. Calming measures:

Queen Street has a number of calming islands on corners that meet the needs of the area. Any increase in calming measures is unnecessary.

5. Banners and Branding

These have been identified as a valuable tool. However, the style and positioning should be revisited.

6. Lighting:

The proposed new lighting should be seriously considered. The purpose planned positioning and design all need to be taken into account. This includes any feature lighting.

7. Footpath/Pavement treatments:

Proposed footpath treatment seems well thought out but it should be noted that the entry point at the fountain is in a good state and does not need any maintenance at present.

8. Parking/Traffic/Pedestrian Crossings

There's has been no mention of traffic issues in the plan and this must be considered.

9. Garbage bins:

It is noted that there is an increase in garbage bins in the area but no real consideration as to why so many are required and the servicing of these. We feel the number of bins in the plan is excessive, particularly in sections B, C and D.

10. Budget and staging:

There is no reference to budgets and staging according to priority. The best laid plans cannot be considered possible if there is no budget or timetable.

Discussion

The two key elements of the proposed Strategic Masterplan are the footpath paving and the management of the street trees. The QSWWA and the majority of community respondents have indicated that they support these two aspects of the Strategic Masterplan.

It is clear however that there are mixed opinions with regards to the various proposed street furniture options.

The table below outlines various issues, community feedback and recommendations:

Strategic Masterplan Element	Community Feedback	Recommendation
Footpath paving	<ul style="list-style-type: none"> 87% support from the community QSWWA: [The Masterplan] will provide a safe and more unified vision and treatment of safe paving as well as a tree friendly solution for the long term 	That Council proceed with the proposed footpath paving treatment as outlined in the Strategic Masterplan
Street trees and tree management	<ul style="list-style-type: none"> 67% support from the community QSWWA: The tree survey is of value and has identified some trees that need removing and replacing in a planned tree management strategy for Queen St 	<p>That Council proceed with the proposed street trees and tree management as outlined in the Strategic Masterplan.</p> <p>That the species of new trees recommended for planting in Queen Street be as per the Street Tree Masterplan.</p>
Seating	<ul style="list-style-type: none"> 53% support from the community Mixed support for the various seating options Insufficient space for outdoor seating. Seats should be located away from takeaway food outlets QSWWA: If the seats are to provide a place to rest then surely one seat per block is ample for this purpose...The style of seating is also out of context with the heritage in the area Some of the retailers have indicated that they may submit an application for outdoor dining. Subject to addressing Council's Footway Approval Policy, this is generally viewed favourably by Council staff. 	<p>That the overall number of seats as outlined in the Strategic Masterplan be reduced and that the number and specific location of seats per block be given further detailed consideration at the detailed design phase, in consultation with the community.</p> <p>That in the event of Council receiving and approving an application for outdoor dining, the existing outdoor seating and/ or benches will be removed and replaced with tables, chairs and garbage facilities to be supplied and maintained/ cleaned by the retailer.</p>
Garbage bins	<ul style="list-style-type: none"> 47% support from the community Mixed support for the various garbage bin options QSWWA: We feel the number of bins in the plan is excessive 	That the overall number of garbage bins as outlined in the Strategic Masterplan be reduced and that the number and specific location of garbage bins per block be given further detailed consideration at the detailed design phase, in consultation with the community.

Strategic Masterplan Element	Community Feedback	Recommendation
Lighting	<ul style="list-style-type: none"> • 47% support from the community • Designs should reflect heritage • QSWWA: More research into the desired effect, ambience and style is needed 	That Council continue to work with Ausgrid to improve street lighting in Queen Street.
Banners/ signs	<ul style="list-style-type: none"> • 33% support from the community • Trees will obscure banners • Commercial rather than a village/ residential concept. • QSWWA: The style and positioning should be revisited. 	That no further action be taken with regards to the installation of banners/ signs at this time and that this issue be revisited in the future should there be greater community support.

The QSWWA has noted that, *“There are many homes; residences and building that have high heritage components and interest. There is no mention on any type of plan to recognise, celebrate or name these buildings or areas of heritage significance.”* The scope of the Strategic Masterplan did not extend to heritage or interpretive signage. It is therefore recommended that these comments be forwarded to the Woollahra Plaques Advisory Committee for review and consideration.

A number of community members and QSWWA made note that traffic issues were not considered as part of the Masterplan. It was never intended that the Strategic Masterplan would consider traffic management issues. This would have significantly changed the scope of the project and increased the cost. No significant changes can be made to Queen Street in terms of traffic management without reducing vehicle volumes and possibly removing the existing bus route from Queen Street. To do this, vehicles and buses would need to be redistributed to other roads such as Jersey Road and it is not intended to pursue this at this time.

Implementation Plan

Funding is not allocated to Queen Street within the 2013/14 capital works budget.

Council staff have applied for \$132,387 in grant funding from the Australian Government Department of Regional Australia, Local Government Arts and Sport through their Regional Development Australia Fund. If Council is successful with this funding application, works can commence on part of the streetscape works recommended by the Strategic Masterplan. Given this relatively modest sum of funds, works can only be undertaken in a small section of Queen Street. It is therefore proposed to undertake works on the Southern side of Queen Street, between the Post Office (on the corner of Moncur Street) and Victoria Avenue.

The staging and implementation of future works will largely be dependent on the amount of funding which is available. However, it is generally recommended that works be prioritised as follows:

Priority	Section of Masterplan
1	Queen Street, southern side, between the Post Office and Victoria Avenue (Precinct A)
2	Queen Street, southern side, between Victoria Avenue and Oxford Street (Precinct A)
3	Queen Street, northern side, between Halls Lane and Oxford Street (Precinct A)
4	Moncur Street, both sides, north of Queen Street (Precinct E)
5	Moncur Street, both sides, south of Queen Street (Precinct F)
6	Queen Street, northern side, between Holdsworth Street and Ocean Street; and Queen Street southern side, between Dorhauer Lane and Ocean Street (Precinct D)
7	Queen Street, northern side, between Moncur Street and Holdsworth Street; and Queen

	Street, southern side, between Moncur Street and Dorhauer Lane (Precinct C)
8	Queen Street, northern side, between Halls Lane and Moncur Street; and Queen Street, southern side at the Post Office (Precinct B)

When capital infrastructure funding is available for works, a detailed design will be undertaken. It is at this point that there will be further detailed consultation with the community. Consideration will be given to items such as seating, garbage bins, lighting and banners/ signs at this detailed design stage.

Identification of Income & Expenditure

As outlined above.

Conclusion

The Queen Street, Woollahra Strategic Masterplan provides recommendations to improve the streetscape environment in Queen Street and it is largely supported by the community.

It is recommended that Council adopt the proposed footpath paving, street trees and tree management recommendations as outlined in the Masterplan.

It is recommended that the seating, garbage bins, lighting and banners/ signs as outlined in the Masterplan not be adopted at this time, for the reasons discussed above.

Cathy Edwards-Davis
Manager Engineering Services

Tom O'Hanlon
Director Technical Services

Annexures

1. Queen Street, Woollahra Strategic Masterplan dated September 2013
2. Queen Street, Woollahra Strategic Masterplan: Community Engagement Report dated September 2013
3. Correspondence from the Queen Street West Woollahra Association, received on the 15 July 2013

Item No: R2 Recommendation to Council
Subject: **Amendments to the General Community Use Plan of Management - Gaden Reserve**
Author: Bruce Rann – Manager Open Space and Trees
File No: 189.G
Reason for Report: To recommend the adoption of the amendments to the General Community Use Plan of Management - Gaden Reserve

Recommendation:

- A. That Council adopt the amendments to the General Community Use Plan of Management relating to Gaden Reserve.
- B. That Council adopt the General Community Use Plan of Management.
- C. That this report be presented to Council as a matter of urgency.

Background:

Gaden Reserve is included in the General Community Use (Reserves) Plan of Management adopted in 1996. Council recently upgraded the building (DA 467/2012) to enable the not for profit organisation, Holdsworth Street Community Centre to run community based services from the existing Seniors Centre. The use of this building would be subject to a lease with Council and various conditions that were adopted by Council on 13 May 2013 as follows:

- A. *That Council adopt the revised Funding Agreement with Holdsworth Street Community Centre Woollahra Incorporated and Holdsworth Family Services Incorporated, incorporating the activities at the Woollahra Seniors & Community Centre, effective 1 July 2013.*
- B. *That Council exhibit the proposed lease of the Woollahra Seniors & Community Centre and Holdsworth Community Centre for 28 days as per Section 46 and Section 47 of the Local Government Act and that all objectors be notified of the conditions of the proposed lease.*
- C. *That the following changes as proposed in the late correspondence be made:*
 - *Holdsworth must:*
 - *only use the outdoor deck (including for the setting up and removal of tables and chairs) during the following hours:*
 - a) *8am to 4pm Monday to Friday*
 - b) *10am to 4pm Saturday, Sunday and Public Holidays*
 - *not use amplification of any sort on the outdoor deck at any time*
 - *remove all outdoor furniture from the deck at the completion of each day of use.*
 - *The outdoor deck may also be used between 4pm to 6pm Monday to Sunday for community services activities only, on the condition that there is no amplified music in the centre at all at this time.*
 - *Council reserves the right to limit the hours of use of the outdoor deck after 4pm at any time, taking into consideration any complaints received.*
 - *No Smoking sign be included on the deck.*

Council has since received legal advice stating that the current Plan of Management (PoM) does not expressly authorise the granting of a lease of the Seniors Centre. Such a lease cannot be granted unless and until the PoM is amended to include an express authorisation.

The General Community Use Plan of Management requires amendments to expressly authorise the granting of a lease for the Seniors Centre. Due to time restrictions and the current Development Consent authorising the use of the premises it is our intention to only make the necessary amendments and not review the entire PoM. It is not recommended to change the values and roles of the community land.

The following amendments of the current PoM were recommended to be exhibited:

1. The words '(Open Space Only)' in the fourth dot point in section 1.1 at the bottom of page 1 be omitted and replaced with the words '(including the seniors centre)'.
2. The following words be included at the end of the last dot point in section 1.3 'and community facilities including a seniors centre for the provision of community services to persons and for hire for community, recreational and private use'.
3. A new section 5.7 should be included with the following text:
5.7 Lease of Gaden Reserve Seniors Centre
This plan of management authorises the lease of the seniors centre within Gaden Reserve referred to in section 1.3 in accordance with s46 of the Local Government Act 1993.
4. A new row be added to the end of the table in section 6 which sets out the action plan for leasing the seniors centre.
5. An updated map

Due to the urgency of relocating Holdsworth and also as the upcoming changes to the Local Government Act may affect various aspects of Woollahra Council's PoMs it is recommended that other analyses and changes to this PoM are not made at this point in time.

Council, at its meeting of Monday 28 August 2013, resolved the following;

- A. *That Council place the amended changes to the Plan of Management (PoM) for General Community Use (Annexure 1) relating to Gaden Reserve on public exhibition for not less than 28 days and that submissions be received for a period of not less than 42 days from the date the plan is placed on exhibition, in accordance with Section 38 of the Local Government Act 1993.*
- B. *That Council considers submissions received on the exhibited amendments and, where appropriate, incorporate changes in a Final Plan of Management to be further considered by Council*

The General Community Use Plan of Management(PoM) relating to Gaden Reserve was placed on public exhibition from 4 September 2013 for a period of 28 days, in accordance with Section 38 of the *Local Government Act 1993*. Submissions were received for a period of 42 days from the first day of public exhibition in accordance with the Act. This was advertised by notices in the Wentworth Courier, a letter distributed to all adjoining residents of Gaden Reserve, notification to all parties that put in a submission to the draft lease, information provided on Council's website (Have Your Say section) and signage within the Reserve.

Discussion:

Council received a total of 5 submissions and 3 phone calls (callers did not leave their details) during the public exhibition period with a summary of the submissions and Council's responses referred to below:

	Comments	Response	Amendment
1	The removal of '(Open Space Only)' changes the classification and use of the Reserve. Proposes the amendment to the section should be: ' (Open Space including the use of the premises located on Gaden Reserve as a seniors centre only) '	Without the amendment to the Plan of Management, the existing plan of management only covers the open space and not the building. The Open Space Only words are being removed in order for the plan of management to cover the entire reserve. Council's land management goals in Section 1.3 still remain for the reserve, with the preservation of open space a core goal.	No Amendment
1.1	No definition of private use, therefore amend to be clear that it is not commercial use. Propose to amend to 'and community facilities including a seniors centre for the provision of community services to persons and for hire for community, recreational and private use (no commercial use is permissible)'.	Any use must be in accordance with the amendment and that commercial use is not permissible on community land	Amend as per submission 'and community facilities including a seniors centre for the provision of community services to persons and for hire for community, recreational and private use (<i>no commercial use is permissible</i>)'
1.2	A new section 5.7 should be included with the following text: 5.7 Lease of Gaden Reserve Seniors Centre - This plan of management authorises the lease of the premises located within Gaden Reserve for a seniors centre , referred to in section 1.3 in accordance with s46 of the Local Government Act 1993. These proposed amendments make it clear that the lease relates to the premises on the land, rather than the land itself. The land itself, is open space and therefore, cannot be subject to exclusive use by the lessee of the premises.	The proposed wording, ' <i>5.7 Lease of Gaden Reserve Seniors Centre This plan of management authorises the lease of the seniors centre within Gaden Reserve referred to in section 1.3 in accordance with s46 of the Local Government Act 1993.</i> ' adequately reflects what the submission is asking for.	No Amendment
1.3	The proposed row to be added to the end of the table in section 6 was not included on Council's website.	It is noted that the exact wording in Section 6 was not advertised, these words will be: Management Issue: Woollahra Seniors & Community Centre (Gaden Reserve). Target: Community use of Seniors Centre to continue. Action: Enter into a lease	Add to table as detailed in response (Annexure 1).

	Comments	Response	Amendment
		agreement with operator Department Responsible: Community Services Priority: High Manner of Assessment: Lease agreement	
1.4	Updated map not included on Council's website.	This is correct, a new map that clearly identifies the land subject to the Plan of Management has now been finalised and will be included in the Plan of Management.	Add map to plan of management (Annexure 2).
2	Opposed to the removal of 'Open Space Only'. It is felt the removal of the 'open space only' changes the use of the land.	Without the amendment to the Plan of Management, the existing plan of management only covers the open space and not the building. The Open Space Only words are being removed in order for the plan of management to cover the entire reserve. Council's land management goals in Section 1.3 still remain for the reserve, with the preservation of open space a core goal.	No Amendment
2.1	Concerns raised over the amplification, noise and intensification of use as a result of the lease. The lease contradicts the objectives of the Plan of Management.	It should be noted that a PoM is not required to deal with planning issues relating to the operation of any business or community facility within the building. The conditions of the draft lease were adopted by Council on 13 May 2013 and will be further considered when the lease is presented to Council following the required exhibition period.	No Amendment
2.2	The PoM section 5.4 Residential amenity "The privacy of residences adjoining Transvaal Avenue, Ray Avenue Reserve and Tarrant Avenue Closure should be maintained and residents should be consulted regarding any significant changes to these areas." It should also have 'Gaden Reserve' to it.	As the proposed Seniors Centre is overlooked by adjoining residences, and does not overlook any residences, there are no foreseen privacy issues.	No Amendment
3	Same as submission 1-1.4		
4	Same as submission 1-1.4		

	Comments	Response	Amendment
4.1	There should be a Plan of Management for the centre which includes conditions for the building. There needs to be guidelines that do not allow loud music and the disposal bottles and rubbish collection at appropriate times. Would like continued consultation.	It should be noted that a PoM is not required to deal with planning issues relating to the operation of any business or community facility within the building. The conditions of the lease were adopted by Council on 13 May 2013. The conditions for the building were dealt with in DA467/2012.	No Amendment
5	The facility should remain for senior citizens	There is no plan to change the facilities by senior citizens..	No amendment
6	Same as submission 1-1.4		

Conclusion:

The table above outlines the issues raised in the submissions and where applicable proposed amendments to the advertised PoM have been incorporated. The PoM, with recommended amendments as identified in table, is submitted to Council for adoption.

It is recommended that this report be dealt with as a matter of urgency as the previous C&E meeting was cancelled and the POM must be adopted to allow consideration of a new lease at the next Corporate and Works Meeting.

Tom O'Hanlon
Director Technical Services

Paul Fraser
Team Leader Recreation Planning

Bruce Rann
Manager Open Space and Trees

Annexures:

1. Amendment to Section 6 of General Community Use Plan of Management
2. Map of Gaden Reserve
3. General Community Uses Plan of Management (Amended October 2013)

Annexure 1: Amendment to Section 6 of General Community Use Plan of Management

Management Issue	Target	Action	Department Responsible	Priority	Manner of Assessment
Woollahra Seniors & Community Centre (Gaden Reserve)	Community use of Seniors Centre to continue	Enter into a lease agreement with operator	Community Services	High	Lease agreement

Annexure 2: Map of Gaden Reserve



Gaden Reserve, land subject to General
Community Use Plan of Management

Item No: R3 Recommendation to Council
Subject: **Community and Cultural Small Grants Round 2013-2014**
Author: Romi Scodellaro, Community Development Officer
File No: 30.G
Reason for Report: To give consideration to applications for Section 356 Community and Cultural Small Grants Round from local community groups and services.

Recommendation:

- A. That Council approve the selection panel's recommendations for the successful October 2013 Community and Cultural Small Grants Round.
- B. That Council adopt the amended Community and Cultural Grants Policy.

Background:

The overarching aim of Community and Cultural Grants is "to encourage the development of local community based services which meet identified needs of people living and working in the Woollahra local government area". The provision of these grants is in accordance with the Community Services Policy and the Delivery Program and Operational Plan (DPOP) 2013-2017 which incorporates the strategies in the Woollahra Social and Cultural Plan 2013-2023.

The 2013/14 adopted budget for the Large (up to \$5,000) and Small (up to \$1,000) Community and Cultural Grants program is \$70,000 excl GST. Council at its meeting of 12 August 2013 distributed \$63,818 to 18 organisations and 14 schools, leaving \$6,182 available for the second Small Grants round.

Process:

Round two of the Community and Cultural Small Grants Program 2013/14 was advertised from early September and closed on Thursday 31 October 2013. A total of thirteen applications totalling \$12,950 were received. Descriptions of these applications, along with comments and recommendations, are provided in Annexure 1.

Each grant was assessed in accordance with the Community and Cultural Grants Policy & Guidelines. The policy has been updated to reflect the changes in priority strategies in the latest Woollahra Social & Cultural Plan, and is included as Appendix 2.

Priority strategies for the Community and Cultural Grants Program are identified but not limited as:

1. Further foster and build community partnerships and networks
2. Increase engagement in community activities
3. Improve access to information
4. Encourage respect and support for social and cultural diversity
5. Support opportunities to participate in active and healthy lifestyles
6. Increase opportunities for young people
7. Support the celebration of local people, places and cultural heritage
8. Support and promote arts, artists and cultural development within the local community

Each grant was also assessed according to how well it met the selection criteria below:

- Provides opportunity for community participation, engagement or skills development
- Ability to effectively manage and deliver community or cultural services / activities
- Capacity to become independent of ongoing financial assistance from Council
- How the project will be evaluated
- Budget development

While a number of the applications have been recommended for support, seven have not. Further comments are provided in Annexure 1.

Recommendation:

It is recommended that the applications for Community and Cultural Small Grants listed below be adopted.

Small Community and Cultural Grants – October Round

Organisation	Amount Recommended
Australian Art Events Foundation	\$1,000
Bondi Beach Cottage	\$900
Bondi Outreach Project	\$950
Junction House Incorporated	\$1,000
Urban Arts Base	\$1,000
Woollahra Sailing Club – Mirror Class	\$1,000
Total	\$5,850

Consultation:

The assessment panel for the Community and Cultural Grants round consisted of Sharon Campisi, Manager Community Development, Jacky Hony, Team Leader Community Development, Jo Jansyn, Cultural Development Coordinator and Romi Scodellaro, Community Development Officer. Where applications were incomplete, further information was sought from applicants.

Identification of Income & Expenditure:

The total allocation available for the Community and Cultural Grants program 2013-2014 is \$70,000 excl GST. The available grants budget for the October Small Grants Round is \$6,182. Six projects are recommended for funding totalling \$5,850.

Conclusion:

Through the provision of the Community and Cultural Grants, Council is playing a pivotal role in the development of the Woollahra community whilst clearly demonstrating Council's commitment to community and cultural services.

Strong support for the grants program continues to be demonstrated by the local community and it is anticipated that the program will continue to grow in the future.

Romi Scodellaro
Community Development Officer

Kylie Walshe
Director Community Services

Annexures:

1. Community and Cultural Small Grants Round – Recommendations, October Round
2. Community and Cultural Grants Policy

Political Donations – matters to be considered by Councillors at Meetings

