

Community & Environment Committee



Agenda: *Community & Environment Committee*

Date: *Monday 29 November 2010*

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

25 November 2010

To: Her Worship The Mayor, Councillor Isabelle Shapiro ex-officio
Councillors Susan Wynne (Chair)
Sean Carmichael (Deputy)
Anthony Boskovitz
Peter Cavanagh
Susan Jarnason
Greg Medcraft
Andrew Petrie

Dear Councillors

Community & Environment Committee Meeting – 29 November 2010

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 29 November 2010 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	Late Correspondence	
3	Declarations of Interest	

Items to be Decided by this Committee using its Delegated Authority

D1	Confirmation of Minutes of Meeting held on 15 November 2010	1
D2	Delivery Program 2009 to 2013 and Operational Plan 2010/11 (DPOP) Quarterly Progress Report September 2010 – Goals (1) – A Connected & Harmonious Community, (2) – A Supported Community, (3) – A Creative & Vibrant Community, (5) – Liveable Places, (7) – Protecting Our Environment & (8) – Sustainable Use of Resources – 1229.G * See Annexure 1 Distributed Under Separate Cover	2
D3	Community Safety Committee Minutes – 1041.G	5
D4	Holdsworth Community Centre and Services – Annual Report – 126.G/18	11

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 15 November 2010**
Author: Les Windle, Manager - Governance
File No: See Council Minutes
Reason for Report: The Minutes of the Meeting of Monday 15 November 2010 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 15 November 2010 be taken as read and confirmed.

Les Windle
Manager – Governance

Item No: D2 Delegated to Committee

Subject: **Delivery Program 2009 to 2013 and Operational Plan 2010/11 (DPOP) Quarterly Progress Report September 2010 – Goals (1) – A Connected & Harmonious Community, (2) – A Supported Community, (3) – A Creative & Vibrant Community, (5) – Liveable Places, (7) – Protecting Our Environment & (8) – Sustainable Use of Resources**

Author: Vicki Munro – Acting 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 Delivery Program 2009 to 2013 and Operational Plan 2010/11 for the three months ending 30 September 2010.

Recommendation:

THAT the September 2010 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 2009 to 2013 and Operational Plan 2010/11 be received and noted.

Background:

In June 2010 Council adopted the Delivery Program 2009 to 2013 and Operational Plan 2010/11 (DPOP) in line with the new Integrated Planning & Reporting Legislation for NSW Local Government.

As a consequence of the Integrated Planning & Reporting Legislation, the Local Government Act 1993 was amended to require Council to report on the progress of its Delivery Program at least every six (6) months. In response to the amendments and in order to ensure that Council’s reporting to the community remains transparent, timely and manageable under the legislation, progress reports on the Delivery Program and Operational Plan will continue to be presented quarterly for the end of September, December, March and 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 2010 to 30 September 2010 for Goals 1, 2, 3, 5, 7 and 8, being most relevant to the Community and Environment Committee.

Progress comments for all Delivery Program Priorities and Operational Plan Actions are provided in the tables of Annexure 1. Council staff update 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 2011, as indicated in the Target Date column.

As this is the first quarterly report for 2010/11, 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.

Rollover Actions from Operational Plan 2009/10

Staff have reviewed Actions contained in the Delivery Program 2009 to 2013 and Operational Plan 2009/10 following the June Quarter Review and identified actions which strategically should be included in the current Operational Plan 2010/11. These Actions are identified below.

<i>Actions</i>	5.1.1.3	5.1.5.2
	8.1.2.6	8.2.1.2

These rollover Actions have been included in Annexure 1 and progress comments on these Actions have been updated.

To further improve the efficiency and transparency of Council's Integrated Planning & Reporting procedures, outstanding Notices of Motion which are strategic and/or project based are now included as Actions within the DPOP, rather than as separate Annexure to the quarterly DPOP report, as was the previous practice. This will ensure that those outstanding strategic and/or project based Notices of Motion, including any Notices of Motion requiring a report back to a Council Committee are captured for the purpose of the integrated planning process and that Councillors and the community are provided with updates on these Notices of Motion as part of the integrated quarterly reporting process.

Actions now included in the DPOP for outstanding Notices of Motion from previous financial years are:

<i>Actions</i>	5.5.3.2	5.7.2.56	5.7.2.57
	8.1.2.7	8.3.1.4	

New Notices of Motion that are strategic and/or project based in nature will automatically be included as additional Actions against the DPOP and reported on via 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.

Further, during the September 2010 Quarter, three new Notices of Motion have been identified as strategic and/or project based in nature and included as new Actions. Those actions being:

<i>Actions</i>	5.1.4.4	8.1.1.2	8.1.1.3
----------------	---------	---------	---------

Conclusion:

It is recommended that the September 2010 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 2009 to 2013 and Operational Plan 2010/11 be received and noted.

Vicki Munro
Acting Director Community Services

Tom O'Hanlon
Director Technical Services

Annexures:

- 1 DPOP Quarterly Progress Report September 2010 and Outstanding Notices of Motion 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: D3 Delegated to Committee
Subject: **Community Safety Committee Minutes**
Author: Nick de Brett
File No: 1041.G
Reason for Report: To note the minutes of the Community Safety Committee meeting of 27 October 2010

Recommendation:

A. That Council note the attached minutes from the Community Safety Committee meeting of 27 October 2010.

Vicki Munro

Nick de Brett
Community Development Officer

Vicki Munro
A/Director Community Services

ANNEXURE:

1. Minutes of the Community Safety Committee meeting – 27 October 2010

Community Safety Committee Minutes



Woollahra Council chambers, Committee Room – Ground Floor
Wednesday 27 October 2010

All correspondence to:
Nick de Brett
Community Development Officer
PO Box 61
Double Bay NSW 1360

Phone: 02 9391 7058

Fax: 02 9391 7044

Email: records@woollahra.nsw.gov.au

TABLE OF CONTENTS

1	<i>Present & Apologies</i>	7
2	<i>Minutes of the previous meeting</i>	7
2.1	Confirmation of Minutes	7
2.2	Matters arising	7
3	<i>Councillor Acknowledgement</i>	7
4	<i>Correspondence</i>	8
5	<i>Police Report</i>	8
6	<i>Graffiti report</i>	8
7	<i>Crime & Safety Issues</i>	8
7.1	Personal Safety	8
7.2	Property Crime	8
7.3	Report back from Neighbourhood Groups (previously Neighbourhood Watch Groups)	8
8	<i>General Business</i>	8
8.2	White Ribbon Day	8
8.3	Gap Park Master Plan	9
8.4	Christison Park	9
9	<i>Next Meeting</i>	9

Community Safety Committee Minutes

**Minutes of the Meeting held on
Wednesday 27 October 2010 at 4.30pm**

Present & Apologies

Present:	Councillor Lucienne Edelman	Vaucluse Ward (Chairperson)
	Councillor Susan Wynne	Vaucluse Ward
	Bruce Bland	Rose Bay Good Neighbour Group
	Paula Storey	Watsons Bay Good Neighbour group
	Charles Wade	Volunteer in Policing
	John Lennox	Rotary Club of Rose Bay
	John McDonagh	Harbourview Residents Group
	Kim O'Connor	Bellevue Hill resident
	Helen Mushin	Rose Bay resident
	Ross Clifton	Vaucluse resident
	Marina Shev	Paddington resident
	Leanne Abbott	Office of Clover Moore MP
Staff:	Linda Porter	Community Development Officer
	Nick de Brett	Community Development Officer
Apologies:	Prof Don White	Harbourview Residents Group
	Michele Wearn	Double Bay resident
	Juliet Kirkpatrick	Darling Point resident
	Gina Grubb	Vaucluse resident

Minutes of the previous meeting

Confirmation of Minutes

The minutes of 15 September 2010 were confirmed

Moved: Kim O'Connor Seconded: Bruce Bland

Matters arising

2.2.1 Reference was made to a concern raised that the perimeter fencing at the cliff edge at Gap Park had been installed with the fencing frames on the inside. It was advised that this information referred to the old fencing. Installation of the new fence has now commenced using an improved model designed for maximum protection and the mesh is on the inside and it is reinforced with no footholds on the new fence design. In addition, a new fence for the Gap and Jacob's Ladder viewing platforms is under construction.

Councillor Acknowledgement

Councillor Edelman was introduced and welcomed as the new Chair of the Community Safety Committee. Councillor Wynne was also introduced and welcomed as a representative of Council on the Committee.

Correspondence

Nil

Police Report

There was no Police report.

Statistics and crime trends can also be accessed from the NSW Attorney General's Department: www.lawlink.nsw.gov.au/bocsar.

Graffiti report

During the months of September and October, a total of 575 jobs were completed, resulting in 957 square metres of graffiti being removed. Of these, 350 jobs were completed for 548 square metres in September and 225 jobs completed for 409 square metres in October to date.

As agreed at the previous meeting, a graph showing graffiti removal data for the last several months, from December 2009 to September 2010, was tabled and circulated (see annexure1).

Crime & Safety Issues

Personal Safety

Marina Shev advised of the need for lighting at Alfred Hall Park at the corner of Rush Street and Halls Lane, Woollahra.

Action: Matter to be referred to Council's Open Space & Trees Department.

Property Crime

No Property Crime issues were reported.

Report back from Neighbourhood Groups (previously Neighbourhood Watch Groups)

Rose Bay Good Neighbour Group: Bruce Bland reported on the arrangements to date for their Neighbourhood Christmas Carols to be held in Pannarong Reserve on 23 December 2010. Council has supported this event with a \$3,000 grant under the Community and Cultural grant Program. A promotional banner, stage and generator have been ordered and the four local churches are combining to arrange the musical program. A written request to waive all fees relating to use of the park has been submitted to Council. Support has been offered by Franklins, Auburn Meadow Meats and the local Bakers Delight shop. Rose Bay Good Neighbour Group has also applied for a \$1,000 grant from Council for a Neighbour Day event in March 2011.

General Business

- 7.1** Leanne Abbott advised that Ms Clover Moore MP had recently conducted a community meeting in Paddington. She passed on Ms Moore's thanks to Councillors and the Police for their attendance. She also advised that at the meeting the Police had reported that crime rates in that area were declining.

White Ribbon Day

The meeting was briefed further on the project being developed for White Ribbon Day on 25 November 2010. The aim of White Ribbon Day is to raise awareness to eliminate and prevent violence against women.

Actions include:

- White Ribbon Day fact sheets on Council's internal computer system.
- Media promotion of White Ribbon Day.
- Posters and brochures at Council outlets.
- White ribbons will be available for Councillors at the Council meeting of 15 November 2010 and for staff in the week leading up to White Ribbon Day.

Further information on White Ribbon Day is available at www.whiteribbonday.org.au

Gap Park Master Plan

The Gap Park Master Plan was discussed and it was agreed that a further briefing would be beneficial.

Action: A briefing on the Gap Park Master Plan to be arranged for the next meeting on 8 December 2010.

Christison Park

A safety issue was raised regarding some tape that had been fixed to a part of the fencing at Christison Park.

Action: Matter to be referred to Council's Open Space & Trees Department.

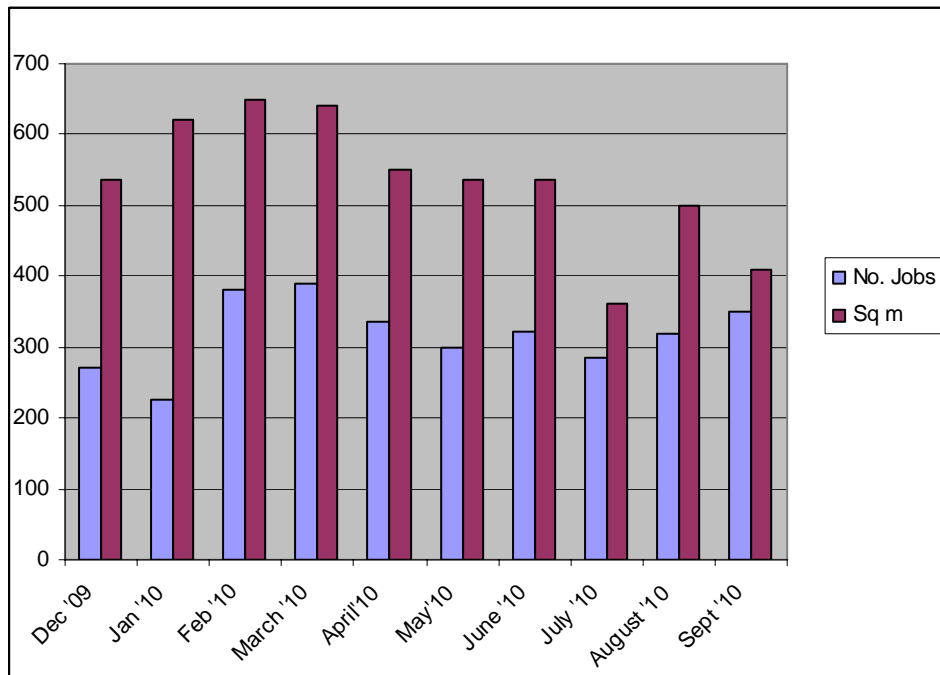
Next Meeting

The next meeting will be held on Wednesday 8 December 2010 at 4.30pm.
There being no further business, the meeting concluded at 5.30pm.

ANNEXURE 1

**GRAFFITI REMOVAL INCIDENTS
IN WOOLLAHRA MUNICIPALITY**

DECEMBER 2009 TO SEPTEMBER 2010



Month	No. Jobs	Sq m
Dec '09	272	535
Jan '10	227	620
Feb '10	382	649
March '10	390	640
April '10	337	551
May '10	300	535
June '10	322	536
July '10	286	362
August '10	318	499
Sept '10	350	409

Item No: D4 Delegated to Committee
Subject: **Holdsworth Community Centre and Services – Annual Report**
Author: Susan Turner
File No: 126.G/18
Reason for Report: To note the Annual Report 2009-10 for Holdsworth Community Centre and Services.

Recommendation:

- A. That Council note the Annual Report 2009/2010.
- B. That Council note the performance of Holdsworth Community Centre and Services and offer congratulations to the Management Committee, staff and volunteers at the centre.

Background:

Council has a long standing relationship with Holdsworth Community Centre and Services (HCCS) starting in the 1970's and building into the strong partnership that exists today. Over the years the relationship with HCCS has moved from a Management Committee operating on behalf of Council, to the current Funding Agreement which provides HCCS with the ability to manage its affairs independently.

At the meeting on 28 June 2010, Council resolved:

- A. *That Council note the new status of Holdsworth Street Community Centre Woollahra Incorporated and Holdsworth Family Services Incorporated (known as Holdsworth Community Centre and Services) as an organisation independent from Council.*
- B. *That Council adopt the proposed Funding Agreement with Holdsworth Street Community Centre Woollahra Incorporated and Holdsworth Family Services Incorporated to reflect their independence and new relationship with Council, effective 1 July 2010.*
- C. *That Council revoke the current Management and Funding Agreement with Holdsworth Street Community Centre Woollahra Incorporated, effective 30 June 2010.*
- D. *That Council note that the Holdsworth Street Community Centre Woollahra Incorporated entity will be de-consolidated from Council's annual financial reports, effective 1 July 2010.*
- E. *That Council revoke the existing lease and enter into a new lease agreement with Holdsworth Street Community Centre Woollahra Incorporated and Holdsworth Family Services Incorporated for occupancy of 64 Holdsworth St, Woollahra, commencing 1 July 2010 at the rent of \$1 per annum for a term of 3 years, with a 3 year option period (therefore representing an annual subsidy of \$74,599 against an estimated GST excluded market rental).*
- F. *That Council note the Holdsworth Street Community Centre Woollahra Incorporated and Holdsworth Family Services Incorporated Report for the period 1 July 2009 to 31 March 2010.*

- G. *That Council authorise the Mayor and General Manager to execute and affix the Council seal to the documents required for the new funding agreement with Holdsworth Street Community Centre Woollahra Incorporated.*

Current Process:

Under the current Funding Agreement HCCS is required to provide Council annually with the following information at the following times:

- Business Plan – 31 March
- Strategic Plan – within 1 month of their adoption by the Board
- Audited financial statements and Annual Report- by 30 October

The audited financial statements for year end 2009-10 have been submitted to the 22 November 2010 Corporate and Works Committee in Council's consolidated financial statement for Council to note.

The Annual Report 2009-10 with a covering letter from the HCCS Chief Executive Officer has been received by Council which outlines highlights of the year and services provided to a range of groups in the community. (see Annexure 1, Covering Letter and Annexure 2, Annual Report).

Conclusion:

The management committee, staff and volunteers have worked together to provide much needed services to seniors, young families and people with a disability. This year has especially been successful due to an increase in government funding which made provision for additional services. It is acknowledged that HCCS has continued their commitment to the provision of quality services.

Susan Turner
Manager Community Development

Vicki Munro
A/Director Community Services

ANNEXURES:

1. Covering Letter – CEO Holdsworth Community Centre and Services.
2. Annual Report, Holdsworth Community Centre and Services 2009-10

**POLITICAL DONATIONS DECISION MAKING FLOWCHART
FOR THE INFORMATION OF COUNCILLORS**

