



# Community & Environment Committee

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

**Date:** *Monday 8 August 2011*

**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

4 August 2011

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 – 8 August 2011**

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 8 August 2011 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 25 July 2011                           | 1  |
| D2 | Woollahra Local Traffic Committee Minutes – 2 August 2011 – 595.G 2011            | 2  |
| D3 | Feasibility of Installation of Drinking Fountain/Bottle Refill Stations – 900.G   | 21 |
| D4 | No Take Aquatic Reserve for Camp Cove – 1142.G                                    | 25 |
| D5 | Sustainability Task Force 2011 – 1142.G   | 36 |
| D6 | Library Annual Report for the period July 2010 to June 2011 – 48.G/48.G Strategic | 50 |

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

|    |  |    |
|----|--|----|
| R1 | Community & Cultural/Environmental Grants 2011/2012 – 30.G, 2011, 1142.G/Education | 73 |
|----|--|----|

**Item No:** D1 Delegated to Committee  
**Subject:** **Confirmation of Minutes of Meeting held on 25 July 2011**  
**Author:** Les Windle, Manager - Governance  
**File No:** See Council Minutes  
**Reason for Report:** The Minutes of the Meeting of Monday 25 July 2011 were previously circulated. In accordance with the guidelines for Committees' operations it is now necessary that those Minutes be formally taken as read and confirmed.

**Recommendation:**

That the Minutes of the Community and Environment Committee Meeting of 25 July 2011 be taken as read and confirmed.

Les Windle  
Manager – Governance

**Item No:** D2 Delegated to Committee  
**Subject:** **Woollahra Local Traffic Committee Minutes – 2 August 2011**  
**Author:** Tom O’Hanlon – Director, Technical Services  
**File No:** 595.G 2011  
**Reason for Report:** For the Committee to consider the recommendations of the Woollahra Local Traffic Committee.

**Recommendation:**

- A. That the Recommendations Y1-Y13 contained in the minutes of the Woollahra Traffic Committee, and as signed by the members of the Committee, held on Tuesday 2 August 2011 be adopted.
  - B. That the Traffic Committee items be funded as outlined in Annexure 1.
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**Tom O’Hanlon**  
**Director - Technical Services**

**Annexure 1**

| <b><u>Traffic Item</u></b> | <b><u>Title</u></b>   | <b><u>Funding</u></b>   |
|----------------------------|---|---|
| Y1-1                       | St Marks Road, Darling Point<br>– Parking restrictions  | Council's Block Grant for Traffic Facilities  |
| Y1-2                       | Hargrave Lane, Paddington<br>– Parking restrictions   | Council's Block Grant for Traffic Facilities  |
| Y1-3                       | Paddington Street, Paddington<br>– Car share  | Cost of signposting to be charged to applicant  |
| Y1-4                       | Broughton Street, Paddington<br>– Car Share   | Cost of signposting to be charged to applicant  |
| Y2                         | Edgecliff Road, Woollahra<br>- Traffic calming  | 2011/2012 Traffic Capital Works Program   |
| Y3                         | Glenmore Road / Cascade Street /<br>Hampden Street, Paddington<br>- Traffic options for intersection  | Nil   |
| Y4                         | Boundary Lane, Paddington<br>– Temporary road closure   | All costs associated with the closure to be borne by the applicant.   |
| Y5                         | Village Lower Road, Vaucluse<br>– Reconfiguration of intersection   | Infrastructure Renewal Program  |
| Y6                         | Newcastle Street, Rose Bay<br>- Temporary road closure for Rose Bay<br>Street Fair  | All costs associated with the closure to be borne by the applicant.   |
| Y7                         | Dorhauer Lane, Woollahra<br>- Temporary road closure for Pink<br>Sunday Street Fair   | All costs associated with the closure to be borne by the applicant.   |
| Y8                         | Queen Street / Dorhauer Lane /<br>Spicer Street, Woollahra - Temporary<br>road closure for Woollahra Festival   | All costs associated with the closure to be borne by the applicant.   |
| Y9                         | Cross Street / Knox Street / Bay Street /<br>Guilfoyle Avenue / Transvaal Avenue /<br>Knox Lane, Double Bay - Temporary<br>road closure for Double Bay European | All costs associated with the closure to be borne by the applicant.   |
| Y10                        | No.25 Walker Avenue, Edgecliff<br>– Works Zone  | Works Zone is in an area zoned as Residential 2(a). The fee payable shall be in accordance with Council's adopted fees and charges for this zoning. |
| Y11                        | No.28 Thorne Street, Edgecliff<br>– Works Zone  | Works Zone is in an area zoned as Residential 2(a). The fee payable shall be in accordance with Council's adopted fees and charges for this zoning. |
| Y12                        | No.168 Paddington Street, Paddington<br>– Works Zone  | Works Zone is in an area zoned as Residential 2(a). The fee payable shall be in accordance with Council's adopted fees and charges for this zoning. |
| Y13                        | No.51 Dillon Street (Boundary Lane),<br>Paddington<br>– Works Zone  | Works Zone is in an area zoned as Residential 2(a). The fee payable shall be in accordance with Council's adopted fees and charges for this zoning. |



# Woollahra Local Traffic Committee Minutes

The meeting of the Woollahra Local Traffic Committee was held in the Thornton Room, Council Chambers, Double Bay, on Tuesday 2 August 2011 at 10.00am.

## 1. Attendance

### Committee Members:

|            |                               |                                     |
|------------|-------------------------------|-------------------------------------|
| Present:   | Mr Nick Tomkins (Chairperson) | (Woollahra Municipal Council)       |
|            | Mr Navin Prasad               | (Roads and Traffic Authority)       |
|            | Ldg Snr Const J Potonides     | (Rose Bay Police)                   |
|            | Mr John Giblin                | (Gabrielle Upton MP Representative) |
| Staff:     | Mr Frank Rotta                | (Woollahra Municipal Council)       |
|            | Ms Armodee Reece              | (Woollahra Municipal Council)       |
| Observer:  | Mr Eric Graham                | (Sydney Buses)                      |
|            | Ms Laura Van Putten           | (Roads and Traffic Authority)       |
| Apologies: | Ms Robyn Attuell              | (Clover Moore MP Representative)    |
|            | Snr Const Kylie Kemp          | (Rose Bay Police - Traffic)         |
|            | Mr Tom O'Hanlon               | (Woollahra Municipal Council)       |
|            | Mr Roy Bishop                 | (Clover Moore MP Representative)    |

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## 2. Minutes of Previous Meeting

The minutes of Meeting No.06/11 held in Council Chambers, Double Bay, on Tuesday 5 July 2011 were confirmed by Mr N Prasad and Mr J Giblin.

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## 3. Matters Arising from Minutes of Previous Meetings

Nil

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

Meeting No.06/11 – Item Y2: Walker Avenue, Edgecliff – Request for Shared Zone and Review of Residents Permit Parking

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## 5. Extraordinary Meetings

Nil

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## 6. Late Correspondence

Comments from Snr Const K Kemp of Rose Bay Police relating to all items on the August Agenda.  
Comments from Roy Bishop of Clover Moore MP's office relating to all items on the August Agenda.

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

**Item No:** Y1 Traffic Matters on Local Roads – Recommendation to C&E for Consideration

**Subject:** **Parking Restrictions Changes**

**Author:** Frank Rotta – Traffic Engineer,  
Daniel Pearse – Traffic Engineer

**File No:** (Refer to Table 1)

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

**Committee Vote:** Unanimous Support

**Recommendation:**

That the recommendations of Item Y1-1 to Y1-4 contained in Annexure 1 be adopted.

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**Item Y1-1: St Marks Road, Darling Point – Parking restrictions**

**Committee Vote:** Unanimous Support

**Recommendation:**

That 28 metres of ‘No Parking’ restrictions be installed on the eastern side of St Marks Road from the northern side of the driveway to No.5 St Marks Road to the southern side of the driveway to No. 7 St Marks Road, Darling Point.

**Item Y1-2: Hargrave Lane, Paddington – Parking restrictions**

**Committee Vote:** Unanimous Support

**Recommendation:**

1. That ‘No Stopping’ restrictions be installed on the northern side of Hargrave Lane, Paddington from the western kerblin in Elizabeth Street for a distance of 10 metres in a westerly direction.
2. That ‘No Parking’ restrictions be installed on the northern side of Hargrave Lane, Paddington from 15.2 metres west of the western kerblin in Elizabeth Street for a distance of 13.3 metres in a westerly direction.

**Item Y1-3: Paddington Street, Paddington – Car share**

**Committee Vote:** Unanimous Support

**Recommendation:**

1. That one 4.5 metre Carshare parking space be installed on the northern side of Paddington Street east of Hopetoun Lane, immediately east of the driveway to No.2 Cascade Street Paddington.
2. That the location be signposted ‘No Parking Woollahra Council Authorised Car Share Vehicles Excepted Area CS- Pgtn 2’.

3. That the existing “2P 8am-11pm ARVE Pgtm 2” (Arrow Right) on the southern side of Paddington Street outside No.25 Paddington Street be relocated 4.5 metres in an easterly direction.
4. That the applicant advise residents with frontages within 50m of the signage changes.
5. That the zone be trialled for an initial twelve months and, if deemed unsuccessful at the end of the period, the zone be removed and revert to the existing unrestricted parking restrictions.

**Item Y1-4: Broughton Street, Paddington – Car Share**

**Committee Vote:** Unanimous Support

**Recommendation:**

1. That one 4.5 metre Carshare parking space be installed on the northern side of Broughton Street west of Duxford Street, immediately west of the ‘No Stopping’ sign at this location..
2. That the location be signposted ‘No Parking Woollahra Council Authorised Car Share Vehicles Excepted Area CS- Pgtm 2’.
3. That the applicant advise residents with frontages within 50m of the signage changes.
4. That the zone be trialled for an initial twelve months and, if deemed unsuccessful at the end of the period, the zone be removed and revert to the existing unrestricted parking restrictions.

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

**Subject:** **Edgecliff Road, Woollahra / Edgecliff – Traffic Calming**

**Author:** Frank Rotta – Traffic Engineer

**File No:** T148

**Reason for Report:** Resident requests to improve safety for vehicles turning from Roslyndale Avenue into Edgecliff Road.

**Committee Vote:** Unanimous Support

**Recommendation:**

- A. That the proposal for traffic calming in Edgecliff Road as shown in Drawing No.15127 Revision A dated 11 July 2011 be approved subject to:
- B.
  - i. Southbound traffic lane in Edgecliff Road north of Roslyndale Avenue be reduced to a 3.3m lane width
  - ii. Bike lane signage and delineation being in accordance with NSW Bicycle Guidelines
  - iii. Provide an opening for pedestrians in the median in Roslyndale Avenue
- C. That all the residents of Roslyndale Avenue and Weerona Avenue and residents in Edgecliff Road within 100m of the Edgecliff Road / Roslyndale Avenue intersection, Woollahra be advised that Council is proposing to install kerb blisters in the ‘No Stopping’ zones on the eastern side of Edgecliff Road either side of Roslyndale Avenue to act as traffic calming and to improve traffic safety as shown on Drawing No. 15127 Revision A dated 11 July, 2011.
- D. That further speed counts be taken six months after the installation of the above works to determine whether additional traffic calming is required.

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

**Subject:** **Glenmore Road / Cascade Street / Hampden Street Intersection, Paddington – Petition by Residents about Safety of Intersection**

**Author:** Frank Rotta – Traffic Engineer

**File No:** T191 / T87 / 216.

**Reason for Report:** Response to Council Resolution.

**Committee Vote:** Unanimous Support

**Recommendation:**

- A. That no action be taken to reinstate a roundabout at the Glenmore Road / Cascade Street / Hampden Street intersection or to make any other alterations to priorities at this location.
- B. That the proposal for a pedestrian crossing across Hampden Street just east of Cascade Street be investigated for compliance with the RTA warrants and be reported to the Traffic Committee if the warrants are met.

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

**Subject:** **Boundary Lane Between Dillon Lane and Dillon Street, Paddington – Temporary Closure to enable removal of failed retaining wall**

**Author:** Frank Rotta – Traffic Engineer

**File No:** 50.

**Reason for Report:** Request for a Stand Plant Permit to allow for the removal of a failed retaining wall

**Committee Vote:** Unanimous Support

**Recommendation:**

- A. That approval be granted for the temporary road closure of the section of Boundary Lane Lane, Paddington between Dillon Lane and Dillon Street between 9am-3pm on 15, 16 & 17 August, 2011 subject to the following conditions:
  - i. The applicant must submit a Stand Plant Permit application to Council and this application needs to be approved and the applicant must comply with any conditions of approval.
  - ii. The applicant must submit a Traffic Management Plan and Traffic Control Plan prepared by an RTA accredited traffic consultant to Council at least 14 days prior to the event. Council must submit the TMP to the RTA for approval of the temporary road closure.
  - iii. The applicant must inform all business proprietors, residents and other occupants in the vicinity of or with access to any parts of Boundary Lane and Dillon Lane near the proposed closure, at least seven (7) days and then one (1) day before the closure via a letterbox drop.
  - iv. The applicant must supply and erect any barriers and traffic signs necessary for the road closure and remove them at the completion of the works.

- v. Council must be indemnified against all claims for damage or injury that may result from either the activities or from the occupation of part of the public way during the activities. A copy of Public Liability Insurance Cover to the value of \$10,000,000 shall be provided to Council prior to the event and Council must be listed as an interested party on the insurance.
- vi. Council must be reimbursed for the cost of repair of any damage caused to Council property as a result of the activities.
- vii. The applicant must inform all Emergency Services of the proposed road closure (that is NSW Police, Fire Brigade, Ambulance, SES and the RTA).
- viii. Woollahra Council reserves the right to cancel this approval at any time.

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

**Subject:** **Village Lower Road, Vaucluse – Reconfiguration of Intersection with Serpentine Parade**

**Author:** Frank Rotta – Traffic Engineer

**File No:** 474.

**Reason for Report:** To gain Council approval for the reconfiguration and signage for Village Lower Road’s intersection with Serpentine Parade.

**Committee Vote:** Unanimous Support

**Recommendation:**

That Drawing No.15125-TC, Revision B incorporating the reconfiguration and new signage for Village Lower Road, at its intersection with Serpentine Parade, Vaucluse be approved.

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

**Subject:** **Rose Bay Street Fair - Temporary Closure of Newcastle Street and Wilberforce Avenue, Rose Bay**

**Author:** Frank Rotta – Traffic Engineer

**File No:** T256

**Reason for Report:** Request from Rose Bay Chamber of Commerce for a temporary road closure of sections of Newcastle Street and Wilberforce Avenue on Sunday 23 October, 2011, from 8am to 5pm for the Rose Bay Street Fair.

**Committee Vote:** Unanimous Support

**Recommendation:**

- A. That approval be granted for the temporary road closure of Newcastle Street between New South Head Road and Norwich Road and Wilberforce Avenue at Newcastle Street on Sunday 23 October, 2011, from 8am to 5pm for the Rose Bay Street Fair.
- B. That the above special event be categorised as a Category 2 event.

- C. That approval of the above event and the associated road closures be subject to the following conditions :
- i. The applicant must submit an Activity Application to Council's Compliance Section and this application needs to be approved and the applicant must comply with any conditions of consent.
  - ii. The applicant must obtain approval for the event from Police by completing a "Notice of Intention to Hold a Public Assembly" application.
  - iii. The Traffic Management Plan submitted to the Committee being implemented in its entirety by the applicant using an RTA accredited traffic control company. Council must submit the TMP to the RTA for approval of the temporary road closure.
  - iv. The applicant must inform all business proprietors, residents and other occupants within 200 metres (walking distance) of any part of the temporary closures, at least fourteen (14) days before the event via a letterbox drop and an advertisement placed in the local paper at least twenty-eight (28) days before the event.
  - v. The traffic controllers working on the day of the event must be instructed that residents of the section of Newcastle Street which is being closed must be guided to and from their homes on the day of the event and not unduly inconvenienced as a result of these closures.
  - vi. The applicant must supply and erect any barriers and traffic signs necessary for the road closure and remove them at the completion of the event.
  - vii. Council must be indemnified against all claims for damage or injury that may result from either the activities or from the occupation of part of the public road reserve during the activities. A copy of Public Liability Insurance Cover to the value of \$10,000,000 shall be provided to Council prior to the event and Council must be listed as in interested party on the insurance.
  - viii. Council must be reimbursed for the cost of repair of any damage caused to Council property as a result of the activities.
  - ix. The applicant must inform all Emergency Services of the proposed road closures (that is NSW Police, Fire Brigade, Ambulance, SES and the RTA) and must maintain a four-metre emergency vehicle lane at all times, with all services (eg. fire hydrants) remaining free of any obstruction.
  - x. Noise created by use of equipment or activity must be controlled as required by the "Protection Of The Environment Operations (Noise Control) Regulation 2000".
  - xi. The applicant must make arrangements to remove all waste from the site at the end of the event.
  - xii. Woollahra Council reserves the right to cancel this approval at any time.
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**Item No:** Y7 Traffic Matters on Local Roads – Recommendation to C&E for consideration.

**Subject:** **Pink Sunday Street Fair - Temporary Road Closure of Dorhauer Lane and adjoining Council Carpark, Woollahra**

**Author:** Frank Rotta – Traffic Engineer

**File No:** 131.

**Reason for Report:** Request from the National Council of Jewish Women of Australia, NSW Division for a temporary road closure of Dorhauer Lane and the Council carparking area adjoining this lane from 7am-5pm on Sunday, 16 October, 2011 for the NCJWA Pink Sunday 2010 Event.

**Committee Vote:** Unanimous Support

**Recommendation:**

- A. That approval be granted for the temporary road closure of the section of Dorhauer Lane adjacent to Council’s carpark and the carpark itself as shown in Annexure 1, for the NCJWA Pink Sunday Event from 7am-5pm on the following Sundays,
- i. 16 October, 2011
  - ii. 21 October, 2012
  - iii. 20 October, 2013
  - iv. 19 October, 2014
  - v. 18 October, 2015
- B. That the above special event be categorised as a Category 3 event.
- C. That the approval of the above event and the associated road closure be subject to the following conditions :
- i. The applicant must submit a Development Application to Council and this application needs to be approved and the applicant must comply with any conditions of consent.
  - ii. The applicant must submit an Activity Application to Council’s Compliance Section and this application needs to be approved and the applicant must comply with any conditions of consent.
  - iii. The applicant must obtain approval for the event from Police by completing a “Notice of Intention to Hold a Public Assembly” application.
  - iv. The applicant must submit a Traffic Management Plan prepared by an RTA accredited traffic consultant to Council at least 14 days prior to the event. Council must submit the TMP to the RTA for approval of the temporary road closure.
  - v. The applicant must inform all business proprietors, residents and other occupants in the vicinity of the proposed activities, at least fourteen (14) days before the event via a letterbox drop and an advertisement placed in the local paper at least seven (7) days before the event.
  - vi. The applicant must supply and erect any barriers and traffic signs necessary for the road closure and remove them at the completion of the event.
  - vii. Council must be indemnified against all claims for damage or injury that may result from either the activities or from the occupation of part of the public way during the activities. A copy of Public Liability Insurance Cover to the value of \$10,000,000 shall be provided to Council prior to the event and Council must be listed as in interested party on the insurance.

- viii. Council must be reimbursed for the cost of repair of any damage caused to Council property as a result of the activities.
- ix. The applicant must inform all Emergency Services of the proposed road closure (that is NSW Police, Fire Brigade, Ambulance, SES and the RTA) and must maintain a four-metre emergency vehicle lane at all times, with all services (eg. fire hydrants) remaining free of any obstruction.
- x. Noise created by use of equipment or activity must be controlled as required by the "Protection Of The Environment Operations (Noise Control) Regulation 2000".
- xi. The applicant must make arrangements to remove all waste from the site at the end of the event.
- xii. Woollahra Council reserves the right to cancel this approval at any time.

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**Item No:** Y8 Traffic Matters on Local Roads – Recommendation to C&E for consideration.

**Subject:** **Woollahra Festival - Temporary Closure of Queen Street, Dorhauer Lane (Including adjoining Council Carpark) and Spicer Street Woollahra**

**Author:** Daniel Pearse – Traffic and Development Engineer

**File No:** T373 / 131. / T427

**Reason for Report:** Request from the event organiser of the Woollahra Festival for a temporary road closure of Queen Street, Dorhauer Lane (including a Council carparking area) and Spicer Street on the 2<sup>nd</sup> weekend of November in 2011, 2012, 2013, 2014 & 2015.

**Committee Vote:** Unanimous Support

**Recommendation:**

- A. That the annual Woollahra Festival be categorised as a Category 2 event.
- B. That approval be granted for the following temporary road closures (as shown in Annexure 2) for the Woollahra Festival:
  - i. Dorhauer Lane (between Morton Lane and Queen Street), Council carpark and adjoining public Right Of Way on the days, dates and times as shown:

|                               |                    |
|-------------------------------|--------------------|
| 2011: Friday 12 November 2011 | 5am – 10.30pm      |
| Saturday 13 November 2011     | 6am – Midnight     |
| Sunday 14 November 2011       | All day (24 hours) |
  - ii. Queen Street (between the intersection of Moncur Street and Holdsworth Street) on the days, dates and times as shown:

|                                 |                    |
|---------------------------------|--------------------|
| 2011: Saturday 13 November 2011 | 8pm – Midnight     |
| Sunday 14 November 2011         | All day (24 hours) |
  - iii. Spicer Street (between Queen Street and Peaker Lane) on the days, dates and times as shown:

|                               |                    |
|-------------------------------|--------------------|
| 2011: Friday 12 November 2011 | 5am – 10.30pm      |
| Saturday 13 November 2011     | 6am – Midnight     |
| Sunday 14 November 2011       | All day (24 hours) |



- C. That the following temporary alterations to parking restrictions be undertaken for the duration of the Queen Street road closure to ensure bus services are maintained during this period:
- i. A new bus zone on the western side of Moncur Street between the existing No Stopping zones at Queen Street and Smith Street,
  - ii. A new bus zone on the western side of Ocean Street commencing from the existing No Stopping adjoining the intersection with Oxford Street and extending north for a distance of 20m,
  - iii. A new bus zone on the eastern side of Ocean Street from the existing No Stopping restrictions adjoining the intersection with Oxford Street and extending North for a distance of 20m,
  - iv. the existing bus zones on the eastern and western sides of Ocean Street, south of the intersection of Queen Street be converted to unrestricted parking.
  - v. An additional RTA accredited traffic controller to be located on the intersection of Moncur Street and John Street (roundabout) to facilitate bus movements
- D. That the approved temporary road closures and relocation of bus stops related to the 2011 Woollahra Festival events be subject to the following conditions:
- i. The event organiser must obtain approval for the proposed event activities to be conducted on a public roadway in accordance with Section 68 of the Local Government Act 1993. This may be progressed by submitting an Activity Application to Council's Compliance Section.
  - ii. The event organiser must obtain Development Consent for the proposed event activities on Council carpark and Right of Way adjacent Dorhauer Lane.
  - iii. The event organiser must obtain approval for the event from Police by completing a "Notice of Intention to Hold a Public Assembly" application.
  - iv. The event organiser must submit a Traffic Management Plan prepared by an RTA accredited traffic consultant to Council at least 14 days prior to the event. Council must submit the TMP to the RTA for approval of the temporary road closure.
  - v. The event organiser must inform all business proprietors, residents and other occupants in 200m radius of the road closures and temporary bus stops, at least fourteen (14) days prior to the event via a letterbox drop and an advertisement placed in the local paper at least seven (7) days before the event. Notification must specifically state the altered traffic conditions and contact details of the event organiser.
  - vi. The event organiser must supply and erect all temporary regulatory, advisory, notification and advance warning signs plus engage RTA accredited Traffic Controllers, required to implement the Traffic Management Plan and temporary relocation of the bus stops. All signs and traffic controls must be removed from the site at the completion of the event.
  - vii. Council must be indemnified against all claims for damage or injury that may result from either the activities or from the occupation of part of the public way during the activities. A copy of Public Liability Insurance Cover to the value of \$10,000,000 shall be provided to Council prior to the event and Council must be listed as in interested party on the insurance.
  - viii. Council must be reimbursed for the cost of repair of any damage caused to Council property as a result of the activities.
  - ix. The event organiser must inform all Emergency Services of the proposed road closure (that is NSW Police, Fire Brigade, Ambulance, SES and the RTA) and must maintain a four-metre emergency vehicle lane at all times, with all services (eg. fire hydrants) remaining free of any obstruction.
  - x. Noise created by use of equipment or activity must be controlled as required by the "Protection Of The Environment Operations (Noise Control) Regulation 2000".

- xi. The event organiser must make arrangements to remove all waste from the event site at the end of the event.
  - xii. Woollahra Council reserves the right to cancel this approval at any time.
- E. That the consideration of the road closures involved in this event for 2012, 2013, 2014 & 2015 be deferred to the post evaluation of the 2011 event.

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**Item No:** Y9 Traffic Matters on Local Roads – Recommendation to C&E for consideration.

**Subject:** **The Double Bay European Fair - Temporary Closure of Cross Street, Knox Street, Bay Street, Guilfoyle Avenue, Transvaal Avenue and Knox Lane, Double Bay.**

**Author:** Frank Rotta – Traffic Engineer

**File No:** T121 / 269. / T25 / 209. / T456 / 268.

**Reason for Report:** Request from Double Bay Partnership for a temporary road closure of sections of Cross Street, Knox Street, Bay Street, Guilfoyle Avenue, Transvaal Avenue and Knox Lane on Sunday 6 November, 2011, from 5am to 9pm for the Double Bay European Fair.

**Committee Vote:** Unanimous Support

**Recommendation:**

- A. That approval be granted for the temporary road closure of the following streets on Sunday 6 November, 2011, from 5am to 9pm for the Double Bay European Fair:
- i. Cross Street between Bay Street and Knox Lane,
  - ii. Knox Street between Bay Street and Goldman Lane,
  - iii. Bay Street between Guilfoyle Avenue (Westbound) and Cross Street,
  - iv. The eastbound section of Guilfoyle Avenue between Ocean Avenue and Bay Street,
  - v. Transvaal Avenue and
  - vi. Knox Lane between Bay Street and Cross Street.
- B. That the above special event be categorised as a Category 2 event.
- C. That approval of the above event and the associated road closures be subject to the following conditions :
- i. The applicant must submit a Development Application to Council and this application needs to be approved and the applicant must comply with any conditions of consent.
  - ii. The applicant must obtain approval for the event from Police by completing a “Notice of Intention to Hold a Public Assembly” application.
  - iii. The Traffic Management Plan submitted to the Committee being implemented in its entirety by the applicant using an RTA accredited traffic control company. Council must submit the TMP to the RTA for approval of the temporary road closure.
  - iv. The applicant must inform all business proprietors, residents and other occupants within 200 metres (walking distance) of any part of the temporary closures, at least fourteen (14) days before the event via a letterbox drop and an advertisement placed in the local paper at least twenty-eight (28) days before the event.

- v. The traffic controllers working on the day of the event must be instructed that residents of the roads being temporarily closed must be guided to and from their homes on the day of the event and not unduly inconvenienced as a result of these closures.
- vi. The applicant must supply and erect any barriers and traffic signs necessary for the road closure and remove them at the completion of the event.
- vii. Council must be indemnified against all claims for damage or injury that may result from either the activities or from the occupation of part of the public road reserve during the activities. A copy of Public Liability Insurance Cover to the value of \$10,000,000 shall be provided to Council prior to the event and Council must be listed as in interested party on the insurance.
- viii. Council must be reimbursed for the cost of repair of any damage caused to Council property as a result of the activities.
- ix. The applicant must inform all Emergency Services of the proposed road closures (that is NSW Police, Fire Brigade, Ambulance, SES and the RTA) and must maintain a four-metre emergency vehicle lane at all times, with all services (eg. fire hydrants) remaining free of any obstruction.
- x. Noise created by use of equipment or activity must be controlled as required by the "Protection Of The Environment Operations (Noise Control) Regulation 2000".
- xi. The applicant must make arrangements to remove all waste from the site at the end of the event.
- xii. Woollahra Council reserves the right to cancel this approval at any time.

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**Item No:** Y10 Traffic Matters on Local Roads – Recommendation to C&E for consideration.

**Subject:** **No. 25 Walker Avenue, Edgecliff – Works Zone**

**Author:** Frank Rotta - Traffic Engineer

**File No:** 407.G Pt17

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

**Committee Vote:** Unanimous Support

**Recommendation:**

- A. That approval be granted for a Works Zone to be temporarily installed for No.25 Walker Avenue, Edgecliff. The proposed Works Zone is to be located on the northern side of Walker Avenue, from 2.6 metres west of the 'No Stopping' sign located in front of No. 25 Walker Avenue, for a distance of 10 metres in an easterly direction and is subject to the following conditions:
- i. Any directive provided by the NSW Police Department is to be complied with.
  - ii. The Works Zone is to operate between the hours of 7.00am-4.00pm Mon-Fri and 7.00am-1.00pm Sat for a period of 52 weeks from August, 2011 (to be calculated from sign installation date).
  - iii. Suitable traffic control measures are to be put in place to manage truck movements to and from the construction site, and if necessary to and from the adjacent street system, in accordance with the RTA's Traffic Control at Works Sites manual.
  - iv. A Permit to Stand Plant will be required for all concrete pours, deliveries and/or truck presences in relation to the construction works.
  - v. Unrestricted parking shall be maintained outside of the Works Zone hours of operation.

- vi. The applicant must ensure that the traffic lanes, footpaths and driveways, adjacent to the Works Zone, remain free of obstruction at all times during the construction.
- vii. The applicant must inform Council's Traffic Engineer when the project is completed and the Works Zone can be removed.
- viii. This Works Zone is in an area zoned as Residential 2(a). The fee payable shall be in accordance with Council's adopted fees and charges applying to the period for which the approval is given, and must be paid prior to the Works Zone being installed. Should the Works Zone be required for a shorter period, application may be made for a pro-rata refund.
- ix. Failure to comply with any of these conditions may result in the cancellation of the Works Zone at Council's discretion.
- x. Should the Works Zone be required for a period longer than the approved period, permission from the Director of Technical Services is required to extend the Works Zone.
- xi. Any alteration to the hours of operation of the Work Zone will require the approval of the Woollahra Local Traffic Committee.

B. That the applicant notifies all residents and businesses whose property frontage is within 50 metres of the Works Zone.

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**Item No:** Y11 Traffic Matters on Local Roads – Recommendation to C&E for consideration.

**Subject:** **No. 28 Thorne Street, Edgecliff – Works Zone**

**Author:** Frank Rotta - Traffic Engineer

**File No:** 407.G Pt17

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

**Committee Vote:** Unanimous Support

**Recommendation:**

- A. That approval be granted for a Works Zone to be temporarily installed for No.28 Thorne Street, Edgecliff. The proposed Works Zone is to be located on the western side of Thorne Street, from the southern side of the driveway to No.28 Thorne Street for a distance of 7 metres in a northerly direction and is subject to the following conditions:
- i. Any directive provided by the NSW Police Department is to be complied with.
  - ii. The Works Zone is to operate between the hours of 7.00am-4.00pm Mon-Fri and 7.00am-1.00pm Sat for a period of 20 weeks from August, 2011 (to be calculated from sign installation date).
  - iii. Suitable traffic control measures are to be put in place to manage truck movements to and from the construction site, and if necessary to and from the adjacent street system, in accordance with the RTA's Traffic Control at Works Sites manual.
  - iv. A Permit to Stand Plant will be required for all concrete pours, deliveries and/or truck presences in relation to the construction works.
  - v. No Parking restrictions shall be maintained outside of the Works Zone hours of operation.
  - vi. The applicant must ensure that the traffic lanes, footpaths and driveways, adjacent to the Works Zone, remain free of obstruction at all times during the construction.
  - vii. The applicant must inform Council's Traffic Engineer when the project is completed and the Works Zone can be removed.

- viii. This Works Zone is in an area zoned as Residential 2(a). The fee payable shall be in accordance with Council's adopted fees and charges applying to the period for which the approval is given, and must be paid prior to the Works Zone being installed. Should the Works Zone be required for a shorter period, application may be made for a pro-rata refund.
- ix. Failure to comply with any of these conditions may result in the cancellation of the Works Zone at Council's discretion.
- x. Should the Works Zone be required for a period longer than the approved period, permission from the Director of Technical Services is required to extend the Works Zone.
- xi. Any alteration to the hours of operation of the Work Zone will require the approval of the Woollahra Local Traffic Committee.

B. That the applicant notifies all residents and businesses whose property frontage is within 50 metres of the Works Zone.

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**Item No:** Y12 Traffic Matters on Local Roads – Recommendation to C&E for consideration.

**Subject:** No. 168 Paddington Street, Paddington – Works Zone

**Author:** Frank Rotta - Traffic Engineer

**File No:** 407.G Pt17

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

**Committee Vote:** Unanimous Support

**Recommendation:**

- A. That approval be granted for a 3 metre long Works Zone (angle parking – front to kerb) to be temporarily installed for No.168 Paddington Street, Paddington. The proposed Works Zone is to be located on the northern side of Paddington Street, centrally located in front of the above property and is subject to the following conditions:
- i. Any directive provided by the NSW Police Department is to be complied with.
  - ii. The Works Zone is to operate between the hours of 7.00am-4.00pm Mon-Fri and 7.00am-1.00pm Sat for a period of 4 weeks from August, 2011 (to be calculated from sign installation date).
  - iii. Suitable traffic control measures are to be put in place to manage truck movements to and from the construction site, and if necessary to and from the adjacent street system, in accordance with the RTA's Traffic Control at Works Sites manual.
  - iv. A Permit to Stand Plant will be required for all concrete pours, deliveries and/or truck presences in relation to the construction works.
  - v. Existing Residents Permit Parking (2P 8am-11pm ARVE Pgt 2) shall be maintained outside of the Works Zone hours of operation.
  - vi. The applicant must ensure that the traffic lanes, footpaths and driveways, adjacent to the Works Zone, remain free of obstruction at all times during the construction.
  - vii. The applicant must inform Council's Traffic Engineer when the project is completed and the Works Zone can be removed.

- viii. This Works Zone is in an area zoned as Residential 2(a). The fee payable shall be in accordance with Council's adopted fees and charges applying to the period for which the approval is given, and must be paid prior to the Works Zone being installed. Should the Works Zone be required for a shorter period, application may be made for a pro-rata refund.
  - ix. Failure to comply with any of these conditions may result in the cancellation of the Works Zone at Council's discretion.
  - x. Should the Works Zone be required for a period longer than the approved period, permission from the Director of Technical Services is required to extend the Works Zone.
  - xi. Any alteration to the hours of operation of the Work Zone will require the approval of the Woollahra Local Traffic Committee.
- B. That the applicant notifies all residents and businesses whose property frontage is within 50 metres of the Works Zone.

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**Item No:** Y13 Traffic Matters on Local Roads – Recommendation to C&E for consideration.

**Subject:** **No. 51 Dillon Street (Boundary Lane) Paddington – Works Zone**

**Author:** Frank Rotta - Traffic Engineer

**File No:** 407.G Pt17

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

**Committee Vote:** Unanimous Support

**Recommendation:**

- A. That approval be granted for a Works Zone to be temporarily installed for No. 51 Dillon Street, Paddington. The proposed Works Zone is to be located on the northern side of Boundary Lane, from 30 metres east of the eastern kerbline of Dillon Street for a distance of 6 metres in an easterly direction and is subject to the following conditions:
- i. Any directive provided by the NSW Police Department is to be complied with.
  - ii. The Works Zone is to operate between the hours of 7.00am-4.00pm Mon-Fri and 7.00am-1.00pm Sat for a period of 4 weeks from August, 2011 (to be calculated from sign installation date).
  - iii. Suitable traffic control measures are to be put in place to manage truck movements to and from the construction site, and if necessary to and from the adjacent street system, in accordance with the RTA's Traffic Control at Works Sites manual.
  - iv. A Permit to Stand Plant will be required for all concrete pours, deliveries and/or truck presences in relation to the construction works.
  - v. No Parking restrictions shall be maintained outside of the Works Zone hours of operation.
  - vi. The applicant must ensure that the traffic lanes, footpaths and driveways, adjacent to the Works Zone, remain free of obstruction at all times during the construction.
  - vii. The applicant must inform Council's Traffic Engineer when the project is completed and the Works Zone can be removed.

- viii. This Works Zone is in an area zoned as Residential 2(a). The fee payable shall be in accordance with Council's adopted fees and charges applying to the period for which the approval is given, and must be paid prior to the Works Zone being installed. Should the Works Zone be required for a shorter period, application may be made for a pro-rata refund.
  - ix. Failure to comply with any of these conditions may result in the cancellation of the Works Zone at Council's discretion.
  - x. Should the Works Zone be required for a period longer than the approved period, permission from the Director of Technical Services is required to extend the Works Zone.
  - xi. Any alteration to the hours of operation of the Work Zone will require the approval of the Woollahra Local Traffic Committee.
- B. That the applicant notifies all residents and businesses whose property frontage is within 50 metres of the Works Zone.

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## **8. Late Items**

Nil

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There being no further business, the meeting concluded at 11.20am.

**Nick Tomkins**  
**Chair**

**Item No:** D3 Delegated to Committee  
**Subject:** **Feasibility of installation of Drinking fountain / bottle refill stations.**  
**Author:** Paul Fraser - Team Leader, Open Space & Recreation Planning  
**File No:** 900.G  
**Reason for Report:** To report the feasibility of installing drinking fountain / bottle refill stations in high traffic areas including primary tourist areas.

**Recommendation:**

- A. That Council install 3 Drinking Fountain / Bottle Refill Stations at high traffic areas being Steyne Park (Double Bay Ferry Wharf), Lyne Park, and Robertson Park (Watsons Bay Ferry Wharf).
- B. That a further report be provided to the Committee in 6 months outlining the success of the installed filling stations.

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**Background:**

Council at its meeting on 30 May 2011 adopted the following Notice of Motion;

*“That staff provide a report to the appropriate committee that looks at the feasibility of installing water drinking and filling stations (similar to those along the beaches in Waverley) in high traffic areas like the ferry wharves and in primary tourist areas such as Watsons Bay.”*

This report has been prepared in response to this Notice of Motion.

In 2008, a report was presented to Council on the feasibility of installing bubblers at all major public venues to reduce the major waste problem created by the manufacture and disposal of plastic water bottles. Council resolved the following;

- A. *That Council install bubblers at Trumper Park and at the Double Bay Ferry Wharf as part of this years open space capital works program.*
- B. *That bubblers be incorporated into the landscape upgrades of Lyne Park foreshore works, Gap Park masterplan and Rushcutters Bay Park playground.*
- C. *That funding for bubbler installations be considered as part of the 2009/2010 budget deliberations*

Over the past 2 years, installations have occurred at Steyne Park, Gap Park, Lyne Park and Rushcutters Bay Park playground as apart of Council’s rollout of the Capital Works budget.

**Proposal:**

A number of NSW Councils have recently installed water bottle refill stations to provide sustainable options for drinking water. Water bottle refill stations allow people to refill and reuse water bottles with either tap water or filtered tap water at no cost. Councils are taking positive steps to eradicate the major environmental problem caused by the manufacture of water bottles and the improper disposal of PET water bottles. Most recently Waverley Council has installed stations at Bondi Beach, Bronte Beach and Calga Reserve that have witnessed a marked drop in plastic bottle litter on their beaches.



We currently have bubblers spread throughout the Municipality ranging from old style bubblers to new drinking fountains, which have the addition of a dog bowl at the foot of the pedestal. Council is currently updating old bubblers to our standard bubbler shown below;



The drinking fountain / bottle refilling stations have evolved from the need to combat the extravagant waste of resources generated by bottled water. Features of the refill stations are as follows;

- Multiple bottle refill points
- Sub-floor drainage
- A filtered water option
- Modular/ flexible range of size units
- Wheelchair accessible drinking fountain and filling points
- Changeable panels for full colour graphics for advertising or sustainable messaging
- Optional dog drinking bowls.

Examples of these stations are below;



### Proposed Locations:

Staff propose to install 3 Drinking Fountain / Bottle Refill Stations at the following high traffic areas;

- Steyne Park, Double Bay (adjacent to Double Bay Ferry) – replace the existing bubbler near the playground to cater for park users and commuters utilising the Double Bay Ferry. The existing bubbler to be relocated to another location.
- Lyne Park, Rose Bay – catering for park users, tourists and commuters utilising the Rose Bay Ferry Wharf.
- Robertson Park, Watsons Bay (near Marine Parade, adjacent to the Watsons Bay Ferry Wharf) – to cater for park users, tourists and commuters utilising the Watsons Bay Ferry.

Other locations could include, Rushcutters Bay Park, Trumper Oval, and Christison Park (along the coastal pathway) dependent on future funding.

These locations are all in high traffic areas either close to public transport nodes, tourist destinations, sportsgrounds or where the parks are highly utilised.

### **Consultation:**

Various NSW councils have undertaken to install these stations including: Waverley, Strathfield, Shoalhaven, Warringah, Leichhardt and Manly Councils. Generally these councils have received positive feedback from the community and are currently reviewing the effectiveness to which the stations lead to less plastic bottles being discarded in and around the area.

Overall the feedback received was very positive, however one Council did state that since the installation of these stations they have experienced a slight increase in their water bills and usage.

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

The installation of the 3 refill stations may be implemented from the 2011/2012 Capital Works Budget (Drinking Fountain roll-out).

The cost of the refill stations are as follows;

|                  |  |
|------------------|--|
| Refill Stations; | \$5,303 each plus GST                              |
| Installation;    | \$1,600 to \$2,500 per unit depending on location. |

### **Conclusion:**

Due to the positive feedback received by local councils and the environmental impacts that bottled water has on the environment, it is recommended that Council install 3 drinking fountain / refill stations at the proposed locations mentioned within this report. It is also proposed that staff work closely with the Communications Department on the branding and environmental messaging that would be present on the stations.

Upon installation staff would assess the success and maintenance requirements of the stations and report this back to Council.

Paul Fraser  
Team Leader – Open Space & Recreation  
Planning

Tom O’Hanlon  
Director of Technical Services

Bruce Rann  
Manager Open Space & Trees

**Item No:** D4 Delegated to Committee  
**Subject:** **No Take Aquatic Reserve For Camp Cove**  
**Author:** Justin Shupe – Sustainability Projects Officer  
**File No:** 1142.G  
**Reason for Report:** Responding to a Resolution of Council that a report be provided to the Community and Environment Committee on the merits, costs and processes for a declaration of a No Take Aquatic Reserve for Camp Cove and or other marine waters surrounding the Municipality.

**Recommendation:**

That the report on the merits, costs and processes of a No Take Aquatic Reserve for Camp Cove and/or other marine waters surrounding the Municipality be received and noted.

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**Background:**

At the Woollahra Council meeting held on 14 June 2011, local resident David Hempton presented 1400 signatures of local residents and tourists in support of Camp Cove, Bondi and Bronte to Coogee becoming ‘No Take Aquatic Reserves’. Mr Hempton also requested that Council provide a letter of support for the establishment of a passive use marine area in the municipality.

**Resolution:**

On Monday 14 June 2011, at the Ordinary Council meeting, Council resolved that a report be provided to the Community and Environment Committee on the merits, costs and processes for a declaration of a No Take Aquatic Reserve for Camp Cove and/or other marine waters surrounding the Municipality.

**Marine Protected Areas**

Marine protected areas are either a marine park aquatic reserve or marine extension of a national park or nature reserve (for definitions of protected areas refer to Annexure 2)

In the Sydney metropolitan area there are three Marine Parks:

- Manly - Cabbage Tree Bay Aquatic Reserve (zoned no-take)
- North Harbour Aquatic Reserve (Habitat Protection Zoning applies), and
- Bronte – Coogee Aquatic Reserve (Habitat Protection Zoning applies)

For an area to be identified as a candidate to be a marine protected area the following steps must be followed:

- Step 1 Gathering ecological baseline data and developing habitat maps
- Step 2 Identify conservation values
- Step 3 Identify the vulnerability of ecosystems and species
- Step 4 Identify gaps in the representation of ecosystems and species populations within each bioregion
- Step 5 Identify candidate marine parks and marine protected area priorities

Further detail on these steps and processes associated with the declaration of a marine park are detailed in Annexure 3.

This process provides the rationale for candidate marine protected areas (preferred sites) based on biological and biophysical information. These steps will be addressed through the development of the Woollahra Coastal Zone Management Plan (CZMP). The development of the Woollahra Coastal Zone Management Plan (CZMP) will commence in August 2011 and is discussed in more detail below.

### **Coastal Zone Management Plan (CZMP)**

In February 2010 Council was successful in its funding application to undertake an Estuary Management Plan (EMP). The Office of Environment and Heritage (OEH) is providing 50% (\$60,000) of the funding to undertake an Estuary Management Plan (EMP) for a total project cost of \$120,000.

Previously EMPs were developed using the *Estuary Management Manual 1992*, and Coastal Management Plans were developed using the *Coastal Management Manual 1990*.

Changes in the *Coastal Protection Act 1979*, during 2010 abolished both the *Estuary Management Manual 1992* and *Coastal Management Manual 1990*, combining them to create the *Coastal Zone Management Guidelines 2010*, used for both estuary and coastal areas. Council will therefore be undertaking a CZMP. Previously there were eight steps which had to be followed to achieve an outcome (an adopted EMP):

1. Formation of an Estuary Management Committee
2. Assess existing data
3. Preparation of an Estuary Processes Study
4. Preparation of an Estuary Management Study
5. Preparation of a draft Estuary Management Plan
6. Public exhibition of the draft Plan
7. Finalisation of Plan, and
8. Adoption by Council and implementation.

The new guidelines essentially contain the same eight steps however instead of following the steps listed above, the guidelines provide guidance on how to achieve an outcome (a CZMP), meaning some stages (for example community consultation) do not need to be carried out to achieve the outcome.

The new CZMP guidelines came into effect January 2011. OEH templates used to prepare CZMP briefs were finalised in May 2011. Under the new CZMP guidelines Woollahra will complete its CZMP in two stages, being:

- Stage 1 Coastal Zone Management Studies
- Scoping exercise
  - Literature and Information Review
  - Coastal Hazard Study
  - Estuary Condition Study
  - Community Uses Assessment
- Stage 2 Preparation of Coastal Zone Management Plan
- Identify and evaluate management options
  - Propose management actions in implementation schedule

Through the development of a CZMP, Technical Services staff will obtain scientific and economic data that is required to support any application for an area to be declared a Marine Park. The Estuary Condition Study of the CZMP will inform Council if there are areas containing species and or habitat under significant pressure and or destruction that should be better managed, and to what level of management is required for their protection (i.e. Marine Park zoning, see Annexure 2).

### **Merits of Marine Protected Areas**

Research by Marine Parks Authority (2008), *A review of benefits of marine protected areas and related zoning considerations* has shown marine protected areas can have positive effects on local economies, fisheries stocks, dispersal of larval recruits to surrounding areas, educational sites, increasing community awareness and sites for research and monitoring. The objectives and benefits of Marine Protected Areas are further detailed in Annexure 4.

### **Costs of Marine Protected Areas**

There are no direct costs associated with the declaration of marine protected areas; however some indirect costs of declaring a marine park may include:

- Gathering and identifying scientific baseline data (covered by the development of a CZMP)
- Development of a Marine Park Management Plan (should an area be declared as a marine park)
- Signage for the marine park
- Community educational/awareness programs for the marine park.

The NSW Marine Parks Authority is provided with funding each year for the management of marine parks. Should a marine park be declared money will be allocated to the management of that park by the Marine Park Authority. The money is not provided to Council.

### **Current status on the declaration of Marine Protected areas in NSW**

The Marine Parks Amendment (Moratorium) Bill 2011 presented by The Shooters and Fishers Party, was passed through the NSW Upper House on 23 June 2011. The bill is an Act to amend the *Marine Parks Act 1997* to impose a moratorium on the declaration of additional marine parks or the expansion of sanctuary zones within existing marine parks. It is expected to pass through the Lower House.

On 7 June 2011 Minister for Primary Industries Katrina Hodgkinson and Minister for the Environment Robyn Parker announced the appointment of Associate Professor Robert Beeton AM from the University of Queensland as Chair of the Independent Scientific Audit of Marine Parks in NSW Committee (Audit Committee).

The Audit of Marine Parks is due to be completed by 31 December, 2011.

The media release including the terms of reference of the Scientific Audit is attached as Annexure 1.

### **Conclusion**

The brief for the Woollahra CZMP will be sent out during August 2012. The existing Woollahra Floodplain Management Committee will be used for the formation of a CZMP Committee, and community consultation will be apart of the CZMP development.

The Estuary Condition Study of the CZMP will inform Council if there are areas containing species and or habitat under significant pressure and or destruction that should be better managed, and to what level of management is required for their protection (i.e. Marine Park zoning, see Annexure 2).

Any identified areas requiring further management will have the processes associated with Marine Park declaration applied (see Annexure 3).

The management options available to areas identified for further protection, recommended in the CZMP may be affected by the outcome of the scientific audit led by Professor Robert Beeton. The audit being carried out in response to the Marine Park Amendment (Moratorium) Bill may see a hold on the creation of new, and the extension of current, Marine Parks in NSW for five years. The audit will also provide alternative management options.

Council will pursue the available management option for those areas identified under significant pressure and or destruction once it receives the findings from its CZMP.

Justin Shupe  
Sustainability Projects Officer

Bruce Rann  
Manager – Open Space & Trees

Tom O’Hanlon  
Director - Technical Services

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### **Annexures:**

- 1: Media Release – Environmental expert to lead audit of NSW Marine Parks (attachment).
- 2: Marine Protected Area Definitions.
- 3: Processes associated with Marine Park declaration.
- 4: Objectives and Benefits of Marine Protected Areas.

**Item No:** D5 Delegated to Committee  
**Subject:** **Sustainability Task Force 2011**  
**Author:** Chris Munro, Team Leader Environment & Sustainability  
**File No:** 1142.G Ecological Sustainability Task Force  
**Reason for Report:** To table the minutes from recent Ecological Sustainability Taskforce Meetings.

**Recommendations:**

That Council:

Adopt the minutes of the 5<sup>th</sup> 6<sup>th</sup> 7<sup>th</sup> 8<sup>th</sup> Ecological Sustainable Taskforce Meetings.

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**Background**

On the 23 March 2009 Council resolved to establish a Ecological Sustainability Task Force reporting to the Community & Environment Committee.

Membership for the Ecological Taskforce includes 5 Councillors and the Chair appointed by the Mayor.

|                  |  |
|------------------|--|
| Isabelle Shapiro | Mayor                                    |
| Greg Medcraft    | Chair, Councillor                        |
| Chris Howe       | Councillor                               |
| Toni Zeltzer     | Councillor                               |
| Nicola Grieve    | Councillor                               |
| Ian Plater       | Councillor                               |
| Tom O’Hanlon     | Director Technical Services              |
| Bruce Rann       | Manager Open Space and Trees             |
| Chris Munro      | Team Leader Environment & Sustainability |

As requested these minutes have been previously circulated to Councillors and are now being tabled at the Community & Environment Committee as per the Terms of Reference for the Ecological Sustainable Taskforce. Future minutes will be tabled after each meeting.

The minutes from the last four meetings have been attached to this report as Annexure 1.

Chris Munro  
Team Leader  
Environment & Sustainability

Tom O’Hanlon  
Director  
Technical Services

**Item No:** D6 Delegated to Committee  
**Subject:** **Library Annual Report for the Period July 2010 to June 2011**  
**Author:** Vicki Munro, Manager, Library and Information Services  
**File No:** 48.G / 48.G (Strategic)  
**Reason for Report:** To review the operations of Woollahra Library and Information Service for the period 1 July 2010 to 30 June 2011.

**Recommendation:**

That the annual report of the library service for the year 1 July 2010 to 30 June 2011 be received and noted.

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This report reviews Woollahra Library and Information Service's activities and projects for the period 1 July 2010 to 30 June 2011, including detailed statistical analysis, as well as progress in implementing the Library Strategic Plan, *The Way Forward*.

**1.0 Library Usage**

To gain a better understanding of the Library usage, this report compares statistics for the period 1 July 2010 to 30 June 2011 with those of the previous year – 1 July 2009 to 30 June 2010. See Annexure 1 for all statistical figures.

Significant points to note include:

**1.1 Lending Services**

- As at 30 June 2011, Woollahra Library and Information Service had 14,731 active members. Active membership is defined as borrowers who have used the service within a two year period. To improve active membership, the Library will soon be undertaking a targeted membership drive including a new brand development and loyalty scheme. The membership drive will be launched by October 2011 and will give the community a fresh look at what the Library has to offer.

Watsons Bay Library continues to show growth in active members. The percentage of borrowers to population currently sits at 29.37% based on the Woollahra LGA population of 50,161 (2006 ABS census).

- A total of 299,474 people visited Double Bay, Paddington and Watsons Bay Libraries during 2010/2011 which represents a 23% increase in recorded visits over the previous year.
- There has been an overall increase of 6% in circulation across all library service points, from 411,323 in 2009/10 to 436,916 this year. The new Watsons Bay Library and the extension of the Children's Programs have positively impacted on Library usage. There was an average of 49.88 loans per hour during the year 2010/2011, which increased 7% from 46.57 loans per hour for the previous year.



The key collections to have increased in circulation over the twelve months have been the junior and young adult material, in particular the junior fiction increasing by 23% and young adult books increasing by 40%. DVD loans remained steady and performed well with circulation increasing by 22% from 73,025 to 88,832. Due to the implementation of recommendations in the Community Language Review, this collection has also increased by 19% during the year.

- A successful Library Fine Amnesty was held during November 2010 under the title “Waiving Charges for Charity”. Customers were asked to return all overdue library material and have their fines waived in lieu of a \$2.00 gold coin donation. \$2,287.95 was raised for The Urban Arts Base and 752 long overdue items were returned during the month with a combined value of \$25,556.
- The free wireless service offered through uConnect continues to be very popular since commencing in December 2008. Wireless internet is available at all service points, and recorded a total of 11,449 sessions during the year, an increase of 18% over 2009/10.

## 1.2 Information Service and Research

- As mentioned in previous quarterly reports, the service moved to the State Library of New South Wales, Public Library Evaluation Group (PLEG) statistical collection method from July 2010 for information and customer enquiries.

The advantage of this method is that it allows for a more viable method of comparison and benchmarking to other public libraries in NSW as the majority of public libraries employ PLEG for reporting. As well, PLEG is based on a client service model that includes customer service requests which were not captured in the previous daily statistical count, for example new memberships, replacement of library cards, reserving items from the collection for clients and assisting clients in the use of library equipment. This method of statistical collection better reflects staff and library customer interaction.

In 2010/2011, a total of 97,604 enquiries were undertaken by library staff across all service points. This includes 50,219 information and 47,385 customer service enquiries. Due to its recent introduction a comparison cannot be made with retrospective years.

- Projects completed by the Local History Staff in this quarter include:
  - A display ‘Stories from the Neighbourhood’ was mounted in the Local History Centre as part of Heritage Festival Week 2-17 April with the theme ‘Amazing Stories’. The display used photographs, maps, plans, diaries, postcards, books and paintings to illustrate the anecdotes of early resident James Arthur Dowling and others. The exhibition was promoted by a web gallery of select images from the display.
  - The Local History Centre marked the 200th Anniversary of the South Head Road by attending the commemorative event at Watsons Bay organised by the Woollahra History and Heritage Society and by mounting a display of photographs, postcards, drawings, maps and ephemera at the Centre. A gallery of images and maps with accompanying information was also placed on the local history web page to mark the event.
  - In honour of Library and Information Week, the Local History Centre held an Open Day to showcase the many hidden treasures held at the Centre such as the first minute book of Council, plans, municipal maps, annual reports from the 1920s, correspondence dating to the 1880s, and ephemera such as invitations to the opening of the Watsons Bay tramline.

- With the introduction of an integrated search engine, library customers are now provided with three easy options to search the library databases including a simultaneous search across all databases, a subject search or customers may select individual databases for their use.

The new approach has resulted in a significant increase in the use of online databases for 2010/2011. A total of 40,103 searches have been recorded compared to the previous financial year of 8,161 searches representing an increase of 391%. The databases which have recorded the highest use this year include Ancestry (3,970 searches), Novelist (2,625 searches) and Consumer Health Complete (2,492 searches).

Further developments planned for the Library's online resources include the introduction of seven new databases for the 2011/12 financial year in response to the community online needs survey. They include Oxford Music Online, Art & Architecture, IELTS – tuition in English as a second language, Humanities and Social Science online, Biography Reference Centre, Novelist Select (offers a readers advisory service linked to the library catalogue) and Mango (provides online tuition in French, German, Japanese, Russian, Chinese, Spanish and Italian).

- Unfortunately, the number of YourTutor sessions (online homework help) has decreased in comparison to the previous financial year with 280 client interactions compared to 344 client interactions for the 2009/2010 financial year. More active promotion of the service has been scheduled for 2011.

### 1.2.1 Community Learning Programs

- Storytime and Rhyme Time sessions have remained popular throughout 2010/2011. Attendance at the Double Bay and Paddington Libraries has decreased and will be further reviewed to cater for the needs of the local community. Watsons Bay Library programs are well attended and reflect the success of the new Library. The new Kids Club structure has invigorated attendance for the 6-10 years age group and features guest presenters, pizza, drinks and crafts.
- During the year, the Children's and Young Adult team were responsible for many successful events and activities. Highlighted below are some of the significant events for 2010/2011:
  - Children's Book Week (21-27 August 2010): The Library celebrated the Week by hosting 29 classes with 668 children and holding a school competition which attracted 346 entries. Special storytimes were also held at Double Bay, Paddington and Watsons Bay libraries.
  - In December 2010, a Festive Fun Party was held to celebrate the festive season at all Library service points with 76 children attending over the three sessions.
  - Summer Reading Club Challenge ran from November 2010 - January 2011 and was very successful. The theme this year was Fairytales and Fables, focusing on traditional stories for children. Across the three libraries 176 children registered for the program, with 1,515 books noted in participant's reading logs. To celebrate the success of the program a party was held on January 27 and 50 children attended.
  - As part of the Ride the HSC Wave lecture series, the Woollahra Library & Information Service ran the following lectures in conjunction with the Eastern Suburbs Library collective. Two lectures were held at Woollahra in the following subjects - Modern History and Personal Development, Health and Physical Education (PDHPE) - with a total of 37 participants.
  - During the year the library continued to engage our younger audience with its successful series of Writers and Readers for Young People.

- On 16 October 2010, Darcey Bussell hosted the first event for the year. 120 children attended the Saturday afternoon event with a performance from a local ballet school who were thrilled to participate and have the opportunity to meet Darcey.
- The Library was granted a last minute opportunity to hold a Young Writers Workshop with Markus Zusak in March. All High Schools in the LGA were contacted and invited to participate by asking to select two students to attend. A total of nine students attended on the day, and staff received very positive feedback both from participants and Markus.
- On 5 May 2011, Duncan Ball hosted a talk where 19 children attended with a special guest appearance by Selby the dog.
- To celebrate Harmony Day, Kids Club went Bollywood in March 2011. Professional Bollywood dancers visited Watsons Bay and Double Bay libraries to show the children and parents how to dance like a Bollywood star.
- Youth Week 2011 was celebrated with a Youth Photographic retrospective display at the Paddington service point in March. The display highlighted the artistic achievements of young people in the local government area.
- Other major cultural events hosted by Woollahra Library and Information Service during the year 2010/2011 included:
  - The annual Woollahra Youth Photographic Award, which attracted 97 photographic entries and 39 short film entries from 10 high schools in the area. The presentation night on 1 September was attended by 75 students and their teachers and families.
  - Library Lovers Day was celebrated on Monday 14 February by a decoration of the library and a morning tea with performances by the Gaden Choir. Attendees at the morning tea included Mayor Isabelle Shapiro and Noeline Brown, renowned actor and Ambassador for the Ageing, who launched the Volunteer Recruitment program and the new 55+ Club.
  - The annual Poets' Picnic was held on February 22 with approximately 200 attendees. Several new ideas were trialled including an intermission, a Chalk Poetry Workshop for children and jesters to entertain the crowd, which proved very positive.
  - A number of events were held to celebrate 2011 Library and Information Week including the Biggest Morning Tea, which raised funds for the Cancer Council and featured Susanne Gervay and the Annual Bookfair over three days in Woollahra Council Chambers where more than 6,000 fiction and non-fiction books, children's books, toys and magazines were sold, raising \$5500 to help purchase new collections for the Library.
  - The 55+ Club was launched in February this year at both Watsons Bay and Paddington Libraries targeting the more mature library members. The program ranges from morning tea to author talks or information session on requested topics.
  - The Library Service continued to thrill and inform with its highly successful Writers & Readers series hosting a number of superb writers over eight events. Writers involved throughout 2010/2011 included Alex Miller, the annual Crime Panel, Evelyn Juers, Fiona McGregor, Liz Byrski and Mark Jensen. A total of 252 people attended the Writers & Readers events during the year.
  - Tea Topics, the Library's series of free monthly talks, continued throughout 2010/2011, covering a wide variety of topics. Eight events were held with a total of 343 attending.



Writers and Readers – Alex Miller. 15 July 2010



Poets Picnic.  
22 February 2011



Tea Topic – Gardening with Graham Ross.  
29 April 2011

- The Home Library Service usage has increased for the year by 1%. It is pleasing to see the 8% increase in audio navigator borrowings which is due to the many new titles installed by the Library provider, Audio-Read.

Recent Home Library initiatives include:

- In keeping with the Home Library review recommendations, the Library hosted its first outreach activity for Home Library members providing transportation for a celebratory morning tea with the Mayor and Noeline Brown, Ambassador for Ageing on Library Lovers Day. The Library launched its Volunteer Recruitment Drive which has resulted in eight dedicated volunteers for the service. The new volunteer roles include computer buddies and delivery assistants. The second outreach activity for members was the Cancer Council's Biggest Morning Tea with Susanne Gervay on Thursday 26 May 2011.
- The Library was successful in obtaining funding from the Department of Families, Housing, Community Services and Indigenous Affairs (FaHCSIA) for the purchase of playback devices for public libraries around the country. The Library initiative aims to improve access for people with print disability to print material in a digital format. Woollahra Library will receive ten Daisy machines which will soon be made available for loan to Home Library members.
- The Home Library Survey identified sixteen members who wished to attend computer training. Ten home library members will soon attend Council's Easy PC for Seniors course at the Scots College in July.



Library Lovers Day – 14 February 2011. Noeline Brown, Ambassador for Ageing and Mayor,  
Clr Isabelle Shapiro

## 2.0 Library Strategic Plan – Progress update

The Library Strategic Plan “The Way Forward” was adopted by Council on 17 December 2007. Progress on the key strategies is as follows:

- Buildings:

As reported to Council at the meeting of 11 July 2011, preparations have continued on the renovations of Double Bay Central Library with Paddington and Watsons Bay Libraries offering temporary extended hours for the period from 30 July 2011 to early September 2011. The renovations will allow for the rollout of radio frequency identification technology (RFID) and essential maintenance.

The Library has also been working with architects from Brewster Hjorth to complete concept design plans for the proposed new Double Bay Library which will be located in the existing Woolworths Building, New South Head Rd, Double Bay. The next step is the development of detailed library plans.

Watsons Bay Library celebrated its one year anniversary since moving to the new building, with the Mayor Isabelle Shapiro attending a special Rhyme Time celebration on 24 March 2011. During the first year in its new location over 50,000 people have visited the library whilst 500 new members have joined.



Watsons Bay Library 1<sup>st</sup> Birthday Celebrations – Rhyme Time. 24 March 2011

- Collection:

The Library has commenced the implementation of eLibrary resources with a review of its online databases and the ordering of eAudiobooks. As stated earlier in earlier quarterly reports, the recommendations from the Community Language and Toy Library Reviews have been implemented in 2010/11.

- Technology:

The implementation of radio frequency identification technology progressed with the first Self Check units installed at Watsons Bay Library in October 2010, allowing borrowers to issue and returns their own resources. Currently usage is at 85% of all loans and returns at the Library. Similar units will soon be installed at Double Bay and Paddington Libraries.

The Library has begun utilizing social media tools to engage the community using familiar and widely available technologies. This two-way form of communication enables the library to be more active in relationships with our members and increases the frequency and speed of public engagement. Currently the library uses Flickr, Youtube, Twitter, E-notices and Alerts/RSS feeds to interact with customers on a wide range of services which can be accessed on the Library's website.

At the end of the quarter the Library Twitter account had over 600 followers and the library has begun podcasting Writers and Readers events through Youtube. Flickr has also been used to promote books and publicise the Library renovation closure.

### **3.0 Community Information**

#### **3.1 Community Information Database (LINCS)**

Community Information Database searches this quarter reached an all time high with 1,399 searches. This is a 51% increase on the previous quarter (from 925 to 1,399). Overall, total searches this financial year have almost doubled from last year. This is considered an excellent result. The increase can be attributed to increasing the prominence of the database on Council's website, as well as ongoing promotion and training on use of the database and linking with relevant Community Services programs.

#### **3.2 What's On E-Newsletter**

The number of What's On subscribers has continued to increase steadily on the previous quarter by 11% (from 945 to 986). Over the past year the number of subscribers has increased by 38% (from 713 to 986). This increase can be attributed to organic growth and improvements on Council's website which have enabled the sign up link to be displayed more prominently.

#### **3.3 New Resident's Kits**

The number of New Residents Kits requested this quarter increased by 86%, but are still down by 28% on the total number requested last year (from 225 to 163). The number of kits requested generally fluctuates over time, as it depends on the number of new residents moving to the area. A new kit is currently being developed and will be launched in the new financial year.

Conclusion:

The Woollahra Library and Information Service had a successful year in 2010/2011 both in terms of the completion of many projects identified in the Strategic Plan and the examination of the Library usage. In particular, planning the renovations of the Double Bay Library and continuing the implementation of RFID technology. The staff continue to move forward with the implementation of the Library Strategic Plan and provide a wide range of programs and services suitable to the community.



Vicki Munro  
Manager – Library and Information Services

Kylie Walshe  
Director, Community Services

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**ANNEXURES:**

Annexure 1: Library Statistics for 1 July 2010 to 30 June 2011



**Item No:** R1 Recommendation to Council  
**Subject:** **Community and Cultural / Environmental Grants  
2011 /2012**  
**Author:** Romi Scodellaro, Melissa Sellen  
**File No:** 30.G, 2011, 1142.G/Education  
**Reason for Report:** To give consideration to applications for Section 356 Community and Cultural Grants and Community Environmental Grants from local community groups /services /schools.

**Recommendation:**

- A. That Council approve the selection panel's recommendations for the successful 2011/12 Community and Cultural Large Grants and the first round of the Small Grants Program.
- B. That Council approve the selection panel's recommendations for successful 2011/12 Community Environmental Grants.
- C. That a function be organised to present and celebrate the awarding of the Community and Cultural Grants and Community Environmental Grants to successful organisations.

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This report covers the long standing practice of providing community grants to support community organisations that provide services and activities to the Woollahra community, and the Community Environmental Grants introduced six years ago.

## **1. COMMUNITY AND CULTURAL GRANTS PROGRAM**

### **Background:**

Council has a long history of providing grants and support to local community organisations. It is through assisting these organisations that the Woollahra community has been enhanced and strengthened. 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) 2009-2013 which incorporates the strategies in the Woollahra Social and Cultural Plan 2008-2013.

A review of the community grants assessment process was undertaken in early 2009, with a report presented to the Community & Environment Committee on 23rd March 2009. At this meeting it was resolved:

- A. *That Council adopt the changes to the Community and Cultural Grants Program as outlined in the proposal and the amendments to the policy and guidelines.*
- B. *That Council hold an annual Community and Cultural Grants Program information session for prospective applicants and a presentation event for successful applicants.*

The adopted changes are detailed below:

- Small Community and Cultural Grants Program (up to \$1,000) will be offered twice per year for community initiatives up to \$1,000. The rounds will be in June and October of each year
- Large Community and Cultural Grants Program (up to \$5,000). There is no change to the funding round which closes in June each year.

- Environmental Grants Program. There will be no change to this grant funding program which also closes in June each year.
- 10-15% of the budgeted amount for the Community and Cultural Grants will be allocated to the Small Grants Program, with half of this offered for each round per year.

The major changes to the Community and Cultural Grants Policy and Guidelines are:

- The objectives for the grants program are now directly linked to the key strategies identified in the Woollahra Social and Cultural Plan 2008-13.
- The guidelines now incorporate information for organisations wanting to apply for the Small Grants Program.
- A renaming of the Community and Cultural Grants Program to accurately reflect the program objectives and target groups.
- Community and Cultural Grants Program Information Sessions to be held annually.

A session was held in May 2011 providing information on the objectives, guidelines and application information required for Council to assess the application and level of funding for approval. The session allowed Council to encourage community partnerships that increase community capacity and the sustainability of projects.

The 2011/12 adopted budget for the Large and Small Community and Cultural Grants program is \$70,000. This allocation has been split with \$65,555 for the June allocation of Large and Small Grants and \$4,445 for the October Small Grants allocation. The budget is further split into two, with a separate amount allocated for Community Cultural Grants (20%) and General Community Grants (80%).

#### **Process:**

The Community and Cultural Grants Program 2011/12 was advertised throughout May and June and closed on 30 June 2011. A total of 24 large and 4 small applications amounting to \$142,906.90 excluding GST, were received. The Large Grants requested totalled \$138,943.50 and the Small Grants totalled \$3,963.40. These applications, comments by relevant staff and officer recommendations are provided in Annexure 1 (Large grants) and Annexure 2 (Small grants).

A briefing on each application was conducted prior to the Committee meeting.

Each application has been assessed in reference to the objectives and selection criteria adopted by Council and this process has been enhanced by individual officers' experience and knowledge of the sector in which applicants operate. This year a staff representative from Waverley and Randwick Council were invited onto the assessment panel for a broader analysis and knowledge of community groups. The grants have also been assessed in accordance with the strategies in the Woollahra Social & Cultural Plan 2008 to 2013. The applications recommended for funding are all projects that provide substantial benefit to high priority groups in Woollahra. The funds have been allocated in the following proportions to organisations providing services to the target groups of:

- Women and children/ families (\$3,963)
- Young people (\$12,600)
- Older people, people with a disability and people with mental health issues (\$20,292)
- Cultural or community development activities for the broader community (\$28,700)

As in past years, a significant proportion of funds are recommended to fund programs and organisations that have been funded for some years by Council. These are all very valuable services to the high need target groups of youth and families and address high priority challenges in

the Woollahra Social & Cultural Plan 2008-2013. This includes Waverley Action for Youth Services (WAYS), Bondi Outreach Project, Miroma and Point Zero. The budget also provides Council with the ability to fund new projects for services for the Woollahra community, such as World Kindness Week celebrations, a cooking program to reduce social isolation in seniors, and family support packs for families dealing with suicide attempts.

While a significant number of the applications have been recommended for support, there are eleven applications that have not been recommended for funding. These comments are listed in Annexures 1 and 2.

### Woollahra Arts and Ideas Festival 2011

The Woollahra Festival Inc has applied for a grant of \$5,000 in this grant round which has been supported by the staff recommendation. They have also requested special consideration for an additional \$5,000 to assist in the preparation of the Woollahra Festival which is planned to be held from Friday 11-13 November 2011. The additional funding is to assist in their plans to extend the outdoor program of music, comedy, theatricals and entertainment in the ‘village green’ in Queen Street.

It is proposed that Council do not support this application for further funding as it is outside the Grants Program guidelines. If Councillors determine to fund this additional request there will need to be an allocation of budget from an additional source.

The additional request from the Woollahra Festival committee is in Annexure 3.

### Recommendation:

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

### Large Community and Cultural Grants

| Organisation  | Amount Recommended  |
|---|---------------------|
| <b>Community Grants</b>   |                     |
| Bondi Outreach Project – Safety and Wellbeing Program                 | \$ 4,000.00         |
| Jewish Care – Youth Mentoring Program                                 | \$ 1,600.00         |
| Miroma – Art Exhibition   | \$ 5,000.00         |
| National Council of Jewish Women – Mum for Mum                        | \$ 1,500.00         |
| National Council of Jewish Women – Jewish Women Breast Cancer Network | \$ 500.00           |
| Our Big Kitchen – Seniors First!                                      | \$ 4,000.00         |
| Point Zero Youth Services – Youth Outreach Program                    | \$ 4,000.00         |
| Queen Street West Woollahra Association – Christmas Carols            | \$ 3,000.00         |
| Rose Bay Good Neighbour Group – Christmas Carols                      | \$ 3,000.00         |
| Sailability – Sailing Access Project                                  | \$ 3,792.00         |
| Sisters of Charity Outreach – Eastern Area Visit Program              | \$ 1,500.00         |
| Urban Arts Base – Art Challenge                                       | \$ 5,000.00         |
| WAYS – Safe Summer Survival   | \$ 3,000.00         |
| Woollahra Festivals Inc – Woollahra Festival of Arts and Ideas        | \$ 5,000.00         |
| World Kindness Australia – World Kindness Week                        | \$ 3,000.00         |
| <b>Total</b>  | <b>\$ 47,892.00</b> |

| <b>Cultural Grants</b>                                |                     |
|---|---------------------|
| ESORA – Aboriginal Education                          | \$ 1,500.00         |
| Waverley/Woollahra Arts School – Art Needs Equipment! | \$ 2,000.00         |
| Shakespeare on the Green – Much Ado About Nothing     | \$ 4,500.00         |
| Sydney Jewish Music Festival – Shir Madness           | \$ 1,500.00         |
| Woollahra Philharmonic Orchestra - Concerts           | \$ 4,500.00         |
| <b>Total</b>  | <b>\$ 14,000.00</b> |
| <b>Grand Total</b>                                    | <b>\$ 61,892.00</b> |

### Small Community Grants

| <b>Organisation</b>  | <b>Amount Recommended</b> |
|--|---------------------------|
| <b>Community Grants</b>  |                           |
| Bondi Beach Cottage – Domestic Violence Bookmark                 | \$ 963.00                 |
| Eastern Sydney Suicide Prevention Network – Family Support Packs | \$ 1,000.00               |
| Woollahra Gaden Choir - Transport                                | \$ 1,000.00               |
| Woollahra Primary Schools – Student Recognition                  | \$ 700.00                 |
| <b>Total</b>   | <b>\$ 3,663.00</b>        |
| <b>Overall Total</b>   | <b>\$ 65,555.00</b>       |

## 2. COMMUNITY ENVIRONMENTAL GRANTS PROGRAM

### Background:

2011/12 is the sixth financial year that the Community Environmental Grants Program has been in operation. Funded by the Environmental and Infrastructure Levy, the total amount allocated to the program this year was \$10,000, with individual grants of up to \$1,000 made available.

The program was promoted to all local schools (including early learning centres, primary and high schools) and relevant community groups from early May, closing on 30 June 2011. Seventeen applications were submitted, totalling \$16,054. These submissions were from twelve schools, three early learning centres and two community groups.

A summary of all applications together with recommendations by the selection panel is provided in Annexure 4. Each application has been assessed with reference to the objectives and selection criteria of the Community Environmental Grants Program adopted by Council. The fourteen applications recommended for funding all relate to projects that provide benefit to the environment, as well as develop knowledge, skills and/or awareness in environment related activities in the future.

Each project has been assessed individually on merit. In cases where an organisation submitted multiple applications they were asked to indicate their preference. In keeping with the intention of the Grants to be used as ‘seed funding’ to allow ideas for new projects to be put into action, priority was given to new initiatives over existing projects that had previously received Council funding.

While most of the applications have been recommended for support, there are three applications that have not been recommended for funding. The rationale for the decisions made by the selection panel is outlined in Annexure 4.

**Recommendation:**

It is recommended that the Community Environmental Grants listed below be adopted.

**Community Environmental Grants**

| <b>Organisation</b>               | <b>Amount</b>   | <b>Project</b>                           |
|-----------------------------------|-----------------|--|
| McAuley Primary School            | \$500           | Vertical garden extension                |
| Bellevue Hill Public School       | \$1,000         | Native, bush tucker and sensory garden   |
| SDN Paddington Children's Centre  | \$800           | Extension to sustainable garden          |
| Windsor Organic Residents Meeting | \$1,000         | Windsor St Edible Garden Patch           |
| Vaucluse Public School            | \$1,000         | Installation of water efficient bubblers |
| Cranbrook Junior School           | \$560           | Worm farm                                |
| Cranbrook Senior School           | \$500           | Environmental Mural                      |
| Emanuel Woollahra Preschool       | \$1,000         | Recycling excursion & garden extension   |
| Paddington Community Garden       | \$1,000         | Community notice board                   |
| Glenmore Road Public School       | \$994           | Extension to kitchen garden              |
| Rose Bay Public School            | \$1,000         | Planting western face of school          |
| Double Bay Public School          | \$1,000         | Extension to existing vegetable garden   |
| Holy Cross Primary School         | \$1,000         | School kitchen garden                    |
| Kincoppal Rose Bay ELC            | \$1,000         | Native garden & bird watching cubby      |
| <b>Total</b>                      | <b>\$12,354</b> |  |

Each of these projects meet the criteria listed in the Grant Guidelines provided in Annexure 5.

**Consultation:**

The assessment panel for Community and Cultural Grants consisted of Susan Turner, Manager Community Development, Maria Lacey, A/Cultural Development Coordinator and Romi Scodellaro, Community Development Officer, as well as representatives from Randwick and Waverley Councils. Where applications were incomplete, further information was sought from applicants.

The assessment panel for the Community Environmental Grants consisted of Chris Munro, Team Leader, Environment and Sustainability, Melissa Sellen, Environmental Education Officer and Justin Shupe, Sustainability Projects Officer. Celia Busted, Environmental Education Officer, facilitated the environmental grants selection process however was an impartial witness to the process of grant allocation.

**Identification of Income & Expenditure:**

The total allocation available for the Community and Cultural Grants program is \$70,000. Twenty-three projects are recommended for funding totalling \$ 65,555. The remaining funds are dedicated to the second Small Grants Round, scheduled for October 2011.

The total 2011-12 allocation available for the Community Environmental Grants program is \$10,000. Thirteen projects are recommended for funding totalling \$12,354. It is recommended that the shortfall of \$2,354 be addressed by allocating \$2,354 from Environmental Works Program (project number 00004 Community Communication Strategy).

As mentioned, there will need to be an allocation of budget from an additional source if Councillors support the additional \$5,000 funding request from the Woollahra Festival.

**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.

Through the provision of its Community Environmental Grants, Council is making a valuable contribution to the protection and enhancement of Woollahra's environment. The grants program sends a clear message to the community that Council values the environment and is willing to support community organisations to play a role in protecting and enhancing it.

As the worthy recipients of these grants are key organisations in the Woollahra community, it is recommended that a presentation ceremony be scheduled to present the grant cheques to these groups.

Strong support for the grants program continues to be demonstrated by the local community through the number of successful initiatives and activities implemented in the 2010-2011 financial year. It is anticipated that the program will continue to grow in the future.

Romi Scodellaro  
Community Development Officer

Celia Busteed  
Environmental Education Officer

Kylie Walshe  
Director Community Services

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**ANNEXURES:**

- Annexure 1 – Large Grant Recommendations
- Annexure 2 – Small Grant Recommendations
- Annexure 3 – Woollahra Festival – Request for Additional Funding.
- Annexure 4 – Environmental Grants – Summary of applications, recommendations and comments 2011-2012
- Annexure 5 – Community Environmental Grant Guidelines 2011-2012

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

