



Community & Environment Committee

Agenda: *Community & Environment Committee*

Date: *Monday 18 December 2006*

Time: *6.00pm*

Outline of Meeting Protocol & Procedure:

- The Chairperson will call the Meeting to order and ask the Committee/Staff to present apologies or late correspondence.
- The Chairperson will commence the Order of Business as shown in the Index to the Agenda.
- At the beginning of each item the Chairperson will ask whether a member(s) of the public wish to address the Committee.
- If person(s) wish to address the Committee, they are allowed four (4) minutes in which to do so. Please direct comments to the issues at hand.
- If there are persons representing both sides of a matter (eg applicant/objector), the person(s) against the recommendation speak first.
- At the conclusion of the allotted four (4) minutes, the speaker resumes his/her seat and takes no further part in the debate unless specifically called to do so by the Chairperson.
- If there is more than one (1) person wishing to address the Committee from the same side of the debate, the Chairperson will request that where possible a spokesperson be nominated to represent the parties.
- The Chairperson has the discretion whether to continue to accept speakers from the floor.
- After considering any submissions the Committee will debate the matter (if necessary), and arrive at a recommendation (R items which proceed to Full Council) or a resolution (D items for which the Committee has delegated authority).

Delegated Authority (“D” Items):

- Community Services and Programmes.
- Health.
- Liquor Licences.
- Fire Protection Orders.
- Residential Parking Schemes (surveillance and administration).
- Traffic Management (Traffic Committee Recommendations).
- Waverley/Woollahra Process Plant.
- To require such investigations, reports or actions as considered necessary in respect of matters contained within the Business Agendas (and as may be limited by specific Council resolution).
- Confirmation of the Minutes of its Meeting.
- Any other matter falling within the responsibility of the Community and Environment Committee and not restricted by the Local Government Act or required to be a Recommendation to Full Council as listed below.
- Library Services
- Licensing.
- Regulatory.
- Waste Minimisation

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

- Such matters as are specified in Section 377 of the Local Government Act and within the ambit of the Committee considerations.
- Matters which involve broad strategic or policy initiatives within responsibilities of the Committee.
- Matters requiring the expenditure of moneys and in respect of which no Council vote has been made.
- Matters delegated to the Council by the Traffic Authority of NSW.
- Matters not within the specified functions of the Committee, or which are not the subject of a Business Agenda (current or past).
- Matters reserved by individual Councillors, in accordance with any Council policy on "safeguards".
- Parks and Reserve Plans of Management (Strategies, Policies and Objectives)
- Residential Parking Schemes - Provision and Policies

Committee Membership:

7 Councillors

Quorum:

The quorum for a Committee meeting is 4 Councillors.

WOOLLAHRA MUNICIPAL COUNCIL

Notice of Meeting

14 December 2006

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

Dear Councillors

Community & Environment Committee Meeting – 18 December 2006

In accordance with the provisions of the Local Government Act 1993, I request your attendance at a Meeting of the Council's **Community and Environment Committee** to be held in the **Dining Room, 536 New South Head Road, Double Bay, on Monday 18 December 2006 at 6.00pm.**

Gary James
General Manager

Additional Information Relating to Committee Matters

Site Inspection

Other Matters

Meeting Agenda

Item	Subject	Pages
1	Leave of Absence and Apologies	
2	Late Correspondence	
3	Declarations of Interest	

Items to be Decided by this Committee using its Delegated Authority

D1	Confirmation of Minutes of Meeting held on 27 November 2006	1
D2	Woollahra Traffic Committee Minutes – 5 December 2006	2
D3	Extraordinary Meeting – Woollahra Traffic Committee Minutes – 12 December 2006	10
D4	Local History User Satisfaction Survey 2006 – 474.G	14

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

R1	Adoption of Draft Crime Prevention Plan – 79.G	30
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Item No: D1 Delegated to Committee
Subject: **Confirmation of Minutes of Meeting held on 27 November 2006**
Author: Les Windle, Manager - Governance
File No: See Council Minutes
Reason for Report: The Minutes of the Meeting of Monday 27 November 2006 were previously circulated. In accordance with the guidelines for Committees' operations it is now necessary that those Minutes be formally taken as read and confirmed.

Recommendation:

That the Minutes of the Community and Environment Committee Meeting of 27 November 2006 be taken as read and confirmed.

Les Windle
Manager - Governance

Item No: D2 Delegated to Committee
Subject: **Woollahra Traffic Committee Minutes - 5 December 2006**
Author: Alan Opera – Manager, Public Infrastructure
File No: See Traffic Committee Minutes
Reason for Report: For the Committee to consider the recommendations of the Woollahra Traffic Committee.

Recommendation:

THAT the Recommendations Y1-Y7 contained in the minutes of the Woollahra Traffic Committee on Tuesday 5 December 2006 be adopted.

Alan Opera
Manager – Public Infrastructure

Woollahra Local Traffic Committee Minutes

The meeting of the Woollahra Local Traffic Committee was held in the Council Committee Room, Double Bay, on Tuesday 5 December 2006 at 10.00am.

1. Attendances

Committee Members:

Present:	Mr Alan Opera (Chairman)	(Woollahra Municipal Council)
	Mr Navin Prasad	(Roads and Traffic Authority)
	Ms Robyn Attuell	(Clover Moore MP Representative)
	Snr Const David Peters	(Rose Bay Police - Traffic)
	Mr Scott Farlow	(Peter Debnam MP Representative)
Staff:	Mr Frank Rotta	(Woollahra Municipal Council)
	Ms Armodee Reece	(Woollahra Municipal Council)
Observers:	Mr John McDonagh	(Harbour View Park Residents' Group)
Apologies:	Mr Warwick Hatton	(Woollahra Municipal Council)
	Mr Eric Graham	(State Transit Authority)
<u>Also in Attendance:</u>	Cr Keri Huxley	(Mayor – Woollahra Municipal Council – Item Y1-1, Y1-2, Y1-3 & Y7)
	Mr P.D. de Rome	(Resident, 62/42 New Beach Rd - Item Y7)
	Ms Sheena Polese	(St Mark's Preschool - Item Y7)

2. Minutes of Previous Meeting

The minutes of Meeting No.10/06 held in Council Chambers, Double Bay, on Tuesday 7 November 2006 were confirmed by Ms Robyn Attuell and Snr Const David Peters.

3. Matters Arising from Minutes of Previous Meetings

Nil

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

Nil

5. Extraordinary Meetings

Nil

6. Late Correspondence

Item Y7 – Alan Opera advised that Council had received a number of emails in relation to Item Y7 with regard to Greenoaks Avenue, Darling Point. The Committee was advised that a specific report in relation to this issue would be brought to the February 2007 meeting of the Woollahra Traffic Committee and this correspondence would be addressed at that time.

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

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

Subject: **Parking Restrictions Changes**

Author: Frank Rotta – Traffic Engineer

File No: (Refer to Table 1)

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

Item Y1-1: Pacific Street, Watsons Bay – No Stopping Restrictions

Recommendation:

1. That the existing ‘No Stopping’ zone on the northern side of Pacific Street from 8.6 metres east of the western boundary of No.31 Pacific Street to 32.2 metres east of the western boundary of No.31 Pacific Street be changed to ‘No Stopping Saturdays, Sundays & Public Holidays’.
2. That full-time ‘No Stopping’ be introduced from the western side of the driveway to No.31 Pacific Street to opposite the eastern side of the driveway to No.30 Pacific Street, Watsons Bay (Note: this driveway is closest to the bend)

Item Y1-2: Mary Place, Paddington – No Parking Restrictions

Recommendation:

1. That the ‘No Parking’ zone across the Mary Place frontage of Nos.71, 73 & 75 Glenmore Road be extended 5.8 metres in a south-westerly direction across the Mary Place frontage of No.69 Glenmore Road, Paddington.

Item Y1-3: Glenmore Road, Paddington – Advance Pavement Markings

Recommendation:

1. That the proposed advanced zig-zag pavement markings on both Glenmore Road approaches to the raised pedestrian crossing in Glenmore Road just south of Walker Avenue, Paddington not be introduced.
2. That rumble bars be placed on the unbroken centreline on the south-bound approach (on the curve) in the vicinity of No.454 Glenmore Road.

Item Y1-4: Greenoaks Avenue, Darling Point – Parking Restrictions

Recommendation:

1. That a ‘No Stopping’ zone be installed from the western side of the driveway to No.26 Greenoaks Avenue around to the southern side of the driveway to No.8 Greenoaks Avenue, Darling Point.

Item Y1-5: Gipps Street, Paddington – No Entry Sign

Recommendation:

1. That a 'No Entry' sign be installed (facing northbound traffic in Glenmore Road) on ELP20372 which is located on the southern side of Gipps Street at its intersection with Glenmore Road, Paddington.

Item Y1-6: Greycliffe Avenue, Vacluse – Change to Signage

Recommendation:

1. That all of the Angle Parking signage on the western side of Greycliffe Avenue north of Vacluse Road be altered to read '90° Angle Parking, Rear to Fence, Vehicles under 6m only'.

Item Y1-7: Greycliffe Avenue, Vacluse – Temporary No Parking Restrictions

Recommendation:

1. That the requested temporary 11 metres of 'No Parking' for Boxing Day 2006 not be introduced.

Item Y1-8: Queen Street, Woollahra – Request for Disabled zone

Recommendation:

1. That the '2HR Parking Mon-Sat 8.00am-11.00pm ARVE Pgtn 4' (Arrow Left) sign located 1.3 metres east of the prolongation of the common boundary between Nos.67 & 69 Queen Street, Woollahra be relocated 5.5 metres in a westerly direction.

Item Y1-9: Vacluse Road, Vacluse – Alteration to Linemarking

Recommendation:

1. That the concept plan in Annexure 1 illustrating the installation of a broken centreline between the prolongation of the common boundaries of No.4A & 6 Vacluse Road and the southern boundary of Queens Avenue with a southbound lane width of 3.1 metres and a northbound lane width of 4.7 metres be approved.
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Item No: Y2 Traffic Matters on Local Roads – Recommendation to C&E for Consideration

Subject: **No. 152 Wolseley Road, Point Piper – Request for Parking Restrictions**

Author: Frank Rotta – Traffic Engineer

File No: T503

Reason for Report: Request for parking restrictions in Wolseley Road, Point Piper

Recommendation:

- A. That ‘No Parking’ be introduced from the western side of the driveway to No.152 Wolseley Road for a distance of 8.3 metres in an easterly direction.

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

Subject: **New South Head Road, between Rose Bay Park and Lyne Park, Parking Bays on north side.**

Author: Frank Rotta – Traffic Engineer

File No: 680.G 2005 Pt6

Reason for Report: Resolution of Council for matter to be referred to Woollahra Traffic Committee.

Recommendation:

- A. That the RTA’s response that it would not support the provision of angle parking in parking bays on the northern side of New South Head Road, between Rose Bay Park and Lyne Park, be noted.

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

Subject: **No. 6 Loftus Road, Darling Point – Works Zone**

Author: Frank Rotta – Traffic Engineer

File No: 407.G Pt7

Reason for Report: Request for a Works Zone

Recommendation:

- A. That approval be granted for a Works Zone to be temporarily installed in front of No.6 Loftus Road, Darling Point. The length of the proposed Works Zone is 7 metres, and it is to be located on the southern side of Loftus Road, just east of the double driveway to No.6 Loftus Road and is subject to:
- 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 12 weeks from 5 February, 2007 to 30 April, 2007.
 - iii. Suitable traffic control measures are to be put in place to manage truck movements to and from the construction site.

- iv. Existing parking restrictions (2HR Parking 8.00am-8.00pm ARVE Area RUSH 1) are to be maintained outside of the Works Zone hours of operation.
- v. 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.
- vi. The applicant must inform Council's Traffic Engineer when the project is completed and the Works Zone can be removed.
- vii. This Works Zone is in an area zoned as Residential 2(b). The fee payable shall be in accordance with Council's adopted fees and charges applying to the period for which the approval is given, and must be paid prior to the Works Zone being installed. Should the Works Zone be required for a shorter period, application may be made for a pro-rata refund.
- viii. Failure to comply with any of these conditions may result in the cancellation of the Works Zone at Council's discretion.
- ix. 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.
- x. Should the Works Zone be required for additional hours of operation on any particular day, any amendment will require the approval of the Woollahra Traffic Committee.

B. That the applicant notifies all adjacent residents by a letterbox drop of the conditions of the Works Zone.

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

Subject: No. 18 Edgecliff Road (Icasia Lane), Woollahra – Works Zone

Author: Frank Rotta – Traffic Engineer

File No: 407.G Pt7

Reason for Report: Request for a Works Zone

Recommendation:

- A. That approval be granted for a Works Zone to be temporarily installed for No.18 Edgecliff Road, Woollahra. The length of the proposed Works Zone is 6 metres, and it is to be located on the northern side of Icasia Lane, across the Icasia Lane frontage to No.18 Edgecliff Road Woollahra and is subject to:
- 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 12 weeks from 29 January, 2007 to 23 April, 2007.
 - iii. Suitable traffic control measures are to be put in place to manage truck movements to and from the construction site.
 - iv. Existing parking restrictions (No Stopping) are to be maintained outside of the Works Zone hours of operation.
 - v. 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.
 - vi. The applicant must inform Council's Traffic Engineer when the project is completed and the Works Zone can be removed.

- vii. This Works Zone is in an area zoned as Residential 2(b). The fee payable shall be in accordance with Council's adopted fees and charges applying to the period for which the approval is given, and must be paid prior to the Works Zone being installed. Should the Works Zone be required for a shorter period, application may be made for a pro-rata refund.
 - viii. Failure to comply with any of these conditions may result in the cancellation of the Works Zone at Council's discretion.
 - ix. 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.
 - x. Should the Works Zone be required for additional hours of operation on any particular day, any amendment will require the approval of the Woollahra Traffic Committee.
- B. That the applicant notifies all adjacent residents by a letterbox drop of the conditions of the Works Zone.

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

Subject: **Elanora Street, Iluka Street and Manion Avenue, Rose Bay - Resident Parking Restrictions**

Author: Greg Stewart - Project Manager Strategic Projects & Policy

File No: 150.G, 249.G, 299.G

Reason for Report: Resident requests received for the introduction of resident parking restrictions.

Recommendation:

- A. That 55 (72%) of the total existing car parking spaces in Elanora Street, Iluka Street and Manion Avenue that are currently signposted as 1 Hour Parking 8am-6pm SAT-SUN Permit Holders Excepted be converted to 1 Hour Parking 8am-6pm SAT-SUN, 4 Hour Parking 8am-4pm MON-FRI Permit Holders Excepted.
- B. That once implemented, the Resident Parking scheme recommended above be monitored on a regular basis and any adjustments to the Scheme considered necessary be reported to the Woollahra Traffic Committee for approval. This is to ensure that residents have a reasonable likelihood of finding an available on street parking space during the day and that on street parking spaces not required by the residents are available for public parking.
- C. That the parking on the western side of Elanora Street between New South Head Road and Iluka Street adjacent to the Woollahra Golf Course be signposted as 90 degree rear to kerb parking to reflect the current and long term parking practices at this location.

Item No: Y7 Traffic Matters on Local Roads – Recommendation to C&E for Consideration.

Subject: **Darling Point Precinct Traffic Study**

Author: Frank Rotta – Traffic Engineer

File No: 255.G Darling Point Traffic Study

Reason for Report: Consideration of Darling Point Precinct Traffic Study prepared for Council by Consultant, Stan Mack.

Note: Ms Polese from St Mark’s Preschool and Mr de Rome addressed the committee in relation to this item.

Recommendation:

- A. That the contents of the Darling Point Precinct Traffic Study dated July, 2005 be noted.
- B. That the Revised Action Plan as detailed in this report be adopted.

8. Late Items

Intersection of Cascade Street / Glenmore Road / Hampden Street, Paddington

Following additional correspondence from residents in relation to this intersection, Council staff requested the Police representative to arrange for another period of intensive enforcement at this location, as was conducted early in 2006, with a report back to the Woollahra Traffic Committee in relation to this enforcement.

Intersection of New South Head Road and Dover Road, Rose Bay

Correspondence in relation to this intersection for Police enforcement of speed and driver behaviour at the traffic signals was sent to the Police in November following concerns raised by the Rose Bay Residents Association and highlighted in the media. Correspondence was also sent to the RTA. Council staff have agreed to arrange a meeting with the officers in charge of Highway Patrol to discuss the matters at this intersection.

There being no further business, the meeting concluded at 12.15pm.

Alan Opera
Chair

Item No: D3 Delegated to Committee
Subject: **Extraordinary meeting**
Woollahra Traffic Committee Minutes - 12 December 2006
Author: Warwick Hatton, Director – Technical Services
File No: See Traffic Committee Minutes
Reason for Report: For the Committee to consider the recommendations of the Woollahra Traffic Committee.

Recommendation:

THAT the Recommendations contained in the minutes of the Woollahra Traffic Committee during its Extraordinary Meeting held on Tuesday 12 December 2006, Items Y8-9 be adopted.

Warwick Hatton
Director – Technical Services

Woollahra Local Traffic Committee Extraordinary Meeting - Minutes

An Extraordinary Meeting (No. 11a/06) of the Woollahra Local Traffic Committee was held by email, on Tuesday 12 December, 2006.

9. Attendances

Committee Members:

Present:	Mr Frank Rotta (Chairman)	(Woollahra Municipal Council)
	Mr Navin Prasad	(Roads and Traffic Authority)
	Snr Const D Peters	(Paddington Police)
	Mr Warwick Hatton	(Woollahra Municipal Council)
Staff:		
	Ms Armodee Reece	(Woollahra Municipal Council)

10. Minutes of Previous Meeting

Nil

11. Matters Arising from Minutes of Previous Meetings

Nil

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

Nil

13. Extraordinary Meetings

Nil

14. Late Item/Correspondence

Nil

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

EXTRAORDINARY MEETING No.11a/06

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

Subject: 2007 Women's MFS Australian Open

Author: Frank Rotta – Traffic Engineer

File No: 1188.G

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

Note: Traffic Management Plan, version 1 dated 8 December 2006 was modified as a result of the Extraordinary Meeting and the recommendation reflects the amended version.

Recommendation:

- A. That the Traffic Management Plan, version 2 dated 12 December, 2006, that has been prepared by Assure Event Safety Services for the 2007 Women's MFS Australian Open to be held at the Royal Sydney Golf Course between 1-4 February, 2007 be approved for implementation.

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

Subject: No. 17 Hamilton Street, Rose Bay – Works Zone

Author: Frank Rotta – Traffic Engineer

File No: 407.G Pt7

Reason for Report: Request for a Works Zone

Recommendation:

- A. That approval be granted for a Works Zone to be temporarily installed in front of No.17 Hamilton Street, Rose Bay. The length of the proposed Works Zone is 6 metres, and it is to be located on the western side of Hamilton Street, just west of the driveway to No.19 Hamilton Street, Rose Bay and is subject to:
- 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 12 weeks from 29 January, 2007 to 23 April, 2007.
 - iii. Suitable traffic control measures are to be put in place to manage truck movements to and from the construction site.
 - iv. 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.
 - v. The applicant must inform Council's Traffic Engineer when the project is completed and the Works Zone can be removed.
 - vi. This Works Zone is in an area zoned as Residential 2(b). The fee payable shall be in accordance with Council's adopted fees and charges applying to the period for which the approval is given, and must be paid prior to the Works Zone being installed. Should the Works Zone be required for a shorter period, application may be made for a pro-rata refund.
 - vii. Failure to comply with any of these conditions may result in the cancellation of the Works Zone at Council's discretion.

- viii. 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.
 - ix. Should the Works Zone be required for additional hours of operation on any particular day, any amendment will require the approval of the Woollahra Traffic Committee.
- B. That the applicant notifies all adjacent residents by a letterbox drop of the conditions of the Works Zone.
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Frank Rotta
Chair

Item No: D4 Delegated to Committee

Subject: **Local History User Satisfaction Survey 2006**

Author: Kerry-Ann Prideaux – Information Services Librarian

File No: 474.G

Reason for Report: To report to Council on the outcome of the results of the Local History Centre User Satisfaction Survey 2006.

Recommendation:

- A. That Council receive and note the report.
- B. That the results of this survey be included in the development of the upcoming Library and Information Services Strategic Plan.

Background

The Local History Centre has been located at Sherbrooke Hall, Sherbrooke Avenue, Double Bay (Hugh Latimer Centre) since 1995. Prior to this, the Local History service was located at the Double Bay Central Library. The Centre is open to the public 23 hours per week, Monday and Tuesday 10am to 5pm and Thursday and Friday 10am to 2:30pm.

It is staffed by two part-time librarians working 28 hours per week and one part-time library technician who works 7 hours per week. The Local History service provides direct customer service and related research, paid research and research for Council.

Proposal

In the 2006-2009 Management Plan (p. 91), one of the listed Library projects is to “*Undertake Customer Surveys in Local History and Home Library Services*” by September 2006. This report refers only to the customer survey undertaken for the Local History Centre. The aim of the survey was to gauge both use and awareness of the Local History Centre by the local community and to advise of improvements and future developments for the service.

A User Satisfaction Survey of the Local History Centre at Sherbrooke Hall was conducted over a two week period from Monday 13 November – Sunday 26 November 2006. Due to the increasing demands and workload of the service, it was considered appropriate to undertake this survey in 2006 as stated in the Management Plan, with its results to assist in the full consultation of the upcoming Library and Information Services strategy.

Survey methodology

The survey was conducted at each of the four Library service points for a period of two hours per day during opening hours of Double Bay, Paddington and Watson’s Bay libraries and during all opening hours at the Local History Centre. Survey times were allocated randomly. All customers entering each of the four service points, during session times, were asked to complete the survey. See Annexure 1, Local History Centre User Satisfaction Survey.

A total of 1024 customers entered the libraries during the survey period. 564 surveys were completed during the two week period, with 222 refusals, 120 ineligible persons (tradespeople, staff, etc) and 118 persons who had already completed the survey. See table below.

	No. of sessions	No. of people who entered	No. of surveys handed out	No. ineligible persons	No. already surveyed	No. who refuse
Paddington Totals	12	349	200	28	40	81
Watsons Bay Totals	6	108	65	7	17	19
Double Bay Totals	14	493	271	54	46	122
Local History Totals	24	74	28	31	15	0
Grand Total	56	1024	564	120	118	222
Percentages			60%	6%	16%	18%

Survey results

The key results of the survey are listed below, with the full results tabled in Annexure 2:

- The survey was structured so that those who were not users of the Woollahra Library Local History Centre completed only questions 1-4 and 10-13. Users of the Centre were asked to complete all 13 questions.
- Of the 564 respondents, 81% of the respondents (455 people) were members of the Woollahra Library and Information Service and 19% (109 people) non-members. Significantly a greater number of non-members were users of the Local History Centre. This is due to the Centre being a research collection only, where items cannot be borrowed. It is well used by people from other Council areas in Sydney and beyond, who are not necessarily library members.
- Only 26% of total respondents (146 people) were aware of the Local History Centre at Sherbrooke Hall and of these, 11% (62 people) had used the Local History Centre.
- Satisfaction of the Woollahra Library Local History Centre service and collections was high with the users of the Centre. 74% (45 people) were very satisfied and 21% (13 people) satisfied. Unfortunately the three people who were dissatisfied didn't provide any justification for their comments. Collections most used included photos and maps, books, council archives, publications and research files.
- Of those 62 people that visited the Local History Centre;
 - 11% (7 people) visited weekly
 - 21% (13 people) visited monthly
 - 15% (9 people) visited every six months
 - 33% (20 people) visited annually or less
 - 20% (12 people) other
- Usage: Question four of the survey asked people if anything limited their use of the local history centre:
 - 37 people said "location"
 - 24 people said "hours of opening"
 - 43 people said "parking"
 - 45 people cited other reasons such as lack of time, lack of awareness of the Centre and difficult access.

- Suggestions for improvement of the service include publicising the Centre more widely, better access to Council archives and access to copies of all heritage reports. 136 people who completed the survey were interested in more information about the Local History Centre and left their contact details.
- The demographic data collected from the survey (Questions 10-12) shows the following:
The majority of the respondents, 49% (268 people) were aged 25-54.
32% (176 people) were aged 55-74
10% (54 people) were aged 75+
7% (39 people) were aged 18-24
3%(15 people) were aged 12-17
- 62% (340 people) were female
38% (208 people) were male

Areas for improvement

In interpreting the community feedback from the survey, there are two major points which need to be addressed.

1. Need for promotion

As 74% of respondents (418 people) were not aware of the Local History Centre, it is clear that there is a need for further promotion of the service. Current promotion includes a presence on the Woollahra Council website, referral from the other library service points, Local History Service brochure, Local History displays and events and associated articles in the local newspaper.

To improve the visibility of the Centre, there is a need for better signage of the Local History Centre at both the entrance and from New South Head Road. The estimate of costs for signage for the building (which would include three signs, one on New South Head Road, one at the William Street entrance and one directly outside the Sherbrooke Hall entrance) is \$6000. It is recommended that Council consider funding allocation for this signage in the upcoming 2007/08 budget. Other promotional ideas include enhancement of the Local History web-content and greater promotion of its activities.

2. Work undertaken by the Local History Service

The number of completed surveys and visits to the Local History Centre during the survey period indicated the usage rate does not reflect the full extent of the service to the community. During the two week survey period, staff dealt with 148 information requests, which included 2 paid searches, 50 property enquiries and 15 enquiries from Council and consultants. An analysis of staff time shows that from 13-26 November, 2006, 47% (79 hours) of the 168 staff hours were for customer service and research, 28% (47 hours) paid research and 21% (35 hours) work for Council, leaving 4% (7 hours) for project work, collection development and maintenance of stock.

These percentages vary from week to week depending on customer demand. Statistics show an increase in the total number of enquiries to the Local Centre over the last two years. In 2004/05 the Local History Centre had 2264 enquiries and in 2005/06, 2695 enquiries, an increase of 430 enquiries or 19%.

Recent statistics have demonstrated that the Local History Centre is being well utilised by Council staff assisting with requests for complex research analysis for various reports. The statistics indicate an increase in demand for research requests.

Whilst the current staffing resource levels are able to respond to the current increased demand, it is anticipated that with the additional promotions / signage, the demands on the Centre in the future will only increase. In addition, acknowledgement is given that the Centre already holds a high quality collection of local history publications and is well regarded in the local community.

Upcoming Local History Projects

The Local History Service is currently working on the following major projects:

- **Indexing of Woollahra Council Minutes**

The indexing of the Woollahra Council Minutes, funded by a State Library of NSW grant, commenced in August 2006 with staff devoting 14 hours a week to the project. To date, six years (1860 –1866) of indexing has been completed. Funding for the project is until June 2007. It is anticipated that indexing up until 1900 will be completed by this date. The remaining Council minutes from 1900-1980 will not be indexed until additional resources can be allocated or grant funding received.

- **Women in Woollahra Project**

As resolved by Council on 11 September 2006, staff have commenced researching the lives of Dutchie Backhouse and Belle Miller to provide a biographical history on Council's website and to undertake oral histories on both women. A brief has been prepared for the Oral History component of the project and the oral histories will be undertaken by a consultant and launched at International Women's Day on 8 March, 2007.

- **Multicultural Woollahra Project**

From page 92 of the 2006/09 Management Plan, "*Research the history of the contribution of the multicultural community to Woollahra*". This project is due for completion in March 2008. It is planned to undertake research and produce brief histories of several cultural groups in the Woollahra area which will be available in print and on the Woollahra Council website. Funding will need to be considered in the upcoming 2007-2008 budget to commission a consultant for completion of this project.

- **Sesquicentenary celebration of Woollahra Council (2010)**

Local History staff have commenced planning for the 150 year celebration. It is envisaged that a Council wide working party will be established in 2007 to ensure that all Divisions contribute to the festivities.

Identification of Income and expenditure

It is anticipated that the costing for the recommended signage will be considered in the 2007/08 budget.

Conclusion

The recent Local History survey has provided Council with a greater understanding of the usage and awareness of the Local History Centre. The results of the survey will contribute to the development of the upcoming Library and Information Services strategy.

This Centre is highly regarded for its quality collection and well skilled staff. It would be beneficial to further promote the Centre and increase its service and assistance to a greater number of residents in the local community.

Kerry-Ann Prideaux
Information Services Librarian

Kylie Walshe
Director, Community Services

Annexures:

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1. Woollahra Library Local History Centre User Satisfaction Survey
 2. Woollahra Library Local History Centre User Satisfaction Survey – Results
 3. Research undertaken for Council in the period August to November 2006

Item No: R1 Recommendation to Council
Subject: **Adoption of Draft Crime Prevention Plan**
Author: Susan Turner, Manager, Community Development
File No: 79.G
Reason for Report: Presentation of submissions received following the public exhibition period and recommending amendments to the draft Crime Prevention Plan.

Recommendation:

A. That Council adopt the draft Crime Prevention Plan with amendments as recommended.

Background:

At the Community and Environment Committee meeting on 23 October 2006 (Annexure 1), the Committee resolved:

- A. *That Council approve the release of the draft Crime Prevention Plan for a public exhibition period of 28 days.*
- B. *That a further report be presented back to Council in consideration of submissions received during the public exhibition period.*
- C. *That strategy 1.4 be amended to include “and modify the environment to deter graffiti.”*

Following this resolution, the draft document was released for public exhibition for 28 days.

Proposal:

It is recommended that Council adopt the draft Crime Prevention Plan with minor amendments in line with the submissions received from community consultation. These amendments have been included in Annexure 3, and are underlined for easy reference.

Consultation:

In an attempt to ensure as many residents and stakeholders had the opportunity to comment on the draft Crime Prevention Plan, a number of communication methods were used, including:

- Notification was placed in the Wentworth Courier, Mayoral Column advising the exhibition period.
- The draft document and an invitation to comment on the document was placed on Council’s website.
- The draft document and invitations to comment were posted to a range of members of Council committees that included community representatives, such as the Community Safety Committee.
- The draft documents and invitations to comment were posted to resident and community groups.
- The draft documents and invitations to comment were posted to a range of stakeholders that Council regularly consults and communicates with, such as schools, religious organisations, social groups, local Members of Parliament and sporting clubs.

A total of nine (9) submissions were received over the 28 day exhibition. These were submitted by Police, Local Members of Parliament, members of Rose Bay Neighbourhood Watch, Volunteer in Policing, Double Bay Neighbourhood Watch and local community organisations and individuals. Overall, the submissions support the draft document, with recommendations alerting Council of omissions from the plan.

Each submission has been summarised in Annexure 2 and is available for full viewing on request. The amendments, which have come as a result of the public exhibition period, are included in the revised draft Crime Prevention Plan (Annexure 3).

Identification of Income & Expenditure:

Once this plan is adopted by Council and then endorsed by the Attorney General's Department, Council will be able to apply for compact funding up to the amount of \$50,000. This funding should cover the implementation of the entire Plan, with the only impact on Councils' budget being staff time.

Conclusion:

The draft Crime Prevention Plan has been developed to:

1. Make Woollahra a safe place in which to live, work and visit.
2. Identify priorities for strategic action to decrease crime, fear of crime and to reduce anti-social behaviour.
3. Raise awareness of home and community safety measures through promotion and availability of information.

It aims to provide Council with a framework for any future projects or activities in line with identified needs and issues.

Susan Turner
Manager – Community Development

Kylie Walshe
Director Community Services

ANNEXURES:

Annexure 1: Report to Community and Environment Committee on 23 October 2006

Annexure 2: Summary of submissions received during exhibition period

Annexure 3: Revised draft Crime Prevention Plan