



# Community & Environment Committee

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

**Date:** *Monday 8 March 2010*

**Time:** *6.45pm or at the conclusion of Council Meeting  
(if Council finishes after 6.45pm)*

## **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 March 2010

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

Dear Councillors

### **Community & Environment Committee Meeting – 8 March 2010**

In accordance with the provisions of the Local Government Act 1993, I request your attendance at a Meeting of the Council's **Community and Environment Committee** to be held in the **Council Chambers, 536 New South Head Road, Double Bay, on Monday 8 March 2010 at 6.45pm or at the conclusion of Council Meeting (if Council finishes after 6.45pm).**

Gary James  
General Manager

## **Additional Information Relating to Committee Matters**

**Site Inspection**

**Other Matters**

## Meeting Agenda

<b>Item</b>	<b>Subject</b>	<b>Pages</b>
1	Leave of Absence and Apologies	
2	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 22 February 2010	1
D2	Woollahra Local Traffic Committee Minutes – 2 March 2010	2
D3	Yarranabbe Park Plan of Management & Masterplan Steering Committee Meeting – Meeting 2 – 226.G MP	11

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

R1	Earth Hour 2010 – 813.G	15
R2	Child Care Study – 900.G 2009 / 79.G Child Care Study 2009	17

**Note: Annexures 3 & 4 Distributed Under Separate Cover**

**Item No:** D1 Delegated to Committee  
**Subject:** **Confirmation of Minutes of Meeting held on 22 February 2010**  
**Author:** Les Windle, Manager - Governance  
**File No:** See Council Minutes  
**Reason for Report:** The Minutes of the Meeting of Monday 22 February 2010 were previously circulated. In accordance with the guidelines for Committees' operations it is now necessary that those Minutes be formally taken as read and confirmed.

**Recommendation:**

That the Minutes of the Community and Environment Committee Meeting of 22 February 2010 be taken as read and confirmed.

Les Windle  
Manager – Governance

**Item No:** D2 Delegated to Committee  
**Subject:** **Woollahra Local Traffic Committee Minutes – 2 March 2010**  
**Author:** Tom O’Hanlon – Director, Technical Services  
**File No:** 595.G 2010  
**Reason for Report:** For the Committee to consider the recommendations of the Woollahra Local Traffic Committee.

**Recommendation:**

- A. That the Recommendations Y1-Y5 contained in the minutes of the Woollahra Traffic Committee held on Tuesday 2 March 2010 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	Victoria Road, Bellevue Hill – Drop-off and Pick-up zone for Bellevue Hill Public School	Council's Block Grant for Traffic Facilities
Y1-2	Wingadal Place, Point Piper – Alteration to parking restrictions	Council's Block Grant for Traffic Facilities
Y1-3	Bay Street, Double Bay – Reinstatement of permit parking	Council's Block Grant for Traffic Facilities
Y1-4	Cooper Street, Double Bay – Reinstatement of permit parking	Council's Block Grant for Traffic Facilities
Y1-5	Goldman Lane, Double Bay – Additional signage for one-way traffic	Council's Block Grant for Traffic Facilities
Y1-6	Kiaora Road, Double Bay – Relocation of parking restrictions	Council's Block Grant for Traffic Facilities
Y1-7	Marathon Mews, Double Bay – Parking restrictions for driveway access	Council's Block Grant for Traffic Facilities
Y1-8	Spicer Lane, Woollahra – Parking restrictions for driveway access	Council's Block Grant for Traffic Facilities
Y1-9	Harris St / Elizabeth St, Paddington – No Stopping restrictions	Council's Block Grant for Traffic Facilities
Y2	Manning Road, Double Bay - Traffic calming / pedestrian crossing facilities	Council's Block Grant for Traffic Facilities
Y3	Paddington 40K Zone - Alterations	To be funded from the 2009/2010 allocation in the current Capital Works Budget for Paddington 40K
Y4	No.599-601 New South Head Road (Cranbrook Road), Rose Bay – Works Zone	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 for this zoning.
Y5	No.8 Carlisle Street, Rose Bay – Works Zone	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 for this zoning.



# Woollahra Local Traffic Committee Minutes

The meeting of the Woollahra Local Traffic Committee was held in the Council Committee Room, Double Bay, on Tuesday 2 March 2010 at 10.00am.

## 1. Attendance

### Committee Members:

Present:	Mr Alan Opera (Chairman)	(Woollahra Municipal Council)
	Mr Kyle Wells	(Roads and Traffic Authority)
	Const Louise Tsolakakis	(Rose Bay Police - Traffic)
Staff:	Mr Tom O'Hanlon	(Woollahra Municipal Council)
	Mr Frank Rotta	(Woollahra Municipal Council)
	Mr Daniel Pearse	(Woollahra Municipal Council)
	Ms Armodee Reece	(Woollahra Municipal Council)
Apologies:	Ms Robyn Attuell	(Clover Moore MP Representative)
	Mr John Giblin	(Peter Debnam MP Representative)
Observer:	Mr E Graham	(Sydney Buses)

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## 2. Minutes of Previous Meeting

The minutes of Meeting No.01/10 held in Council Chambers, Double Bay, on Tuesday 2 February 2010 were confirmed by Const L Tsolakakis and Mr F Rotta.

The minutes of Extraordinary Meeting No.01a/10 held by email on 9 February 2010 were confirmed by Const L Tsolakakis and Mr F Rotta.

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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

February Local Traffic Committee 2010  
Item Y3 – Bellevue Road, Bellevue Hill – Traffic Calming Community Consultation

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## 5. Extraordinary Meetings

Extraordinary Meeting No.01a/10 held by email on 9 February 2010.

## 6. Late Correspondence

Nil

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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:**

A. That the recommendations of Item Y1-1 to Y1-9 contained in Annexure 1 be adopted.

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**Item Y1-1: Victoria Road, Bellevue Hill – Drop-off and Pick-up zone for Bellevue Hill Public School**

**Committee Vote:** Unanimous Support

**Recommendation:**

1. That the existing ‘No Parking 8am-9.30am, 2.30pm-4pm, School Days’ zone on the eastern side of the lower section of Victoria Road, Bellevue Hill outside the Bellevue Hill Public School be extended by 47.5 metres (8 spaces) in a northerly and easterly direction into Birriga Road.
2. That all of the ‘No Parking, 8am-9.30am, 2.30pm-4pm, School Days’ zone at this location be designated with Fluoro coloured ‘School Drop-off and Pick-up Zone’ signage.
3. That the 4 southern-most 90 degree angle parking spaces opposite the school’s entrance in Victoria Road which are signposted as ‘1P, 8am-9.30am, 2.30pm-4pm, School Days’ be retained and the remaining 90 degree Angle Parking spaces (8) at this location be returned to unrestricted parking.

**Item Y1-2: Wingadal Place, Point Piper – Alteration to parking restrictions**

**Committee Vote:** Majority Vote

**Recommendation:**

1. That ‘No Stopping’ restrictions be installed on the northern side of Wingadal Place from the western kerbline in Wolseley Road for 10m in a westerly direction.
2. That ‘No Parking’ restrictions be installed on the northern side of Wingadal Place from 10m west of the western kerbline in Wolseley Road for 18.4m in a westerly direction.
3. That ‘No Stopping’ restrictions be installed on the southern side of Wingadal Place from the western kerbline in Wolseley Road for 8.8m in a westerly direction.
4. That unrestricted parking be provided on the southern side of Wingadal Place from 8.8 m west of the western kerbline in Wolseley Road for 10.2m in a westerly direction.

**Item Y1-3: Bay Street, Double Bay – Reinstatement of permit parking**

**Committee Vote:** Unanimous Support

**Recommendation:**

1. That the existing '2P TICKET – 9am-6pm Mon-Sat' parking restrictions installed on the western side of Bay Street, Double Bay between the intersections of William Street and Cross Street, be replaced with '2P TICKET – 9am-6pm Mon-Sat Permit Holders Excepted D'Bay'

**Item Y1-4: Cooper Street, Double Bay – Reinstatement of permit parking**

**Committee Vote:** Unanimous Support

**Recommendation:**

1. That the existing '2P TICKET – 9am-6pm Mon-Sat' parking restrictions installed on the southern side of Cooper Street, Double Bay, extending 21.4m from the intersection with Henrietta Street to LP SY08683, be replaced with '2P TICKET – 9am-6pm Mon-Sat Permit Holders Excepted DBay'.

**Item Y1-5: Goldman Lane, Double Bay – Additional signage for one-way traffic**

**Committee Vote:** Unanimous Support

**Recommendation:**

1. That a 'No Entry' sign be installed on the metal light pole located on the western side of Goldman Lane just south of Knox Street to face the traffic in Knox Street, Double Bay.

**Item Y1-6: Kiaora Road, Double Bay – Relocation of parking restrictions**

**Committee Vote:** Unanimous Support

**Recommendation:**

1. That the existing "No Stopping" (Arrow Left) on the western side of Kiaora Road north of Forest Road be relocated 2.7 metres north of its current location, to be located immediately to the south of the driveway serving No. 26 Forest Road, Double Bay.

**Item Y1-7: Marathon Mews, Double Bay – Parking restrictions for driveway access**

**Committee Vote:** Unanimous Support

**Recommendation:**

1. That 'No Parking' restrictions be installed on the southern side of Marathon Mews from the western side of the driveway to No. 67 Ocean Avenue, Double Bay for a distance of 6.2 metres in an easterly direction.
2. That 10.2 metres of '2P 8am-6pm, Mon-Sat ARVE' parking be maintained between the above 'No Parking' zone and the signposted 'No Stopping' to the corner of Ocean Avenue, Double Bay.

**Item Y1-8: Spicer Lane, Woollahra – Parking restrictions for driveway access**

**Committee Vote:** Unanimous Support

**Recommendation:**

1. That 17 metres of “No Parking” restrictions be approved on the western side of Spicer Lane from 2 metres south of the driveway to No.111A Jersey Road in a northerly direction to 3 metres north of the driveway to No. 2 Spicer Lane, Woollahra subject to consultation with the residents of properties fronting Spicer Lane.

**Item Y1-9: Harris Street / Elizabeth Street intersection, Paddington – No Stopping restrictions**

**Committee Vote:** Unanimous Support

**Recommendation:**

1. That 10 metres of “No Stopping” restrictions be installed on the eastern side of Elizabeth Street and the southern side of Harris Street, Paddington at the intersection of these two streets.

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<b>Item No:</b>	Y2 Traffic Matters on Local Roads – Recommendation to C&E for Consideration
<b>Subject:</b>	<b>Manning Road, Double Bay – Traffic Calming/Pedestrian Crossing Facilities</b>
<b>Author:</b>	Daniel Pearse – Traffic Engineer
<b>File No:</b>	T300
<b>Reason for Report:</b>	Resident requests for Council to address excessive vehicle speeds and install a pedestrian crossing in Manning Road between the intersections of Epping Road and Edward Street.

**Committee Vote:** Unanimous Support

**Recommendation:**

That the matter be deferred for further investigation by Council officers.

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

**Subject:** **Paddington 40k Zone – Alterations**

**Author:** Frank Rotta – Traffic Engineer

**File No:** 445.G Paddington Traffic

**Reason for Report:** Consideration of alterations to the Paddington 40K Zone as required by the RTA to restrict vehicle speeds to 40kph.

**Committee Vote:** Unanimous Support

**Recommendation:**

- A. That the proposal to install medians, speed cushions and raised pedestrian crossings as proposed in the Action Plan referred in this report be approved in principle.
- B. That Council consult with residents in the streets where the devices are proposed and the Paddington Traffic Working Party.

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

**Subject:** **No. 599-601 New South Head Road (Cranbrook Road), Rose Bay – Works Zone**

**Author:** Frank Rotta – Traffic Engineer

**File No:** 407.G Pt14

**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 in Cranbrook Road to service No.599-601 New South Head Road. The Works Zone is to be located on the western side of Cranbrook Road from the southern side of the existing driveway to the site in a northerly direction for a distance of 31.5 metres to the commencement of the No Stopping restrictions 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 26 weeks from April, 2010 (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 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 so that the Works Zone can be removed.
- 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. 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:** Y5 Traffic Matters on Local Roads – Recommendation to C&E for Consideration

**Subject:** No. 8 Carlisle Street, Rose Bay – Works Zone

**Author:** Daniel Pearse – Traffic Engineer

**File No:** 407.G Pt14

**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 in Carlisle Street to service No.8 Carlisle Street Rose Bay. The Works Zone is to be located on the western side of Carlisle Street, commencing 20m south of the existing pedestrian crossing in a southerly direction for a distance of 8m 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 9:30am-2:30pm Mon-Fri and 7.00am-1.00pm Sat for a period of 7 weeks from March, 2010 (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 "No 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. 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. 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.

**8. Late Items**

Nil

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There being no further business, the meeting concluded at 11.26am.

**Alan Opera**  
**Chair**

**Item No:** D3 Delegated to Committee  
**Subject:** **Yarranabbe Park Plan of Management and Masterplan Steering Committee Meeting - Meeting 2**  
**Author:** Bruce Rann  
**File No:** 226.G MP  
**Reason for Report:** To note the minutes from Yarranabbe Park Plan of Management and Masterplan Steering Committee Meeting - Meeting 2, 4 February 2010

**Recommendation:**

That Council note the attached minutes from Yarranabbe Park Plan of Management and Masterplan Steering Committee Meeting - Meeting 2, 4 February 2010

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Bruce Rann  
Manager – Open Space and Trees

Tom O’Hanlon  
Director – Technical Services

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**ANNEXURES:**

A - Minutes from the Yarranabbe Park Plan of Management and Masterplan Steering Committee Meeting - Meeting 2, 4 February 2010



## Meeting Notes

Date 04 February 2010

File No. 226.G MP

Attendees Councillor Toni Zeltzer (Chair), Councillor Chris Howe, Councillor Ian Plater, Councillor Lucienne Edelman, Dennis Rabinowitz (RBPEG), Beverly Northey and Charlotte Feldman (Darling Point Society), Tom O'Hanlon, Bruce Rann, Paul Fraser and Caitlin Moffat

Subject YARRANABBE PARK PLAN OF MANAGEMENT AND MASTERPLAN STEERING COMMITTEE MEETING - MEETING 2



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### 1. Apologies

- Mayor Andrew Petrie sends his apologies.

### 2. Welcome back

### 3. Minutes of previous meeting

- Minutes prepared by Council staff
  - Moved: Councillor Howe                      Seconded: Councillor Zeltzer
  - Minutes accepted.

### 4. Review of tree lopping at Yarranabbe Park

- Bruce Rann (BR) provided committee with an update and review of the tree lopping at Yarranabbe Park.
  - Trees were reduced to 15.5m, approximately three to five metres were removed.
  - Council has received feedback from both sides of the community, some people feel too little has been removed, whilst others feel it was too much.
  - Sue Hobleby of Biodesign supervised the works.
- Councillor Howe, Zeltzer, Plater and Edelman asked BR to check if the job was not completed to Council's specifications.
  - There are branches within two metres of buildings
  - Two tree limbs are over hanging New Beach Rd, this appears to have unbalanced the tree and may be a safety concern.
  - There is not enough light getting into a few homes (near the Sydney Water Infrastructure)
  - Epicormic growth still exists in the centre of some trees. BR is of the opinion that resolution did not state that epicormic growth was to be removed.

**ACTION:** BR to confirm with Sue Hobley and Zubin Mariola (Manager Property and Projects) that the job was completed to the specification.

**ACTION:** BR to confirm if the removal of epicormic growth was included in the Council resolution to prune the trees.

**ACTION:** Councillor Howe to provide BR with photos of where the pruning may not have achieved the objectives.

- Councillor Howe proposed that no further pruning, beyond what is required to complete the project, take place until Autumn when the trees should have adjusted and started to grow.

**5. Review of the current Consultant brief dated 27th Oct 2008 in conjunction with the report produced by GM Urban and the consultant brief amendments by Councillor Howe.**

- Councillor Zeltzer commends Warwick Hatton for his thorough review of the GM Urban report. However, does not agree with the Plan of Management (PoM) being completed before the Masterplan (MP).

**TABLED:** Councillor Howe tabled *Suggested Amendments by Cr Chris Howe 4 February 2010*.

- Councillor Howe summarised amendments
  - Proposed the preparation of a new MP and a review of the PoM.
  - Review to be in line with the DCP
  - The objectives are from Council's amended brief and cover all the big picture objectives, then the specific issues to be addressed.
  - Removed some information considered unnecessary from the Steering Committee
  - The review of the brief only went to page 6 as it is up to Council staff to formulate the specific deliverables of the brief beyond that.
- Councillor Zeltzer commends Councillor Howe for the work on his suggested amendments to the brief.

**TABLED:** Dennis Rabinowitz tabled a draft letter of response to Warwick Hatton's review of the GM Urban Report from Gabriella Moorish of GM Urban.

- Draft letter highlights that the final objective of the Draft WMC Tree Management Policy has the PoM being completed before the MP, which GM Urban feel is an incorrect way of going about the process.

**ACTION:** Dennis Rabinowitz (DR) to email a copy of the draft letter from GM Urban to members of the Steering Committee.

- The Committee will review Councillor Howe's Suggested Amendments to the brief and provide comments to Bruce Rann by COB Friday 12 February 2010.
- DR would like the letter from GM Urban reviewed in conjunction with Suggested Amendments.

**ACTION:** Bruce Rann to forward a digital copy of the Suggested Amendments to the Committee.

- Tom O'Hanlon expressed concern that we may be putting too much information in the brief and that it should be less prescriptive so that it is not against legislation and does not pre-empt the end product.

- Councillor Howe agrees and would be comfortable removing half of the items listed in specific issues to be addressed.

**ACTION:** BR to forward *Suggested Amendments by Cr Chris Howe (dated 4 February 2010)* to the Committee by close business Friday 5<sup>th</sup> February. Responses to be forwarded to BR and will not be accepted after the COB Friday 12 February 2010.

**ACTION:** BR and TO will work on a final draft of the brief incorporating the comments of the Committee. The final draft will be distributed to the Committee by the 19<sup>th</sup> February. The final draft will go to tender in March 2010.

## 6. Procurement

- Open Tender for consultants was agreed by Committee.

## 7. General Business

**TABLED:** Councillor Howe tabled a letter to the Darling Point Society from Mayor Petrie, on behalf of Mayor Petrie. The response from the Darling Point Society (DPS) was also tabled.

- DR expressed his disappointment with the exclusion of members of the Community from the DPS.
- Councillor Howe requested that the DPS respond to applicants
  - Charlotte Feldman explained that the DPS have not held a meeting, so no decisions had been made.
- Councillor Zeltzer feels that the Steering Committee is unbalanced as it is weighted towards Councillors and Council Staff, and proposed to Mayor Petrie that another community representative be appointed.
  - Councillor Zeltzer has made a recommendation to Mayor Petrie, who will make the decision.
  - If the Committee has any other people in mind who would add value to the Committee, please forward suggestions to the Chair.

## 8. Next Meeting

- This is dependent on the outcome of the brief. A meeting will be held if there are any issues.

**Meeting closed 6.30pm.**

**Item No:** R1 Recommendation to Council  
**Subject:** **Earth Hour 2010**  
**Author:** Melissa Allen– Environmental Education Officer  
**File No:** 813.G  
**Reason for Report:** To seek Council endorsement for participation in Earth Hour 2010.

**Recommendation:**

- A. That Woollahra Council signs up to participate in Earth Hour 2010, ensuring that interior lights at Council buildings are turned off on Saturday 27 March 2010 from 8.30pm to 9.30pm.
- B. That Council promotes Earth Hour to Council staff, the broader community and local businesses through a variety of communication channels.

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**Background**

Earth Hour was initiated in Sydney in March 2007 by the World Wide Fund for Nature (WWF) – Australia. The event used the simple action of turning off lights for one hour to deliver a powerful message about the need for action on climate change. On Saturday 31 March 2007, 2.2 million people and 2,100 Sydney businesses turned off their lights for one hour. This collective action reduced Sydney’s energy consumption by 10.2% for one hour. This is the equivalent effect of taking 48,000 cars off the road for one hour.

In 2008 the event had become a global sustainability movement with up to 50 million people across 35 countries participating. Global landmarks such as the Golden Gate Bridge in San Francisco, Rome’s Colosseum and the Coca Cola billboard in Times Square, all stood in darkness, delivering a powerful message about the need for action on climate change.

In 2009, the concept truly went global, with Earth Hour triggering people to “switch off” all over the world – from the Eiffel Tower in Paris to Times Square in New York. Millions of people in over 4,000 towns and municipalities in 88 countries took part.

This year, Earth Hour is on the **27 March** and is continuing its global call to action to every individual, every business and every community to get involved in working towards a sustainable future.

Woollahra Council has a strong history of participation in Earth Hour, having been involved in 2007, 2008 and 2009.

**Proposal**

It is proposed that Council sign up to participate in Earth Hour 2010 by turning off lighting in our buildings on 27 March 2010 from 8.30pm to 9.30pm (some exterior security lights will be left on at the Council Chambers for safety reasons).

As a part of Council involvement in Earth Hour, it is proposed that the event be endorsed and promoted to Council staff and the broader community through a variety of communication channels. In 2010, Woollahra Council has joined with Waverley and Randwick Councils as part of a 3-Council project to encourage local cafés and restaurants to offer their patrons a candlelight dining experience during Earth Hour 2010. Council will support participating businesses through free promotions and the provision of 100% Australian beeswax tea light candles.

### **Consultation**

The Manager Property and Projects and the Manager Communications were consulted for the preparation of this report. Both have advised that we are able to carry out the recommended actions included in this report.

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

There are no additional expenditure requirements for participation in Earth Hour 2010.

### **Conclusion**

Climate change is a major threat facing our planet. Council has acknowledged this and has been actively involved in programs to reduce our own greenhouse gas emissions and that of our community since 1997. Participation in Earth Hour 2010 will further demonstrate to the community Council's strong commitment to reducing greenhouse gas emissions and taking action on climate change.

Melissa Allen  
**Environmental Education Officer**

Tom O'Hanlon  
**Director – Technical Services**

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**Item No:** R2 Recommendation to Council  
**Subject:** Child Care Study  
**Author:** Susan Turner  
**File No:** 900.G 2009 /79.G Child Care Study 2009  
**Reason for Report:** Response to a Notice of Motion

**Recommendation:**

- A. That the findings of the Woollahra Child Care Study 2009 are noted.
- B. That Council encourage increased hours of operation and additional licensed places by private child care and children's services operators throughout the Municipality.
- C. That Council apply to increase the licensed places at Woollahra Preschool from 60 to 65, to commence as soon as practical.
- D. That no further action be taken regarding the provision of additional children's services centres on Council owned or managed land.
- E. That following the release of the 2011 Australian Bureau of Statistics Census a review of the supply and demand of children's services is submitted to Council and recommendations from Stages 2 and 3 commence implementation, if required.

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**Background:**

On 15 December 2008, Council adopted the following Notice of Motion:

*"That a report be provided on the cost and process for a study of child care in the Municipality. The study will include a detailed review of child care needs, the types of child care in demand now and in the future and recommend suitable sites and funding models for the construction and operation of child care centres."*

In response to this Notice of Motion a report was presented to the Community and Environment meeting on the 27<sup>th</sup> January 2009, with additional information requested prior to consideration by full Council. On 9 February 2009, following consideration of the report and additional information, Council resolved:

*"That Council commence a study of Child Care in the Municipality, with the appointment of a suitable consultant for the completion of Stages 1, 2 and 3 of the proposed process."*

MacroPlan Australia was commissioned to undertake the Child Care Study to review children's services (including child care) needs and the types of children's services in demand now and in the future. The completion of the comprehensive child care study has provided Council with all the appropriate information required to make a decision on the role of Council in the future provision of children's services. An Executive Summary has been provided. (See Annexure 2)

The study was undertaken in three stages:

- Stage 1- Analysis of the current and future supply and demand for child care. (See Annexure 3)
- Stage 2 - Requirements for suitable sites. (See Annexure 4)
- Stage 3 - Models for the construction of and operation of Child Care Centres (See Annexure 4)

## **Key Findings:**

The analysis undertaken within the Woollahra Child Care Study has concluded that there is presently no crisis or “market failure” in the children’s services sector within the Woollahra study area. However the market analysis results show that there is a current “gap” between the supply of children’s services and demand for children’s services of between 310 – 320 children, which equates to between 150 – 160 licensed places. This gap is expected to decline in the future to a gap of between 260 – 270 children, which equates to between 125 – 135 licensed places in the year 2026.

There is a trend for services to offer increasingly integrated services (i.e. long day care centres offering educational programs, as well as preschools offering extended hours care, in the form of “long day care”-style care, and before/after preschool care programs). Facilities offering integrated services provide an opportunity to offer greater flexibility in service provision to the community. As such, the analysis has focused on children in the 0 – 5 year old age group using children’s services.

There is a strong history of private market provision of child care in the Municipality as evidenced by the number of development applications received by Council. Since 2002 12 development applications have been received (some as recent as November 2009) totalling 285 places and around 163 (57 per cent) have been approved by Council between 2002 and 2005. This represents approval of an average of 44 new child care places per year during this period which is a very positive position for the Municipality. It is noted that Council has more recently (between 2006 and 2008) refused a number of applications mainly on the basis of planning concerns.

Due to the strong history of market provision it demonstrates there is a limited requirement for Council to enter into the direct provision of children’s services in the Municipality. Council has an opportunity in the future to encourage private market responses to address unmet demand and there is strong potential for the market to meet the majority (i.e. 60-80 per cent) of future demand. Any response from the market place that addresses the provision of children’s services, especially an integrated service, will assist in meeting the demonstrated demand and reduce the current and future gaps.

## **Proposal:**

The Study identifies that Council can play a market facilitation role through a combination of business case development, information dissemination and site selection activities to address existing and potential future service delivery imbalances.

This study recommends a staged approach by Council:

### **Short Term (0-1 years)**

- To encourage the provision of additional children’s services, Council to provide an Information Memorandum (IM) summarising the findings of this study as a basis for future internal dialogue and external dialogue with development applicants.
- Council to lodge an application for 5 additional licensed Preschool places and undertake due diligence in relation to the existing floor space capacity at Woollahra Preschool to accommodate additional Preschool places.

### **Medium Term (1-2 years)**

- Council provide a report on the capacity to deliver integrated child care services at the Preschool (reflecting the recent Preschool benchmarking study) including likely legislative, financial and operational requirements and risks associated with Councils existing servicing capacity.
- Council to consider the provision of integrated children's services at the Preschool through the transfer of operational management to a third party operator.

### **Medium - Longer Term (2+ years)**

In the event that the market place has not met the gap –

- Council to obtain further advice in relation to the likely financial cost of remediating specific nominated sites and/or providing for capital upgrade and ongoing asset management for nominated sites involving refurbishment and retrofitting of existing buildings to assess cost and risk ahead of a market call process.
- Council to consider offering existing community properties such as Council's land and buildings identified in this study as part of a market invitation.
- Council to seek internal legal advice in relation to potential deal structures and negotiations for the sale/development of Council owned sites through a market call process.

If in the case that the market place fails to meet the demand Stages 2 & 3 of the study provide an action plan to stimulate the growth in the provision of child care in the area.

As the supply and demand analysis is based on the 2006 Australian Bureau of Statistics (ABS) Census data, it is important to review this data following the next Census. Following the release of the 2011 ABS Census data, an assessment is recommended to be undertaken to establish that the future trends identified in this report remain indicative of the demand and supply of children's services in the local area. It is recommended that Council review its role in the provision of children's services following this assessment in 2012 and move to the longer term recommendations, if required.

### **Consultation**

MacroPlan has undertaken a number of consultations with children's services operators, key stakeholders and users (and non-users) of formal child care services and preschools within Woollahra Municipal Council. Areas of interest and questions were developed in conjunction with Council to focus on specific issues relevant to Council.

Consultation included:

- Phone interviews were conducted with key stakeholders in the child care sector, including peak industry bodies and community organisations.
- User & Non-User Survey - A telephone survey was conducted in order to understand the key drivers behind why Woollahra residents use (or don't use) formal child care and preschool services. The survey was conducted by a third party market research firm, which sought responses from 200 parents, who fell within the specified criteria.

The key filter criteria were:

- Living within Woollahra Municipal Council
- Having one or more children aged 0 – 5 years old.



**Identification of Income & Expenditure:**

There is no allocation of funds in the 2009/10 budget for the provision of new child care services.

**Conclusion:**

The Woollahra Child Care study has provided Council with all the appropriate information required to make a decision on the role of Council in the future provision of children's services. The report has been timely to fully understand the impact of the mini baby boom occurring in the Municipality and the provision of child care support services.

In the short term it is recommended that Council investigate additional licensed places at Woollahra Preschool and the feasibility of providing an integrated children's services at the preschool site in the medium to long term. It is recommended that no further action be taken by Council regarding the development of additional children's services centres on Council owned or managed land.

Susan Turner  
Manager Community Development

Kylie Walshe  
Director Community Services

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**ANNEXURES:**

1. Report to Community & Environment on 27 January 2009, and additional information to the Council meeting of 9 February 2009.
2. Child Care Study -Executive Summary
3. Child Care Study -Stage 1
4. Child Care Study -Stages 2 & 3

**Item No:** D Delegated to Committee  
**Subject:** **Child Care in the Municipality**  
**Author:** Manager Community Development  
**File No:** 900.G  
**Reason for Report:** Response to an adopted Notice of Motion

**Recommendation:**

- A. That Council approve the engagement of a consultant to provide a report on Child Care, as detailed in this report.

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**Background:**

At the Council meeting on 15<sup>th</sup> December 2008 the following Notice of Motion was adopted-

*“That a report be provided on the cost and process for the study of child care in the Municipality. The study will include a detailed review of child care needs, the types of child care in demand now and in the future and recommend suitable sites and funding models for the construction and operation of child care centres”.*

The following provides information on the process for a study to provide the required detail and the associated costs.

**Child Care:**

The terms child care and preschool or kindergarten sometimes are confused and some clarification is required. Child care is mainly designed for children aged up to five years, but can also include after-school hours and holiday care for primary school-aged children. From the age of three, children can attend kindergarten or preschool programs. This report will focus on services for children prior to attendance at school.

A distinction also needs to be made between services that are purely for child care and those that have education and learning as their main focus. Services that are structured around caring for children as their parents are either at work or study includes long day care and occasional care. Education is also a part of child care at these services, however their hours of operation are usually set to accommodate working parents.

There are four options for child care used by residents of Woollahra:

- having your child cared for by a friend, relative or nanny in your home
- family day care with a small group of children in an approved carer’s home.
- centre-based care in a child care centre with trained staff and a structured program
- an occasional care centre for short-term care.

Long Day care provides education and care from birth to approximately 5 year-olds and operates at minimum 8 hours to maximum 12 hours a day, at least 48 weeks per year. In most centres meals are provided. Occasional Care provides education and care from birth to 6 year-olds operating for a maximum 8 hours a day up to 48 weeks per year. Meals are generally not provided.

Preschools and kindergartens, on the other hand, focus predominantly on learning, socialisation skills and preparation to attend school. These usually offer short learning sessions, from about one hour at the age of three up to four hours for four-year-old kindergarten students. Preschool provides education and care usually for 3 to 6 year-olds. It operates 9am to 3pm with short extended hours available and has 4 terms per year. Meals are generally not provided.

### Past Studies

The Social and Cultural Plan 2008-13, endorsed by Council in 2008, identified that over the past ten years the number of children aged 0 to 11 years in the Woollahra LGA has increased by 16% from 4,870 in 1996 to 5,657 in 2006. This increase is mostly due to increasing numbers of 0 to 4 year olds. Many parents are also choosing to have children later in life, and families are deciding to stay in the area as their children get older.

A Child Care Centre supply and demand assessment was undertaken for the Municipality in 2007 (see Annexure 1). The level of analysis on child care in the report provides a valuable snapshot of the current number of child care centres, number of places and vacancies and general trends of child care usage. However, the report does not indicate usage patterns or parent preferences for service types and has not been updated since November 2007. Additional information is required on the use of nannies, new facilities in the area and a survey of parents of young children that are current users and non users of local child care services. As there is anecdotal evidence that a significant number of Woollahra residents use nannies for child care this use must be fully understood and included in a detailed assessment. A further study will provide this information prior to any decision being made on resource allocation by Council.

### Current Provision by Council

Council currently manages one Preschool that was previously managed by a Parent Management Committee. Council receives a grant from the Department of Community Services and is required to comply with State standards for the care and educational framework for this service.

The service is available for 3-6 year olds. It is a three-unit centre, catering for 60 children per day, offering two-day placements to 3 year olds and three-day placements to children who will go to school the following year. Families do not have to live in the area to be eligible to attend.

A benchmarking study for the Preschool included in the 2008-11 Management Plan is about to commence. This study will identify how our service fits in the broader child care context.

Council does not currently manage any services that meet the child care needs of full time working parents.

## **Proposal:**

It is proposed that a detailed child care study be undertaken in 2009 based on the following-

### Stage 1 - Process for a Study of Child Care

The starting point for understanding child care needs is a demographic profile of the local government area, based on ABS Statistics and relevant local social planning documents. This research has already been completed in the child care report in Annexure 1. In association with the quantitative data already collected, relevant State and Commonwealth research reports would be sourced to provide an understanding of current and future trends and the potential allocation of resources from each levels of government.

It is particularly important to complete an analysis of local consumer usage patterns of child care options so that Council can understand any current gaps, parent preferences and future demands. A comprehensive consultation process will be required, including both consumers and service providers. The results of the benchmarking process for Council's Preschool will also be considered at this stage in the project.

The results of Stage 1 will outline the need for additional child care services, the ages requiring this child care and the types of services in demand now and in the future. This could include a mix of long day care and preschool services.

### Stage 2 - Suitable Sites

If the results of Stage 1 indicate a need for additional child care services then Stage 2 will commence.

To identify suitable sites for child care centres (CCC) an investigation will be carried out for sites that are permissible under the Local Environmental Plan. Criteria to be met under the Child Care Developmental Control Plan (DCP) include size and configuration of the land, required play areas, the ability of the existing or proposed building to provide for relevant child care, likely disturbances to neighbours and peak traffic generation and the ability of the site to provide for off street parking. Different age groups and types of service also have different requirements or restrictions, although many may overlap.

The analysis will include recommendations of future suitable sites in direct relation to favoured types of child care, age group options and room configurations.

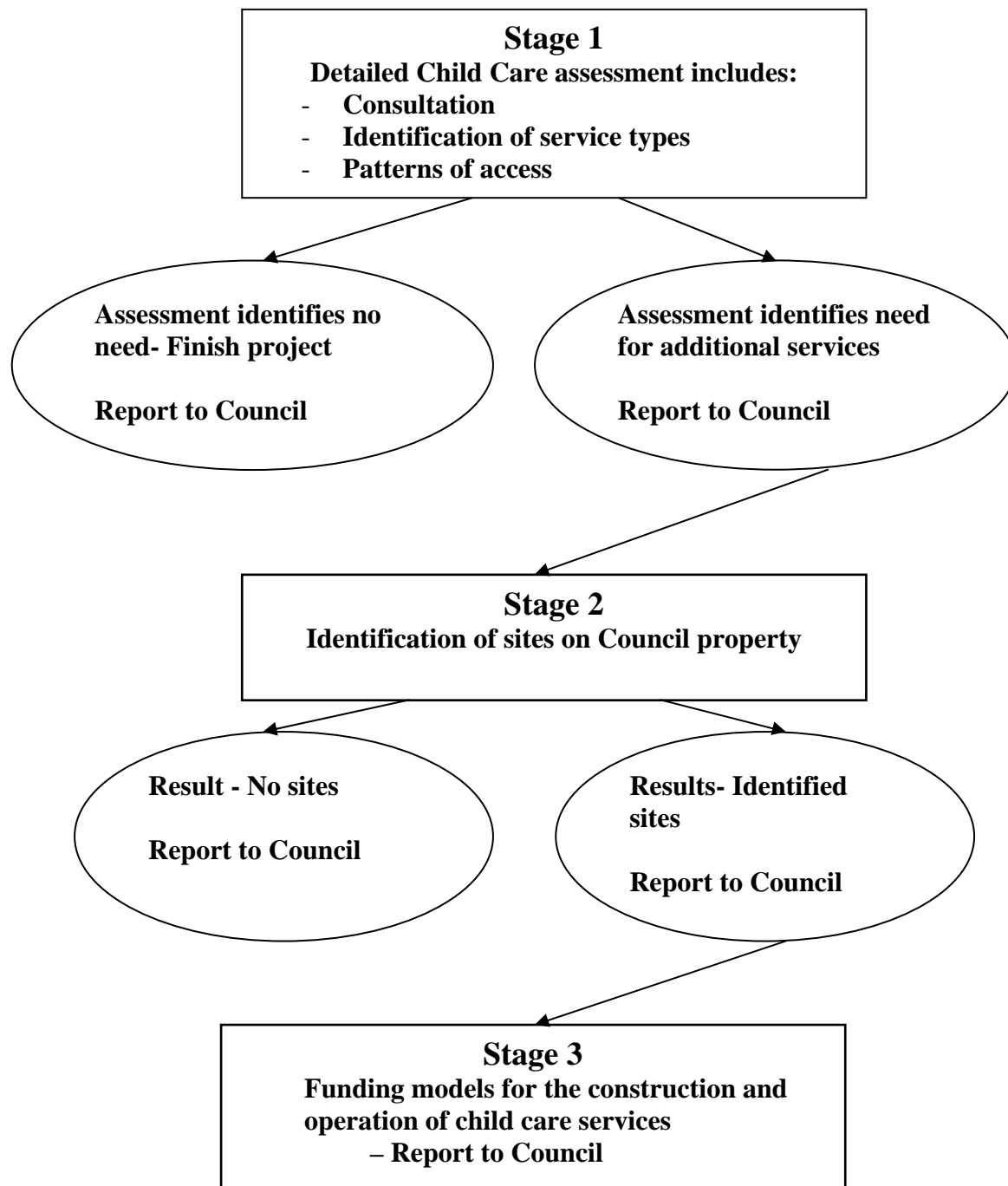
### Stage 3 - Funding Models for the Construction of and Operation of Child Care Centres

Models will be investigated that promote optimal educational, care, health and wellbeing outcomes for child care consumers and value for money for both Council and the community. This stage will look at different levels of contributions from Council, ranging from the provision of public land for the construction and management of centres by a third party to the construction and management of centres by Council.

On completion of the analysis and consultation with key organisations and consumers, an accurate and detailed report will provide appropriate options for child care provision for this community for Council consideration.

It is recommended that a quotation process commence, including the specifications be developed for the project such as timelines, fee schedule and methodology to complete all aspects of the study.

### Process for the Study of Child Care in the Municipality



**Consultation:**

There will be extensive consultation in Stage 1 of the study, including a survey of parents that are both users and non users of child care services and focus groups on preferred child care options and criteria for location of child care centres. e.g.: close to work or close to home.

**Identification of Income & Expenditure:**

There is currently no budget allocation for this study in 2008-09. It is anticipated that the cost would be approximately \$50,000 for a consultant for Stage 1. If Council decides to commence this process, a budget adjustment will be made in the next quarterly budget review for Stage 1.

If Stage 2 is approved then it is anticipated that a budget allocation of approximately \$20,000 is required for the engagement of a consultant. Stage 3 would require approximately \$25,000. If this proposal is adopted, an allocation will be made through the usual budget allocation process for the 2009/10 financial year.

**Conclusion:**

The completion of a comprehensive child care study will ensure that Council is provided with all the appropriate information required to make a decision on the role of Council in the future provision of child care services. To date Council has completed an assessment on child care, however additional information is required in the areas of patterns of use by parents, types of child care, available suitable sites and funding models for construction and management of these services.

The support of this proposal is an opportunity to complete a comprehensive report for Council to make decisions on the allocation of resources for child care in the Municipality.

Sue Turner  
Manager Community Development

Kylie Walshe  
Director Community Services

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**ANNEXURES:**

Annexure 1 - Woollahra Council – Child care centre supply and demand assessment – November 2007

**Item No:** R Recommendation to Council  
**Subject:** **child care study – additional information**  
**Author:** Susan Turner, Manager Community Development  
**File No:** 900.G  
**Reason for Report:** Additional information for a report from 27 January 2009.

**Recommendation:**

That Council commence a study of Child Care in the Municipality, with the appointment of a suitable consultant for the completion of Stages 1, 2 and 3 of the proposed process.

**Background:**

A report on child care was presented to the Community & Environment Committee on 27<sup>th</sup> January 2009 in response to a Notice of Motion adopted by Council on 15<sup>th</sup> December 2008. (see Annexure 1 for this report).

At this meeting Council resolved-

- A. *That the matter be deferred and a further report submitted to the Committee on the following:*
- i. further detailed information on stages 1, 2 and 3 of the proposal,*
  - ii. the proposed Terms of Reference for engagement of a consultant for stage 1 of the proposal,*
  - iii. details on the requirements for suitable sites within the Municipality for child care centres,*
  - iv. further information on service provision models contained in stage 3 of the proposal.*
- B. *That a copy of Council's Child Care Development Control Plan be distributed to Committee members.*

*That the matter be deferred for 2 weeks and a further report be submitted to the Committee on the proposed stages of the study in order to obtain more clarity on the study to be undertaken.*

In response to the above resolution, the following additional information is provided on Stages 1, 2 and 3 of the proposed child care study.

**Additional Information:**

Stage 1 – Current and future supply and demand for child care

The Child Care study will include a comprehensive community consultation which will detail the current and future supply and demand for child care and child care trends in the Municipality. The study would include consultation with residents who are working or non working parents and the worker (local business) population to provide a comprehensive understanding across the Municipality. Key service providers will also be consulted.

The consultation will include focus groups, interviews and a targeted telephone survey to provide the required analysis for the study.

### Proposed Terms of Reference

A consultant brief will be developed, and will include the following detailed information:

The purpose of this study is to provide a comprehensive analysis on the—

1. Current and future demographics trends.
2. Federal and State initiatives in child care provision that have a direct impact on residents in the Municipality.
3. Current provision of child care services including the number of places and the waiting list numbers.
4. Operating hours and fee structure.
5. Current and projected future service gaps.
6. The current and future demands for the range of child care facilities that includes
  - Family day care and home based care for ages up to 5years.
  - Long day care for the ages of 0-2 and 3-5 years with an understanding of the educational component provided in these facilities.
  - Preschool for children 3-5 years.
  - Occasional care for ages up to 5 years.
  - Child care provided by nannies.
7. The local consumer usage patterns and why residents /workers are using or not using services.
8. Estimated future provision required to meet the demand. This will include information on key child care providers current and future plans for provision of services in the area.
9. Preference of localities by users e.g: close to the central business district.

Based on the outcomes of the study, recommendations will provide detail on future planning requirements for service delivery to assist in Stage 2 of this project.

### Stage 2 – Suitable Sites - Details on the requirements for Suitable Sites

If the results of Stage 1 are endorsed by Council and indicate that there is a need for additional child care services in the Municipality then Stage 2 will commence.

Stage 2 will identify sites on Council owned and managed property or sites that are Crown Land and may come into the management of Council. This will include a review of open space and community facilities for their suitability as a site for child care facilities. This could include facilities such as The Gunyah located in Watsons Bay, Vaucluse Bowling Club, Vaucluse, Rose Bay Cottage, Rose Bay and Cooper Park Community Hall, Bellevue Hill.

The investigation will assess land where the construction of child care facilities is permissible under the Local Environmental Plan and in accordance with criteria included in the Woollahra Child Care Developmental Control Plan (DCP) (see Annexure 2). The criteria includes the size and configuration of the land, required play areas, the ability of the existing or proposed building to provide for relevant child care, likely disturbances to neighbours and peak traffic generation and the ability of the site to provide for off street parking. Different age groups and types of service also have different requirements or restrictions, although many may overlap.

The analysis will include recommendations of future suitable sites in direct relation to the types of child care identified in Stage 1.



### Stage 3 - Models for the Construction of and Operation of Child Care Centres

This stage will look at the range of effective service provision models which are sustainable and meet the needs outlined in Stage 1 and 2 of this study.

The information compiled in this stage will outline the options available to Council for the provision of required child care services. It is anticipated that the models provided for Council consideration will include:

- a) No change in the contribution from Council to the provision of child care.
- b) The provision of public land and/or facilities for the construction and management of centres by a third party.
- c) The construction and management of centres by Council.

The financial implications of each option will be presented for Council's consideration.

#### **Proposal:**

It is recommended that a quotation process commence for the completion of Stages 1, 2 and 3 of the child care study, including specifications such as timelines, fee schedule for each stage and methodology to complete all aspects of the study. The contract will include a condition that Stage 2 and 3 will only go ahead following Council's endorsement of the recommendations of Stage 1.

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

There is currently no budget allocation for this study in 2008-09. It is anticipated that the cost would be approximately \$50,000 to \$70,000 for a consultant for Stages 1 and 2. If Council decides to commence this process, a budget adjustment will be made in the next quarterly budget review.

Stage 3 would require approximately \$25,000. If this proposal is adopted, an allocation will be made through the usual budget allocation process for the 2009/10 financial year.

#### **Conclusion:**

The completion of a comprehensive child care study will ensure that Council is provided with all the appropriate information required to make a decision on the role of Council in the future provision of child care services. To date Council has completed an assessment on child care, however additional information is required in the areas of patterns of use by parents, types of child care, available suitable sites and the level of Council's contribution for the construction and management of child care services.

The support of this proposal is an opportunity to complete a comprehensive report for Council to make decisions on the allocation of resources for child care in the Municipality.

Sue Turner  
Manager Community Development

Kylie Walshe  
Director Community Services

#### **ANNEXURES:**

Annexure 1: Report to Community & Environment Committee, 27 January 2009

Annexure 2: Child Care Development Control Plan 2006

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

