



# 2011/2012 Annual Report

**Part 3 DPOP Report**



# Woollahra Municipal Council

## Delivery Program

2009 to 2013

+

## Operational Plan

2011/12

### Annual Progress Report

(1 July 2011 to 30 June 2012)

#### *Link to Community Strategic Plan – Woollahra 2025*

- Goal 1: A connected & harmonious community
- Goal 2: A supported community
- Goal 3: A creative & vibrant community
- Goal 4: Well planned neighbourhoods
- Goal 5: Liveable places
- Goal 6: Getting around

- Goal 7: Protecting our environment
- Goal 8: Sustainable use of resources
- Goal 9: Community focused economic development
- Goal 10: Working together
- Goal 11: A well managed Council



# Delivery Program + Operational Plan



## What is our Delivery Program & Operational Plan?

Our Delivery Program 2009 to 2013 outlines the priorities Council will pursue to meet the Goals and Strategies for Woollahra outlined in our Community Strategic Plan 'Woollahra 2025 ... our community ... our place ... our plan'. These Goals and Strategies were developed in consultation with the Woollahra community. The Delivery Program presents a statement of commitment to the community from the Council for its four year term.

Supporting the Delivery Program is Council's annual Operational Plan which identifies the specific actions, programs and projects Council proposes to undertake each year. The Operational Plan 2011/12 also includes details of Council's Budget for 2011/12, along with the Rating Structure and Fees and Charges. The Operational Plan is prepared each year in response to changing community needs and expectations.

Progress reports for each of the five (5) Themes and eleven (11) Goals from our Delivery Program and Operational Plan are reported to the most appropriate Standing Committees on a quarterly basis, being to the Community & Environment Committee, the Corporate & Works Committee and/or the Urban Planning Committee. The four (4) year Priorities and one (1) year Actions contained in the Delivery Program and Operational Plan are presented by Theme, Goal and Strategy.

## What are Quarterly Progress Reports and what is our reporting structure?

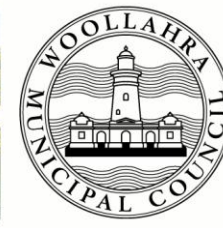
Our Quarterly Progress reports are designed to provide a snapshot to the Council and the community on the progress against the four (4) year Priorities outlined in our Delivery Program and one (1) year Actions contained in our adopted *Delivery Program 2009 to 2013 and Operational Plan 2011/12*.

The following table presents the Quarterly Reporting Structure to the relevant Council Committee.

Theme	Goal	Responsible Committee		
		Community & Environment	Corporate & Works	Urban Planning
Community well-being	Goal 1: A connected and harmonious community	✓		
	Goal 2: A supported community	✓		
	Goal 3: A creative and vibrant community	✓		
Quality places and spaces	Goal 4: Well planned neighbourhoods			✓
	Goal 5: Liveable places	✓		
	Goal 6: Getting around		✓	
A healthy environment	Goal 7: Protecting our environment	✓		
	Goal 8: Sustainable use of resources	✓		
Local prosperity	Goal 9: Community focused economic development		✓	
Community leadership and participation	Goal 10: Working together		✓	
	Goal 11: A well managed Council		✓	

In addition to the quarterly progress reports on the Priorities and Actions, a separate report on Council's Capital Works Program is also considered by the Corporate & Works Committee. This report provides progress comments against the programmed works.

# Delivery Program + Operational Plan



## What is our Delivery Program & Operational Plan?

Our Delivery Program 2009 to 2013 outlines the priorities Council will pursue to meet the Goals and Strategies for Woollahra outlined in our Community Strategic Plan 'Woollahra 2025 ... our community ... our place ... our plan'. These Goals and Strategies were developed in consultation with the Woollahra community. The Delivery Program presents a statement of commitment to the community from the Council for its four year term.

Supporting the Delivery Program is Council's annual Operational Plan which identifies the specific actions, programs and projects Council proposes to undertake each year. The Operational Plan 2010/11 also includes details of Council's Budget for 2010/11, along with the Rating Structure and Fees and Charges. The Operational Plan is prepared each year in response to changing community needs and expectations.

Progress reports for each of the five (5) Themes and eleven (11) Goals from our Delivery Program and Operational Plan are reported to the most appropriate Standing Committees on a quarterly basis, being to the Community & Environment Committee, the Corporate & Works Committee and/or the Urban Planning Committee. The four (4) year Priorities and one (1) year Actions contained in the Delivery Program and Operational Plan are presented by Theme, Goal and Strategy.

## What are Quarterly Progress Reports and what is our reporting structure?

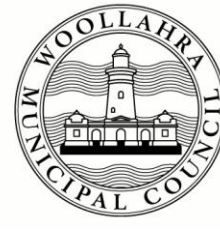
Our Quarterly Progress reports are designed to provide a snapshot to the Council and the community on the progress against the four (4) year Priorities outlined in our Delivery Program and one (1) year Actions contained in our adopted *Delivery Program 2009 to 2013 and Operational Plan 2010/11*.

The following table presents the Quarterly Reporting Structure to the relevant Council Committee.

Theme	Goal	Responsible Committee		
		Community & Environment	Corporate & Works	Urban Planning
Community well-being	Goal 1: A connected and harmonious community	✓		
	Goal 2: A supported community	✓		
	Goal 3: A creative and vibrant community	✓		
Quality places and spaces	Goal 4: Well planned neighbourhoods			✓
	Goal 5: Liveable places	✓		
	Goal 6: Getting around		✓	
A healthy environment	Goal 7: Protecting our environment	✓		
	Goal 8: Sustainable use of resources	✓		
Local prosperity	Goal 9: Community focused economic development		✓	
Community leadership and participation	Goal 10: Working together		✓	
	Goal 11: A well managed Council		✓	

In addition to the quarterly progress reports on the Priorities and Actions, a separate report on Council's Capital Works Program is also considered by the Corporate & Works Committee. This report provides progress comments against the programmed works.

# Delivery Program + Operational Plan



## How to interpret our Annual Progress Report?

The diagram below is presented to assist the reader to interpret the Annual Progress Report.

Woollahra Municipal Council Annual Progress Report July 2011 - June 2012

Report period

Current status of Operational Plan Action

Progress comment on Action to end of June 2012

Delivery Program Priority

Council officer responsible for Action

Operational Plan Action

Current milestone date set for completion of Action in DPOP

Tick represents that the Progress comments have changed from the previous quarterly report.

Progress comment relevant to Delivery Program Priority 1.2.1 – Provide and facilitate a range of community projects and programs.

Actions	Status	Progress Comments	Responsible Person	Target Date	Comment Updated
1.2.1.2 Conduct the Kids Day Out Event.	Completed	A strategic review of the 2011 Kid's Day Out indicated that numerous similar events are hosted in the local area. Subsequently a report was endorsed by Community and Environment Committee on 12 March 2012 to discontinue the event in 2012.	Manager Community Development	31/12/2011	
1.2.1.4 Promote Good Neighbour Day.	Completed	Good Neighbour Day, held March 2012, was promoted via banners and supported with a media release encouraging the local community to be involved.	Manager Community Development	31/03/2012	
1.2.1.5 Provide a range of interactive online tools to strengthen community development initiatives.	Ongoing	Community Website project launched. Updates to continue on a monthly basis.	Acting Marketing Coordinator	30/06/2012	✓

Priority Progress Comments:  
The coordination of a range of projects that include the Community and Cultural Grants program, Mens Chat Group, Easy PC Computer classes and Kids Day Out has engaged the local community in local activities.

Priority: 1.2.2 Provide grants to community organisations to support community and cultural services and activities.

Actions	Status	Progress Comments	Responsible Person	Target Date	Comment Updated
1.2.2.1 Facilitate the assessment panel and complete Council report with recommendations for community grants.	Completed	The second round of small grants were awarded in November to local community groups. The activities funded by Council ranged from recognising local volunteers, youth initiatives to information provision on dementia by the Alzheimers Association.	Manager Community Development	30/06/2012	

Priority Progress Comments:  
Community grants have been awarded to community organisations under the Community and Cultural Grants program with both the Large and Small Grants round being finalised for this financial year.

# Delivery Program + Operational Plan

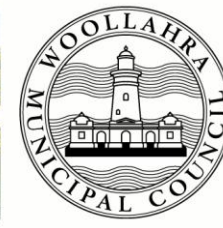


TABLE OF CONTENTS			Page
<b>THEME : Goal 1</b>	<b>COMMUNITY WELL-BEING : A connected and harmonious community</b>		<b>1</b>
<b>Strategy 2025</b>	1.1	Foster and build community partnerships and networks.	1
	1.2	Increase engagement in community activities.	2
	1.3	Improve access to information.	4
	1.4	Encourage respect and support for social and cultural diversity and inclusion.	5
<b>THEME : Goal 2</b>	<b>COMMUNITY WELL-BEING : A supported community</b>		<b>8</b>
<b>Strategy 2025</b>	2.1	Increase access to services and information to support families, young people and seniors.	8
	2.2	Support opportunities to participate in active and healthy recreational activities.	11
	2.3	Encourage independent living for older people and people with special needs.	12
	2.4	Protect the health and well-being of residents and visitors to our area.	14
	2.5	Improve community safety and reduce crime in Woollahra.	15
	2.6	Increase opportunities for youth involvement in developing activities and facilities	16
<b>THEME : Goal 3</b>	<b>COMMUNITY WELL-BEING : A creative and vibrant community</b>		<b>17</b>
<b>Strategy 2025</b>	3.1	Preserve and promote local history and heritage.	17
	3.2	Support the celebration of local people, places and cultural heritage.	18
	3.3	Provide innovative and enhanced library services that encourage lifelong learning.	20
	3.4	Support and promote arts, artists and cultural development within the local community.	22
	3.5	Improve the accessibility of arts to the broader community.	23

# Delivery Program + Operational Plan

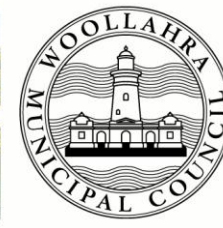
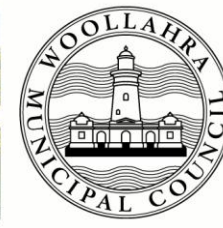


TABLE OF CONTENTS			Page
<b>THEME</b>	<b>4</b>	<b>QUALITY PLACES AND SPACES : Well planned neighbourhoods</b>	<b>24</b>
<b>Strategy 2025</b>	4.1	Encourage and ensure high quality planning and urban design outcomes.	24
	4.2	Promote sustainable design in future private and public development.	53
	4.3	Protect local heritage and residential amenity, including protection of significant architecture and the natural environment.	56
	4.4	Encourage diversity in housing choice to suit a changing population.	63
	4.5	Support and enhance the form and function of the local village atmosphere.	64
<b>THEME : Goal</b>	<b>5</b>	<b>PLACES AND SPACES : A liveable place</b>	<b>66</b>
<b>Strategy 2025</b>	5.1	Enhance local community, cultural and recreation facilities to become more attractive, integrated, safe and accessible.	66
	5.2	Provide and maintain safe, serviceable public infrastructure including roads, footpaths, stormwater drains and seawalls.	70
	5.3	Provide attractive, accessible, connected and safe parks, sportsgrounds, beaches and other public spaces.	72
	5.4	Protect trees, streetscapes and landscapes.	75
	5.5	Encourage vibrant well maintained and connected neighbourhoods and town centres that build a sense of community.	76
	5.6	Reduce impacts of local flooding and improve floodplain risk management.	77
	5.7	Renew and upgrade ageing infrastructure including roads, footpaths, stormwater drains and seawalls.	78

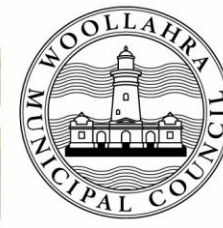
# Delivery Program + Operational Plan



<b>THEME : Goal</b>	<b>6</b>	<b>PLACES AND SPACES : Moving around</b>	<b>79</b>
<b>Strategy 2025</b>	6.1	Facilitate a network of accessible and safe transport options.	79
	6.2	Manage public parking on-street and off-street.	81
	6.3	Promote provision of better, more integrated public and community transport.	84
	6.4	Reduce vehicle speed and traffic congestion through the introduction of traffic management facilities.	86
<b>THEME : Goal</b>	<b>7</b>	<b>A HEALTHY ENVIRONMENT : Protecting our environment</b>	<b>87</b>
<b>Strategy 2025</b>	7.1	Protect natural landscapes and systems.	87
	7.2	Preserve and restore bushland areas and create wildlife corridor plantings.	89
	7.3	Support cleaner, healthier waterways including improved water quality and healthy water catchments, creeks and harbour.	90
<b>THEME : Goal</b>	<b>8</b>	<b>A HEALTHY ENVIRONMENT : Sustainable use of resources</b>	<b>91</b>
<b>Strategy 2025</b>	8.1	Reduce greenhouse gas emissions and ecological footprint.	91
	8.2	Monitor and strategically manage environmental risks and impacts of climate change.	93
	8.3	Encourage and assist our community to be leaders in waste management and resource recycling.	94
	8.4	Reduce local water usage by Council and on private property.	98
	8.5	Promote and carry out water sensitive urban design.	99



# Delivery Program + Operational Plan




<b>THEME : Goal</b>	<b>9</b>	<b>LOCAL PROSPERITY : Community focused economic development</b>	<b>100</b>
<b>Strategy 2025</b>	9.1	Encourage vibrant and vital local activity centres that support a healthy economy.	100
	9.2	Balance tourism demands with impacts on the community.	103
	9.3	Maintain a high quality public domain to support and promote local business.	104
<b>THEME : Goal</b>	<b>10</b>	<b>COMMUNITY LEADERSHIP AND PARTICIPATION : Working together</b>	<b>105</b>
<b>Strategy 2025</b>	10.1	Improve communication with the community and increase awareness of Council activities.	105
	10.2	Plan for the long term future for Woollahra.	106
	10.3	Build and foster relationships, strategic networks and work collaboratively with all levels of government, non-government organisations, the private sector and community groups.	107
<b>THEME : Goal</b>	<b>11</b>	<b>COMMUNITY LEADERSHIP AND PARTICIPATION : A well managed Council</b>	<b>108</b>
<b>Strategy 2025</b>	11.1	Facilitate community led decision-making that is open, honest and ethical and benefits the broad community.	108
	11.2	Develop and maintain effective reporting systems that enable Council to measure and report on performance.	109
	11.3	Maintain community access and effective participation in Council committees.	111
	11.4	Maintain Council's strong financial position.	112
	11.5	Deliver high quality services that meet customer expectations.	114
	11.6	Minimise risk for Council and the community.	118

## Annual Progress Report

**THEME : Goal 1 COMMUNITY WELL-BEING: A connected and harmonious community.**

**Strategy 2025: 1.1 Foster and build community partnerships and networks.**

**Priority: 1.1.1 Increase links between residents, local agencies and business.**

Actions	Status	Progress Comments	Responsible Person	Target Date	Comment Updated
1.1.1.1 Continued support of organisations in business centres to identify and develop community cultural activities.	Ongoing	Council continues to work alongside Double Bay Partnership activities, with no new community cultural activities in 2012.	Cultural Development Coordinator	30/06/2012	

**Priority Progress Comments:**


Council continues to work with residents, local agencies and business within the area.



## Annual Progress Report

**Strategy 2025:**            **1.2**            **Increase engagement in community activities.**

**Priority:**                    **1.2.1**            **Provide and facilitate a range of community projects and programs.**

Actions	Status	Progress Comments	Responsible Person	Target Date	Comment Updated
1.2.1.2 Conduct the Kids Day Out Event.	Completed	A strategic review of the 2011 Kid's Day Out indicated that numerous similar events are hosted in the local area. Subsequently a report was endorsed by Community and Environment Committee on 12 March 2012 to discontinue the event in 2012.	Manager Community Development	31/12/2011	
1.2.1.4 Promote Good Neighbour Day.	Completed	Good Neighbour Day, held March 2012, was promoted via banners and supported with a media release encouraging the local community to be involved.	Manager Community Development	31/03/2012	
1.2.1.5 Provide a range of interactive online tools to strengthen community development initiatives.	Ongoing	Community Website project launched. Updates to continue on a monthly basis.	Acting Marketing Coordinator	30/06/2012	

**Priority Progress Comments:**

The coordination of a range of projects that include the Community and Cultural Grants program, Mens Chat Group, Easy PC Computer classes and Kids Day Out has engaged the local community in local activities.

**Priority:**                    **1.2.2**            **Provide grants to community organisations to support community and cultural services and activities.**

Actions	Status	Progress Comments	Responsible Person	Target Date	Comment Updated
1.2.2.1 Facilitate the assessment panel and complete Council report with recommendations for community grants.	Completed	The second round of small grants were awarded in November to local community groups. The activities funded by Council ranged from recognising local volunteers, youth initiatives to information provision on dementia by the Alzheimers Association.	Manager Community Development	30/06/2012	

**Priority Progress Comments:**

Community grants have been awarded to community organisations under the Community and Cultural Grants program with both the Large and Small Grants round being finalised for this financial year.

**Priority:**                    **1.2.3**            **Provide and promote access to community venues for community activities.**



## Annual Progress Report

<i>Actions</i>	<i>Status</i>	<i>Progress Comments</i>	<i>Responsible Person</i>	<i>Target Date</i>	<i>Comment Updated</i>
1.2.3.1 Investigate continued management of Vaucluse Bowling Club for public use.	Ongoing	The Vaucluse Bowling Club (VBC) have forwarded an application to renew their lease to the Land and Property Management Authority NSW. To date the club is still waiting to hear from the Authority. Discussions with Council for the continued management of VBC will commence once the club has had confirmation of their application. Under Council's current sub lease arrangements, the club continues to be available for public use to provide a range of functions and activities for the local community.	Director Community Services	30/06/2012	


**Priority Progress Comments:**

Provision of community venues maintained. Annual usage report for 2010/2011 completed in September 2011. New venue brochure completed in December 2011.

## Annual Progress Report

**Strategy 2025:**            1.3            Improve access to information.

**Priority:**                    1.3.1            Provide high quality information to promote community organisations, events, services and activities.

Actions	Status	Progress Comments	Responsible Person	Target Date	Comment Updated
1.3.1.6 Conduct a Community Capacity Study.	In Progress	Consultants have been contracted to complete the Community Capacity Study in July 2012, following the release of the 2011 basic Census information.	Director Community Services	30/06/2012	

**Priority Progress Comments:**

Community Creators website regularly updated. Community Information Database maintained. Continued promotion and improvements to design of marketing collateral.



## Annual Progress Report

**Strategy 2025:** 1.4 Encourage respect and support for social and cultural diversity and inclusion.

**Priority:** 1.4.1 *Provide a range of social and cultural programs and resources to key target groups, including youth, seniors, Aboriginal and Torres Strait Islanders.*


Actions	Status	Progress Comments	Responsible Person	Target Date	Comment Updated
1.4.1.1 Implement projects identified in the Positive Ageing project.	Completed	The Positive Ageing Projects involving seniors from the local area include the Vaucluse and Watsons Bay Social History Group who are recording local social history, and a Men's Chat Group that continues to meet at Vaucluse Bowling Club on a monthly basis. The Social History Group continues to work on collating stories of memoirs, photographs and characters who have resided in the Watsons Bay and Vaucluse area. The group have completed their goals which includes forming a group of committed local residents and collating stories for this financial year. The next goal is to produce a booklet in the next financial year.	Manager Community Development	30/06/2012	✔
1.4.1.3 Host Mental Health Information Sessions.	Completed	A Resilience Workshop run by Blackdog Institute was held at Council on 28 June. It was well attended with very favourable feedback from participants.  A Mental Health First Aid training course was also held on the 13 and 14 June where Council nominated and paid for five local residents to attend. The residents have formed a Reference group where they will work with staff to further develop projects that raise awareness and destigmatise mental health.	Manager Community Development	30/06/2012	✔

**Priority Progress Comments:**

Community Services support a number of initiatives that include the Positive Ageing Project fostering participation and healthy lifestyle choices for seniors, the Mental Health Information Sessions "Lets Talk About Mental Health" and the ongoing participation in projects to promote reconciliation.

**Priority:** 1.4.2 *Participate in the Eastern Region Local Government Aboriginal and Torres Strait Islander Forum (ERLGATSI).*

## Annual Progress Report

Actions	Status	Progress Comments	Responsible Person	Target Date	Comment Updated
1.4.2.1 Conduct Reconciliation and NAIDOC week activities and participate in the ERLGATSI Forum.	Completed	<p>Council continues to participate in the forum which promotes and supports reconciliation initiatives. Reconciliation Week was held in June with the forum hosting the Pauline McLeod Awards which recognises individuals or groups contributing to reconciliation. The winners were:</p> <p>Linda Boney-Prince of Wales Hospital raising awareness and contributing to improving Aboriginal health outcomes.                      Beth Jewell - City of Sydney Council Redfern Community Centre.                      John Lennis- cultural tours of Sydney Harbour, bush tucker classes and performances.                      John Ogden- produced a number of books on Reconciliation. Training Group.                      John Queripel -runs 'café church' talks on Sunday nights at the Chapel by the Sea                      Jocelyn Smith- works with Indigenous youth in the Redfern / Waterloo area.                      Cathy Gill / Deni Langman / Sabine Kacha- worked on a raise awareness project.                      Pat Zinn / Lucy Porter Shirley Murphy- work for the Aboriginal Support Circle - Older Women's Network.</p> <p>It also incorporates a primary school art competition depicting reconciliation which included a variety of awards presented, which included Ascham School.</p>	Manager Community Development	30/06/2012	


**Priority Progress Comments:**

Council continues to participate in the ERLGATSI Forum.

**Priority:**                      **1.4.3      Encourage good citizenship.**



## Annual Progress Report

Actions	Status	Progress Comments	Responsible Person	Target Date	Comment Updated
1.4.3.1 Conduct the annual Woollahra Citizen of the Year Program.	Completed	<p>The 2012 Woollahra Citizen of the Year Mayoral reception was held on 28 March. Seven individuals or groups received awards and the event was attended by approximately 150 people.</p> <p>A review by the Citizen Of the Year Assessment Panel following the successful event confirmed that the award ceremony will no longer be held in conjunction with the Australia Day Citizenship Ceremony.</p>	Manager Community Development	31/03/2012	
1.4.3.2 Conduct monthly citizenship ceremonies.	Ongoing	<p>In consultation with the Department of Immigration, the Communications department organise monthly citizenship ceremonies. Approximately 35 candidates and their guests participate the ceremony. A guest speaker highlights the benefits of being an Australian and at the end of the ceremony candidates are presented with a complimentary native plant seedling and are invited to enjoy catering on the terrace.</p> <p>Plans by Centennial Parklands to host a 2012 joint Australia Day celebration have been cancelled due to their budget.</p>	Manager Communications	30/06/2012	

**Priority Progress Comments:**

We continue to offer monthly citizenship ceremonies, with a range of interesting keynote speakers that encourage good citizenship. Communications, Community Services, Library and Information Services and Environmental Education staff host a range of workshops, seminars and community events that are all aimed at promoting community interaction, skills development and networking opportunities that all encourage good citizenship.

The annual Citizenship Awards organised by our Community Development team specifically commend local residents for excellent citizenship. The Awards program is promoted through the local media and online.





## Annual Progress Report

<b>THEME : Goal</b>	<b>2</b>	<b>COMMUNITY WELL-BEING: A supported community.</b>
<b>Strategy 2025:</b>	<b>2.1</b>	<b>Increase access to services and information to support families, young people and seniors.</b>
<b>Priority:</b>	<b>2.1.1</b>	<b>Support the provision of childcare in the Municipality.</b>

**Priority Progress Comments:**

Council provides ongoing support for child care through community information and research.

**Priority: 2.1.2 Manage the Woollahra Preschool Service.**

**Priority Progress Comments:**

The Preschool continues to operate at full capacity of sixty students per day and provides a high quality education and social skills development service.

**Priority: 2.1.3 Provide services and activities to seniors through the Woollahra Seniors and Community Centre.**

**Priority Progress Comments:**

The centre continued to provide a range of services and information for seniors this financial year. The service will be managed by Holdsworth Community Centre and Services from 1 July 2012.

**Priority: 2.1.4 Contract Holdsworth Community Centre and Services to provide family support services.**

**Priority Progress Comments:**

The 2011/12 Business Plan and Budget has been received including programs for families, young people and seniors.

**Priority: 2.1.5 Provide information and resources to support families.**



## Annual Progress Report

<i>Actions</i>	<i>Status</i>	<i>Progress Comments</i>	<i>Responsible Person</i>	<i>Target Date</i>	<i>Comment Updated</i>
2.1.5.1 Continue a program of information and education sessions for parents such as resuscitation; learn to drive and resilience in children.	Completed	<p>The PROP (Primary Resources on Parenting) Sessions continued to provide information to parents.</p> <p>The Emergency First Aid for Parents and Carers course was held in May and a three-session course was scheduled for May/June on NetSafe Negotiations to be run by Catholic Care however due to low numbers the course was cancelled. It will be rescheduled.</p>	Manager Community Development	30/06/2012	✔
2.1.5.2 Support development of networks that foster improved services and programs for people to maintain mental health wellness.	Completed	<p>Council has provided assistance to a number of community groups with the aim to foster strong community networks and support.</p> <p>Secretarial assistance is provided to the Eastern Suburbs Suicide Prevention Network with their first project distributing an Information and Support Services Booklet to community groups working with individuals and families affected by suicide. These have been collated and are ready for distribution.</p> <p>Current services and program information on Mental Health Services is also distributed via the Youth Services Forum.</p>	Manager Community Development	30/06/2012	✔

**Priority Progress Comments:**

Council continues to offer the Primary Resources On Parenting (PROP) sessions providing a range of information for parents with children and teenagers. The Mental Health Information sessions have also continued to provide information on support services to assist families and individuals.

**Priority: 2.1.6 Provide support for volunteers.**

<i>Actions</i>	<i>Status</i>	<i>Progress Comments</i>	<i>Responsible Person</i>	<i>Target Date</i>	<i>Comment Updated</i>
2.1.6.3 Recruit and support the Woollahra Small Sculpture Prize volunteer staff.	Completed	Volunteer Staff for the 2012 Woollahra Small Sculpture Prize have successfully been recruited, with volunteers commencing in May 2012.	Cultural Development Coordinator	30/06/2012	✔



## Annual Progress Report

<i>Actions</i>	<i>Status</i>	<i>Progress Comments</i>	<i>Responsible Person</i>	<i>Target Date</i>	<i>Comment Updated</i>
2.1.6.5 Coordinate the volunteer forum for organisations with volunteers.	Completed	<p>Due to low attendance numbers at Council's Forum by volunteer organisations and NSW Volunteering currently providing relevant and free information online, Community Development are currently reviewing it's role in the future support provided to volunteer groups. A report will be completed in August 2012.</p> <p>Relevant information continues to be available on Council's website.</p>	Manager Community Development	30/06/2012	✔
2.1.6.6 Facilitate quarterly support meetings for library volunteers.	Ongoing	<p>A Library volunteer meeting was held on March 2011 , specifically for Home Library volunteers. Regular meetings were also held with the Local History Centre volunteer.</p> <p>The Library continues to meet quarterly with its volunteers. In recent months, the Library has updated the Library Volunteer Policy and created a new volunteer brochure as a means of attracting new volunteers.</p>	Manager Library and Information Services	30/06/2012	✔


**Priority Progress Comments:**

Council is currently reviewing the quarterly forum which provided information and best practice on policy and procedures for local organisations utilising volunteers.

## Annual Progress Report

**Strategy 2025:**            **2.2**            **Support opportunities to participate in active and healthy recreational activities.**

**Priority:**                    **2.2.1**            **Promote healthy recreational activities to residents.**

Actions	Status	Progress Comments	Responsible Person	Target Date	Comment Updated
2.2.1.1 That Council provides financial assistance to the Woollahra Festival of Arts and Ideas. [Refer NOM 28/11/2011 - C/rs Grieve & Zeltzer].	Completed	Council resolved to consider the provision of \$25,000 in financial support to the 2012 Woollahra Festival of Arts and Ideas. This has been confirmed through the 2012/13 budget deliberations.	Cultural Development Coordinator	30/06/2012	

**Priority Progress Comments:**

Ongoing promotion of recreational activities in the local community through Councils website, What's On and brochures.

**Priority:**                    **2.2.2**            **Contract Holdsworth Community Centre and Services to provide recreational services to seniors and people with a disability.**

**Priority Progress Comments:**

The 2011/12 Holdsworth Community Centre and Services Business Plan has been received and noted by Council, with programs and services for seniors and people with a disability continuing.




## Annual Progress Report

**Strategy 2025:**            **2.3**            **Encourage independent living for older people and people with special needs.**

**Priority:**                    **2.3.1**            **Provide services and information to support older people and people with a disability to live independently.**

Actions	Status	Progress Comments	Responsible Person	Target Date	Comment Updated
2.3.1.1 Improve access to healthy lifestyles for older people through recreation and leisure opportunities.	Completed	The Woollahra Community Centre continues to offer two exercise classes per week which continues to be popular with local residents. General information on local resources and activities is provided to all members of the centre through newsletters, information on the website and flyers.	Manager Community Development	30/06/2012	
2.3.1.2 Continue the outreach program for Home Library Service members to assist in reducing social isolation.	Ongoing	<p>The Library has continued with its outreach program this quarter by hosting during Library Information Week (21-27 May), a Biggest Morning Tea for forty two Home Library Service members, carers and volunteers on 24 May 2012. Musical entertainment was provided by The Scots College's Senior String Ensemble. This is the third function for the year.</p> <p>This program has been very well received by the Home Library members and volunteers and has improved partnerships with Holdsworth Community Centre and Service and local aged care facilities who assist with transport.</p>	Manager Library and Information Services	30/06/2012	✔
2.3.1.3 Implement new technology formats for Home Library Service members following the Home Library review.	Ongoing	DAISY readers and Navigator audio read equipment are loaned to Home Library service members, and appropriate training in their use is also provided. Currently the Library is developing procedures for the easy download of E- Book and E- Audio book resources for Home Library members.	Manager Library and Information Services	30/06/2012	✔
2.3.1.4 Implement the recommendations of the Access Plan including facilitation of the Access Forums and improved access to leisure and recreational opportunities for people with a disability.	Completed	Due to the previous attendance at the forums attracting very low numbers, the Access Forum is in abeyance pending the outcome of a review and community feedback. This review will identify the type of and effective ways of disseminating information to local residents.	Manager Community Development	30/06/2012	✔

## Annual Progress Report

Actions	Status	Progress Comments	Responsible Person	Target Date	Comment Updated
2.3.1.5 Continue to deliver the Healthy Lifestyle Program at the Woollahra Community Centre.	Completed	<p>The Healthy Lifestyle Program continues to be popular with Information Sessions on National Law Week, Mind Your Mind and Yoga for Seniors.</p> <p>The centre also facilitates regular courses by the University of the Third Age and offers a Computer Course for Seniors.</p>	Manager Community Development	30/06/2012	

**Priority Progress Comments:**

A range of information has been provided through information sessions at the Woollahra Seniors and Community Centre and website information . Exercise sessions have continued at the Woollahra Seniors and Community Centre and remain well attended by seniors .

**Priority:**                      **2.3.2      Contract Holdsworth Community Centre and Services to provide services for seniors, people with a disability and their carers.**

**Priority Progress Comments:**

The 2011/12 Holdsworth Community Centre and Services Business Plan has been received and noted by Council, with programs and services for seniors, people with a disability and carers continuing.



## Annual Progress Report

**Strategy 2025:**            2.4            **Protect the health and well-being of residents and visitors to our area.**

**Priority:**                2.4.1            **Manage the Public Health and Safety Program, the Childhood Immunisations Program, and the Pollution Control Program.**


**Priority Progress Comments:**

Childhood immunisation clinic operating monthly. Council's Environmental Health Officers and Health & Food Safety Officer responding to requests and conducting investigation of all public health, food safety and pollution matters in accordance with subject service standards.

## Annual Progress Report

**Strategy 2025:**            **2.5**            **Improve community safety and reduce crime in Woollahra.**

**Priority:**                    **2.5.1**            **Work with local communities to promote local community safety.**

<i>Actions</i>	<i>Status</i>	<i>Progress Comments</i>	<i>Responsible Person</i>	<i>Target Date</i>	<i>Comment Updated</i>
2.5.1.1 Provide information sessions on Personal and Home Safety for Seniors.	Completed	These sessions are a component of the Seniors Healthy Lifestyle program which is run at the Woollahra Seniors and Community Centre. This year topics included Keeping Safe in Your Home, First Aid for Seniors and Police Registry providing contact details in case of emergency.	Manager Community Development	30/06/2012	

**Priority Progress Comments:**

Council's Community Safety Committee meets once every six weeks raising local safety issues and seeking local solutions. The provision of home safety information sessions for seniors continues at the Woollahra Seniors and Community Centre.






## Annual Progress Report

**Strategy 2025:**            **2.6**            **Increase opportunities for youth involvement in developing activities and facilities.**

**Priority:**                    **2.6.1**            **Encourage youth participation in developing activities and facilities.**

<i>Actions</i>	<i>Status</i>	<i>Progress Comments</i>	<i>Responsible Person</i>	<i>Target Date</i>	<i>Comment Updated</i>
2.6.1.1 Approach local schools to develop partnerships which foster community inclusiveness and leadership skills for students.	Completed	The Easy PC courses for seniors to develop their IT skills has continued to be popular. Six week training modules delivered by students on a one to one basis have been run at The Scots College, Ascham, Kincoppal Rose Bay and Rose Bay Secondary College this quarter. A total of 190 seniors attended courses for this financial year. The courses continue to be very popular with seniors and the participating schools.	Manager Community Development	30/06/2012	

**Priority Progress Comments:**

The Easy PC program has continued to be popular. Students from Kincoppal, The Scots College, Ascham and Rose Bay Secondary College have helped develop and provide one to one teaching sessions for seniors to improve their IT Skills. Council also facilitated a new program between The Scots College and Junction House where students worked with young people with an intellectual disability teaching them life skills.



## Annual Progress Report

**THEME : Goal 3 COMMUNITY WELL-BEING: A creative and vibrant community.**

**Strategy 2025: 3.1 Preserve and promote local history and heritage.**

**Priority: 3.1.1 Collect local history and heritage information and improve its accessibility to the public.**

Actions	Status	Progress Comments	Responsible Person	Target Date	Comment Updated
3.1.1.2 Improve accessibility through the establishment of a digital archive for the Local History collection.	Ongoing	The Digital Archive, developed over the last twelve months, has included photographs, maps, plaques and Council minutes from the Local History collection. The Digital Archive will be made available in July 2012.	Manager Library and Information Services	30/06/2012	✔
3.1.1.7 Implement software program to assist with digitisation to online display of the established plaque information. [Refer to Resolution 04/04/2011].	Completed	The Search Tech software which allows all plaque information to be made available online has been completed. Three hundred plaques have been uploaded from the Woollahra History and Heritage Society register, in preparation for the inaugural meeting of the Woollahra Plaques Advisory Committee in August 2012.	Manager Library and Information Services	30/06/2012	✔
3.1.1.8 Develop guidelines for a plaque scheme and establish a community committee to recognise significant persons, events and places within the Woollahra Municipality. [Refer to Resolution 04/04/2011].	Completed	On the 9 July 2012, Council adopted the Terms of Reference for the establishment of the Woollahra Plaques Advisory Committee. The inaugural meeting to be held on 16 August 2012.	Manager Library and Information Services	30/06/2012	✔

**Priority Progress Comments:**

The Local History Centre is open 23 hours per week for public access and an increased amount of information is now available on-line.



## Annual Progress Report

**Strategy 2025:**            **3.2**            **Support the celebration of local people, places and cultural heritage.**

**Priority:**                    **3.2.1**            **Provide, support, and promote community cultural celebrations, programs and venues.**

<i>Actions</i>	<i>Status</i>	<i>Progress Comments</i>	<i>Responsible Person</i>	<i>Target Date</i>	<i>Comment Updated</i>
3.2.1.1 Provide grants to cultural organisations to support cultural celebrations and activities.	Completed	The large and small cultural grants were determined in September 2011, with a number of new initiatives being supported. Ongoing partnerships are maintained with cultural grants recipients of Community and Cultural Grants Program. The next grants round was advertised in May, closing in June 2012.	Cultural Development Coordinator	30/06/2012	✔
3.2.1.5 Develop and implement an Anime and Manga Club for 12 to 18 year olds as part of the Library's children's and young adult library program.	In Progress	This program continues to be researched and developed. It will be carried over into the next financial year.	Manager Library and Information Services	30/06/2012	✔
3.2.1.6 Develop and implement the 55+ Club at Watsons Bay and Paddington Libraries to promote lifelong learning.	Ongoing	The 55+ club is held once a month at Paddington (first Wednesday) and Watsons Bay (third Wednesday) libraries. During the quarter, three sessions were held at each Library with attendance ranging from 5-10 people. Sessions included a discussion on local history as well as the chance to view new Library resources.	Manager Library and Information Services	30/06/2012	✔

**Priority Progress Comments:**

Support and promotion of community cultural celebrations, programs and venues is ongoing through Community PAC's, Community and Cultural Grants Program, local cultural networks, community information, social media, What's On and Council's website.

**Priority:**                    **3.2.2**            **Provide cultural development services through facilitation and the development of partnerships.**

<i>Actions</i>	<i>Status</i>	<i>Progress Comments</i>	<i>Responsible Person</i>	<i>Target Date</i>	<i>Comment Updated</i>
3.2.2.1 Support Queen Street West Woollahra Association in the development and management of the Woollahra Festival.	Completed	Council continued support for the second Woollahra Festival that was successfully conducted in November 2011.	Cultural Development Coordinator	31/12/2011	



## Annual Progress Report

<i>Actions</i>	<i>Status</i>	<i>Progress Comments</i>	<i>Responsible Person</i>	<i>Target Date</i>	<i>Comment Updated</i>
3.2.2.2 Undertake an annual strategic review of Council coordinated cultural activities and programs.	Completed	This review was reported to Council in March 2012.	Cultural Development Coordinator	31/03/2012	

**Priority Progress Comments:**

Through the ongoing role of cultural development and facilitation of networks, assistance has been provided to local cultural organisations including Woollahra Festival Inc , Paddington Art Prize, Critical Path and Eastern Suburbs Organisation for Reconciling Australia (bush tucker walks and bush tucker brunch) this quarter.



## Annual Progress Report

**Strategy 2025:**            **3.3**            **Provide innovative and enhanced library services that encourage lifelong learning.**

**Priority:**                    **3.3.1**            **Provide a high quality library and information service for the Woollahra community.**

Actions	Status	Progress Comments	Responsible Person	Target Date	Comment Updated
3.3.1.1 Continue with targeted library membership drive.	In Progress	Tasks implemented from Library Membership Drive project plan include: Subscribed to PLN marketing database; kept up-to-date with trends via journal articles; brainstormed ideas for a Library Loyalty Scheme; Library Brand refresh has been completed with the development of a Welcome Pack for new members, new Librarian brochures and a online and hardcopy newsletter. Window signage for Paddington Library has been installed.	Manager Library and Information Services	30/06/2012	✔
3.3.1.2 Maintain the Library web pages and provide relevant interactive online tools.	Ongoing	The Library website pages are updated on a regular basis. The Library continues to provide interactive features to the community through Twitter profile, a Library Flickr account and podcasting of Library events and programs.	Manager Library and Information Services	30/06/2012	✔
3.3.1.3 Implement E-book Technology.	Deferred	The library began implementing eBook technology with vendor Overdrive in February 2012. This will be launched by June 2012 and will include eBooks and eAudio formats. Currently monitoring usage of Bolinda Digital. Statistics to be recorded in report to Community & Environment Committee.	Manager Library and Information Services	30/06/2012	✔
3.3.1.4 Monitor and review the Library's electronic resources and databases on a quarterly basis.	Completed	The Library monitor and reviews the Library electronic resources and databases on a quarterly basis.  A new database purchased this quarter is The Vogue Archive. The database has all journal copies from 1892 to previous month, includes advertising as well as articles. Other titles added this year include Find my Past, Berg Fashion, and Grove Music.	Manager Library and Information Services	30/06/2012	✔

## Annual Progress Report

Actions	Status	Progress Comments	Responsible Person	Target Date	Comment Updated
3.3.1.5 Develop and implement a customer education program on general computer usage and the Library's electronic resources.	Ongoing	During the quarter, the Home Library service encouraged three members to attend the Council's Easy PC classes now held at Kincoppal, Ascham, Scots College and Woollahra Seniors. Dynamic Learning, an online basic computer tuition course is also available through the library electronic resources website.	Manager Library and Information Services	30/06/2012	✔
3.3.1.7 Implement and monitor extended Library opening hours.	Deferred	The Library commenced new library opening hours effective 1 July 2011.  Double Bay and Paddington Libraries are now open from 9.30am (previously 10am) weekdays (except for Wednesday 12 noon opening at Paddington) and the Watsons Bay Library hours have been extended by an additional 7 hours. The Library is now open Monday and Friday 2-5pm (previously 3-5pm) and Tuesday and Thursday 9.30am-5pm (previously 9.30am-2.30pm).	Manager Library and Information Services	30/06/2012	

**Priority Progress Comments:**


Library & Information Services continues to provide a quality service for the Woollahra community. Detailed statistics are reported to the Community & Environment Committee on a quarterly basis.



## Annual Progress Report

**Strategy 2025:**            **3.4**            **Support and promote arts, artists and cultural development within the local community.**


**Priority:**                    **3.4.1**            **Provide support for, and promotion of, local arts and cultural activities.**

<i>Actions</i>	<i>Status</i>	<i>Progress Comments</i>	<i>Responsible Person</i>	<i>Target Date</i>	<i>Comment Updated</i>
3.4.1.1 Develop guidelines and implement an "Artist in Residence" Program for the Woollahra area.	Completed	Guidelines and an application process for an Artist in Residence Program have been developed, ready for advertisement of the Program to commence in 2013.	Cultural Development Coordinator	30/06/2012	

**Priority Progress Comments:**

Ongoing support provided with local cultural development through expert advice and the provision of cultural funding through the Community and Cultural Grants Program. Local cultural activities promoted wherever appropriate.

**Priority:**                    **3.4.2**            **Produce the Woollahra Small Sculpture Prize.**

<i>Actions</i>	<i>Status</i>	<i>Progress Comments</i>	<i>Responsible Person</i>	<i>Target Date</i>	<i>Comment Updated</i>
3.4.2.1 Implement the new components of the Woollahra Small Sculpture Prize (WSSP) including e-news bulletins and extended exhibition activities.	Ongoing	Regular Woollahra Small Sculpture Prize E-news bulletins have been circulated in the first half of 2012. E-News subscribers have increased to in excess of 3,000. Along with the social media platforms of Facebook and Twitter, the Prize developed it's own Pinterest boards this quarter.	Cultural Development Coordinator	30/06/2012	

**Priority Progress Comments:**

The Woollahra Small Sculpture Prize (11 years in 2011) is produced annually with activity occurring throughout the year. The Prize continues to develop benefits back to the community including a Volunteer Program, schools touring, artist talks and strong links to other Council programs including Kids Day Out, Tea Topics and the Environmental Schools Sculpture Prize. The 2011 Prize attracted over 540 entries, with finalists exhibited at Woollahra Council Chambers between 21 October and 6 November 2011.



## Annual Progress Report

**Strategy 2025:**           **3.5**           **Improve the accessibility of arts to the broader community.**

**Priority:**               **3.5.1**       **Facilitate and encourage inclusive arts activities and programs.**

**Priority Progress Comments:**

Facilitation and encouragement of a broad range of diverse programs is ongoing through promotion and the allocation of large and small cultural grants in September and November 2011.

**Priority:**               **3.5.2**       **Facilitate and develop an annual public art program.**

**Priority Progress Comments:**

The development of diverse public art opportunities reflective of the community is ongoing and occurs during either capital works opportunities and/or investigation and development of appropriate community initiatives. The Watsons Bay Baths upgrade artwork was installed and launched in October 2011 . A commission agreement was finalised for artwork for the Royal Hospital for Women Park.


The 2012 Traffic Signal Box Program was finalised in April with artists painting four boxes at various location in the area . The Temporary Art Installations Program continued to expand to five sculptures on loan from artists or galleries.



## Annual Progress Report

<b>THEME : Goal</b>	<b>4</b>	<b>QUALITY PLACES AND SPACES: Well planned neighbourhoods.</b>
<b>Strategy 2025:</b>	<b>4.1</b>	<b>Encourage and ensure high quality planning and urban design outcomes.</b>
<b>Priority:</b>	<b>4.1.1</b>	<b><i>Provide an environmental planning and compliance framework for managing and controlling land development.</i></b>

## Annual Progress Report

Actions	Status	Progress Comments	Responsible Person	Target Date	Comment Updated
<p>4.1.1.1 Prepare a new Principal Local Environmental Plan.</p>	<p>In Progress</p>	<p>Project commenced. Work being overseen by the Council's Strategic Planning Working Party (SPWP). Progress reports made to Urban Planning Committee.</p> <p>Work to date has included:</p> <ul style="list-style-type: none"> <li>- investigation and selection of housing opportunity sites (24 identified and 3 sites confirmed. Remaining sites deferred till completion of Principal LEP. This staged approach to housing targets has been endorsed by Department of Planning and Infrastructure)</li> <li>- review of RFBs in Residential 2(a) zone - to address existing use rights issues</li> <li>- translation of land uses zones into Standard Instrument template</li> <li>- translation of objectives and aims into SI template</li> <li>- translation of special provisions and heritage conservation provisions into SI template</li> <li>- preparation of new LEP maps.</li> </ul> <p>Work during the quarter involved:</p> <ul style="list-style-type: none"> <li>- adapting our development standard clauses (FSR, height, allotment sizes) to meet the SI written format and mapping requirements</li> <li>- adapting our special use and open space zones to meet the SI written instrument and mapping requirements</li> <li>- preparing for and conducting meetings with the SPWP on 16 April, 1 May, 22 May, 19 June and 17 July 2012 - these meetings involved discussion on special use and open space zones and building heights within residential and commercial areas</li> <li>- seeking comment from the the DoPI on a preliminary draft LEP (this has been obtained and we are commencing further discussion on several matters)</li> <li>- preparing and making a presentation on foreshore building lines and sea level rise provisions to the DoPI's Local Planning Panel on</li> </ul>	<p>Manager Strategic Planning</p>	<p>31/12/2013</p>	<p style="text-align: center;"></p>




## Annual Progress Report

Actions	Status	Progress Comments	Responsible Person	Target Date	Comment Updated
		19 April 2012. Note: Original target date 30/06/2012.			
4.1.1.2 Review Section 94 Contributions Plan and Section 94A Development Contributions Plan.	In Progress	<p>Review commenced. Influenced by proposed changes to State Government legislation. Discussions held with Department of Planning. Legislation changes proposed for 2010 have been delayed. No release date provided by Department. Guidelines for preparing new contributions plans released for comment in December 2009. New section 94A plan prepared and exhibited in July and August 2011. Report to Urban Planning Committee on 22 August 2011. Council decision on 5 September 2011 to approve plan. Commencement date 31 August 2011.</p> <p>A review of Woollahra's section 94 contributions plan and section 94A development contributions plan will be required when the Department releases the final version of the guidelines and new legislation is introduced. The review will be undertaken as a new project.</p> <p>Awaiting release of guidelines and new legislation.</p> <p>Note: Original target date 30/06/2011.</p>	Manager Strategic Planning	30/06/2013	




## Annual Progress Report

Actions	Status	Progress Comments	Responsible Person	Target Date	Comment Updated
<p>4.1.1.3 Prepare comprehensive development control plans.</p>	<p>In Progress</p>	<p>Project commenced with preparation of new envelope controls for residential buildings.</p> <p>Options for format of new DCP prepared. Meeting held with Strategic Planning Working Party on 16 April 2012 to discuss progress and present format options.</p> <p>Work during the quarter involved:</p> <ul style="list-style-type: none"> <li>- reviewing content of all DCPs to assess format options for new DCP</li> <li>- meetings with Development Control teams to identify issues with current suite of DCPs</li> <li>- further work and testing of envelopes</li> </ul> <p>Note: Original target date 30/06/2011.</p>	<p>Manager Strategic Planning</p>	<p>31/12/2013</p>	<p style="text-align: center;"></p>




## Annual Progress Report

Actions	Status	Progress Comments	Responsible Person	Target Date	Comment Updated
<p>4.1.1.4 Finalise a draft local environmental plan for White City.</p>	<p>In Progress</p>	<p>Decision of Council to prepare draft LEP to:</p> <ul style="list-style-type: none"> <li>(a) rezone Nos.81-83 New South Head Road, Edgecliff from Open Space 6 to a zone that allows mixed commercial and residential development (subject to development controls);</li> <li>(b) list the White City site as a heritage item;</li> <li>(c) include provisions for the development of the White City site in accordance with the open space zone applying to land south of the viaduct and the existing and proposed business zone along New South Head Road.</li> </ul> <p>Submission of Draft LEP to Minister, for that part dealing with rezoning of 81-83 New South Head Road only to occur subject to public benefits being achieved, including public access through and across the site and 81-83 New South Head Road.</p> <p>Preliminary work undertaken. White City site now under multiple ownership. Further negotiations required with new owners.</p> <p>Nos. 73-79 and 81-83 New South Head Road and Lot 30 DP 817499, all of which formed part of the White City site, are now associated with Principal LEP housing target opportunity sites. DA lodged on 26 October 2010 for extensions to current car wash use on Nos. 81-83. DA refused on 18 October 2011.</p> <p>Council has deferred further work on proposed opportunity sites till after completion of Principal LEP. Consequently, further work on rezoning 81-83 New South Head Road can also be deferred.</p> <p>Further report will be prepared for UPC regarding item (b) of Council's decision (listing White City site as a heritage item) due to:</p> <ul style="list-style-type: none"> <li>(a) change in legislation regarding preparation of LEPs and planning proposals</li> <li>(b) need to assess existing conservation management plan to establish extent of proposed heritage item.</li> </ul>	<p>Manager Strategic Planning</p>	<p>31/12/2012</p>	<p style="text-align: center;"></p>




## Annual Progress Report

Actions	Status	Progress Comments	Responsible Person	Target Date	Comment Updated
		<p>Report to be presented in second quarter of 2012-13.</p> <p>Note: Original target date 30/06/2011.</p>			
<p>4.1.1.5 Prepare new development control plan for Edgecliff Commercial Centre.</p>	<p>In Progress</p>	<p>Research commenced. Several sites in the commercial centre were investigated as potential residential opportunity sites as part of the housing target for the Draft East Sub-regional Strategy. Opportunity site process now deferred till completion of Principal LEP. Edgecliff Centre DCP now to form part of Comprehensive DCP process.</p> <p>General review of height controls in the commercial centre undertaken. Findings presented to the Strategic Planning Working Party on 19 June 2012.</p> <p>Note: Original target date 30/06/2011.</p>	<p>Manager Strategic Planning</p>	<p>31/12/2013</p>	<p style="text-align: center;"></p>




## Annual Progress Report

Actions	Status	Progress Comments	Responsible Person	Target Date	Comment Updated
<p>4.1.1.6 Develop the Stormwater Management Development Control Plan as part of the floodplain risk management program.</p>	<p>In Progress</p>	<p>Flood plain studies for Paddington/Rushcutters Bay, Double Bay, Rose Bay and Watsons Bay completed.</p> <p>Meeting held with consultant in July 2010. Draft DCP prepared by consultants and being reviewed. Further research being carried out for sea level rise issues. Paddington/Rushcutters Bay, Double Bay and Rose Bay studies updated to include sea level rise figures.</p> <p>Sydney Coastal Councils group has commissioned CSIRO to map tidal inundation. Information has been provided to member councils.</p> <p>Cardno Limited has been commissioned to undertake the Coastal Zone Management Plan study.</p> <p>Councillor briefing session on CZMP study, CSIRO mapping and Sydney Coastal Council work held on 30 April 2012.</p> <p>Draft Stormwater Drainage and Flood Risk Management Development Control Plan prepared by Technical Services Department. Review being undertaken by internal working group comprising members from Technical Services and Development Control.</p> <p>Note: Original target date 30/06/2011.</p>	<p>Manager Strategic Planning</p>	<p>31/12/2012</p>	<p style="text-align: center;"></p>




## Annual Progress Report

Actions	Status	Progress Comments	Responsible Person	Target Date	Comment Updated
4.1.1.7 Redraft/rearrange development control plans and other planning documents to allow website access to controls for individual sites.	In Progress	<p>Project commenced under funding from Commonwealth Government RIFF program. Electronic delivery dependent on purchase of new software. Whilst modelling of new control framework has commenced, this process is not focused on coding of information for electronic delivery. The project is on hold due to budget constraints. Priority is being directed towards preparation of Principal LEP and Comprehensive DCP rather than coding of information for electronic delivery. Project can recommence on completion of LEP and DCP subject to available funds for software and associated implementation such as staff for data entry process.</p> <p>Note: Original target date 31/03/2012.</p>	Manager Strategic Planning	30/06/2014	
4.1.1.9 Review planning controls for transition areas between Residential 2(a) and Residential 2(b) zones.	Completed	<p>Council decision on 14 May 2012 that "Action 4.1.1.9 (Review planning controls for transition areas between Residential 2(a) and Residential 2(b) zones) being linked to Action 4.1.1.1 (Prepare a new Principal Local Environmental Plan) and the Target Date amended to 31/12/2013."</p> <p>Note: Original target date 30/06/2011.</p> <p>Note: The target date was to be amended to 31/12/2013 in accordance with Council decision of 14/5/2012. This project will be integrated with 4.1.1.1 which has a target date of 31/12/2013.</p>	Manager Strategic Planning	30/09/2012	




## Annual Progress Report

Actions	Status	Progress Comments	Responsible Person	Target Date	Comment Updated
<p>4.1.1.10 Prepare new development control plan for schools and colleges.</p>	<p>Completed</p>	<p>Review commenced.                      Process has included:                      1. Workshop with local school representatives.                      2. Discussions with Department of Planning and Infrastructure about land use zoning of school sites. This matter is relevant to controls that might be placed in the DCP, particularly those about retention of major open space areas on school grounds.                      4. Review of impact of further amendments to Infrastructure SEPP (2007) on local planning controls for schools.</p> <p>Draft DCP presented to UPC meetings on 12 December 2011, 30 January 2012 and 27 February 2012. Council decision on 12 March 2012 to exhibit draft DCP. Exhibition over period 9 May to 8 June 2012. Reported to UPC meeting 9 July 2012. Recommendation to defer consideration to enable interested people to address the Committee following school holidays.</p> <p>Report to UPC on 23 July 2012. Decision of Council on 13 August 2012 to approved DCP subject to minor changes. DCP to commence on 22 August 2012.</p> <p>Note: Original target date 30/06/2011.</p> <p>Note: The target date was to be amended to 31/07/2012 in accordance with Council decision of 30/04/2012. This date has not been met, however, the project has been completed.</p>	<p>Manager Strategic Planning</p>	<p>30/06/2012</p>	<p style="text-align: center;"></p>



## Annual Progress Report

Actions	Status	Progress Comments	Responsible Person	Target Date	Comment Updated
<p>4.1.1.11 Amend Paddington Heritage Conservation Area Development Control Plan and Woollahra Local Environmental Plan 1995 to include controls for William Street commercial uses.</p>	<p>In Progress</p>	<p>Research completed. Public exhibition of three options complete. Council decision on 10 August 2009 to prepare draft LEP based on preferred option. Decision also required further report to UPC on possible controls in LEP to prevent amalgamation of allotments. Preparation of Draft LEP and Draft DCP underway. Report to UPC on 8 February 2010. Council decision on 22 February to defer Draft LEP to obtain legal advice on whether clause 4 acts as a development standard or a prohibition on development. Report to UPC on 8 March with legal advice. Council decision on 22 March to prepare Draft LEP. Due to savings and transitional provisions in EPA Act, Draft LEP now needs to proceed through new LEP gateway process.</p> <p>Planning proposal submitted to Department of Planning on 30 April. Gateway determination approved planning proposal, but with substantial changes. Meeting held with senior Department of Planning staff on 15 July and 17 August. Letter received from Department of Planning with possible options.</p> <p>Recent amendments to SEPP (Exempt and Complying Development Codes) 2008 have a possible bearing on the Council's Draft LEP. This matter has been investigated and several discussions have been held with Department's Regional Office without satisfactory resolution. Further discussion occurred with Regional Office on 14 December 2012. Report presented to UPC on 13 February 2012. Council decision on 27 February 2012 to oppose changes made by DoPI to planning proposal and request further discussions with Department about options.</p> <p>Meeting held with representatives from Department's Regional Office on 29 March 2012.</p> <p>Report presented to UPC on 28 May 2012 outlining proposed</p>	<p>Manager Strategic Planning</p>	<p>30/09/2012</p>	<p style="text-align: center;"></p>



## Annual Progress Report

Actions	Status	Progress Comments	Responsible Person	Target Date	Comment Updated
		<p>changes to the Standard Instrument relating to sub-zones and their application to the William Street Planning Proposal. Council decision on 12 June 2012 to request DoPI to review the Gateway Determination for the planning proposal in view of proposed amendments to the Standard Instrument. Request made. DoPI advised that review cannot take place until proposed changes to subzone approach is endorsed by Director-General.</p> <p>Note: Original target date 30/06/2011.</p> <p>Note: The target date was to be amended to 31/07/2012 in accordance with Council's decision of 30/04/2012. This date has not been met. However, the report to UPC on 28/5/2012 and Council's decision of 12/6/2012 set in train further directions.</p> <p>Recommendation to amend target date to 31/12/12. This date is dependent on decisions from the DoPI.</p>			



## Annual Progress Report

Actions	Status	Progress Comments	Responsible Person	Target Date	Comment Updated
<p>4.1.1.12 Prepare an album of Woollahra developments displaying exemplary examples of good planning, architecture, urban design and/or heritage conservation best practice. [Refer NOM 15/12/2008 - C/r Zeltzer].</p>	<p>In Progress</p>	<p>Report considered by UPC on 6 April 2009. Council decision on 27 April 2009 requiring further report, creation of working party and correspondence with the Building Design Association and Institute of Architects. This project has been delayed due to redirection of priorities and staff vacancies.</p> <p>A progress report was presented to the UPC on 12 December 2011. Council, on 30 January resolved that:</p> <ol style="list-style-type: none"> <li>1. An album of Woollahra developments featuring recipients of a Woollahra Heritage Conservation Award be placed on the Council's website.</li> <li>2. A working party be established to develop a set of criteria for the expansion of the album to include other items that contribute positively to the local built environment and to report back to the Urban Planning Committee in the first half of 2012.</li> <li>3. A further report be brought before the Urban Planning Committee regarding the potential to expand the present Woollahra Awards to include sustainability.</li> </ol> <p>Work has commenced on the design and development of a website in accordance with part 1 of the resolution.</p> <p>A report on this project will be presented to the Urban Planning Committee to update new Councillors and seek further direction.</p> <p>Note: Original target date 30/06/2011.</p> <p>Note: Recommendation to amend target date to 31/12/12.</p>	<p>Director Planning and Development</p>	<p>30/06/2012</p>	



## Annual Progress Report


Actions	Status	Progress Comments	Responsible Person	Target Date	Comment Updated
<p>4.1.1.13 Prepare a report on suitable trees for specific areas as part of LEP and DCP reviews. [Refer NOM 9/03/2009 - Cllrs Petrie, Howe, Zeltzer, Carmichael, Cavanagh &amp; Edelman].</p>	<p>In Progress</p>	<p>This action is being addressed through three projects.</p> <ol style="list-style-type: none"> <li>1. Tree Management Policy Version 10.2 of the Tree Management Policy, prepared by the Council's Parks and Street Trees Department was approved by Council on 8 August 2011. This document contains Council's policy on matters such as the pruning and removal of trees on private and public land.</li> <li>2. Street Tree Master Plan The Parks and Street Trees Department is currently preparing the Street Trees Master Plan. This plan will contain criteria for the selection of street trees across the Municipality. The plan will include a range of suitable trees for each street.</li> <li>3. Amendment to DCPs This project is being carried out by the Strategic Planning Department in conjunction with the Parks and Street Trees Department. Work has commenced during the quarter with a review of all DCPs which contain tree lists. A new list of recommended tree species for private land will be prepared for each precinct DCP and the Residential DCP.</li> </ol> <p>Note: Original target date 30/06/2012.</p>	<p>Manager Strategic Planning</p>	<p>31/12/2013</p>	
<p>4.1.1.14 Prepare a report on options for amending controls to regulate offensive, unsightly and/or garish painting and commercial signs on commercial premises across the Municipality. [Refer NOM 12/04/2010 - Cllrs Shoebridge &amp; Jarnason].</p>	<p>Completed</p>	<p>Research carried out with review of relevant policies and legislation. Analysis of case studies carried out. Report prepared and considered by Urban Planning Committee on 14 November 2011. Council decision on 28 November 2011 included action to amend advertising and sign provisions in DCPs as part of new Comprehensive DCP.</p> <p>Note: Original target date 30/06/2011.</p>	<p>Manager Strategic Planning</p>	<p>31/12/2011</p>	



## Annual Progress Report

Actions	Status	Progress Comments	Responsible Person	Target Date	Comment Updated
<p>4.1.1.15 Review subdivision and allotment size controls in LEP in regard to matters including: density; open space maintenance; deep soil constraints; driveway lengths; maintaining green canopies; protecting views; maintaining heritage curtilages. [Refer NOM 14/05/2007 - Clr Shoebridge].</p>	<p>In Progress</p>	<p>This project will be integrated with the preparation of Principal LEP and Comprehensive DCP. See 4.1.1.1 and 4.1.1.3. Work has commenced with a review of subdivision sizes in line with requirements for the Standard Instrument.</p> <p>Note: Original target date 30/06/2012</p>	<p>Manager Strategic Planning</p>	<p>31/12/2013</p>	
<p>4.1.1.16 Review land use zoning and investigate possibility of allowing more retail, restaurant and similar uses for part of Oxford Street between Queen Street and Ocean Street, Woollahra. [Refer NOM 26/11/2007 - Clrs Shoebridge &amp; Petrie and decision 13/07/2009].</p>	<p>In Progress</p>	<p>Residential zoning and densities taken up as part of Principal LEP opportunity site considerations. Further work on opportunity sites deferred until after the Principal LEP is finalised. Consideration of rezoning to allow retail, restaurant and similar uses to be taken up with preparation of Principal LEP. See 4.1.1.1.</p> <p>Note: Original target date 30/06/2012</p>	<p>Manager Strategic Planning</p>	<p>31/12/2013</p>	
<p>4.1.1.17 Review Double Bay Centre DCP to investigate suitable planning and economic concessions to encourage a new picture theatre, cinema or hotels. [Refer NOM 1/11/2010 - Clrs Howe &amp; Petrie].</p>	<p>Completed</p>	<p>Report considered by Urban Planning Committee on 25 July 2011. Council decision on 8 August to take no further action on the NOM of 1 November 2010.</p>	<p>Manager Strategic Planning</p>	<p>30/09/2011</p>	

## Annual Progress Report

Actions	Status	Progress Comments	Responsible Person	Target Date	Comment Updated
<p>4.1.1.18 Report on effectiveness of current controls in Woollahra LEP 1995 and Residential DCP in limiting excessive site excavation. [Refer NOM 1/11/2010 - Cirs Edelman, Howe, Petrie, Wynne &amp; Young].</p>	<p>Completed</p>	<p>Work commenced with a review of our current policy on excavation , relevant Land and Environment Court cases and policy from other councils. Presentation made to Strategic Planning Working Party on 10 August 2011. Report presented to UPC on 28 November 2011. Council decision on 12 December 2012 to prepare a planning proposal to amend Woollahra LEP 1995 and prepare a draft DCP to amend Woollahra Residential DCP 2003.</p> <p>Planning proposal submitted to DoPI. Department has provided comment. Review of planning proposal required in light of comments. Exhibition over periods 9 May to 8 June 2012 and 13 June to 13 July 2012. Report to UPC meeting on 13 August 2012. Recommendation to approve DCP and discontinue planning proposal.</p> <p>Note: Original target date 30/06/2011.</p> <p>Note: The target date was to be amended to 31/07/2012 in accordance with Council's decision of 30/04/2012. This date has not been met, however, the project has been completed.</p>	<p>Manager Strategic Planning</p>	<p>30/06/2012</p>	<p style="text-align: center;"></p>



**Annual Progress Report**

Actions	Status	Progress Comments	Responsible Person	Target Date	Comment Updated
<p>4.1.1.19 Prepare new LEP and DCP controls (building envelope controls) for Stamford Hotel site - i.e. land to which the former Ashington proposal applied. [Refer to review of assessment by NSW Planning Assessment Commission dated 25 September 2009 and letter from NSW Premier (n.d.) received on 8 October 2009].</p>	<p>Completed</p>	<p>Liaison with Department of Planning in response to Minister's letter. No response to date from Department. DA671/2010) submitted on 10 December 2010. Amended application lodged on 29 July 2011. Proposal seeks consent to demolish the existing Stamford Plaza Hotel structure and construct a mixed use development with retail space, five cinemas and residential units above. The existing car park, with 154 spaces and vehicular entry, will be retained. Consent authority is the Joint Regional Planning Panel. DA report considered by Strategic and Corporate Committee on 6 December 2011. Council decision on 6 December 2011 that JRPP refuse consent. JRPP approved DA on 13 December 2011. Consent granted for 8 storey mixed residential, cinema, retail development with associated car parking.</p> <p>Because of the DA consent, the need for new LEP and DCP controls is not required. No further action is to be taken on this project.</p> <p>Note: Original target date 30/06/2011.</p>	<p>Manager Strategic Planning</p>	<p>30/06/2012</p>	
<p>4.1.1.20 Report on regulating RFBs subject to existing use rights. [Refer decisions on 14/12/2009 and 6/09/2010].</p>	<p>Completed</p>	<p>Report considered by UPC on 23 August 2010. Council decision on 6 Sept 2010 to adopt rezoning approach to address those RFBs which have existing use rights thereby making them permissible uses subject to development standards and controls.</p> <p>Approach to be taken up with preparation of Principal LEP.</p>	<p>Manager Strategic Planning</p>	<p>31/12/2013</p>	







## Annual Progress Report

Actions	Status	Progress Comments	Responsible Person	Target Date	Comment Updated
4.1.1.21 Prepare new local environmental plan and DCP controls for Strickland House.	In Progress	<p>Awaiting further action from State Property Authority, including revised conservation management plan and commencement of community consultation program. Demolition of dilapidated buildings adjoining Carrara completed. Council decision on 5 September 2011 - request be made to the State Property Authority to allow Woollahra Council to consult with the community and comment on the revised Strickland House Conservation Management Plan before it is endorsed by the Heritage Council and the NSW State Government. SPA informed of Council's decision and also asked to respond to previous requests about selection of an appropriate land use zone for the new Principal LEP. Meeting held with SPA representatives on 7 February 2012.</p> <p>SPA has submitted updated Draft Strickland House Conservation Management Plan and report on proposed land use and heritage conservation incentive provisions. Documentation currently being reviewed. Report to UPC in second quarter of 2012-13.</p> <p>Note: Original target date 30/06/2011.</p> <p>Note: Recommendation to amend target date to 31/12/2012. Target date to be reassessed following outcome of further actions by State Property Authority.</p>	Manager Strategic Planning	30/06/2012	✓
4.1.1.22 Report on sites additional to the current opportunity sites that are identified through investigations relating to existing use rights of residential flat buildings in the Residential 2(a) Zone. [Refer decision on 11/10/2010].	In Progress	<p>Further investigations to be carried out based on template presented to UPC on 23 August 2010. (see project 4.1.1.24)</p> <p>This project will be integrated with the Principal LEP project. See 4.1.1.1.</p>	Manager Strategic Planning	31/12/2013	





## Annual Progress Report

Actions	Status	Progress Comments	Responsible Person	Target Date	Comment Updated
4.1.1.23 Prepare a report on clear controls for lofts over garages in the Woollahra Heritage Conservation Area so that the controls regarding lofts in this location are brought into accord with those applying to the Paddington Heritage Conservation Area. [Refer NOM 11/10/2010 - Cirs Zeltzer & Medcraft].	Completed	<p>Review of controls completed. Results reported to UPC meeting on 13 August 2012.</p> <p>Note: Original target date 31/03/2011.</p> <p>Note: The target date was to be amended to 31/07/2012 in accordance with Council's decision of 30/04/2012. This date has not been met, however, report with recommendations for further action has been presented to UPC.</p> <p>Subject to Council decision, a new action will commence. This will involve preparation of an amending DCP.</p>	Manager Strategic Planning	31/12/2012	✓
4.1.1.31 Prepare a report on the use of the Pilot Stations in Watsons Bay. [Refer NOM 15/11/2010 - Cirs Wynne].	In Progress	<p>Letters from the Mayor of the day, Councillor Shapiro, were sent to the Chief Executive Officer NSW Maritime (now Roads and Maritime Authority), The Hon. Duncan Gay MLC and Gabrielle Upton MP concerning the future use of the Pilot Station. A Conservation Management Plan (CMP) was prepared by consultants engaged by NSW Maritime. A media release by Gabrielle Upton MP on 22 June 2012 sought public comment on the use of the Pilot Station by the Boating Industry Association of NSW. The media release also sought comment on other potential uses that align with the CMP.</p> <p>Awaiting further actions and response from Roads and Maritime Services.</p> <p>Note: Recommendation to amend target date to 31/12/2012.</p>	Executive Planner	30/06/2012	✓
4.1.1.32 Prepare a report on the current and recent development proposals for the White City site. [Refer to NOM 22/08/2011 - Cirs Shoebridge & Jarnason].	Not commenced	<p>This matter has been delayed due to staff leave in Development Control Team South West.</p> <p>Note: Target date amended to 31/12/12.</p>	Director Planning and Development	30/06/2012	

## Annual Progress Report

Actions	Status	Progress Comments	Responsible Person	Target Date	Comment Updated
<p>4.1.1.33 Prepare a planning proposal for 9A Cooper Park Road, Bellevue Hill [Refer decision of Council 25 July 2011].</p>	<p>In Progress</p>	<p>Planning proposal prepared and submitted to Department of Planning and Infrastructure. Gateway determination issued on 8 December 2012. Consultant report on land contamination investigations completed. Report will be included with material forming part of planning proposal public exhibition.</p> <p>Public exhibition of planning proposal carried out from 26 April to 24 May 2012. Report on submission prepared and distributed to Councillors and public on 2 August 2012. Public hearing relating to reclassification of land to be held on 9 and 10 August 2012. Report to UPC with outcome of public hearing in second quarter of 2012-2013.</p> <p>Note: Recommendation to amend target date to 30/09/2012 in accordance with Council decision of 30/04/2012.</p> <p>Note: The target date was to be amended to 30/09/2012 in accordance with Council's decision of 30/04/2012. Due to a need to comply with statutory processes the target date of 30/09/2012 will not be met. It is therefore recommended that the target date be amended to 31/12/2012.</p>	<p>Manager Strategic Planning</p>	<p>31/12/2013</p>	<p style="text-align: center;"></p>
<p>4.1.1.34 Prepare a report on options for amending planning controls to regulate offensive, unsightly and/or garish painting and commercial signs on commercial premises. [Refer NOM 12/04/2010 - Cllrs Shoebridge &amp; Jarnason].</p>	<p>Completed</p>	<p>Report considered by UPC on 14 November 2011. Council decision on 28 November 2011 to review advertising sign provisions as part of preparation of new Comprehensive DCP.</p>	<p>Manager Strategic Planning</p>	<p>31/12/2013</p>	<p style="text-align: center;"></p>

## Annual Progress Report

Actions	Status	Progress Comments	Responsible Person	Target Date	Comment Updated
4.1.1.35 Prepare a report outlining the changes that must be made to various planning instruments to ensure that all parking spots in new single dwellings and residential flat buildings have direct access to facilities that allow electric cars to be recharged. [Refer NOM 23/08/2010 - Ctrs Boskovitz & Carmichael].	Completed	<p>Reports considered by UPC on 15 November 2010 and 12 December 2011. Decision of Council on 30 January 2012:</p> <ol style="list-style-type: none"> <li>1. There be no change to the Parking Development Control Plan</li> <li>2. Staff continue to liaise with the State Government over the next six months and consider the Electric Vehicles Taskforce findings and recommendations</li> <li>3. Suitable options to require electric vehicle charging points in new residential development are to be incorporated into the Comprehensive Development Control Plan.</li> </ol> <p>This action will be integrated with 4.1.1.3 Comprehensive DCP.</p>	Manager Strategic Planning	31/12/2012	
4.1.1.36 Prepare a report which sets out a strategy to apply a consistent philosophy to parking provision across the Municipality by specifying the maximum car parking requirements for residential developments as contained in the 2011 Car Parking DCP. [Refer NOM 13/02/2012 - Ctrs Grieve & Zeltzer].	Completed	<p>Report considered by UPC on 26 March 2012. Council decision on 16 April 2012 to amend Parking DCP, Residential DCP 2003, Watsons Bay Heritage Conservation Area DCP, Double Bay DCP 2003 and the Neighbourhood Centres DCP.</p> <p>Draft DCP prepared. Public exhibition occurred over period 13 June to 13 July 2012. Report on exhibition and submissions considered by UPC on 23 July 2012. Decision of Council on 13 August 2012 to approve Draft DCP.</p>	Manager Strategic Planning	30/06/2012	
4.1.1.37 Obtain independent legal advice on the meaning of clause 32 (1)(b) of the WLEP. [Refer NOM 14/05/2012 - Ctrs Grieve & Shoebridge].	Completed	<p>Legal advice has been obtained and was included in a report considered by the Urban Planning Committee on 25 June 2012. Council resolved on 9 July 2012 to include the advice on appropriate files and alert staff.</p>	Manager Strategic Planning	30/06/2012	
4.1.1.39 Prepare a report to the Urban Planning Committee that evaluates the merits of a "Licensed Premises DCP" for the Woollahra Municipality. [Refer NOM 30/04/2012 - Ctrs Boskovitz & Carmichael].	Not commenced	<p>This project will be carried out during the 2012 - 2013 financial year.</p> <p>Note: Recommendation to amend target date to 31/12/2012.</p>	Manager Strategic Planning	30/06/2012	





## Annual Progress Report

**Priority Progress Comments:**




The majority of projects have commenced. Our focus during quarter has been on the Principal Local Environmental Plan, Comprehensive DCP, review of excavation controls and completion of the Draft DCP for Educational Establishments. Minor work was undertaken on the William Street, Paddington, additional land uses and residential parking generation rates.

**Priority: 4.1.2 Deliver high quality and timely development assessment.**

<i>Actions</i>	<i>Status</i>	<i>Progress Comments</i>	<i>Responsible Person</i>	<i>Target Date</i>	<i>Comment Updated</i>
4.1.2.1 Ongoing monitoring of work flow and work practices for the delivery of best practice assessment of applications in a timely manner.	Completed	A report into the review considered by DCC on 7 March 2011 and referred to Council on 14 March 2011 were it was resolved to defer consideration pending public consultation. The matter was further scheduled for further consideration by DCC on 6 June 2011. Council resolved to adopt the delegations review on 14 June 2011 subject to amendments. This matter is now finalised.	Manager Development Control	30/06/2012	
4.1.2.2 Prepare a report on the implications and practicality of providing Councillors with electronic copies (pdf) of plans, elevations, sections and other architectural drawings and information included on the Agenda's of the Application Review Panel, Application Assessment Panel and Development Control Committee. [Refer NOM 30/05/2011 - Cirs Howe & Wynne].	Completed	We have developed a portal, in which we provide all information in an electronic format. This request has been implemented and Councillors have indicated that they are generally satisfied with the outcome. No further reporting required.	Manager Development Control	30/06/2012	



## Annual Progress Report

Actions	Status	Progress Comments	Responsible Person	Target Date	Comment Updated
4.1.2.3 Prepare a report on the implications of extending the notification time on planning matters which come before the Application Assessment Panel, Development Control Committee and Urban Planning Committee. [Refer to NOM 30/05/2011 - Clrs Howe & Wynne].	Awaiting Approval	Draft report prepared and being reviewed.  Note: Recommendation to amend target date to 31/12/12.	Manager Development Control	30/06/2012	
4.1.2.4 Prepare a report for the Development Control Committee reviewing the times before committee's that a matter can be called by a Councillor from the Application Review Panel (ARP) and Application Assessment Panel (AAP) to the Development Control Committee (DCC). [Refer NOM 31/10/2011 - Clrs Carmichael & Petrie].	Not commenced	This matter is interrelated with action 4.1.2.3 and will be dealt with together with 4.1.2.3.  Note: Recommend target date be amended to 31/12/12.	Manager Development Control	30/06/2012	
4.1.2.5 Prepare a report on requiring section 96 applications that relate to DA conditions which have been previously approved by the Development Control Committee or Full Council or the Court. [Refer NOM 08/03/2010 - Clr Zeltzer].	Completed	A report in relation to this matter was considered by the DCC on 7 March 2011 where the recommendation not to alter the provisions of the s96 delegations was adopted. That recommendation was referred to full Council an an R Item on 14 March 2011 where the recommendation was adopted and formed the resolution of Council. This matter is now finalised.	Manager Development Control	31/12/2011	

**Priority Progress Comments:**

The principal performance indicator for the Development Control Department is that we maintain an effective and efficient development control service to our customers . The primary measure of that performance relates to the time we take to process a development application (DA).

As an indicator of performance we report on both the 'net mean DA processing times' (net mean) and the 'gross mean DA processing times' (gross mean). The gross mean is the



## Annual Progress Report

total average time it takes for our Department to process development applications. The net mean is the same average, but excludes delays incurred as a result of, for example, the time taken for officers to negotiate a positive built environmental outcome from a development proposal, or to resolve fundamental inadequacies in the application which necessitate formal requests for additional information.

Because our performance is also measured by good development outcomes we consider that the most important statistic to focus on is the net mean. That statistic is important in that it does not penalise staff for entering into negotiations with applicants to achieve positive development outcomes as does the gross mean. For that reason we set our business service standard on the net mean. That business standard is that we aim to process all DAs across all levels of delegation within a net mean of 90 days.

Our turnaround times for the fourth quarter are discussed below in terms of general processing times, and processing times by level of delegation. They are then compared with performance in the preceding two quarters.

### Overall Processing Times

Overall processing times measure Council's performance in terms of DA turnaround times for all levels of determination.

#### Net mean:

4th Quarter 2011/12 44 days (current quarter)

3rd Quarter 2011/12 58 days

2nd Quarter 2011/12 45 days

#### Gross mean:

4th Quarter 2011/12 87 days (current quarter)

3rd Quarter 2011/12 104 days

2nd Quarter 2011/12 90 days

### Comment

The net mean turnaround times have improved in the fourth Quarter representing a positive outcome from the slightly elevated third quarter outcome. This is not an unexpected result given that the third quarter includes the January/February period where peak staff annual leave is sought. The third quarter tends to also be elevated due to the impact of extended notification during the December/January period. This cyclic trend is also reflected in the gross mean turnaround times for the last three quarters.

### Delegated determination times

Delegated determination times measures Council's performance in relation to those DAs which have ; not attracted an objection, or if an objection is lodged, that objection is fully resolved by amended plans, by conditions of consent, and are not a class of development which requires determination by ARP, AAP or DCC, or has not been called to DCC by a Councillor. In this Quarter delegated matters accounted for 52% of all DAs determined by Council.

## Annual Progress Report

Net mean:  
 4th Quarter 2011/12 26 days (current quarter)  
 3rd Quarter 2011/12 18 days  
 2nd Quarter 2011/12 ~~11~~ 16 days

Gross mean:  
 4th Quarter. 2011/12 50 days (current quarter)  
 3rd Quarter 2011/12 61 days  
 2nd Quarter 2011/12 ~~44~~ 46 days

Comment  
 Delegated determinations help to drive the overall outcomes for each quarter. This Quarter has delivered positive outcomes, although unusually net turnaround times have deteriorated marginally whilst gross determination times continue to improve. It is difficult to explain precisely the reason for the increase in the net time other than to suggest that in the last quarter matters were finalised effectively once all information was received. Overall the fourth quarter results in terms of both net and mean turnaround times remain good and assist in achieving required business output targets.

### Application Review Panel (ARP)

Application determination times for ARP measure Council's performance in relation to those matters which have attracted ; no greater than three objections, are not a class of development which must be determined by AAP or DCC, or have not been called to DCC by a Councillor. In this Quarter ARP matters account for 20% of all DAs determined by Council.

Net mean:  
 4th Quarter 2011/12 40 days (current quarter)  
 3rd Quarter 2011/12 83 days  
 2nd Quarter 2011/12 ~~41~~ 42 days

Gross mean:  
 4th Quarter 2011/12 85 days(current quarter)  
 3rd Quarter 2011/12 129 days  
 2nd Quarter 2011/12 ~~101~~ 102 days

Comment  
 This is a better outcome when compared to the 3rd Quarter and demonstrates that the ARP is becoming an important contributor to overall outcomes for the determination of



## Annual Progress Report

smaller, less contentious matters. We also believe that the new 'automated' report template has assisted in improving efficiencies at this level of delegation, and at levels such as the DCC.

### Application Assessment Panel (AAP)

Application determination times for AAP measure Council's performance in relation to those matters which have ; attracted four or more objections, are not a class of development which must be determined by the DCC, or have not been called to DCC for determination by a Councillor. In this Quarter AAP matters accounted for 11% of all DAs determined by Council. This is statistically significant in terms of overall performance.

#### Net mean:

4th Quarter 2011/12	98 days (current quarter)
3rd Quarter 2011/12	82 days
2nd Quarter 2011/12	110 days

#### Gross mean:

4th Quarter 2011/12	143 days (current quarter)
3rd Quarter 2011/12	113 days
2st Quarter 2011/12	208 days

#### Comment

This quarter has delivered increased turnaround results for matters determined by the AAP in relation to both the net mean, and gross determination times. Because DAs are generally triggered to AAP by larger numbers of objections or departures from a development standard, delays are likely related to substantive negotiations by officers in order to resolve issues in order to produce positive development outcomes. This conclusion is reasonable when one considers the 'gap' between the net mean and the gross mean.

### Development Control Committee (DCC)

Application determination times for DCC measures Council's performance in relation to those matters which are ; a class of development that must be determined by the DCC, or have been called to DCC by a Councillor. In this Quarter DCC matters accounted for 12% of all DAs determined by Council. This is an increase over the previous quarters and is statistically significant in terms of performance outcomes and time taken to process a matter through this level of delegation.

#### Net mean:

4th Quarter 2011/12	107 days (current quarter)
3rd Quarter 2011/12	127 days
2nd Quarter 2011/12	113 days

## Annual Progress Report

### Gross mean:

4th Quarter 2011/12 152 days (current quarter)  
 3rd Quarter 2011/12 172 days  
 2nd Quarter 2011/12 158 days

### Comment

On all measures the processing time for DAs proceeding to DCC for determination has improved in the 4th Quarter of this financial year. It is however notable that the proportion of all DAs determined at DCC has also increased. This principally relates to the number of matters being called from AAP. Thus, even though turnaround times have improved at this level, because they have the highest turnaround times of any delegation level of statistical significance, any increase in the proportion of DAs determined at this level will tend to have a negative impact on overall turnaround times.

### Full Council

Application determination times for Council measures Council's performance in relation to those DAs which have ; either been called to full Council for determination by a Councillor or, in circumstances where the officer's recommendation has been substantially altered by DCC resolution . In this quarter Council matters account for 5% of all DAs determined.

### Net mean

4th Quarter 2011/12 212 days (current quarter)  
 3rd Quarter 2011/12 429 days  
 2nd Quarter 2011/12 294 days

### Gross mean:

4th Quarter 2011/12 257 days (current quarter)  
 3rd Quarter 2011/12 479 days  
 2nd Quarter 2011/12 339 days

The 4th Quarter outcomes indicate that the time taken to determine a matter at full Council has effectively halved compared to the 3rd Quarter of 2011/12. These statistics are not significant in terms of overall outcome given the proportion of matters determined at full Council level. There is also an element of volatility in the fluctuations at this level of determination because of the relatively small sample size. A single application at this level is capable of skewing overall processing times for full council determination either upwards or downwards dependent on its individual circumstances.

### Work Flow for Development Applications

During the 4th Quarter a total of 136 development applications were lodged, whereas a total of 127 development applications were determined. As a result, the number of outstanding development applications at the end of the 4th Quarter stood at 153.

## Annual Progress Report

Work Flow for all Applications

During the 4th Quarter the Department received a total of 220 applications comprising DAs, s82 A applications, s96 modification applications and formal pre-DA applications. In that period the Department processed a total of 197 applications over all categories. As a result, at the end of the 4th Quarter the Department had a total of 217 applications on hand.

**Priority: 4.1.3 Develop and implement e-planning facilities in accordance with the best practice criteria established by the Commonwealth and State Government.**



## Annual Progress Report

Actions	Status	Progress Comments	Responsible Person	Target Date	Comment Updated
<p>4.1.3.1 Institute departmental task force headed by a senior development assessment officer to investigate research and develop best practice eDA strategy to provide electronic lodgement, referral, public notification, request for information, assessment management and determination consistent with the COAG national standard.</p>	<p>Deferred</p>	<p>A task force has been established chaired by a Team Leader and including representatives from Communications, Strategic Planning and Development Control administration.</p> <p>The purpose of this task force is to ensure that Council is in a position to provide best practice e-planning services once an EDMS is established.</p> <p>A report was presented to the Urban Planning Committee in March 2011 and again on 28/5/12 in respect of progress on the proposed implementation of an EDMS, funding for which is provided in Council's 2011/12 Budget. The May 2012 report advised that EDMS implementation would begin in Development Control and that we will commence publishing DA plans on line from August 2012. As a consequence of the consideration of the May 2012 report Council resolved to seek to have the greatest possible on-line publication of DA information, if necessary requiring applicants to waive copyright entitlements. From August 2012 DA plans for proposals with an estimated value exceeding \$750,000 have been available online. All DA plans (subject to copyright limitations) will be posted on line from September 2012. It is expected that full EDMS implementation in Development Control will occur over the next 12 months.</p> <p>Note: Recommend target date for completion of EDMS implementation in Development Control be amended to 31/12/2013.</p> <p>The matter of a Councillor briefing has been referred to Corporate Services for further action as the project progresses.</p> <p>Note: Original target date 30/09/2010.</p> <p>Deferred.</p>	<p>Manager Development Control</p>	<p>30/06/2012</p>	



## Annual Progress Report

**Priority Progress Comments:**

E-planning facilities have been deferred pending a decision by Council regarding the implementation of an EDMS to the organisation.

Deferred.



## Annual Progress Report



**Strategy 2025:**            **4.2**            **Promote sustainable design in future private and public development.**

**Priority:**                **4.2.1**            **Prepare planning documents that embrace sustainability principles.**

Actions	Status	Progress Comments	Responsible Person	Target Date	Comment Updated
4.2.1.1 Include sustainability principles within the Principal Local Environmental Plan and consolidated development control plans.	In Progress	Work commenced. Provisions being prepared by Department of Planning and Infrastructure for Standard Instrument and then inclusion in Woollahra Principal LEP.  Note: Original target date 31/03/2011.	Manager Strategic Planning	31/12/2013	
4.2.1.2 Review development control plans to incorporate controls for solar energy systems having regard to provisions in SEPP (Infrastructure) 2007. [Refer NOM 27/08/2007 - Clr Shoebridge and decisions on 24/05/2010 and 14/2/2011].	In Progress	Submission made on discussion papers from Department of Planning relating to proposed changes to SEPP (Infrastructure) 2007 and SEPP (Exempt and Comply Development Codes) 2008. Amend to SEPP (Infrastructure) 2007 gazetted and commenced on 17 December 2010. Report on amendments to UPC on 31 January 2011. Council resolution on 14 February 2011 to (a) receive and note report (b) raise concerns with Sydney Harbour Councils (c) raise concern with Inner City Mayors' Forum in regard to heritage conservation areas. Codes SEPP's impact on heritage conservation area discussed at Mayors' Forum meeting on 26 July 2011. Next meeting of Sydney Harbour Councils yet to be convened. Review controls in DCPs for photovoltaic systems and solar hot water systems in the course of preparing new comprehensive DCP. See action 4.1.1.3.  Note: Original target date 30/06/2011.	Manager Strategic Planning	31/12/2013	



## Annual Progress Report

Actions	Status	Progress Comments	Responsible Person	Target Date	Comment Updated
<p>4.2.1.3 Report on possible amendments to all heritage conservation area DCPs that would encourage the installation of solar electricity and solar hot water panels and in particular that do not provide blanket opposition to the installation of solar panels simply because they can be seen from the public domain. [Refer NOM 12/11/2007 - Clr Shoebridge].</p>	<p>In Progress</p>	<p>Link to 4.2.1.2.</p> <p>Note: Original target date 30/06/2011.</p> <p>Note: Recommend target date be changed to 31/12/2013 to reflect timeframe for Comprehensive DCP.</p>	<p>Manager Strategic Planning</p>	<p>31/03/2012</p>	<p style="text-align: center;"></p>
<p>4.2.1.4 Develop policy and controls for sea level rise. [Refer NOM 11/05/2009 - Clrs Shoebridge, Jarnason, Grieve &amp; Howe].</p>	<p>In Progress</p>	<p>This matter will be considered as part of the Principal LEP and consolidated DCP preparation. Reporting to Council will be scheduled as part of the Principle LEP program. It will also be dealt with in the context of the NSW Coastal Planning Guideline: Adapting to Sea Level Rise. Progress on this project will be reported with updates to the Principal LEP and consolidated DCP.</p> <p>Briefing given by Council staff and Lyndsey Taylor Lawyers to Councillors on 14 March 2011 before the committee meetings.</p> <p>Sydney Coastal Councils group has commissioned CSIRO to map tidal inundation. Information has been provided to member councils.</p> <p>Cardno Limited has been commissioned to undertake the Coastal Zone Management Plan study.</p> <p>Councillor briefing session on CZMP study, CSIRO mapping and Sydney Coastal Council work held on 30 April 2012.</p> <p>Link to actions 4.1.1.1 and 4.1.1.3</p>	<p>Manager Strategic Planning</p>	<p>31/12/2013</p>	<p style="text-align: center;"></p>



## Annual Progress Report

<i>Actions</i>	<i>Status</i>	<i>Progress Comments</i>	<i>Responsible Person</i>	<i>Target Date</i>	<i>Comment Updated</i>
4.2.1.5 Amend DCPs to restrict installation of desalination plants. [Refer decision of 27 January 2009].	Not commenced	To be taken up with preparation of Comprehensive DCP.	Manager Strategic Planning	31/12/2013	

**Priority Progress Comments:**

Our work in the quarter has largely involved input to several projects being run by the Technical Services Division . These projects are:

- (a) sea level rise mapping
- (b) flood studies
- (c) coastal zone management plan.

Output from these projects will be used in the preparation of a new Stormwater Management DCP, LEP provisions and mapping layers. Data will be publicly available on Council's website.





## Annual Progress Report

**Strategy 2025:**            **4.3**            **Protect local heritage and residential amenity, including protection of significant architecture and the natural environment.**

**Priority:**                **4.3.1**            **Develop policies, including a Heritage Item Register and a Significant Tree Register, to maintain cultural and natural heritage items.**

Actions	Status	Progress Comments	Responsible Person	Target Date	Comment Updated
4.3.1.1 Prepare the heritage item local environmental plan incorporating deferred potential heritage items in Woollahra and Watsons Bay Heritage Conservation Areas, Bellevue Hill and Rose Bay heritage item anomalies and contemporary heritage items.	Completed	<p>All consultant projects complete. Decisions to prepare draft LEPs. These have been merged to a single LEP. Authorisation from Director General Department of Planning to use delegated functions under section 65 and 69. Section 62 consultation carried out with Heritage Branch. Draft LEP public exhibition completed on 19 February 2010.</p> <p>Draft LEP converted into planning proposal and submitted to Department of Planning under gateway process. Response received from Department requiring amendment to planning proposal. Department no longer supports listing of heritage item groups. Report to Urban Planning Committee on 16 May 2011. Council decision on 30 May to forward planning proposal with one minor amendment and retention of heritage item groups to Department .</p> <p>LEP published on NSW Legislation Website on 30 May 2012.</p>	Manager Strategic Planning	31/12/2011	
4.3.1.2 Prepare additional heritage controls for Oxford Street Paddington.	In Progress	<p>Consultant report for Oxford Street Paddington complete. Further discussions with City of Sydney Council required. Strategic Heritage Officer reviewing consultant report. This project can be integrated with the Comprehensive DCP project which will include investigation of changes to the Paddington HCA DCP.</p> <p>Note: Original target date 30/06/2011.</p>	Manager Strategic Planning	31/12/2013	



## Annual Progress Report

Actions	Status	Progress Comments	Responsible Person	Target Date	Comment Updated
<p>4.3.1.3 Carry out a study of hotels in Paddington to determine and establish more specific conservation controls.</p>	<p>In Progress</p>	<p>Research work completed by consultant, Michael Saclier, and draft heritage inventory sheets prepared by Strategic Heritage Officer .</p> <p>Strategic Heritage Officer has been reviewing heritage inventory sheets and updating them in view of DA approvals to numerous hotels.</p> <p>Report to UPC in second quarter of 2012-2013.</p> <p>Note: Original target date 31/12/2011.</p>	<p>Manager Strategic Planning</p>	<p>31/12/2012</p>	<p style="text-align: center;">✔</p>
<p>4.3.1.4 Review of heritage provisions for Principal Local Environmental Plan (incorporating potential heritage conservation area Fairfax Road Bellevue Hill).</p>	<p>In Progress</p>	<p>Review of heritage inventory sheets for all currently listed heritage items continued. Consultant work by Colin Brady on Fairfax Road, Bellevue Hill complete.</p> <p>Work being integrated with preparation of Principal LEP. Discussion occurring with Department of Planning and Infrastructure on transfer of current Woollahra LEP heritage provisions into new instrument .</p>	<p>Manager Strategic Planning</p>	<p>31/12/2013</p>	

## Annual Progress Report

Actions	Status	Progress Comments	Responsible Person	Target Date	Comment Updated
<p>4.3.1.5 Prepare a report on developing a vision and master plan for William Street, Paddington. [Refer NOM 14/12/2009 - Cirs Medcraft &amp; Petrie].</p>	<p>Completed</p>	<p>Site inspections carried out with Director of Technical Services and Councillor Medcraft. Scope of project divided between need for infrastructure improvements through capital works programs and review of land use planning. Planning controls for William Street are currently being revised. Planning proposal for William Street substantially modified by conditions as part of Department of Planning Gateway determination. Options for progressing planning proposal being discussed with Department.</p> <p>Report on status of planning proposal and master plan considered by UPC on 13 February 2012. Technical Services to report to Corporate and Works Committee on possible infrastructure works in William Street as part of identifying and prioritising works throughout all business centres in the Municipality. The report will be presented in coming months.</p> <p>Note: Original target date 30/06/2011.</p>	<p>Manager Strategic Planning</p>	<p>30/09/2012</p>	



**Annual Progress Report**

Actions	Status	Progress Comments	Responsible Person	Target Date	Comment Updated
<p>4.3.1.6 Commence the process for considering the listing of the Wentworth Memorial Church, building, surrounding grounds and significant trees on the property on the State Heritage Register. [Refer NOM 9/08/2010 - Cirs Grieve, Shoebridge &amp; Jarnason].</p>	<p>In Progress</p>	<p>Process commenced based on extensive research recently undertaken by Council's heritage officer in relation to the proposed subdivision of the property. Submission with proposed listing made to Department of Planning. Heritage Branch advised that nomination has been unsuccessful in this instance, but it will consider further nomination based on Modernist themes.</p> <p>Heritage Branch recommenced listing process but amended Council's nomination by reducing the extent of the proposed listing to part of the site. Presentation made to State Heritage Register Committee on 7 December 2011 seeking listing for whole site. Submission unsuccessful and exhibiton of amended nomination occurred from 21 December 2011 to 7 February 2012. Report to UPC on 30 January 2012 regarding submission to exhibition. Council decision on 30 January 2012 to support nomination of Church building but object to reduced curtilage. Support requested from Minister for Heritage, Member for Vaucluse and Member for Wentworth. Heritage Council has recommended listing Church, but with a limited curtilage. Awaiting decision from Minister for Heritage.</p> <p>Note: Original target date 30/06/2011.</p> <p>Note: Recommend target date be amended to 30/09/2012.</p>	<p>Manager Strategic Planning</p>	<p>30/06/2012</p>	<p>✓</p>
<p>4.3.1.7 Review potential items - Wilkinson buildings.</p>	<p>In Progress</p>	<p>Research completed at Mitchell Library. Review of Council's DA archives commenced. Schedule of buildings being prepared.</p> <p>Note: Original target date 30/06/2011.</p>	<p>Manager Strategic Planning</p>	<p>31/12/2012</p>	



## Annual Progress Report

Actions	Status	Progress Comments	Responsible Person	Target Date	Comment Updated
4.3.1.8 Prepare planning proposal to list 37 Darling Point Road, Darling Point (Duntrim House), as a heritage item [Refer decision 11/10/2010].	Completed	<p>Planning proposal prepared and submitted to Department of Planning. Gateway Determination received thereby allowing public exhibition of planning proposal. Exhibition carried out from 1 April to 6 May 2011. Report to Urban Planning Committee in 27 June 2011. Council decision on 11 July to refer planning proposal to Department. Proposal referred. LEP published on NSW Legislation Website on 4 November 2011.</p> <p>Note: Original target date 30/06/2011.</p>	Manager Strategic Planning	30/09/2011	
4.3.1.9 Conduct Woollahra Heritage Conservation Awards.	Completed	<p>Website established. Brochure prepared. Advertising and notification carried out. Judging Panel selected and inspections completed. Awards presentation night held on 23 November 2011.</p> <p>Note: Original target date 30/06/2011.</p>	Manager Strategic Planning	31/12/2011	
4.3.1.10 Prepare a report on the appropriateness of adding a list of early street names in footpaths throughout the municipality as items to Woollahra Council's Heritage Register. [Refer NOM 29/11/2010 - Ctrs Grieve & Young].	In Progress	<p>Items 1 of NOM - review, update and photograph street name inlays - referred to Strategic Heritage Officer                      Item 2 of NOM - report on adding inlays to list of heritage items - referred to Strategic Heritage Officer                      Item 3 of NOM - review standard condition and its implementation - standard condition E7 Public footpaths amended to include protection of street name inlays. New standard condition E30 Protection of street name inlays added. Conditions imposed where relevant to DA.</p> <p>Documentation on street name register researched through Council's Local History Section. Photographical recording commenced. Methods for repairing damaged inlays researched.</p> <p>Reporting on adding inlays to schedule of heritage items to be taken up with preparation of Principal LEP.</p> <p>Note: Original target date 30/06/2011.</p>	Manager Strategic Planning	31/12/2013	



## Annual Progress Report

Actions	Status	Progress Comments	Responsible Person	Target Date	Comment Updated
4.3.1.11 Consider listing the former Anglican Church buildings at 96-98 Newcastle Street, Rose Bay, as individual heritage items and a heritage item group as part of work involved with reviewing heritage items for the Principal LEP [Refer decision 31/01/2011].	Completed	No work commenced to date.  DA for demolition of buildings and construction of a child care centre and RFB considered by JRPP on 10 November 2011. JRPP resolved that it would approve DA subject to 10 points. Point 7 required the applicant to submit amended plans before 24 November 2011 addressing 5 design changes. JRPP approved DA on 14 December 2011. Condition B2 of the consent requires archival recording of all buildings to be demolished. Condition B3 requires a heritage interpretation strategy.  Subject to the development being carried out, this project will lapse.	Manager Strategic Planning	30/06/2012	
4.3.1.12 Prepare a report on future research, including funding and timetable, for a review of significant examples of Inter-War residential flat buildings, arts and crafts buildings and Bungalows. [Refer decision 28/03/2011].	In Progress	Report to UPC meeting on 27 February 2012. Council decision on 12 March 2012 to endorse study methodology.  Research commenced.  Note: Description of action amended to refer to "Bungalows" rather than "California Bungalows" in accordance with Council decision of 30/04/2012.  Note: Recommendation to amend target date to 31/12/2012.	Manager Strategic Planning	30/06/2012	✔
4.3.1.13 Investigate adding to the heritage register Nos 11 and 12 Olola Ave, Vaucluse. [Refer NOM 30/05/2011 - Clrs Grieve & Howe].	In Progress	Report on 12 Olola Avenue considered by UPC on 25 July 2011. Council decision on 8 August 2011 not to pursue listing due to Land and Environment Court actions overtaking Council.  Investigations on 11 Olola Avenue complete. Draft heritage inventory sheets prepared.  Report to UPC on 14 May 2012. Council decision on 28 May 2012 to prepare planning proposal with the aim of listing 11 Olola Avenue as a heritage item. Planning proposal prepared and submitted to Department of Planning and Infrastructure for consideration.	Manager Strategic Planning	31/12/2012	✔

## Annual Progress Report

**Priority Progress Comments:**

Work during quarter focussed on:

- (a) conducting the studies on inter-war flats, bungalows and arts and crafts buildings
- (b) review of heritage provisions for the Principal LEP,
- (c) reviewing controls for loft structures over garages in the Woollahra HCA.



## Annual Progress Report

**Strategy 2025:**            **4.4**            **Encourage diversity in housing choice to suit a changing population.**

**Priority:**                    **4.4.1**            **Ensure Council's planning documents support housing diversity.**

Actions	Status	Progress Comments	Responsible Person	Target Date	Comment Updated
4.4.1.1 Prepare new Principal Local Environmental Plan with consideration of diverse housing choice.	In Progress	<p>Survey and analysis of existing housing capacity and opportunities for housing growth complete.</p> <p>Translation of Woollahra LEP 1995 land use zones into Standard Instrument zones carried out. Diversity of housing choice available under current land use zones will be achievable under Principal LEP using Standard Instrument zones.</p> <p>Refer to 4.1.1.1 for progress on Principal LEP.</p> <p>Note: Original target date 31/03/2011.</p>	Manager Strategic Planning	31/12/2013	
4.4.1.2 Carry out the Housing Strategy review with consideration of diverse housing choice.	In Progress	<p>Survey and analysis of existing housing capacity and opportunities for housing growth complete.</p> <p>Translation of Woollahra LEP 1995 land use zones into Standard Instrument zones carried out. Diversity of housing choice available under current land use zones will be achievable under Principal LEP using Standard Instrument zones.</p> <p>Refer to 4.1.1.1 for progress on Principal LEP.</p>	Manager Strategic Planning	31/12/2013	
4.4.1.3 Review development control plans with consideration to diverse housing choice.	In Progress	<p>Review of building envelope controls and FSRs being carried out to facilitate diversity of housing across the Municipality. Material presented to Strategic Planning Working Party and Urban Planning Committee. Agreement from Dept of Planning about use of FSR and envelope controls. Modelling of new controls being prepared for two precincts.</p>	Manager Strategic Planning	31/12/2013	

**Priority Progress Comments:**

Our work during the quarter in relation to the DPOP priority focussed on preparing the Principal LEP and the comprehensive DCP.





## Annual Progress Report

**Strategy 2025:**            **4.5**            **Support and enhance the form and function of the local village atmosphere.**

**Priority:**                    **4.5.1**            **Ensure Council's planning strategies and controls support appropriate conversation and development which will enhance the village character of Woollahra.**

Actions	Status	Progress Comments	Responsible Person	Target Date	Comment Updated
4.5.1.1 Within the State planning framework prepare a new Principal Local Environmental Plan which limits new housing to areas that are already zoned for medium density housing and to 'opportunity' sites where there is a sound planning justification to increase residential development potential.	In Progress	Refer to actions:  4.1.1.1 - Principal LEP 4.4.1.1 - Housing choice 4.4.1.2 - Housing strategy	Manager Strategic Planning	31/12/2013	
4.5.1.2 In a new development control plan ensure that built form controls are crafted to protect the important qualities of each precinct/area.	In Progress	Refer to actions:  4.1.1.3 - Comprehensive DCPs  Note: Original target date 31/03/2011.	Manager Strategic Planning	31/12/2013	

**Priority Progress Comments:**

N/A

**Priority:**                    **4.5.2**            **Ensure that upgrades to infrastructure reinforce the distinctive character of local precincts.**

Actions	Status	Progress Comments	Responsible Person	Target Date	Comment Updated
4.5.2.1 Implement projects in the Capital Works Program in a manner consistent this priority.	Ongoing	Capital upgrades of the public domain are currently either at design or tendering stage. Where they affect the appearance of the public domain, they are subject to a rigorous consultation process. Consistency with local character is always a key design consideration.	Director Technical Services	30/06/2012	



## Annual Progress Report

**Priority Progress Comments:**

All new infrastructure upgrades which may affect the appearance of the public domain are subject to a rigorous design process which includes consultation with the local community and community representatives.



## Annual Progress Report


**THEME : Goal 5 QUALITY PLACES AND SPACES: Liveable places.**

**Strategy 2025: 5.1 Enhance local community, cultural and recreation facilities to become more attractive, integrated, safe and accessible.**

**Priority: 5.1.1 Plan for community, cultural and recreation facilities to ensure they reflect community needs and aspirations.**

<i>Actions</i>	<i>Status</i>	<i>Progress Comments</i>	<i>Responsible Person</i>	<i>Target Date</i>	<i>Comment Updated</i>
5.1.1.1 Progress the findings of the community facility study.	In Progress	AECOM Consultants have completed the Community Facility Study providing recommendations for Council consideration in line with the broader asset management strategy. The study and the staff covering report was presented at the 28th November meeting, with Council approving a plan to progress the management of Councils facilities.	Manager Community Development	30/06/2012	
5.1.1.2 Continue to undertake research for the development of the new central library in Double Bay.	In Progress	David Jones (formerly the Building consultant with the State Library of NSW) who assisted in the preparation of a new Double Bay Library design brief, has completed the development of a detailed design brief for the interior layout of the new Library.  An expression of interest for the detailed design of the new Library closed on 19 June 2012 and Council received 15 submissions. A report recommending a shortlist of architectural firms to progress to the next stage of the tender process has been prepared for 6 August, 2012 Corporate & Works Committee.	Manager Library and Information Services	30/06/2012	✔
5.1.1.3 Prepare a report on the suitability of a Community Garden on or around the land past the Collegues club house . [Refer NOM 22/08/2011 - Clrs Grieve & Jarnason].	In Progress	The draft POM is almost finalised and will be reported to Council for public exhibition in 2012. This POM review has included extensive consultation with stakeholder groups and the draft POM will be including community garden options. Following adoption of the POM and the finalisation of the community garden layout Council staff will assist residents to set up suitable management structures for the garden as per our Community Gardens Policy.	Manager Open Space and Trees	30/06/2012	✔

## Annual Progress Report

Actions	Status	Progress Comments	Responsible Person	Target Date	Comment Updated
5.1.1.4 Report to Council on what strategies can be taken to develop some specific youth designated spaces (ie skate park or basketball court and more youth specific activities. [Refer NOM 12/12/2011 - Clrs Grieve & Jarnason].	Completed	A report has been prepared on youth designated spaces including the possibility of a basketball area for Lyne Park. Council staff are currently liaising with a potential donor who is considering gifting a basketball area for Lyne Park.	Manager Open Space and Trees	30/06/2012	
5.1.1.5 Prepare a report to Council, following consultation with Mr Rose's family and the community, as a matter of urgency investigating the possibility of either: 1) renaming Redleaf Pool; 2) co-naming Redleaf Pool; 3) installing a suitable memorial at Redleaf Pool; to honour the passing of the great Australian Murray Rose AM. [Refer NOM 30/04/2012 - Clrs Boskovitz & Grieve].	In Progress	Item to be reported to Council via Mayoral Minute.	Director Technical Services	30/06/2012	

**Priority Progress Comments:**

The provision of community, cultural and recreation facilities are under constant review, with a report on the provision of community facilities presented to the Community & Environment Committee in September 2009.

**Priority:**                      **5.1.2                      Staged implementation of recommendations in the Access Action Plan relating to community and recreation facilities.**

**Priority Progress Comments:**

This is a rolling program of works that forms part of Council's annual capital works program, ensuring safe and accessible facilities.

**Priority:**                      **5.1.3                      Implement a prioritised program of improvements to community and recreation facilities.**



## Annual Progress Report

Actions	Status	Progress Comments	Responsible Person	Target Date	Comment Updated
5.1.3.26 Prepare a report considering options for the development of the Rose Bay car parks including consideration for substantially increasing the capacity of the car parks; incorporation of a facility for community uses; the provision of 'easy access' public amenities for the elderly and less mobile. [Refer NOM 13/02/2012 - Ctrs Carmichael & Boskovitz].	In Progress	This matter will be referred to the Property Assets Working Party . A report will be submitted once a decision to proceed has been issued.	Manager Property	30/06/2012	✔

**Priority Progress Comments:**

Capital improvement projects approved by Council are underway. Refer to Capital Works program for details.

**Priority: 5.1.4 Implement major upgrades to recreation facilities.**

Actions	Status	Progress Comments	Responsible Person	Target Date	Comment Updated
5.1.4.1 Seek grant funding for the installation of a lift at the Sail Loft Building.	Works Deferred	Council's application for grant funding was unsuccessful. We will keep pursuing other grant funding opportunities as and when they become available.	Manager Property	30/06/2012	


**Priority Progress Comments:**

Upgrades approved by Council to recreational facilities refer to Capital Works program for details.

**Priority: 5.1.5 Implement upgrades to community and cultural facilities.**



## Annual Progress Report

<i>Actions</i>	<i>Status</i>	<i>Progress Comments</i>	<i>Responsible Person</i>	<i>Target Date</i>	<i>Comment Updated</i>
5.1.5.2 Seek grant funding for the installation of a lift at the EJ Ward Community Centre.	Works Deferred	Council's application for grant funding was unsuccessful. We will keep pursuing other grant funding opportunities as and when they become available. Internal painting and minor maintenance works have been completed.	Manager Property	30/06/2012	
5.1.5.5 Renamed the EJ Ward Centre to the EJ Ward Paddington Community Centre. [Refer NOM 28/05/2012 - Clrs Cavanagh & Medcraft].	Completed	Inspection has been undertaken and an order for a new sign has been placed.	Manager Property	30/06/2012	

**Priority Progress Comments:**

Upgrades to community and cultural facilities approved by Council underway. Refer to Capital Works Program for details.



## Annual Progress Report

**Strategy 2025:**            **5.2**            **Provide and maintain safe, serviceable public infrastructure including roads, footpaths, parks, open spaces, stormwater drains**

**Priority:**                 **5.2.1**            **Implement the infrastructure maintenance programs for all classes of public infrastructure.**

Actions	Status	Progress Comments	Responsible Person	Target Date	Comment Updated
5.2.1.1 Implement the infrastructure maintenance programs including restoration following utility works.	Ongoing	Maintenance program for Council's Civil Infrastructure ongoing. Works completed as programmed and to budget  Restoration works following utility upgrades ongoing. Restoration works completed as programmed.	Manager Civil Operations	30/06/2012	
5.2.1.2 Undertake scheduled maintenance and cleaning of stormwater pits and pipes, and stormwater quality improvement devices.	Ongoing	Scheduled inspection and cleaning of GPTs, pits and pipes ongoing and completed as per weekly/monthly inspections program.  In the 4th Quarter: Pollutants removed from GPTs: 11 GPTs inspected and cleaned; 36.2 tonnes of pollutants removed comprising of 22% Sediments; 14% Litter; 64% Organics. Pollutants removed from pits: 144 Pits inspected and cleaned; 20.9 tonnes of pollutants removed comprising of 24% Sediments; 20% Litter; 56% Organics.	Manager Civil Operations	30/06/2012	✔
5.2.1.3 Undertake scheduled cleaning of smart poles, parking meters and new paved areas within all business centres and cleaning of porous inlets in Rose Bay.	Ongoing	Schedules for the cleaning of multi function poles, porous pavers, parking meters and all pavers within business centres are continuing and on budget.	Manager Civil Operations	30/06/2012	✔

**Priority Progress Comments:**

Maintenance program for Council's Civil Infrastructure ongoing, completed as programmed.

Scheduled inspection and cleaning of GPTs, pits and pipes ongoing and completed as per weekly/monthly inspections program.

Restoration works following utility upgrades ongoing. Restoration works completed as programmed.

**Priority:**                 **5.2.2**            **Undertake regular reviews of street lighting.**



## Annual Progress Report

<i>Actions</i>	<i>Status</i>	<i>Progress Comments</i>	<i>Responsible Person</i>	<i>Target Date</i>	<i>Comment Updated</i>
5.2.2.1 Participate in the Southern Sydney Regional Organisation of Councils (SSROC) street lighting improvement project.	Ongoing	Ongoing. Council has participated in SSROC street lighting projects as appropriate.	Manager Engineering Services	30/06/2012	

**Priority Progress Comments:**

Site specific reviews are undertaken as requested or reported.





## Annual Progress Report

**Strategy 2025:**            **5.3**            **Provide attractive, accessible, connected and safe parks, sportsgrounds, foreshore areas and other public spaces.**

**Priority:**                **5.3.1**            **Ensure Plans of Management for public open spaces are updated periodically and reflect community needs and aspirations.**

<i>Actions</i>	<i>Status</i>	<i>Progress Comments</i>	<i>Responsible Person</i>	<i>Target Date</i>	<i>Comment Updated</i>
5.3.1.1 Review and update the Plan of Management for Christison Park, Lyne Park & Parsley Bay Reserve.	In Progress	Due to changes in priorities the Park Plans of Management for 2011/2012 were Woollahra Park, Foreshore Parks, Redleaf and Blackburn, McKell Park and Harbourview Park. All POMs are well progressed and will be reported to Council early in the new financial year.	Manager Open Space and Trees	30/06/2012	✔
5.3.1.2 Prepare a report on removing existing residential subdivisions that apply to Cooper Park and consolidate this important regional park into a single, or minimum number of lots (allowing for the different use in the valley floor with the tennis courts and kiosk) to protect its environmental values and keep it in public ownership. [Refer NOM 12/06/2012 - Ctrs Carmichael & Shoebridge].	In Progress	Work on this document has re-commenced as the Tree Management Policy has been adopted. Document to be completed in 2012/13.	Manager Open Space and Trees	30/06/2012	✔

**Priority Progress Comments:**

Plans of Management for public open space are periodically reviewed.

**Priority:**                **5.3.2**            **Implement a prioritised program of improvements to public open spaces.**

<i>Actions</i>	<i>Status</i>	<i>Progress Comments</i>	<i>Responsible Person</i>	<i>Target Date</i>	<i>Comment Updated</i>
5.3.2.1 Implement staged actions arising from the Recreational Needs Assessment.	Completed	New exercise stations have been installed at Christison Park.	Manager Open Space and Trees	30/06/2012	✔



## Annual Progress Report

Actions	Status	Progress Comments	Responsible Person	Target Date	Comment Updated
5.3.2.47 Install bike racks, without the loss of any parking spaces, at the street level of the Redleaf Council Chambers. [Refer NOM 31/10/2011 - Clrs Grieve & Shoebridge].	Completed	Bike rack installed on eastern side Redleaf House.	Manager Open Space and Trees	30/06/2012	✔

**Priority Progress Comments:**

Progress of improvements to public open space ongoing.

**Priority: 5.3.3 Implement major upgrades to open spaces.**

Actions	Status	Progress Comments	Responsible Person	Target Date	Comment Updated
5.3.3.1 Implement the Gap Park Masterplan (Stage 3) - shared pathways.	Not commenced	Gap Park stage 2B, improved coastal path and virtual fence underway Stage 3 works (shared pathways) on hold pending grant funding	Manager Open Space and Trees	30/06/2012	✔
5.3.3.2 Upgrade Lyne Park carpark (Phase 2) - west of amenity block.	Design/Scope of Works	Works to western path and seawall underway.	Manager Open Space and Trees	30/06/2012	✔

**Priority Progress Comments:**

Currently implementing 2011/12 major open space upgrades.

**Priority: 5.3.4 Complete annual maintenance programs for public spaces.**

**Priority Progress Comments:**

Maintenance programs and schedules progressing to targets.

**Priority: 5.3.5 Support and promote public safety in public open spaces through local law enforcement officers.**



## Annual Progress Report

**Priority Progress Comments:**

Patrols conducted of public open spaces, together with the investigation and actioning of customer requests/complaints by Council's Rangers.

**Priority:**                    **5.3.6**                    **Provide lifeguard services to Camp Cove Beach.**

**Priority Progress Comments:**

Lifeguard services commence at the end of October each year and continue through to the end of Easter. Services are dependent on the weather and are generally provided every day during the December/January school holidays and on weekends only during other times.



## Annual Progress Report

**Strategy 2025:**            **5.4**            **Protect trees, streetscapes and landscapes.**

**Priority:**                **5.4.1**            **Implement adopted policy for public and private tree management throughout Woollahra.**

<i>Actions</i>	<i>Status</i>	<i>Progress Comments</i>	<i>Responsible Person</i>	<i>Target Date</i>	<i>Comment Updated</i>
5.4.1.1 Update the Significant Tree Register.	In Progress	Individual tree inspections and data collectoin ongoing. Complete revision of document planned for 2012/2013.	Manager Open Space and Trees	30/06/2012	
5.4.1.2 Complete the Street Tree Masterplan.	In Progress	Work on this document has re-commenced as the Tree Management Policy has been adopted. Document to be completed in 2012/13	Manager Open Space and Trees	31/12/2011	✔
5.4.1.3 Asset inventory and condition surveys for park and trees assets.	Completed	Asset inventory and condition surveys completed to schedule for this year.	Manager Open Space and Trees	30/06/2012	✔

**Priority Progress Comments:**

Draft Tree Management Policy prepared.

## Annual Progress Report

**Strategy 2025:**            **5.5**            Enhance the physical environment of our local suburbs, neighbourhoods and town centres.

**Priority:**                    **5.5.1**            *Implement Neighbourhood Centre Strategies (Stages 2 and 3) considering neighbourhood functionality.*

**Priority Progress Comments:**

No work commenced.

**Priority:**                    **5.5.2**            *Staged implementation of recommendations in the Disability Action Plan relating to town centres and neighbourhoods.*

**Priority Progress Comments:**

Upgrades in accordance with the Disability Action Plan by Council are underway. Refer to Capital Works Program for details.

**Priority:**                    **5.5.3**            *Maintain and improve accessibility to public places for all user groups.*

**Priority Progress Comments:**

Maintenance of accessibility to public open space ongoing. Planning and construction for improved access projects underway.



## Annual Progress Report

**Strategy 2025:**            **5.6**            **Reduce impacts of local flooding and improve floodplain risk management.**

**Priority:**                    **5.6.1**            **Develop and implement a five year capital renewal program for stormwater drainage infrastructure and Environmental Works Program for water quality improvements.**

**Priority Progress Comments:**

Stormwater Capital Works projects approved by Council are in progress. The review of the 5 year Stormwater Capital Works Program was completed in January 2012.

**Priority:**                    **5.6.2**            **Develop Floodplain Risk Management Plans for all Woollahra catchments: Rushcutters Bay, Double Bay, Rose Bay and Vaucluse.**

Actions	Status	Progress Comments	Responsible Person	Target Date	Comment Updated
5.6.2.4 Complete the Floodplain Risk Management Study and Plan for Rose Bay.	Completed	Completed.	Manager Engineering Services	30/06/2012	

**Priority Progress Comments:**

Rushcutters Bay and Double Bay: Flood Study, Risk Study and Plan completed.  
 Rose Bay: Flood Study completed. Study and Plan draft completed. Community consultation on the draft is to be undertaken in 2012/2013.  
 Vaucluse: Flood Study, Risk Study and Plan completed. To be referred to a Community & Environment Committee for formal adoption.



## Annual Progress Report

**Strategy 2025:**            **5.7**            **Renew and upgrade ageing infrastructure including roads, footpaths, stormwater drains and seawalls.**

**Priority:**                    **5.7.1**            **Complete annual condition surveys and prepare 5 year and annual Capital Works Program for all classes of public infrastructure.**

<i>Actions</i>	<i>Status</i>	<i>Progress Comments</i>	<i>Responsible Person</i>	<i>Target Date</i>	<i>Comment Updated</i>
5.7.1.1 Conduct annual review of the Asset Management Plan for infrastructure assets.	Completed	The annual condition survey of our infrastructure assets was completed in January 2012.	Manager Engineering Services	30/06/2012	

**Priority Progress Comments:**

The annual condition survey and review were completed in January 2012.

**Priority:**                    **5.7.2**            **Implement the Infrastructure Capital Works Programs for renewal for all classes of public infrastructure.**

<i>Actions</i>	<i>Status</i>	<i>Progress Comments</i>	<i>Responsible Person</i>	<i>Target Date</i>	<i>Comment Updated</i>
5.7.2.1 Implement the Infrastructure renewal Capital Works Program.	Completed	Infrastructure Capital Works projects approved by Council are completed or in progress. Refer to the Capital Works Actions for further details.	Manager Capital Projects	30/06/2012	✔
5.7.2.2 Implement the Stormwater Capital Works Program.	Completed	Stormwater Capital Works projects approved by Council are completed or in progress. Refer to the Capital Project Actions for further details.	Manager Capital Projects	30/06/2012	✔

**Priority Progress Comments:**

Refer to Capital Works Program for details.



## Annual Progress Report

**THEME : Goal 6 QUALITY PLACES AND SPACES: Getting around.**

**Strategy 2025: 6.1 Facilitate an improved network of accessible and safe transport options.**

**Priority: 6.1.1 Provide for sustainable, safe convenient and efficient local movement of pedestrians and vehicles.**

<i>Actions</i>	<i>Status</i>	<i>Progress Comments</i>	<i>Responsible Person</i>	<i>Target Date</i>	<i>Comment Updated</i>
6.1.1.2 Implement projects arising from recommendations of the Woollahra Local Traffic Committee (LTC).	Ongoing	Ongoing. Projects are implemented as resolved by the LTC on an ongoing basis.	Manager Engineering Services	30/06/2012	
6.1.1.3 Implement project and actions adopted in the Woollahra Bike Strategy.	In Progress	The Bike Strategy projects have been designed and reported to the Traffic Committee and approved by the Community & Environment Committee. Works commenced in the final quarter and were substantially completed by June 2012. Works will be finalised in July 2012.	Manager Engineering Services	30/06/2012	✔
6.1.1.4 Convene a Community Transport Forum to involve Councillors and organisations in lobbying on transport issues.	Ongoing	Council staff will attend these forums when scheduled by Southern Sydney Regional Organisation of Council's (SSROC). Council made a submission to the NSW Long Term Transport Masterplan Discussion Paper.	Manager Engineering Services	30/06/2012	✔
6.1.1.5 Contribute to the (Eastern) Inner City Council's Forum for Transport Staff.	Ongoing	Council staff have been attending these meetings when scheduled by Southern Sydney Regional Organisation of Councils (SSROC).	Manager Engineering Services	30/06/2012	✔
6.1.1.7 Prepare a report on Council undertaking a widescreen audit of all streets within the municipality. [Refer NOM 24/05/2010 - Cllr Boskovitz].	Completed	The audit was completed and reported to the Community & Environment Committee on the 25 June 2012.	Manager Engineering Services	30/06/2012	✔
6.1.1.8 Review the Woollahra Traffic and Transport Strategy.	Not commenced	Review of the Traffic and Transport Strategy has been budgeted for in 2012/2013.	Manager Engineering Services	30/06/2012	✔
6.1.1.9 Complete and implement Pedestrian Access and Mobility Plans (PAMP).	Completed	Paddington PAMP completed.	Manager Engineering Services	30/06/2012	



## Annual Progress Report

Actions	Status	Progress Comments	Responsible Person	Target Date	Comment Updated
6.1.1.14 Develop in close consultation with the Queen Street West Woollahra Association (QSWWA) a comprehensive strategic plan for Council infrastructure and the public streetscape in Queen Street and the surrounding precinct and that funding for this be considered in the 2012/13 Budget. [Refer NOM 28/11/2011 - Cirs Shoebridge & Jarnason].	Not commenced	A strategic plan for Queen Street, Woollahra has been budgeted for in 2012/2013.	Manager Engineering Services	30/06/2012	✔
6.1.1.15 Prepare a report on the feasibility and potential benefits of a shared pedestrian areas on Chiswick Lane and Osborne Lane surrounding Woollahra Public School. [Refer NOM 13/02/2012 - Cirs Shoebridge & Zeltzer].	Completed	A report was presented to the Traffic Committee on the 1 May 2012 and Community & Environment Committee on the 14 May 2012.	Manager Engineering Services	30/06/2012	✔

**Priority Progress Comments:**

Traffic and pedestrian matters are investigated promptly and reported to the Woollahra Traffic Committee.

**Priority:**                      **6.1.2                      Convene and service the Woollahra Local Traffic Committee and implement actions arising from this Committee's recommendations as adopted by Council.**

**Priority Progress Comments:**

Traffic Committee meetings are held monthly as scheduled. Actions resulting from Traffic Committee are progressed and implemented on an ongoing basis.



## Annual Progress Report

**Strategy 2025:** 6.2 Improve the management of public parking on-street and off-street.

**Priority:** 6.2.1 Manage public parking infrastructure and parking across the municipality.

Actions	Status	Progress Comments	Responsible Person	Target Date	Comment Updated
6.2.1.1 Review resident parking schemes including inventory, surveys of eligible properties and eligibility criteria.	Ongoing	Ongoing. Reviews are undertaken as resources are available.	Manager Engineering Services	30/06/2012	
6.2.1.2 Prepare a report on the viability and financing options to enable underground street parking for residents in Paddington and other heritage conservation areas. [Refer NOM 30/11/2009 - Clrs Cavanagh & Medcraft].	Completed	A report on this matter was considered at the Community & Environment Committee on the 11 July 2011, and it was resolved that that no further action be taken in relation to this proposal.	Manager Engineering Services	30/06/2012	
6.2.1.3 Prepare a report investigating the possibility of providing more parking for commuters and residents in and around Lyne Park. [Refer NOM 6/09/2010 - Clr Boskovitz].	In Progress	A report will be presented to the Community & Environment Committee on the 23 July 2012.	Manager Engineering Services	30/06/2012	✓
6.2.1.4 Prepare a report in respect of measures/actions that can be taken to deter parking in the "No Stopping" zone in Broughton Street, Paddington in front of the Royal Hotel. [Refer NOM 12/03/2012 - Clrs Medcraft & Petrie].	Completed	A report was presented to the Traffic Committee on the 1 May 2012 and the Community & Environment Committee on the 14 May 2012.	Manager Engineering Services	30/06/2012	✓

## Annual Progress Report

Actions	Status	Progress Comments	Responsible Person	Target Date	Comment Updated
6.2.1.5 Prepare a report on a review of the Lyne Park Ferry Wharf Carpark with a view to increasing 12hr commuter parking spots during weekdays; consider whether the short stay parking allocation of time should be 4 hrs or some length of time shorter, perhaps 2-3 hours; look at ways to ensure that campervan parking is limited so that commuter parking spaces are not lost as a result. [Refer NOM 14/05/2012 - Ctrs Boskovitz & Carmichael].	Completed	Report prepared and tabled at Community & Environment Committee on 25 June 2012.	Manager Engineering Services	30/06/2012	
6.2.1.6 Prepare a report to the Community & Environment Committee with a view to either removing or reducing the hours of operation of the clearway restrictions on Oxford Street, Paddington between Glenmore Road and Queen Street, Paddington (including the permitted parking times). [Refer NOM 30/04/2012 - Ctrs Medcraft & Petrie].	In Progress	Staff have been in touch with City of Sydney staff who are also interested in this matter. A bus travel survey has been arranged. Staff will work together to develop a combined approach to the RMS.	Manager Engineering Services	30/06/2012	

**Priority Progress Comments:**

Ongoing reviews of the parking are undertaken as resources are available.

**Priority:**                      **6.2.2**                      **Provide parking enforcement services.**



## Annual Progress Report

**Priority Progress Comments:**


Parking enforcement services provided throughout the Municipality.



## Annual Progress Report

**Strategy 2025:**            **6.3**            **Promote provision of better, more integrated public and community transport.**

**Priority:**                    **6.3.1**            **Provide services and programs to support improved and accessible public transport.**

Actions	Status	Progress Comments	Responsible Person	Target Date	Comment Updated
6.3.1.1 Council write to Sydney Transit to change the routing of the 389 bus service so to allow each alternate bus (389B) on the route in weekends and off peak (10am - 4pm) commuter periods to connect via the Edgecliff transport interchange, thus providing for a significant public transport connection to the Edgecliff Centre. [Refer NOM 25/06/2012 - Cirs Medcraft & Petrie].	Completed	Letter drafted and forwarded to State Transit and the Managers of the Edgecliff Centre.	Manager Engineering Services	30/06/2012	

**Priority Progress Comments:**

The State Government and Member for Vaucluse have indicated that they support an increase in public transport to the Eastern suburbs . Council staff will continue to participate in any discussions with the State Government. Council made a submission to the State Government in relation to the NSW Long Term Transport Master Plan .

**Priority:**                    **6.3.2**            **Review and analyse bus, train and ferry services, and linkages between services and lobby State Government.**

**Priority Progress Comments:**

The State Government is lobbied on an ongoing basis for improvements to the public transport network. Council recently wrote to State Transit about changes to the 389 bus service.

**Priority:**                    **6.3.3**            **Maintain and upgrade where possible, public transport facilities.**



## Annual Progress Report

<i>Actions</i>	<i>Status</i>	<i>Progress Comments</i>	<i>Responsible Person</i>	<i>Target Date</i>	<i>Comment Updated</i>
6.3.3.2 Implement bus shelters improvement program.	Completed	Three bus shelter were installed at the following locations: New South Head Road near Norwich Road Rose Bay; New South Head Road near William Street Double Bay; and Old South Head Road near Signal Hill Vacluse.	Manager Capital Projects	30/06/2012	✔

**Priority Progress Comments:**

Three bus shelters were installed in 2011/2012.

**Priority: 6.3.4 Provide community transport connections between neighbourhoods and town centres.**

<i>Actions</i>	<i>Status</i>	<i>Progress Comments</i>	<i>Responsible Person</i>	<i>Target Date</i>	<i>Comment Updated</i>
6.3.4.1 Participate in the Sustainable Transport Forum.	Ongoing	Council staff will attend these forums when scheduled by SSROC.	Manager Engineering Services	30/06/2012	
6.3.4.2 Convene a working party to investigate the feasibility of providing a community shuttle bus between neighbourhoods and community nodes to provide a free and convenient local service for residents.	Completed	The working party determined that there was no demand for a community bus. Alternatives provided by public transport and the Holdsworth Community Centre provided a community bus for seniors and people with a disability.	Manager Engineering Services	30/06/2012	

**Priority Progress Comments:**

Council staff attend SSROC transport forums when they are scheduled.

**Priority: 6.3.5 Contract Holdsworth Community Centre and Services to conduct individual and community transport services throughout the Municipality.**


**Priority Progress Comments:**

The 2011/12 Holdsworth Community Centre and Services Business Plan has been received and noted by Council, including the continued provision of individual and community transport services.

## Annual Progress Report

**Strategy 2025:**            **6.4**            **Reduce traffic congestion, noise and speeding.**

**Priority:**                **6.4.1**            **To reduce vehicle speed and traffic congestion through the introduction of traffic management facilities.**

<i>Actions</i>	<i>Status</i>	<i>Progress Comments</i>	<i>Responsible Person</i>	<i>Target Date</i>	<i>Comment Updated</i>
6.4.1.1 Implement the annual Traffic Capital Works Program.	Completed	Traffic Capital Projects completed or in progress. Refer to Traffic Capital Works Actions for further details.	Manager Capital Projects	30/06/2012	

**Priority Progress Comments:**

In various stages of completion (refer to individual projects 6.4.1.2 to 6.4.1.15).



## Annual Progress Report

**THEME : Goal 7 A HEALTHY ENVIRONMENT: Protecting our environment.**

**Strategy 2025: 7.1 Protect natural landscapes, systems and biodiversity.**

**Priority: 7.1.1 Plan and implement strategies and initiatives to enhance natural landscapes and systems.**

<i>Actions</i>	<i>Status</i>	<i>Progress Comments</i>	<i>Responsible Person</i>	<i>Target Date</i>	<i>Comment Updated</i>
7.1.1.1 Implement the Sustainability Action Plan (SAP).	In Progress	Draft SAP being developed for consideration by Council.	Manager Open Space and Trees	30/06/2012	

**Priority Progress Comments:**

Implementation of developed initiatives underway. Planning for future natural landscapes and systems enhancements commenced.

**Priority: 7.1.2 Implement a prioritised program of improvements to natural areas.**

<i>Actions</i>	<i>Status</i>	<i>Progress Comments</i>	<i>Responsible Person</i>	<i>Target Date</i>	<i>Comment Updated</i>
7.1.2.1 Implement the Cooper Creek Rehabilitation Project (DECC project).	Completed	Project now completed.	Manager Open Space and Trees	30/06/2012	✔

**Priority Progress Comments:**

Implementation of improvement program for natural areas progressing to schedule.

**Priority: 7.1.3 Educate and partner with the community on the protection of natural areas and waterways, including Bushcare.**

<i>Actions</i>	<i>Status</i>	<i>Progress Comments</i>	<i>Responsible Person</i>	<i>Target Date</i>	<i>Comment Updated</i>
7.1.3.1 Develop and implement a stream-watch program.	Completed	The Sydney Water stream-watch program was closed down however Council staff undertake regular water sample tests from all our swimming areas. Council engages consultants to undertake annual water quality monitoring of all our creeks.	Manager Open Space and Trees	30/06/2012	✔





## Annual Progress Report

**Priority Progress Comments:**

Bushcare, Streamwatch and other identified environmental education partnerships developed and ongoing.

**Priority:**                    **7.1.4**            ***Provide scheduled tree maintenance program and services and respond to customer needs.***

**Priority Progress Comments:**

Scheduled and customer request tree maintenance programs ongoing.



## Annual Progress Report

**Strategy 2025:**            **7.2**            **Preserve and restore bushland areas and create wildlife corridor plantings.**

**Priority:**                    **7.2.1**            **Continue the implementation of the Greenweb Street Tree Strategy.**

<i>Actions</i>	<i>Status</i>	<i>Progress Comments</i>	<i>Responsible Person</i>	<i>Target Date</i>	<i>Comment Updated</i>
7.2.1.1 Implement street tree planting projects (Greenweb).	In Progress	Greenweb streets being reviewed as part of the Biodiversity Strategy. Greenweb plantings ongoing as opportunities arise.	Manager Open Space and Trees	30/06/2012	

**Priority Progress Comments:**

Greenweb street tree plantings ongoing.



## Annual Progress Report

**Strategy 2025:**            **7.3**            **Support cleaner, healthier waterways including improved water quality and healthy water catchments, creeks and harbour.**

**Priority:**                    **7.3.1**            **Implement a five year Capital Renewal Program for stormwater drainage infrastructure and Environmental Works Program for water quality improvement.**

**Priority Progress Comments:**

Stormwater Capital Works projects approved by Council are in progress. Refer to Capital Works Program for details.

**Priority:**                    **7.3.2**            **Undertake water quality monitoring for public waterways.**

Actions	Status	Progress Comments	Responsible Person	Target Date	Comment Updated
7.3.2.1 Develop the Water Quality Monitoring Strategy.	Completed	Water quality monitoring projects completed for 2011/2012.	Manager Open Space and Trees	30/06/2012	

**Priority Progress Comments:**

Monitoring equipment purchased and monitoring program underway.

**Priority:**                    **7.3.3**            **Provide street cleaning services to prevent litter and dirt entering the stormwater drainage system.**

**Priority Progress Comments:**

Cleaning of all streets, laneways, drainage systems and walkways is continuing to schedules and budgets.

**Priority:**                    **7.3.4**            **Implement the Stormwater Asset Strategy.**

**Priority Progress Comments:**

Capital projects approved by Council are in progress. A five year capital works plan has been developed and will be reviewed in January 2012.



## Annual Progress Report

**THEME : Goal 8 A HEALTHY ENVIRONMENT: Sustainable use of resources.**

**Strategy 2025: 8.1 Reduce greenhouse gas emissions and ecological footprint.**

**Priority: 8.1.1 Provide policy and planning initiatives based on the principles of Ecologically Sustainable Development (ESD).**

Actions	Status	Progress Comments	Responsible Person	Target Date	Comment Updated
8.1.1.1 Integrate Ecological Sustainable Development (ESD) considerations within the new principal Local Environmental Plan (LEP).	In Progress	Work commenced. Provisions being prepared by Department of Planning for Standard Instrument and then inclusion in Woollahra Principal LEP.  Note: Original target date 31/03/2011.  Note: Recommend target date be changed to 31/12/2013 to reflect target date for Principal LEP.	Manager Strategic Planning	30/06/2012	✔

**Priority Progress Comments:**



Work focussed on new Principal LEP.

**Priority: 8.1.2 Provide programs and projects to reduce local greenhouse gas emissions and ecological footprint.**

Actions	Status	Progress Comments	Responsible Person	Target Date	Comment Updated
8.1.2.1 Implement Council's Energy Savings Action Plan.	Completed	Energy savings projects completed for 2011/2012.	Manager Open Space and Trees	30/06/2012	
8.1.2.2 Provide programs and projects to reduce local greenhouse gas emissions and ecological footprint.	Ongoing	Vehicle purchasing policy has been reviewed and the number of 6 cylinder vehicles reduced to minimal numbers.  In conjunction with other SSROC Councils a tender for the disposal of waste through Alternative Waste Treatment sites is being undertaken.	Manager Civil Operations	30/06/2012	✔



## Annual Progress Report

Actions	Status	Progress Comments	Responsible Person	Target Date	Comment Updated
8.1.2.5 Participate and implement projects arising from the Three Council Ecological Footprint Project.	Completed	2011/2012 projects completed.	Manager Open Space and Trees	30/06/2012	
8.1.2.6 Implement the Environmental Education Program.	Completed	Program completed for this year.	Manager Open Space and Trees	30/06/2012	

**Priority Progress Comments:**

Programs and projects to reduce greenhouse gas emissions and to reduce ecological footprint in place and ongoing.

**Priority:**                      **8.1.3      Coordinate Council's Environmental Grants Program.**

**Priority Progress Comments:**

Annual Environmental Grants program is underway.



## Annual Progress Report

**Strategy 2025:**            **8.2**            **Monitor and strategically manage environmental risks and impacts of climate change.**

**Priority:**                    **8.2.1**            **Participate in projects that respond to the effects of climate change, including the effects of sea level rise.**

<i>Actions</i>	<i>Status</i>	<i>Progress Comments</i>	<i>Responsible Person</i>	<i>Target Date</i>	<i>Comment Updated</i>
8.2.1.1 Develop a Climate Change Strategy.	In Progress	Draft Climate Change Adaptation Plan prepared. Currently developing the action plan.	Manager Open Space and Trees	30/06/2012	

**Priority Progress Comments:**

Participation in projects that respond to climate change and sea level rise organised and ongoing.



## Annual Progress Report

**Strategy 2025:**            **8.3**            **Encourage and assist our community to be leaders in waste management and resource recycling.**

**Priority:**                    **8.3.1**            **Encourage greater community participation in waste reduction, recycling and composting initiatives.**

Actions	Status	Progress Comments	Responsible Person	Target Date	Comment Updated
8.3.1.1 Carry out the household clean-up collection service.	Ongoing	Resident education is provided through the website, school visits, site audits and worm farming and composting programmes.  Clean-up collections continue to be provided in accordance with set schedules.	Manager Civil Operations	30/06/2012	
8.3.1.2 Participate in the regional waste avoidance/reduction recycling project.	Ongoing	Recycling projects are undertaken in conjunction with various Councils and Government bodies as required.  We are currently running a tender for the disposal of residual waste to AWT in conjunction with SSROC.  We provide a wide range of recycling and waste reduction initiatives and participate in all SSROC projects.  We participate in combined e-waste collection days with Waverley Council and have also participated in several joint waste disposal tenders.	Manager Civil Operations	30/06/2012	



## Annual Progress Report

Actions	Status	Progress Comments	Responsible Person	Target Date	Comment Updated
<p>8.3.1.3 Prepare a report on the progress of Woollahra, Waverley and Randwick Council's efforts of obtaining joint depot operations. [Refer NOM 24/05/2010 - Cirs Grieve, Shoebridge &amp; Jarnason].</p>	<p>In Progress</p>	<p>Officers of Waverley Council have identified a site at Bourke Road , Alexandria and are in the final stages of investigating procurement of the site. They have resolved to move quickly on this matter as their existing site at Portman Street will be compulsorily acquired in late 2013 for development of infrastructure associated with the Green Square project. In consultation with officers of Woollahra Council, Waverley Council have commissioned concept designs for a joint depot facility at the site and an initial review of the concepts suggest that the site is capable of accommodating a shared depot facility. Council has previously been advised that the timeframe for relocation from our depot site at O'Dea Ave is much less urgent. Recent discussion with officers of the City of Sydney have confirmed that residential development of our site is unlikely to occur within the next 8-10 years. Unless circumstances change, we are unlikely to bring our move to a new site forward.</p> <p>Waverley Council are aware of our circumstances and have been advised that, unless those circumstances change, we are unlikely to move to a shared facility on the near future. It seems likely that they will proceed to purchase the site at Bourke Road and will ask for a commitment from us to share the site in the longer term. These discussions remain at a preliminary stage. A formal report to Council will be provided when more information is available. This is expected to be toward the end of this calendar year.</p> <p>Note: Original target date 30/06/2011.</p>	<p>Director Technical Services</p>	<p>31/12/2012</p>	<p style="text-align: center;">✔</p>
<p>8.3.1.4 Participate in a waste tender for disposal of residual waste through the Alternative Waste Treatment (AWT).</p>	<p>Ongoing</p>	<p>Council is currently participating in a tender for the disposal of residual waste through an AWT facility. It is expected that a report on the outcome of this tender will be presented to Council before the end of the year.</p>	<p>Manager Civil Operations</p>	<p>31/12/2011</p>	<p style="text-align: center;">✔</p>

**Priority Progress Comments:**

Council now offers a full range of waste reduction services including paper and container recycling , food and organics recycling and home composting and worm farming.





## Annual Progress Report

Education programs are run to encourage the use of all services

**Priority: 8.3.2 Implement programs to educate the community including schools, residents, community groups, businesses and staff on reducing waste and litter and increasing re-use and recycling.**

Actions	Status	Progress Comments	Responsible Person	Target Date	Comment Updated
8.3.2.1 Carry out education programs to relevant stakeholders.	Ongoing	Education programs on recycling, waste avoidance, composting and worm farming are carried out within interested schools.  Worm farm and composting schools are held for interested residents.  Programs are in place to reduce the incidence of littering and illegal dumping. These include education and compliance.  All requests are actioned appropriately and in a timely fashion.	Manager Civil Operations	30/06/2012	
8.3.2.2 Prepare a report on ways to assist schools in Woollahra to recycle paper and containers [Refer to NOM 13/02/2012 - Cirs Grieve & Jarnason].	Completed	Report was tabled at the Community & Environment Committee meeting on 30 April 2012.	Manager Civil Operations	30/06/2012	✔

**Priority Progress Comments:**

School and community education programs are progressing to target. Council staff are participating in worm farming and recycling initiatives. The Sustainability section has set up "Sustainable Sparks" to initiate programs within Council.

**Priority: 8.3.3 Conduct cost effective and efficient waste collection and recycling to residents and businesses.**


**Priority Progress Comments:**

Waste collection services continue to be carried out to set schedules and within budget.

**Priority: 8.3.4 Conduct organics recycling services.**



## Annual Progress Report

Actions	Status	Progress Comments	Responsible Person	Target Date	Comment Updated
8.3.4.1 Carry out green/organics waste collection service.	Ongoing	<p>The green/organics service is now available to all sections of the municipality.</p> <p>Compost bins and worm farms are available to residents and schools.</p> <p>Council also participates in the 3Council program to educate residents in worm farming and home composting.</p> <p>Limits on the number of residual waste bins are being applied to ensure sustainable disposal options are employed by residents.</p>	Manager Civil Operations	30/06/2012	

**Priority Progress Comments:**


Organics collection service has progressed across the municipality. Small organics bins have been delivered to residents of Paddington to assist them in participating in the organics collection service.



## Annual Progress Report

**Strategy 2025:**            **8.4**            **Reduce local water usage by Council and on private property.**

**Priority:**                    **8.4.1**            **Encourage greater community participation in water savings initiatives.**

<i>Actions</i>	<i>Status</i>	<i>Progress Comments</i>	<i>Responsible Person</i>	<i>Target Date</i>	<i>Comment Updated</i>
8.4.1.2 Implement the sustainable business program.	Completed	Sustainable business projects completed for 2011/2012.	Manager Open Space and Trees	30/06/2012	

**Priority Progress Comments:**

Initiatives to encourage community participation in water saving in place.

**Priority:**                    **8.4.2**            **Implement the Environmental Education Program for each year.**

<i>Actions</i>	<i>Status</i>	<i>Progress Comments</i>	<i>Responsible Person</i>	<i>Target Date</i>	<i>Comment Updated</i>
8.4.2.1 Implement the water saving workshops.	Completed	Workshops completed for 2011/2012.	Manager Open Space and Trees	30/06/2012	

**Priority Progress Comments:**

Environmental Education Program implemented and ongoing.

**Priority:**                    **8.4.3**            **Educate the community to reduce use of potable water.**

**Priority Progress Comments:**

Community education program for water use reduction being implemented.



## Annual Progress Report

**Strategy 2025:**            **8.5**            **Promote and carry out water sensitive urban design.**

**Priority:**                    **8.5.1**            **Integrate water sensitive urban design into local infrastructure and development.**

<i>Actions</i>	<i>Status</i>	<i>Progress Comments</i>	<i>Responsible Person</i>	<i>Target Date</i>	<i>Comment Updated</i>
8.5.1.1 Include water sensitive urban design considerations into the new principal Local Environmental Plan (LEP).	In Progress	Environmental Sustainability staff continue to work with Strategic Planning staff on the inclusion of WSUD elements in the new set of planning controls. The draft Stormwater DCP will also include WSUD considerations.	Manager Open Space and Trees	30/06/2012	

**Priority Progress Comments:**

Program of Water Sensitive Urban Design (WSUD) projects being developed and implemented.



## Annual Progress Report

**THEME : Goal 9 LOCAL PROSPERITY: Community focused economic development.**

**Strategy 2025: 9.1 Encourage vibrant and vital local suburbs, villages and neighbourhoods that support a healthy economy.**

**Priority: 9.1.1 Provide optimal parking to local residents and commercial centres and monitor parking meters.**

<i>Actions</i>	<i>Status</i>	<i>Progress Comments</i>	<i>Responsible Person</i>	<i>Target Date</i>	<i>Comment Updated</i>
9.1.1.1 Undertake a review of car parking restrictions.	Ongoing	Reviews will be undertaken throughout 2011/2012 as staff resources allow.	Manager Engineering Services	30/06/2012	
9.1.1.2 Undertake in co-operation with the Double Bay Partnership Sydney's most extensive Grower's/Art and Crafts/Food Market in NSW in Double Bay, during the Sydney International Food Festival (SIFF). [Refer NOM 12/07/2010 - Clrs Boskovitz, Carmichael & Zeltzer].	Completed	Response to the Notice of Motion is completed.	Director Planning and Development	30/06/2012	

**Priority Progress Comments:**

Ongoing parking reviews are undertaken as staff resources permit.

**Priority: 9.1.2 Encourage economic development in business and retail centres.**

<i>Actions</i>	<i>Status</i>	<i>Progress Comments</i>	<i>Responsible Person</i>	<i>Target Date</i>	<i>Comment Updated</i>
9.1.2.1 Participate in the Double Bay Partnership.	Completed	A report on the viability of the Double Bay Partnership was presented to the Corporate and Works Committee on 6/8/12. Council, on 13/08/12, resolved to provide funding to the Partnership for the 2012/13 financial year of an amount not exceeding \$125,000 for the purpose of undertaking activities set out in its funding submission. Council staff will continue to participate in the Double Bay Partnership.	Director Planning and Development	30/06/2012	



## Annual Progress Report

Actions	Status	Progress Comments	Responsible Person	Target Date	Comment Updated
9.1.2.2 Undertake Oxford Street Paddington business management.	Completed	<p>Council decision on 11 July 2011 to support funding of \$30k for the Paddington Business Partnership directed to an agreed program of activities, events and business development. The funding agreement has been prepared and signed.</p> <p>Note: Original target date 30/06/2011.</p>	Manager Strategic Planning	30/06/2012	✔
9.1.2.3 Prepare a report on the establishment of a picture theatre in Double Bay, in relation to potential benefits, consequences and implications of Council calling for expressions of interest with a view to the possibility of entering into a Public/Private Partnership for the redevelopment of the Cross Street Carpark to include a theatre complex. [Refer NOM 13/12/2010 - Cllrs Petrie, Zeltzer, Edelman & Howe].	Completed	<p>Report considered by Urban Planning Committee on 28 March 2011. Council decision on 11 April 2011 to defer consideration of matter until determination of DA for 33 Cross Street, Double Bay. DA approved by JRPP. No requirement for further reporting.</p> <p>Note: Original target date 30/06/2011.</p>	Manager Strategic Planning	30/06/2012	✔
9.1.2.4 That a report be prepared as a priority matter on the future viability and Council's ongoing commitment to the Double Bay Partnership, and presented to the Corporate & Works Committee presented before the end of February 2012. [Refer to Decision 5/12/2011 - Cllr Jarnason & Zeltzer].	Completed	<p>On 5/3/2012 we provided an initial report to the Corporate &amp; Works Committee on the financial position of the Partnership. Council, on 19/3/2012 resolved that a further report be submitted to the Corporate and Works Committee following receipt of a proposal by the Double Bay Partnership for an alternative funding model. The partnership has not yet submitted a proposal suitable for presentation to the Corporate &amp; Works Committee.</p> <p>On 6/8/12 we provided a full report on the viability of the Partnership. See 9.1.2.1.</p>	Director Planning and Development	30/06/2012	

**Priority Progress Comments:**

Council has continued to support the operation of the Double Bay Partnership but on-going support will be dependant on a new funding agreement between the Partnership and



## Annual Progress Report

Council.

**Priority: 9.1.3 Carry out urban design studies for areas, precincts and sites.**

**Priority Progress Comments:**

Council is proceeding with a new comprehensive Local Environmental Plan and Development Control Plan for the Municipality the progress of which is reported to the Urban Planning Committee. The comprehensive DCP will maintain appropriate place based urban design controls for our residential areas and business precincts .

**Priority: 9.1.4 Manage and promote open space and foreshore areas with high visitation rates.**

**Priority Progress Comments:**

Promotional material and bookings management system in place.



## Annual Progress Report

**Strategy 2025:**            **9.2**            **Balance tourism demands with impacts on the community.**

**Priority:**                **9.2.1**            **Ensure planning for high profile tourism areas considers and protects residential amenity.**

**Priority Progress Comments:**

No specific tourist-related projects were carried out.





## Annual Progress Report

**Strategy 2025:**            **9.3**            **Maintain a high quality public domain to support and promote local business.**

**Priority:**                    **9.3.1**            **Provide services to meet community expectations in relation to the presentation of business centres and high profile areas.**

**Priority Progress Comments:**

Cleaning and maintenance schedules are progressing to time frames and budgets. Infrastructure replacement is carried out according to schedule.

**Priority:**                    **9.3.2**            **Provide street furniture maintenance services.**

<i>Actions</i>	<i>Status</i>	<i>Progress Comments</i>	<i>Responsible Person</i>	<i>Target Date</i>	<i>Comment Updated</i>
9.3.2.1 Implement the Streetscape Works Program.	Deferred	Streetscape Works Program Project, New South Head Road Edgecliff was deferred due to the ongoing delays caused by Ausgrid cable laying works at this location. Future consideration for funding this project to be considered in 2013/14.	Manager Capital Projects	30/06/2012	✔

**Priority Progress Comments:**

Projects implemented as required. Refer to Capital Works Program for details.



## Annual Progress Report

<b>THEME : Goal</b>	<b>10</b>	<b>COMMUNITY LEADERSHIP AND PARTICIPATION: Working together.</b>
<b>Strategy 2025:</b>	<b>10.1</b>	<b>Improve communication with the community and increase awareness of Council's activities.</b>
<b>Priority:</b>	<b>10.1.1</b>	<b>Provide professional publications, promotional material and media releases.</b>

**Priority Progress Comments:**

Woollahra News our community bulletin is published monthly in the Wentworth Courier . Regular media releases are issued on Council actions, initiatives and events to promote our work, events, facilities and the opportunity for engagement. Our website is updated daily/weekly with news content and event information and revisions to service information for public use and benefit. Regular advertising, by way of our notification page and the weekly Mayoral column also enhances public awareness of our initiatives. Our events are also used to showcase our community, build skills and awareness and encourage two way communication between Council and the community. As much as possible Mayoral speeches also include relevant information on our services, facilities and projects in an effort to broaden public awareness of what we do . An e-newsletter on bushcare and environmental issues are now available for public subscription. Public awareness and subscription to a range of e-newsletters on specific issues continues to increase. We also use social media such as Facebook to increase promotion and boost Council's profile on specific projects and services where there is strong market demand.

<b>Priority:</b>	<b>10.1.2</b>	<b>Provide educational tours for school children and community groups on local government processes and Council's role in the community.</b>
------------------	---------------	--

**Priority Progress Comments:**

Council conducts educational tours for school children and community groups on an ongoing basis throughout the year. Tours and excursions are held in conjunction with the Woollahra Small Sculpture Prize and the Environmental Schools Sculpture Competition and supporting workshops have been held to supplement our general interaction with school students. These tours provide the opportunity to explain the services and priorities of local government and the issues confronting our Council. For participating schools, this activity provides the ideal opportunity to gain practical knowledge to support the curriculum.



## Annual Progress Report

**Strategy 2025:**            10.2            Plan for the long term future for Woollahra.

**Priority:**                    10.2.1            *Develop and maintain a long term Community Strategic Plan for Woollahra.*

**Priority Progress Comments:**

The Woollahra Community Strategic Plan - Woollahra 2025 our community..our place..our plan - was adopted by Council in April 2010. This 15 year plan sets the long term future for Woollahra. The Community Strategic Plan must be reviewed every four years by each new council following the ordinary local government elections. The Community Strategic Plan will be reviewed following the local government elections to be held in September 2012.



## Annual Progress Report

**Strategy 2025:**            **10.3**            **Build and foster relationships, strategic networks and work collaboratively with all levels of government, non-government**

**Priority:**                    **10.3.1**            **Work closely with the Southern Sydney Regional Organisation of Councils (SSROC) to improve service efficiency and effectiveness and to promote Council's position on matters of common interest.**

<i>Actions</i>	<i>Status</i>	<i>Progress Comments</i>	<i>Responsible Person</i>	<i>Target Date</i>	<i>Comment Updated</i>
10.3.1.1 Actively participate in a range of SSROC Working Groups formed to undertake projects.	Ongoing	Council continues to actively contribute to the effective operations of SSROC.	General Manager	30/06/2012	

**Priority Progress Comments:**

Council continues to work closely with SSROC in all areas including ordinary meetings, standing committees and working parties.



## Annual Progress Report

<b>THEME : Goal</b>	<b>11</b>	<b>COMMUNITY LEADERSHIP AND PARTICIPATION: Well managed Council.</b>
<b>Strategy 2025:</b>	<b>11.1</b>	<b>Facilitate community led decision-making that is open, honest and ethical and benefits the broad community.</b>
<b>Priority:</b>	<b>11.1.1</b>	<b><i>Undertake community consultation and engagement processes in Council decision-making and the delivery of projects.</i></b>

### Priority Progress Comments:

Community consultation is being done across the organisation regularly on a broad range of issues and programs. Council has an adopted Community Consultation Policy and procedures to guide the process. Communications staff assist with promoting the engagement process through media, advertising and other promotional opportunities as requested. The extent of promotion is largely guided by the scope and reach of the project, objectives and budget. Support has been provided to Ward Councillors engaged in public consultation meetings with local residents. Our website is being used to promote public consultations and exhibitions and encourage submissions. Community Development staff have recently launched an online environment, Community Creators, which aims to boost engagement opportunities for local residents.

**Priority:**                      **11.1.2**                      ***Provide organisational support systems that facilitate transparent and democratic decision-making.***

### Priority Progress Comments:

Democratic and transparent decision making is an important part in maintaining the community's support and confidence in Council. Council's well established and documented processes are continually under review and allows the community to participate and scrutinise the decisions of Council. The community's involvement in the process is facilitated by the timely availability of meeting agendas on Council's website, at Council's Customer Service Centre and libraries, access to Council documents and files relating to agenda matters, open Committee meetings where members of the public can address the Councillors to voice their opinions, and the timely release of the meeting minutes on Council's website and at Council's Customer Service Centre.

## Annual Progress Report

**Strategy 2025:**            **11.2**            **Develop and maintain effective reporting systems that enable Council to measure and report on performance.**

**Priority:**                    **11.2.1**            **Ensure Council maintains a transparent and integrated planning and reporting framework that is legislatively compliant and facilitates effective decision-making.**

**Priority Progress Comments:**

Council continues to use an Integrated Planning and Reporting Software System (Interplan) to measure and report on performance against all Priorities and Actions in its Delivery Program 2009 to 2013 and Operational Plan 2011/12.

Progress reports in relation to the Delivery Program and Operational Plan are presented to Council quarterly.

**Priority:**                    **11.2.2**            **Ensure council maintains a strong governance framework by continually reviewing Council policies and procedures for adequacy and currency.**

<i>Actions</i>	<i>Status</i>	<i>Progress Comments</i>	<i>Responsible Person</i>	<i>Target Date</i>	<i>Comment Updated</i>
11.2.2.1 Monitor implementation of the recommendations arising from the Division of Local Government's Promoting Better Practice Review of Woollahra Council.	Ongoing	Implementation of the recommendations continues with a status report submitted to Manex in April.	Manager Governance	30/06/2012	
11.2.2.2 Review Council's Annual Reporting requirements in conjunction with the implementation of the Integrated Planning and Reporting Legislation.	Completed	This is the first year that Council is required to prepare the new style comprehensive Annual Report under the Integrated Planning and Reporting legislation. The comprehensive report was completed and published on Council's website by the legislative due date of 30 November 2011.	Manager Governance	30/12/2011	
11.2.2.3 Monitor Council's compliance with having information published or available for viewing and copying under the requirements of the Government Information (Public Access) Act 2009.	Ongoing	The information that Council is required to make available as "Open Access Information" under the Government Information (Public Access) Act has been identified. The information that Council can publish on the Council's website is now available on the website. If information is required to be made available to the public and it is not practical to publish that information on the Council's website the information is provided through other means such as inspection or by providing a copy of the information.	Manager Governance	30/06/2012	



## Annual Progress Report

**Priority Progress Comments:**

The review of corporate and governance policies and procedures is ongoing. Where required, policies and procedures are updated to reflect current legislative or operational requirements and practices.

**Priority: 11.2.3 Report regularly on Council's activities and achievements to the community.**

<i>Actions</i>	<i>Status</i>	<i>Progress Comments</i>	<i>Responsible Person</i>	<i>Target Date</i>	<i>Comment Updated</i>
11.2.3.1 Maintain a regime of reporting quarterly on Council's activities to the Council and the community.	Ongoing	Quarterly reporting on Priorities and Actions in the Delivery Program 2009 to 2013 & Operational Plan 2011/12 is occurring in accordance with the quarterly reporting timetable.	Manager Governance	30/06/2012	

**Priority Progress Comments:**

We have established communication methods for updating the community on our achievements : the media, promotional material, the website, displays, advertising and events. These methods are used regularly to communicate our activities and achievements on an ongoing weekly and monthly basis. Increasingly we have used online communication and some social media networks to keep the community informed of cultural activities and encourage participation.



## Annual Progress Report

**Strategy 2025:**            **11.3**            **Maintain community access and effective participation in Council committees.**

**Priority:**                    **11.3.1**            **Provide effective support to manage the efficient operation of Council and other Committee meetings.**

Actions	Status	Progress Comments	Responsible Person	Target Date	Comment Updated
11.3.1.1 Continue to review and refine Council's business paper preparation and minutes recording processes in conjunction with the implementation of the Integrated Planning and Reporting Legislation.	Ongoing	Business paper preparation and minute recording is continually under review to ensure that the Councillors and community receive the most up to date information in an open, transparent and timely manner.	Manager Governance	30/06/2012	

**Priority Progress Comments:**

Support to Council and Committee meetings is ongoing and includes the timely preparation and delivery of meeting agendas to Councillors and the public, provision of staff to attend meetings and record the decisions of the meetings, to provide advice to the Committee Chairperson on the legislative and policy requirements for the operation of the meeting, and for the distribution and publication of the meeting decisions to Councillors, staff and the public.

**Priority:**                    **11.3.2**            **Encourage community representation on subject based sub-committees.**

Actions	Status	Progress Comments	Responsible Person	Target Date	Comment Updated
11.3.2.1 On-going review of Sub-Committee terms of reference and membership.	Ongoing	This review process includes reviewing Council's sub-committees, the information on Council's website and the structure of their Terms of Reference (TOR) to ensure they have a TOR, that the TOR contains the essential elements that describes the sub-committees establishment, composition, scope/purpose, reporting mechanisms and that the sub-committee is reporting, if required, to the relevant standing committee. The information on Council's website and reporting mechanisms of all sub-committees was reviewed and where required, updated this quarter.	Manager Governance	30/06/2012	✔

**Priority Progress Comments:**

The activities to achieve this Priority are ongoing and includes periodic reviews of the promotion of the sub-committees via Council's web site, operation of the sub-committees to their stated Terms of Reference, conduct of meetings, opportunities for community participation and how the sub-committees are reporting their activities to Council and the community.





## Annual Progress Report

**Strategy 2025:**            **11.4**            **Maintain Council's strong financial position.**

**Priority:**                **11.4.1**            **Effective management of Council's finances.**

**Priority Progress Comments:**

Council's Financial Statements for the year ended 30 June 2011 were prepared for audit in the first quarter and reported to the Corporate & Works Committee on 17 October 2011 in conjunction with the year end result for the 2010/2011 Budget. Council adopted its Financial Statements on 31 October 2011.

The revotes and rollovers of incomplete 2010/2011 projects were considered by the Corporate & Works Committee on 26 September and adopted by Council on 10 October 2011.

The Quarterly Budget Review as at March 2012 was presented to the Corporate & Works Committee on 7 May 2012 and adopted by Council on 14 May 2012.

The June quarter also saw the adoption of the Draft 2012/2013 Budget by Council on 25 June 2012 as part of the Delivery Program 2009 to 2013 & Operational Plan 2012/13.

Effective management of Council's finances remains a high priority in all operational business plans with regular reporting of finances to Managers to facilitate early identification of any budget variations.

**Priority:**                **11.4.2**            **Manage the leasing and licensing of Council buildings.**

Actions	Status	Progress Comments	Responsible Person	Target Date	Comment Updated
11.4.2.4 Prepare a report on consolidating the road reserve known as "Darling Point Reserve" with McKell Park and to consider the issue of the Maritim land, currently leased by the owner of the adjoining Lindsay Avenue property, being consolidated with McKell Park. [Refer NOM 19/09/2011 - Ctrs Shoebridge & Jarnason].	Completed	Report submitted to Corporate & Works Committee and recommendations adopted.  The draft Plan of Management for McKell Park includes this amendment.	Manager Property	30/06/2012	

**Priority Progress Comments:**

Review of leasing and licensing of Council buildings is conducted on an ongoing basis.



## Annual Progress Report

**Priority:**                    **11.4.3    Implement the outcomes of the Property Assets Study.**

<i>Actions</i>	<i>Status</i>	<i>Progress Comments</i>	<i>Responsible Person</i>	<i>Target Date</i>	<i>Comment Updated</i>
11.4.3.4 Prepare a report on the development of the Kiaora Lands Site and any development that Council leases or obtains possession of as a result of any development of the Kiaora Lands site. [Refer NOM 28/07/2008 - Ctr Shoebridge].	Completed	This matter was last considered in a report to the Corporate and Works Committee on 5/7/10. On 12/7/10 Council resolved to seek a further report considering opportunities for a 4 or 5 star rating. This matter was reported to a meeting of the Corporate and Works Committee by Technical Services.	Director Planning and Development	30/06/2012	

**Priority Progress Comments:**


Property Assets Study outcomes are implemented on an ongoing basis. Supporting information was provided for inclusion into a report submitted to Council regarding 9 A Cooper Park Road property. A further report will be submitted once the LEP has been notified to rezone the site to Operational Land .



## Annual Progress Report

**Strategy 2025:**            **11.5**            **Deliver high quality services that meet customer expectations.**

**Priority:**                    **11.5.1**            **Provide best practice customer services in a timely and professional manner.**

Actions	Status	Progress Comments	Responsible Person	Target Date	Comment Updated
11.5.1.1 Review of customer feedback processes that enable analysis of customer service standards and facilitate continued service standard improvements.	In Progress	<p>A working party has been formed to lead a project to develop KPI's linked to specific tasks performed in Council's Call Centre, Reception and at the Front Customer Service Counter. The working party consists of Customer Services Acting Manager, Acting Team Leader and Systems Co-ordinator. The development of KPI's is a key component of the customer service continuous improvement process and will also enhance training within the Customer Service Department.</p> <p>Key KPIs and Standards developed and reviewed this quarter include:</p> <ul style="list-style-type: none"> <li>* KPIs for Administration Tasks at the Front Counter</li> <li>* KPIs for the processing and administration of Resident Parking Permits</li> <li>* KPIs and Standards for service provided at the Front Counter Service area</li> <li>* KPIs and Standards for processing CRM requests</li> </ul> <p>Regular coaching and feedback for training and service standard improvements.</p>	Acting Manager Customer Service	30/06/2012	

**Priority Progress Comments:**

Customer Service Departmental activities undertaken in the final quarter included recruitment and training of 1 new Customer Service Officer and other staff members taking on additional responsibilities as a result of the Manager Customer Service commencing maternity leave.

The final quarter statistical results for 2011/12 included 20,191 calls to our call centre; 248 development related applications; 4,518 customer service requests generated; 1,154 parking permits issued; 58,811 unique visitors to our website, 394,789 page views and 123,071 website visits; 647 name and address (NAR) records processed.

**Priority:**                    **11.5.2**            **Provide for the effective planning and delivery of information technology services to enable efficient services to the community.**



## Annual Progress Report

Actions	Status	Progress Comments	Responsible Person	Target Date	Comment Updated
11.5.2.1 Staged implementation of actions arising from Council's Information Technology Strategy.	Ongoing	In the process of upgrading the Council's call centre software, PABX and the Infringements system.	Manager Information Systems	30/06/2012	✔
11.5.2.12 Implementation of an Electronic Document Management System (EDMS) to promote accessibility and transparency in the provision of community access to on-line Council information.	In Progress	The completion of the upgrade to Council's Authority database (V6.3) provided the fundamental building blocks required for the introduction of an Electronic Records and Document Management System (ERDMS) that is integrated with our critical business processes such as the lifecycle of a development application. Further preparation for the introduction of the EDMS during the June Quarter focussed on the development of the functionality to enable the publication of Development Application Plans on Council's website, in accordance with advice previously provided to the Urban Planning Committee. EDRMS procurement is now scheduled to proceed in the first quarter of 2012/13.	Director Corporate Services	30/06/2012	✔
11.5.2.19 Report on embracing the new communication paradigm, Council consider the development and implementation of an 'application' on either or both the iOS and/or Android Platform, so that people can directly take photos of failed or failing infrastructure and send these to Council digitally. [Refer NOM 12/12/2011 - Cirs Boskovitz & Grieve].	In Progress	Assessment of a preferred smartphone application in use by a number of councils in Australia concluded that the product was not affordable within current budget provisions nor cost effective. Council will continue to monitor the development and release of these applications and assess suitability and cost.	Manager Information Systems	30/06/2012	✔

**Priority Progress Comments:**

Successfully completed multiple system upgrades including a Council wide PC and printers replacement project. The upgrade incorporated multiple business and desktop applications such as Windows 7, Windows Server 2008, Microsoft SQL Server 2008, Authority 6.3 & Technology One Financials. Currently in the process of upgrading the call centre software and the infringements system.

**Priority:** **11.5.3 Maintain a highly skilled, productive, committed and customer focused workforce.**



## Annual Progress Report

<b>Actions</b>	<b>Status</b>	<b>Progress Comments</b>	<b>Responsible Person</b>	<b>Target Date</b>	<b>Comment Updated</b>
11.5.3.1 Development of a corporate wide Customer Service Strategy which promotes service excellence across the organisation.	In Progress	A Draft Customer Service Strategy has been prepared for broad consultation with staff.	Acting Manager Customer Service	30/06/2012	
11.5.3.2 Ongoing monitoring and review of Council's Best People Program as part of our 4 Year Workforce Management Plan. Update as required.	Ongoing	Workforce planning undertaken during November was successfully translated into our budget and our training program for 12/13. June saw the end of a very busy training year with a staff participation rate in training of 95%, significantly higher than the industry mean. Another 23 staff graduated from the Advanced Diploma of Management course and over 137 staff were involved in Cert III and IV courses during the year. Our IT literacy program is proving popular and the IT Kiosks at the depot are encouraging more and more staff to access our online HR services. Our on-line recruitment service was introduced and improved during the quarter allowing us to streamline our recruitment processes and improve external access. Our second biennial staff climate survey was completed during June and results show strong improvement in all corporate indicators.	Manager Organisational Development and Human Resources	30/06/2012	✔
11.5.3.3 Consolidate the Best Service Program as an integral part of council's approach to business. Build and expand the capacity of the departments to integrate continuous improvement techniques into their 'business as usual'.	Ongoing	Monthly presentations for staff on the Best People Program continue. Opportunities for Improvement (OFI) policy and procedure developed and OFI database established. In excess of 70% of OFI submitted are producing efficiencies. We now have 236 potential improvements to consider. We completed a review of departmental performance measures and reporting across all departments during the quarter.	Manager Organisational Development and Human Resources	30/06/2012	✔
11.5.3.6 Promote application of corporate values in workforce management.	Ongoing	The HR Newsletter continues to grow in popularity and effectiveness. The Induction Program includes a session on corporate values. Promotion of values continues to occur through HR Central frontpage and policies. Monthly presentations on continuous improvement (Best Service) emphasise our values as drivers of policy and process. Our recruitment routines emphasise the importance of our corporate values to candidates.	Manager Organisational Development and Human Resources	30/06/2012	✔

## Annual Progress Report

Actions	Status	Progress Comments	Responsible Person	Target Date	Comment Updated
11.5.3.14 Manage implementation of the new model for corporate business improvement processes and projects (Best Service) through staff training and workshops.	Ongoing	Best Service Program (our approach to continuous improvement) now supported by formal structures and processes to promote and process both big and small ideas. Monthly presentations to staff reinforces the core messages and promote understanding of the formal processes. Promotion and management of Opportunities for Improvement (OFI) now forms an important part of this activity. We have 236 OFIs on our database and 6 projects currently running.	Manager Organisational Development and Human Resources	30/06/2012	✔
11.5.3.45 Implementation of a structural program for corporate business improvement processes through staff training and workshops.	Completed	The training and workshops are now part of the formal corporate training program. Manex approved a formal policy and process for promoting and processing staff ideas about process improvements. Database set up to record history of ideas and suggestions. Council's Manager HR & OD was invited to present Council's Best People/Best Service Program to a national industry conference in July. Our monthly presentation on Best Service has been revised and updated.	Manager Organisational Development and Human Resources	31/03/2012	✔

**Priority Progress Comments:**

We completed an upgrade of HR Central. It now has a new look and additional functionality. Investment in training and development was ramped up during the quarter with several good quality events organised. Our staff participation rate in training (95%) continues to exceed industry standards. An additional 23 staff graduated from the Advanced Diploma of Management course. Computer training for depot staff was increased to meet growing interest and demand. We completed our second biennial staff climate survey with a participation rate of 73%. Results across all corporate indicators showed strong improvement. We completed a review of current performance measurement and reporting across all departments and reported to Manex. Staff retention rates remain steady and there was strong interest in vacancies advertised during the quarter. An internal survey about HR services was conducted with positive results.



## Annual Progress Report

**Strategy 2025:**            **11.6**            **Minimise risk for Council and the community.**

**Priority:**                    **11.6.1**            **Maintain a risk management framework that achieves best practice in managing risks associated with Council's business activities.**

Actions	Status	Progress Comments	Responsible Person	Target Date	Comment Updated
11.6.1.1 Review and amend where necessary the Corporate Risk Management Strategy.	Completed	<p>Each Department has in place a Department Risk Management Plan showing how they are contributing to and achieving compliance with the Risk Management Strategy.</p> <p>The next review of the Corporate Risk Management Strategy and the Department Risk Management Plans is planned for April 2012.</p> <p>An external audit of the Risk Management Strategy 2010 to 2013 was conducted in June 2012. The Audit identified the Strategy is effective and some minor amendments to refine the wording and clarify responsibilities will be considered by Manex in March 2013 as part of the development of the Strategy for the period 2013 to 2016.</p>	Manager Business Assurance & Risk	30/06/2012	✔
11.6.1.144 Implementation of a corporate wide Business Assurance Framework to manage our systems/processes and risks to improve and protect Council's current and future performance.	Ongoing	<p>The Council has now a fully implemented Business Assurance Framework including key elements of risk management, good governance and internal audit. The Framework included the establishment of an Independent Audit &amp; Assurance Committee, 3 Year Strategic Internal Audit Plan and Annual Internal Audit Plan and individual Departments 3 year Audit Plans. At the end of 11/12 internal audits had been conducted in Procurement Management System, Development Assessment Process, Business Continuity Plan/Disaster Recovery and Civil Work and Infrastructure Maintenance. Results of these Internal Audits have already been presented to the Audit &amp; Assurance Committee and the remaining reports will be presented at the next Audit &amp; Assurance Committee meeting scheduled for September 2012.</p>	Manager Business Assurance & Risk	30/06/2012	✔



## Annual Progress Report

**Priority Progress Comments:**

Effective management of risk remains a high priority across all of Council's operations and services. To support our commitment to effective risk management, Council has in place a comprehensive Risk Management Strategy and Framework that is pro-active and systematic in its approach to minimising our organisation's exposure to risks and losses.

Council has extended its commitment towards managing its risks by incorporating risk improvement actions as key components in the development of service delivery plans (DSPs) for all Council Departments. The ongoing management and monitoring of our progress in implementing those risk management improvement actions/opportunities is through our integrated planning & reporting software system.

Council has in place a Risk Management Database that integrates with our integrated planning & reporting software system. This database improves the management of key business risk improvement actions.

The integration of the Internal Audit Program and Audit & Assurance Committee into Council's Business Assurance Program has been completed with the first meeting of the Audit & Assurance Committee held in March 2012.

Council extended its business risk register to include identification and risk assessment of specific potential fraud & corruption risks. These were identified via workshops with Department management teams and these risks are now recorded in the risk management database.

The Risk Management Strategy will be reviewed in March 2013 for the ensuing 3 year period 2013 to 2016.