



1st October, 2002

COMMUNITY SERVICES COMMITTEE MEETING

NOTICE IS HEREBY GIVEN THAT A COMMUNITY SERVICES COMMITTEE MEETING OF THE COUNCIL OF THE CITY OF RANDWICK WILL BE HELD IN THE COUNCIL CHAMBER, TOWN HALL, 90 AVOCA STREET, RANDWICK, ON TUESDAY, 8TH OCTOBER, 2002 AT 5:30 P.M.

Committee Members: His Worship, the Mayor, Cr D. Sullivan, Crs Backes (Chairperson), Matson, Notley-Smith, Procopiadis, Tracey (Deputy Chairperson), and Whitehead.

Quorum: Four (4) members.

NOTE: AT THE EXTRAORDINARY MEETING HELD ON 5TH SEPTEMBER, 2000, THE COUNCIL RESOLVED THAT THE COMMUNITY SERVICES COMMITTEE BE CONSTITUTED AS A COMMITTEE WITH FULL DELEGATION TO DETERMINE MATTERS ON THE AGENDA.

1 Apologies

2 Minutes

CONFIRMATION OF THE MINUTES OF THE COMMUNITY SERVICES COMMITTEE MEETING HELD ON TUESDAY, 13TH AUGUST, 2002.

3 Addresses to Committee by the Public

4 Mayoral Minutes

5 Community Services

5.1 DIRECTOR PLANNING & COMMUNITY DEVELOPMENT'S REPORT 73/2002 - COUNCIL'S ADVISORY COMMITTEES UPDATE. 2

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6.1 DIRECTOR GOVERNANCE MANAGEMENT & INFORMATION SERVICES' REPORT 33/2002 - NESTLE WRITE AROUND AUSTRALIA 2002. 35

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7 **General Business**

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GENERAL MANAGER



Director Planning & Community Development's Report 73/2002

SUBJECT:	Council's Advisory Committees Update
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DATE:	26 September, 2002	FILE NO:	98/S/0218 xr 98/S/4318 xr 98/S/4319 xr 98/S/4320
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REPORT BY: DIRECTOR PLANNING & COMMUNITY DEVELOPMENT

INTRODUCTION:

Council's four new Advisory Committees are now operational. These four committees cover the target groups of Older people, People with a disability, Young people and Aboriginal people. These committees have been established to enhance the mechanisms for communication between Council and the community. The main role for these advisory committees is to have involvement in the development of policies and to have input into the decision making processes of Council.

As reported at Council's Community Services Committee Meeting on 9th July, 2002, updates on the progress of these Committees will be reported to Council on a regular basis.

This report provides an update on the progress of each of these committees.

ISSUES:

YOUTH ADVISORY COMMITTEE

This committee is chaired by Cr Andrews and held its inaugural meeting on 3rd July which featured Guest Speaker Charlie Coorey who is the Youth Development Officer at Marrickville Council. Mr Coorey gave an uplifting presentation about the achievements of the Youth Council that was established in Marrickville four years ago.

The Youth Advisory Committee has met monthly since July and there are currently 8 community members of the Committee. After a mapping exercise was undertaken by the committee at its second meeting, gaps in representation on the committee have been identified and Council Officers are currently actively seeking membership from young people from the locations and networks identified as not having representation on the committee.

Some of the tasks already undertaken by the Committee include assisting Council in carrying out surveys of young people at the Maroubra Skate Park, input into the development of structured youth programs and a 12 month draft workplan for the committee has also been completed.

ABORIGINAL PEOPLES REFERENCE GROUP

This committee is chaired by Cr White and held its inaugural meeting on 22nd August and Guest Speaker was Jeanne Townsend Aboriginal Policy Officer with the Community Team Strategic Services Section of Lgov.

The committee discussed the Terms of Reference and wishes to make a recommendation to Council that the name of the group be changed to: Aboriginal and Torres Strait Islander Reference Group. This change would be consistent with Commonwealth and State Government target group definitions.

One of the first tasks for this committee is to seek feedback from their communities in relation to Council's Draft Statement of Commitment to Reconciliation. There are currently eight members of the committee and Council Officers are working with the local Aboriginal and Torres Strait Islander communities to ensure that there is wide representation of the diversity which exists within these communities on the committee. This committee's next meeting is scheduled for 10th October, 2002.

ACCESS COMMITTEE

Council's Access Committee held its inaugural meeting on 22nd August. Councillor Procopiadis chairs the Access Committee. The guest speaker at the first meeting was Cr Danny Mackin, Deputy Mayor of Blacktown City Council, who is the Chair of the Blacktown Access Committee.

This committee has a strong membership with comprehensive representation from residents, service providers, people with a disability and people caring for those with a disability.

This committee is currently working on ideas on how International Day of People with a Disability can be celebrated in Randwick. This committee's next meeting is 26th September.

OLDER PEOPLES REFERENCE GROUP

This committee held its inaugural meeting on 3rd September with Cr Tracey chairing the meeting. Guest speaker was Mr Harry Collins from the NSW Committee on Ageing who provided the committee with a comprehensive presentation on current issues for older people and how older people can play an important role in many of the decision making processes of government.

This committee now has eleven members with the only area not represented on the committee being the west ward of the Randwick LGA. Council Officers are currently seeking a representative from this area.

At the committees inaugural meeting there were recommendations for three minor changes to the Committee's current Terms of Reference. The recommendations are: The second point under objectives to read; To develop a Randwick City Council Older People's Reference Group Action Plan, the second change is to update the Council positions as part of the Committee membership to read Community Development Officer Aged Services and Community Development Officer – Community Consultation and Liaison and under Point 10 to change the Procedures and Proceedings meeting frequency to: Meetings of the committee to be held monthly or as seen appropriate by the committee.

The next meeting of this committee is to be held Wednesday 2nd October.

CONCLUSION:

Although these committees have just recently been established it is evident that already they are playing an important role in providing another mechanism for communication and consultation for Council and the various communities of the Randwick Local Government Area.

RECOMMENDATION:

- 1) That the changes to the Terms of Reference for the Aboriginal Peoples Reference Group and the Older Peoples Reference Group as outlined in this report be adopted.
- 2) That this report and the attachment minutes from the Committees meetings be received and noted.
- 3) The future minutes of these committees be included in the Councillor's Bulletin

ATTACHMENT/S:

1. Minutes of the Young Peoples Advisory Committee Meetings of 3 July, 14 August and 4 September, 2002.
2. Minutes of the Aboriginal Peoples Reference Group Meeting 22 August, 2002.
3. Minutes of the Access Committee Advisory Committee of 22 August, 2002.
4. Minutes of the Older Peoples Reference Group Meeting of 3 September, 2002.
5. Older Peoples Reference Group Terms of Reference.

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 SIMA TRUUVERT
 DIRECTOR PLANNING & COMMUNITY
 DEVELOPMENT

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 LIZ COLLYER
 ACTING DIRECTOR PLANNING &
 COMMUNITY DEVELOPMENT

Randwick City Council
Youth Advisory Committee

Minutes of Meeting
July 3, 2002 at 5.30pm

Held at the Lodge Room, Randwick City Council
Cnr Avoca and Frances Street, Randwick

Attendance: Cr. Dominic Sullivan – Mayor Randwick City Council
Cr. Anthony Andrews
Janet Awad
Ruth Cowie
Trisca Kumar
Nathaniel McAlister
Charlie Coorey – Marrickville Council
Liz Collyer – Co Ordinator Community Development RCC
Terry Papaioannov – Environmental Planning Officer RCC

Apologies: Cr. Chris Bastic
Tom Kulchar – Environmental Officer at RCC

As Chair of the Youth Advisory Committee, Councillor Andrews welcomed the members and declared the meeting open.

2. Background of the Youth Advisory Committee

Cr Andrews provided some background into the establishment of the Youth Advisory Committee detailing the importance for Council to have input and feedback from local young people on a range of issues affecting young people. He highlighted the role this Committee will have in the decision making process.

The Mayor Cr Sullivan emphasised the important role the committee will play in providing Council with a direct link to local young people and how the committee will enhance Council's consultation processes with young people. The Mayor also took the opportunity to congratulate the young people elected to the Youth Advisory Committee and thanked them for their support of the initiative.

Liz Collyer then facilitated an Introduction Exercise where each member had a brief conversation with the person on their left and then introduced that person to the meeting providing a little background information so the committee could learn more about each other.

3. Role of the Committee

Liz Collyer provided a presentation on the Role of the Committee taking the participants through the Terms of Reference. Liz linked tangible activities to the outlines listed in the objectives of the Terms of Reference.

For example one of the objectives is:

- To assist Council in effective policy development through the provision of advice.

Liz provided the example of the need for Council to develop a policy around the use of the Skate Park at Maroubra and how the Youth Advisory Committee would play a role in assisting with the development of such a policy.

Other activities to be undertaken by Council in the future that would require input from the Committee included:

- Development of a Community Safety Strategy
- Development of a Community Consultation Framework
- Development of a 5 year Social Plan

And events and activities such as Youth Week, Australia Day and structured Youth Programs.

Within the Terms of Reference relating to the Eligibility for Appointment, Liz advised the Committee that there had not yet been nominations for a representative from Botwick Youth Council or a local Indigenous Young person but negotiations were currently in progress to secure these representatives for the Committee.

4. Guest Speaker

Cr. Andrews introduced the Guest Speaker, Charlie Coorey. Charlie is the Youth Development Worker at Marrickville Council and delivered an inspirational presentation on the Marrickville Youth Council (MYC)

The MYC was established in 1996 to promote the voice of young people in local matters. The Committee has a total of 20 members who are elected annually with 16 of the members coming from local high schools.

Along with the election of new members the Council's guidelines are also reviewed annually. The MYC members have a big input into the review of the guidelines to ensure that they reflect the groups role and that they are written in such a way that it is "friendly" for young people to understand.

Charlie commented on how various units of Marrickville Council have found the MYC to play an important role in assisting them with development of plans for facilities and recreation space etc. Marrickville Council also sought MYC's feedback on a range of issues being pursued by Council including road safety, drug education, Crime Legislation Act as well as activities such as Youth Week.

The Committee has an annual budget of \$1,750 and produces a newsletter titled "Youth Stuff".

Charlie provided a range of handouts to the participants including the MYC Guidelines. Charlie offered his support to the Randwick Youth Advisory Committee and wished the committee every success in its future endeavours.

Cr. Andrews thanked Charlie for his presentation and support and presented him with a thank you gift.

5. Issues and Priorities

Liz then provided the committee with a task to be undertaken before the next meeting. Referring to item 6 in the Terms of Reference regarding the responsibilities of members, Liz suggested that each committee member list all networks they are part of locally whether they be formal or informal and send that list back to her at Council a week before the next meeting. The information will be gathered together and a mapping exercise will be part of the next meeting.

The mapping exercise is designed so that the Committee can identify any gaps in relation to networks with young people and then look at ways as to how these gaps can be filled. The type of networks members are asked to identify include school, circle of friends, where they may hang out, ie. shopping centres, sports groups they may be members of, cultural/leisure groups where they may participate in activities, volunteer groups, local neighbourhoods, community facilities such as Skate Park etc. These are suggestions so networks are not just limited to these. Members were encouraged to include all their networks.

DON'T FORGET TO SEND YOUR LIST OF NETWORKS TO KELLY RAINES AT COUNCIL BY THURSDAY 8TH AUGUST . Either fax to Kelly on 9319 1510 or email to kelly.raines@randwick.nsw.gov.au. Any queries call Kelly on 9399 0823.

Issues for the next meeting include the election of a Vice Chairperson and the Maroubra Skate Park.

Council will be responsible for taking, preparing and distributing the minutes and agendas and organising the venue and food for all committee meetings.

Cr. Andrews thanked everyone for coming and closed the meeting at 7.15pm.

Next meeting:

WEDNESDAY 14TH AUGUST 2002 AT 5.15PM FOR A 5.30PM START. MEETING WILL FINISH AT 7.00PM. VENUE WILL BE THE LODGE ROOM, RANDWICK CITY COUNCIL, CNR AVOCA & FRANCES STREET, RANDWICK. LIGHT REFRESHMENTS WILL BE PROVIDED.

Randwick City Council
Youth Advisory Committee

Minutes of Meeting
Wednesday August 14th 2002 at 5.30pm

Held at the Lodge Room, Randwick City Council
Cnr Avoca and Frances Street, Randwick

Attendance: Cr. Anthony Andrews – Randwick City Council
Sima Truuvert – Acting Director Planning and Community
Development
Terry Pappas – Environmental Planning Officer
Trisica Kumar
Joel Meares
Nathaniel McAlister
Janet Award
Ruth Cowie
Kelly Raines – Acting Youth Development Officer – Randwick City
Council

Apologies: Cr. Dominic Sullivan – Mayor Randwick City Council
Cr. Chris Bastic – Randwick City Council
Daniel Ernie
Bruce-Lee King

As Chair of the Youth Advisory Committee, Cr. Andrews welcomed everyone and declared the meeting open.

Cr. Andrews introduced Kelly Raines the Acting Youth Development Officer at Randwick City Council.

Network Lists – Mapping Exercise

Kelly then facilitated the Mapping Exercise on a white board and thanked the committee members for providing their Network Lists. Further networks were provided by committee members and included in the mapping exercise.

Kelly explained that the types of issues to discuss with their networks included:

- The role of the Youth Advisory Committee
- Maroubra Skate Park Survey
- Structured Youth Programs (Ideas and Possibilities)
- 12 month Plan for Committee (Issues and Priorities)

The committee then plotted each network on a Randwick Local Government Area map. The purpose of this was to establish the geographical areas where the committee is not yet reaching.

The committee could identify gaps in their current networks, these included:

- Surf Life Clubs
- Arts/Drama
- Randwick TAFE
- Volunteer groups
- South Juniors
- Dance Party's

Kelly asked the committee members to look at ways these gaps can be filled. The committee then had a general discussion and agreed to talk with their existing networks and try to identify friends who may be part of these missing networks. Committee members would then discuss whether they might be interested in joining the committee or liaising with a committee member.

The committee agreed to include this task in the next meeting. Attached is a copy of the Mapping Exercise. The Randwick Local Government Area map will be handed out at the next meeting.

Maroubra Skate Park

Kelly then provided some background on the Skate Park and advised that Council would be forming a Working Party to co-ordinate the opening. Kelly invited members of the committee to join the working party and explained that working party members would be expected to attend meetings and undertake tasks.

Kelly handed out bundles of the Maroubra Skate Park Survey to each member and explained that Community Development was conducting this survey at the skate park to gain feedback regarding the type of opening wanted by users, Code of Conduct and clinics etc. Kelly asked the committee if they could complete the survey amongst their networks and return it to her prior to the next committee meeting.

The committee suggested that radio stations might be useful in advertising and supporting the opening.

The Code of Conduct and Etiquette was also discussed and the general feedback from the committee was that it was good. Issues raised included how would it be enforced, the lack of lighting and that the park seemed isolated. Cr. Andrews raised some of the social issues including graffiti and gave the committee feedback from the local police.

Council's Structured Youth Program – Ideas and Possibilities

Kelly briefly provided background into the closing of the Youth Clubs and that Council is now looking at structured Youth Programs to be delivered in conjunction with the PCYC and The Shack Youth Services.

Sima suggested the committee look at a survey Council undertook late last year prior to the closure of the Youth Clubs. This survey may assist the committee in determining appropriate topics. Kelly agreed to follow up and bring the survey to the next meeting.

Kelly then provided the committee with a task to be undertaken for the next meeting. Council's Community Development would like committee members to discuss ideas and possibilities with their networks. Examples of topics include (but are not limited to):

- arts and crafts
- self defence
- setting up a web site
- skate boarding clinics
- drama
- hip hop

Committee members were encouraged to bring this feedback to the next meeting.

Issues and Priorities for the Committee – develop a 12 month Youth Advisory Committee Plan

Kelly advised the committee that under the Terms of Reference (10. Procedures and Proceedings, para 5) “the committee shall undertake an annual review and forward planning process to determine future directions and establishment of priorities”.

Kelly encouraged the committee to start to think about the issues and priorities to include in a 12 month plan. Examples given included:

- input into the Social Plan as young people are a target group.
- Maroubra Skate Park
- Youth Programs, as discussed previously
- Community Safety Strategy – Council forming a committee that looks at safety, for example, how groups in society feel safe, design of parks, lighting and crime prevention.

The committee was encouraged to talk to their networks and listen to the issues and priorities that are presented. Committee members will feedback this back at the next meeting. Committee members also agreed that the development of a 12 month plan is a priority.

Election of a Vice Chairperson

Cr. Andrews explained to the committee that under the Terms of Reference the Vice Chairperson is to be a community representative and is to be nominated and elected by the committee.

Responsibilities of the Vice Chairperson will include chairing the committee meetings in the absence of the Chairperson.

Kelly emphasised that under the Terms of Reference, Council are responsible for providing secretariat support, including minute taking, securing a venue and refreshments and that this task is not the responsibility of the Vice Chairperson. Kelly also suggested that as an opportunity to develop a skill each committee member might like to chair a committee meeting.

Cr Andrews encouraged committee members to apply and Janet Awad responded that she would like to undertake this role. Cr Andrews accepted and congratulated Janet as the newly elected Vice Chairperson.

Any Other Business

Cr. Andrews suggested to the committee they may like to hear from various guest speakers and advised that Trent Southworth, Maroubra Police Youth Liaison Officer could address the next meeting. The committee agreed and Kelly advised she would contact Trent Southworth to officially invite him to the next meeting. Trent Southworth will be invited to the next meeting to discuss his role as the Youth Liaison Officer (YLO) at Maroubra Police Station. Sima suggested that in future the committee might like to hear about Council planning and development issues, social planning etc. The committee was encouraged to suggest any guest speakers they maybe interested in hearing from in future. Cr. Andrews also encouraged the committee to suggest alternative venues for the committee meetings.

The committee also had a general discussion regarding the membership level within the committee. Kelly advised that as there were members not present she would need to confirm the number of members after speaking with these members. The committee agreed that it may be a good opportunity to look at additional members from groups not currently part of the networks, for instance a young person from the Student Representative Council at UNSW.

Next Meeting

The next meeting is set for Wednesday 4th September 5.15pm for 5.30pm start. The venue will be the same.

Cr. Andrews thanked everyone for attending and closed the meeting at 7pm.

Randwick City Council
Youth Advisory Committee

Minutes of Meeting
Wednesday September 4th, 2002

Held at the Lodge Room, Randwick City Council
Cnr Avoca and Frances Street, Randwick

Attendance: Cr. Anthony Andrews
Cr. Backes (attended briefly)
Sima Truuvert – Acting Director Planning and Community Development
(attended briefly)
Trisica Kumar
Joel Meares
Nathaniel McAlister
Janet Award
Terry Pappas – Environmental Planning Officer
Kelly Raines

Apologies: Cr. Dominic Sullivan – Mayor Randwick City Council
Cr. Chris Bastic
Daniel Ernie
Bruce Lee-King
Trent Southworth – Maroubra Police – invited as guest speaker and unable
to attend

Cr Andrews welcomed everyone and declared the meeting open.

Mapping Exercise

The committee had a general discussion regarding the missing networks identified during the last meeting. The committee agreed that each member would endeavour to make contact with an organisation before the next meeting. The aim of this exercise is to either have a member from these organisations join the committee or for an existing member to network with the organisation.

Surf Life Clubs – Kelly
Arts/Drama – Janet
Randwick TAFE – Kelly
Volunteer Groups – Terry to provide details of a contact at SES. Nathaniel to follow up.
South Juniors – Ruth
Dance Party's – Ruth and Joel

Cr. Andrews suggested to the committee it may also be worthwhile gathering feedback from sporting clubs with regards to Randwick City Council sporting facilities.

Council's structured Youth Programs – Feedback from networks re Ideas and Possibilities

Kelly asked the committee members to provide feedback. Ideas and possibilities included:

- Information day – organisations with a youth focus set up stalls
- Westfield to sponsor a talent quest
- Sports Carnival at Heffron or Hensley Park aimed at young people
- Motivational Speakers, run through the schools, providing information on employment for ages 18-25yrs.
- Safety in the Ocean
- Clinics at Maroubra Beach Skate Park
- Sports
- Web design
- Newsletter design
- Self defence – mixed and separate classes for male/female
- Tutoring – cost effective and targeted for high school students.

Kelly emphasised the role of the committee was advisory as opposed to running events. The committee then had a general discussion about the Terms of Reference and in particular the aims of the committee.

Nathaniel submitted suggestions from the Student Representative Council at Randwick Girls High School (copy attached). Cr. Andrews thanked the members for providing feedback.

The members agreed to keep raising the structured Youth Program with their networks and providing feedback to the committee.

Issues and Priorities for the Committee – develop a 12 month plan

The committee agreed to the following items on the 12 month plan:

- Youth Programs
- Consolidate Networks
- Create a list of networks as a future resource
- Newsletter for Youth
- Annual Youth Event – talent quest, sports competition.

Members agreed to prioritise these items at the next meeting and to also continue seeking feedback from their networks.

Issues of importance for the next meeting/any other business

Kelly advised the committee that the next Skate Park Advisory Committee meeting is on Thursday 12th September 2002 at 3pm at the Lifeguards Office opposite the Skate Park for those interested in attending.

Kelly advised that flyers for the Skate Park Opening are currently being prepared and asked the committee members if they could assist in facilitating distribution throughout their networks.

Kelly also reminded the committee to bring their suggestions for guest speakers to the meeting. The committee suggested The Shack, Trent Southworth, Maroubra Police and a UNSW Student Representative. Invitations will be extended over the next few months.

Next meeting

Councillor Andrews suggested that the committee may like to consider alternative meeting venues in future.

As some committee members will be sitting exams, the committee agreed that no meetings should be scheduled between 21/10/02 – 15/11/02. The next meeting is scheduled for:

Wednesday 2nd October 2002, 5.15pm for 5.30pm start.
Venue will be the Lodge Room,
Randwick City Council, Cnr Avoca & Frances Street,
Randwick
Light Refreshments will be provided

The meeting closed at 6.45pm.

RANDWICK CITY COUNCIL
ABORIGINAL ADVISORY COMMITTEE
HELD 22ND AUGUST 2002 AT 5.00PM, LODGE ROOM
RANDWICK TOWN HALL, 30 FRANCES STREET, RANDWICK

1. Attendance and Apologies

Present:

Jeanne Townsend	Lgov (Guest Speaker)
Karen Davies	Randwick TAFE
Bruce-Lee King	Maroubra Centrelink
Paula Dewis	Premier's Department
Sandra Lester	Killara Womens Refuge
Avery Brown	Local Resident
Cr Dominic Sullivan	Mayor, Randwick City Council
Cr Bruce Notley-Smith	Randwick City Council
Cr Alan White	Randwick City Council (Chair)
Liz Collyer	Randwick City Council

Apologies:

Helen Brown	Randwick City Council
Kath Ingram	Local Resident

Introduction

- As Chair of the Aboriginal Advisory Committee, Cr White introduced himself to Reference Group as a local resident who attended "Matto High"(Matraville Sports High) and formed many friendships with Aboriginal people at school and through sporting activities
- Aboriginal Committee members present introduced themselves and explained their backgrounds.

2. Background of the Aboriginal Advisory Committee.

- Cr White presented a background history on the establishment of the Aboriginal Advisory Committee accentuating the primary function of the Committee, was to enhance communication between the local Aboriginal Community and Council, and provide direct input into Council Policy and Decision making processes.
Cr White also explained the delay in establishing the Committee was due to restructures and staffing levels in the Community Development section.
- Mayor Dominic Sullivan welcomed all present and congratulated members on their appointment to the Advisory Committee.
Cr Sullivan stated that restructure of Community Development Section was designed to expand and develop opportunity in Council to make real

linkages with the Community. Also that Council would work hand in hand with the Local Community.

3&4 Review Terms of Reference/Role of the Committee

- An agreement was reached by Committee that agenda items **3. Review Terms of Reference** and **4. Role of Committee** be dealt with together.
- Liz Collyer advised Committee that incorrect Terms of Reference had been sent previously and requested that they be discarded.
- Paula Dewis suggested Reference Group be renamed Aboriginal & Torres Strait Islander Reference Group, which was agreed upon by Committee.
- Draft Terms of Reference seeking feedback from Committee was sought.
- The Committee requested that the suggested changes be advised to Council with consideration from Council for the changes to be endorsed.
- Liz Collyer detailed tangible outcomes associated with the objectives listed in the Terms Of Reference in relation to how the Committee can assist Council in effective Policy Development through the provision of comprehensive advice.

Council's Social Planning process was mentioned.

All Councils in New South Wales must produce Social Plan every 5 years, the next plan due for release 2004. A Social Plan must include data and information about the needs of particular groups with Aboriginal people being one of the seven mandatory target groups whose needs must be considered.

Liz explained how this reference group would play a major role in assisting Council in the development of the Aboriginal & Torres Strait Islander chapter in the Social Plan.

- Jeanne Townsend suggested that the needs of Aboriginal & Torres Strait Island people be positioned throughout all the relevant target groups (Older people, people with disability including those with HIV Aids, children, women, young people, people from culturally linguistically diverse backgrounds.)
- Liz Collyer stated that she was consulting with Social Planner as to the framework for the next Social Plan 2004 and the format had not been finalised at this stage.
Liz commented that as it has positive results in listing the needs of all target groups it is also considered to be appropriate to have these needs listed in a specific chapter.

- Liz referred to Council's Statement of Commitment to Reconciliation to the Aboriginal & Torres Strait Islander Residents of the City and what processes Council has put in place to assist with gaining feedback.
- Encourage Resident participation in Council's decision making process
- Distributed Randwick City Council's Draft Statement.
- Displayed Draft Statement on Council's web page.
- Distributed numerous copies at various NAIDOC week activities
- Advertised Draft Statement in Mayors column.
- Feedback has been requested and it is hoped that recommendations for inclusions be received by 30th September and for Council to sign off on the final Statement by the end of the year.
- Jeanne Townsend suggested that Council include copies of Statement of Commitment to pay slips of Council Employees.
- Liz suggested as part of the Committee Members role they could discuss the Draft Statement with their Communities and offer feedback for next meeting. Any input by Committee Members to be brought to next meeting.
- Liz informed Committee Members that there are still vacant positions and although some applicants have not been successful in their appointment to the Committee, the Committee was to be representative of the diversity within the local Aboriginal & Torres Strait Communities. In the case of when two applications have been received addressing similar target groups within the Community such as older people and people with disability preference would be given to the applicant who resides within the Local Government area. This will prevent a duplication of specific targeted needs. Also there was a lack of representation of men in applications received and it is preferable that the Committee is representative also in gender.
- Paula Dewis suggested there is a large community of Aboriginal & Torres Strait Islander students at the University of NSW and that before next meeting she would approach students and seek involvement prior to next meeting. Paula also suggested the Elders be included
- Liz Collyer stated Norma Simms was a Committee person but was not present tonight but was known as an Elder.

5. Guest Speaker – Jeanne Townsend, Aboriginal Policy Officer Community Team Strategic Services Lgov.

Jeanne was invited to address the meeting as guest speaker due to her extensive experience in working with Aboriginal Advisory Committees across NSW and her work with Aboriginal workers in Local Government.

- Jeanne advised Committee of the many successors of similar committees across state:

60 Aboriginal working Committees
19 Aboriginal Local Government Councillors

- Jeanne stated that Committees have a life of their own and often it is up to the energy, excitement and drive of the Committee for its continuance (longevity)
- At the end of presentation Jeanne was presented with gift from Cr White and thanked for her participation as guest speaker.

6. Issues and priorities for the Committee.

- Need to work towards finalising Randwick City Council's Statement of Commitment to Reconciliation to the Aboriginal and Torres Strait Islander Residents of the City.
- NAIDOC Week consultations on celebrations and preparation of suggested activities for 2003.

Other issues mentioned:

- Paula Dewis mentioned high needs of La Perouse Community. Young people (substance abuse)
- General Aboriginal Community lack of access to Services such as medical (Aboriginal Medical Service)
- Paula was advised of Aboriginal Medical Service, Outreach Service operating from Yarra Bay House.
- Cr Notley-Smith Vice Chair requested if there was a list of Services/Programs available to the Aboriginal Community at La Perouse.
- Liz Collyer mentioned 'The Shacks' resource information and offered to send a copy with the minutes for this meeting.
- Karen Davies mentioned previous outreach programs co-ordinated by TAFE (Randwick) including carpentry that were conducted at Guriwahl CDEP (Community Development Employment Program) at Yarra Bay House. Karen also said the role of this Committee was to get amongst it from the grass roots level and to drive the issues and strategies from the bottom up.

- Also mentioned was that Dianne Ingrey Matrville Sports High had an ATSI services directory and the Committee need to get a copy.
- Guriwahl (CDEP) and the Aboriginal Land Council are informed of this Committee's role before the next meeting.
- A presentation is made on the Advisory Committee and how community may feed into the Committee at the next La Perouse Interagency Meeting.
- Jeanne Townsend mentioned Cultural Awareness training and for Helen Brown to find out from Councils Human Resource Department what package is available. Also Jeanne saw a future role for the Committee to advise Council in the content of Cultural Awareness Training.

7. NEXT MEETING
10th October 2002

Meeting closed 7:00pm.

**MINUTES OF
RANDWICK CITY COUNCIL INAUGURAL ACCESS
COMMITTEE MEETING
HELD ON THURSDAY 22 AUGUST 2002**

Present:

Cr D Sullivan	Mayor Randwick City Council
Cr Daniel Mackin	Deputy Mayor Blacktown City council
Cr M Whitehead	Randwick City Council
Liz Collyer	Randwick City Council
Frank Rotta	Randwick City Council
Tom Kulchar	Randwick City Council
Colin Rosenfeld	Randwick City Council
Russell Chudleigh	Community Representative
Dennis O'Leary	Community Representative
Julie Allen	Community Representative
Mai Rose	Community Representative
Suzanne Becker	Community Representative
Paul Preobrajensky	Community Representative
Philip Sundstrom	Community Representative

Apology:

Cr John Procopiadis	Randwick City Council (Chair)
Anne McKenzie	Community Representative
Terry Fletcher	Community Representative
Angela Yeend	Community Representative

1. Welcome and introduction:

The Mayor welcomed and thanked the community representatives for their interest. Cr Sullivan indicated the role that the committee would have in contributing to Council's decision making process and that it was an important way of fulfilling Council's commitment to consult with the community on a range of issues that impact on the quality of life of residents and visitors. Cr Sullivan pointed out to the meeting that there may be 121,000 residents in Randwick, but the area has a number of significant regional facilities such as the Race Course and UNSW that attract a huge number of visitors to the city annually. This places added strain on Council's reserves in maintaining the infrastructure and the built environment. The members introduced each other and indicated their reason for joining the Committee and their interest in particular disability issues. This enabled members to learn more about each other.

2. Role of Committee and Terms of Reference:

Liz Collyer provided a presentation and took the members through the Terms of Reference. Liz gave some concrete examples of how the Committee could achieve the objectives listed in the terms of reference. For instance, in contributing to the review and updating of the Disability Discrimination Action Plan, contribute to development

of a policy for Council's Community Safety Plan, recommending nominations for Australia Day and local Seniors Awards. In particular the Committee's input for the new Social Plan that identifies priority social needs and issues in Randwick City that is required for adoption in 2004.

Frank Rotta, Manager Design in the Assets and Infrastructure Service Department outlined the Accessible Pathways Program for people with a disability and the opportunity for the committee to make recommendations. The program with a specific budget has been in operation since 1982 and managed by the Assets & Infrastructure Department.

Liz Collyer explained that recommendations from the Access Committee may be referred to Council's Community Services Committee and where appropriate to the Senior Executive Management meeting for consideration and reporting to Council. Liz also stressed the importance for the Committee to formulate a twelve months action plan to give the Committee some direction and achievable outcomes based on priorities and that this may take several meetings to develop. Liz also stated that there would be a quarterly report to Council on the progress and issues involving all Advisory Committees.

The Committee was informed that the minutes of Council's Advisory Committees will be placed on the Council internet web site. Russell Chudleigh pointed out the importance of ensuring that the web site is designed to enable access by people with vision impairment. Dennis O'Leary also enquired about a hearing loop facility as he has a hearing impairment.

Action: Colin Rosenfeld to investigate the accessibility of the Council web site for people with vision impairment through the IT Department. Also to look into and availability of meeting rooms with a hearing loop that may be available for future meetings.

3. Guest Speaker:

Cr Daniel Mackin who is the Deputy Mayor of Blacktown City Council addressed the meeting. Cr Mackin is Chair of the Blacktown Council Access Committee and the Western Sydney Region of Councils (WESROC) Access Forums. Cr Mackin gave an informative and inspiring presentation, emphasising the important role of access committees in improving the quality of life of people with disabilities and the role Councils have in making the built environment more accessible. Cr Mackin made a number of points in sharing his experience at Blacktown. He made the following points; that 19% of the population have some form of disability, that some matters can easily be put in the too hard basket, and advised members not to be deterred by people who create barriers, and stated that able bodied people often benefit from improvement designed for people with disabilities. Mobility Maps were produced for the CBDs and copies were distributed, major DAs are referred to the committee and the committee gives advice to Council. Blacktown produced a 10 year plan for upgrading facilities under their Disability Discrimination Action Plan, guest speakers are often invited to discuss certain issues for example the RTA or bus company. Cr Mackin spoke of some success the committee has had working collaboratively with

the local bus company in Blacktown in improving access to low floor buses and this had greatly enhanced access to transport to local people with disabilities.

On behalf of the Committee Cr Whitehead thanked Cr Mackin for attending the meeting and sharing his experience and enthusiasm for improving the life of residents in his Council area and the achievements of his Access Committee. A small gift of appreciation was presented to Cr Mackin.

4. Issues Raised by Community Representatives:

4.1 Thom Kulchar raised the issue of the Committee commenting on major DAs and the potential problem of logistics and timing as Council has to meet strict time frames. A sub committee may need to be formed.

Action: Colin Rosenfeld and Thom Kulchar will develop a framework proposal for the Committee for discussion at the next meeting.

4.2 To avoid the problem of jargon and to assist the Committee with the terms and acronyms often used in Local Government Thom Kulchar offered to provide a list of commonly used terms for the committee's information.

Action: Colin Rosenfeld to liaise with Tom Kulchar and prepare a summary for the next meeting.

4.3 Russell Chudleigh who is Chairman of the Randwick Disabled Persons Action Committee (RDPAC) which has taken on much of the role of the access committee in the past, suggested that at a future meeting some clarification of the role and communication protocol with RDPAC be discussed. Russell also offered to present to the committee the list of identified works prepared by RDPAC for Council to improve access for residents with a disability.

Action: Russell offered to provide a brief presentation at a future meeting.

4.4 Julie Allen mentioned the problem of accessible parking, handrails on steps at public places and installation of tactile ground surface indicators for vision impaired. It was noted that Council adheres to the requirements set out in the Building Code of Australia (BCA) in all works.

Action: These issues will be discussed at future meetings and are covered by the BCA.

4.5 Paul Preobrajensky from Area Health Aged Care Services raised the issue of the healthy aged with neurological problems and the need for Council to provide rest points and drop off points to enable these residents to maintain their mobility and social activity. Council has established an Older Persons Advisory Committee who will also be addressing these issues.

Action: For noting and referral on to Council's Older Persons Advisory Committee.

- 4.6 Suzanne Becker from Windgap also mentioned the need for drop off points for people with mobility problems who have high support needs.

Action: For noting

- 4.7 Anne Lambrou referred to the problems for people with mobility problems especially the frail aged who had become somewhat isolated at home because of the change to the new bus routes introduced recently.

Action: Transport issues will be considered at a future meeting and is a matter being considered by the Southern Sydney Regional Organisation of Councils (SSROC) Access Forum.

It was noted that the above mentioned matters will be considered in the development of the action plan.

5. Parking

5.1 Colin Rosenfeld tabled a copy of a discussion paper "A National Day of Action on Parking and People with Disability" prepared by the Physical Disability Council of Australia about the problem of disabled parking spaces and accessible parking for people with a disability. The national day will address the particular issues that impact the lives of people with a physical disability. This campaign will be held on Wednesday 25 September 2002. The Committee supported this project. Members also pointed out the problem of people with the hidden disabilities such as AbI or MS who need to use accessible parking spaces but may not appear to have an obvious disability.

Action: A copy of the paper to be given to the Communications Department for consideration of an article in the Mayoral column. A copy has also been given to Councils Traffic Committee for information.

6. International Day of People with Disability

This national annual event is held officially on 3 December to celebrate diversity and the contribution of people with a disability, focusing on ability and raising community awareness of disability issues. The Southern Sydney Regional Organisation of Councils (SSROC) Access Forum is planning a social function on 5 December to acknowledge the work of Access Committees. Historically, Councils have held information expos, art display, sporting event such as wheelchair basket ball and experiential exercise aimed at increasing Council staff and Councillor appreciation of the difficulties people with a disability experience in using services and facilities. Last year Randwick Council held a display and information session on the resources available in the libraries for people with a disability. The Committee members were invited to bring any suggestions to the next meeting on how Council through the Access Committee might contribute to IDPWD.

Action: For discussion at the next meeting of possible activities for IDPWD.

7. Guest Speakers for Future Meetings

The Committee was invited to suggest any speakers for future meetings to address specific issues. It was suggested that the Education Officer from the Guide Dog Association be requested to give a presentation on vision impairment and the role of local government as this service had been used by other Councils.

Action: An invitation to be extended to the Guide Dog Association to attend a future meeting.

Meeting Closed at 4.15pm

Date of Next Meeting:

The next meeting will be held on Thursday 26 September 2002 at 10.30am in the Customer Service Centre Meeting Room, Administration Building, Frances Street Randwick.



**RANDWICK CITY COUNCIL
OLDER PEOPLE'S REFERENCE GROUP**

Minutes of Meeting held on Tuesday 3rd September 2002 at 10:30 a.m.

Venue: The Lodge Room, Randwick City Council
Corner Avoca and Frances Streets, Randwick

Attendance: Councillor Paul Tracey (Chair), Councillor Margery Whitehead, Harry Collins (Guest Speaker), George Gergely, June Rubens, Shirley Smith, Dorothy King, Corinne Campbell, Donnette Rigney, Thomas Kulchar (Department of Environmental Planning), Russell Wade (Department of Assets and Infrastructure Services), Deirdre Savage (Community Development Officer, Aged Services), Liz Collyer (Co-ordinator, Community Development).

Apologies: Olga Anderson OAM, Belinda Marshall, Gayl Galbraith

GENERAL BUSINESS:

1. Welcome

As Chair of the Older People's reference group, Councillor Tracey welcomed the members and declared the meeting open.

Deirdre Savage then facilitated an introduction exercise where each member had a brief conversation with the person on their left and then introduced that person to the Group by providing some background information on them.

2. Background of the Older People's Reference Group

Councillor Tracey noted that it was resolved at Council's Community Services Meeting on 13/11/01 that Randwick Council establish 4 key advisory committees, covering the target groups of older people, people with a disability, young people and Aboriginal people.

At the Ordinary Meeting of Council on 27/11/01, two Councillors were appointed to be members of the Older Person's Reference Group – Councillor Tracey (Chair) and Councillor Whitehead.

The Terms of Reference state that there is to be a representative from the Department of Environmental Planning and a representative from the Department of Assets and Infrastructure Services. These representatives are Thomas Kulchar and Russell Wade respectively.

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The Older People's Reference Group replaces the Healthy Older Person's Committee (H.O.P.), which arose as a result of the Healthy Ageing Framework in October 1998 and met from August 1998 until October 2001

It is important for Council to involve older people and their advocates in planning and decision making processes since according to the 2001 Census, there were 10,852 people aged 55 to 64 and 16,166 aged over 65 (a total of 27,018 people – 21.2% of the total population).

3. Role of the Reference Group

Deirdre Savage took the participants through the Terms of Reference. She outlined the three aims of the Committee. Deirdre explained how one example of ensuring Council policies and programs are consistent with Commonwealth and State legislation is through programs like Council's Home Maintenance and Modification Service, which must meet State government service standards in order to achieve continued funding.

Thomas Kulchar spoke briefly to explain various Council technical terms (for example, LEP, DCP) and a glossary of terms he has prepared is attached to the Minutes (Attachment A). He also mentioned his role in the making of Development Control Plans and Local Environment Plans and his work on the Disabled Access Committee.

Deirdre highlighted the importance of the Older Person's Reference Group in encouraging residents' participations in Council's decision-making processes. This will be particularly relevant once Council's Community Consultation Framework is in place.

Current and future needs have also been addressed in the 1999-2003 Social Plan (Deirdre had copies available for members to look at). Deirdre has attached a brief explanatory note on Social Plans at the end of the Minutes (Attachment B).

The need for more members from East and West Wards was discussed as well as more male members. There are currently three vacancies. Deirdre said that she would contact OM:NI (Older Men:New Ideas) to see if anyone in this area would be interested.

The quorum shall be six members with voting rights. Council staff do not have voting rights, Councillors have voting rights along with all Committee members.

A number of changes were suggested to the Terms of Reference. These changes are:

- Under Point 3 and the Objective "To develop a Randwick City Council Older People's Policy and Action Plan" it was agreed to change this to "To develop a Randwick City Council Older People's Reference Group Action Plan." This Action Plan would involve tackling policy also.

-3-

- Under Point 5 The "Community Relations Officer – Residential" should read "Community Development Officer – Aged Services" and the Community Liaison Officer" should read "Community Development Officer – Community Consultation and Liaison".
- Under Point 10 Procedures and Proceedings it was agreed to change "Meetings shall be held monthly" to "Meetings shall be held monthly or as seen as appropriate by the Committee".

These changes have been highlighted in bold print and italics in the Terms of Reference (Attachment C). These changes will need to go before Council in the Ordinary Council Meeting in October.

4. Guest Speaker – Harry Collins

Councillor Paul Tracey introduced Harry Collins. Harry Collins is a member of the NSW Committee on Ageing. This Committee advises the Government on matters affecting the needs, interests and well-being of older people in NSW. He believes strongly in partnerships to resolve local issues. He also is concerned that statewide there are common social issues, which arise regularly in social plans but are not actioned.

Harry also outlined his role on twenty-two Committees, ranging from being a member of the Safety Committee of Bankstown Council, President of the local Community Centre, Nursing Home Standards Committee (previously), the Older Australians' Advisory Council, vice president of the NSW Senior Citizens' Association, and a delegate of the NSW Aged Care Alliance (to name a few examples).

Harry noted that the theme of Seniors' Week 2003 (to be held in July) is an intergenerational theme.

Harry also mentioned the Premier's Forum on Ageing on Thursday 1 October 2002 at the State Library of NSW from 11:30 a.m. to 4:00 p.m. Information is attached at the end of the Minutes (Attachment D). Harry also brought along some forms for the Premier's Seniors Achievement Awards. Nominations close on 16 September 2002. Deirdre can be contacted for extra forms.

Harry showed some examples of the excellent publications that the NSW Committee On Ageing publishes (for example, "Too Young To Go – Mature Age Unemployment and early retirement In NSW"; "Never Too Late To Learn"; "Volunteering and Older People"). These and other publications are available from the NSW Committee on Ageing for very reasonable prices. Contact details for the Committee on Ageing are listed at the end of the Minutes with other contact details of members of the Reference Group (Attachment E).

Councillor Tracey thanked Harry for his informative and inspiring talk and presented him with a small gift as a token of the Reference Group's appreciation.

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5. Issues and Priorities for the Reference Group

Deirdre Savage asked the group to brainstorm all issues of concern, which she listed. The following issues were suggested:

- *superannuation
- *financial advice
- *banking services/technologies/community banks
- *respite care
- *hydrotherapy
- *health services
- *Seniors' Week
- *getting information to people
- *activities for seniors
- *intergenerational issues
- *sense of safety – in the community
- *safety in public places (e.g. footpaths)
- *lack of seats at bus stops (especially now with changes to bus routes and stops)
- *transport
- *lack of public letterboxes (long distances between)
- *parking
- *paying Randwick Council rates – residents have to come in to the counter at Council
- *high costs (people having to live on diminishing capital)

It was agreed that the Group would consider other issues they wished to add to this list at the next meeting.

Once the list is completed, then the group will prioritise issues of concern and work on a draft 12-month Action Plan with who, what, when and how.

6. Mapping of networks represented by the Reference Group

It was also agreed to hold this exercise over to the next meeting and to give the Group time to think about which groups/organisations for older people they have links with locally, whether formally or informally. For example, a member may have links with various schools, a church group, arts/culture and leisure groups; community facilities; sports groups; business groups, circles of friends, favourite shopping centres.

These networks will be listed at the next meeting so that we can see if there are any groups of older people we are not representing the views of and identify ways to fill these gaps.

Please send your list of networks to Deirdre Savage by post, fax (9319 1510) or email (deirdre.savage@randwick.nsw.gov.au) by **Thursday 26 September** so she can have these listed for the next meeting.

An example of what a list may look like is typed below.

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For example, you might prepare a list like this:

Shopping Centres Coles Complex, Maroubra	Churches St Saviour's Redfern
Sporting Groups Maroubra SLSC Randwick Bowls Aim For Fitness	Businesses Randwick Chamber of Commerce
Social Groups Randwick Older Women's Network Senior Citizens' Club	
Arts/Culture/Leisure ALERT Library Coast Centre For Seniors Line Dancing	Information/Resource Services Botany Migrant Resource Centre Randwick Information and Community Centre
Local/State and Commonwealth Government Organisations Centrelink Carelink Randwick Council Health Services	

Future meeting dates and times

Councillor Tracey checked with the group about the most appropriate time and dates for the meetings.

It was agreed that the first **Wednesday of the month from 10:30 a.m. until noon** suited the majority of the group.

Deirdre Savage will be responsible for taking and distributing the Minutes and agendas for all meetings.

Councillor Tracey thanked everyone for attending and the meeting closed at noon.

Next Meeting:	Wednesday 3 October	10:30 a.m. until noon
	Venue: The Lodge Room	
	Corner of Frances and Avoca Streets, Randwick.	
	Morning tea will be provided. Please let Deirdre know if you have any special dietary requirements.	

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WEB SITES ON ISSUES OF AGEING

We can add to this list at the next meeting.

1. www.health.nsw.gov.au
NSW Health site.
Cover page included (Attachment F).
2. www.add.nsw.gov.au
Department of Ageing, Disability and Home Care.
Cover page included (Attachment G).
3. census.users@abs.gov.au
2001 Census details (Attachment H).

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<p style="text-align: center;">RANDWICK CITY COUNCIL OLDER PEOPLE'S REFERENCE GROUP</p>
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TERMS OF REFERENCE

1. NAME

The Committee shall be known as the Randwick City Council Older People's Reference Group.

2. AIMS

- To provide a forum for people who live or work in the Randwick City area to discuss issues affecting older people and develop recommendations for consideration by Council.
- To promote improved access to Council facilities and services for older people.
- To involve older people and their advocates in the planning and decision making process to ensure the City of Randwick becomes a more accessible, healthier and safer place for older people to live, work and visit.

3. OBJECTIVES

- To ensure that Council policies and programs are consistent with Commonwealth and State Government Legislation and Best Practice relevant to the full range of older people's needs including health, welfare, community facilities, community services, recreation, transport, housing, and accommodation;
- To develop a Randwick City Council Older People's Policy and Action Plan; *(To develop a Randwick City Council Older People's Reference Group Action Plan)*
- To comment on Council planning instruments; including Plans of Management, Development Control Plans (DCPs), Local Environmental Plans (LEPs), Strategic Plans in relation to disability access issues;
- To assist Council in effective policy development through the provision of comprehensive advice;
- To encourage resident participation in Council's decision making processes;

- To assist Council in the identification of current and future access needs for the community;
- To assist in planning activities relating to special events, such as annual Seniors Week activities.

4. DETERMINATIONS

The committee shall be an advisory body, operating on a consensus basis, which submits recommendations for consideration by Randwick City Council Management Committee.

5. MEMBERSHIP

Membership of the Committee shall consist of no more than 12 and no less than six Community representatives and two Councillors. The community representatives will be residents of Randwick or people who work for organisations representing older people servicing the Randwick Local Government Area.

The staff members will include:

- Community Relations Officer – Residential; (*Community Development Officer – Aged Services*)
- Community Liaison Officer; (*Community Development Officer – Community Consultation and Liaison*)
- Representative from Department of Environmental Planning; and
- Representative from Department of Assets and Infrastructure Services.

Depending on the nature of issues raised it may be necessary to invite relevant departmental staff to attend particular meetings.

6. RESPONSIBILITIES OF MEMBERS

Members are requested to ensure effective and timely communication is fed between their organisation/group and the committee.

The Committee is a working committee and therefore it is anticipated that some tasks will need to be undertaken by members outside of meetings.

7. RESPONSIBILITIES OF COUNCIL

Council will provide secretariat support, including minute taking and professional officer support as appropriate.

8. ELIGIBILITY FOR APPOINTMENT

Randwick City Council seeks those members of the community over 60 years who can best represent our seniors' community. Offer of membership will be extended

to existing Older People's Groups such as the Healthy Older People's Community, Randwick Information and Community Centre and the supporting organisations such as South East Area Health Service.

Council seeks to give residents who are committed to making Randwick an accessible City for all, a representative voice on the committee.

9. TERNURE OF MEMBERSHIP

In the case of a Councillor, as determined by Council each year in accordance with the provisions of the Local Government Act.

In the case of other representatives, the tenure of membership will be two years, which will coincide with the annual election of Councillors to committees and sub-committees. Members may re-nominate for further terms.

10. PROCEDURES AND PROCEEDINGS

The Chairperson and Vice-Chairperson will be held by Councillors appointed by Council annually. A community representative nominated by the Committee at the meeting will Chair the meeting in the event of no councillor being present.

Meetings of the Committee shall be held monthly.

(Meetings of the Committee will be held monthly or as seen as appropriate by the Committee).

A quorum of the Committee shall be six members with voting rights.

In relation to any procedural matter, the ruling of the Chairperson shall be final.

The Committee shall undertake an annual review and forward planning process to determine future directions and establishment of priorities.

Other interested individuals are welcome to attend meetings as observers but are recognised with consent of the Chairperson.

11. NOTICE OF ORDINARY MEETINGS

Members of the Committee shall receive at least ten working days written notice of ordinary meetings and such notice shall include an agenda for that meeting.

12. MINUTES OF MEETINGS

Minutes of meetings shall be made available to any interested residents for inspection and shall be published on Council's Internet web site.

13. NOTICE OF SPECIAL MEETINGS

Should the need arise for a special meeting to consider a matter considered particularly urgent, a special meeting to consider only that particularly urgent matter, may be called by the Chairperson and two other committee members.

14. ATTENDANCE AT MEETINGS

Members may, in consultation with the Committee, request that an invitation be extended to a particular individual to attend a future meeting as a visitor, when it is considered that the visitor may be in a position to contribute to the proceedings.

15. AMENDMENTS TO TERMS OF REFERENCE

These Terms of Reference shall only be amended by Council recommendation.

Director Governance Management & Information Services' Report 33/2002



SUBJECT:	NESTLE WRITE AROUND AUSTRALIA 2002
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DATE:	26 September, 2002	FILE NO:	98/S/4460
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REPORT BY: DIRECTOR GOVERNANCE MANAGEMENT & INFORMATION SERVICES

INTRODUCTION:

This follow-up report provides the outcomes from the *Nestle Write Around Australia* competition co-ordinated from the Bowen Library, including the involvement by staff of Randwick City Library & Information Service in the *Nestle Write Around Australia* program.

ISSUES:

Throughout the year, Jane Moffat, the Children & Youth Services Librarian for Randwick City Library and Information Service has been co-ordinating the Central Metropolitan Zone's Nestle Write Around Australia Competition.

The Central Metropolitan Zone Competition was officially launched by the Mayor of Randwick, Councillor Dominic Sullivan, who stated that competitions like this can assist in encouraging students with a real interest in writing and as such, can only aid in increasing the number of young writers in the Randwick community.

Nestle Write Around Australia is Australia's largest creative writing program and this year over 36,000 children from around Australia entered the competition and a further 19000 attended writing workshops.

Over 800 entries were received in our Central Zone. Entries were received from senior primary school children from years 5 & 6, including many entries from students from the Randwick City Council area. Published Australian children's author Patricia Bernard conducted workshops for the local students for one week in July.

A panel of judges, comprising staff from the library service, the Children's Librarian from Waverley Library, and the Zone Co-ordinator, read through all the competition entries and selected 20 finalists to attend a creative writing workshop with Patricia Bernard. Stories submitted by this group which could have been rewritten following the workshop, were submitted for the final round of judging.

On Thursday 26th September, the two zone winners were announced at a Presentation event. Those present included Virginia Mason, Nestle Coordinator at the State Library of NSW, and Deputy Mayor, Councillor Michael Daley, along with the finalists, their families and the principals and librarians of various schools in the zone.

Councillor Michael Daley presented the year 5 winner, Greta Ulbrick (Methodist Ladies College) and the year 6 winner Hannah-Rose Yee (Kincoppal Rose Bay/Junior School) with certificates and prizes. All twenty finalists were presented with a Nestle backpack containing Nestle products and an autographed copy of one of Patricia Barnard's books. Greta and Hannah-Rose will now proceed to the State Finals to be decided within the next two months.

CONCLUSION:

Hosting the Nestle Write Around Australia Competition for the Central Zone has highlighted the broader push for improved literacy skills within the Randwick community and for increased public awareness of the commitment of Council to providing literacy programs to the residents of the City.

RECOMMENDATION:

That the report on the outcomes of the Nestle Write Around Australia Competition 2002 for the Central Zone be received and noted.

ATTACHMENT/S:

Nil

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MARK HUMMERSTON
DIRECTOR GOVERNANCE
MANAGEMENT & INFORMATION
SERVICES



Director Governance Management & Information Services' Report 34/2002

SUBJECT:	PUBLIC LIBRARY FUNDING BID
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DATE:	26 September, 2002	FILE NO:	98/S/0557
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REPORT BY: DIRECTOR GOVERNANCE MANAGEMENT & INFORMATION SERVICES

INTRODUCTION:

The purpose of the report is to enlist Council's support for a joint campaign, which is being run by the Metropolitan Public Libraries Association (MPLA), the Country Public Libraries Association (CPLA) and the Local Government and Shires Associations (LGSA) with regard to the diminishing level of State funding being provided for Local Government Library Services.

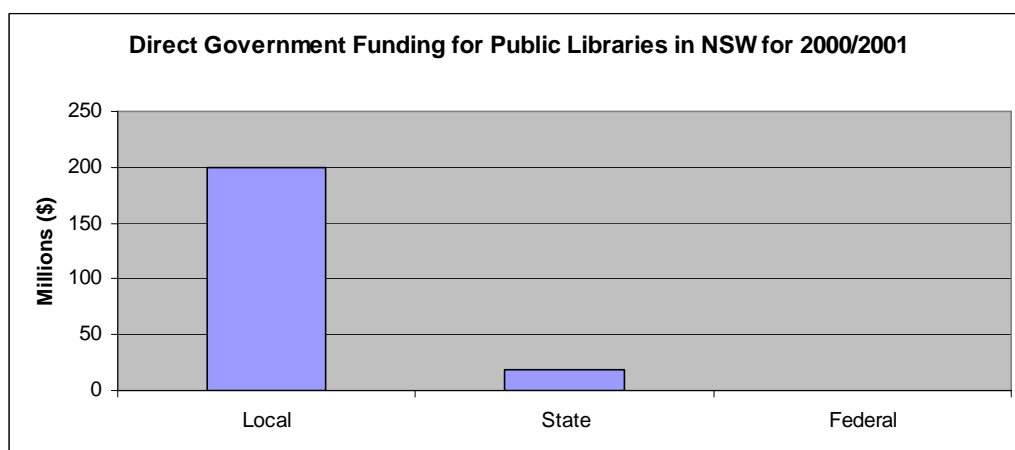
ISSUES:

In 2001 the MPLA joined forces with the CPLA and the LGSA to strongly lobby the State Government to address funding disparities and increase its annual per capita funding from \$3.18 million to \$6m, a total increase of \$19.33m in 2002/2003 rising to \$21.33m in the years thereafter. The Premier of NSW indicated his support for such an initiative by his Government and a combined MPLA/CPLA/LGSA Cabinet Submission was prepared for inclusion in the Budget Estimates for 2002/2003. **"However, the State Government did not accept the combined bid for increased funding, and instead of the requested increase of \$19.33m, a totally inadequate funding increase of only \$1.25m for all public libraries across the state was received."** (letter to all metropolitan Mayors from Cllr Robyn Whelan, President MPLA, 9 August 2002)

In New South Wales the contribution of the State Government to the funding of public libraries has declined sharply in real terms since 1980. During this period the Local Government contribution has increased by over \$170m per annum, a staggering 700% increase in 20 years, whilst the State Government contribution has increased by only \$11.2m. In comparison to Victoria and Queensland, the NSW Government provides approximately half the per capita funding allocated to public libraries.

Current Funding for NSW Public Library Services

The current levels of funding for NSW public library services provided by the different levels of government are illustrated in the following graph.



In New South Wales the contribution of the State Government to the funding of public libraries has declined sharply in real terms since 1980. The situation in relation to the State Government spending on public libraries in NSW is clearly illustrated in the following table:

Year	Total State Government Expenditure	Total Local Government Expenditure
1980	\$ 8.5M (23.6%)	\$ 27.5M (73.4%)
1990	\$13.1M (12.6%)	\$ 90.9M (87.4%)
1998/99	\$16.7M (8.1%)	\$191.8M (91.9%)
2000/01	\$19.7M (8.9%) <i>(Actual)</i>	\$200.0M (91.1%) <i>(Estimate based on 1998/1999)</i>

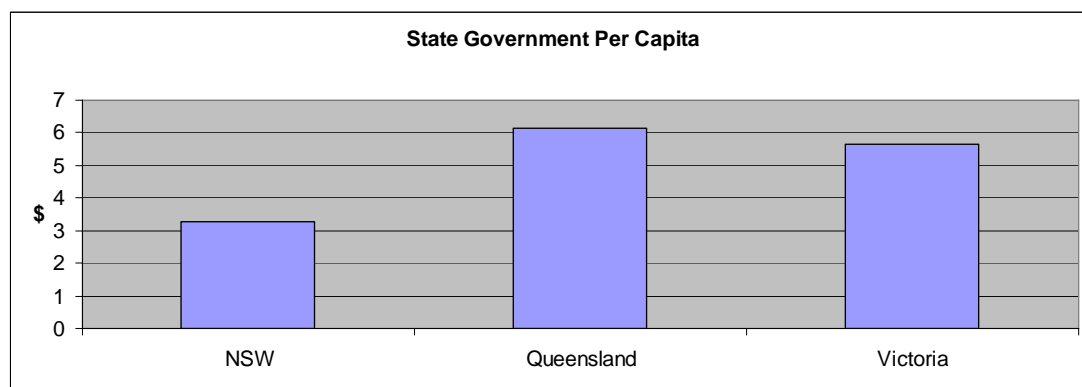
The State Government contribution has declined dramatically in comparison with the Local Government contribution.

During the same period membership of New South Wales public libraries increased from 35% of total population to 49%. Thus, while New South Wales residents increased their use of public libraries by 40%, the State Government has sharply reduced its support for public libraries.

The following table shows the funding provided for public libraries by the State Governments in Victoria and Queensland, the states most similar to NSW.

State	Population	Total State Government Expenditure	Per Capita
	2001 Census	Expenditure 2002-03*	2002-03**
Victoria	4,644,950	\$ 26,165,800	\$5.65
Queensland	3,655,139	\$ 22,516,000	\$6.16
NSW	6,371,745	\$ 20,919,000	\$3.28

- * Excludes the costs for the Public Libraries Branches/Divisions in the respective State Libraries.
- ** The per capita figures have been calculated by dividing the total State Government spending on Public Libraries in each state by the total population of that state.



The table and graph above clearly demonstrates two major points which public libraries in NSW have been arguing for many years:

1. The NSW State Government spends considerably less per capita on NSW public libraries in comparison with Victoria and Queensland, *and*
2. The NSW State Government spends less in actual dollar terms on its public libraries, compared with Victoria and Queensland, even though NSW has a significantly larger population and a large number of rural and remote communities.

This demonstrates a very clear case as to how the NSW State Government has been shifting the costs of providing public library services to Local Government authorities. NSW has a larger population and a greater need for additional State Government funds to address the needs of its communities, particularly in rural and regional parts of the state.

Effect for Randwick City Library Service and the community

There are over 61,000 registered users of the Library Service and there were in excess of 723,000 issues for the 2002/2002 year. Council has invested substantial funds in the growth and maintenance of the Library Service.

Randwick provided input into the Cabinet suggestion as to how the additional funding would provide improved services to the community in areas by way of:

- Further extending the opening hours at the Bowen Library on the weekend. Additional hours on Sunday would provide improved access for those family members who work on the other six days of the week.
- Extend the opening hours at Randwick Branch Library to include Saturday afternoon. The User/Non-User Survey held in 2000 identified the weekend

- opening hours of the branch would provide improved access to library services for those living in the north of the city.
- Provide an appropriate level of collections in large print for seniors and members with sight difficulties. The aging population is placing extreme pressure upon existing collections and demand cannot be met.
 - Extend the talking book collection on tape and compact disc at the Bowen Library and extend to the branches. Again the ageing community will require more of these materials.
 - Further digitise primary resources in the local studies collection so they are then available on the web, building upon the work already done through funding provided by the Library Council of NSW.
 - Provide training using external trainers on Internet Usage, Word Processing and Web Page design for example.
 - Additional funding for staffing outreach programs, marketing and promotion of our services.
 - Purchase multi-user licences for important databases
 - Disability Access equipment and software including large screen monitors and magnification software
 - Additional funding for developing audiovisual collections in community languages and additional resources to make available our catalogues in non-Roman script.

CONCLUSION:

The result of such a strong campaign is very disappointing and the MPLA, CPLA and LGSA are eager to send a strong message to the State Government regarding the funding disparity between State and Local Government in NSW which needs to be addressed as a matter of urgency, with the allocation of significant additional funding for public libraries from the State Government.

RECOMMENDATION:

1. That the report on Public Library funding be received and noted.
2. That Council write to the Premier, and local State Members, requesting that the State Government address the low levels of funding for local public libraries.
3. That Council support the ongoing campaign by the Metropolitan Public Libraries Association, Country Public Libraries Association and Local Government and Shires Associations for increased State Government Funding to Local Government Libraries.

ATTACHMENT/S:

Nil

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MARK HUMMERSTON
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