



**Randwick City
Council**
a sense of community

WORKS COMMITTEE MEETING

BUSINESS PAPER

TUESDAY 1 DECEMBER 2015

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WORKS COMMITTEE MEETING

Notice is hereby given that a Works Committee Meeting of the Council of the City of Randwick will be held in the Council Chamber, First Floor, 90 Avoca Street, Randwick on Tuesday, 1 December 2015 at 6:00pm

Committee Members: The Mayor D'Souza, Andrews, Belleli, Bowen, Garcia, Matson, Moore (Deputy Chairperson), Nash, Neilson, Roberts, Seng, Shurey, Smith, Stavrinos & Stevenson (Chairperson)

Quorum: Eight (8) members

NOTE: At the Extraordinary Meeting held on 28 September 2004, the Council resolved that the Works Committee be constituted as a committee with full delegation to determine matters on the agenda.

Apologies/Granting of Leave of Absences

Confirmation of the Minutes

Works Committee Meeting - 10 November 2015

Declarations of Pecuniary and Non-Pecuniary Interests

Address of Committee by Members of the Public

Privacy warning;

In respect to Privacy & Personal Information Protection Act, members of the public are advised that the proceedings of this meeting will be recorded for the purposes of clause 69 of Council's Code of Meeting Practice.

Urgent Business

Works Reports

W41/15	Proposed improvement to lighting to reduce vandalism	1
W42/15	Public events/festivals in Randwick City	3

Closed Session

W43/15 Summer Soccer Competition

This matter is considered to be confidential under Section 10A(2)(c) of the Local Government Act, as it deals with information that would, if disclosed, confer a commercial advantage on a person with whom the Council is conducting (or proposes to conduct) business.

Notice of Rescission Motions

Nil

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Ray Brownlee
GENERAL MANAGER

Works Report No. W41/15

Subject: Proposed improvement to lighting to reduce vandalism

Folder No: F2008/00423

Author: Jorde Frangoples, Director City Services



Introduction

Council, at its Ordinary Council Meeting held on 24 February 2015, resolved:

“(Stavrinou/Andrews) that Council bring back a report on cost-effective ways to improve lighting at our city’s bus shelters, playgrounds and other community infrastructure to reduce vandalism that may occur to these amenities”

The City of Randwick has two types of bus shelters, some have lighting and some do not. Generally, the older type shelters that Council own do not have lighting and the JC Decaux bus shelters do.

Issues

The JC Decaux bus shelters have general lighting and additional lighting associated with the advertising panel where fitted. It is proposed that Council progressively upgrade the Council-owned unlit shelters with JC Decaux shelters.

Generally, playgrounds do not have lighting other than some of our regional facilities. Council is progressively installing sensor lighting and incorporating anti-vandal designs in its new open space amenity buildings.

At a more strategic level, vandalism is being considered as part of the development of the Public Lighting Strategy. This strategy is being developed and will guide further approaches to managing vandalism.

Relationship to City Plan

The relationship with the City Plan is as follows:

Outcome 6: A Liveable City.

Direction 6a: Our public assets are planned, managed and funded to meet the community expectations and defined levels of service.

Financial impact statement

As these are progressive upgrades that are normally undertaken within the current capital works budget allocation, no additional funding is required.

Conclusion

Council continues replacing its old unlit bus shelters and incorporates sensor lighting in its new facilities. The development of the Public Lighting Strategy will also address the issue of vandalism.

Recommendation

That the report be received and noted.

W41/15

Attachment/s:

Nil

W41/15

Works Report No. W42/15

Subject: Public events/festivals in Randwick City
Folder No: F2008/00528
Author: Joe Ingegneri, Manager Technical Services



W42/15

Introduction

Council has resolved as follows:

“(Roberts/Andrews) that:

1. Council bring back a report on how the community can more easily stage festivals; and
2. the report should include:
 - a. the option of a ‘call for expressions of interest’ from the community for the staging of a set number of events on Council controlled land;
 - b. the option that Council support these events through the waving of usage fees and the like – if appropriate to the event;
 - c. options for the streamlining of the council regulatory burden for stall holders who wish to support local events; and
 - d. options for the streamlining of the council regulatory burden for event organisers who wish to stage local events.”

This report provides information about community events and festivals on public land, the number of events held each year and the existing requirements for approval.

Issues

Background

Each year, Randwick Council approves on average, 180 community events ranging from small events of less than 10 people to major events catering for several thousand people. Table 1 shows the breakdown of events and the number of participants.

These community events are held on public land and range by type including weddings, fun runs, school events, carnivals, filming, sporting events, photography, carols by candlelight, Taste of Coogee and the Greek Epiphany Festival.

The majority of events are held in our coastal reserves and on our beaches.

We also support Christmas street parties. Each year we receive a number of applications to hold street parties. We have found that the street parties are held generally during November and December as part of the festive season.

Events Held on Public Land		
Event Category	Year	
	2014	2015
< 10	45	58
11-99	41	68
> 100	44	87
> 1000	5	6
Total	135	219

Table 1

Responsibility to the Community

Randwick Council is responsible for managing and controlling the activities undertaken in public spaces. In relation to events, the approval process aims to achieve the following:

- Events do not conflict with other uses for the space
- The event is suitable for the location. Are additional facilities required?
- There is community support for the event
- Events are successful and conducted safely
- The event does not negatively impact local residents (noise, parking etc.)
- The public space is returned to the state prior to the event
- The event complies with statutory requirements

To achieve these objectives, the applicant is requested to provide relevant details and information. The requirements vary depending on the type and scale of event. Larger and more complex events that attract over 1000 people will have greater risks associated with the event. These types of events require greater planning compared to a small gathering of 20 people.

The requirements that Randwick Council seeks as part of the event approval process aim to address the objectives listed above and to manage risks of injury to persons and damage to property. The more onerous requirements are for larger events. The requirements can be categorized into the following:

- General event planning
- Pedestrian and vehicular management
- Statutory requirements
- Emergency and risk management
- Service plans
- Insurances

General event planning

This entails a description of the type of event, its size and how it will be held including site layout, structures, schedules and equipment required.

Pedestrian and vehicular management

The information required to address pedestrian and vehicular management covers traffic, parking and also pedestrian access and circulation.

Statutory requirements

Food registration and food handling requirements are set out to comply with the NSW Food Act, 2003. These requirements are aimed at preventing:

- The potential risk of a food poisoning outbreak

- A negative reputational impact for Randwick City Council as the regulatory body and the event approval authority

Another statutory requirement relates to the serving of alcohol. Where alcohol is served, the applicant is required to obtain a licence from the NSW Office of Liquor, Gaming and Racing.

Emergency and risk management

Many event planning requirements are set to protect the general public.

- Emergency management plans cover contact details, evacuation and assist emergency services if they were to be required to attend.
- Risk management plans consider the relevant risks to people and property and, the relevant actions to mitigate each risk.
- Security management is required for events where there is large number of patrons. The security management covers access and crowd control. The type and level of security is determined with the assistance of the NSW Police.

Service Plans

Service plans list ways in which waste, noise, power and lighting are provided or managed.

Insurances

The insurances for the event are required for the overall event and for individual 'riskier' activities undertaken during the event. These insurances are intended to provide cover for costs that may arise from an incident or accident at the event.

Approval Process

An event application is assessed to determine the type and scale of the proposed event. If it is deemed suitable for the location and does not conflict with another activity or planned event, then the requirements are determined and sent to the applicant.

When the applicant meets the requirements and demonstrates that the planning is complete and plans are in place to address the relevant risks, the approval is issued.

The approval sets out how the event is to be conducted and places an onus on the organiser to comply with the requirements set out in the conditions of approval.

The larger events have greater risks associated with the event. They take longer to assess because there is more information required to demonstrate that the event will be successful and adequately addresses the operational, statutory and safety requirements.

Council Fees

The council fees applied to events are intended to cover the costs incurred by the Council to:

- Assess and approve the event
- Provision of services – lifeguards, additional waste collection and additional cleaning
- Open space usage – Events create additional wear and tear on public spaces. In addition they take away opportunity from the community to utilize the space in its general layout

Randwick Council has the Cultural Grants program to financially support local community events. Applications submitted to this program are assessed for community benefit and determined accordingly.

In many instances, Council has supported community events by provision of Traffic Management and Traffic Control services. An example is the Maroubra Fun Run. We also provide these services to street parties.

Relationship to City Plan

The relationship with the City Plan is as follows:

Outcome 5: Excellence in recreation and lifestyle opportunities.
Direction 5a: Maximise opportunities for residents and visitors to enjoy both active and passive open space uses.

Financial impact statement

There are no financial cost implications for this report.

Conclusion

Randwick Council considers and approves an average of 180 different types of community events per annum. The events range in size from small events to large events exceeding 10,000 patrons. Accordingly, there is no need to call for Expressions of Interest for more events. This does not include Council running events like the Spot Festival or Carols.

The approval process is a flexible and scalable process that is specific to the type and size of event. There are greater requirements on larger events because of the greater risks associated with these events. The requirements are imposed in order to ensure the event is successful, conducted in accordance with community expectations, complies with statutory requirements and mitigates community safety risks. In order to assist event organisers with the planning for larger events, the requirements are sent to the organiser following receipt of the event application.

Randwick Council also supports many community events by waiving fees. A Cultural Grants Program provides organisers with an opportunity to have their events financially supported by Randwick Council.

Recommendation

That the report be received and noted.

Attachment/s:

Nil