



# Community & Environment Committee

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

**Date:** *Tuesday 29 January 2008*

**Time:** *6.00pm*

## **Outline of Meeting Protocol & Procedure:**

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

## **Delegated Authority (“D” Items):**

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

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

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

**Committee Membership:**

7 Councillors

**Quorum:**

The quorum for a Committee meeting is 4 Councillors.

# WOOLLAHRA MUNICIPAL COUNCIL

## Notice of Meeting

24 January 2008

To: His Worship The Mayor, Councillor Geoff Rundle, ex-officio  
Councillors Tanya Excell (Chair)  
Anthony Boskovitz  
Marcus Ehrlich  
Andrew Petrie  
Isabelle Shapiro (Deputy Chair)  
Fiona Sinclair King  
John Walker

Dear Councillors

### **Community & Environment Committee Meeting – 29 January 2008**

In accordance with the provisions of the Local Government Act 1993, I request your attendance at a Meeting of the Council's **Community and Environment Committee** to be held in the **Council Chambers, 536 New South Head Road, Double Bay, on Tuesday 29 January 2008 at 6.00pm.**

Gary James  
General Manager

# **Additional Information Relating to Committee Matters**

**Site Inspection**

**Other Matters**

## Meeting Agenda

| <b>Item</b> | <b>Subject</b>                 | <b>Pages</b> |
|-------------|--------------------------------|--------------|
| 1           | Leave of Absence and Apologies |              |
| 2           | Late Correspondence            |              |
| 3           | Declarations of Interest       |              |

### **Items to be Decided by this Committee using its Delegated Authority**

|    |  |    |
|----|--|----|
| D1 | Confirmation of Minutes of Meeting held on 17 December 2007  | 1  |
| D2 | Community Services – Management Plan Quarterly Report – 827.G 07-10                                    | 2  |
| D3 | Parks & Public Space Principal Activity – 2 <sup>nd</sup> Quarter Management Plan Review – 827.G 04-07 | 30 |
| D4 | Natural Environment Principal Activity – 2 <sup>nd</sup> Quarter Management Plan Review – 827.G 04-07  | 42 |

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

|    |                            |    |
|----|----------------------------|----|
| R1 | Organic Collection – 588.G | 58 |
|----|----------------------------|----|

**Item No:** D1 Delegated to Committee  
**Subject:** **Confirmation of Minutes of Meeting held on 17 December 2007**  
**Author:** Les Windle, Manager - Governance  
**File No:** See Council Minutes  
**Reason for Report:** The Minutes of the Meeting of Monday 17 December 2007 were previously circulated. In accordance with the guidelines for Committees' operations it is now necessary that those Minutes be formally taken as read and confirmed.

**Recommendation:**

That the Minutes of the Community and Environment Committee Meeting of 17 December 2007 be taken as read and confirmed.

Les Windle  
Manager - Governance

**Item No:** D2 Delegated to Committee  
**Subject:** **Community Services - Management Plan Quarterly Report**  
**Author:** Kylie Walshe - Director Community Services  
Tim Tuxford – Manager Compliance  
**File No:** 827.G 07-10  
**Reason for Report:** To review the status of works, services, and Notices of Motion for the Management Plan principal activity of Community Services for the three months ending 31 December 2007.

**Recommendation:**

- A. That the status of projects for the Community Services Principal Activity be noted.
- B. That variations to projects be agreed subject to adoption of the relevant budget variations included in the separately reported quarterly financial review.

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**Background:**

Section 407(1) of the Local Government Act requires that Council review the progress of the adopted management plan on a quarterly basis. Included with this report is the second quarterly review of Principal Activity No 5 of the Management Plan, which is "Community Services". This principal activity has the following sub- activities:

- 5.1 Community Services Management
- 5.2 Library Services
- 5.3 Community Development
- 5.4 Cultural Development
- 5.5 Environment & Public Health
- 5.6 Ranger Services

Included as Annexure 1. to this report is the Community Services Principal activity of the Management Plan, with detailed comments on the status of items in each sub activity.

The annexure includes all the details whereas set out in the following part of this report is a commentary on variations, changes, exception, completed work, achievements, etc. The purpose being to provide Councillors with a snapshot on the key influences or issues arising from this quarterly review.

Comments on budget variations where they are material or have an impact on the program of works or projects may be included in this report. However the budget review and confirmation of any changed forecast will be considered in a separate budget report which reviews the overall financial position of the Council at the end of the quarter.

Following is the commentary on each sub activity.

## **5.1 Community Services Management**

This sub-activity covers the area of strategic planning and activities that impact on all operations of community services.

The main achievement this quarter was the continued development of the Social and Community Planning process, with a number of meetings held with the Social & Community Planning Advisory Panel. Draft strategies are under development, with the draft Social Plan 2008-2017 on track for presentation to Council in April 2008.

## **5.2 Library Services**

This sub-activity covers all library activities, including projects for library facilities and the library service as a whole. All management plan projects have commenced and are working towards the target dates. There has been only one change to a project date, which is for the review of the Home Library Service, now due April 2008.

A detailed report on the operation of the Library and Information Service for the quarter will be available at the next Community and Environment Committee meeting.

The key highlights for this quarter are listed below:

### **Library Management**

The adoption of the Library Strategic Plan by Council on 17 December 2007 was a significant achievement following extensive community consultation and research. The next step is for the development of a five year business and operational plan.

### **Lending Services**

- The biannual Library Book Fair was held on Saturday, November 24 2007. Staff were very pleased with the turnout considering the day coincided with the Federal election and inclement weather. Items deselected from circulating stock were offered for sale and \$2748.40 was raised on the day. Items which were not sold at the Book Fair were sent to the University of Sydney for inclusion in their Book Fair. The next Woollahra Library & Information Service Book Fair has been scheduled for the 10-11 May 2008, a two day event.
- After a review of the audio collection, new formats have been made available for loan - CD MP3s and Playaways. CD MP3s are compressed audio books meaning 1 or 2 CDs per book rather than 12. Playaways are portable MP3 players the size of a pack of cards that have one audio book installed on them. This move to newer formats is the part of the culture of continuous improvement outcome outlined in the Library Strategic Plan.

### **Children's and Young Adult Services**

- The Community Services Division held the fourth Kids Day Out event on Sunday 28 October 2007, 11 am - 2 pm in Blackburn Gardens and Council environs. Coordinated by the Children's and Young Adult Library team, working closely with staff across the Division, the event aimed to provide the community with a free fun family day out highlighting Council's facilities and services as well as promotion of the Small Sculpture exhibition. The event was attended by approximately 3000 children and adults and received much positive feedback.

The event presented a range of cultural activities based on the theme of "circus" including author / illustrator workshops, puppet shows, circus workshops, tours of the Small Sculpture Prize exhibition, craft making with Envirocraft to tie in with the Small Sculpture Prize and children's services and Eastwind representing the Woollahra Philharmonic Orchestra. It also included facepainting, jumping castles and sausage sizzle.

- School Holiday activities in October, 2007 centred on a circus theme to tie in with the Kids Day Out event and 72 children were able to make and decorate their own hula-hoop. The Christmas craft, storytime and Santa visits were held on the 17, 18 & 19 December, 2007 at Double Bay, Paddington and Watsons Bay Libraries. 78 children attended the festivities.

### **Information Services**

- The Library continued with its highly successful community engagement programme with a Writers and Readers talk by Alexis Wright on her award winning novel *Carpentaria* with 100 people attending. As well as a Tea Topic talk, on 23 November 2007, *Mastering Your Computer* with Computer Pals, in the Paddington Library with 24 people attending.

## **5.3 Community Development**

This sub-activity covers the programs for children, youth, community safety, volunteering and community development.

### **Children's Services**

- Transition to School.

Council continues to participate in networks with service providers to promote services and share information with early childhood agencies. Regional funding received from the State Government's Families First project provides the opportunity for local agencies to implement initiatives that assist families and children to make the transition to school easily.

- Better Futures.

Liaison continues with the Better Futures Sub-regional Reference group, which continues to look at projects to attract 9-13 year old children to be involved in out of school activities. Coordinators from Woollahra, Waverley and Randwick Local Government Areas continue to be involved in the reference group.

### **Youth**

Following consultation with key Youth Agencies it was identified that Council's Parent Education sessions would further compliment the information sessions currently being provided by local Youth agencies in the schools.

A calendar of Parent Skills Information sessions was completed for 2007-08. The sessions will focus on themes such as Alcohol and Drugs, Healthy Life Choices and Relationships, Managing Teenager Behaviour and Teaching Your Children to Drive. A Drug and Alcohol session for parents was held in October by Council.

### **Community Safety**

Council received notification that the Crime Prevention Plan has been endorsed by the Director Generals Office. The promotion of community safety initiatives identified in the Crime Prevention Plan is nearing completion and will commence implementation in the next quarter.

### **Volunteering**

Collaboration with Holdsworth Community Centre continues with the Volunteer Forum being held regularly. The aim of the forum is to support agencies in the area to successfully recruit, train and manage volunteers to assist in the provision of services and activities to the local community.

A sub group has been formed to progress the Volunteer Newsletter project. Agreement on design and content has been achieved with the newsletter being scheduled for distribution in early 2008.

## Ageing & Disability Services

The major achievement has been that Council now manages the Woollahra Senior's and Community Centre, with the official date of commencement being 19<sup>th</sup> November 2007. The smooth transfer followed an extensive information strategy that fully informed all relevant groups and individuals. To ensure good communication with members continues a Liaison Committee has been formed which includes some members from the outgoing management committee. The first meeting is scheduled for February 2008.

The centre continues to provide all the existing activities for Senior's and also continues to deliver a four day dining room service. The centre is also available for hire by community and for-profit groups outside the centre's scheduled programs.

## 5.5 Cultural Development

This sub-activity includes cultural events and cultural development activities.

All management plan activities are on target. In 2007, 416 sculptures were entered and the final 36 pieces were exhibited over a 10-day period, including two weekends between 20 and 28 October. Finalists' works were selected for exhibition by judges Laura Back, Curator of Art, Australian War Memorial; Curator (temporary), Old Parliament House and John McPhee, Art Consultant.

Of the 36 finalists, two works were represented from artists residing in the Woollahra Municipality. The number of entries from eastern suburbs local government areas represented approximately 16% of the total number of entries received.

Approximately 450 guests attended the launch Yvonne Kendall's (Germany) *Passengers* was announced as the acquisitive winner at the launch of the exhibition. Daniel Templeman's (QLD) *Bound* was announced as the Special Commendation and Neil Evan's (NSW) *Cumulus Serious – A Developer's Idyll* was awarded the Viewer's Choice at the conclusion of the exhibition.

Further Woollahra Small Sculpture Prize activities during the exhibition period included finalists floor talks on Saturday 20 October and the local schools touring program. The linking of the Kids Day Out event with the Woollahra Small Sculpture Prize exhibition for the second year once again saw attendance figures for the exhibition maintained at approximately 2,500 (an increase of over 100% on 2005 figures).

New initiatives presented in 2007 were the seniors' tour and morning tea, the linking of the Woollahra Environmental Schools' Sculpture competition and exhibition with the Woollahra Small Sculpture Prize and the development of a stand alone website, coordinated in conjunction with Corporate Services staff. The website, located at [www.sculptureprize.woollahra.nsw.gov.au](http://www.sculptureprize.woollahra.nsw.gov.au) went 'live' on 17 October, 2007. During the period 17 October to 3 November, the website had 2,931 views as well as an online voting capacity for the Viewers Choice Award.

The Public Art Advisory Committee continued to meet and advise on potential public art projects for the municipality including the brief for the public art gateway project scheduled as part of the Double Bay Domain improvements.

Council representation continued on the Eastern Regional Local Government Aboriginal and Torres Strait Islander Forum.

The Woollahra Citizen of the Year Working Party met to assess nominations for the 2008 Woollahra Citizen of the Year and Young Citizen of the Year program, to be presented on 23 January at the Australia Day Citizenship and Citizen of the Year ceremony.

Two bush tucker walks, hosted by the Eastern Suburbs Organisation for Reconciling Australia (ESORA) and supported by Woollahra Council were conducted in November and December. The walks were booked to maximum capacity and positive **feedback** was received from the community following this successful activity.

## 5.5 Environment & Public Health

The activities and projects listed under this sub-activity aim to protect the health and well being of residents and visitors to our area and include the following discrete programs:

- Food Safety – Council currently has 345 premises recorded as handling, preparing and/or selling food. Our Environmental Health Officers endeavour to inspect all premises that prepare and handle food twice a year and those premises that only have packaged food should be inspected at least once a year.
- Public Health – Council currently has 132 health premises recorded. These premises include skin penetrations, hairdressers, and beauty salons and our Environmental Health Officers endeavour to inspect these premises once a year.
- Microbial Control – Council currently has 53 premises with cooling towers and warm water systems recorded under this program and documentation is required to be submitted annually from the owner of these premises to ensure compliance with minimum health standards.
- Swimming Pool Safety
- Environmental Pollution Control
- Immunisation.

During the quarter;

- 73 food and 64 health premises were inspected as part of our Food Safety and Public Health Program;
- No food related notices were issued;
- 52 babies were immunised under our Childhood Immunisation Program, being approximately 12.4% above our quarterly target and 8.8% below the 2006/07 quarterly average;
- 21 pollution related matters were reported and investigated, as part of our Pollution Control Program, approximately 50% less than the 2006/07 quarterly average. 66.7% related to noise, 23.8% related to water and 9.5% related to air. There was no land related matters recorded for the quarter;
- 1 notice/order was issued under the *Protection of the Environment Operations Act 1997* and 8 were issued under the *Local Government Act 1993*; and
- Council's Environmental Health Officers completed 64 development application referrals for new food and health premises, acid sulphate soil and contaminated land assessments and noise assessments in an average of about 3 days per referral. The average turnaround time per referral is a significant improvement on our 2006/07 results, where the average turnaround time was about 14 days.

Following a below par performance during the second half of last year with regard to Council's food and health premises inspections due to staff shortages, we have been able to continue to make significant gains. Utilising experienced temporary staff we have been able to inspect about 64% of our food premises and approximately 66.7% of our health premises in the first half of the year.

Local councils still do not know when the proposed NSW Food Regulation Partnership between local councils and the NSW Food Authority will commence. As reported throughout last year via the quarterly Management Plan reviews, under the partnership local councils will be required to specify the food surveillance role they can provide and will enter into a formal agreement with the NSW Food Authority. The proposed Partnership, which will change how food surveillance is provided across New South Wales, was initially scheduled to commence at the beginning of 2007.

The *Food Amendment Act 2007* was assented to on 1 November 2007, coming into force on a date to be appointed by proclamation. The Food Authority is now drafting amendments to the *Food Regulation 2004* and 'Draft protocols and guidelines' to detail how the new system will operate. The new target date provided by the Food Authority for the commencement of the Food Regulation Partnership is July 2008.

As previously reported, before entering the Food Regulation Partnership it will be necessary for Council to undertake a full review of its Food Safety Program so it can decide what level of service it can achieve. As detailed in the Management Plan, it is anticipated that a report will be presented to the Community and Environment Committee by April 2008.

## 5.6 Ranger Services

Council's Rangers provide a variety of enforcement services to ensure the public safety and convenience of our community in relation to the use of public places. During the quarter the Rangers continued to focus on the following core activities;

- 108 abandoned vehicle matters were reported and investigated, being an increase of about 42% on last year's quarterly average and over 58% on our first quarter results;
- 19 road and footpath obstruction matters were reported and investigated, being comparable with last year's quarterly average;
- 7 private skip bin matters were reported and investigated, being about 30% less than last year's quarterly average;
- 1 littering fine was issued;
- 78 companion animals were registered on the New South Wales Companion Animals Register for our area, with 87.2% of these animals being de-sexed. The number of animals registered for the quarter is about 19% below last year's quarterly average, however the percentage of registered animals that are de-sexed remains comparable with last year's annual results of 89%;
- 36 barking dog matters were reported and investigated, being about 7.5% more than last year's quarterly average;
- 1 dangerous dog notice of intention and 1 restricted dog notice of intention was issued; and
- 3 dog related fines were issued, being below last year's quarterly average by more than 50%.

### Conclusion:

In summary, the projects detailed within the Community Services Principal Activity for 2007/08 were completed predominantly on time and within budget, except as otherwise noted.



Tim Tuxford  
Manager Compliance

Kylie Walshe  
Director Community Services

### Annexures:

1. December 2007 Quarterly Review Report - Community Services Principal Activity of the Management Plan

**Item No:** D3 Delegated to Committee  
**Subject:** **Parks & Public Space Principal Activity -  
2nd Quarter Management Plan Review**  
**Author:** Warwick Hatton - Director Technical Services  
**File No:** 827.G 04-07  
**Reason for Report:** To review the status of works, services and projects and Notices of Motion for the Management Plan principal activity of Parks and Public Space for the three months ending 31 December 2007. .

**Recommendation:**

- A. That the status of projects for the Parks and Public Space principal activity be noted.
- B. That the variations to projects be agreed subject to adoption of the relevant budget variations included in the separately reported quarterly financial review.

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**Background:**

Section 407(1) of the Local Government Act requires that Council review the progress of the adopted management plan on a quarterly basis. Included with this report is the second quarterly review of Principal Activity No 4 of the Management Plan, which is "Parks & Public Space". This principal activity has the following sub- activities:

- 4.1 Open Space Management
- 4.2 Open Space Asset Management
- 4.3 Open Space Maintenance & Construction
- 4.4 Park Facilities

Included as an Annexure to this report is:

- 1. The Parks & Public Space Principal activity of the Management Plan with detailed comments on the status of items in each sub activity.
- 2. Any uncompleted adopted "Notices of Motion" related to the Parks and Public Space principal activity.

The Annexure includes all the details, whereas, set out in the following part of this report is a commentary on variations, changes, exception, completed work, achievements, etc. The purpose being to provide Councillors with a snapshot on the key influences or issues arising from this quarterly review.

"Notices of Motion", which have a major impact on approved Management Plan core activities and projects, have been included in the management plan as variations so as to facilitate the changing of priorities in an orderly and transparent manner.

Comments on budget variations, where they are material or have an impact on the program of works or projects, may be included in this report. However, the budget review and confirmation of any changed forecast will be considered in a separate budget report, which reviews the overall financial position of the Council at the end of the quarter.

Following is the commentary on each sub activity:

#### **4.1 Open Space Management**

This quarter we processed 568 park hire approvals and 21 filming and photography approvals.

Investigations have continued on issues arising from Notices of Motion including commercial dog walking, review of security lighting in parks and carparks. Reports regarding these items will be presented to Council next quarter.

A Community Gardens Policy and proposal to install a Community Garden at Trumper Park was developed, publicly advertised and adopted by Council.

Residents and park users have been asked to provide feedback on the 12 month management trial at the Royal Hospital for Women Park. The results of the submissions will be reported to Council in February.

In response to a Notice of Motion, a proposal to close the unmade portion of Victoria Street, Watsons Bay was publicly advertised and adopted by Council. The process to close the road has commenced with the Department of Lands.

#### **4.2 Open Space Asset Management**

Updating of Plans of Management for Trumper Park, Cooper Park and Foreshore Parks is under way. The Trumper Park Plan of Management will be presented to Council next quarter.

Following a series of public consultation sessions regarding the development of the Gap Park Masterplan a plan was developed, reported to Council and placed on public exhibition. The outcome of the public submission process will be presented to Council next quarter.

Tender documents for the Christison Park water saving project have been prepared. Tenders will be sought next quarter.

Resident consultation completed for the playground at Cook's Paddock, Paddington. The new play equipment will be installed next quarter. A design for a shade structure at Yarranabee Park has been prepared and consultation will be undertaken with adjoining resident next quarter.

Specialist restoration advice has been received regarding the preservation of the Dunbar Anchor. A report regarding the preferred option will be presented to Council in March.

Data collection for the parks asset management project is under way including asset inventory and condition surveys on target for landscape and infrastructure assets in our parks and reserves.

The asset inventory of street trees has been completed and Parks Staff are now preparing for an annual condition survey of these street trees. The data collection project for trees in parks has commenced.

#### **4.3 Open Space Maintenance & Construction**

See notes on capital works projects above.

All cyclic open space maintenance schedules were completed to standard this quarter. All programmed garden bed and sportsground renovations were satisfactorily completed.

A complete review of the horticultural and bush regeneration schedules was completed this quarter allowing further refinements to the weekly maintenance programs.

Pathway improvements for Rose Bay Park were completed this quarter and landscaping was commenced for the Hopetoun Road realignment project.

#### **4.4 Park Facilities**

All scheduled maintenance to park and open space areas was completed to standard.

Grant funding was received for new dinghy storage facilities at Tingira Memorial Park, Rose Bay and Gibsons Beach Reserve, Watsons Bay (totalling \$9,000). These facilities will be installed next quarter.

The Rushcutters Bay Park playground proposal received a grant for \$103,000 from the Department of Planning.

Warwick Hatton  
Director Technical Services

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#### **ANNEXURES:**

1. December 2007 Quarterly Review of Principal Activity: Parks and Public Space
2. December 2007 Quarterly Review of Outstanding Notices of Motion – Parks and Public Space

**Item No:** D4 Delegated to Committee

**Subject:** **Natural Environment Principal Activity - 2nd Quarter Management Plan Review**

**Author:** Warwick Hatton - Director Technical Services  
Allan Coker - Director Planning and Development

**File No:** 827.G 04-07

**Reason for Report:** To review the status of works, services and Notices of Motions for the Management Plan principal activity of Natural Environment for the three months ending 31 December 2007.

### **Recommendation**

- A. That the status of projects for the Natural Environment principal activity be noted.
- B. That the variations to projects be agreed subject to adoption of the relevant budget variations included in the separately reported quarterly financial review.

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### **Background:**

Section 407(1) of the Local Government Act requires that Council review the progress of the adopted management plan on a quarterly basis. Included with this report is the second quarterly review of Principal Activity No 2 of the Management Plan, which is "Natural Environment". This principal activity has the following sub- activities:

- 2.1 Environmental Protection
- 2.2 Stormwater Systems (including Floodplain Management & Environmental Monitoring)
- 2.3 Tree Management
- 2.4 Waste Services
- 2.5 Street Cleaning
- 2.6 Bush Regeneration
- 2.7 Harbour Facilities
- 2.8 Sustainability Education

Included as an Annexure to this report is:

- 1. The Natural Environment Principal Activity of the Management Plan with detailed comments on the status of items in each sub activity.
- 2. Any uncompleted adopted "Notices of Motion" related to the Natural Environment principal activity.

The Annexure includes all the details, whereas, set out in the following part of this report is a commentary on variations, changes, exception, completed work, achievements, etc. The purpose being to provide Councillors with a snapshot on the key influences or issues arising from this quarterly review.

"Notices of Motion", which have a major impact on approved Management Plan core activities and projects, have been included in the management plan as variations so as to facilitate the changing of priorities in an orderly and transparent manner.

Comments on budget variations, where they are material or have an impact on the program of works or projects, may be included in this report. However, the budget review and confirmation of any changed forecast will be considered in a separate budget report, which reviews the overall financial position of the Council at the end of the quarter.

Following is the commentary on each sub-activity.

## **2.1 Environmental Protection**

We continued the preparation of the draft Energy Savings Action Plan (ESAP). The base year energy use has been calculated and undertaken the corporate energy management review. Contractors are finalising the draft Detailed Feasibility Study (DFS) of Council's top 16 energy using sites. The DFS is being used to complete the investigations required for the ESAP. The draft ESAP is currently being prepared, in consultation with the Department of Environment and Climate Change (DECC). We received an extension to the ESAP deadline from the DECC, with the plan now due 30 January 2008.

We completed and finalised the Woollahra State of the Environment (SoE) Report 2006/2007. SoE reports are prepared as a part of Council's Annual Report. The SoE report, with the Annual Report, was submitted to the Minister for Local Government by 30 November 2007. The SoE 2006/2007 is a supplementary report. A designer has commenced work on the document, for print and distribution.

We have organised activities for the Sydney Coastal Councils Group Summer Activities Program January 2008. Four events have been organised by Council for the January 2008 program:

- Christison to Gap Park Coastal Bushwalk with Professor Bruce Thom,
- Parsley Bay bushwalk,
- Aqua man story time and craft Double Bay Childrens Library, and
- Science of the Surf Presentation by Dr Rob Brander at the Woollahra Council Chambers.

Events have also been organised for Sydney Harbour Week March 2008.

The ecological and contamination issues relating to the Rose Bay Marinas Development Application were assessed, and comments and recommendations were provided to Council's Project Manager.

The project steering committee for the Eastern Suburbs Urban Sustainability Grant Ecological Footprint Project has been formed, consisting of staff representatives from the three Eastern Suburb councils. The General Managers from Waverley, Randwick and Woollahra Councils have signed a Memorandum of Understanding for the implementation of the grant project. Scoping has commenced on the major and minor projects.

## **2.2 Stormwater Systems**

Flood Study in Rushcutters Bay completed and adopted by Council. Consultant has been engaged for the Rushcutters Bay Floodplain Management Study and Plan. We have received an offer of grant to conduct this floodplain management study and plan.

The Flood Study in Double Bay has been adopted. A consultant brief is being developed for the Double Bay Floodplain Management Study and Plan. We have received an offer of grant to conduct this floodplain management study and plan.

The Flood Study in Rose Bay is 95% completed. Modelling is currently being analysed.

Details of specific drainage works are included with Principal Activity No 8 of the Management Plan - Environmental, Infrastructure & Stormwater Works Program.

### **2.3 Tree Management**

During this quarter we processed 163 applications for pruning or removal of trees protected by the Tree Preservation Order and assessed 163 development applications related to tree management issues. We serviced 395 applications for pruning or removal of street or park trees, and carried out new or replacement tree planting at 40 locations.

A draft Street Tree Masterplan has been developed as part of the Vegetation Management Strategy (VMS). The Street Tree Masterplan is proposed to be presented to the VMS Working Party early in the new year, and subsequently to the Community & Environment Committee. The Noxious Weed Policy, Strategy and declarations / species lists have been approved by Council.

Data collection is completed for the street asset management project. Planning is underway for annual condition surveys. The asset inventory of trees in parks has commenced.

### **2.4 Waste Services**

We continued to work with our recycling contractor to implement educational programs targeted at recycling initiatives for Multiple Unit Dwellings and other areas of poor recycling.

A report on the food Organics Collection trial will be provided in January 2008, recommending making the food organics collection a full time service and rolled out to other parts of the Municipality.

### **2.5 Street Cleaning**

A review of the street cleaning schedules and rosters is taking place and will be finalised in early February 2008.

Our quarterly clean up service continues to be well used with an average of 80 tonnes collected per month. 10 tonnes of this is metal which is either source separated and collected separately or removed from the other dry waste at the tipping facility and recycled.

### **2.6 Bush Regeneration**

The bush regeneration schedules were successfully completed for the quarter.

Staff are currently preparing a web-page for material relating to the Noxious Weed Policy, Strategy and declarations.

Bushcare volunteer programs continued in Harbourview Park, Gap Park, Trumper Park and Cooper Park. Promotional material, training days, and the WMC website have helped us recruit to our current level of 48 volunteers.

## **2.7 Harbour Facilities**

On 6 August, 2007, Council agreed to proceed with the detailed design for the reconstruction and upgrading of the Watsons Bay Baths including the submission of a Development Application for the works. We have engaged consultants and consulted with relevant disability access experts in preparing the DA submission. The DA will be submitted next quarter and applicable grant funding will be sought.

## **2.8 Sustainability Education**

In October we launched the 'Environmental Sculpture Schools Competition', a new competition for local schools which was held in tandem with the Woollahra Small Sculpture Prize. The competition had a recycling theme and received strong interest; however, a number of schools had difficulty getting entries in on time due to the timing of the school holidays. Next year the competition should be organised well in advance so that schools have more time to prepare.

For National Water Week in October, residents were encouraged to think about saving more water in their homes and gardens with an article published in the Wentworth Courier, and free shower timers were given away to those who visited our Customer Service Centre. In schools, 'The Great Water Saving Challenge' was run for local upper primary classes. In exchange for identifying three ways to help their school save water, each class that participated received a set of free colour-in story books with a water-saving theme. Unfortunately, despite its simplicity, the response to this Challenge was underwhelming.

Also held this quarter was the inaugural meeting of the newly established Eastern Suburbs Schools Sustainability Network (ESSSN), a joint initiative of Woollahra and Waverley Councils. The meeting, held 15 November at Bondi Public School, was very well supported with 12 Woollahra schools represented. The network is ongoing and will meet once per school term.

Warwick Hatton  
Director Technical Services

Allan Coker  
Director Planning & Development

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### **Annexures:**

1. December 2007 Quarterly Review of Principal Activity – Natural Environment

**Item No:** R1 Recommendation to Council  
**Subject:** **Organics Collection**  
**Author:** Mark Ramsay – Manager Depot and Waste Services  
**File No:** 588.G  
**Reason for Report:** To recommend to Councillor to adopt the collection of food and garden organics as a permanent service.

**Recommendation:**

- A. That the collection of food and garden organics become a full time service
- B. That, where feasible, the service be expanded into other areas of the municipality
- C. That \$160,000 be allocated from DWM reserves for the purchase of “kitchen tidy” bins

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**Background:**

In September 2007, Council adopted a report on the Organics Collection trial recommending:

- A. *That the trial continue until the end of December 2007.*
- B. *That, subject to a further report and confirmation that a suitable facility is available to process the product after that time, the service become permanent.*
- D. *That, where feasible, the service then be expanded into other areas of the municipality*

Council has now received assurances from Waste Services New South Wales (WSN) that they can and will take our garden/food organics product on a permanent basis.

Council, in conjunction with Waverley and Randwick, have formed an alliance to reduce the ecological footprint of the Eastern Suburbs, supported by an “urban sustainability” grant of \$1.86m from the Department of Environment and Climate Change. As part of this collaboration, Waverley and Randwick will be taking the lessons learnt from our Organics trial and carrying out a trial of their own in an attempt to providing a permanent organics collection service throughout these three council areas.

A permanent organics collection service will be simple to implement through most areas of our municipality. The only area where a problem would arise is in Paddington, West Woollahra, as this area uses a crate based system. However, if residents of this area wish to participate and purchase a 120lt organics bin, they would be allowed to do so.

If the service were to be provided throughout the entire municipality, it is estimated that a minimum of 390 tonnes of organic material would be diverted from landfill each year. This would result in a reduction in greenhouse gas emissions of 351 tonnes. It would also result in a minimum saving of \$18,000 per year in tipping fees, by not having to tip at the more expensive landfill rate.

Results of the trial and focus groups suggest the majority of residents require the provision of a “kitchen tidy” bin to assist in taking food scraps from the kitchen to the organics bin. The initial cost of providing these bins is estimated to be approximately \$160,000 and will be funded through DWM reserves.

To ensure that all residents are aware of the service and know how to use it and are aware of the environmental efficiencies, a large and on going education campaign will also need to be implemented. The cost of this campaign will come through funds already allocated to waste reduction and education programs.

**Conclusion:**

With the permanent availability of a recycling facility to accept our organic product, the organics collection service should be made a permanent service and expanded to other areas of the Municipality where feasible. Funding should also be made available for the purchase of “kitchen tidy” bins to assist in the implementation of the service and the education and participation of residents.

**Mark Ramsay**  
**Manager – Depot & Waste Services**

**Warwick Hatton**  
**Director -Technical Services**