



# Community & Environment Committee

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

**Date:** *Monday 25 May 2009*

**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

21 May 2009

To: His Worship The Mayor, Councillor Andrew Petrie ex-officio  
Councillors Peter Cavanagh (Chair)  
Anthony Boskovitz  
Susan Jarnason  
Greg Medcraft  
Ian Plater  
Isabelle Shapiro  
Susan Wynne (Deputy)

Dear Councillors

### **Community & Environment Committee Meeting – 25 May 2009**

In accordance with the provisions of the Local Government Act 1993, I request your attendance at a Meeting of the Council's **Community and Environment Committee** to be held in the **Council Chambers, 536 New South Head Road, Double Bay, on Monday 25 May 2009 at 6.00pm.**

Gary James  
General Manager

# **Additional Information Relating to Committee Matters**

**Site Inspection**

**Other Matters**

## Meeting Agenda

Item	Subject	Pages
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 11 May 2009	1
D2	Natural Environment Principal Activity – Third Quarter Management Plan Review – 827.G 08-11	2
D3	Parks and Public Space Principal Activity – Third Quarter Management Plan Review – 827.G 08-11	20

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

**Item No:** D1 Delegated to Committee  
**Subject:** **Confirmation of Minutes of Meeting held on 11 May 2009**  
**Author:** Les Windle, Manager - Governance  
**File No:** See Council Minutes  
**Reason for Report:** The Minutes of the Meeting of Monday 11 May 2009 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 11 May 2009 be taken as read and confirmed.

Les Windle  
Manager - Governance

**Item No:** D2 Delegated to Committee

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

**Author:** Warwick Hatton - Director Technical Services

**File No:** 827.G 08-11

**Reason for Report:** To review the status of works and services for the Management Plan principal activity of Natural Environment for the three months ending 31 March 2009.

### **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 third 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 Sustainability
- 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:

The Natural Environment Principal Activity of the Management Plan with detailed comments on the status of items in each sub activity.  
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 Sustainability**

We commenced the preparation of the Woollahra State of the Environment (SoE) Report 2007/2008. This will be the last SoE in this format. The traditional SoE report will be replaced by the integrated planning and reporting program. The SoE report and the Annual Report are to be submitted to the Minister for Local Government by 30 November each year.

We continued to work together with Randwick and Waverley Councils on the Urban Sustainability Grant for the Eastern Suburbs Ecological Footprint Project. This is a regional, three year project that aims to identify and reduce the ecological footprint of the Eastern Suburbs. A number of projects are being progressed, and these include;

- Rose Bay Stormwater Quality. Water quality monitoring commenced this quarter. The information gathered will provide baseline data and monitor any trends in water quality over the next 12 – 18 months.
- Free Home Energy Assessments continued this quarter.
- The DA has been approved for the Sustainability Demonstration House (Barrett House) to demonstrate affordable sustainable technologies to the community, and
- Completion of a commercial organic waste collection trial to reduce the amount of waste disposed to landfill.

We continued with the development of the Environmental Management Strategy, with the review of regional, State and National plans and strategies for related goals, targets and indicators. The Environmental Management Strategy will build on the information gained from the draft Woollahra Sustainability Plan and will help to inform the Community Strategic Plan.

## **2.2 Stormwater Systems**

Scheduled pit cleaning and stormwater line maintenance was undertaken on an ongoing basis. The details of the cleaning undertaken are electronically logged into the asset maintenance system.

In the third quarter: 234 pits were inspected and/or cleared, and a total of 2.661 tonnes of pollutants were removed. Pollutants cleared from pits consisted of 60% litter; 20% silt; 20% organics. Seven Gross Pollutant Traps (GPTs) were cleaned, a total of 25.02 tonnes of pollutants removed. Pollutants cleared from GPTs consisted of 10% litter; 25% silt; 65% organics.

We use the above information for programming stormwater system cleaning and maintenance, and for developing our environmental monitoring database. We use the data that is captured in reports, such as the State of Environment Report and Annual Reports, and to identify targets for improving stormwater quality, to identify hotspots and high maintenance areas.

Flood Study for Rushcutters Bay completed in 2007/08. Floodplain Risk Management Study 85% completed. Draft report was presented to the Floodplain Risk Management Committee (FRMC) in December 2008 and is being reviewed by Council's consultant following comment from the FRMC.



Flood Study for Double Bay completed in 2007/08. Floodplain Risk Management Study has been commissioned and is 20% completed. Floor level survey is in progress.

The Rose Bay Flood Study was amended and was adopted at the FRMC meeting in August 2008. Brief being prepared for quotation for a Floodplain Risk Management Study.

It has been resolved to set up a working party made up of Councillors and staff to progress the draft Drainage DCP. Councillor nominations have been received and a meeting will be held in the 4<sup>th</sup> quarter.

Consultants have also been engaged to undertake a comprehensive review and update of the 1996 Port Jackson South Stormwater Management Plan. This review will identify opportunities for Water sensitive urban design (WSUD) projects and stormwater projects.

Water sensitive urban design (WSUD) alternatives are being incorporated into various capital renewal and streetscape improvement projects, including gross pollutant traps and pit baskets, rain gardens, permeable pavements and sand filters. 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 145 applications for pruning or removal of trees protected by the Tree Preservation Order and assessed 128 development applications related to tree management issues. This quarter we serviced 389 applications for pruning or removal of street or park trees, and carried out new or replacement tree planting at 15 locations.

A draft Tree Management Policy has been developed as part of the Vegetation Management Strategy (VMS). The Tree Management Policy will be developed further and be presented to the VMS Working Party in the next quarter, and subsequently to the Community & Environment Committee. A report specifically related to trees and views at Yarranabbe Park was presented to Council in February.

Data collection is underway for the park tree asset management project. Annual condition surveys on street trees allow us to prioritise our tree maintenance program.

### **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.

Workshops continue to be held with residents to educate them on the use of worm farms and composting. These have become very popular and attendance numbers are increasing. We continue to visit schools to assist in the education of students in recycling, worm farming and composting.

On November 15 we commenced our new "Kitchen to Compost Service" which will require residents to place all food scraps into their green organics bin rather than their red residual bin. Early signs are that the new service has been accepted widely by the community. We have rolled out this service to all single dwellings and are currently in the process of phasing it into multi unit dwellings.

We are currently exhibiting a new Waste Reduction and Resource Recovery Policy and Strategy, which if adopted, will provide the guidelines for our future programs to minimise waste to landfill, reduce our carbon footprint and increase recycling.

## **2.5 Street/Beach Cleaning**

A review of the street cleaning schedules took place in the last quarter of 2008. Following that review, we are now looking at making the necessary alterations to our schedules and work practices. The results of the review and the changes proposed to service levels, will be incorporated in negotiations for the new Enterprise Agreement currently being undertaken with Street Cleaning staff. We are aiming to complete these negotiations by the end of the second quarter of 2009.

The new schedules will provide a higher standard of cleanliness to all streets, lanes and public walkways.

Included in this review is the level of service currently being provided to all bus shelters.

We recently purchased a new beach rake and tractor which has removed more litter from beaches than we were previously able to do by hand. This has included the collection of buried objects such as glass and syringes. It has also allowed us to clean more beaches in a shorter timeframe than was previously achievable with manual cleaning methods.

## **2.6 Bush Regeneration**

The bush regeneration schedules were completed to standard this quarter. Total Earth Care completed the Cooper Park pond and drainage project this quarter.

Primary clearance and replanting projects continued at Trumper Park and Cooper Park this quarter.

Bushcare volunteer programs continued in Harbourview Park, Gap Park, Trumper Park and Cooper Park. We currently have 60 active Bushcare members.

## **2.7 Harbour Facilities**

Council has adopted a design for the reconstruction of the Watsons Bay Baths. A detailed DA submission was submitted to Council in June. In response to comments received by the Department of Primary Industry, minor design amendments have been undertaken and the proposal will be presented to Council for consideration in the fourth quarter. Tender documentation is underway with a view to calling tenders following the 2009/2010 summer swimming season.

A grant application under the Better Boating Program 2008 (NSW Maritime) was successful in providing a grant of \$300,000 for the upgrade of the Lyne Park car park.

Ongoing maintenance inspections and repairs to harbour facilities, including public wharves and harbourside pools have been undertaken over the course of the last quarter. In the last quarter we completed minor repairs to Yarranabbe Wharf/Pontoon, Parsley Bay Shark Net subsurface repairs and Watsons Bay Baths.

In addition the Rose Bay recreational wharf requires repair and is closed to public use. In the last quarter we arranged for a marine engineer to inspect and recommend necessary repairs, which have been programmed to be completed in the 4<sup>th</sup> quarter 2008/09.

## **2.8 Sustainability Education**

Woollahra's Environmental Education Officer continued working on projects and events focused on our four target groups – Residents, Schools, Business, and Council Staff. Woollahra's Sustainability Workshop Series hosted five community workshops for residents and members of the Paddington Community Gardens. Topics included: Birds in Your Backyard, Sustainable Eating, Composting and Worm Farming.

We successfully promoted Earth Hour this quarter and many businesses and restaurants joined us in this energy use awareness event.

This quarter we expanded our 'Butt Out' cigarette butt reduction campaign with additional bins and a 3yr cleaning contract.

Warwick Hatton  
Director Technical Services

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### **Annexures:**

1. March 2009 Quarterly Review of Principal Activity – Natural Environment
2. March 2009 Quarterly Review of Outstanding Notices of Motion, Natural Environment

**Item No:** D3 Delegated to Committee  
**Subject:** **Parks & Public Space Principal Activity - Third Quarter Management Plan Review**  
**Author:** Warwick Hatton - Director Technical Services  
**File No:** 827.G 08-11  
**Reason for Report:** To review the status of works and services for the Management Plan principal activity of Parks and Public Space for the three months ending 31 March 2009 2008.

**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 third 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 864 park hire approvals and 5 filming permits and 7 commercial photography approvals.

The installation of a major playground area at Rushcutters Bay Park commenced this quarter.

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

A comprehensive revision of the Plans of Management for Trumper Park and Cooper Park were completed this quarter.

Following the preparation and adoption of the Gap Park Masterplan, funding submissions have been prepared and submitted to several Government Departments. A meeting was held with senior staff from the NSW Department of Premier and Cabinet to emphasize the importance of the project. The Gap Park project goes to tender next quarter.

Grant applications have been awarded to Council for:

- Cooper Park;
- Gap Park; and
- Holdsworth Centre water saving project.

Further grant announcements from state and federal departments are expected to be made next quarter.

Parks Staff are undertaking annual condition surveys of all street trees and prioritising maintenance work accordingly. The asset inventory of all high risk trees in parks has commenced.

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

Total Earth Care completed the Cooper Park Pond and drainage project this quarter.

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

Landscaping projects at Trumper Park and Sir David Martin Reserve were completed this quarter.

The Christison Park sub-surface irrigation / water recycle system is now operational. It will be linked to the Cloud Master irrigation and lighting control network next quarter.

The HMAS Rushcutter memorial was completed and formally opened this quarter.

#### **4.4 Park Facilities**

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

Work commenced on the new playground at Rushcutters Bay Park this quarter. New playground shade structures were installed at Plumb Reserve and North Cooper Park this quarter.

Design of the Paddington Community Garden has been finalised and a site remediation action plan will be implemented next quarter.

Warwick Hatton  
Director Technical Services

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**Annexures:**

1. March 2009 Quarterly Review of Principal Activity: Parks and Public Space
2. March 2009 Quarterly Review of Outstanding Notices of Motion – Parks and Public Space

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

