ENVIRONMENT & RECREATION COMMITTEE

Wednesday
4 September 2013

LEICHHARDT COUNCIL

www.leichhardt.nsw.gov.au
**Environment and Recreation Committee Terms of Reference**

The Environment and Recreation Committee, being guided by the principles of ecologically sustainable development and maximising local passive and active recreation opportunities, deals with, but will not be limited to, the following:

Environment Policy development on:

- Council’s Sustainability Strategy
- Environmental health
- Waste minimisation and resource recovery
- Stormwater management
- Corporate Sustainability
- Trees and open space
- Landscaping
- Environmental education
- Pollution monitoring
- Biodiversity conservation and enhancement

Recreation Policy development on:

- Open space plans of management and masterplans
- Management of companion animals in open space
- Management and provision of open space, including small parks and sports fields
- Management and provision of recreational facilities
- Provision of recreational programs and services

Chairperson: Cr Daniel Kogoy  
Deputy Chairperson: Cr Frank Breen

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**Acknowledgement of Country**

I acknowledge the Gadigal and Wangal people of the Eora nation on whose Country we are meeting today, and their elders past and present.
LEICHHARDT MUNICIPAL COUNCIL
ENVIRONMENT & RECREATION COMMITTEE –
NOTICE OF MEETING

NOTICE is hereby given that a meeting of the Environment & Recreation Committee will be held in the Supper Room, Leichhardt Town Hall on Wednesday, 4 September 2013 at 6:30pm.

Peter Head
General Manager

AGENDA
Acknowledgement of Country

1. Apologies
2. Declaration of Pecuniary Interest and Non-pecuniary Interest
3. Minutes of Previous Meeting: 1 May 2013 P04
4. Summary of Resolutions P11
5. Correspondence
6. Presentation – Leichhardt Business SMART Program Update
7. Presentation – Footprints Eco-festival
8. Verbal Report – Community Recreation and Open Space
10. Report – Big Bike Day P26
12. Report – Bat Deterrence Measures P33
15. Reports from the Community
16. Other Business
17. Next Meeting – 6 November 2013
## Item 3

**LEICHHARDT MUNICIPAL COUNCIL**

**REPORT**

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<tr>
<th>DIVISION:</th>
<th>ENVIRONMENTAL AND COMMUNITY MANAGEMENT</th>
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<tr>
<td>SUBJECT:</td>
<td>ENVIRONMENT AND RECREATION COMMITTEE MINUTES – 17 JULY 2013</td>
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<tr>
<td>AUTHOR:</td>
<td>CLARE HARLEY MANAGER ENVIRONMENT AND URBAN PLANNING</td>
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<td>FILE REF:</td>
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<td>DATE:</td>
<td>26 AUGUST 2013</td>
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<td>WORD PROCESSING REF:</td>
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### DIRECTOR’S SUMMARY - ORGANISATIONAL IMPLICATIONS

<table>
<thead>
<tr>
<th>Implications</th>
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<tr>
<td>Financial Implications:</td>
<td>Nil</td>
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<tr>
<td>Policy Implications:</td>
<td>Nil</td>
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<tr>
<td>Leichhardt 2020+ Strategic Plan Objective:</td>
<td>A Sustainable Environment</td>
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<tr>
<td>Staffing Implications:</td>
<td>Nil</td>
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<tr>
<td>Notifications:</td>
<td>Nil</td>
</tr>
<tr>
<td>Other Implications:</td>
<td>Nil</td>
</tr>
</tbody>
</table>
1. **Purpose of Report**
   To advise Council of the minutes of the Environment & Recreation Committee held on 17 July 2013.

2. **Recommendations**
   That Council adopt the minutes of the Environment & Recreation Committee held on 17 July 2013 with the accompanying recommendations.
MINUTES of the Environment and Recreation Committee of Leichhardt Municipal Council held in the Supper Room on 17 July 2013.

Present at the meeting: Cr Daniel Kogoy (Chair) until 7:35pm, Cr Frank Breen (took over the Chair at 7:35pm), Cr Vera-Ann Hannaford, Paul Geraghty, Gillian Leahy, Bev Maunsell.

Apologies: Jane Mowbray, David Lawrence, Bronwen Campbell, Jon Stiebel, Gael Kennedy, Cr Rochelle Porteous.

Staff Present Richard Jarvis, Clare Harley, Aaron Callaghan, Costa Atzemis, Emily Williams, Doug Anderson.

Meeting commenced: 6:33pm

ACKNOWLEDGEMENT OF COUNTRY:
Cr Daniel Kogoy performed acknowledgement of country in the capacity as Chair.

I acknowledge the Gadigal and Wangal people of the Eora nation on whose Country we are meeting today, and their elders past and present.

BUSINESS

ITEM 1 APOLOGIES

ERC 27/13 RECOMMENDED

That apologies be accepted for the non attendance of: Jane Mowbray, David Lawrence, Bronwen Campbell, Jon Stiebel, Gael Kennedy, Cr Rochelle Porteous.

ITEM 2 DECLARATION OF PECUNIARY AND NON-PECUNIARY INTERESTS – Nil

ITEM 3 MINUTES OF THE PREVIOUS MEETING: 1 MAY 2013

Matter Arising:
Minutes of the previous meeting – clarification that Paul Geraghty was present at the last meeting.

**ERC 28/13 RECOMMENDED GERAGHTY / BREEN**

1. That Council adopt the minutes of the Environment & Recreation Committee meeting held on 1 May 2013.

2. To note that Paul Geraghty was present at the 1st May 2013 meeting.

**ITEM 4 SUMMARY OF RESOLUTIONS**

**ERC 29/13 RECOMMENDED HANNAFORD / GERAGHTY**

**Matters Arising**

1. Paul Geraghty has requested a copy of the contamination report for Whites Creek Valley Park Community Orchard. Council’s Senior Parks and Open Space Planner advised that a copy of the report would be provided but that expert advice on the report could not be given by the officer as he was not qualified in this area and that the expert advice received had been peer reviewed by both the NSW Department of Health and an independent expert on contamination issues.

2. Leichhardt Secondary School – Report back to the committee on the license agreement and conditions of use by Council and the community for the playing field and the costs associated with liability insurance for such use.

**ITEM 5 CORRESPONDENCE – Nil**

**ITEM 6 VERBAL UPDATE – ECOFESTIVAL: Costa Atzemis, Emily Williams**

A verbal update regarding EcoFestival was provided by Council’s staff Costa Atzemis-Community Events Officer and Emily Williams-Sustainability Engagement Officer.

**ERC 30/13 RECOMMENDED KOGOY / MAUNSELL**

1. That the verbal update regarding EcoFestival be received and noted.

2. That Council investigate the opportunity and costs of running an environmental film for free public viewing in a theatre in 2013.
ITEM 7
CLIMATE CHANGE TASKFORCE MINUTES – 5 June 2013

ERC 31/13  RECOMMENDED  GERAGHTY / HANNAFORD

That the minutes of the Climate Change Taskforce meeting held on 5 June 2013 including the additional recommendation from the 25 June 2013 Ordinary Meeting (C302/13) be noted. (Attachment 1)

C302/13  RESOLVED  PORTEOUS/KOGOY

That Council adopt the minutes of the Climate Change Taskforce meeting held on 5 June 2013 and the accompanying recommendations as shown below with the additional point that;

Council officers prepare a report on the costs and benefits of working towards a Corporate Target of 100% Renewable Energy by 2025, and in doing so give consideration to:

- The technical feasibility of all Council operations being powered from 100% renewable energy, eg Council’s fleet
- The financial implications of powering all of council operations from renewable energy
- The implications of a 100% renewable energy target on the recent $1 million plus Council investment in relation to the LPAC cogeneration plant which runs off gas
- That the institute for sustainable future be notified of Council’s intention to work towards a 100% renewable energy target to assist with their preparation of the SSROC renewable energy master plan.

The Environment Committee would like to acknowledge and thank the staff involved in this project and extend their thanks for the hard work on this important community project which will have long term benefits for the community in years to come.

ITEM 8
KIDS TOY & CLOTHING SWAP

ERC 32/13  RECOMMENDED  LEAHY / GERAGHTY

That the Committee note the scheduled Clothes Swap event was held on 12 June 2013 with forty parents attending the event.
ITEM 9
‘FOOD FOR THE FUTURE’ FORUM UPDATE

ERC 33/13    RECOMMENDED    HANNAFORD / GERAGHTY

That the Committee note the recent “Food for the future” sustainability forum held 27 June 2013 with over sixty people attending the event.

ITEM 10
BIODIVERSITY UPDATE

OFFICER RECOMMENDATION

That this report be received and noted.

ERC 34/13    RECOMMENDED    LEAHY / HANNAFORD

1. That Council’s Parks Technical Officer undertake an inspection of Whites Creek Valley Park and review the current number of Celtis (celtis sinensis) plants with a view to removing juvenile specimens of trees in the park in the near future.

2. The committee note that Council’s bushcare team is developing a nursery management plan which will include a strategy for introducing native plants to local residents both in an educational manner and in the longer term for residential planting.

3. That Council’s Biodiversity Officer, Arborist and Strategic Planning Team identify plant species which may be suitable for planting on private properties and ways in which that list can be communicated to the community.

ITEM 11
RESOURCING STRATEGY FOR THE REVEGETATION AND BIODIVERSITY MANAGEMENT PLAN

ERC 35/13    RECOMMENDED    LEAHY / HANNAFORD

That the report be received and noted.

ITEM 12
REPORTS FROM THE COMMUNITY – Nil
ITEM 13
OTHER BUSINESS

13.1 ecoPops

The ecoPops flyer was presented for information.

13.2 Biodiversity Mapping

Issue was discussed by the Committee. Monitoring costs questioned. Vast majority of the land is in private hand. Council does monitor the range of species in the local environment including local bird species. Birds in backyards programme discussed.

ERC 36/13 RECOMMENDED HANNAFORD / GERAGHTY

That Council’s Bushcare Officer liaise with the Sydney Catchment Management Authority on their current work in monitoring biodiversity across the Sydney basin.

ITEM 14
NEXT MEETING

The next meeting will be held on Wednesday, 4 September 2013.

FUTURE MEETINGS FOR 2013:

4 September
6 November

The meeting closed at 8:32pm
LEICHHARDT MUNICIPAL COUNCIL

REPORT

DIVISION: ENVIRONMENTAL AND COMMUNITY MANAGEMENT
SUBJECT: SUMMARY OF RESOLUTIONS
AUTHOR: CLARE HARLEY
MANAGER ENVIRONMENT AND URBAN PLANNING
FILE REF:
DATE: 26 AUGUST 2013
WORD PROCESSING REF:

DIRECTOR’S SUMMARY - ORGANISATIONAL IMPLICATIONS

Financial Implications: Nil
Policy Implications: Nil

Leichhardt 2020+ Strategic Plan Objective:
Community Well-being
Accessibility
Place where we live and work
A sustainable environment
Business in the Community
Sustainable Services and Assets

Staffing Implications: Nil
Notifications: Nil
Other Implications: Nil
1. **Purpose of Report**

To advise Council of the status of the Environment and Recreation Committee Resolutions of July.

2. **Recommendations**

That the information be received and noted.
### SUMMARY OF RESOLUTIONS

**ERC 29/13**

**Matters Arising**

1. Paul Geraghty has requested a copy of the contamination report for Whites Creek Valley Park Community Orchard. Council’s Senior Parks and Open Space Planner advised that a copy of the report would be provided but that expert advice on the report could not be given by the officer as he was not qualified in this area and that the expert advice received had been peer reviewed by both the NSW Department of Health and an independent expert on contamination issues.

2. Leichhardt Secondary School – Report back to the committee on the license agreement and conditions of use by Council and the community for the playing field and the costs associated with liability insurance for such use.

**Action/Taken Planned & Estimated Completion Date**

1. Actioned

**Officer**

Aaron Callaghan

**ERC 30/13**

2. That Council investigate the opportunity and costs of running an environmental film for free public viewing in a theatre in 2013.

**Officer**

Work program and budget cannot accommodate a free environmental film in 2013/14.

Costa Atzemis

Jon Stiebel

**ERC 34/13**

1. That Council’s Parks Technical Officer undertake an inspection of Whites Creek Valley Park and review the current number of Celtis (*celtis sinensis*) plants with a view to removing juvenile specimens of trees in the park in the near future.

**Officer**

Doug Anderson

1. Juvenile Celtis trees have been marked and programmed for removal.
### Environment & Recreation Committee Agenda – September 2013

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<thead>
<tr>
<th>Environment &amp; Recreation Committee</th>
<th>SUMMARY OF RESOLUTIONS</th>
<th>ACTION/TAKEN PLANNED &amp; ESTIMATED COMPLETION DATE</th>
<th>OFFICER</th>
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</thead>
<tbody>
<tr>
<td>July 2013</td>
<td></td>
<td>DWS Document Number (to be included)</td>
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2. The committee note that Council’s bushcare team is developing a nursery management plan which will include a strategy for introducing native plants to local residents both in an educational manner and in the longer term for residential planting.

3. That Council’s Biodiversity Officer, Arborist and Strategic Planning Team identify plant species which may be suitable for planting on private properties and ways in which that list can be communicated to the community.

**Biodiversity Mapping**

**ERC 36/13**

That Council’s Bushcare Officer liaise with the Sydney Catchment Management Authority on their current work in monitoring biodiversity across the Sydney basin.

2. Nursery management plan is proceeding under development

3. List of plants has been prepared.

Liaison contact made with CMA; note CMA is restructuring.

Doug Anderson
<table>
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<tr>
<th>Preceding Committee Reports</th>
<th>SUMMARY OF RESOLUTIONS</th>
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<tr>
<td>Environment &amp; Recreation Committee Previous Resolutions</td>
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<td></td>
<td>Doug Anderson</td>
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<tr>
<td>Reports from the Community</td>
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<tr>
<td>ERC 21/13</td>
<td>1. The Community Nursery requires its watering system and shade cloth.</td>
<td>1. The program is</td>
<td></td>
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<td>2. Concern was raised about the condition of the lands behind the Annandale Light Rail stop.</td>
<td>- installation of the shade sail - completed</td>
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<td></td>
<td><strong>RECOMMENDED</strong></td>
<td>- installation of irrigation system – in progress before summer</td>
<td></td>
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<td></td>
<td>1. That a report be brought to the next committee meeting on the status of the Community Nursery Development Application and a timeline for the completion of outstanding works.</td>
<td>- sign off by PCA - completion by mid September</td>
<td></td>
</tr>
<tr>
<td></td>
<td>2. That a report be brought to the next committee meeting on cleaning up and planting more vegetation on the raised lands behind the Annandale Light Rail stop.</td>
<td>2. Minor maintenance of vegetation is proposed on a regular cycle.</td>
<td></td>
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<tr>
<td>Commencement of the Bushcare Carbon Offsetting Scheme</td>
<td></td>
<td></td>
<td>Doug Anderson</td>
</tr>
<tr>
<td>ERC 20/13</td>
<td>1. That the endorsed Bushcare Carbon Offsetting Scheme is commenced in October 2013 with the purchase of offsets covering volunteer hours for the period July 1 2012 – June 30 2013.</td>
<td>1. Being Actioned.</td>
<td></td>
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<td></td>
<td>2. That, following commencement of the scheme with the purchase of offsets for the 2012/13 period, offsets are purchased annually on an ongoing basis.</td>
<td>2. To be actioned.</td>
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<td>Environment &amp; Recreation Committee PREVIOUS Resolutions</td>
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<tr>
<td>SUMMARY OF RESOLUTIONS</td>
<td>In relation to ERC 15/13 a number of discussions points were also raised as additional items to the summary of resolutions. These discussion points resulted in a number of recommendations arising from the committee. These recommendations are outlined as follows:</td>
<td>2. The Community Orchard/Food Forest Concept has now been approved by Council. A further report to the August Council meeting is being commissioned by Council’s finance unit on how the shortfalls in funding will be achieved. A further explanation will be provided at the next ERC meeting.</td>
<td>Aaron Callaghan</td>
</tr>
<tr>
<td>ERC 15/13</td>
<td>2. Whites Creek Community Orchard: Committee requests an update on the current status of the Whites Creek Community Orchard project and a timeline for its completion. The Committee also requests a copy of the soil contamination report for the Whites Creek Community Orchard for the next meeting.</td>
<td>3. Council will install an 80 litre bin down by the wharf in Fitzroy Park. An Area Based team does monitor this site as part of their 20 day maintenance cycle. Council will monitor the condition of the site once the bin is installed and if littering continues to be a problem then we will look at installing signage.</td>
<td>Rick Jarvis</td>
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<td></td>
<td>3. Elkington Park Wharf: There are issues at Elkington Park Wharf with Fishing including littering and using the gardens as a toilet. The area needs more surveillance and signage to address these issues.</td>
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<td><strong>OTHER BUSINESS</strong></td>
<td>That Council engage Bruce McKenzie in the 2013/14 financial year to undertake a Restoration Plan for Yurulbin Point Birchgorve.</td>
<td>Currently being actioned.</td>
<td>Aaron Callaghan</td>
</tr>
<tr>
<td>Yurulbin Point (Long Nose Point)</td>
<td>ERC 09/13</td>
<td></td>
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<tr>
<td><strong>SIGNIFICANT STREET TREE LOCATIONS</strong></td>
<td>2. That this list is to be provided to Ausgrid prior to the commencement of pruning works in the Local Government Area.</td>
<td>2. Report prepared for consideration.</td>
<td>Heidi Webb</td>
</tr>
<tr>
<td>ERC 08/13</td>
<td>4. That Council take a strategic approach with regards to street tree planting and that a list of appropriate trees to provide habitat and vegetation for native birds within urban streets is reviewed. In developing this list Council note the environmental conditions and limitations associated with planting suitable trees in urban streets.</td>
<td>4. The list of suitable street tree species was published in the Urban Forest Policy.</td>
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<tr>
<td><strong>SUMMARY OF RESOLUTIONS</strong></td>
<td>In relation to ERC 04/13 a number of discussions points were also raised as additional items to the summary of resolutions. These discussion points resulted in a number of recommendations arising from the committee. These recommendations are outlined as follows:</td>
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<td>ERC 04/13</td>
<td>4. Clarity is required on Council’s issues of tree planting for sight lines from Council’s Parks Technical Officer. That a verbal report be brought back to the next Committee meeting on the issue of tree planting in parks with respect to site lines.</td>
<td>4. This issue is being addressed as part of a formal report which is being developed in relation to view lines in parks and will be reported back to the Environment and Recreation Committee.</td>
<td>Heidi Webb</td>
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<tr>
<td>ERC 05/13</td>
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<td>5. Ballast Point Regional Park – Status of Memorandum of Understanding</td>
<td>5. A meeting has been organised with SHFA to move the formation of a draft Memorandum of Understanding forward. The first meeting was held in early May. A Draft Copy is currently being examined by Council’s Legal Section once approved this will be brought back to Council for Consideration (the rational for this will be explained at the next ERC meeting).</td>
<td>5.</td>
<td>Aaron Callaghan</td>
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<td>LEICHHARDT NATIVE REVEGETATION AND BIODIVERSITY MANAGEMENT PLAN ERC43/12</td>
<td>NOTE: At the Ordinary Meeting on 23/10/12 the following point was added to Item 9: “Council notes that the Leichhardt 2020+ Strategic Plan (p16) provides for the protection, restoration and enhancement of our natural environment and native biodiversity within our urban context. Council also notes that our parks are key areas for enhancing our natural environment and biodiversity. Council resolves that any changes to the plans of management for our parks take into account this provision of the Strategic Plan and specifically address the contribution to the protection, restoration and enhancement of our natural environment and native biodiversity.” 3 That any sites or site extensions recommended under the plan can only be undertaken after consultation with nearby residents, and issues such as maintenance of views have been taken into consideration. This process is to be carried out in a manner consistent with Council’s Community Engagement Strategy.</td>
<td>3. Ongoing</td>
<td>Doug Anderson</td>
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<tr>
<td>4 That any site extension carried out under the plan on Crown land can only proceed after the relevant statutory authority has been informed.</td>
<td>4. Ongoing</td>
<td></td>
<td>Doug Anderson</td>
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<tr>
<td>6 During the consultation process additional opportunities within parks and open space areas be considered for additional biodiversity and bush care improvements.</td>
<td>6. DA to monitor and report opportunities for expansion.</td>
<td></td>
<td>Doug Anderson</td>
</tr>
<tr>
<td>9 That a report is brought back to the next Environment and Recreation committee on a resourcing strategy for implementing the Revegetation and Biodiversity Management Plan with special emphasis on Callan Park bushcare works.</td>
<td>9. A specification for bushcare maintenance services has been prepared and quotations sought for a trial.</td>
<td></td>
<td>Rick Jarvis</td>
</tr>
<tr>
<td>FISHING ACTIVITY ON THE BALMAIN PENINSULA SIX MONTHLY UPDATE ERC30/12</td>
<td>That Council erect signage at Yurulbin Park and Peacock Point banning open fires.</td>
<td>Signs received. Installation to be scheduled.</td>
<td>Rick Jarvis</td>
</tr>
<tr>
<td>NSW DEPARTMENT OF PRIMARY INDUSTRIES (ERC15/12) ERC26/12</td>
<td>2 That an update be provided to the next Environment and Recreation Committee meeting on the progress of the response to this letter.</td>
<td>2. Awaiting response, update to be provided at future committee meeting.</td>
<td>Rick Jarvis</td>
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LEICHHARDT MUNICIPAL COUNCIL

REPORT

DIVISION: ENVIRONMENTAL AND COMMUNITY MANAGEMENT

SUBJECT: CLIMATE CHANGE TASKFORCE MINUTES
7 AUGUST 2013

AUTHOR: JON STIEBEL
TEAM LEADER ENVIRONMENTAL STRATEGY

FILE REF:

DATE: 28 AUGUST 2013

WORD PROCESSING REF:

DIRECTOR’S SUMMARY - ORGANISATIONAL IMPLICATIONS

Financial Implications: Nil

Policy Implications: Nil

Leichhardt 2020+ Strategic Plan Objective:
Community Well-being
Accessibility
Place where we live and work
A sustainable environment
Business in the Community
Sustainable Services and Assets

Staffing Implications: Nil

Notifications: Nil

Other Implications: Nil
1. **Purpose of Report**
   
   To advise Council of the minutes of the Climate Change Taskforce meeting held on 7 August 2013.

2. **Recommendation**

   That Council adopt the minutes of the Climate Change Taskforce meeting held on 7 August 2013 with the accompanying recommendations.
MINUTES of the Climate Change Taskforce of Leichhardt Municipal Council held in the Supper Room on 7 August 2013.

Present at the commencement of the meeting: Councillors: Cr Rochelle Porteous, Cr Daniel Kogoy, Cr Frank Breen, Cr Craig Channells

Community: Paul Geraghty, Lea Richards

Staff: Jon Stiebel, Jonathan Fox

Meeting commenced: 6:35pm

ACKNOWLEDGEMENT OF COUNTRY:

Cr Porteous performed acknowledgement of country.

I acknowledge the Gadigal and Wangal people of the Eora nation on whose Country we are meeting today, and their elders past and present.

BUSINESS

ITEM 1
APOLOGIES

CCTF 22/13 RETURNED TO PORTEOUS

That apologies be accepted for the non-attendance of Marghanita da Cruz.

ITEM 2
DECLARATION OF PECUNIARY AND NON-PECUNIARY INTERESTS – Nil

ITEM 3
MINUTES OF THE PREVIOUS MEETING: 5 June 2013

CCTF 23 /13 RETURNED TO CHANNELLS/PORTEOUS

That the minutes of the Climate Change Taskforce meeting held on 5 June 2013 be accepted.
ITEM 4
MATTERS ARISING FROM PREVIOUS MEETING

Council has now received official notification from the Federal Government of its Carbon Neutral Certification. This allows Council to use the Carbon Neutral Certified Logo.

CCTF 24/13 RECOMMENDED PORTEOUS/CHANNELLS

That Council staff investigate and report back on how the Carbon Neutral Certified Logo will be used on Council correspondence, signage and in the public domain.

ITEM 5
SUMMARY OF RESOLUTIONS

CCTF 25/13 RECOMMENDED KOGOY/PORTEOUS

That the information in the summary of resolutions be received and noted.

ITEM 6
LEICHHARDT RENEWABLE ENERGY MASTER PLAN UPDATE

CCTF 26/13 RECOMMENDED GERAGHTY/KOGOY

I. That Council note Stage 3 of the Renewable Energy Master Plan project is complete following the Council, Community and Business Workshops, held in July 2013, to gain feedback on preferred Renewable Energy Technologies and Delivery Options.

ITEM 7
LEICHHARDT COUNCIL CLIMATE CHANGE PLAN IMPLEMENTATION UPDATE (CAPITAL WORKS)

CCTF 27/13 RECOMMENDED BREEN/KOGOY

1. That the Climate Change Taskforce note progress towards implementation of the Leichhardt Climate Change Plan Mitigation initiatives.
ITEM 8
PROPOSAL TO DEVELOP COMMUNICATIONS AND CASE STUDY MATERIAL FOR THE LEICHHARDT TOWN HALL SOLAR PV PROJECT

OFFICER RECOMMENDATION

1. That the committee approve the development of case study materials and communications documenting Council’s experience with integrating sustainability technologies within a heritage building via the Leichhardt Town Hall Solar PV project case study.

CCTF 28/13 RECOMMENDED PORTEOUS/BREEN

1. That the committee approve the development of case study materials and communications documenting Council’s experience with integrating sustainability technologies within a heritage building via the Leichhardt Town Hall Solar PV project case study.

2. That costs for design, print and digital formats of the case study be brought to the September Environment and Recreation Committee to identify a project budget.

ITEM 9
SSROC STREET LIGHTING IMPROVEMENT PROGRAM UPDATE

CCTF 29/13 RECOMMENDED CHANNELLS/PORTEOUS

1. That the Climate Change Taskforce notes the new default replacement street lighting technologies for residential roads, main roads and intermediate roads.

2. That the Climate Change Taskforce notes that Leichhardt Council is working with SSROC to trial an analysis tool to monitor annual improvements to Council’s street lighting portfolio.

ITEM 10
OTHER BUSINESS

CCTF 30/13 RECOMMENDED CHANNELLS/BREEN

That staff determines ownership and investigates whether timers and LED court lighting would be suitable for the Birchgrove Tennis Courts.
ITEM 11
NEXT MEETING

The next meeting of the Climate Change Taskforce will be held on Wednesday, 4 December 2013.

MEETINGS FOR 2014:

5 March
4 June
3 September
3 December

The meeting closed at 8.00pm
LEICHHARDT MUNICIPAL COUNCIL

REPORT

DIVISION: ENVIRONMENTAL AND COMMUNITY MANAGEMENT

SUBJECT: BIG BIKE DAY UPDATE

AUTHOR: EMILY WILLIAMS
SUSTAINABILITY ENGAGEMENT OFFICER

FILE REF: 21 August 2013

DATE:

WORD PROCESSING REF:

DIRECTOR’S SUMMARY - ORGANISATIONAL IMPLICATIONS

Financial Implications: Nil, project is within current budget allocation

Policy Implications: In line with Council’s commitment to promote and develop Leichhardt as a sustainable community

Strategic Plan Objectives: Community Well-being, Accessibility, Place Where We Live & Work, A Sustainable Environment

Staffing Implications: Within current resourcing

Notifications: Nil

Other Implications: Nil
1. **Purpose of Report**

To update the committee on the upcoming Big Bike Day on Sunday 15 September 2013 at War Memorial Park, Leichhardt.

2. **Recommendations**

1. That Council note Big Bike Day will be held on Sunday 15 September 2013 from 10am-3pm in War Memorial Park, Leichhardt.

2. That Council note that $4,700 has been granted to Council from the NSW Bike Week Program for promotion and advertising.

3. **Background**

Leichhardt Council’s strategic direction supports Active Transport, which has significant environmental, social and personal health benefits for the community. This is reflected in numerous transport initiatives including:

I. Active Transport elements of the *Environmental Sustainability Strategy Community and Cultural Plan*, and the draft *Integrated Transport Plan*

II. Commitment to the *Leichhardt Bike Plan*

III. Council’s Bicycle Advisory Committee

IV. Draft Integrated Transport Plan

An integral aspect of active transport is the provision of information to encourage local residents to consider active transport as a viable and attractive means of travel within the LGA.

Big Bike Day has been an annual event on the Leichhardt Council events calendar since 2000 to encourage the uptake of active transport amongst residents of the Inner West.

4. **Report**

4.1 **Overview**

The Big Bike Day will be held on Sunday 15 September 2013 from 10am-3pm in War Memorial Park. Activities and entertainment will be ongoing in the park throughout the day.

The big bike ride itself takes place from 12:00-1:00pm. A free healthy lunch will be provided in the park after the ride.

Workshops will include basic cycling skills for adults and kids; road rules; unicycles; and BMX workshops for all ages. Other entertainment will include a
rock climbing wall to encourage exercise; live music; face painting; and bicycle decorating.

A local bike store will bring a selection of bicycles for people to try – this is especially aimed at novice or non-cyclists who potentially do not own a bike or have not ridden for an extended period of time. It will enable these residents to ride a range of different styles of bike and encourage them to get back on a bicycle.

Raffle winners will be announced at the end of event. Prizes will include a bicycle, bike lights, and tyre kits.

4.2 Draft Program

Morning (10:00-11:40am):
Registration and free bike checks
10:30-11:30 – Basic bike skills workshop
11:00-11:45 – Music
11:00-12:00 – Unicyclist and face-painter roving
11:15-11:45 – Unicycle workshop

Bike Ride (12:00-1:00pm):
Road safety/route briefing
Group leaves
12:00-1:00 – Bicycle skills for kids
12:15-1:00 – Music
12:00-1:00 – Unicyclist and face-painter roving
12:30-1:00 – Big Air School BMX workshop

Afternoon (1:00-3:00pm):
1:00-1:30 – Catered lunch
1:15-2:00 – Music
1:00-2:00 – Unicyclist and face-painter roving
1:30-2:30 – Basic bike skills workshop
2:00-2:30 – Big Air School BMX workshop
2:15-3:00 – Music

Ongoing throughout the day:
Rock climbing wall
Bicycles available to try – ‘Try2Wheels’ by Cell Bikes
Bike decorating for kids

4.3 Promotion

The 2013 Big Bike Day has received NSW Bike Week Funding to the amount of $4,700. This is to be used for promotion and advertising. The Big Bike Day will be promoted through newspaper ads in local papers; radio campaign on 2ser; Norton Street banner; the Sustainability e-Newsletter; email and social media.
LEICHHARDT MUNICIPAL COUNCIL

REPORT

DIVISION: ENVIRONMENTAL AND COMMUNITY MANAGEMENT

SUBJECT: ENVIRONMENTAL GRANTS PROGRAM 2013/14 – ROUND 1

AUTHOR: EMILY WILLIAMS, SUSTAINABILITY ENGAGEMENT OFFICER
JON STIEBEL, TEAM LEADER ENVIRONMENTAL STRATEGY

FILE REF:

DATE: 25 JULY 2013

WORD PROCESSING REF:

DIRECTOR’S SUMMARY – ORGANISATIONAL IMPLICATIONS

Financial Implications: Nil additional

Policy Implications: All applications assessed within program guidelines outlined in the Leichhardt Grants and Community Resourcing Policy 2012.

Strategic Plan Objective: Leichhardt 2025+

Environmental Sustainability Strategy themes:

- Land
- Climate Change and Air Quality
- Transport
- Water
- Biodiversity
- Waste and Consumption

Staffing Implications: NIL

Notifications: All groups have been informed that the matter is being considered by Council.

Other Implications: NIL
1. **Purpose of Report**

To inform Council of the requests for grants under the Environmental Grants Program – Round 1 for the 2013/14 Financial Year and to make recommendations on funding allocations to community groups for Council’s consideration.

2. **Recommendation**

1. That Council note that the Environmental Grants have been aligned with the strategic objectives of the Environmental Sustainability Strategy.

2. That the following groups be allocated grants totalling $12,100 for the 2013/14 financial year under the Environmental Grants Program – Round 1, as follows:

<table>
<thead>
<tr>
<th>Applicant</th>
<th>Amount</th>
<th>Fee Waiver</th>
<th>Value of Fee Waiver</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Toxteth Kindergarten</td>
<td>$5,000</td>
<td>Nil</td>
<td>Nil</td>
</tr>
<tr>
<td>2 WIRES Inner West Branch</td>
<td>$2,100</td>
<td>Nil</td>
<td>Nil</td>
</tr>
<tr>
<td>3 ARTcycle</td>
<td>$5,000</td>
<td>Nil</td>
<td>Nil</td>
</tr>
<tr>
<td><strong>Total Round 1</strong></td>
<td><strong>$12,100</strong></td>
<td><strong>Nil</strong></td>
<td><strong>Nil</strong></td>
</tr>
<tr>
<td>Remaining amount for Round 2</td>
<td>$7,900</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total Budget 2013/2014</strong></td>
<td><strong>$20,000</strong></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

3. That $8,000 be allocated to a second round of Environmental Grants in early 2014.

3. **Background**

Environmental Grants have been developed in alignment with the adopted Grants and Community Resourcing Policy 2012.

The total budget for Environmental Grants for 2013/2014 is $20,000.

4. **Report**

4.1 Council advertised for applications for the Environmental Grant Program in the June/July 2013 period. The grants were promoted on Council’s website, in paid advertising, in the Mayoral Column of the Inner West Courier, and through a mail out to Council’s community networks. The guidelines and criteria under which applications were assessed are published on Council’s website:
www.leichhardt.nsw.gov.au/Community/Grants-Program and copies will be tabled at the Community Services Committee meeting.

Two Grants Program information sessions were held on Thursday 27 June 2013 during the day and evening to assist applicants in developing their proposals.

A selection panel was formed consisting of Council Officers and member of the local community with local knowledge and a range of expertise.

4.2 This year, three applications were received from groups for the 2013/2014 Environmental Grants - Round 1 seeking total funding of $12,100.

**Attachment 1** outlines the applications made and the score and ranking given to each. Those that fully met the criteria were given a higher score; those that partially met the criteria were given a lower score. Three groups are recommended to receive full funding from the Community Grants budget. The recommended groups and projects are detailed, as follows:

<table>
<thead>
<tr>
<th>Applicant</th>
<th>Project</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 Toxteth Kindergarten</td>
<td>Ladybird Woodland Play &amp; Learn Garden – Phase 2</td>
</tr>
<tr>
<td>2 WIRES Inner West Branch</td>
<td>Wildlife nest boxes</td>
</tr>
<tr>
<td>3 ARTcycle</td>
<td>Cycle In Cinema</td>
</tr>
</tbody>
</table>

Due to the high standard of applications, indicative of the talent and energy in the local community the Selection Panel has proposed that all three applications be funded.

5. **Summary/Conclusion**

Of the total 3 applications received, 3 are recommended for full funding totalling $12,000. The projects recommended met the criteria at a high standard and are strongly aligned with Council’s Environmental Plan/Strategy.
## Environmental Grants 2013-2014 - Round 1

<table>
<thead>
<tr>
<th>Organisation</th>
<th>Project Title and Summary</th>
<th>Amount Requested ex GST</th>
<th>In-kind Support Requested</th>
<th>Project Start Date</th>
<th>Project End Date</th>
<th>Does the applicant meet all the eligibility criteria?</th>
<th>Has the applicant completed the application form? And submitted all required documents?</th>
<th>Has the applicant received funding for this project in the last 3 years? 4 years?</th>
<th>Amount Recommended</th>
<th>In-kind Support Recommended</th>
<th>Selection Panel Score</th>
<th>Selection Panel Rank</th>
<th>Comment for Report</th>
</tr>
</thead>
<tbody>
<tr>
<td>ARTcycle</td>
<td>Cycle in Cinemex: bicycle powered movie theatre in various locations during Jan - Oct 2014.</td>
<td>$6,000</td>
<td>Open space fee waiver</td>
<td>20/1/2014</td>
<td>31/10/2014</td>
<td>Yes</td>
<td>Yes</td>
<td>No</td>
<td>$6,000</td>
<td></td>
<td></td>
<td></td>
<td>Recommend for open space fee waivers for event dependent upon availability and completion of application forms.</td>
</tr>
<tr>
<td>Toorak Kindergarten</td>
<td>Ladybird Woodland Play &amp; Learn garden - Stage 2: a children's environmental education garden and play area at the centre.</td>
<td>$5,000</td>
<td>Nil</td>
<td>10/9/2013</td>
<td>30/10/2014</td>
<td>Yes</td>
<td>Yes</td>
<td></td>
<td>$5,000</td>
<td>Nil</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Wires Inner West Branch</td>
<td>Wildlife Nest Boxes: together with Men's Shed Inner West to purchase materials, cut out, construct, paint and install nest boxes for native wildlife.</td>
<td>$2,100</td>
<td>Nil</td>
<td>10/9/2013</td>
<td>10/10/2014</td>
<td>Yes</td>
<td>Yes</td>
<td>No</td>
<td>$2,100</td>
<td>Nil</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td><strong>$12,100</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td><strong>$12,100</strong></td>
<td></td>
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</tr>
</tbody>
</table>
Item 12

LEICHHARDT MUNICIPAL COUNCIL

REPORT

DIVISION: INFRASTRUCTURE AND SERVICE DELIVERY
SUBJECT: BAT DETERRENCE MEASURES
AUTHOR: DOUG ANDERSON – BIODIVERSITY OFFICER
FILE REF:
DATE: 28 AUGUST 2013
WORD PROCESSING REF:

DIRECTOR’S SUMMARY - ORGANISATIONAL IMPLICATIONS

Financial Implications: Nil

Policy Implications: Urban Forest Policy

Strategic Plan Objective: 3. A Place Where We Live and Work. 4. A Sustainable Environment. 6. Sustainable Services and Assets

Staffing Implications: Nil

Notifications: Nil

Other Implications: Nil
1. **Purpose of Report**

   To provide information as requested by the Environment and Recreation Committee regarding bat-deterrence measures in Louisa Rd., Birchgrove.

2. **Recommendations**

   That the bat deterrence measure described in this report is acceptable in the context of the LGA-wide biodiversity conservation measures being undertaken by Council.

3. **Report**

   There is a large mature fig on Council land alongside 41 Louisa Road which overhangs the dwelling. When the tree is in fruit it is visited by flying foxes which then regurgitate digested figs over the property.

   The resident has asked Council to address this issue for the past eight years. Council installed standard barricade-type yellow flashing lights within the canopy to deter the bats. The lights are battery operated and are switched by internal ambient light sensors. The light intensity emitted is low power. The batteries are replaced twice each year, using a cherry picker for access. The batteries are supplied only during the fruiting season, so for much of the year the lights do not operate.

   Because the Grey-headed Flying-fox is a threatened species, Council has sought advice from the National Parks and Wildlife Service regarding the acceptability of this measure. Jenny Simpson from the regional NPWS administration office in Neilsen Park, Vaucluse, has informed Council that the bat deterrence measure adopted in Birchgrove is acceptable. It is not significantly harmful to the bats, and does not place Council in conflict with the NP & W Act.

   Numerous other fig trees across the locality provide abundant opportunities for the bat population to feed at the time when the deterrence lighting is active.

   Supporting the threatened Grey-headed Flying Fox is best achieved through LGA-wide measures such as providing appropriate species of large native trees (e.g. Eucalypts and figs) throughout our parks.

   Council is committed to this course of action. For example, a planting of 150 large Eucalypts is scheduled to be carried out in Leichhardt Park in the coming months (see appendix A). The trees have been propagated and are currently held at the Rozelle Bay Community Native Nursery. This planting is designed to provide habitat for locally vulnerable and/or threatened fauna including the Grey-headed Flying-fox and the Tawny Frogmouth. Large-scale plantings such as this are recognised by the NPWS as being very positive for the Grey-headed Flying-fox population, and more than compensate for the minor deterrence measure being implemented in a single tree in Birchgrove.
Appendix A

Proposed Native Plantings in Leichhardt Park

Over the coming 12 months, Leichhardt Council and the community will be carrying out further native plantings in Leichhardt Park in accordance with Council’s Urban Forest Policy and the Leichhardt Park Plan of Management.

150 large trees will be planted throughout the park to increase canopy coverage and provide habitat for local native fauna. The trees will be native species typical of the Sydney Foreshore Angophora Forest that would have dominated the Leichhardt foreshores prior to European development.

In addition, areas of lawn will be replaced with bushland restoration works. These works will include a range of native plant species that reflect the open sandstone woodlands that once flourished throughout much of the Leichhardt local government area.

The proposed tree plantings and bushland restoration works will provide much needed habitat for local native wildlife including the Yellow-tailed Black Cockatoo, Tawny Frogmouth and the threatened Grey-headed Flying-fox.

If you would like to join our community bushcare volunteers in carrying out these works, or if you have any comments or enquiries, please contact Council’s biodiversity officer at dougal@lmc.nsw.gov.au.
### Item 13

**LEICHHARDT MUNICIPAL COUNCIL**

**REPORT**

**DIVISION:** INFRASTRUCTURE AND SERVICE DELIVERY  
**SUBJECT:** TREE VANDALISM – ILLOURA RESERVE, BALMAIN EAST  
**AUTHOR:** HEIDI WEBB – PARKS TECHNICAL OFFICER  
**FILE REF:**  
**DATE:** 27 AUGUST 2013  
**WORD PROCESSING REF:** F:\store\council reports\council reports\Illoura Reserve Tree Vandalism ERC Sept 13

### DIRECTOR’S SUMMARY - ORGANISATIONAL IMPLICATIONS

| Implications                  |  
|-------------------------------|---  
| **Financial Implications:**   | $1,000  
| **Policy Implications:**      | Urban Forest Policy/Poisoned Tree Policy  
| **Strategic Plan Objective:** | 3. A Place Where We Live and Work. 4. A Sustainable Environment. 6. Sustainable Services and Assets  
| **Staffing Implications:**    | Nil  
| **Notifications:**            | Nil  
| **Other Implications:**       | Nil  

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1. **Purpose of Report**

To provide proposal to Environment and Recreation Committee of tree protection which is required for vandalised trees within Illoura Reserve, Balmain East.

2. **Recommendations**

1. That Council adopt the proposed protection measures outlined in the report specifically for the three (3) trees which have been vandalised in Illoura Reserve, Balmain East.

3. **Report**

There have been responses from the community in relation to the tree plantings which were part of the approved landscape restoration works for the park with a number of residents who are not in favour of the plantings.

Council undertook planting of nine (9) trees within Illoura Reserve in May 2013 which was in accordance with the approved landscape restoration works for Illoura Reserve. Three (3) of these trees were recently vandalised and cut off at ground level sometime on 17th or 18th August 2013.

It is likely that replacement trees when planted will be vandalised again if proper protection is not placed around the trees.

Council proposes to install three (3) tree surrounds around the replacement trees. Each tree surround would consist of two ARC Welmesh panels curved around the tree and would stand at a height of 2.4m. Notification would also be placed on the tree surround advising the community the reason they are in place regarding the previous vandalism that had taken place. The tree surrounds would remain in place for a number of years until the trees were established.
# Item 14

**LEICHHARDT MUNICIPAL COUNCIL**

## REPORT

<table>
<thead>
<tr>
<th>DIVISION:</th>
<th>INFRASTRUCTURE AND SERVICE DELIVERY</th>
</tr>
</thead>
<tbody>
<tr>
<td>SUBJECT:</td>
<td>STREETS WITH SIGNIFICANT TREES – AUSGRID TREE PRUNING</td>
</tr>
<tr>
<td>AUTHOR:</td>
<td>HEIDI WEBB – PARKS TECHNICAL OFFICER</td>
</tr>
<tr>
<td>DATE:</td>
<td>23 AUGUST 2013</td>
</tr>
<tr>
<td>WORD PROCESSING REF:</td>
<td>F:\store\council reports\council reports\Streets With Significant Trees ERC September 13.doc</td>
</tr>
</tbody>
</table>

## DIRECTOR’S SUMMARY - ORGANISATIONAL IMPLICATIONS

<table>
<thead>
<tr>
<th>Financial Implications:</th>
<th>Nil</th>
</tr>
</thead>
<tbody>
<tr>
<td>Strategic Plan Objective:</td>
<td>3. A Place Where We Live and Work. 4. A Sustainable Environment. 6. Sustainable Services and Assets</td>
</tr>
<tr>
<td>Staffing Implications:</td>
<td>Nil</td>
</tr>
<tr>
<td>Notifications:</td>
<td>Nil</td>
</tr>
<tr>
<td>Other Implications:</td>
<td>Nil</td>
</tr>
</tbody>
</table>
1. **Purpose of Report**

In the December Environment & Recreation Committee Meeting it was resolved that a report be brought back to the Committee outlining a list of streets throughout the Municipality with significant trees. This was in response to letter that has been sent to Ausgrid in regard to ongoing poor tree trimming practices in the Local Government Area.

2. **Recommendations**

1. That Council acknowledge the list of streets mentioned in report below as streets that contain significant trees of which this list is to be provided to Ausgrid prior to the commencement of pruning works in the Local Government Area.

2. Council also recommends that overhead wires in locations where these significant trees are identified that Aerial Bundled Cables (ABC) are installed or Underground Cabling. ABC wraps the cables into one single cable meaning only minor tree pruning is required and Underground Cabling would mean that no tree pruning is required.

3. **Report**

The following list of streets and trees have been compiled Leichhardt Council’s Local Environmental Plan 2000 of where heritage street trees have been identified.

<table>
<thead>
<tr>
<th>STREET</th>
<th>SUBURB</th>
<th>LISTED TREES</th>
</tr>
</thead>
<tbody>
<tr>
<td>Allen Street</td>
<td>Leichhardt</td>
<td>Avenue of Lophostemon confertus planted in carriageway</td>
</tr>
<tr>
<td>Barr Street</td>
<td>Balmain</td>
<td>Row of Phoenix canariensis palms centre planting.</td>
</tr>
<tr>
<td>Carrington Street</td>
<td>Balmain</td>
<td>Street Trees various species, centre plantings and verges</td>
</tr>
<tr>
<td>Catherine Street</td>
<td>Leichhardt</td>
<td>Row of Port Jackson Figs</td>
</tr>
<tr>
<td>Derbyshire Road</td>
<td>Leichhardt</td>
<td>Moreton Bay Fig</td>
</tr>
<tr>
<td>Duke Street</td>
<td>Balmain</td>
<td>Row of Ficus macrocarpa var hillii</td>
</tr>
<tr>
<td>Elliott Street</td>
<td>Balmain</td>
<td>Two Ficus macrophylla</td>
</tr>
<tr>
<td>Eric Street</td>
<td>Lilyfield</td>
<td>Avenue of Lophostemon confertus and one Brachychiton</td>
</tr>
<tr>
<td>Street Name</td>
<td>Suburb</td>
<td>Description</td>
</tr>
<tr>
<td>---------------------</td>
<td>---------</td>
<td>-----------------------------------------------------------------------------</td>
</tr>
<tr>
<td>Fredbert Street</td>
<td>Lilyfield</td>
<td>Row of Three Camphor laurels centre plantings</td>
</tr>
<tr>
<td>Hyam Street</td>
<td>Balmain</td>
<td>Row of Brushbox</td>
</tr>
<tr>
<td>Isabella Street</td>
<td>Balmain</td>
<td>Row of Phoenix canariensis</td>
</tr>
<tr>
<td>Johnston Street</td>
<td>Annandale</td>
<td>Row of Brushbox street trees</td>
</tr>
<tr>
<td>Leys Avenue</td>
<td>Lilyfield</td>
<td>Avenue planting of Brushbox planted in Carriageway</td>
</tr>
<tr>
<td>Lilyfield Road</td>
<td>Street Trees</td>
<td>Avenue of Brushbox</td>
</tr>
<tr>
<td>Llewellyn Street</td>
<td>Balmain</td>
<td>Avenue of Brushbox and Ficus hillii</td>
</tr>
<tr>
<td>Macquarie Terrace</td>
<td>Birchgrove</td>
<td>Row of Brushbox and Ficus hillii</td>
</tr>
<tr>
<td>Mary Street</td>
<td>Lilyfield</td>
<td>Four fig trees at entrance to Leichhardt Oval and Ficus hillii at entry to Mary Street near cnr Perry Street, Lilyfield</td>
</tr>
<tr>
<td>Nicholson Street</td>
<td>Balmain</td>
<td>Ficus macrophylla</td>
</tr>
<tr>
<td>Railway Parade</td>
<td>Annandale</td>
<td>Avenue of Phoenix canariensis</td>
</tr>
<tr>
<td>Raynor Street</td>
<td>Lilyfield</td>
<td>Avenue of brushbox and one brachychiton</td>
</tr>
<tr>
<td>Reynolds Street</td>
<td>Balmain</td>
<td>Row of Brushbox</td>
</tr>
</tbody>
</table>
ENVIRONMENT & RECREATION COMMITTEE
OPERATION GUIDELINES

1. Date & Time
   - First Wednesday of every second month
   - 6:30pm – 8.30pm. The timing of the meeting can be extended by vote on the night.

2. Location
   - Leichhardt Town Hall Supper Room

3. Chair
   - Elected by Councillors and as determined

4. Quorum
   - Three members, one of whom must be a Councillor

5. Time period to wait for Quorum
   - 30 minutes from starting time of meeting

6. Councillor and Staff Attendance
   - 5 Councillors
   - Manager Environment & Urban Planning and/or
   - Team Leader Environmental Strategy, Sustainability Engagement Officer
   - Senior Parks & Open Space Planner, Parks & Open Space Planner
   - Manager Parks & Streetscapes

7. Community Representation
   - Participation by community members, representatives of local community organisations and government agencies is to be actively encouraged.

8. Decision made by Committee
   - Decisions are made by majority vote of Councillors and community representatives.
   - Where a vote is tied the Chair shall exercise a casting vote.
   - Committee meeting minutes, including all decisions made by the Committee shall be referred to a meeting of Council to be endorsed.
   - Following the absence of a quorum at the Committee meeting, the Committee Agenda will be reported to the Ordinary Council meeting as a supplementary item (ERC10/05).

9. Agenda and Report Availability
   - Agendas and reports will be circulated to committee members by mail in the week prior to meeting.
   - Agendas and reports will be made available to the public 7 days prior to the meeting.

10. Conflict of Interest
    - At the commencement of each meeting the chairperson will ask all persons present to declare any conflicts of interest in relation to any items on the agenda. The chairperson will determine what action should be taken if such a conflict.