

Environment

Report of Environment to the Ordinary Meeting of Council held on Monday 15 June 2015

Relevance to the Community Strategic Plan

RELEVANCE TO COMMUNITY STRATEGIC PLAN - ENVIRONMENT

The reports contained within this section of the agenda outline actions and activities that contribute to the achievement of the outcomes as outlined in **your** Community Strategic Plan 2033.

EN1 - Domestic Clean Up Collection Policy and Bin Contamination Policy

ENVIRONMENT

EN1

Domestic Clean Up Collection Policy and Bin Contamination Policy

267535

TRIM 156-5

EXECUTIVE SUMMARY

- The purpose of this report is to present two waste services policies- the Domestic Clean Up Collection Policy and the Bin Contamination Policy. These policies have been developed to provide guidance for the successful delivery of the Waste Collection Contract from 1 July 2015.
- The report outlines a framework for a trial period of the policy implementation and community consultation period from 1 July 2015.
- It is recommended that these two policies are approved for exhibition for 28 days, and adopted 'in principle' to allow for a three month trial period from July to September 2015.

REPORT

On 1 July 2015 a new Waste Collection Contract will commence. The new service with the contractor JR Richards, will see a number of operational changes, in particular to the twice yearly Clean Up Collection and the bin contamination strategy. These two operations have elements that are controlled by the Contractor on a daily basis and some operations conducted by Council officers.

The Domestic Clean Up Collection Policy

The Domestic Clean Up Collection Policy provides a framework for Council to administer the twice yearly bulky household Clean Up. Changes to the Clean Up have seen the development of 24 smaller Clean Up zones, which can be collected in a one week period.

The Domestic Clean Up Collection Policy includes information on waste categories, waste education provision for the Domestic Clean Up Collection and management issues of the collection.

Management issues include early presentations, late presentations, excess presentations and presentation of unacceptable materials. In each of these instances residents are told of the presentation issue through a notification in their letterbox and asked to bring the material (either all or excess or unacceptable) back onto their properties.

Regular inspections by Council Officers of Clean Up areas will be conducted once the Clean Up schedule commences in July. Contracted drivers will also notify residents of presentation issues.

EN1 - Domestic Clean Up Collection Policy and Bin Contamination Policy

Bin Contamination

The Bin Contamination Policy provides a framework for Council to administer the bin contamination strategy provided by the contractor and to outline additional bin contamination strategies as adopted by Council.

Items in the Bin Contamination Policy include a definition of bin contamination; contamination rates in Wollondilly in relation to set NSW targets; ways contamination in the bin can be inspected and recorded; tagging of contaminated bins; collection of contaminated bins once rectified and further education through letters.

Further clarification of a first, second, third and fourth contamination letter and the administration at each offence is covered by the policy.

It is our intent to educate and assist residents as much as possible to prevent any drastic action being taken in relation to bin contamination. Further preventative actions to assist residents is covered in the policy so that any drastic action is deemed unnecessary.

CONSULTATION

In order to trial the efficacy of the two policies, it is intended to undertake our community consultation at the same time as we operate out of the policies from 1 July 2015.

The consultation will follow Council procedure and will include an exhibition period of the documents for 28 days which includes feedback from the community. Council will report on implementation and consultation at the end of 3 months. An advertisement informing residents of the exhibition period will be placed on the Council Website, in the Bush Telegraph, and hard copies of the policies will be made available in the library and in the Civic Centre.

Once feedback has been received, we will make appropriate edits to the policies and resubmit them for final adoption by Council in September 2015.

FINANCIAL IMPLICATIONS

This matter has no financial impact on Council's adopted budget or forward estimates.

ATTACHMENTS:

1. Domestic Clean Up Collection Policy - draft
2. Bin Contamination Policy – draft
3. Wollondilly Domestic Clean Up Areas - map and schedule

Report of Environment to the Ordinary Meeting of Council held on Monday 15 June 2015

EN1 - Domestic Clean Up Collection Policy and Bin Contamination Policy

RECOMMENDATION

1. That Council approve the Domestic Clean Up Collection Policy and the Bin Contamination Policy for exhibition for 28 days.
2. That Council adopt the Domestic Clean Up Collection Policy and the Bin Contamination Policy 'in principle' to allow for a three month trial period from July to September 2015.

EN1 - Domestic Clean Up Collection Policy and Bin Contamination Policy

ATTACHMENT 1 – 156-5 – 15 JUNE 2015



Waste Services
Domestic Clean Up Collection Policy
Trim 861#534

1. POLICY OBJECTIVES

- 1.1 The objective of the Domestic Clean Up Collection Service Policy is to ensure that all service entitled premises in the of Wollondilly Shire that have access to two scheduled Domestic Council Clean Up Collections per calendar year, receive a consistent and fair service.
- 1.2 This policy identifies the Domestic Clean Up Collection service requirements; the role of Council's Collection Contractor; waste categories; recovery of materials; management of problem wastes; education service and materials and dealing with excess material / incorrect presentations.
- 1.3 It is the aim of this policy to address the best practice for dealing with the disposal of compliant Domestic Clean Up Collection Service waste.

2. BACKGROUND

2.1 Service Requirements

2.1.1 Collection Schedules

- (i) The contractor must provide two (2) Domestic Clean Up Collection Services per calendar year to all Domestic Clean Up Collection Service-entitled premises.
- (ii) The collection schedule is structured around a weekly collection cycle where a prescribed number of premises in a geographically defined zone are to receive a Domestic Clean Up Collection Service.
- (iii) The Domestic Clean Up Collection Service must be provided to each Domestic Clean Up Service-Entitled premises in accordance with the collection schedule commencing on the Monday of the week in the zone that the service has been scheduled for, and concluding no later than 5 pm on the Friday of the same week.
- (iv) The Contractor must perform the Domestic Clean Up Collection Services on working days including public holidays between 6 am and 5 pm.
- (v) Collections will take place over the entire contract year, with at least a two (2) week break over the Christmas and New Year Period and a two (2) week break over the Easter Period.

2.1.2 Waste Categories

- (i) Waste is categorised by the Environmental Protection Authority NSW (EPA NSW) (<http://www.epa.nsw.gov.au/wasteregulation/classify-waste.htm>). There are six classifications of waste, which are:
 - 1. Special Waste
 - 2. Liquid Waste
 - 3. Hazardous Waste
 - 4. Restricted Solid Waste

EN1 - Domestic Clean Up Collection Policy and Bin Contamination Policy

ATTACHMENT 1 – 156-5 – 15 JUNE 2015



Waste Services
Domestic Clean Up Collection Policy
Trim 861#534

- 5. General Solid Waste (putrescible)
- 6. General Solid Waste (non-putrescible)

Other waste definitions covered by this policy include:

- (ii) **Compliant Domestic Clean Up Collection Service Material** which means General Solid Waste (non-putrescible).
- (iii) **Non-Compliant Domestic Clean Up Collection Service Material** which means all other waste.

2.1.4 Education

- (i) Council will undertake and fund the development, implementation and evaluation of annual education programs.
- (ii) The contractor will be given the opportunity to suggest education programs and to comment on educational resources produced to assist in improved delivery of services.
- (iii) Council's Waste Education Officer will prepare all educational programs explaining the Domestic Clean Up Collection Service. This will include the provision of recycling waste and landfill diversion practices.

3. ELIGIBILITY

3.1 This Policy applies to all Domestic Clean Up Collection services in the Wollondilly Local Government Area.

4. GUIDELINES

4.1 Principles of Best Practice

- (i) The Waste Hierarchy sets out the preferred management of waste. The new NSW EPA Waste Avoidance and Resource Recovery Strategy (2014) has a revised hierarchy which includes:
 - 1. Avoid and reduce waste
 - 2. Reuse waste
 - 3. Recycle waste
 - 4. Recover energy
 - 5. Treat waste
 - 6. Dispose of waste to landfill
- (ii) The Domestic Clean Up Collection is a service that recognises that some waste is unavoidable for customers and therefore the provision to safely and easily dispose of this waste is necessary.

Environment

EN1 - Domestic Clean Up Collection Policy and Bin Contamination Policy

ATTACHMENT 1 – 156-5 – 15 JUNE 2015



Waste Services
Domestic Clean Up Collection Policy
Trim 861#534

- (iv) The reuse of materials cannot be achieved by presenting material out for collection on the kerbside for Domestic Clean Up Collection.
- (v) The recycling of waste can be achieved as part of the Domestic Clean Up Collection as a separate pile for scrap metals and wet cell batteries can be placed out on the nature strip.
- (vi) Other waste collected as part of the Domestic Clean Up Collection is disposed of to landfill.

4.2 Unacceptable Waste

Domestic Council Clean Up material that should not be collected under the contract include, but are not limited to:

- (i) Asbestos
- (ii) Liquids of any kind
- (iii) Materials such as plastic containers and paper that should be placed in the yellow lidded Recyclables Mobile Bin
- (iv) Putrescible waste including but not limited to food waste and organics
- (v) Animal waste
- (vi) Construction waste
- (vii) Tyres
- (viii) Medical waste
- (ix) Hazardous waste and chemicals
- (x) Non-domestic waste including trade, industrial or shop waste
- (xi) Items that cannot be safely lifted by 2 people
- (xii) Items longer than 1.8 metres (with the exception of mattresses)

4.5 Education for the Clean Up Collection in Wollondilly

- (i) Council provides educational guidance for customers on the Domestic Clean Up Collection Service as part of its annual Waste and Recycling Service Guide. This guide is delivered to every customer at the beginning of each financial year.
- (ii) Additional information about the Domestic Clean Up Collection is posted to customers approximately one month before their scheduled Clean Up.
- (iii) This material will include:
 - 1. Number of clean ups per year
 - 2. How much material can be placed out for collection
 - 3. Where material can be placed out for collection
 - 4. The Waste Hotline Number
 - 5. Council's website address
 - 6. Any other relevant informationThis information is also available on Council's website.
- (iv) Inspections which identify early presentation and late presentation of materials will be conducted routinely throughout the collection schedules. Customers who present material early or late will be notified by Council in the form of notices that require the material to be removed or warning that it may be treated as illegally dumped material.

Environment

EN1 - Domestic Clean Up Collection Policy and Bin Contamination Policy

ATTACHMENT 1 – 156-5 – 15 JUNE 2015



Waste Services
Domestic Clean Up Collection Policy
Trim 861#534

- (v) Notices for early presentation and late presentation will be produced by Council and be issued by Council Waste Officers.
- (vi) In all instances in which the Contractor does not collect all material placed on the nature strip for collection the Contractor will be responsible for leaving notices which are produced by Council.

4.7 Clean Up Management Issues

- (i) **Early Presentation** - Early presentation of Domestic Clean Up materials will be monitored by Council Officers. Customers who present their Domestic Clean Up earlier than the weekend before their scheduled start date may be issued a notice of warning and asked to bring the pile back onto their property. Monitoring will be done through routine inspections in the Clean Up Collection Zones preceding the scheduled Domestic Clean Up commencement. Council's standard notice will be to remove the early presentation of Domestic Clean Up materials or warn that it will be treated and managed as illegally dumped material at Council's discretion.
- (ii) **Late Presentation** - Late presentation of Domestic Council Clean Up materials will be monitored by Council. Customers who present their Domestic Clean Up material late may be issued a notice of warning and asked to bring the pile back onto their property. Monitoring will be done through random inspections in Domestic Clean Up Collection zones or as follow up to notification by the Collection Contractor or other person(s). Materials presented late may be treated as illegally dumped material.

Evidence of the Collection Contractor's final pass through a Clean Up Collection Zone will be used to identify material presented late.

- (iii) **Excess Presentation** – Customers who present too much material in their Domestic Council Clean Up (allowance is 1.5 cubic metres per premises) will be issued a notice of warning and may have the excess material left on the nature strip. Evidence regarding excess material is initially the responsibility of the Contractor to provide digital photographs of the pile of material in excess of 2 cubic metres before and after the Domestic Council Clean Up Collection is rendered. It will be Council's responsibility to collate the details of the Customer and the nature of the issue. Monitoring of excess presentation may also be done through random inspections in Domestic Council Clean Up Collection zones by Council Officers.

In cases where excess material is left by the Collection Contractor, a notice will be issued and the Customer will be required to either remove the excess material from the nature strip or call Council within two days (not including weekend days) to arrange for pick-up of the excess material for the fee specified in the notice. Excess material that is not removed by the Customer or collected at the resident's expense may be treated as illegally dumped material.

- (iv) **Unacceptable Materials Presentation** - Unacceptable material presented in the Domestic Clean Up Collection will not be collected. Customers presenting unacceptable material will be issued a notice of warning and asked to bring the unacceptable material back onto their property. Monitoring for unacceptable materials will be done by the Collection Contractor during the Domestic Clean Up Collection. If the unacceptable material is not removed it may be treated as illegally dumped material.

EN1 - Domestic Clean Up Collection Policy and Bin Contamination Policy

ATTACHMENT 1 – 156-5 – 15 JUNE 2015



Waste Services
 Domestic Clean Up Collection Policy
 Trim 861#534

Asbestos. If the rejected material is asbestos, Council must be notified immediately and inspect it, so as to ensure that it has been safely and correctly cordoned off and suitably labelled by the Contractor. Following this Council must enact its Asbestos Management Policy.

4.8 Complaints Handling

Whilst it is the responsibility of the Contractor to deal with all complaints in relation to the Domestic Council Clean Up Collection it is Councils responsibility to collate on its database all details in relation to the Domestic Council Clean Up. All telephone complaints in relation to the Domestic Council Clean Up Collection should be transferred to the Contractor.

5. RESPONSIBILITY/ACCOUNTABILITY

5.1 Officers Responsible

1. Manager - Environmental Services (Council's Nominated Supervising Officer)
2. Team Leader Waste Management
3. Waste Education Officer
4. Senior Administration Officer - Waste
5. Administration Officer- Waste

6. RELATED POLICIES

- 6.1 Wollondilly Council Asbestos Management Policy
- 6.2 Bin Request Policy
- 6.3 Bin Contamination Policy
- 6.4 Waste Customer Service Policy
- 6.5 Contract Monitoring Policy
- 6.6 Complaint Handling - Adopted Policy - GOV0054

7. RELATED PROCEDURES

- 7.1 Wollondilly Council Waste Management and Resource Recovery Strategy 2013-2018
- 7.2 Wollondilly Council Community Education Plan 2013-2018
- 7.3 Wollondilly Waste and Recycling Collection Contract, Contract No 2013-21
- 7.4 Macarthur WARR Strategy 2014-2017
- 7.5 Draft Wollondilly Council Illegal Dumping Management Strategy and Action Plan
- 7.6 NSW EPA Illegal Dumping Strategy
- 7.7 Bin Request Procedure
- 7.8 Bin Contamination Procedure
- 7.9 Waste Customer Service Procedure
- 7.10 Contract Monitoring Procedure
- 7.11 Clean Up Collection Procedure

8. RELATED LEGISLATION

- 8.1 WHS Regulations 2011-Chapter 8- Asbestos

Environment

EN1 - Domestic Clean Up Collection Policy and Bin Contamination Policy

ATTACHMENT 1 – 156-5 – 15 JUNE 2015



Waste Services
Domestic Clean Up Collection Policy
Trim 861#534

- 8.2 NSW Waste Avoidance and Resource Recovery Act 2001
- 8.3 NSW Waste Avoidance and Resource Recovery Strategy 2014-2021
- 8.4 Protection of the Environment Operations Act 1997 (PEEO Act)
- 8.5 POEO (Waste) Regulation 2014

9. ATTACHMENTS

- 9.1 2015/16 Waste and Recycling Services Annual Booklet
- 9.2 2015/16 Clean Up Flyer

10. RESOURCES

- 10.1 NSW Waste Avoidance and Resource Recovery Strategy 2014-21
- 10.2 Wollondilly Waste Management and Resource Recovery Strategy 2013-18
- 10.3 Wollondilly Waste and Recycling Collection Contract, Contract No. 2013-2021.

11. IMPLEMENTATION STATEMENT

- 11.1 To ensure this policy is implemented effectively, Council will employ a variety of strategies involving awareness, education and training. These strategies will be aimed at Councillors, staff and council representatives and will involve:
 - 11.1.1 Providing a workshop to Councillors which will cover what the policy is about, what it covers and its implementation.
 - 11.1.2 Providing training for staff involved with the implementation of the policy, including, Waste Administration, Customer Service and Waste Management.
 - 11.1.3 Provide awareness of the policy by placing it on the staff intranet, and by placing it in the policy registrar once adopted.
 - 11.1.4 Providing a hard copy of the policy to all staff responsible for it.
 - 11.1.5 Include all responsible officers in its review in 12 months' time.
 - 11.1.6 A Clean Up Collection Procedure has been developed to work in conjunction with this policy

12. POLICY HISTORY

- 12.1 Date First Adopted ## / ## / ##
- 12.2 Most Recent Adoption ## / ## / ##
- 12.3 Next Review Date ## / ## / ##
- 12.4 Responsible Officer Manager Environmental Services

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Environment

EN1 - Domestic Clean Up Collection Policy and Bin Contamination Policy

ATTACHMENT 2 – 156-5 – 15 JUNE 2015



**Waste Services
Bin Contamination Policy**

1. POLICY OBJECTIVES

- 1.1 This Bin Contamination Policy aims to provide guidance to Wollondilly Shire Council on handling bin contamination for the 80L, 120L and 240L red lidded, 240L and 360L yellow lidded and 240L green lidded bins from July 2015.
- 1.2 Bin Contamination refers to all materials presented in or collected from recyclable mobile bins which are not recyclable or materials presented or collected from organics mobile bins which are not organics as defined by the Contract.

2. BACKGROUND

- 2.1 Current contamination rates in Wollondilly (for April 2015) for the yellow lidded recycle bin is 7% and for the green lidded garden organics bin is 2%. The baseline target for contamination in recycling is $\leq 5.0\%$ and the interim target is $\leq 3.5\%$. The interim target for garden organics is $\leq 1\%$. (Source: Preferred Resource Recovery Practices by Local Councils: Best Bin Systems: NSW EPA).
- 2.2 Bin contamination includes the presentation of unacceptable materials in any of the bins on the nature strip on collection day, and can be identified either by Council staff during a random bin inspection; by the Contractors driver visually; or by the camera in the hopper of the collection truck.
- 2.3 Council has a commitment to provide education to customers about what to place into their bins. This includes information on what can and cannot be placed in each bin. This information is distributed through customer service, the Annual Waste Services brochure, through education letters and on the Council website.
- 2.4 Council must provide supporting materials required for implementation of the strategy and this education includes customer service, bin tags and educational letters.

3. ELIGIBILITY

- 3.1 This Policy applies to all bin contamination related to Wollondilly Shire Council waste services

4. GUIDELINES

4.1 Bin Inspections

Random bin inspections conducted by Council staff compliments the Contamination Management Strategy by checking bins for contamination. Tags to reward good recycling and garden organics behaviour are able to be used by Council staff as well as contamination tags for contaminated bins. These random inspections may be guided by reports of previous contamination by the customer.

- 4.1.1 Bins that are found to have normal or gross contamination during this random bin inspections will be tagged for the customers information and an educational letter sent to the customer by Council informing them of the correct materials to go into the bin.

Environment

EN1 - Domestic Clean Up Collection Policy and Bin Contamination Policy

ATTACHMENT 2 – 156-5 – 15 JUNE 2015



**Waste Services
Bin Contamination Policy**

4.1.2 Bins that are found to have normal or gross contamination will be reported daily by Council and a record kept.

4.2 Visual Inspection by Contractors driver

4.2.1 If the Contractor visually inspects a contaminated bin they must tag the bin as contaminated. This applies to normal contamination and gross contamination.

4.2.2 Bins that are inspected for normal contamination will still be collected.

4.2.3 Customers whose bins are tagged for normal contamination and their bins collected will be sent an educational letter by Council informing them of the correct materials to be placed in the bin.

4.2.4 Bins that are grossly contaminated will not be collected. The offending bin will be tagged by the Contractor informing the customer they will be given the opportunity to rectify the problem with the bin within 1 working day and then phone the Waste Hotline number on 1800 805 305 to have their bin collected. This will be at no additional cost to the customer.

4.2.5 The customer with gross contamination will also be sent an educational letter by Council informing them of the correct materials to go into the bin.

4.3 Contamination Viewed by the Camera

If the camera in the hopper of the truck indicates the presence of contamination in the bin, the Contractor must tag the bin with the identified contamination.

4.3.1 Customers whose bins are tagged for contamination inspected by the camera, will also be sent an educational letter by Council informing them of the correct materials to go in the bin.

4.4 Educational Letters-First, Second, Third and Fourth Notification

All customers who contaminate their recycling or garden organics bin, will be reported to Council daily by the Contractor. An educational letter will be sent to the customer by Council.

4.4.1 The aim of these letters is to help Customers understand what goes into their bins. They provide visual prompts as well as text to inform customers of correct materials for each bin. If a Customer contaminates their bin multiple times in a 12 month period, a different letter with increased severity will be sent which acknowledges the number of contamination offences committed.

4.4.2 **First letter** - The first letter sent by Council to the Customer outlines that the bin has been found to have incorrect materials in it and outlines why it is important to place correct materials in the bin. A list of correct and incorrect materials for the bin is displayed on the back of the letter.

4.4.3 **Second letter** - The second letter sent by Council to the Customer outlines that the bin has been found to have incorrect materials in it and outlines why it is important to place correct materials in the bin. A list of correct and incorrect materials for the bin is displayed on the back of the letter. This letter highlights that this is a second occurrence.

EN1 - Domestic Clean Up Collection Policy and Bin Contamination Policy

ATTACHMENT 2 – 156-5 – 15 JUNE 2015



**Waste Services
Bin Contamination Policy**

4.4.4 **Third letter** - The third letter sent by Council to the Customer outlines that the bin has again been found to have incorrect materials for a third time in a three month period and outlines why it is important to place correct materials in the bin. A list of correct and incorrect materials for the bin is displayed on the back of the letter. The customer is warned that their recycling or organics bin service that has ongoing contamination issues may be ceased if they do not place the correct materials in the bin.

4.4.5 **Fourth letter**- the fourth letter sent by Council to the Customer informs the customer that their service for that recycling or organics bin has been ceased and that they need to apply to Council to have their service resumed. Council's Bin Request Policy outlines that if "the recycling or garden organics service is ceased due to ongoing contamination issues the customer may apply to have the bin service renewed. Residents should apply for this renewed bin service by calling Council directly" and "the time specified by Council before an application is considered will be not less than two scheduled collection services of the bin service in question."

4.4.6 The decision to cease a bin service due to a fourth notification of contamination in a 12 month period is at the discretion of Council. All efforts will be made to educate and assist residents in the correct use of their bin. A visit to the resident can be made if three letters have been sent and a fourth occurrence happens. Only after failure to secure compliance from the customer will the service be ceased.

5.1 Complaints Handling

All complaints in relation to bin contamination should be directed to Council's Team Leader Waste Management during business hours. Please refer to Complaint Handling - Adopted Policy - GOV0054 for full policy.

5. RESPONSIBILITY/ACCOUNTABILITY

5.1 Environmental Services Manager- Supervising Officer

6. RELATED POLICIES

- 6.1 Clean Up Collection Policy TRIM
- 6.2 Bin Request Policy TRIM
- 6.3 Contract Monitoring Policy TRIM
- 6.4 Waste Customer Service Policy TRIM
- 6.5 Complaint Handling - Adopted Policy - GOV0054

7. RELATED PROCEDURES

- 7.1 Clean Up Collection Procedure TRIM
- 7.2 Bin Request Procedure TRIM
- 7.3 Contract Monitoring Procedure TRIM
- 7.4 Waste Customer Service Procedure TRIM

8. RELATED LEGISLATION

- 8.1 Local Government Act 1993
- 8.2 NSW Waste Avoidance and Resource Recovery Act 2001

Environment

EN1 - Domestic Clean Up Collection Policy and Bin Contamination Policy

ATTACHMENT 2 – 156-5 – 15 JUNE 2015



**Waste Services
Bin Contamination Policy**

- 8.3 NSW Waste Avoidance and Resource Recovery Strategy 2014-2021
- 8.4 Protection of the Environment Operations Act 1997 (POEO Act)
- 8.5 POEO (Waste) Regulation 2014

9. ATTACHMENTS

- 9.1 Recycling contamination letter-First notification
- 9.2 Garden organics contamination letter-First notification
- 9.3 Gross contamination tag- graphic
- 9.4 Normal contamination tag-graphic

10. RESOURCES

- 10.1 NSW Waste Avoidance and Resource Recovery Strategy 2014-21
- 10.2 Wollondilly Waste Management and Resource Recovery Strategy 2013-18
- 10.3 Wollondilly Waste and Recycling Collection Contract, Contract No. 2013-2021.

11. IMPLEMENTATION STATEMENT

- 11.1 To ensure this policy is implemented effectively, Council will employ a variety of strategies involving awareness, education and training. These strategies will be aimed at Councillors, staff and council representatives and will involve:
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 - 11.1.2 Providing training for staff involved with the implementation of the policy, including, Waste Administration, Customer Service and Waste Management.
 - 11.1.3 Provide awareness of the policy by placing it on the staff intranet, and by placing it in the policy registrar once adopted.
 - 11.1.4 Providing a hard copy of the policy to all staff responsible for it.
 - 11.1.5 Include all responsible officers in its review in 12 months time.
 - 11.1.6 A Bin Contamination Procedure will be developed to work in conjunction with this policy.

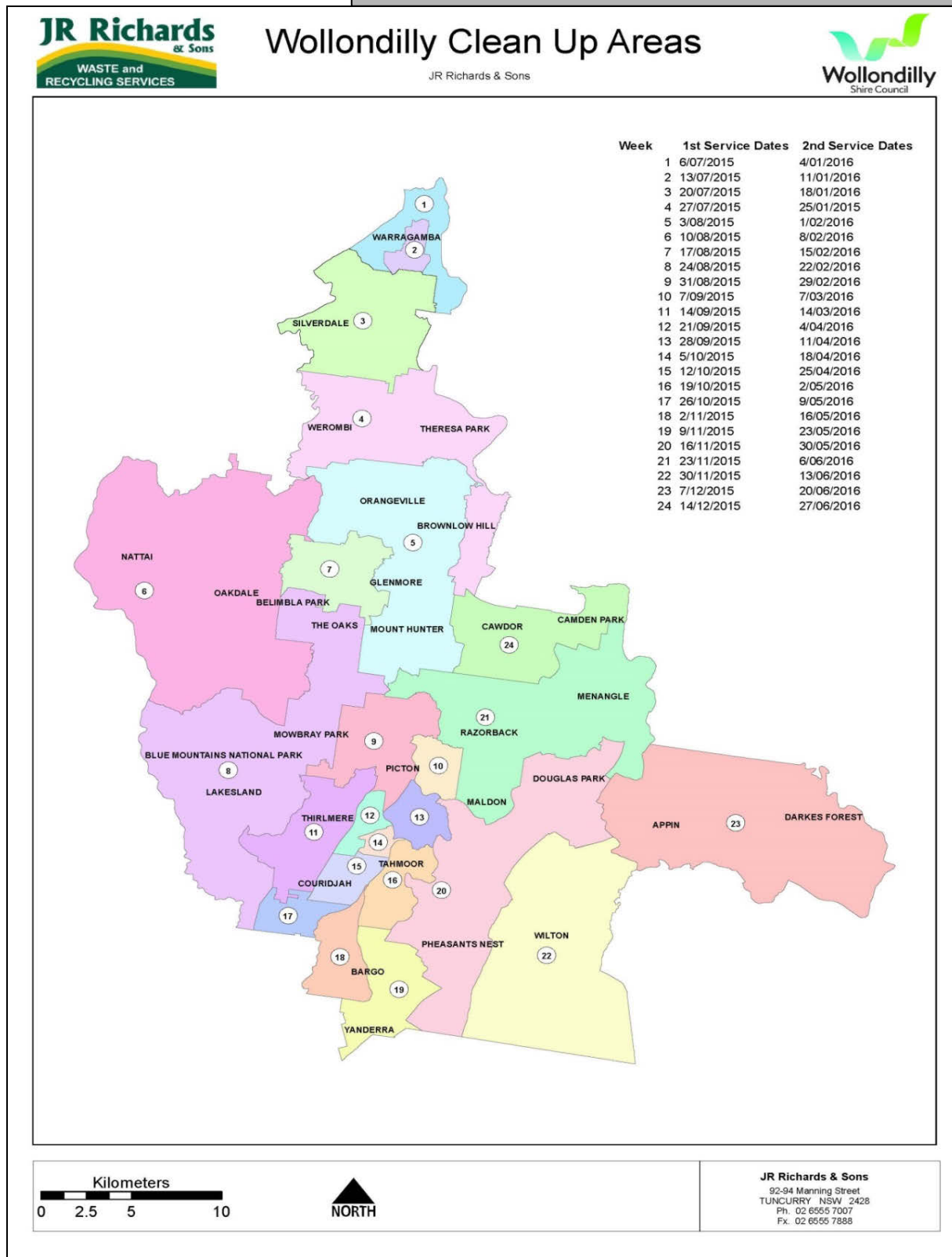
12. POLICY HISTORY

12.1	Date First Adopted	## / ## / ##
12.2	Most Recent Adoption	## / ## / ##
12.3	Next Review Date	## / ## / ##
12.4	Responsible Officer	Manager Environmental Services

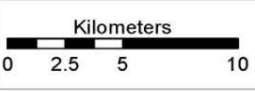
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EN1 - Domestic Clean Up Collection Policy and Bin Contamination Policy

ATTACHMENT 3 – 156-5 – 15 JUNE 2015



Environment



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Infrastructure

Report of Infrastructure to the Ordinary Meeting of Council held on Monday 15 June 2015

Relevance to the Community Strategic Plan

RELEVANCE TO COMMUNITY STRATEGIC PLAN - INFRASTRUCTURE

The reports contained within this section of the agenda outline actions and activities that contribute to the achievement of the outcomes as outlined in your Community Strategic Plan 2033.

IN1 - Draft Plan of Management - Sportsgrounds

INFRASTRUCTURE

IN1

Draft Plan of Management - Sportsgrounds

240

TRIM 8382

EXECUTIVE SUMMARY

- A Draft Plan of Management has been prepared for all Sportsgrounds in the Shire
- The Draft Plan of Management was placed on public exhibition in accordance with the Local Government Act 1993
- Two submissions were received during the public exhibition period
- This report recommends the adoption of the draft Plan of Management – Sportsgrounds.

REPORT

The Draft Plan of Management - Sportsgrounds has been prepared in accordance with the Local Government Act 1993.

The sportsgrounds have been classified by Council as Community Land. This Draft Plan includes only Council's Sportsgrounds, which are both Council owned and Crown Land. Sportsgrounds on Crown Land are not required to be covered under a Plan of Management; however, they are included to enable the whole sites to be identified in the Plan and the broad management of these lands to be undertaken in a consistent manner, regardless of ownership.

Two submissions were received. The key items identified from the submissions include:

- Add 'Council's Corporate Property Policy proposes to consider - providing additional community facilities, enhancing existing open space and protection of the environment' into the Proposed Future Management of Land section.
- The insertion of the clause, 'applications may be considered on merit by the property owner' or the like to items such as prohibited activities (ie: camping) where temporary or one off opportunities potentially exist for them to be permitted.
- Removal of the point, 'that Crown land be occupied, used, sold, leased, licensed or otherwise dealt with in the best interests of the State consistent with the above principles', as Council is not able to sell Crown Land.
- Add 'Additional Purposes' for land use options to cater for groups such as Men's Sheds.
- Adjustments to comments relating to the leases and licences for telecommunications tower and making them consistent with Council's previous resolutions and current practices.

IN1 - Draft Plan of Management - Sportsgrounds

- Adjust a clause relating to easements across community land to ensure consistency with the Local Government Act.
- Amendments to schedule of lands to reflect correct land ownership.
- Provide clarity surrounding classification of Crown Lands - Council has no powers to classify Crown Land.
- Use available open space in sportsgrounds as an additional purpose for uses such as council depots (in accordance with land use restrictions as identified in the Wollondilly LEP 2011).
- That, subject to the adoption of a future camping policy or strategy, overnight stays be approved with amendments made to the status of sportsgrounds which currently prohibits this activity.

It is proposed that the above items be accepted and included in the Plan of Management.

CONSULTATION

The Draft Plan of Management was placed on Public Exhibition for a period of 28 days, commencing on Wednesday 18 February 2015 and concluding on Tuesday 17 March 2015, with a further 14 days available for submissions which closed on Tuesday 31 March 2015.

The document was available for viewing at Council's Administration Building, as well as being available on line through Council's website. All sporting user groups and management committees were also invited to view the document and submit comments accordingly.

Two submissions were received during the public exhibition period.

FINANCIAL IMPLICATIONS

This report has no immediate impact on Council's operational Plan and budget.

No funding has been allocated for the Action Items identified in the Plan of Management.

Funding will be considered under future annual budget processes and allocated in accordance with this Plan of Management as well as Council's Section 94 Developer Contributions Plan, Asset Management Plan, Open Space, Recreation and Community Facilities Strategy, external grants and other potential funding sources.

ATTACHMENTS:

1. Plan of Management - Sportsgrounds

Report of Infrastructure to the Ordinary Meeting of Council held on Monday 15 June 2015


IN1 - Draft Plan of Management - Sportsgrounds

RECOMMENDATION

1. That Council adopt as Final, the Plan of Management - Sportsgrounds, incorporating the submission items listed within this report.
2. That upon adoption, a public notice be published identifying the adoption of the Plan.

IN1 - Draft Plan of Management - Sportsgrounds

ATTACHMENT 1 – 8382 – 15 JUNE 2015


Wollondilly
Shire Council

**GENERIC
PLAN OF MANAGEMENT
SPORTSGROUNDS**
TRIM File: 8382#2

WOLLONDILLY SHIRE COUNCIL

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Rural Living

Infrastructure

IN1 - Draft Plan of Management - Sportsgrounds

ATTACHMENT 1 – 8382 – 15 JUNE 2015

WOLLONDILLY SHIRE COUNCIL GENERIC PLAN OF MANAGEMENT - SPORTSGROUNDS

TABLE OF CONTENTS

INTRODUCTION.....	2
1. BACKGROUND.....	2
2. SCOPE OF THE PLAN OF MANAGEMENT	2
3. PROPOSED FUTURE MANAGEMENT OF THE LAND.....	2
4. STRUCTURE OF THE DOCUMENT	3
PART 1 – MANAGEMENT STRATEGIES.....	4
1. GOALS AND VISION	4
2. OBJECTIVES	5
3. REGIONAL CONTEXT	5
4. LAND STATUS.....	6
5. LAND CLASSIFICATION.....	6
6. CURRENT MANAGEMENT REGIME	7
7. COMMUNITY VALUES.....	7
PART 2 – MANAGEMENT OBJECTIVES.....	9
1. ACCESS	9
2. ANIMALS OF SPORTSGROUNDS.....	9
3. ALLOCATION OF PLAYING FIELDS	10
4. CONSUMPTION OF ALCOHOL.....	10
5. DEVELOPMENT OF LAND.....	11
6. ENVIRONMENTAL MANAGEMENT	11
7. FLOODLIGHTING	12
8. GROUND CLOSURES AND WET WEATHER	13
9. HIRE AND USE OF SPORTSGROUNDS AND ITS FACILITIES.....	13
10. LEASES, LICENCES AND OTHER ESTATES.....	14
11. MAINTENANCE	15
12. MARKETING	16
13. RISK	16
14. SIGNAGE.....	17
15. SMOKE FREE ENVIRONMENT	17
16. WORK BY THIRD PARTIES	17
PART 3 – ACTION PLAN	19
PART 4 – SCHEDULE OF LANDS.....	22
APPENDICES	28
APPENDIX A - PERMITTED USES AND DEVELOPMENTS	28
APPENDIX B - PROHIBITED ACTIVITIES	29
APPENDIX C - STATE ENVIRONMENTAL PLANNING POLICY (INFRASTRUCTURE)	30
APPENDIX D - LIST OF RELATED ACTS, POLICIES AND OTHER DOCUMENTS.....	32

IN1 - Draft Plan of Management - Sportsgrounds

ATTACHMENT 1 – 8382 – 15 JUNE 2015

WOLLONDILLY SHIRE COUNCIL GENERIC PLAN OF MANAGEMENT - SPORTSGROUNDS

PLAN OF MANAGEMENT – SPORTSGROUNDS

This draft plan has been prepared to meet the core objectives for the management of community land pursuant to Section 36 of the Local Government Act 1993.

Following exhibition and invitation to make submissions of the draft plan which commenced on Wednesday 18 February 2015 and ended on Tuesday 31 March 2015, Council adopted the 'Final' plan at its meeting on Monday 15 June 2015.

IN1 - Draft Plan of Management - Sportsgrounds

ATTACHMENT 1 – 8382 – 15 JUNE 2015

WOLLONDILLY SHIRE COUNCIL GENERIC PLAN OF MANAGEMENT - SPORTSGROUNDS

INTRODUCTION

1. Background

Council is required in terms of Section 36 of the Local Government Act 1993 to prepare plans of management for its community lands.

A plan of management provides information relating to the long term management of public open space through planning, resource management and maintenance. This plan of management relates to sportsgrounds within the Wollondilly Shire that are located on community land, as well as crown land.

This generic plan of management addresses all open space relating to Council's sportsgrounds. Individual plans of management may be prepared in future for specific site if it is determined that the general nature and use of the land is anticipated to change.

This generic plan of management is consistent with Council's strategic direction on public land management and will be part of Council's overall open space planning activities reflecting its priorities.

2. Scope of the Plan of Management

In preparing these plans, Council has endeavoured to ensure compatibility with a range of other plans and policies previously adopted by the Council, including:

- Community Strategic Plan.
- Open Space, Recreation and Community Facilities Strategy.
- Developer Contributions Plan.
- Local Environmental Plan 1991.
- Stormwater Management Plans (Upper Georges River, Upper Nepean River and Wollondilly District).
- Stonequarry Creek Floodplain Management Plan.
- Strategic Management of Council's Assets Policy
- Council's Corporate Property Policy (TRIM 2440#334).

Should any specific item provided for in a community land plan of management be incompatible with existing plans or policies, then the provisions of those previously adopted plans and policies shall generally have precedence.

3. Proposed Future Management of the Land

The plan outlines strategies for the ongoing management of the land detailing Council's expectations in relation to matters such as general condition and useability, suitability for all people regardless of physical ability, health and safety concerns, environmental concerns and cost effectiveness.

Council will continue to seek ways and means of improving its management of these lands for the benefit of the public at large. It proposes to develop a comprehensive asset management program and to continue to develop its asset maintenance program to achieve a high level of service at an affordable and sustainable cost.

IN1 - Draft Plan of Management - Sportsgrounds

ATTACHMENT 1 – 8382 – 15 JUNE 2015

WOLLONDILLY SHIRE COUNCIL GENERIC PLAN OF MANAGEMENT - SPORTSGROUNDS

Council's focus in these plans is to:

- Improve accessibility for people of all ages and levels of ability.
- Upgrade, improve and expand existing facilities rather than build new facilities.
- Improve the standard of amenities provided.
- Improve the level of service provided.
- Address health and safety issues.
- Address environmental issues.
- Provide cost effective services.
- Provide additional community facilities, enhance existing open space and protection of the environment.

4. Structure of the Document

This Plan of Management – Sportsgrounds has been prepared in the following parts:

Part 1 – Management Strategies

Identifies corporate goals, objectives and the permissible leasing and licencing arrangements for community land.

Part 2 – Management Objectives

Desired outcomes and/or performance objectives for the management of community land.

Part 3 – Action Plan

Method of achieving the performance objectives and how that performance is to be measured.

Part 4 – Schedule of Lands

Sportsgrounds covered in the Plan of Management.

IN1 - Draft Plan of Management - Sportsgrounds

ATTACHMENT 1 – 8382 – 15 JUNE 2015

WOLLONDILLY SHIRE COUNCIL GENERIC PLAN OF MANAGEMENT - SPORTSGROUNDS

PART 1 – MANAGEMENT STRATEGIES

1. GOALS AND VISION

The 'Vision' for Wollondilly Shire, developed through the Wollondilly Community Strategic Plan 2030 (November 2010) states that it:

“ Reflects the Community's desire to maintain Wollondilly Shire's rural character together with the sense of belonging to caring communities that have been at its core for generations”.

This Vision is based around nine principles that encompass the core qualities of the lifestyles and landscapes that the people of the Shire most value. These principles are:

- **Rural setting and character:** farmland and natural areas, separate towns and villages, rural-type roads
- **Viable agriculture:** a productive, sustainable and visible part of our economy, our community and landscape
- **Lifestyle:** residents experience and value living within a rural setting irrespective of where and how they live
- **Community Spirit:** community spirit thrives in villages with separate but interrelated identities
- **Environment and heritage:** natural and man-made settings with environmental and cultural significance
- **Towns and villages:** focal points which provide opportunities for social interaction.
- **Buildings and development:** sympathetic to the traditional character of our built environment
- **Roads and Transport:** rural living factors contribute to the Shire's overall high car-dependence
- **Infrastructure and services:** rural living factors can result in lower levels of services and infrastructure.
- **Governance:** maintain a strong and financial position, ensure best practice, accountability and promote a positive corporate image.

This Vision for the Shire informs and directs the goals and subsequent strategies that arise from the development of this plan of management. In accordance with Council's broader goals, this plan aims to provide the following strategic outcomes for these areas:

- Identify and assess the values, uses and facilities of Council's sportsgrounds
- Set a vision for sportsgrounds for the long term
- Define permitted uses for sportsgrounds
- Establish a basis for appropriate leases/ licences
- Identify and assess opportunities for development of facilities and infrastructure
- Identify and assess passive recreational and unstructured active sporting opportunities
- Identify and assess recreational demands on existing sportsgrounds and facilities
- Assign directions and priorities through identified infrastructure embellishments in a strategic action plan

IN1 - Draft Plan of Management - Sportsgrounds

ATTACHMENT 1 – 8382 – 15 JUNE 2015

WOLLONDILLY SHIRE COUNCIL GENERIC PLAN OF MANAGEMENT - SPORTSGROUNDS

2. OBJECTIVES

The Local Government Act prescribes "core objectives" for managing community land according to its category. These core objectives help councils to focus on the essential aspects of each area of land and to determine key performance targets.

Council proposes to manage the various parts of the land according to the Local Government Act core objectives and Council's other objectives.

Sportsground

The core objectives for the management of community land categorised as a "sportsground" are:

- (a) to encourage, promote and facilitate recreational pursuits in the community involving organised and informal sporting activities and games.
- (b) to ensure that such activities are managed having regard to any adverse impact on nearby residences.
- (c) to allow other uses such as emergency services, social events and the like including Rural Fire Stations, filming, camping, business, tourism, parking, horses and other community purposes (Men's Sheds) – with applications for these activities to be considered on merit by the property owner.

All community land must be classified in accordance with s. 36 (4) and (5) of the Local Government Act.

Land should be classified as a 'sportsground' if the land is used or proposed to be used primarily for active recreation involving organised sports of the playing of outdoor games.

Where the land is **Crown Reserve** managed and controlled by a Council, the management strategy needs to be in accordance with the principles for land management under the Crown Lands Act 1989, namely:

- a) that environmental protection principles be observed in relation to the management and administration of Crown land;
- b) that the natural resources of Crown land (including water, soil, flora, fauna and scenic quality) be conserved wherever possible;
- c) that public use and enjoyment of appropriate Crown land be encouraged;
- d) that, where appropriate, multiple use of Crown land be encouraged;
- e) that, where appropriate, Crown land should be used and managed in such a way that both the land and its resources are sustained in perpetuity; and

3. REGIONAL CONTEXT

The 2011 census indicates that Wollondilly Shire had a population of 43,484. This population is proposed to increase significantly to over 100,000 over the next 20-30 years, resulting primarily from anticipated population booms in Wilton Junction, Appin as well as Silverdale and Cawdor.

IN1 - Draft Plan of Management - Sportsgrounds

ATTACHMENT 1 – 8382 – 15 JUNE 2015

WOLLONDILLY SHIRE COUNCIL GENERIC PLAN OF MANAGEMENT - SPORTSGROUNDS

The Shire's population is relatively small, but is spread over 16 towns and villages spanning an area of over 2,500sq.km. The largest town being Tahmoor with approximately 4,100 residents. Other sizeable settlements include Picton, Thirlmere, Bargo and Silverdale – each accommodating approximately 3,000 residents.

This plan of management centres on 14 Sportsgrounds, located in 10 town centres, all identified as regional open space facilities in the hierarchy. These include:

- Appin (x 2 Sportsgrounds)
- Bargo
- Douglas Park
- Oakdale
- Picton (x 3 Sportsgrounds)
- Tahmoor
- The Oaks
- Thirlmere
- Warragamba (x 2 Sportsgrounds)
- Wilton

The 14 Sportsgrounds accommodate the following sports which are currently being actively pursued:

Athletics	AFL
Basketball	BMX
Cricket	Exercise (Outdoor Gym)
Football (Soccer)	Netball
OzTag	Rugby League
Rugby Union	Skateboarding
Softball	Tennis
Touch Football	Walking

4. LAND STATUS

The 14 Sportsgrounds identified in the plan of management are a combination of freehold parcels of land owned by Wollondilly Shire Council, and Crown Lands. Crown Lands are not required to be covered under a plan of management, however, they are included to enable the whole sites to be identified in the Plan.

5. LAND CLASSIFICATION

Land classified as 'community land' in terms of s. 27 and clause 6 of schedule 7 of the Local Government Act. These parcels are Council owned. The 14 Sportsgrounds are classified community land and are owned as follows:

• Appin AIS Sportsground	Council (Community Land)
• Appin Park	Council (Community Land)
• Bargo Sportsground	Council (Community Land) and Crown Land
• Douglas Park Sportsground	Crown Land
• Dudley Chesham Sportsground, The Oaks	Council (Community Land)
• Hume Oval, Picton	Council (Community Land)

IN1 - Draft Plan of Management - Sportsgrounds

ATTACHMENT 1 – 8382 – 15 JUNE 2015

WOLLONDILLY SHIRE COUNCIL GENERIC PLAN OF MANAGEMENT - SPORTSGROUNDS

- | | |
|-------------------------------|---|
| • Picton Sportsground | Council (Community Land) |
| • Tahmoor Sportsground | Council (Community Land) and Crown Land |
| • Thirlmere Sportsground | Crown Land |
| • Victoria Park, Picton | Council (Community Land) and Crown Land |
| • Warragamba Sportsground | Council (Community Land) |
| • Waterboard Oval, Warragamba | Council (Community Land) |
| • Willis Park, Oakdale | Council (Community Land) |
| • Wilton Recreation Reserve | Crown Land |

6. CURRENT MANAGEMENT REGIME

Council currently manages the 14 sportsgrounds and their facilities. Six sportsgrounds are managed by Management Committees, which are voluntary community committees authorised under the delegation of s. 377 of the Local Government Act to manage the facilities on behalf of the community. Management Committees operate under s. 355 of the Local Government Act.

The six sportsgrounds managed by Management Committees are:

- Bargo Sportsground
- Douglas Park Sportsground
- Tahmoor Sportsground
- Thirlmere Sportsground
- Victoria Park, Picton
- Wilton Recreation Reserve

7. COMMUNITY VALUES

This plan takes a values approach to planning and management of the sportsgrounds identified. Values can be defined as describing what is important about a place.

The following points identify the values and importance of public land as previously highlighted by the public during community consultation for the 2001 plan of management process:

- 1. Significance placed on Recreational Values by the Community**
Sportsgrounds in this plan, although retaining significant environmental values and in some cases, cultural and natural values, are overwhelmingly for their recreational facilities and opportunities for organised sports.
- 2. Diversity of Opportunities/ Facilities for Sporting Groups**
The importance of these sportsgrounds and respective facilities in servicing a range of local sporting organisations, associations and clubs (including a range of age groups).
- 3. Broad Community Access and Organisation**
Opportunities for sportsgrounds to cater for a broad range of user groups and organisations by respective sporting bodies to optimise obvious spatial

IN1 - Draft Plan of Management - Sportsgrounds

ATTACHMENT 1 – 8382 – 15 JUNE 2015

WOLLONDILLY SHIRE COUNCIL GENERIC PLAN OF MANAGEMENT - SPORTSGROUNDS

limitations and temporal constraints (eg. alternating use of sportsgrounds on weekends, evening training under lights).

4. Social Significance

These sportsgrounds provide a significant social and community focus and are important in maintaining a sense of community spirit.

5. Local Sporting History/ Cultural Significance

Recreational facilities reflect a local sporting history for each sportsground (eg. AFL/ football (soccer), rugby league/ cricket/ harness racing/ tennis at Bargo Sportsground, netball/ football/ cricket/ athletics/ dog agility training/ BMX/ skateboarding at Tahmoor. Types of uses, the user groups and organised sporting activities are not static – they change over time and reflect the growth, decline and dynamics of each sport.

6. Opportunities for Developing Representative Level Skills

These sportsgrounds are valued as places for developing the sporting ability and skills of local children and youth to representative levels. The opportunities to promote future growth of each sport (eg. through juniors/ youth) is highly valued.

7. Other Organised Activities at Sportsgrounds

Most of the sportsgrounds also reflect a broad range of other uses and activities, ancillary to the major activities (eg. events/ shows at Bargo Sportsgrounds, scout groups at Hume Oval, Picton).

8. Use of Sportsgrounds for Additional Purposes

Opportunities be considered and granted for additional purpose activities such as Men's Sheds to be carried out where they are not conflicting with or impacting upon the core usage of the facility.

9. Informal Recreational Activities

Informal recreational activities and facilities are also important and well used (eg. skateboard ramps at Bargo Sportsground, Dudley Chesham Sportsground, The Oaks, Tahmoor Sportsground and Warragamba Sportsground).

10. Recreational Linkages

Opportunities exist for enhanced recreational linkages (eg. bushwalking).

11. Environmental and Scenic Values

Some of the sportsgrounds (including Bargo Sportsground, Tahmoor Sportsground and Thirlmere Sportsground) have significant remnant bushland and faunal corridors worthy of protection and rehabilitation.

12. Cultural/ Commemorative Heritage

Victoria Park contains a number of significant trees, planted to commemorate local soldiers who died serving in the Boer War and World War I. cultural plantings are also associated with the AH&I Society and the Annual Show.

IN1 - Draft Plan of Management - Sportsgrounds

ATTACHMENT 1 – 8382 – 15 JUNE 2015

WOLLONDILLY SHIRE COUNCIL GENERIC PLAN OF MANAGEMENT - SPORTSGROUNDS

PART 2 – MANAGEMENT OBJECTIVES

1. ACCESS

Access to sportsgrounds shall be provided in accordance with Council's adopted Open Space, Recreation and Community Facilities Strategy, and Disability Action Plan.

Where possible the design of facilities will take into account the needs of disabled users and parents with prams.

It will obtain an appropriate balance of parking without compromising aesthetics or the recreational function of the land.

Allowance is to be made for service and emergency vehicles access to all sportsgrounds.

Council may carry out maintenance that requires the closure of the grounds, provided clubs and other stakeholders are given due warning.

Criteria for the closure of grounds due to wet weather will recognise the communities desire to play sport and limit potential damage to the playing surface – see No. 8 'Ground Closures and Wet Weather' (Part 2) section.

2. ANIMALS ON SPORTSGROUNDS

In the interest of public safety and health, dogs usage of sportsgrounds is only permitted through prior arrangements such as a designated booking (eg. Dog agility training at Tahmoor Sportsground). Dog usage of sportsgrounds is only permitted when the animal is kept on a leash, with the exception of companion animal sites (off-leash areas). At these sites, dogs may access the areas off-leash within the fenced area. Companion animal off-leash sites are located at:

- Appin Park
- Bargo Sportsground
- Tahmoor Sportsground
- Warragamba Sportsground

The riding of horses is prohibited at all sportsgrounds unless otherwise permitted. Applications for riding of horses can be submitted to the land owner and may be assessed on merit. Dudley Chesham Sportsground, The Oaks, has a dedicated horse riding facility managed by the local riding club. Usage of this area must obtain prior approval from the club. Bargo Sportsground has a purpose built trotting track used by trotters. Thirlmere Sportsground has a greyhound track used by dogs.

The usage of sportsgrounds by other animals is not permitted unless otherwise approved by Council.

Further off leash areas will be encouraged throughout the Shire, subject to available funds and suitability of sites. Proposals for such areas will be submitted to the Companion Animals Committee for consideration and comment.

IN1 - Draft Plan of Management - Sportsgrounds

ATTACHMENT 1 – 8382 – 15 JUNE 2015

WOLLONDILLY SHIRE COUNCIL GENERIC PLAN OF MANAGEMENT - SPORTSGROUNDS

3. ALLOCATION OF PLAYING FIELDS

The allocation of playing fields is undertaken in a manner that is responsive to recreation trends and a local hierarchy of sportsground uses.

Fields are allocated to reflect recreational demand.

Playing fields will be allocated on a seasonal basis and subject to the lease and licence provisions of this plan of management, unless determined by other arrangements.

Council will encourage the multiple use of existing recreation and sports facilities wherever practicable through the shared allocation of playing fields.

Allocation priorities will be given to sporting groups, or clubs who have a majority of its members living within the Wollondilly Shire, have had long associations with their respective venues and have invested considerable funds in the facility over the past 10 years.

Where appropriate, ensure that playing fields cater for multi-purpose sporting activities which allow for the joint use of facilities whilst not impacting upon the ground carrying capacity.

Disputes, which arise from the allocation of playing fields, shall be referred to the Council where mutual agreement cannot be achieved. If a 355 Management Committee exists for a facility where a dispute evolves, the Committee must first try and address and resolve the matter. Should the matter not be resolved, the Committee and user groups will then take the matter to Council for resolution.

Sportsgrounds managed by Section 355 Management Committees must abide by Council's hiring agreements and arrangements which includes the charging of relevant fees and charges as adopted by Council annually.

4. CONSUMPTION OF ALCOHOL

The sale of alcohol on public land categorised as sportsground is prohibited unless otherwise exempted by Council. The sale and consumption of alcohol (and all drinks) in glass is prohibited at all times.

Where a reserve is exempt from alcohol prohibition the following restrictions apply to its use:

- Times of consumption of alcohol at sportsgrounds shall be restricted to those times identified in the licence agreement for the use of the grounds and facilities
- Alcohol is not to be consumed on any sports field while games or training are in progress
- Abuse of these privileges will result in the cancellation of the licence agreement or hire for use of Council facilities

IN1 - Draft Plan of Management - Sportsgrounds

ATTACHMENT 1 – 8382 – 15 JUNE 2015

WOLLONDILLY SHIRE COUNCIL GENERIC PLAN OF MANAGEMENT - SPORTSGROUNDS

5. DEVELOPMENT OF LAND

Council intends to continue to use the lands of the 14 sportsground sites in this plan primarily as venues for public recreation, providing such sporting and recreation facilities as are required, subject to funding.

Where practical, and permissible, opportunities for not-for-profit organisations such as service groups and clubs (including service groups and community groups like Men's Sheds) should be encouraged to develop sites and facilities which have benefits for the community as an additional purpose activity.

Such proposals will be considered and assessed on an individual basis and determined based on the proposal and site it is proposed on. Proposals will require a Development Application unless exempt (such as through the State Environmental Planning Policy - Infrastructure).

Proposed developments upon land owned by the Crown generally require land owners notification and/ or consent prior to the commencement of works.

Ensure that designs for sportsgrounds recognise the use of the reserve for passive recreation purposes.

Promote the design of new sporting facilities that meet multiple-use criteria and are both cost-effective and efficient through sharing of facilities, amenities and car parking.

Sportsgrounds will be designed as multi-purpose facilities allowing for a variety of usage patterns defined by recreation trends.

See Appendix A for a list of permitted uses and developments upon sportsgrounds.

Under the Divided Fences Act, Council is not required to provide a monetary contribution towards the repair of an existing or erection of a new fence on a property boundary bordering public open space, such as a sportsground.

6. ENVIRONMENTAL MANAGEMENT

The Environment

Ensure that the management and development of sportsgrounds is compatible with surrounding natural areas and adheres to the principles of ecologically sustainable development.

Ensure that the design and maintenance of sportsgrounds prevent any long term negative impacts on adjoining bushland.

Develop and maintain recreational facilities to meet current and future needs of the community in an ecologically sustainable manner.

Protect ecologically sensitive habitat from intrusive and degrading recreational activities.

IN1 - Draft Plan of Management - Sportsgrounds

ATTACHMENT 1 – 8382 – 15 JUNE 2015

WOLLONDILLY SHIRE COUNCIL GENERIC PLAN OF MANAGEMENT - SPORTSGROUNDS

Landscape Design

Environmental management also includes landscape design. The inherent landscape features of reserves are to be retained, and where possible enhanced, when developing sportsgrounds.

Enhance the visual amenity of sportsgrounds and provide shade for spectators through the retention of existing vegetation or the planting of appropriate trees.

Ensure that facilities are designed and sited to best integrate with the aesthetics of the area.

Proposed developments which entail vegetation removal, and vegetation plantings (including landscaping) need to be take into consideration Acts, Policies etc. such as:

- Threatened Species Conservation Act
- Council's Tree Preservation Policy
- Wollondilly Local Environment Plan
- Schedule of Significant Trees

Heritage Values

Consideration must also be made to the various heritage values present and potentially present at Council's sportsgrounds. These include indigenous (taking into account the two native tribes, The Gundungurra and D'harawal) tribes, who were traditional inhabitants of Wollondilly. Additionally, European Cultural Heritage and Significant Cultural Plantings need be considered. Below is a schedule of significant trees:

Common Name	Botanic Name
Bunya Pine	Araucaria bidwilli
Atlas Cedar	Cedrus atlantica
Chinese Juniper	Juniperus chinensis
Stone Pine	Pinus pinea
Slash Pine	Pinus elliotii
Loblolly Pine	Pinus taeda
Plane Tree	Platanus orientalis
English Oak	Quercus robur
Peppercorn Tree	Schinus areira

7. FLOODLIGHTING

Floodlighting of playing fields shall be recognised as a means by which the usefulness of Council facilities can be extended for the overall benefit of the community.

Floodlighting proposals will respect the rights of adjoining landowners to experience a reasonable quality of life.

The floodlighting of playing fields shall be permissible only where they meet the appropriate Australian Standard for usage and light spill. Council will seek to provide at least one full sized playing field at each sportsground to meet 100 lux (competition match play level), subject to the availability of funding and resources.

IN1 - Draft Plan of Management - Sportsgrounds

ATTACHMENT 1 – 8382 – 15 JUNE 2015

WOLLONDILLY SHIRE COUNCIL GENERIC PLAN OF MANAGEMENT - SPORTSGROUNDS

Council's priority is to provide a playing field of 100 lux at each sportsground before it considers the allocation of funding to upgrade lighting levels beyond 100 lux (ei: 200 lux and greater) at any sportsground. Requests however, by user groups to provide lighting levels greater than 100 lux will be considered, however, unlikely to obtain Council support through a monetary contribution. Council is under no obligation to provide floodlighting exceeding 100 lux, which is the benchmark it has set to provide a safe and user friendly facility for the areas level of sporting competition.

All new floodlighting proposals shall be subject to the approval of the Council.

8. GROUND CLOSURES AND WET WEATHER

Council will be the over-riding authority to close and open grounds. Playing fields may be closed for several reasons including wet weather, construction or maintenance, or poor condition.

In the event of wet weather, Council's delegated officer will inspect all grounds and make a decision on their status. Notification of ground closures due to wet weather will be placed on Council's website and an updated message placed on the wet weather line.

Should playing fields be closed due to construction or maintenance work, Council will endeavour to provide maximum notice to user groups prior to the anticipated ground closure.

Should Council deem grounds to be open and a Management Committee or user group determine to close them, they subsequently can close the grounds. In this instance, Council should be notified and ground signage should represent this with the 'closed' sign placed. Under no circumstances can Management Committees, user groups or other open a ground if it has been closed by Council. Subsequently, grounds must not be used for any activity if closed.

9. HIRE AND USE OF SPORTSGROUNDS AND ITS FACILITIES

Sportsgrounds in the Wollondilly Shire are currently all hired out to user groups on a seasonal hire basis, with hire fees in accordance with Council's adopted fees and charges. To ensure ongoing multi-use of Sportsgrounds and associated facilities, this method will be encouraged to continue.

There are from time to time casual hire arrangements with both existing seasonal users groups and one-off hirers. Such hire arrangements are accommodated if there is no impact upon a permanent seasonal or pre-existing casual booking.

In special circumstances, Council reserves the right to cancel an existing booking or refuse an intended booking. Where possible, maximum notice will be given to affected hirers/ users. Similarly where possible, an alternate arrangement will be sought for the affected hirer/ user.

Subject to sportsgrounds being open, fields and their surrounds that are not being utilised by a formal hirer during their designated hire period are available for use by the public.

IN1 - Draft Plan of Management - Sportsgrounds

ATTACHMENT 1 – 8382 – 15 JUNE 2015

WOLLONDILLY SHIRE COUNCIL GENERIC PLAN OF MANAGEMENT - SPORTSGROUNDS

Personal trainers and fitness groups utilising Council's sportsgrounds for commercial benefit must abide by Council's Use of Public Open Space by Commercial Fitness Groups and Personal Trainers Policy.

10. LEASES, LICENCES AND OTHER ESTATES

Leases, licences or other estates on Community Land may only be granted if:

- The plan of management expressly authorises the lease etc.
- The purpose of the lease etc. is consistent with the core objectives for the category of the land (s. 46(2) of the Local Government Act)
- The lease etc. is for the purpose listed in section 46(1)(b) of the Local Government Act
- Council must call for tenders for leases etc. over 5 years, unless the lease etc. is to be granted to a non-profit organisation (s. 46(A) of the Local Government Act)

Subject to a lease, licences or other estate of less than 5 years complying with s. 46 of the Local Government Act, the following must be carried out by Council:

- Give public notice of the proposal
- Place a notice of the proposal on the land
- Notify owners adjoining the land
- Notify persons living in the vicinity of the land if Council believes that the land is the primary focus of the person's enjoyment of community land
- Consider submissions made about the proposal

Council may only grant a lease, licence or other estate of between 5 to 21 years, if the following is carried out by Council:

- Give public notice of the proposal
- Place a notice of the proposal on the land
- Notify owners adjoining the land
- Notify persons living in the vicinity of the land if Council believes that the land is the primary focus of the person's enjoyment of community land
- Consider submissions made about the proposal
- Refer the proposal to the Minister for Local Government if Council has received an objection to the proposal

This Plan of Management expressly authorises the lease, licence or grant of any other estate over the land which is subject to this Plan of Management in accordance with the provisions set out in this plan of management, including the Action Plan table. Applications for lease, licence or grant of an estate will be considered by Council on their merit.

Any lease, license or other estate would however need to be for the purpose of meeting the management objectives for the land as Sportsgrounds.

The Crown Lands Act are the current authority to approve the leasing and licencing of Telecommunications Towers on Crown Land which include the Sportsgrounds at Tahmoor and Thirlmere.

Leases and licences for telecommunications towers on community land will be authorised by this plan of management subject to the following criteria:

IN1 - Draft Plan of Management - Sportsgrounds

ATTACHMENT 1 – 8382 – 15 JUNE 2015

WOLLONDILLY SHIRE COUNCIL GENERIC PLAN OF MANAGEMENT - SPORTSGROUNDS

- The proposed facility has been approved under the provisions of Council's adopted Telecommunications Facility Policy (especially the public exhibition of the proposal), *with consideration to be given to Council's resolution of 19 September 2011, No. 223/2011.*
- The lease or licence is for a minimum period of 20 years, consisting of 4 x 5 year leases, and is to be renegotiated at its expiration. Any option, extension or second period of a lease or licence will be subject to public exhibition.
- A rental fee is payable to Council and that fee is used for the embellishment of the reserve in which the facility is located.

Applications for an easement for the use of public utility (eg. gas, water, sewer etc) require the approval from the property owner. All costs to establish an easement for the purpose of a public utility will be borne by the applicant including but not limited to valuations, surveys and legal costs. All applications will be assessed on merit and subject to a report being submitted to Council for consideration in accordance with the Local Government Act.

For seasonal hire, casual hire and general use of sportsgrounds, see No. 9 – 'Hire and Use of Sportsgrounds' (Part 2).

Crown Land

Leases and licences on Crown Land must be consistent with the reservation's public purpose. Public access and equity must be preserved. Activities, services and facilities on Crown Land should have benefits for the broad community. Any proposed lease, licence or development should not over commercialise or alienate the sportsground in any way. Areas which may designate or imply exclusive use are unacceptable. However, a reasonable entry fee or equitable pricing for facilities is not considered a barrier to public access.

11. MAINTENANCE

The maintenance of sportsgrounds, particularly the playing fields, is a core activity of Council. Maintenance is carried out in accordance with available budgets, the nature of the facility and safety of users.

Council will continue to develop efficient maintenance practices that provide quality sportsgrounds within its available budgets.

Allocation of resources will be based upon a hierarchy of service levels that respond to the level and type of usage.

Council will support efforts by Management Committees, user groups and community organisations to restore and maintain local recreational facilities. Any proposed by such groups need to consult Council prior to undertaking any proposed works.

Usage patterns of playing fields are monitored to ensure the ground carrying capacity of the fields does not result in cost over-run due to intense maintenance requirements.

Environmental protection measures will adhere to playing field maintenance items including fertilising, watering, topdressing, turfing, weeding and spraying.

IN1 - Draft Plan of Management - Sportsgrounds

ATTACHMENT 1 – 8382 – 15 JUNE 2015

WOLLONDILLY SHIRE COUNCIL GENERIC PLAN OF MANAGEMENT - SPORTSGROUNDS

Maintenance matters such as repairs etc. should be reported to the respective Section 355 Management Committee and/ or Council via the CRM system.

Garbage services respond to average anticipated usage patterns. User groups will be required to cater for peak demands (such as weekend matches) and special events.

Where agreed with the user groups, appropriate seasonal renovation maintenance will be undertaken so as not to interfere with the reasonable usage of the grounds.

Whilst Council will endeavour to provide the best possible playing field, Council in under no obligation to meet any sporting club's or association's facility standards.

12. MARKETING

Council proposes to increase public awareness of the sporting facilities and groups within the Shire.

It promotes the health and social benefits of being involved in local sports.

Council encourages widespread community participation in sporting and cultural activities.

Method used to market these include:

- Council's website
- Media through press release and articles in local newspapers
- Social media channels
- Promotional material such as brochures
- Local radio
- User groups

13. RISK

Council will actively identify, monitor and manage public risk through progressive and responsive mechanisms.

Community involvement in the recognition and remediation of public risk will be encouraged.

Encourage community support in the protection, maintenance and enhancement of the Shire's sportsgrounds.

Anti-social behaviour will be discouraged through the involvement of the local community caring for their sportsgrounds.

Allocated clubs and all user groups will be required to provide adequate protection against public liability.

The level of public liability required by clubs and users of sportsgrounds and facilities will be identified by Council.

IN1 - Draft Plan of Management - Sportsgrounds

ATTACHMENT 1 – 8382 – 15 JUNE 2015

WOLLONDILLY SHIRE COUNCIL GENERIC PLAN OF MANAGEMENT - SPORTSGROUNDS

Any risk issues at Council's sportsgrounds and associated facilities that have the potential to harm or injure anyone must be reported to Council immediately.

14. SIGNAGE

The erection or display of advertising and signage within New South Wales is subject to State Environmental Policy No 64 – Advertising and Signage.

- (1) This Policy applies to all signage:
- (a) that, under another environmental planning instrument that applies to the signage, can be displayed with or without development consent; and
 - (b) is visible from any public place or public reserve, except as provided by this Policy.

Note:

Public place and public reserve are defined in section 4 (1) of the Act to have the same meanings as in the Local Government Act 1993.

- (2) This Policy does not apply to signage that, or the display of which, is exempt development under an environmental planning instrument that applies to it.

Any group proposing to install signage, banners or the like, be it advertising, sponsorship, club details, matching fixtures or other must inform Council prior to its installation, and provide Council with details of the proposal including size of sign, material and location. This must be adhered to if the sign or banner is permanent or temporary.

15. SMOKE FREE ENVIRONMENT

In accordance with the Tobacco Legislation Amendment Bill introduced to NSW State Parliament in 2012 under the Smoke-free Environment Act 2000, the following prohibitions have been in force since 07 January 2013 in outdoor public areas:

- Within 10 metres of children's play equipment
- A spectator area at a sportsground or other recreational area being used for a sporting event

Council supports the requirements of the Smoke-free Environment Act.

16. WORK BY THIRD PARTIES

Ensure that works by third parties on community land are both consistent and permissible under the core objectives of the land category.

Council will encourage work by third parties to foster community partnership in the provision of services and facilities on sportsgrounds.

IN1 - Draft Plan of Management - Sportsgrounds

ATTACHMENT 1 – 8382 – 15 JUNE 2015

WOLLONDILLY SHIRE COUNCIL GENERIC PLAN OF MANAGEMENT - SPORTSGROUNDS

Where appropriate works by third parties on community land will require a development application to Council with the construction supervised and completed to the satisfaction of Council's delegated officer.

All proposed works by third parties on Sportsgrounds are to be referred to Council for comment. Proposals should include a plan, location, cost of project and identified funding sources as a minimum to enable it to be considered further by Council. Where a Section 355 Management Committee exists, proposals need to be submitted and supported by the Committee prior to submitting to Council. The Committee Minutes should reflect the Committee's support of the proposal and either/ and a letter of support from the Committee must be accompanied with the submission to Council for consideration.

IN1 - Draft Plan of Management - Sportsgrounds

ATTACHMENT 1 – 8382 – 15 JUNE 2015

WOLLONDILLY SHIRE COUNCIL GENERIC PLAN OF MANAGEMENT - SPORTSGROUNDS

PART 3 – ACTION PLAN

Council is required to categorise the land according to its use type and to manage it so as to achieve the core objectives for the land.

Key Vision Strategies & Management Objectives	Performance Targets (subject to funding)	Performance Measures	Priority
ACCESS - Provide for passive recreational activities or pastimes.	- Provide vehicular access and pedestrian pathways. - Provide shared pathway links within the sportsground that connect to existing routes and places of interest.	- Proposed works are listed in a works program or Management Plan.	Medium
USE - Provide quality multi-purpose and multi-use sports fields. - Provide for passive recreation activities or pastimes.	- Provide playing fields and associated facilities for organised sport. - Provide opportunities for passive and casual usage of sportsgrounds, its surrounds and facilities outside of normal hire periods. - Promote and encourage usage of sportsgrounds outside the normal sport and recreation realm.	- Playing fields are provided allowing for maximum usage within its capacity. - Facilities are regularly used by a multitude of sport and recreation activities. - Facilities are used for other uses such as festivals, concerts, markets, community based projects etc. - Other groups such as service and community groups are encouraged to undertake projects, events and provide infrastructure in accordance with this plan of management on sportsgrounds.	High Medium Medium Medium
DEVELOPMENT - Provide playing fields for organised sport opportunities.	- Provide the best possible quality playing fields for sport usage.	- Fields are developed and maintained to the best possible standard and level in accordance with available funding and resources.	High

IN1 - Draft Plan of Management - Sportsgrounds

ATTACHMENT 1 – 8382 – 15 JUNE 2015

WOLLONDILLY SHIRE COUNCIL GENERIC PLAN OF MANAGEMENT - SPORTSGROUNDS

<ul style="list-style-type: none"> - Develop playing fields for extended usage with floodlighting provision. - Provide amenities facilities for participants and spectators. - Other facilities associated with sportsgrounds (as a public open space) are provided. 	<ul style="list-style-type: none"> - Provide 100 Lux Floodlighting to at least one main playing field at all sportsgrounds. - Provide amenities facilities at each sportsground consisting a minimum of toilets (including accessible), canteen and storage. - Facilities such as car parking, playgrounds etc. are proposed and included in sportsground developments. - Facilities and infrastructure for community use are encouraged. 	<ul style="list-style-type: none"> - Floodlighting is progressively upgraded as identified in Council's Floodlighting Audit. - A minimum and standard design is endorsed and approved for new amenities buildings. - Plans and designs of sportsgrounds include associated and ancillary facilities for community use and benefit. - Facilities and infrastructure such as buildings, portions of the sportsgrounds that don't isolate the overall use of the site etc. are designated to community groups for associated activities – generally on a lease or licence basis. 	<p>High</p> <p>High</p> <p>Medium</p> <p>Medium</p>
<p>PUBLIC SAFETY & RISK MANAGEMENT</p> <ul style="list-style-type: none"> - Adequately address all public safety and risk management issues. - Engage the community to provide input to reduce anti-social behaviour. 	<ul style="list-style-type: none"> - Carry out routine or scheduled inspections and address any repair work necessary. - Involve the community in planning and development process for the facility. 	<ul style="list-style-type: none"> - Inspections are routinely scheduled and undertaken and works are attended to as priority. - Invite the community to partake and submit suggestions for consideration. 	<p>High</p> <p>Medium</p>
<p>BUSHFIRE HAZARD REDUCTION</p> <ul style="list-style-type: none"> - To specifically provide for the management of bushfire hazards on the land. - Take account of Bushfire Hazard Management Guidelines or Policies 	<ul style="list-style-type: none"> - Reduce the risk of fire on the land by regularly clearing litter bins and keeping the grounds clean and tidy. - Abide by the provisions of the Wollondilly Bush Fire Hazard Management Plan in so far as the management of bush fire hazards on Council managed land is concerned. 	<ul style="list-style-type: none"> - Inspections are routinely scheduled and undertaken and works are attended to as priority. - Works and actions are carried out in accordance with this document. 	<p>High</p> <p>High</p>

IN1 - Draft Plan of Management - Sportsgrounds

ATTACHMENT 1 – 8382 – 15 JUNE 2015

WOLLONDILLY SHIRE COUNCIL GENERIC PLAN OF MANAGEMENT - SPORTSGROUNDS

<p>ENVIRONMENTAL MANAGEMENT - Environmental management is promoted and introduced for the land. - Increase the awareness of potential impact of passive recreation activities.</p>	<p>- Environmental management and the protection of ecologically sensitive habitat is addressed and carried out. - Promote passive recreation without it degrading the environment.</p>	<p>- Environmental factors are determined and included during the planning, development and maintenance stages. - Information is made available to the community on environmental awareness and potential impacts of passive recreation upon bushland areas.</p>	<p>Medium Low</p>
<p>MAINTENANCE - Maintenance is identified and undertaken for all facilities and infrastructure.</p>	<p>- A works program is set up and prioritised with funding allocated.</p>	<p>- Works are undertaken within the identified timeframe and budgets.</p>	<p>High</p>
<p>FUNDING - Funds are identified and prioritised annually. - External funding is identified and sourced.</p>	<p>- A works program is prepared with funding requirements determined. - Grant funding is sought from other Government and private organisations.</p>	<p>- Works and budgets are determined, prioritised and listed in the Management Plan. - Funding is applied for if and when it becomes available.</p>	<p>Medium Medium</p>

IN1 - Draft Plan of Management - Sportsgrounds

ATTACHMENT 1 – 8382 – 15 JUNE 2015

WOLLONDILLY SHIRE COUNCIL GENERIC PLAN OF MANAGEMENT - SPORTSGROUNDS

PART 4 – SCHEDULE OF LANDS

Name of Sportsground	Location/ Address	Community Land	Lot & DP	Crown Land	Lot & DP	Total Area
Appin AIS Sportsground	Sportsground Parade & Rixon Road, APPIN	Yes	Lot 1, DP 245866 Lot 101, DP 588314	No		11.04 ha
Appin Park	Cnr Appin Road & Market Street, APPIN	Yes	Lot 20, DP 23717	Yes	Lot 7001, DP 92836 (R 61301)	4.53 ha
Bargo Sportsground	Radnor Road, BARGO	Yes	Lot 2, DP 635609 Lot 2, DP 449212 Lots 2-9, DP 1841	Yes	Lot 1, DDP 332466 (R 65999)	11.35 ha
Douglas Park Sportsground	Camden Road, DOUGLAS PARK	No		Yes	Lot 1, DP 436803 Lot 2, DP 436803 Lot 3, DP 436803 (R 74221)	6.56 ha
Dudley Chesham Sportsground	Burraborang Road, THE OAKS	Yes	Lot 1, DP 159874	No		10.40 ha
Hume Oval	Downing Street, PICTON	Yes	Lot 100, DP 1114359 Portion Lot 2, DP 879284	No		4.91 ha
Picton Sportsground	Fairleys Road, PICTON	Yes	Lot 2, DP 1086066	No		11.92 ha
Tahmoor Sportsground	Thirlmere Way, TAHMOOR	Yes	Lot 2, DP 172159	Yes	Lots 305 & 306, DP 751270 (Part R 56019)	14.62 ha
Thirlmere Sportsground	Oaks Street, THIRLMERE	No		Yes	Lot 7018 & 7019, DP 1024516 Lot 7022, DP 92820 (R 13311)	8.54 ha
Victoria Park	Menangle Street, PICTON	No		Yes	Lot 7005, DP 92838 (R 1000528)	2.99 ha
Warragamba Sportsground	Warradale Road, WARRAGAMBA	Yes	Lot 1, DP 568914 Lot 98, DP 1071521	No		3.82 ha
Waterboard Oval	Production Avenue, WARRRAGAMBA	Yes	Lot 1123, DP 1159978	No		2.89 ha

IN1 - Draft Plan of Management - Sportsgrounds

ATTACHMENT 1 – 8382 – 15 JUNE 2015

WOLLONDILLY SHIRE COUNCIL GENERIC PLAN OF MANAGEMENT - SPORTSGROUNDS

PART 4 – SCHEDULE OF LANDS (continued)

Name of Sportsground	Location/ Address	Community Land	Lot & DP	Crown Land	Lot & DP	Total Area
Willis Park	Burraborang Road, OAKDALE	Yes	Lot 1, DP 620032 Lot A, DP 420680	No		4.90 ha
Wilton Recreation Reserve	Broughton Street, WILTON	No		Yes	Lots 115-117, DP 751297 Lot 118, DP 751297 Lot 7004, DP 92818 (R 86342)	8.78 ha

IN1 - Draft Plan of Management - Sportsgrounds

ATTACHMENT 1 – 8382 – 15 JUNE 2015

WOLLONDILLY SHIRE COUNCIL GENERIC PLAN OF MANAGEMENT - SPORTSGROUNDS

PART 4 – SCHEDULE OF LANDS (continued)

Name of Sportsground	Location/ Address	Current Facilities at Sportsground	Current Usage (formal hire/ usage)	Management Committee
Appin AIS Sportsground	Sportsground Parade & Rixon Road, APPIN	One Full Size Field 100 Lux Floodlighting to Whole Field Mini Fields Cricket Pitch Clubhouse Amenities Building Community Centre Netball Court Tennis Courts x 2 Sealed Car Park Playground Picnic Facilities	Football (Soccer) Cricket Netball Tennis Men's Shed Hall Functions (various)	No
Appin Park	Cnr Appin Road & Market Street, APPIN	One Full Size Field 100 Lux Floodlighting to Whole Field Amenities Building Playground Exercise Park Enclosed Dog Off-Leash Area Car Parking 24/7 Toilets Dump Point Picnic Facilities with BBQ	Rugby League Touch Football	No

IN1 - Draft Plan of Management - Sportsgrounds

ATTACHMENT 1 – 8382 – 15 JUNE 2015

WOLLONDILLY SHIRE COUNCIL GENERIC PLAN OF MANAGEMENT - SPORTSGROUNDS

PART 4 – SCHEDULE OF LANDS (continued)

Name of Sportsground	Location/ Address	Current Facilities at Sportsground	Current Usage (formal hire/ usage)	Management Committee
Bargo Sportsground	Radnor Road, BARGO	AFL Field Mini Field 100 Lux Floodlighting to Main Field 50 Lux to Mini Field Trotting Track Cricket Pitch Cricket Practice Net x 1 Tennis Courts x 2 Skate Park Enclosed Dog Off-Leash Area Community Centre Sealed Car Park Horse Stables	AFL Football (Soccer) Cricket Rugby League Trotting Tennis Hall Functions (various)	Yes
Douglas Park Sportsground	Camden Road, DOUGLAS PARK	One Full Size Field Mini Fields Athletics Track and Field 100 Lux Floodlighting to Whole Field Tennis Courts x 2 Multi-Purpose Court x 1 Community Centre 24/7 Toilets Part Sealed Car Park	Football (Soccer) Little Athletics Hall Functions (various)	Yes

IN1 - Draft Plan of Management - Sportsgrounds

ATTACHMENT 1 – 8382 – 15 JUNE 2015

WOLLONDILLY SHIRE COUNCIL GENERIC PLAN OF MANAGEMENT - SPORTSGROUNDS

PART 4 – SCHEDULE OF LANDS (continued)

Name of Sportsground	Location/ Address	Current Facilities at Sportsground	Current Usage (formal hire/ usage)	Management Committee
Dudley Chesham Sportsground	Burraborang Road, THE OAKS	One Full Size Field Mini Fields 100 Lux Floodlighting to Main Field Spill Lighting to Mini Fields Cricket Pitch Cricket Practice Nets x 2 Tennis Courts x 2 Clubhouse Amenities Building Pony Club Riding Area Pony Club Amenities Building Skate Park Unsealed Car Park	Rugby League Cricket Pony Club (Horse Riding) Tennis	No
Hume Oval	Downing Street, PICTON	One Full Size Field 100 Lux Floodlighting to Main Field Cricket Pitch Cricket Practice Nets x 2 Clubhouse Amenities Building Unsealed Car Park Tennis Courts x 9 Scout Hall	Football (Soccer) Cricket Tennis Scouts	No

IN1 - Draft Plan of Management - Sportsgrounds

ATTACHMENT 1 – 8382 – 15 JUNE 2015

WOLLONDILLY SHIRE COUNCIL GENERIC PLAN OF MANAGEMENT - SPORTSGROUNDS

PART 4 – SCHEDULE OF LANDS (continued)

Name of Sportsground	Location/ Address	Current Facilities at Sportsground	Current Usage (formal hire/ usage)	Management Committee
Picton Sportsground	Fairleys Road, PICTON	Two Full Size Fields Two Mini Fields (full size east-west) One Informal Full Size Field Cricket Pitch 100 Lux Floodlighting to Two Main Fields 50 Lux Floodlighting to Mini Fields 50 Lux floodlighting to Informal Field Amenities Building Sealed Car Park Bore Water (Irrigation)	Football (Soccer) Cricket Oz Tag	No
Tahmoor Sportsground	Thirlmere Way, TAHMOOR	Three Full Size Fields Mini Fields Athletics Track and Field 100 Lux Floodlighting to All Fields Cricket Pitches x 2 Synthetic Grass, x 1 Turf Cricket Practice Nets x 2 Netball Courts x 6 Sealed, x 6 Grass Clubhouse Amenities Buildings x 2 24/7 Toilets BMX Park Skate Park Accessible Playground Sealed Car Parks Bore Water (Irrigation)	Football (Soccer) Cricket Netball Little Athletics Dog Agility Training	Yes

IN1 - Draft Plan of Management - Sportsgrounds

ATTACHMENT 1 – 8382 – 15 JUNE 2015

WOLLONDILLY SHIRE COUNCIL GENERIC PLAN OF MANAGEMENT - SPORTSGROUNDS

PART 4 – SCHEDULE OF LANDS (continued)

Name of Sportsground	Location/ Address	Current Facilities at Sportsground	Current Usage (formal hire/ usage)	Management Committee
Thirlmere Sportsground	Oaks Street, THIRLMERE	Two Full Size Fields One Mini Field 100 Lux to All Fields Greyhound Training Track Clubhouse Amenities Building Sealed Car Park	Rugby League Touch Football Greyhound Racing (Trials & Training)	Yes
Victoria Park	Menangle Street, PICTON	One Full Size Field 100 Lux Floodlighting to Main Field Clubhouse Amenities Building Part Sealed Car Park	Rugby League Oz Tag Rodeo	Yes
Warragamba Sportsground	Warradale Road, WARRAGAMBA	One Full Size Field Mini Field 100 Lux Floodlighting to Main Field 50 Lux Floodlighting to Mini Field Netball Courts x 2 Clubhouse Amenities Building 24/7 Toilets Skate Park Enclosed Dog Off-Leash Area Unsealed Car Park (Includes Warragamba Pool on same parcel of land)	Rugby League Little Athletics Netball	No

IN1 - Draft Plan of Management - Sportsgrounds

ATTACHMENT 1 – 8382 – 15 JUNE 2015

WOLLONDILLY SHIRE COUNCIL GENERIC PLAN OF MANAGEMENT - SPORTSGROUNDS

PART 4 – SCHEDULE OF LANDS (continued)

Name of Sportsground	Location/ Address	Current Facilities at Sportsground	Current Usage (formal hire/ usage)	Management Committee
Waterboard Oval	Production Avenue, WARRRAGAMBA	One Full Size Field Mini Fields Baseball Back Netting 100 Lux Floodlighting to All Fields Amenities Building Unsealed Car Park	Football (Soccer) Dam Fest Festival Annually in October	No
Willis Park	Burraborang Road, OAKDALE	Two Full Size Fields Mini Field 100 Lux Floodlighting to Main Field 50 Lux Floodlighting to Mini Field Cricket Pitch Playground Amenities Building 24/7 Toilets Unsealed Car Park	Football (Soccer) Cricket	No
Wilton Recreation Reserve	Broughton Street, WILTON	One Full Size Field 100 Lux Floodlighting to Whole Field Cricket Pitch Community Centre Amenities Building Playground Picnic Facilities Sealed Car Park	Rugby Union Cricket Hall Functions (various)	Yes

IN1 - Draft Plan of Management - Sportsgrounds

ATTACHMENT 1 – 8382 – 15 JUNE 2015

WOLLONDILLY SHIRE COUNCIL GENERIC PLAN OF MANAGEMENT - SPORTSGROUNDS

APPENDIX A – PERMITTED USES AND DEVELOPMENTS

(Subject to development consent, if required)

Purposes for which the land and any existing buildings or improvements will be permitted to be used.(Sec 36(3A)(b)(i))	Purposes for which any further development of the land will be permitted whether under lease or licence or otherwise.(Sec 36 (3A)(b)(ii))	The scale and intensity of any such permitted use or development. (Sec 36(3A)(b)(iii))
<ul style="list-style-type: none"> • Organised and informal sports and games • Public events, festivals and gatherings • Market days and filming projects • Carnivals (sport and other) • Community based projects and service provision • Refreshment kiosks • Public toilets • Sports change rooms/ amenities buildings • Access and car parking • Emergency services helipad/ refuelling centre • Dog off-leash area • Shared pathways • Information signs • Amenity landscaping • Telecommunications 	<ul style="list-style-type: none"> • New sports facilities • New or upgraded sports related premises or major sports facilities • Sportsground floodlighting • Seating, Grandstand • Shared pathways • Installation of services including sewerage and septic • Picnic shelters and other park furniture, amenity lighting, fencing • Car parking and access • Storage facilities associated with the use of the land • Toilets or other change room facilities • Kiosks/ Canteens • Signage, including new information signs • Landscaping including new trees, garden areas or other garden works • Telecommunications towers 	<ul style="list-style-type: none"> • Low impact facilities including sports courts, cricket nets and the like • To full extent of site as permitted under the Local Environment Plan • To provide adequate illumination for night use in accordance with Australian Standards • Any grandstand to be developed on natural slopes where possible to reduce visual impact • Low impact, gradient complaint paths • As required and in accordance with legislative requirements • Minor, low impact facilities • As required • Shipping Container not permitted. Other storage facilities subject to DA if required • To include accessible facilities and access • Must meet any legislative requirements • Standard Council signs as per Signage Register and Audit document • As required and in keeping with the scale of the land and its surrounds • Subject to DA and other requirements including rentals and lease periods

IN1 - Draft Plan of Management - Sportsgrounds

ATTACHMENT 1 – 8382 – 15 JUNE 2015

WOLLONDILLY SHIRE COUNCIL GENERIC PLAN OF MANAGEMENT - SPORTSGROUNDS

APPENDIX B – PROHIBITED ACTIVITIES

This plan prohibits the following activities on the lands identified in the Plan of Management:

- Camping (with or without a tent, caravan or vehicle).
- Driving of vehicles unless within a designated traffic areas (except reserves maintenance or emergency services vehicles or to take sports equipment to and from the oval).
- Riding trail bikes or other vehicles or riding of horses unless in a part of the sportsground where such activities are specifically provided for.
- Lighting of fires unless in a purpose built barbecue facility or approved fireplace provided on site specifically for the purpose.
- Carrying or discharge of firearms other than sports pistols or rifles used in association with recognised and supervised sporting events for which the Council has given specific consent.
- Cutting down or removal of any tree, shrub or other plant material by anyone other than an authorised person.
- Dogs are not generally permitted off leash except in off leash areas (if provided) or at such times as Council may specify by notice erected on the land. Dogs will generally be permitted on leash where the person in control of the dog has a means of removing that dog's faeces and safely disposing of them in an approved container.
- Dogs are not permitted in or around children's' play areas (whether on or off a leash).
- Flying model aircraft, unless in an organised event for which specific Council approval has been granted or at such times as Council may specify by notice erected on the land.
- Playing of golf (including putting practice) unless in an approved mini golf facility if provided on the land.
- Any activity that interferes with the public's use and enjoyment of the premises (including littering, breaking glass, writing graffiti on structures or intentionally damaging the grounds or structures).
- The sale or consumption of alcohol or soft drink in glass bottles.
- Any sale of alcohol.
- Smoking is prohibited in the following locations:
 - Within 10 metres of children's play equipment
 - A spectator area at a sportsground or other recreational area being used for a sporting event
- Any activity that is contrary to a notice erected by the Council (Section 632 Local Government Act 1993).

Certain activities such as camping and riding of horses may be considered on merit by Council should specific applications, such as for a special event, be received.

Subject to the adoption of a future camping policy or strategy, overnight stays may be approved with amendments made to the status of sportsgrounds which currently prohibits this activity.

IN1 - Draft Plan of Management - Sportsgrounds

ATTACHMENT 1 – 8382 – 15 JUNE 2015

WOLLONDILLY SHIRE COUNCIL GENERIC PLAN OF MANAGEMENT - SPORTSGROUNDS

APPENDIX C – STATE ENVIRONMENTAL PLANNING POLICY (INFRASTRUCTURE) 2007

Division 12 Parks and other public reserves

64 Definition

In this Division: *public reserve* has the same meaning as it has in the *Local Government Act 1993*, but does not include a Crown reserve that is dedicated or reserved for a public cemetery.

65 Development permitted without consent

- (1) Development for any purpose may be carried out without consent:
- (a) on land reserved under the *National Parks and Wildlife Act 1974*, if the development is in the exercise of a function under that Act, or
 - (b) on land declared under the *Marine Parks Act 1997* to be a marine park if the development is in the exercise of a function under that Act, or
 - (c) on land declared under the *Fisheries Management Act 1994* to be an aquatic reserve if the development is in the exercise of a function under that Act.
- (2) Development for any purpose may be carried out without consent:
- (a) on Trust lands within the meaning of the *Centennial Park and Moore Park Trust Act 1983*, by or on behalf of the Centennial Park and Moore Park Trust, or
 - (b) on trust lands within the meaning of the *Parramatta Park Trust Act 2001*, by or on behalf of the Parramatta Park Trust, or
 - (c) on Trust land within the meaning of the *Western Sydney Parklands Act 2006*, by or on behalf of the Western Sydney Parklands Trust, or
 - (d) in the case of land that is a reserve within the meaning of Part 5 of the *Crown Lands Act 1989*, by or on behalf of the Director-General of the Department of Lands, a trustee of the reserve or (if appointed under that Act to manage the reserve) the Ministerial Corporation constituted under that Act or an administrator, if the development is for the purposes of implementing a plan of management adopted for the land under the Act referred to above in *relation to the land*.
- (3) Development for any of the following purposes may be carried out by or on behalf of a council without consent on a public reserve under the control of or vested in the council:
- (a) roads, cycleways, single storey car parks, ticketing facilities and viewing platforms,
 - (b) outdoor recreational facilities, including playing fields, but not including grandstands,
 - (c) information facilities such as visitors' centres and information boards,
 - (d) lighting, if light spill and artificial sky glow is minimised in accordance with AS/NZS 1158: 2007, *Lighting for Roads and Public Spaces*,
 - (e) landscaping, including irrigation schemes (whether they use recycled or other water),
 - (f) amenity facilities,
 - (g) maintenance depots,
 - (h) environmental management works.

IN1 - Draft Plan of Management - Sportsgrounds

ATTACHMENT 1 – 8382 – 15 JUNE 2015

WOLLONDILLY SHIRE COUNCIL GENERIC PLAN OF MANAGEMENT - SPORTSGROUNDS

66 Exempt development

(1) Development for any of the following purposes is exempt development if it is carried out by or on behalf of a public authority in connection with a public reserve or on land referred to in clause 65 (1), and if it complies with clause 20 (2) (Exempt development):

- (a) construction, maintenance and repair of:
 - (i) walking tracks, boardwalks and raised walking paths, ramps, minor pedestrian bridges, stairways, gates, seats, barbecues, shelters and shade structures,
 - (ii) viewing platforms with an area not exceeding 100m², or
 - (iii) sporting facilities, including goal posts, sight screens and fences, if the visual impact of the development on surrounding land uses is minimal, or
 - (iv) play equipment where adequate safety provisions (including soft landing surfaces) are provided, but only if any structure is at least 1.2m away from any fence,
- (d) routine maintenance (including earthworks associated with playing field regrading or landscaping and maintenance of existing access roads).

(2) Development of a kind referred to in subclause (1) is exempt development if it is carried out on land referred to in clause 65 (2) by or on behalf of the person specified in respect of that land in that subclause, if the development:

- (a) complies with clause 20 (2) (Exempt development), and
- (b) involves no greater disturbance of native vegetation than necessary, and
- (c) does not result in an increase in stormwater run-off or erosion, and
- (d) for the purposes of implementing a plan of management adopted for the land under the Act referred to in clause 65 (2) in relation to the land.

IN1 - Draft Plan of Management - Sportsgrounds

ATTACHMENT 1 – 8382 – 15 JUNE 2015

WOLLONDILLY SHIRE COUNCIL GENERIC PLAN OF MANAGEMENT - SPORTSGROUNDS

APPENDIX D – LIST OF RELEVANT ACTS, POLICIES AND OTHER DOCUMENTS

- Local Government Act 1993
- Wollondilly Community Strategic Plan 2033
- Wollondilly Local Environment Plan 2011
- Open Space, Recreation and Community Facilities Strategy 2014
- Wollondilly Asset Management Plans
- Wollondilly Developer Contributions Plan 2011
- Wollondilly Disability Action Plan 2012
- Wollondilly Tree Preservation Order
- Threatened Species Conservation Act 1995
- Companion Animals Act 1998
- Crown Lands Act 1989
- Smoke-free Environment Act 2000
- Divided Fences Act 1991
- Wollondilly Project Management – Works by Volunteers and Committees on Council Properties Policy (TRIM 2440#545)
- Use of Public Open Space by Commercial Fitness Groups and Personal Trainers Policy (TRIM 2440#246)
- Corporate Property Policy (TRIM 2440#334)
- Strategic Asset Management Policy (TRIM 2440#384)
- Risk Management Policy (TRIM 2440#444)
- Code of Conduct (TRIM 98#26)

IN2 - Naming of Open Space - Kangaroo March Reserve and Lin Gordon Reserve

IN2 **Naming of Open Space - Kangaroo March Reserve and Lin Gordon Reserve**
 240 TRIM 1978

EXECUTIVE SUMMARY

- A community request has been received to name a parcel of open space in Thirlmere as Kangaroo March Reserve.
- Additionally, it is proposed that the adjoining parcel of land known as Lin Gordon Reserve be formally named.
- It is recommended Council approve for the names to be advertised for public exhibition and subject to a favourable response, for the names to be submitted to the Geographical Names Board for their consideration.

REPORT

Council is in receipt of a submission from Mr Stephen Chalker, representing the Chalker family, to name a parcel of open space in Victa Place, Thirlmere.

The parcel of land was granted to Council by the Chalker family during the time the subdivision was created in the 1980s.

The parcel has been linked together with a neighbouring parcel of open space, together referred to as Lin Gordon Reserve. It is proposed that the two parcels be separated and accordingly named individually.

The two parcels are:

Property Parcel	Proposed Name	Area
Lot 21, DP 260053	Kangaroo March Reserve	0.5 ha
Lot 7003, DP 92819	Lin Gordon Reserve	8.5 ha

In assessing and determining the names, consideration needs to be made to the Geographical Names Board guidelines for determination of placenames. Some of the main points identified in these guidelines (which the GNB uses in their assessment of naming proposals) include:

- Names that owe their origin to the peculiarity of the topographic feature designated such as shape, vegetation, animal life, etc
- Easily pronounced names
- Names of Aboriginal origin or historical background
- Names are not to be duplicated in either the locality or adjoining locality
- Names should be posthumous but the GNB may consider a living person.

Infrastructure

IN2 - Naming of Open Space - Kangaroo March Reserve and Lin Gordon Reserve

Following consultation of the two proposed names, submissions for each facility will be forwarded to the GNB for their consideration and approval. The GNB will be responsible for the advertisement and Gazettal of the determined names.

CONSULTATION

Consultation will be undertaken as part of the Public Exhibition of the document for a period of 28 days subject to the resolution of this Report.

Subject to Council approval, Consultation will be undertaken commencing in June 2015, and concluding one month thereafter.

The proposal will be advertised in local media through advertisements or the Bush Telegraph, on Council's website and in the Council Administration Building and Library.

FINANCIAL IMPLICATIONS

This matter has no immediate impact on Council's budget.

Pending adoption of the reserve names, the installation appropriate signage will be considered and funded under the annual budget and programming processes.

If signage is installed, costs will be in the range of \$750 to \$1,500 per site depending on the adopted designs.

ATTACHMENTS:

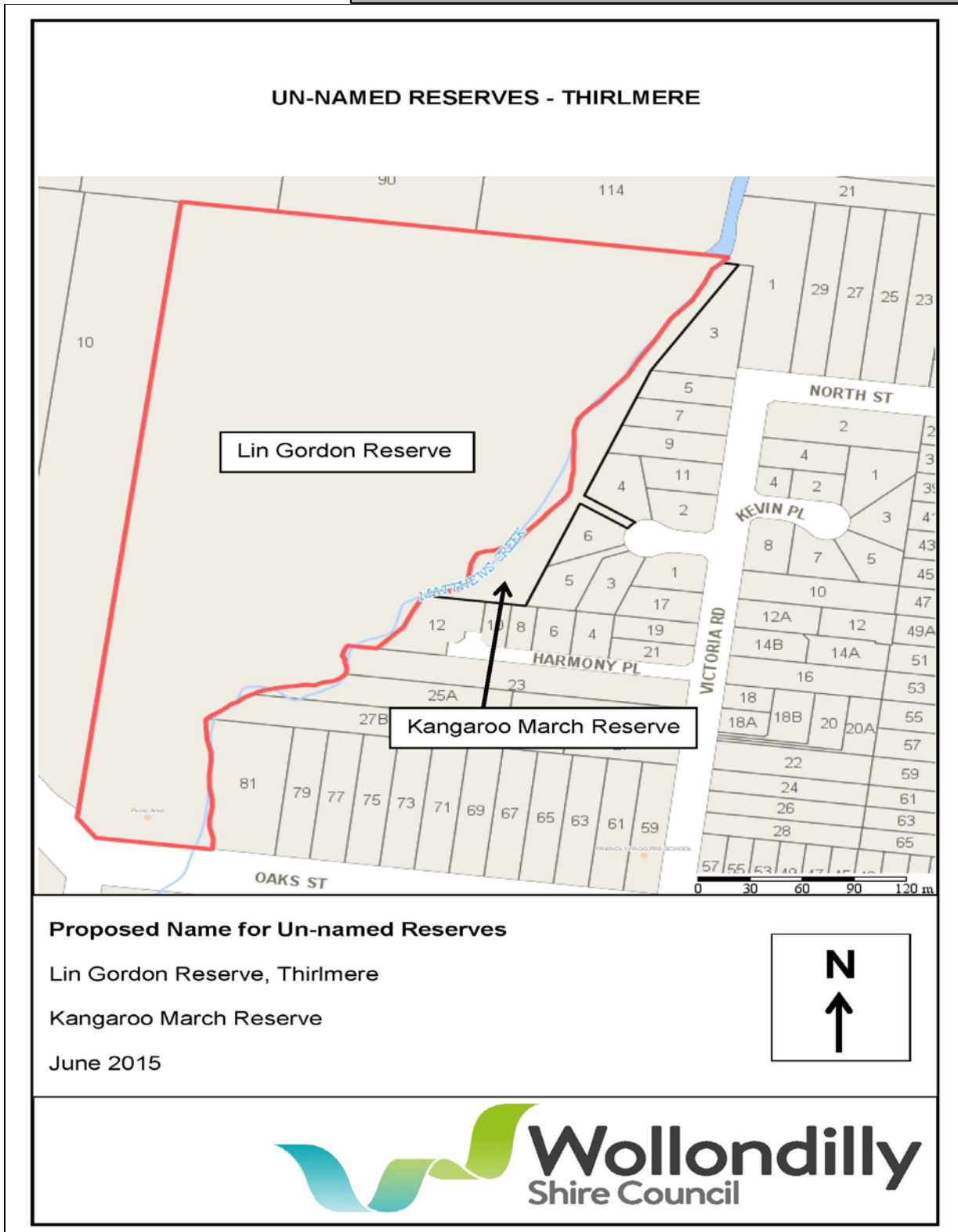
1. Location of the un-named parks in Thirlmere.

RECOMMENDATION

1. That the proposed names, Kangaroo March Reserve and Lin Gordon Reserve, be placed on Public Exhibition for the naming of the currently unnamed reserves in Thirlmere.
2. That subject to positive feedback following the public exhibition period, the proposed names be forwarded to the Geographical Names Board for their consideration.

IN2 - Naming of Open Space - Kangaroo March Reserve and Lin Gordon Reserve

ATTACHMENT 1 – 1978 – 15 JUNE 2015



Infrastructure

NOTICE OF MOTION

Notice of Motion to the Ordinary Meeting of Council held on Monday 15 June 2015

NOTICE OF MOTION

TRIM 6416-5

NOM1 **Notice of Motion No. 1 submitted by Cr Mitchell on 28 May 2015 regarding Grey-headed Flying Fox Camps**

RECOMMENDATION

That Council:

1. Writes to Eurobodalla Shire Council expressing our support in their efforts to elicit financial and technical assistance for managing the impacts on the community of fly fox camps and protecting this threatened species.
2. Writes to the Office of Environment & Heritage and the Minister for the Environment, Mr Mark Speakman MP, seeking financial assistance in preparing Plans of Management and funds for mitigating actions associated with areas that are heavily impacted by the Grey Headed Flying Fox.

QUESTIONS FOR NEXT MEETING

Questions for Next Meeting to the Ordinary Meeting of Council held on Monday
15 June 2015

QUESTIONS FOR NEXT MEETING