



City of Nedlands

# ***Minutes***

## ***Sustainable Nedlands Committee Meeting***

***13 June 2016***

### **ATTENTION**

**These minutes are subject to confirmation**

Prior to acting on any resolution of the Committee contained in these minutes, a check should be made of the Ordinary Council meeting following this meeting to ensure that there has not been a correction made to any resolution.

## Table of Contents

Declaration of Opening .....	3
Present and Apologies and Leave Of Absence (Previously Approved) .....	3
1. Public Question Time .....	4
2. .... Addresses By Members of the Public (only for items listed on the agenda) .....	4
3. Disclosures of Financial Interest .....	4
4. Disclosures of Interests Affecting Impartiality .....	4
5. Declarations by Members That They Have Not Given Due Consideration to Papers .....	4
6. Confirmation of Minutes .....	5
6.1 Sustainable Nedlands Committee Meeting 4 April 2016 .....	5
7. Items for Discussion .....	5
7.1 Outstanding Actions Log .....	5
7.2 Nedlands Volunteer Program .....	5
7.3 Waterwise Verge Best Practice Guidelines and Incentive Scheme .....	6
7.4 Heritage Community Vegetable Garden at Gallop House .....	7
7.5 Informal Sustainable Nedlands Meetings .....	7
7.6 Sustainability at Swanbourne Beach Oval .....	8
8. Date of next meeting .....	8
Declaration of Closure .....	8

## City of Nedlands

### Minutes of a meeting of the Sustainable Nedlands Committee held in the Council Chambers on Monday, 13 June 2016 at 5.04 pm.

---

#### Declaration of Opening

The Presiding Member declared the meeting open at 5.04 pm and drew attention to the disclaimer below.

(NOTE: Council at its meeting on 24 August 2004 resolved that should the meeting time reach 11.00 p.m. the meeting is to consider an adjournment motion to reconvene the next day).

#### Present and Apologies and Leave Of Absence (Previously Approved)

<b>Councillors</b>	Councillor N Shaw Councillor R Binks Councillor Wetherall	(Presiding Member)
--------------------	---	--------------------

<b>Committee Members</b>	Ms B Channon Ms B Tyson Mr R Griffiths Ms G Stubber Mr M Yap Mr G Davies Ms Diana Rees Mr Ed O'Loughlin Mr A Mangano
--------------------------	--

<b>Staff</b>	Ms P Fisher Mr M Kohler	Policy and Projects Officer Volunteer Services Officer
--------------	----------------------------	---

<b>Leave of Absence (Previously Approved)</b>	None
---	------

<b>Apologies</b>	His Worship the Mayor, R M Hipkins
------------------	------------------------------------

#### Disclaimer

Members of the public who attend Council meetings should not act immediately on anything they hear at the meetings, without first seeking clarification of Council's position. For example by reference to the confirmed Minutes of Council meeting. Members of the public are also advised to wait for written advice from the Council prior to taking action on any matter that they may have before Council.

Any plans or documents in agendas and minutes may be subject to copyright. The express permission of the copyright owner must be obtained before copying any copyright material.

**1. Public Question Time**

A member of the public wishing to ask a question should register that interest by notification in writing to the CEO in advance, setting out the text or substance of the question. Questions tabled at the meeting may be unable to be answered due to the requirement for technical research and will therefore be answered direct afterwards.

There were no public questions.

**2. Addresses By Members of the Public (only for items listed on the agenda)**

Addresses by members of the public who have completed Public Address Session Forms will be invited to be made at this point.

There were no addresses by members of the public.

**3. Disclosures of Financial Interest**

The Presiding Member reminded Councillors and Staff of the requirements of Section 5.65 of the *Local Government Act* to disclose any interest during the meeting when the matter is discussed.

There were no disclosures of financial interest.

**4. Disclosures of Interests Affecting Impartiality**

The Presiding Member reminded Councillors and Staff of the requirements of Council's Code of Conduct in accordance with Section 5.103 of the *Local Government Act*.

There were no disclosures of affecting impartiality.

**5. Declarations by Members That They Have Not Given Due Consideration to Papers**

Members who have not read the business papers to make declarations at this point.

Nil.

## **6. Confirmation of Minutes**

### **6.1 Sustainable Nedlands Committee Meeting 4 April 2016**

Moved – Ms B Channon  
Seconded – Ms B Tyson

#### **Committee Recommendation**

**The minutes of the Sustainable Nedlands Committee held 4 April 2016 be confirmed.**

**CARRIED UNANIMOUSLY 9/-**

## **7. Items for Discussion**

Note: Regulation 11(da) of the *Local Government (Administration) Regulations 1996* requires written reasons for each decision made at the meeting that is significantly different from the relevant written recommendation of a committee or an employee as defined in section 5.70, but not a decision to only note the matter or to return the recommendation for further consideration.

### **7.1 Outstanding Actions Log**

The Outstanding Actions Log is attached to the minutes.

Ms B Channon raised the recognition letter for retaining of trees during development works had been drafted and agreed to. Action log to be updated to confirm this has been completed.

Mr R Griffiths raised that the 'My Great Idea' innovation award – entry by Mrs June Hicks had been referred to City's Arts Committee. The Arts Committee thanked Mr R Griffiths for a presentation and had made a recommendation that the concept be given further consideration as a future artwork project.

### **7.2 Nedlands Volunteer Program**

Mr M Kohler addressed the Community Members on the Committee and provided a summary of the City's Nedlands Volunteer Program. Induction booklets along with registration documents were provided to be distributed to the members at the close of the meeting.

Registering as a volunteer ensures members are covered by public liability and personal accident insurance. Details will be stored on a secure database and information kept confidential. Includes the capture of emergency contact details, and the information will remain in place until a volunteer updates their details.

Ms G Stubber asked about the Mayo Community Volunteers and whether they should also be identified as City volunteers. Mr M Kohler advised he would follow that up and provide details.

Mr G Davies asked for more information regarding the public liability insurance coverage and was advised it provides cover for injury to people and property.

*Mr M Kohler left the meeting at 5.08 pm and did not return.*

### **7.3 Waterwise Verge Best Practice Guidelines and Incentive Scheme**

The City is endorsed by the Water Corporation and the Department of Water as a 'Waterwise Council'.

The City received correspondence from the Water Corporation on 31 May 2016 regarding waterwise verge best practice guidelines for Councils and an incentive scheme that the City is eligible for funding for. This is attached to the minutes.

The City's 'Nature Strip Development Policy' and guidelines are currently undergoing review. The new guidelines provided by the Water Corporation will be used to inform these documents as they are updated.

The City does not currently offer any rebates to residents for nature strip (verge) developments. Incentives schemes are offered including the Waterwise Garden Competition and the Native Plant Subsidy Scheme, however these do not qualify for the Water Corporation funding as they currently are. A criteria for the funding is that the Water Corporation be provided with sufficient information about participants to enable them to monitor water use.

Ms B Tyson talked about a Town of Vincent scheme she has participated in previously, whereby the Town offered mulch delivery and contributed a small amount towards native plants and volunteers to assist with planting. The scheme included residents being asked to sign an agreement to commit to maintaining the developed verge for a period of time.

The City of Subiaco currently offer a successful incentive scheme providing mulch and plants and other resources to residents for verge developments, and have offered to share information with the City about this scheme and implementation.

The Committee will discuss ideas further at the next informal meeting and consider bringing the item back to a formal Committee meeting for recommendation.

#### **7.4 Heritage Community Vegetable Garden at Gallop House**

Ms B Channon informed the Committee of a proposed partnership between the National Trust of WA's and the City of Nedlands Sustainable Nedlands Committee to create a Heritage Community Vegetable Garden at Gallop House.

Ms B Channon proposed that the Committee invite a member of the National Trust to the next meeting to talk further about the idea.

#### **7.5 Informal Sustainable Nedlands Meetings**

Mr E O'Loughlin requested clarification from the Committee regarding the format of the informal Sustainable Nedlands Meetings that are held between formal Committee meetings.

It was confirmed that it is not the practise to capture or circulate meeting minutes at these informal meetings and that the Committees Terms of Reference apply to the formal meetings only.

Ms B Tyson advised that the original purpose of the informal meeting was for presentations and the discuss ideas, information-share and to narrow down items for the formal agenda discussions.

Mr R Griffiths commented that the Director Technical Services presentation at the last informal meeting demonstrated how much the Council was embracing sustainability in various areas.

Councillor Wetherall highlighted that there was a risk that, unless well managed, informal and formal meetings can blend together. Items raised at informal meetings can be debated and progressed that should be dealt with in formal meetings. Suggested that the informal meetings be chaired by a Committee community member in future to provide a constant reminder it is an informal meeting. An informal meeting does not require minutes.

Mr G Davies raised that the outstanding action list appeared to be getting large. Administration to split the action list out into outstanding and completed items.

## **7.6 Sustainability at Swanbourne Beach Oval**

Mr E O'Loughlin raised concerns with the Committee regarding sustainability, including car traffic and parking, in the precinct of Swanbourne Beach Oval.

One of the features of the oval, specifically at the most westerly point of the Allen Park Reserve, is used for overflow car parking. There is a lot of parking provided nearby, including a large one servicing the bridge and rugby clubs and the restaurant. Mr E O'Loughlin's concern is the car parking encroachment onto green belt in the sectioned off overflow area, that appears to be happening frequently, and suggested that the Committee be progressive in developing a policy to address this concern. Not many patrons to the area use public transport, the majority drive to reach the location.

Councillor Shaw advised this area was very much a focus of Council and there is a related matter on the Agenda for the Committee of Council on 14 June 2016, and that parking is an issue City wide not just in the Swanbourne precinct.

Mr R Griffiths asked if this is an issue elsewhere around other sporting ovals and clubs in the City. Councillor Shaw advised there is, and that parking threatens similar spaces in all wards.

The Committee will discuss ideas further at the next informal meeting, giving consideration to encouraging shared transport solutions. Any suitable ideas will be raised as an item to a formal Committee meeting in the future for a recommendation.

*Ms B Tyson and Mr A Mangano left the meeting at 5.54 pm and did not return.*

Mr R Griffiths raised that the Allen Park Masterplan is also still pending to be undertaken and there is need to have this committed to in the budget. Councillor Shaw confirmed this is under consideration by Council.

## **8. Date of next meeting**

The next meeting of this Committee is scheduled for Monday 1 August commencing at 5.00 pm.

## **Declaration of Closure**

There being no further business, the Presiding Member declared the meeting closed at 5.57 pm.



## SNC OUTSTANDING ACTIONS

Date of Meeting	Item Discussed	Action	Assigned To	Comments/Completed
10 March 2014	Potential Recycled Water Project	Members to collate ideas regarding promotion of project within community	All members	<b>Administration and WESROC actively progressing this.</b>
10 March 2014	Demonstration Energy-Efficient House	Members to bring ideas for possible energy efficient house project	All members	
5 May 2014	Greenwaste Bins	Discuss with full Council the provision of greenwaste bin services to churches	Mayor & Councillor Shaw	<b>Director Technical Services to advise</b>
7 July 2014	Heat Island Effect	Ask Gail Stubber to email to SNC members any relevant information gathered at the Heat Island Effect workshop that she attended	Councillor Shaw	<b>Complete</b>
7 July 2014	Innovation Award	\$2000 sponsorship for Innovation Award (and cease sponsorship of the Waterwise Garden award in 2015)	Gordon Davies	<b>'My Great Idea' Award (innovation) – Complete</b>  <b>'Waterwise Garden Competition' – closed with awards to be made on 27 October 2015</b>
1 September 2014	"Towards More Sustainable Street Lighting" practise note	1. Prepare a letter to the Honourable Dr Mike Nahan, Minister for Energy, to provide support for the Recommendations for State Governments contained within the "Towards More	Not assigned	<b>Meeting held with Western Power who have a model now for LED lighting. Synergy are developing tariffs.</b>

## SNC OUTSTANDING ACTIONS

		<p>Sustainable Street Lighting” document, and request a response.</p> <p>2. Prepare a letter to Mr Paul Italiano, Chief Executive officer of Western Power, to provide support for the Recommendations for Utilities contained within the “Towards More Sustainable Street Lighting” document, and request a response.</p>		<p><b>Administration is currently looking at a proposal trial area to upgrade to LED.</b></p>
1 September 2014	Promotion of Sustainability at City Events	Discuss with administration an initiative to encourage sustainability at the City’s public events	Pollyanne Fisher	<p><b>Complete and event promotion completed at 7 events throughout February and March 2016.</b></p>
1 September 2014	Youth (secondary school student) member	Provide an update to the SNC regarding the recruitment of a youth member	Administration	<p><b>Complete; Presented to SNC 1 November 2014 meeting</b></p>
3 November 2014	Household energy usage	Develop a methodology for a concept of providing personal energy use to residents	Susie Wang	<p><b>Susie Wang now has ethics approval from UWA. Next stage is to finalise the proposal.</b></p>
10 August 2015	‘My Great Idea’ innovation award	‘My Great Idea’ ideas to be displayed at Administration front counter	Pollyanne Fisher	<p><b>Complete</b></p>

## SNC OUTSTANDING ACTIONS

10 August 2015	'My Great Idea' innovation award – entry by June Hicks	To be investigated as a Council project through referral to the Arts Committee	Mayor	<b>Mayor Hipkins has referred to Arts Committee meeting 18 April 2016</b>
4 April 2016	Recognition letter for retaining of trees during development works	B Channon to draft letter to be issued in recognition of retaining trees and Cr Shaw to look at fitting this into current DA processes.	B Channon and Cr Shaw	



Enquiries: Tara Newnham  
Telephone: 9420 2706

25 May 2016

Mr Greg Trevaskis  
Chief Executive Officer  
City of Nedlands  
PO Box 9  
NEDLANDS WA 6009

CITY OF NEDLANDS	
DIVISION	
Document #	
File #	
31 MAY 2016	
Redirect	
Action	ACK ININ OTHER
Enclosed	

Cc: Director of Infrastructure  
Cc: Waterwise Council Contact

Dear Mr Trevaskis

**Re: Waterwise verge best practice guidelines and incentive scheme**

At a Local Government Briefing on 29 April 2016, Water Corporation launched a set of Waterwise verge best practice guidelines to assist local governments to provide consistent information to residents about how to create a low water use verge garden across Perth.

The guidelines have been developed in consultation with local government and the landscape industry, following a review of all metropolitan local government verge policies in relation to best practice landscape design principles.

This review found that while most local governments have a verge policy, some lacked information in key areas such as irrigation selection, watering regimes, mulch application and ongoing maintenance. The intent of the guidelines is to provide local government with a benchmark tool to assess how their own policies compare with best practice. A copy of these guidelines is available on our website [watercorporation.com.au/waterwiseverges](http://watercorporation.com.au/waterwiseverges).

At the Briefing Water Corporation also launched a Waterwise Verge Incentive Scheme to further support local government to promote low water use verge gardens in their communities. This scheme will be offered by Water Corporation for a period of 3 years, pending an annual review and funding availability.

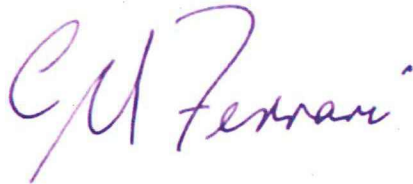
For local governments that offer residents a rebate or incentive to create a waterwise verge garden, we will match the contribution by the local government per verge. Each local government can apply for funding up to a maximum amount of \$10,000 per year. To be eligible you will need to meet the following criteria.

- Be an endorsed Waterwise Council.
- Promote a verge policy that is consistent with good practice or better, as outlined in the Waterwise verge best practice guidelines.
- Offer an existing program to incentivise residents to create a low water use garden verges.

Please refer to the enclosed information sheet for further information about the Scheme. Please note that funding available for the Scheme is limited each year and will be offered to eligible local governments on a first come first serve basis.

To register your interest in the Waterwise Verge Incentive Scheme or to receive feedback on how your local government's verge policy compares to best practice, please contact our Tara Newnham on 9420 2706 or email [water.efficiency@watercorporation.com.au](mailto:water.efficiency@watercorporation.com.au).

Yours sincerely

A handwritten signature in purple ink that reads "Catherine Ferrari". The signature is written in a cursive, flowing style.

Catherine Ferrari  
General Manager Customer & Community  
Water Corporation



# Waterwise Verge Incentive Scheme

## Information sheet

### Overview

This scheme aims to support councils to promote the creation of low water use waterwise verge gardens in their communities.

For councils that offer residents a rebate or incentive to create a waterwise verge garden, we will match the contribution by the council per verge.

To be eligible councils must meet the following criteria:

- Be an endorsed Waterwise Council.
- Promote a verge policy that is consistent with good practice or better, as outlined in the Waterwise verge best practice guidelines.
- Offer a program to incentivise residents to create a low water use garden verges.



### Details

Councils can apply for funding to match their contribution per residential verge e.g. if the council offers a \$500 rebate scheme, we would reimburse the council \$250 per verge. Or if the cost to the council to supply mulch, soil amendment and plants for a residential verge was \$400, we would reimburse the council up to \$200 per verge. Each council can apply for funding up to a maximum amount of \$10,000 per year.

To apply for the scheme a council must provide the following.

- Evidence of the verge incentive program promoted by the council.
- A breakdown of how the cost of each verge is calculated.
- Key information about the verge garden including;
  - Residential address
  - Date of installation
  - Before and after photos (to be used for promotional purposes)
  - Permission from the resident to monitor water use and take photos of garden once established.

This scheme will be offered for a period of 3 years, pending an annual review and funding availability.

### Key dates

Each council will be eligible to apply for the scheme in two funding rounds in 2016/17

1. For gardens established in Winter 2016 (1<sup>st</sup> July 2016 – 30<sup>th</sup> October 2016). Applications for funding for gardens established in this period will open in November 2016.
2. For gardens established Autumn 2017 (1<sup>st</sup> April 2017 – 30<sup>th</sup> June 2017). Applications for funding for gardens established in this period will open in June 2017.

Councils are only eligible to apply for the scheme after the verge installation has been completed and we are satisfied the verge garden meets the criteria for the scheme.

# Waterwise Verge Incentive Scheme

## Information sheet

### Register

To register your interest in the Waterwise Verge Incentive Scheme please contact Tara Newnham, Water Efficiency Programs Officer, on 9420 2706 or email [water.efficiency@watercorporation.com.au](mailto:water.efficiency@watercorporation.com.au).

Please note that funding available for the Scheme is limited each year and will be offered to eligible councils on a first come first serve basis.