

ENVIRONMENT COMMITTEE MEETING

BUSINESS PAPER

TUESDAY 8 APRIL 2008

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1 April 2008

ENVIRONMENT COMMITTEE MEETING

Notice is hereby given that an Environment Committee Meeting of the Council of the City of Randwick will be held in the Council Chamber, Town Hall, 90 Avoca Street, Randwick, on Tuesday, 8 April 2008 at 5:30pm.

Committee Members: The Mayor, B Notley-Smith, Belleli, Hughes, Kenny, Matson (Chairperson), Nash (Deputy Chairperson), Tracey, White, Woodsmith.

Quorum: Five (5) members.

NOTE: At the extraordinary meeting held on 22 May 2007, the Council resolved that the Environment Committee be constituted as a committee with full delegation to determine matters on the agenda.

Apologies/Granting of Leave of Absences

Confirmation of the Minutes

Environment Committee Meeting - 11 March 2008

Declarations of Pecuniary and Non-Pecuniary Interests

Address of Committee by Members of the Public

Mr Alan AtKisson – International Sustainability Consultant and former Executive Director, Earth Charter International (*see note below)

Urgent Business

Greening Randwick Report

G1/08 Report of the Greening Randwick Committee meeting held on Tuesday 11 March 2008 1

Environment Reports

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Notice of Rescission Motions

Nil

Closed Session

Nil

* At the conclusion of the Environment Committee Meeting, the Mayor (Councillor Bruce Notley-Smith) will be signing on to the Earth Charter on behalf of Council in accordance with Minute No. 220/07 (and Mayoral Minute 79/2007) of 28 August 2007. Mr Alan AtKisson will be witnessing the signing on behalf of Earth Carhter International.

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Ray Brownlee
GENERAL MANAGER

Greening Randwick Report No. G1/08



Subject: Report of the Greening Randwick meeting held on Tuesday 11 March 2008

Folder No: F2007/00647

Author: Councillor Murray Matson, Chairperson of Green Randwick

The report of the Greening Randwick meeting of 11 March 2008 is attached.

Recommendation

That the recommendations contained in the Report of the Greening Randwick meeting of 11 March 2008 be adopted as a resolution of the Environment Committee.

Attachment/s:

- 1 Report of Greening Randwick meeting of 11 March 2008 2 Pages

Item G1/08



**MINUTES OF GREENING RANDWICK MEETING OF THE
COUNCIL OF THE CITY OF RANDWICK HELD ON TUESDAY,
11 MARCH 2008 AT 5:00 P.M.**

Item G1/08

Present:

The Mayor, Councillor B Notley-Smith (East Ward)

North Ward - Councillors M Woodsmith (Deputy Chairperson)

East Ward - Councillor M Matson (Chairperson)

Community members - Ms J McGirr & Ms J Batty

Officers present:

Director City Services - Mr J Frangoples

Senior Administrative Coordinator - Ms J Hartshorn

Tree Management Officer - Mr B Bourke

In attendance:

Nil

Apologies/Granting of Leave of Absences

Apologies were received from Councillor Nash and Ms R Wade.

RESOLVED: (Matson/Notley-Smith) - that the apologies received from Councillor Nash and Ms R Wade be accepted and leave of absence from the meeting be granted.

Leave of Absence

Leave of absence had previously been granted to Cr Hughes. See Minute No. CS1/08.

Declarations of Pecuniary and Non-Pecuniary Interests

Nil

Address of Committee by Members of the Public

Nil

Urgent Business

Ms J McGirr - Tree Planting - Latham Park (F2004/00923)

Jocelyn McGirr enquired about the action that Council is taking in relation to the band of trees between the two levels of Latham Park. The trees are thinning and replanting may be required to stabilise the bank. The Director of

City Services indicated that Council is aware of the requirement to replant this area and that he would expedite the scheduled work.

Cr Murray Matson on behalf of Ms R Wade - Tea Tree loss along the Coastal Walkway (PROJ/10179/2006)

Councillor Matson raised the matter of Tea Tree loss along the Coastal Walkway on behalf of Rona Wade. It was agreed that this matter be discussed at a future Greening Randwick Meeting.

Greening Randwick Report

G1/08 Greening Randwick Report - Tree Canopy Cover Maps - Randwick LGA (F2004/07359)

GR1/08

Recommendation that Council consider repeating the canopy cover mapping every five (5) years.

The meeting closed at 5.14pm.

The minutes of this meeting were confirmed at the Environment Committee Meeting of the Council of the City of Randwick held on 8 April 2007.

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CHAIRPERSON

Item G1/08

Environment Report No. E8/08



Subject: Greywater Treatment and Water Re-use Systems

Folder No: F2007/00408

Author: Roman Wereszczynski, Manager Health, Building & Regulatory Services

Introduction

The installation of water re-use systems in new development, is becoming an important and integral strategy to save our precious water resources and to manage the use of water in a sustainable manner.

Council has recently received and determined a number of applications under the Local Government Act to install and operate various types of greywater and other water re-use systems, a number of which are within the Prince Henry Hospital re-development.

To ensure that these applications are assessed and managed in a consistent and comprehensive manner, a standard procedure has been developed by Health Building & Regulatory Services.

Issues

The installation of water re-use systems is a relatively recent initiative, which should be encouraged and facilitated where possible. However, at this stage, government authorities, suppliers and customers are still learning about the detailed and complex regulatory provisions, guidelines and criteria which apply to these systems to maintain public health and safety.

The attached Environmental Health procedure aims to assist Council officers in the assessment and determination of applications for the installation and operation of waste water re-use systems, including grey-water treatment systems, diversion devices and other installations.

The procedure will also assist Council's Environmental Health Officers in any associated regulatory activities, inspections and complaints relating to greywater and other water re-use systems.

The procedure outlines Council's assessment, determination and inspection and procedures relating to waste water re-use systems, with a particular emphasis on greywater re-use systems, due to their sudden recent increased use within Randwick.

The procedure also provides details of relevant legislative requirements, standards and relevant information to assist Council officers to effectively manage the installation and operation of such systems.

The procedure must also be read in conjunction with relevant legislative provisions, guidelines and criteria, which may be subject to change.

Relationship to City Plan

The relationship with the City Plan is as follows:

Outcome: 10 A Healthy Environment.

Direction: 10a Council is a leader in fostering environmentally sustainable practices.

Financial impact statement

There is no direct financial impact for this matter.

Conclusion

The attached standard procedure will help to ensure that applications for water re-use systems are assessed and determined in a consistent and effective manner, with minimal impact upon public health and the environment.

Recommendation

That the attached Health, Building & Regulatory Services standard procedure for on-site sewage management systems, grey-water treatment systems and other waste water re-use systems be noted.

Attachment/s:

- | | | |
|---|---|-------------|
| 1 | Standard Procedure - EH5 - Greywater Treatment Systems and other water re-use systems - June 2007 | 20
Pages |
|---|---|-------------|

Item E8/08

ENVIRONMENTAL HEALTH

PROCEDURES & GUIDELINES

SUBJECT/PROCESS:	On-site sewage management systems and grey-water re-use systems
SUBJECT/PROCESS REF NO.:	EH - 5
AUTHORISED BY:	Roman Wereszczynski
DATE:	June 2007 (updated March 2008)
PURPOSE:	To detail Council's standard procedures and provide guidance for the assessment of applications to install and operate on-site sewage management, grey-water treatment systems and other water re-use systems & devices

Item E8/08

1. INTRODUCTION

This procedure aims to assist Council officers in the assessment and determination of applications for the installation and operation of 'greywater' reuse systems and similar devices and installations.

The procedure will also assist in any associated regulatory activities relating to 'greywater' re-use systems and the like.

This procedure outlines Council's assessment, determination and inspection and procedures relating to 'greywater' re-use systems. It also provides details of relevant legislative requirements, standards and relevant information to assist Council officers to effectively manage the installation and operation of such systems.

This procedure must be read in conjunction with relevant legislative provisions, guidelines and criteria, which may be subject to change.

2. BACKGROUND

The installation of water re-use systems, particularly in new developments is becoming an important and integral strategy to save our precious water resources and to manage the use of water in a sustainable manner.

As the installation of water re-use systems is a relatively recent initiative, all parties, including Local and State government, Water Authorities, private companies and the public are endeavouring to manage the development and implementation of efficient and effective regulatory provisions, guidelines and criteria, which facilitate the installation and 'take-up' of these systems and also maintain public health and safety.

3. REGULATORY PROVISIONS

General provisions

The installation and operation of 'greywater' re-use systems and other waste treatment devices or facilities are principally governed by the provisions of the *Local Government Act 1993* and the *Local Government (General) Regulation 2005*.

In the *Local Government (General) Regulation 2005*, "greywater" is defined as 'waste water from washing machines, laundry tubs, showers, hand-basins and baths, but does not include waste water from a kitchen, toilet, urinal or bidet'.

In addition, the installation of 'greywater' re-use systems and other waste treatment devices or facilities, which serve developments other than single residential dwellings (i.e. multi-unit housing developments, aged-care facilities, public buildings or commercial or industrial types of development), would generally also require development consent under the provisions of the *Environmental Planning & Assessment Act 1979*.

If development consent is necessary for the installation of the particular type of 'greywater' re-use system or other waste treatment device, this must be obtained prior to (or in conjunction with) the issue of any required approvals under the *Local Government Act 1993*.

Local Government Act provisions

Chapter 7 of the *Local Government Act 1993* contains the key provisions relating to the installation and operation of 'greywater' re-use systems and other waste treatment devices or facilities.

Part 1 of Chapter 7 contains the provisions and requirements relating to approvals and in particular, section 68 and the associated table to that section specifies the type of system or activity which requires an approval.

In the table to section 68, the following systems and activities require approval, unless specifically exempt from approval in the *Local Government (General) Regulation 2005* ("the *Regulation*"):

- C 5 - Install, construct or alter a waste treatment device or a human waste storage facility or a drain connected to any such device or facility.
- C 6 – Operate a sewage management facility
- F 10 – Carry out a prescribed activity, which includes the installation and operation of a 'domestic greywater diversion' system to a single residential dwelling, as detailed in clause 75A of the *Regulation*.

Part 2 of Chapter 7 contains provisions relating to the service of Notices and Orders, including in relation to the operation of a waste storage or treatment device (i.e.. if the system does not satisfy relevant criteria and standards or for public health and pollution control reasons)

The *Regulation* contains additional provisions relating to the installation and operation of such systems and devices. In particular, clauses 25 to 48 contain provisions relating to Approvals. Clause 75A contains provisions and exemptions relating to 'domestic greywater diversion' systems and devices and Clauses 82 to 100 contain provisions relating to the service of relevant *Orders*.

Environmental Planning & Assessment Act provisions

The requirement to provide or install greywater or other waste water treatment systems may arise as a result of the implementation of Council's Local Environmental Plan and Development Control Plans for a particular site (i.e. Prince Henry Hospital Redevelopment). In such cases, a Development Application must be submitted to and approved by Council for the proposed greywater or other waste water treatment systems (usually in conjunction with the principle development).

Development Applications are assessed under the provisions of the *Environmental Planning & Assessment Act 1979*, *Environmental Planning & Assessment Regulation 2000*. Section 79C of this Act contains the matters for consideration (including the suitability of the site, environmental impacts, amenity impacts and public health and safety etc).

Generally, the installation and operation of a greywater or other waste water treatment system serving a multi-unit housing development or a commercial, industrial or public use development would require development consent as detailed above.

The installation of a greywater or other waste water treatment system serving only a single residential dwelling would in most cases not require development consent.

However, all greywater or other waste water treatment systems require an approval to install and operate the system under the provisions of the *Local Government Act 1993*, (except in relation to the installation of certain greywater diversion devices which may be exempt from an approval as detailed in the above Local Government Act provisions).

4. RELEVANT GUIDELINES, STANDARDS & CRITERIA

As greywater and other waste water treatment systems recycle and re-use waste water from various uses within the particular development, the waste water has the potential to contain pathogens (i.e. bacteria, viruses, protozoa), chemicals (i.e. nutrients, salts, disinfectants, bleaches, oils) and physical contaminants (i.e. hair, lint, soap, dirt, sand, food waste).

Therefore, it is important to ensure that the system is suitably designed, installed and operated in accordance with relevant guidelines, criteria and standards to minimise the potential impact upon the health and well being of the occupants. As well as minimising any potential impacts upon the subject site, the environment and amenity of nearby residents.

There are various National and State guidelines and associated referenced documents relating to greywater treatment systems, greywater diversion devices and other waste water treatment and sewage management systems.

The guidelines contain detailed information relating to particular matters which should be taken into consideration when designing, installing and operating certain types of waste water systems. Unfortunately however, some of the guidelines and referenced documentation are quite complex and contain hundreds of pages of information, which may or may not be relevant to the particular proposal.

Generally, the guidelines and documents refer to the development and implementation of a 'hazard analysis' and 'risk assessment' approach, to ensure the suitability of the design and operation of the system and to satisfy public health and safety considerations.

The 'risk assessment' approach allows for each different and distinct system to be considered on its own merits and having regard to the relevant circumstances and the site and locality conditions in the particular case. However, the limited use and reference

to prescriptive requirements and criteria can make the regulatory and application assessment processes extremely complex, time consuming and inconsistent.

The use of this procedure aims to ensure that Council provides a comprehensive, consistent and efficient process for the assessment and management of such systems.

The key relevant guidelines, referenced documents and criteria include:

Guideline or Referenced Document	Issued / Published by	Applicability & Comments
NSW guidelines for Greywater Reuse in Sewered Single Household Residential Premises (March 2007)	NSW Dept. of Water and Energy (DWE) [formerly DEUS]	This is the key guideline relating to single dwellings. It contains details and requirements relating to greywater diversion devices, greywater treatments systems and greywater in general. This guideline references various other documents and criteria, as may be applicable, as detailed below.
Management of Private Recycled Water Schemes – NSW Guideline (June 2007)	NSW Dept. of Water and Energy (DWE) [formerly DEUS]	This is the key guideline relating to greywater treatment systems and other waste water treatment systems in class 2 to 9 developments i.e.. multi-unit housing, commercial and public buildings or developments. This guideline references various other documents and criteria, as may be applicable, as detailed below.
Greywater Reuse in Sewered Single Domestic Premises (April 2000)	NSW Dept. of Health	Relates to greywater systems serving single dwellings. Includes public health considerations, criteria and accreditation details.
ANZECC Guidelines for Fresh and Marine Water Quality (2000)	Australia and New Zealand Environment and Conservation Council (ANZECC)	Guidelines relating to the assessment and suitability of water quality. Chapter 5 contains details and criteria relating to recreational water quality and aesthetics. Chapter 6 relates to drinking water.
National Guidelines for Water Recycling: Managing Health and Environmental Risks (Phase 1) 2006	Commonwealth Environment Protection and Heritage Council	This guideline provides comprehensive details of the risk assessment and management framework for all types of water recycling projects.
Environmental Guidelines: Use of Effluent by Irrigation (2004)	NSW Dept. of Environment and Climate Change [formerly DEC & EPA]	This guideline covers the broad framework, principles, objectives and management practices for consideration when assessing irrigation systems that uses effluent.
Environmental Guidelines: Use & Disposal of Biosolids Products (1997)	NSW Dept. of Environment and Climate Change [formerly DEC &	Provides details of statutory requirements and guidance on the management of biosolids from the operation of a recycled water scheme.

	EPA]	
National Water Quality Management Strategy - Australian Drinking Water Guidelines 6 (2004)	Australian Gov. National Health and Medical Research Council	In particular, Chapter 6 contains details and criteria relating to the physical and chemical quality of drinking water.
NSW code of Practice – Plumbing and Drainage (July 2006)	Committee on Uniformity of Plumbing and Drainage Regulations	Contains specific technical requirements for the design and installation of plumbing and drainage systems, including rainwater harvesting, on-site greywater diversions and treatment systems for dwellings and multi-unit housing developments. To be read in conjunction with AS3500 detailed below.
Australian Standard AS/NZS 3500 (2003) – Plumbing and Drainage	Standards Australia	Contains specific technical requirements for the design and installation of plumbing and drainage systems, including rainwater harvesting, on-site greywater diversions and treatment systems for dwellings and multi-unit housing developments. To be read in conjunction with the abovementioned Code of Practice.

It should be noted that the particular guideline/s and referenced requirements may not be mandatory and each application and proposal must be considered on its own merits, having regard to the relevant risks, site conditions and the environmental, public health and amenity considerations and impacts. As previously stated, in most cases, a hazard analysis and risk assessment approach is to be taken when considering the suitability of a particular proposal, except in relation to systems which are 'accredited' by a relevant authority (i.e. NSW Health).

Copies of the referenced guidelines and documents are contained in the Environmental Health Team Folder for Greywater and Other Waste Water Treatment Systems. A copy of the referenced guidelines is also contained in the relevant Trim Folder - F2007/00408. However, reference should be made to the relevant government department's web site for any amended, updated or additional guidelines or criteria.

The NSW government has also issued a number of Information Sheets and other publications which should be referenced (as applicable), including:

- DWE Fact Sheet # 1 – Greywater Diversion devices – Do's & Don'ts
- DWE Information Sheet – All About Greywater
- DWE Fact Sheet # 4 – Keeping your Plants and Soil Healthy with Greywater
- NSW Health Register – Certificates of Accreditation – Greywater Treatment Systems
- NSW Health Register – Plumbing Safety Licences – Greywater Diversion Devices
- NSW Health – Circular – Interim Guidance for Greywater and Sewage Recycling in Multi-Unit Dwellings and Commercial Premises (Jan 2005)

As the use of greywater and other water treatment systems is increasing, new guidelines and information will continue to develop. Therefore, it is necessary to ensure that

relevant staff, applicants and developers are informed of any new guidelines, criteria and information in this area and that they are appropriately referenced when designing and considering relevant applications.

5. APPLICATIONS & APPROVAL REQUIREMENTS

Details of the application and assessment requirements are also provided in section 3 of this procedure 'REGULATORY PROVISIONS'.

In summary, the following application and approval provisions apply:

Environmental Planning & Assessment Act 1979

A development application is required to be submitted to and approved by Council, for greywater and other waste water treatment systems provided to a class 2 to 9 development (as defined in the Building Code of Australia) i.e.. multi-unit housing developments, commercial developments and public building uses, unless the proposal is included in the application and consent for the overall development.

Local Government Act 1993

A local approval application is required to be submitted to and approved by Council, for:

- The 'installation' of a greywater treatment systems or other waste water treatment system
- The 'operation' of a greywater treatment systems or other waste water treatment system

For same-scale straight forward proposals (i.e. accredited greywater treatment system), the abovementioned applications may be included in the same application.

Exemption provisions (Local Government Act 1993 & LG (General) Regulation 2005)

Clause 75A of the Regulation contains provisions and exemptions relating to 'domestic greywater diversion' devices, subject to certain requirements, including:

- Single residential dwelling use only
- Compliance with the NSW Code of Practice – Plumbing & Drainage
- The diversion device is a "WaterMark" licensed device
- Greywater to be used for sub-surface irrigation only
- Does not re-use waste water from a toilet or kitchen
- Does not involve storage of untreated greywater
- Compliance with health, safety and nuisance criteria
- Must be installed by a licensed plumber

A list of current NSW Health registered greywater diversion devices is provided in Annexure 4.

A greywater diversion device uses a hand-activated switch to divert untreated greywater by gravity or a pump directly to a sub-surface irrigation system in the garden.

Applications & Approvals

Applications for a Development Application and Local Approval Application are required to be made on the standard DA or LA Application Forms, as applicable.

Applications are subject to payment of the approved Application Fee, as contained in Council's current adopted Pricing Policy / Fees & Charges.

Application submission requirements depend on the type, scope and nature of the particular application and whether or not the system is accredited by the relevant authority or organisation.

In general terms, the applicant must provide sufficient details to demonstrate that the relevant legislative provisions, guidelines and standards will be satisfied and that the particular application should be approved.

Greater and more technical details would generally be provided with the Local Approval application to install and operate the system.

In summary, application submission requirements include (as applicable):

- Application form
- Application fees
- Plans & Specifications
- Manufacturers details
- Design certification
- System accreditation details
- Description of the system, sources of recycled water, quantity of water, end-uses of recycled water & quality of water etc
- Details of Guidelines, Criteria & Standards that will be satisfied & how
- Details of the site, its suitability, features, composition and constraints
- Environmental, amenity and public health considerations and impacts
- Details of Risk Management Assessment-Hazard Identification, Risk Assessment and Controls (*Refer to the DWE Guidelines for details*)
- Monitoring plan (including validation & verification)
- Operational, maintenance and ongoing management details
- Other information and details as may be relevant to the proposal

The extent of details will depend on a number of factors, including the type of application and proposed system, relevant environmental and public health considerations, applicable guidelines & criteria. For example, comprehensive details of the risk assessment, monitoring plan, operational and management of the system would generally be included in the application to 'operate' the system. However, the application to 'install' the system should include sufficient details of these considerations and proposed strategies, to demonstrate that the relevant provisions and criteria can and will be satisfied.

If the applicant has adequately demonstrated that the relevant criteria and considerations will be satisfied and the proposal is considered acceptable, the application may be approved, subject to a number of standard conditions. Non-standard conditions may also be included to address the particular circumstances of the case and any issues of concern or the like.

Consideration is also required to be given to any relevant conditions of accreditation eg. NSW Health conditions of accreditation for a particular greywater treatment system (as identified in Annexure 3).

A copy of the current standard DA and LA conditions for greywater treatment systems and other waste water treatment systems is provided in *Annexure # 1*. These conditions are also contained in the standard DA Conditions for all development.

A copy of an example Local Approval determination and condition of approval for a greywater treatment system serving a multi-unit housing development is provided in *Annexure # 2*.

Referrals to Other Authorities

Although not mandatory, it is agreed practice to refer all applications for greywater and other wastewater treatment systems (serving class 2 to 9 developments) to the NSW Department of Water & Energy and the Department of Health for comments prior to Council's determination of the application.

These authorities may request (via Council) further information from the applicant to demonstrate that the relevant guidelines and criteria will be satisfied.

The comments, recommendations and conditions made by the NSW Department of Water & Energy and the Department of Health must be taken into consideration and into the terms of any approval (unless specifically determined otherwise by the Council, General Manager, Director or Manager).

A copy of Council's determination should be forwarded to the authorities, if requested by the authority.

6. ADMINISTRATION PROCEDURES

Details of all applications, Development Applications (DA) and Local Approval (LA) applications are required to be recorded in Council's Pathway Applications system, in accordance with the Health, Building & Regulatory Services – Business Rules for Applications.

Details of all approved greywater and other waste water / on-site sewage management systems are to be maintained in Council's Pathway Licensing system, in accordance with the Health, Building & Regulatory Services – Business Rules for Licensing / Registrations.

Upon determination of a LA to 'install' a greywater treatment system or other on-site sewage management system (excluding a greywater diversion device), details are to be recorded in the Pathway Licensing system and the licence / registration identified as 'pending'. Upon commencement of the 'operation' of the system, the status of the licence/ registration is to be changed to 'current'.

7. INSPECTION & CERTIFICATION

An inspection of proposed and installed greywater treatment system or other on-site sewage management system (excluding a greywater diversion device) should be carried out at the following stages or occasions:

- Upon lodgement of the DA and LA
- Upon completion of the installation of the system
- Upon operation of the system (i.e. after validation and verification, if applicable)
- Periodically (eg. annually for black-water OSSM and bi-annually for a grey-water or other water re-use system, or as otherwise as is considered appropriate for the type of system and development)
- Upon receipt of a resident complaint or concern relating to the system

Certification should be obtained from a suitably qualified person/s at various stages of the process, to demonstrate that the particular system satisfies relevant design, installation and operational requirements and criteria.

During the application assessment process, 'design certification' should be obtained, which specifies the applicable design requirements and guidelines and confirms that the design satisfies the relevant guidelines and requirements.

Design certification is not required to be provided for a greywater treatment system or other system which is Accredited by the NSW Health Department or other recognised accreditation body.

A copy of current NSW Health Accreditation details for greywater treatment system are provided in *Annexure 3*.

Certification should also be obtained at the following stages or occurrences (and be specified in the relevant conditions of approval):

- Upon installation of the system (prior to operation)
- Upon completion of the required *validation* and *verification* testing (as detailed in the DWE Guideline – Management of Private Recycled Water Schemes)
- Annually, from the date of commencing the operation of the system (as detailed in the DWE Guideline – Management of Private Recycled Water Schemes – ‘Audit reporting’)
- Upon the written request of Council

The certification must be sufficiently detailed and accurately refer to the relevant requirements, guidelines, criteria, standards and codes of practice etc. In some cases, certification may need to be provided by different parties, depending on the scope of the particular matter or certification (i.e. certification from a environmental / public health consultant for health and environmental matters and certification from a Licensed Plumber in relation to the installation of the equipment, pipes and drainage in accordance with AS 3500 and the Code of Practice)

8. FURTHER INFORMATION

For further information or to seek clarification and guidance at any time, please liaise with the Manager or Coordinator accordingly.

Details of key relevant guidelines and referenced documents are provided in section 4 of this Procedure. Further detailed information can be found at the following organisations and web sites:

- NSW Department of Water and Energy
www.dwe.nsw.gov.au
- NSW (Department of) Health
www.health.nsw.gov.au
- NSW Department of Local Government
www.dlg.nsw.gov.au
- NSW Department of Environment and Climate Change
www.decc.nsw.gov.au
- Australia and New Zealand Environment and Conservation Council
www.environment.gov.au/water/publications
- Australian Government – National Health and Medical Research Council
www.nhrmc.gov.au
- Standards Australia – SAI Global
www.saiglobal.com/shop

As the installation of such systems is becoming more common and the relevant guidelines, requirements and criteria are subject to change, it is important to be aware

of any new developments and the abovementioned organisations and current web sites should be referred to.

9. LIST OF ANNEXURES

- 1. Standard DA/LA conditions of approval**
- 2. Standard LA notice of determination**
- 3. List of NSW Health accredited grey-water treatment systems**
- 4. List of NSW Health registered grey-water diversion devices**

Item E8/08

F2004/07941 - D00436143 - Standard Procedure - EH5 – OSSM systems, Greywater Treatment Systems and other water re-use systems - June 2007 – Updated March 2008

STANDARD DA (OR LA) CONDITIONS FOR GREY WATER TREATMENT SYSTEMS & OTHER WASTE WATER TREATMENTS SYSTEMS

Domestic Greywater Treatment Systems – single residential dwelling/s

(LGA application requirements)

1. In accordance with Section 68 of the *Local Government Act 1993*, a separate local approval application must be submitted to and approved by Council for the [i.e. installation and operation, or, operation] of the greywater treatment system, , [i.e. prior to installation of the system, or, prior to a *Construction Certificate* being issued for the development].

(Guidelines & criteria - DWE)

2. The greywater treatment system is to be designed, installed and operated in accordance with the relevant requirements of the *Local Government Act 1993*, *Local Government (General) Regulation 2005* and the *NSW Department of Water and Energy Guidelines – Greywater Reuse in Sewered Single Household Residential Premises*. Details of compliance are to be provided with the application required under section 68 of the *Local Government Act 1993*.

(Guidelines & criteria – NSW health)

3. Domestic greywater treatment systems must be designed, installed and operated in accordance with the relevant *NSW Department of Health* requirements and guidelines, including the *NSW Health Domestic Greywater Treatment Systems Accreditation Guidelines 2005*. Details of compliance must be provided with the local approval application required under section 68 of the *Local Government Act 1993*.

(Nuisances etc)

4. The operation of the greywater treatment system must not result in a public health nuisance, emission of foul odours, contamination or pollution of water or, the degradation of soil and vegetation.

(Certification)

5. Upon installation of the system, written certification must be provided to Council's Manager Health, Building & Regulatory Services, from a suitably qualified person/s, which confirms that the system has been installed and is operating in accordance with the relevant guidelines and conditions contained in this approval.

(NSW Health conditions of accreditation)

6. The relevant *NSW Health* Conditions of Accreditation for the [eg. greywater treatment system] are required to be complied with. A copy of which is attached.

Greywater/other waste water treatment systems – Other than single residential dwellings

(LGA application requirements - installation)

7. A separate application must be submitted to and approved by Council for the installation of the proposed [i.e. grey water treatment system] in accordance with section 68 of the *Local Government Act 1993*, prior to the installation or carrying out any works associated with the system.

The current requirements and guidelines of the *Department of Water and Energy (DWE)* and *NSW Department of Health* must be complied with, including, "Management of Private Recycled Water Systems Guidelines", prepared by DWE dated May 2007.

Details of compliance with the relevant requirements and guidelines of the NSW Department of Water & Energy and NSW Department of Health are to be provided to Council with the section 68 local approval application.

(LGA application requirements - operation)

8. A separate application must be submitted to and approved by Council for the operation of the [i.e. grey water treatment system] in accordance with section 68 of the Local Government Act 1993 prior to the 'operation' of the system.

The current requirements and guidelines of the Department of Water and Energy (DWE) and NSW Department of Health must be complied with, including, "Management of Private Recycled Water Systems Guidelines", prepared by DWE dated May 2007.

Details of compliance with the relevant requirements and guidelines of the NSW Department of Water & Energy and NSW Department of Health are to be provided to Council with the section 68 local approval application.

(Certification requirements)

9. Written certification must be provided to Council's Manager Health, Building & Regulatory Services, from a suitably qualified person/s, which confirms that the system has been installed / is operating (as applicable) in accordance with the relevant conditions, guidelines and criteria contained in this approval, at the following stages / occurrences:

- Upon installation of the system (prior to operation)
- Upon completion of the required *validation* and *verification* testing (as detailed in the DWE Guideline – Management of Private Recycled Water Schemes)
- Annually, from the date of commencing the operation of the system (as detailed in the DWE Guideline – Management of Private Recycled Water Schemes – 'Audit reporting')
- Upon the written request of Council

(Noise requirements)

10. The operation of all plant and equipment shall not give rise to an 'offensive noise' as defined in the Protection of the Environment Operations Act 1997 and Regulations.

In this regard, the operation of the premises and plant and equipment shall not give rise to a sound pressure level at any affected premises that exceeds the background (LA90), 15 min noise level, measured in the absence of the noise source/s under consideration by more than 5dB(A). The source noise level shall be assessed as an LAeq, 15 min and adjusted in accordance with the NSW Environmental Protection Authority's Industrial Noise Policy 2000 and Environmental Noise Control Manual (sleep disturbance).

(Acoustic report)

11. A report, prepared by a suitably qualified and experienced consultant in acoustics, shall be submitted to the Council prior to the operation of the system being issued for the development, which demonstrates and certifies that noise and vibration emissions from the development comply with the relevant provisions of the Protection of the Environment Operations Act 1997, NSW Environmental Protection Authority Noise Control Manual & Industrial Noise Policy and conditions of Council's approval, to the satisfaction of Council's Manager Environmental Health & Building Services.

(Nuisances etc)

12. The use and operation of the system and all plant and equipment must not give rise to a public nuisance and there are to be no emissions or discharges from the premises, which will give rise to a public nuisance or result in an offence under the Protection of the Environment Operations Act 1997 and Regulations.

The operation of the system must not result in a public health nuisance, emission of foul odours, contamination or pollution of water or, the degradation of soil and vegetation.

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Our Ref: «Application_Number»

«Document_Issue_Date»

«Applicant_Name»

«Applicant_Address»

Dear Sir/Madam

NOTICE OF DETERMINATION
(Section 94 - Local Government Act, 1993)

Application No: «Application_Number»

Premises: «Primary_Location»

Description: «Description»

Decision: «Decision_Type»

Date of Decision: «Decision_Date»

Approval is granted to [**install and/or operate**] the [**i.e. Greywater / waste water treatment system - Activity** [**C5 and/or C6**], as contained in the abovementioned application, subject to compliance with the following conditions:

1. The [design, installation and operation, or; operation] of the [i.e. greywater / waste water treatment system] must be carried out in accordance with the information submitted with the abovementioned Local Approval Application. This includes the document/s titled and any other additional or supporting information received with the application, except as may be amended by the following conditions.
2. A separate application for an 'Approval to Operate' the [Greywater Treatment System / Waste Water Treatment System / Sewage Management System] must be submitted to and approved by Council prior to the operation of the system, in accordance with the provisions of Section 68 of the *Local Government Act 1993*.
3. The current requirements and guidelines issued by the Department of Water and Energy (DWE) and NSW Department of Health must be complied with, including, "Management of Private Recycled Water Systems Guidelines", prepared by DWE dated May 2007.
4. Written certification must be provided to Council's Manager Health, Building & Regulatory Services, from a suitably qualified person/s, which confirms that the system has been installed / is operating (as applicable) in accordance with the relevant conditions, guidelines and criteria contained in this approval, at the following stages / occurrences:
 - Upon installation of the system (prior to operation)
 - Upon completion of the required *validation* and *verification* testing (as detailed in the DWE Guideline – Management of Private Recycled Water Schemes) , prior to obtaining a section 68 'Approval to Operate' the system
 - Annually, from the date of commencing the operation of the system (as detailed in the DWE Guideline – Management of Private Recycled Water Schemes – Audit Reporting)
 - Upon the written request of Council
5. The [i.e. Greywater / waste water treatment device/onsite sewage management system] must be registered with the Council's Health & Building Regulatory

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Services, prior to operation of the system. Registration and inspection fees are also required to be paid in accordance with Council's adopted Pricing Policy.

6. The system must be located in the position shown on the plans/drawings referenced as and dated
7. The relevant NSW Health Conditions of Accreditation for the [eg. greywater treatment system] are required to be complied with. A copy of which is attached.
8. Adequate clearance shall be provided to all tanks, chambers, filters and electrical components to enable access for maintenance.
9. All plumbing and drainage work is to be carried out in accordance with the NSW Code of Practice for the Plumbing and Drainage 3rd edition, 2006 and AS/NZS 3500 (2003) – Plumbing and Drainage (except as modified by the NSW Code of Practice for Plumbing and Drainage).
10. Until an 'Approval to Operate' has been granted by Randwick City Council, all recycled water must be disposed of to the sewer and a trade waste approval must be obtained from Sydney Water (if required). If Sydney Water does not permit the disposal of the recycled water to the sewer, an alternative method of disposal must be identified by the applicant and approved by Council beforehand.
11. Overflow or excess treated and/or untreated recycled water from the system must be disposed of to sewer in accordance with a trade waste approval from Sydney Water (if required). If Sydney Water authority does not permit the disposal of the recycled water to the sewer, an alternative method of disposal must be identified by the applicant and approved by Council beforehand.
12. Wastewater collection for treatment in this system is restricted to being collected from the [*i.e. showers, bath tubs, hand wash basins and washing machines etc*].
13. The recycled treated water is restricted to being supplied to the [*i.e. toilets for flushing, landscaping irrigation, car washing, washing machines*], for cold water connection only.

[Only if use in laundries is approved]
14. Recycled water for the laundries is restricted to the cold water connection for washing machine use only and not for the whole of the laundry.

[Only if use for irrigation is approved]
15. The recycled water must not be permitted to discharge to any natural waterway, stormwater drain or adjoining premises.

[Only if use for toilet flushing/bathroom is approved]
16. Appropriate alternative services for the continued supply of water to essential services (e.g. toilet flushing) must be provided in the event of a critical failure of the recycled water system.
17. The final quality of recycled water must meet the following standards, as outlined in the current Guidelines issued by the Department of Water and Energy, unless otherwise approved in writing by Council's Manager Health, Building & Regulatory Services:

Parameter	Effluent Compliance Value
<i>E.Coli</i>	< 1 cfu/100 mL
BOD	< 10 mg/L
Suspended Solids	< 10 mg/L
pH	6.5 – 8.5
Turbidity	< 2 NTU (95 percentile)
Disinfection	UV : TBA
<i>Somatic Coliphages</i>	< 1 pfu/100 mL
<i>Clostridia</i>	< 1 cfu/100 mL
Salinity	<1,600 µS/cm
TDS	< 1,000 mg/L

18. There are to be no emissions or discharges from the recycled water system that give rise to a public nuisance or result in an offence under the *Protection of the Environment Operations Act 1997*.

[Signage - if applied to irrigation system]

19. Warning signs must be provided within the irrigation area, in accordance with AS 1319 – 1994: Safety Signs for the Occupational Environment.

[Noise emissions]

20. The operation of all plant and equipment shall not give rise to an ‘offensive noise’ as defined in the Protection of the Environment Operations Act 1997 and Regulations.

In this regard, the operation of the premises and plant and equipment shall not give rise to a sound pressure level at any affected premises that exceeds the background (LA90), 15 min noise level, measured in the absence of the noise source/s under consideration by more than 5dB(A). The source noise level shall be assessed as an LAeq, 15 min and adjusted in accordance with the NSW Environmental Protection Authority’s Industrial Noise Policy 2000 and Environmental Noise Control Manual (sleep disturbance).

21. The use and operation of the system and all plant and equipment must not give rise to a public nuisance and there are to be no emissions or discharges from the premises, which will give rise to a public nuisance or result in an offence under the *Protection of the Environment Operations Act 1997* and Regulations.

The operation of the system must not result in a public health nuisance, emission of foul odours, contamination or pollution of water or, the degradation of soil and vegetation.

Should you require any further information regarding this determination, please contact «Responsible_Officer», Senior Environmental Health Officer, on during business hours Monday to Friday.

Yours faithfully

[Name]
[Title]

NOTES:

The abovementioned conditions have been imposed to ensure that the relevant requirements of the Local Government Act 1993 have been satisfied and reasonable levels of environmental amenity, public health, safety and convenience have been provided.

Section 100 of the Local Government Act 1993 provides that the applicant may request the Council to review the determination. The request must be made in writing within twenty eight (28) days after the "Determination Date" as specified in this notification, together with payment of the appropriate fee.

Section 109 of the Local Government Act 1993 provides that an approval may be revoked for any failure to comply with a condition of the approval.

Section 176 of the Local Government Act 1993 provides that you have the right of appeal against the Council's determination to the Land and Environment Court.

An approval to install a greywater or other waste water treatment system does not guarantee that approval will be granted to 'operate' the system. Unless specifically approved in this application, a separate Local Approval application must be submitted to and approved by Council to 'operate' the system, in accordance with Activity C6 in the Table to section 68 of the Local Government Act 1993.

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- ▶ Environmental Health Home
- ▶ Aboriginal Environmental Health
- ▶ Body Decoration and Grooming
- ▶ Disposal of the Deceased
- ▶ Environmental Hazards
- ▶ Buildings, Development and Health
- ▶ Pests
- ▶ Wastewater & Sewage
- ▶ Water
- ▶ Contacts

Greywater Treatment Systems

last updated: Wednesday May 16 2007

REGISTER - CERTIFICATES OF ACCREDITATION CLAUSE 41(1) LOCAL GOVERNMENT (GENERAL) REGULATION 2005

1. Aqua Clarus Holdings Pty Ltd

Contact person: Ms Dorothy Green
25/27 Whiting St, Artarmon, NSW, 2064
Tel: 1300 368 158
Super Natural Greywater Treatment System
Certificate of Accreditation: DGTS-001 - PDF [452 Kb] for 10 persons
2. AquaReuse Pty Ltd

Contact person: Mr Peter Bampton
287 Swan Gully Rd, Bromelton, Qld, 4285
Tel: (07) 5541 0133
AquaReuse Greywater Treatment System
Certificate of Accreditation: DGTS-005 - PDF [505 Kb] for 10 persons"
3. Earthsafe Waterbank Pty Ltd

Contact person: Mr Owen Hill
23 Heather St, Heatherbrae, NSW 2324
Tel: 1800 928 371
Earthsafe WaterBANK WB10 Greywater Treatment System
Certificate of Accreditation: DGTS-002 - PDF [625 Kb] for 10 persons
4. New Water Pty Ltd

Contact person: Mr Andrew Pearce
3-4 Argent Place, Ringwood, VIC, 3134
Tel: (03) 8873 3600
Aqua Reviva Greywater Treatment System
Certificate of Accreditation: DGTS-004 - PDF [468 Kb] for 10 persons
5. Suncoast Wastewater Management

Contact person: Mr Sam Slack
59 Industrial Ave, Kunda Park, QLD, 4556
Tel: (07) 5453 4466
Ozzi Kleen GTS10 Greywater Treatment System
Certificate of Accreditation: DGTS-003 - PDF [520 Kb] for 10 persons
6. Nubian Water Systems Pty Ltd

Contact person: Mr Phil Krasnostein
3/83 Whiting St, Artarmon, NSW, 2064
Tel: (02) 9438 5522
Nubian Oasis Greywater Treatment System
Certificate of Accreditation: DGTS-006 - PDF [480 Kb] for 8 persons
7. Perpetual Water Australia Pty Ltd

Contact person: Mr John Grimes
11 Fitzroy St, Forrest, ACT, 2603
Tel: (02) 6162 0650
Perpetual Water - Home Greywater Treatment System
Certificate of Accreditation: DGTS-007 - PDF [579 Kb] for 8 persons



- ▶ Environmental Health
 - ▶ Home
 - ▶ Aboriginal Environmental Health
 - ▶ Body Decoration and Grooming
 - ▶ Disposal of the Deceased
 - ▶ Environmental Hazards
 - ▶ Buildings, Development and Health
 - ▶ Pests
 - ▶ Wastewater & Sewage
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Greywater Diversion Devices

last updated: Wednesday December 19 2007

Register - Plumbing Safety Licences

(Greywater diversion devices are not accredited by NSW Health and this register is maintained only to assist consumers)

There are two types of greywater diversion devices (GDD):

Gravity diversion device

A gravity diversion device incorporates a hand activated valve, switch or tap and is fitted to the outlet of the waste pipe of the plumbing fixture such as a laundry tub. Greywater is diverted directly to a sub-surface irrigation system in the garden.

Pump diversion device

A pump diversion device incorporates a surge tank to cope with sudden influxes of greywater for distribution of the greywater directly to a sub-surface irrigation system in the garden. The surge tank does not operate as a storage tank.

Approval to install and operate

Approval from the local council to install and operate a diversion device may not be required under a new Clause 75A of the Local Government (General) Regulation 2005, if the installation and operation meet certain conditions.

Certification of greywater devices

Greywater diversion devices are evaluated to the Australian Technical Specification ATS 5200.460-2004 by SAI Global Assurance Services. Certification to the technical specification for plumbing and drainage products is obtained by way of a Watermark licence.

Register of Gravity Greywater Diversion Devices

1. Nylex Water Solutions

Contact: Mr Brendan Mason
29 Nepean Way, Mentone, Vic, 3194
Tel: (03) 9581 0587
Nylex Grey Water Diverta
Plumbing Safety Licence no: PST20057 - PDF [236 Kb]

2. GreytoGreen Pty Ltd

Contact: Mr Clem McMurray
Suite 18, 12 Tryon Road, Lindfield, NSW, 2070
Tel: 1800 176 667
GreytoGreen Irrigation System
WaterMark Licence: WMKT21072 - PDF [215 Kb]

3. Waterwise Systems Australia Pty Ltd

Contact: Ms Kristin Flanders
49 Moor St, Fitzroy, Vic, 3065

http://www.health.nsw.gov.au/public-health/ehb/general/wastewater/diversion_device... 14/03/2008

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Tel: 1300 133 354
Greywater Gardener 230
WaterMark Licence: WMKT21219 PDF - [182 Kb]

4. H R Products

Contact: Mr Shane Anderson
11 - 13 Sammut Street, Smithfield, NSW, 2164
Tel: (02) 9725 5733
Gflow Grey Water System
WaterMark Licence: WMKT21216 - PDF [183 Kb]

Register of Pump Greywater Diversion Devices

1. White International Pty Ltd

Contact: Mr David Simpson
61 O'riordan Street, Alexandria, NSW, 2015
Tel: (02) 9667 0044
Novabox 30/300.1
Plumbing Safety Licence no: 8715 - PDF [236 Kb]

2. Plastic Plumbing & Irrigation Supplies

Contact: Mr Ross Maloney
71F Matthews Avenue, Airport West, Melbourne, Vic, 3042
Tel: (03) 9335 6666
Eco-Care grey wastewater diverter system
Plumbing Safety Licence no: PST20083 - PDF [186 Kb]

3. PPI Corporation Pty Ltd

NSW Office Contact: Mr Geoff Sainsbury
54 Redfern Street, Wetherill Park, NSW, 2164
Tel: (02) 8706 2400
Mob: 417 076 803
H2grO Greywater for Gardens
WaterMark Licence: WMKT21211 - PDF [159 Kb]

4. Advanced Waste Water Systems Pty Ltd

Contact: Mr Sam Milani
1 Leura Street, Nedlands, WA, 6009
Tel: (08) 9389 7933
Grey Flow greywater reuse system
WaterMark Licence: WMKT21239 - PDF [188 Kb]

5. GRS Greywater Reuse Systems

Contact: Dr Ross Mars
4/10 Phillips Road, Mundaring, WA, 6073
Tel: (08) 9295 6263
Mob: 0439 971 213
SupaFlow Greywater reuse system
WaterMark Licence: WMKT21259 - PDF [205 Kb]

6. Western Wastewater Treatments Pty Ltd

Contact: Gary Payne
2/9 Leeway Court, Osborne Park, WA, 6017
Tel: (08) 9244 5322
Fax: (08) 9244 5711

http://www.health.nsw.gov.au/public-health/ehb/general/wastewater/diversion_device... 14/03/2008

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Aquarius MKII Greywater Diversion Device
WaterMark Licence: WMKT21284 - PDF [317 Kb]

7. Everwater Australia Pty Ltd

Contact: Mr Peter Jessup
2/17 Simms Road, Greensborough, VIC, 3088
Tel: (03) 9432 0222

Everwater Greymate diversion device
WaterMark Licence: 60001 - PDF [664 Kb]

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[Privacy](#)



last updated: Wednesday December 19 2007

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Environment Report No. E9/08



Subject: Water Savings project at Administration Building

Folder No: F2004/06495

Author: Peter Maganov, Manager Sustainability

Introduction

Seeking approval for a major water saving project at the Administration Building.

Issues

Council has recently been advised that the Minister for Environment and Climate Change has agreed to sign the draft Water Savings Action Plan prepared for Randwick under mandatory requirements expected of local government and other larger water-consuming organizations in NSW.

Implementation of each of the Water Savings Action Plans approved by the Minister is the next stage of scrutiny by the Department of Environment and Climate Change. In Randwick's case much of the implementation has been underway for more than 12 months through projects funded via the Environmental Levy program and Council's Sustaining our City initiative. Projects in this category include those carried out at the Works Depot, Community Nursery, Des Renford Aquatic Centre and Recycling Centre.

The largest area of water consumption within the Administration Building occurs within the air conditioning plant. Air conditioning at this site consumes just over 60 percent of the Administration Building's water consumption.

To identify water-saving options within this area of operation, Council staff have supported final year engineering students from UNSW during 2007 and 2008 undertaking investigations and options for the collection of rainwater for re-use in the air conditioning plant. This has resulted in a number of options including the placement of rainwater tanks inside the plant room or rainwater tanks in the basement. Either way, captured rainwater from the roof will be pumped to supplement air conditioning water requirements from the current town water connections.

The designs and costing for these various options have been considered separately by a water engineering consultant who has identified a number of additional cost savings for this project. Three quotes have now been obtained and indicate the full cost of installing 20,000 litres of rainwater storage, plumbing and pumps etc for supply of rainwater to the air conditioning plant is approximately \$28,000.

There are a number of additional issues for consideration in relation to the implementation of this water saving initiative. Issue 1 involves the placement of 4 rainwater tanks in the basement between the last parking spaces and the wall alcoves in the centre areas of the basement carpark. The advantage of this location is the additional height within the basement area providing greater storage capacity and volume of water available for the air conditioning. This area is not available as a formal parking space, however it does occasionally get used as a temporary area for a vehicle "spill-over" for one vehicle.

The other item is the energy used to pump from the basement rainwater tanks to the plant room. Although the pump selected has a high energy efficiency and very low

noise output, there will be more energy consumed to operate the pump in the basement than in the plantroom. The tradeoff is that more water can be captured and stored in the basement than in the plantroom.

To address this additional energy consumption, consideration will be given to the installation of a small scale wind turbine or appropriate source of renewable energy offset for the Administration Building.

Relationship to City Plan

The relationship with the City Plan is as follows:

Outcome: 10 A Healthy Environment.
Direction: 10(a) Council is a leader in fostering environmentally sustainability practices.
10 (f) A total water cycle management approach including water conservation, re-use and water quality improvements is adopted.

Financial impact statement

Funding for this project will be carried out from the Water Conservation budget of the Environmental Levy program. Costs of the project will not exceed \$28,000.

Conclusion

This project will provide a positive response to the issues raised in Council's mandatory Water Savings Action Plan approved by the Minister for Environment and Climate Change and implement a major water savings initiative within the Administration Building. An additional benefit from this project is the contribution provided by final year engineering students as part of their studies at UNSW.

Recommendation

That Council approves the installation of the rainwater storage and re-use systems as described for the air-conditioning plant in the Administration Building at Frances Street.

Attachment/s:

Nil

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Environment Report No. E10/08



Subject: Workplace Travel Access Plan
Folder No: F2004/08350
Author: Peter Maganov, Manager Sustainability

Introduction

To seek approval to prepare a Workplace Travel Access Plan for Council staff.

Issues

Council currently has a number of important initiatives in place for Randwick staff and the community in relation to improving sustainable transportation choices that they can take. This includes the provision of carshare vehicles, designated parking for carshare and hybrid vehicles and continuing expansion of cycling facilities and network within Randwick City.

In relation to staff, efforts are underway to consolidate and communicate processes for use of the corporate bicycles and staff access to the carshare vehicles. Investigations are also underway to support incentives to support annual public transport ticketing for staff.

As a means of articulating Council's commitment to improving sustainable transportation choices for staff, it is proposed to prepare a Workplace Travel Access Plan. This Workplace Travel Access Plan will set out the relationship of sustainable transportation choices for staff with Council's 20-year City Plan, would include a summary of results of the staff travel survey carried out in late 2007 and identify key initiatives underway or for future consideration. Once approved it is proposed to update the plan on a two-yearly basis as a means of keeping actions up-to-date and informing Council on the results of effort underway.

Relationship to City Plan

The relationship with the City Plan is as follows:

Outcome: (9) Integrated and Accessible Transport.
(10) A Healthy Environment.

Direction: (9b) The community is informed, educated and encouraged to use sustainable transport.
(10b) Council is a leader in fostering environmentally sustainable practices.

Financial impact statement

There is no direct financial impact for this matter.

Conclusion

The preparation of a Workplace Travel Access Plan will provide a framework for the existing sustainable transport choices on offer and under consideration for Council staff. Such a framework would remove the adhoc nature of existing measures and place them within the strategic framework provided by Randwick's 20-year City Plan.

Recommendation

That Council agrees to the preparation of a Workplace Travel Access Plan.

Attachment/s:

Nil

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