



Blue Mountains City Council

Community Conservation Program Plan

2014

1 TABLE OF CONTENTS

1	TABLE OF CONTENTS.....	1
2	GLOSSARY.....	3
3	EXECUTIVE SUMMARY	5
4	BACKGROUND	6
4.1	Community Conservation Program Aims & Objectives	6
4.1.1	Aim	6
4.1.2	Objectives.....	6
4.2	CCP Review.....	6
4.2.1	Background to review	6
4.2.2	Historical context	8
4.2.3	CCP Review Objectives.....	8
4.2.4	Stakeholder Consultation.....	9
4.3	Policy & Program Context	10
4.3.1	Council Policies & Plans.....	10
4.3.2	Legislation	12
5	GOVERNANCE	16
5.4	Volunteer rights & responsibilities	16
5.4.1	Code of Conduct.....	16
5.4.2	Anti-discrimination & Harassment.....	16
5.4.3	Grievance procedures	16
5.5	Risk Management	17
5.5.1	Volunteer risk management	17
5.5.2	Insurance.....	17
5.5.3	Working with Children	17
5.6	Relationship to other parts of Council	18
6	RESOURCING STRATEGY	18
6.1	Prioritising support	18
6.2	Service levels.....	19
6.3	Environment Levy implications.....	19
6.4	Proposed strategy for future resourcing	20
7	INTEGRATED SUPPORT FOR CCP	20
7.1	Promotion of CCP	20
7.2	Communication.....	21
7.3	Integrated CCP across catchments and conservation landscapes	21
8	SPECIFIC PROGRAMS.....	22
8.1	Bushcare and Landcare	22
8.1.1	Description of service.....	22
8.1.2	Links to Council Strategic Plans & Delivery Program	23

8.1.3	Service Performance	23
8.1.4	Benefits to Council and the community:	24
8.1.5	How we do it	24
8.1.6	Delivery Model.....	25
8.1.7	External grant management	28
8.1.8	Blue Mountains Bushcare Network	29
8.2	Community Water Monitoring	30
8.2.1	Description of service.....	30
8.2.2	Links to Council Strategic Plans & Delivery Program	30
8.2.3	Service Performance	31
8.2.4	Benefits to Council and the community:	31
8.2.5	How we do it	31
8.2.6	Delivery Model.....	32
8.3	Trackcare	34
8.3.1	Description of service.....	34
8.3.2	Links to Council Strategic Plans & Delivery Program	35
8.3.3	Service performance	35
8.3.4	Benefits to Council and the community	36
8.3.5	How do we do it	36
8.3.6	Delivery Model.....	37
8.3.7	Contractor management.....	40
8.3.8	External grant management	41
8.3.9	Sponsorship.....	42
8.4	Bush Backyards	42
8.4.1	Description of service.....	42
8.4.2	Links to Council Strategic Plans & Delivery Program	43
8.4.3	Service performance	43
8.4.4	Benefits to Council and the community	44
8.4.5	How do we do it	44
8.4.6	Delivery Model.....	45
8.4.7	Material support and external grant management	47
8.4.8	Insurance and risk management.....	48
9	IMPLEMENTATION & REVIEW PROCESS	49
9.1	Implementation: July 2014 - June 2015.....	49
9.2	Review: July 2015- June 2016	52
10	APPENDICES	53
	Appendix 1: Annual budgets and projections.....	53

2 GLOSSARY

Biodiversity assets: Lands which are assessed to contain a high diversity of native species and / or significantly contribute to the conservation of unique plants and animals. This includes native vegetation and habitats which are highly valued for their rarity or habitat values.

Bushland: The category bushland is assigned to land that contains primarily native vegetation and that vegetation is:

- The natural vegetation or a remainder of the natural vegetation of the land, or
- Although not the natural vegetation of the land, is still representative of the structure or floristics, or structure and floristics, of the natural vegetation in the locality.

Catchment: The area or region that catches rainfall run-off, encompassing the drainage network which flows into a particular creek, river or lake e.g. Govetts Creek catchment

Conservation assets: Lands that are held to have positive environmental values contributing to the preservation of biodiversity or generating other environmental benefits, includes species and their habitats and vegetation communities listed or proposed for listing in the Environmental Protection and Biodiversity Conservation Act 1999 or the Threatened Species Act 1995, or which are scheduled for protection in LEPs, or which are locally rare or restricted in distribution

Conservation outcomes: Environmental benefits of conservation works and practices which contribute to the preservation or restoration of conservation assets. Measurable improvements in ecological factors contributing to resilience in response to disturbance and survival into the future, or reducing adverse impacts which are threats to the integrity of conservation assets

Duties of workers (includes volunteers)

Extract from WHS Act 2011

Part 2, Division 4,

28 Duties of workers

While at work, a worker must:

- (a) take reasonable care for his or her own health and safety, and
- (b) take reasonable care that his or her acts or omissions do not adversely affect the health and safety of other persons, and
- (c) comply, so far as the worker is reasonably able, with any reasonable instruction that is given by the person conducting the business or undertaking to allow the person to comply with this Act, and
- (d) co-operate with any reasonable policy or procedure of the person conducting the business or undertaking relating to health or safety at the workplace that has been notified to workers.

Natural area: As defined by the Local Government (General) Regulation 2005 is land that, whether or not in an undisturbed state, possesses a significant geological feature, geomorphological feature, landform, representative system or other natural feature or attribute that would be sufficient to further categorise the land as bushland, wetland, escarpment, watercourse or foreshore.

Natural assets: Terrestrial and aquatic ecosystems valued for providing habitat and refuge to native species, and contributing to community health and well-being.

Natural systems: Natural systems are those systems that exist in nature consisting of all plants, animals and microorganism in an area functioning together with all the non-living physical features of the environment.

Primary Duty of care

Extract from WHS Act 2011

Part 2, Division 2,

19 Primary duty of care

- (1) A person conducting a business or undertaking must ensure, as far as is reasonably practicable, the health and safety of:
 - (a) workers engaged, or caused to be engaged by the person, and
 - (b) workers whose activities in carrying out work are influenced or directed by the person, while the workers are at work in the business or undertaking.
- (2) A person conducting a business or undertaking must ensure, so far as is reasonably practicable, that the health and safety of other persons is not put at risk from work carried out as part of the conduct of the business or undertaking.
- (3) Without limiting subsections (1) and (2), a person conducting a business or undertaking must ensure, so far as is reasonably practicable:
 - (a) the provision and maintenance of a work environment without risks to health and safety, and
 - (b) the provision and maintenance of safe plant and structures, and
 - (c) the provision and maintenance of safe systems of work, and
 - (d) the safe use, handling, and storage of plant, structures and substances, and
 - (e) the provision of adequate facilities for the welfare at work of workers in carrying out work for the business or undertaking, including ensuring access to those facilities, and
 - (f) the provision of any information, training, instruction or supervision that is necessary to protect all persons from risks to their health and safety arising from work carried out as part of the conduct of the business or undertaking, and
 - (g) that the health of workers and the conditions at the workplace are monitored for the purpose of preventing illness or injury of workers arising from the conduct of the business or undertaking.

Service model: Framework used to provide a particular service or program to the community, specifying the services and levels of service to be provided by Council and how the services will be delivered.

Subcatchment: A division of a catchment, allowing stormwater management as near to the source as is reasonable.

Sustainable management: Use and management of resources which is able to be maintained at a certain rate or level in the long term; use of resources (environmental, human and economic) which conserves a balance and avoids depletion , thereby ensuring that the resources are able to be maintained and continue to be available into the future.

Tenure blind land management: Management of land in a similar manner regardless of ownership, and the application of practices such as weed management across all land ownership categories.

Volunteer: A participant in an activity who is not paid or otherwise materially rewarded for their participation in that activity.

Worker: BMCC staff and volunteers participating in Council approved activities on Council land.

Extract from WHS Act 2011

Part 1, Division 3, Sub division 2

7 Meaning of “worker”

(1) A person is a **worker** if the person carries out work in any capacity for a person conducting a business or undertaking, including work as:

- (a) an employee, or
- (b) a contractor or subcontractor, or
- (g) a student gaining work experience, or
- (h) a volunteer, or

3 EXECUTIVE SUMMARY

In 1992 Blue Mountains City Council (BMCC) introduced a Bushcare program to support volunteer groups regenerating bushland in public reserves. Since 2001 a range of other Council supported community conservation programs have developed in which volunteers monitor water quality in creeklines, restore bushland on private land and rehabilitate tracks in natural areas.

Under the collective program area of the Community Conservation Program (CCP), these community networks take part in on-ground environmental management of natural and built assets throughout the City.

CCP represent a significant investment in social capital, returning substantial economic and environmental benefits to the Blue Mountains community & the Council organisation through the collective actions of conservation volunteer networks in partnership with Council.

As part of Council’s commitment to CCP a review has been conducted to ensure that resources invested in these programs continue to be well directed, are responsive to community needs, and provide value for money.

The review, conducted from March to September 2013, provided an overview of the current CCP programs, the issues and challenges, and alternative strategies for the future. It included extensive community and staff stakeholder consultation.

This plan responds to the changing community and organisational needs revealed in the review and outlines how Council will address these issues and challenges.

The current service models for all programs have been substantially retained. Adjustments to some programs are proposed to introduce more flexible delivery, allow for increased participation opportunities and strengthen conservation outcomes.

Risk management for all programs has been reviewed and updated to comply with the Work Health and Safety Act 2011, Working with Children regulations and current Council protocols and insurance arrangements.

4 BACKGROUND

4.1 Community Conservation Program Aims & Objectives

4.1.1 Aim

To promote ecologically sound management of bushland within the City by fostering a sense of community responsibility for the natural environment and supporting community direct action to sustainably manage, protect and restore natural systems.

4.1.2 Objectives

1. Raise community awareness about environmental weeds and the impacts of living near the bush
2. Increase community capacity to achieve positive environmental outcomes
3. Foster a sense of community responsibility for the natural environment
4. Involve Council and the community in working partnerships to maintain, protect and restore natural assets
5. Support conservation volunteer groups to function on a regular basis and produce positive environmental outcomes
6. Provide volunteers with the skills and knowledge to maintain and manage bushland and assets in natural areas effectively
7. Ensure that Community Conservation Programs operate efficiently and effectively
8. Ensure that conservation volunteer programs have broad community support
9. Improve the effectiveness of bushland management in the Blue Mountains by supporting and enhancing bushland management programs of Council and other agencies
10. Improve the quality of community life through increased social interaction and sharing information
11. Provide good governance and effective risk management of Community Conservation Programs

4.2 CCP Review

4.2.1 Background to review

Community volunteers make an enormous contribution to Council's environmental management programs, with over 500 community members volunteering annually in programs such as Bushcare, Landcare, Community Water Monitoring, Trackcare and Bush Backyards.

In addition to the on-ground benefits realised from these volunteer conservation programs, they also generate community social capital and goodwill, and a strong sense of connection with the City's environment.

To facilitate this, Council invests some \$80,000 per annum in operational funding and the equivalent of 5.5 full time positions in staff resources for on ground support and co-ordination. Figures 1 & 2 show the extent of the current CCP programs.

Council is committed to ensuring that these resources continue to be well directed, are responsive to community needs, and provide value for money.

A review of CCP programs conducted from March to September 2013 provided an overview of the current Community Conservation Program, the issues and challenges, and strategies for the future.

This review focused on the main environmental volunteer programs currently supported by Council, being Bushcare, Landcare, Community Water Monitoring, Trackcare and Bush Backyards. The Swampcare program is considered as part of the Bushcare / Landcare program. All of these programs involve on-ground environmental management of conservation assets by the community in partnership with Council.

Council's Rural Lands Improvement program, which is also an Environmental Levy community engagement project, was not included in this review. This program is focused on supporting landowners to achieve sustainable management of stock and agricultural lands and does not involve on-ground partnerships with Council. Also, the review does not consider Council's newly developed Parkcare program as this is focused on modified urban environments such as parks and town centres.

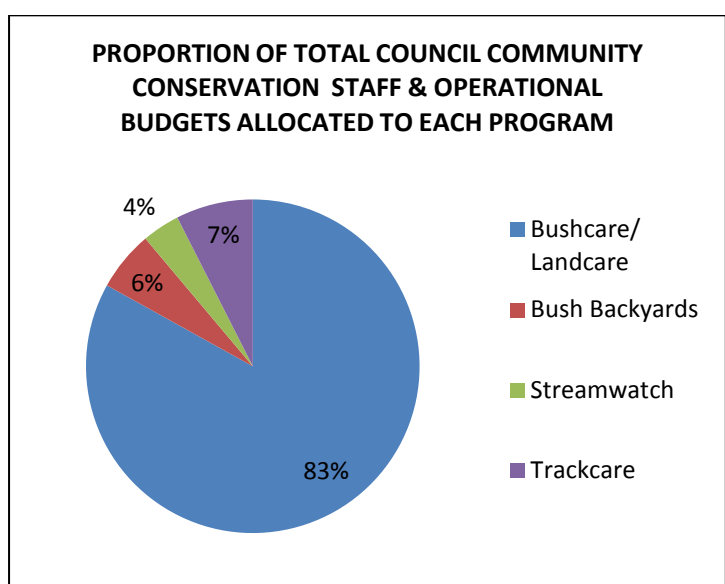


Figure: 1- Council CCP resource allocation

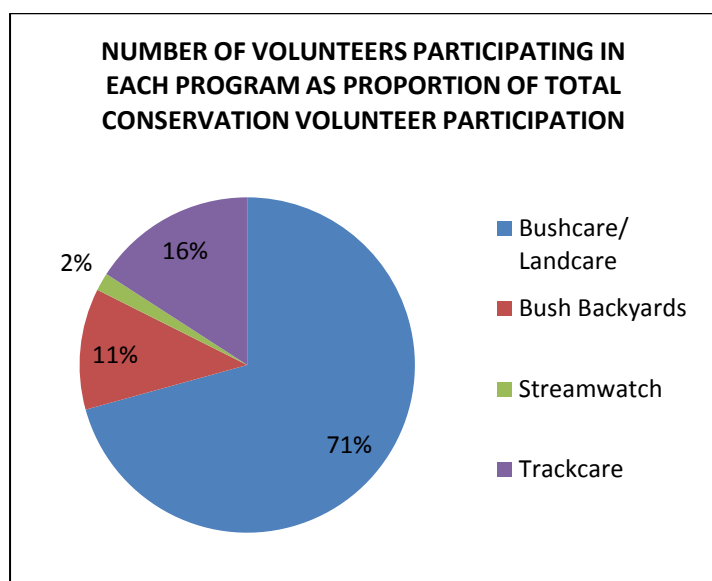


Figure: 2- Volunteer participation in each program

4.2.2 Historical context

The current Bushcare service model has been in place, essentially unchanged, since 1992. Other programs introduced since 2001 have developed in response to conservation priorities evolved independently to service changing organisational focus and community interest. It is timely to review the way in which Council manages this range of community conservation partnerships which contribute to the collective program area of Community Conservation.

The Blue Mountains Weed Management Strategy 2010 (adopted by Council on 23 November 2010) foreshadowed review of the Bushcare / Landcare program to address limited resources and increasing community demand for the formation of new groups.

Currently the only procedural document relating to Council's volunteer conservation programs is the Bushcare Procedures Manual (2008). This document outlines Council's commitment to support Bushcare volunteer groups and defines Council and volunteer responsibilities under the Bushcare program. It does not refer to Council's other conservation volunteer and community participation programs nor appropriately considers the governance responsibilities that exist for both Council and the volunteer.

Since 2001 Council volunteer conservation programs have expanded to include Landcare, Community Water Monitoring, Trackcare and Swampcare. These programs have developed in response to opportunities for increased community involvement in various Council environmental management projects and expanding community demand.

With the introduction of the Environmental Levy in 2005 Council committed to a range of environmental management and related community engagement programs. This commitment included increased support of community Bushcare, Landcare and Community Water Monitoring (Streamwatch) groups and introduction of a Habitat Conservation Network (Bush Backyards) to support individual landowners to implement conservation works on their properties.

The expansion of Council's conservation programs to include private lands is part of Council's weed strategy, which is based on a landscape scale. This partnership model which targets key conservation assets by integrating funding for weed management and stormwater management on Council reserves with other land tenures is now accepted as leading practice to restore conservation values and minimises ongoing degrading impacts from adjacent land tenures. The practice of tenure blind integrated land management also serves to protect the investment made by one landholder by promoting reciprocal works on adjacent land tenure thus minimising any degrading influences impacting across property boundaries.

4.2.3 CCP Review Objectives

The objectives of the review were:

- Integrate relevant community volunteer/ participation programs into a comprehensive Community Conservation Program which meets Council conservation objectives and community aspirations.
- Review and formalise service models for various community participation and support programs to allow for continued provision of adequate support to achieve high level conservation and community participation outcomes while allowing future growth within available resources.
- Formalise Council and community roles, commitment and responsibility in a Community Conservation Plan.
- Ensure current programs are compliant with Work Health and Safety legislation and are appropriately considered by Council in terms of legal risk and insurances.

4.2.4 Stakeholder Consultation

Consultation with Community Conservation Program participants between March and June 2013 engaged the community and key staff on how programs could meet community and organisational priorities within affordable and acceptable service levels.

Volunteer Motivation

Developing their skills and environmental knowledge and connecting with other local people were common motivations for joining the Bushcare / Landcare, Community Water Monitoring, Trackcare and Bush Backyards programs, and were also commonly cited as reasons for volunteers' continuing involvement. An additional motivation for Trackcare (Trailcare) respondents was to provide legitimate, Council approved access to better tracks for bike riding.

A strong motivation for continuing involvement for participants in all programs was the satisfaction of achieving good on ground results and development of a sense of environmental stewardship.

What Council Does / Does Not Do Well

There was a high level of satisfaction with support from Council from Bushcare / Landcare and Bush Backyards respondents. Trackcare and Community Water Monitoring participants rated Council support as ranging from Excellent to Poor.

The most frequent response to what do volunteers most like about the CCP was the service provided by Council Bushcare Officers. What respondents least liked was the insufficient communication with and support of the program by the rest of Council.

Preferred Models

The review considered a range of models for managing volunteer programs. Council staff and volunteers identified their preferred model for each Conservation Program.

The majority of respondents for the Bushcare / Landcare, Bush Backyards and Trackcare (Cragcare) programs identified the current model as their preferred model.

Community Water Monitoring respondents generally preferred the current model but suggested that governance of the program needed to be simplified and clarified, perhaps by integration with Bushcare.

Trackcare (Trailcare) respondents preferred an alternative model which allowed for self-managed workdays.

When asked about potential changes to their models, responses were overwhelmingly concerned with the role of Bushcare Officers and the perception that their role and numbers would be cut if Council funding was reduced.

CCP Guiding Principles

At workshops conducted as part of the consultation process staff and community participants agreed on the following criteria for assessing CCP models.

#	Model Criteria for Effective Community Conservation Programs
1	The Program has a clear and well understood role in the community
2	The Program engages with volunteers and has community ownership
3	The Program actively educates and promotes environmental stewardship
4	The Program is trusted by Council, volunteers and the wider community
5	The Program is consistently/ securely funded ; well-resourced and cost effective
6	The Program attracts consistent rates of volunteer participation
7	The Program has measurable outcomes: Social benefits; Environmental improvements; Economic (financial)benefits
8	The Program manages risk well and has good governance (processes)
9	The Program meets a community demand/ need
10	The Program helps support Council outcomes / responsibilities

Table 1: CCP Model criteria

4.3 Policy & Program Context

4.3.1 Council Policies & Plans

The CCP has been developed to contribute to the following Council strategies and Council programs.

Sustainable Blue Mountains 2025 and Delivery Program 2013-2017

The CCP Program implements the following vision and principles of Sustainable Blue Mountains 2025, the community strategic plan.

Vision

We have maintained the bush between our settlements and protected the World Heritage environment that surrounds us.

Key principles

Building partnerships- Taking action in partnership with other stakeholders is critical to the achievement of a more sustainable Blue Mountains. Not only do such partnerships achieve shared visions and goals they also enable more effective and efficient use of limited resources and provide a means of distributing the costs involved in taking action.

CCP contributes to the following Sustainable Blue Mountains 2025 objectives and delivery of associated Natural Environment Services:

1.1 The health and diversity of native fauna, flora, habitat and ecosystems are maintained:

- Protect and nurture the different flora, fauna and ecological communities of the Blue Mountains
- Conserve rare and threatened species
- Manage the urban bushland interface to minimise urban development impacts on the environment
- Restore and rehabilitate degraded and disturbed natural area habitat and land

1.2 The health of waterways and water catchments is maintained:

- Protect, maintain and enhance the health of the City's natural waterways and catchments

1.5 The community and all levels of government work together to protect the Blue Mountains World Heritage environment:

- Increase community engagement, education and capacity for living sustainably within the Blue Mountains World Heritage environment

2.2 The impact of development on the built and natural environment is managed:

- Reduce urban development impacts on the environment

4.2 Blue Mountains communities are safe, caring and inclusive

- Promote volunteering programs that support the City's community, cultural, recreational and environmental priorities

Blue Mountains Weed Strategy 2010- 2015

Vision

The impacts of weeds upon the natural environment, economy and human health of the Blue Mountains community is understood throughout the community and minimised by integrated programs across all land tenures.

Outcomes

- Minimise the threat to biological diversity of all bushland;
- Protect at-risk threatened species, threatened ecosystems, endangered habitats;
- Manage weeds in accordance with National and State government targets and legislation and regional and local priorities;
- Adopt an integrated approach and address the cause not just the symptoms;
- Improve the effectiveness and efficiency of weed control programs; and
- Achieve a better alignment between community expectations and planned service levels.

Targets

1. Reduce impacts of existing weeds;
2. Prevent establishment of new weed species; and
3. Enhance Council and community capacity to solve weed problems

BMCC Nature Based Recreation Strategy 2005-2015

Outcomes include:

- Natural area users share the resource appropriately, amicably and safely; and important natural, social and cultural values of recreational sites are protected, with the impacts of natural-based recreation controlled and remediated to an acceptable and sustainable level. Natural area users are educated about the potential environmental impacts of their nature based recreation activities and are able to use best practice to mitigate the potential impacts of those activities and protect the environment.
- Management of natural recreation within the Blue Mountains is implemented cooperatively and costs of management are shared between Federal, State and Local

Governments, land management agencies, the tourism industry, recreation providers and recreation participants.

BMCC Aquatic Macroinvertebrate Sampling Program

Objectives:

- To increase knowledge and understanding of the state and functioning of local aquatic systems
- To provide and assess baseline data for the identification of overall trends and changes to aquatic systems health
- To provide information for the State of the Environment reporting
- To aid in the prioritisation of catchments and issues for more detailed investigation, planning and on-ground action

BMCC Bushland Management Program

Outcomes include:

- Protection and restoration of rare and threatened plant species and vegetation communities
- Restoration of fauna habitat and improvement of connectivity in wildlife corridors across the Blue Mountains reserve system
- Restoration of degraded lands , through soil conservation and revegetation works
- Improvement of catchment health, through creekline and wetland restoration works

4.3.2 Legislation

Work Health and Safety (WHS) Act 2011

An organisation with paid workers, such as Council, is regarded as a 'person conducting a business or undertaking (PCBU).

As a PCBU, Council has responsibilities under the WHS Act, including a primary duty of care to ensure its workers (staff and volunteers) are not exposed to any risk to their health and safety (see Glossary: Primary duty of care).

A volunteer carrying out Council approved activities on Council land is a worker and has the same WHS duties as a worker to comply with Council's health and safety requirements.

Volunteer Duties

A volunteer has the same WHS duties as a worker (see Glossary: Workers; Duties of workers).

This includes:

- taking reasonable care for their own health and safety
- taking reasonable care for the health and safety of others
- complying with any reasonable instruction by the PCBU
- Co-operating with any reasonable WHS policies and procedures of the PCBU.

Detailed WHS procedures for each CCP program and activity will be outlined in separate Procedures Manuals and Safe Work Method Statements.

Pesticides Act 1999: In NSW, the Pesticides Act 1999 requires the users of registered pesticides to strictly follow the approved label or permit directions. This applies to the use of herbicides by staff and volunteers. The Act requires all persons who intend to use or keep herbicide to read the instructions on the product label or relevant permit and to use the herbicide in accordance with those instructions. Herbicides may only be stored in a container bearing an approved label. The label or permit must be available at all times that the herbicide is being used. Under the Workplace Health and Safety Act 2011, the Safety Data Sheet must also be available. Herbicides must be used in a manner which prevents injury to people, damage to property and harm to non- target plants and animals.

Noxious Weeds Act 1993: Noxious weeds are those plant species declared by Industry and Investment NSW (I & I NSW), formerly the NSW Department of Primary Industries, under the Noxious Weeds Act 1993.

Declarations are based on the threat posed by a particular weed to human health, agricultural productivity, built structures, or natural environments. Landowners, including Council, are required to control declared noxious weeds in accordance with their control categories. Blue Mountains City Council is a Local Control Authority under the NSW Noxious Weed Act 1993. In this role Council also enforces noxious weeds legislation on private land.

Conservation volunteers working on Council managed land assist in control of noxious weeds as part of their bushland restoration activities. Participation in Council conservation programs on private lands does not exempt landowners from their weed control responsibilities under the Noxious Weeds Act.

Rural Fires Act 1997: The Rural Fires Act provides for the prevention, mitigation and suppression of bush and other fires, for the coordination of bushfire fighting & prevention activities, for the protection of life and property as a result of fires, and for the protection of the environment by requiring certain activities to be carried out with regard to the principles of ecologically sustainable development.

Under the Act, it is the duty of the owner or occupier of land to take any steps identified in a Bushfire Risk Management Plan, and any other practicable steps, to prevent the occurrence of bush fires on, and to minimise the danger of the spread of bush fires on or from, that land. Officers of the NSW Rural Fire Service may, by notice in writing, require the owner or occupier (not being a public authority) of any land to carry out bush fire hazard reduction work. The Act also prohibits the lighting of fires for land clearance without a permit.

Participation in Council conservation programs on private lands does not exempt landowners from their hazard reduction and other bushfire prevention responsibilities under the Rural Fires Act.

Local Government Act 1993: The Local Government Act 1993 requires Council to identify and categorise all council owned land as either Operational or Community land. Operational land has no restrictions on its use other than those applying to any similar land. Community land is generally intended for public access and use and must be categorised to reflect the intended use, e.g. 'park' or 'natural area'. Most Council owned bushland is community land categorised as a 'natural area'. The Act requires a plan of management to be prepared for all community lands. Staff and conservation volunteers working on community land must undertake activities in accordance with the objectives of these plans of management.

Anti-Discrimination Act 1997: In Australia, national and state laws cover equal employment opportunity and anti-discrimination in the workplace. Volunteers and staff are required by these laws to create a workplace free from discrimination and harassment (see Governance 1.2).

Threatened Species Conservation Act 1995 (TSC Act) and Environment Protection and Biodiversity Conservation Act 1999 (EPBC Act): The Blue Mountains Local Government Area contains approximately 10 percent of the listed threatened species in New South Wales. The high percentage is a function of the high biodiversity of the area, the large number of endemic species and the ongoing impacts of urban development such as land clearing, urban runoff, sedimentation, habitat disturbance, and weed invasion. There are also nine endangered ecological communities listed under the NSW TSC Act and four vegetation communities listed under the Federal EPBC Act as matters of national environmental significance which occur within the City. Conservation volunteers and Council are required to undertake activities affecting listed bushland and fauna and flora species in a manner that is consistent with these Acts.

Council is required to apply to the Office of Environment and Heritage (OEH), NSW National Parks and Wildlife Service for a Section 91 licence under this Act where restoration activities are likely to harm or damage a listed species, population or ecological community. The Section 91 licence will outline the conditions that must be adhered to by Council workers and volunteers on the subject site.

All listed species, populations and ecological communities must be managed according to relevant Recovery Plans and Strategies, Threat Abatement Plans and Strategies and Priority Action Statement actions in the Blue Mountains Local Government Area.

National Parks and Wildlife Act 1974: This Act provides for the protection of native fauna and flora and aboriginal heritage. Council is required to ensure that employees and volunteers understand and meet the requirements of the Act including suspending work and notifying Council should an aboriginal relic or site be suspected.

Environmental Planning and Assessment Act 1979 (Currently being updated to Planning Act 2014): CCP participants must have regard to the current zoning of the land in which their activities take place. Activities will generally occur in land zoned under some form of Open Space or Environmental Protection in Council's LEPs.

Council staff and CCP participants will ensure that activities proposed are consistent with the objectives for the zone and that approval for activities is obtained if required.

Part 5 of this Act requires that public authorities, including Councils, assess the potential environmental impact of any development they are permitted to undertake without consent. All activities which may impact on the land, including impacts on flora and fauna, soil, water, bushfire risk, weeds, access and cultural heritage must be considered. The significance of the potential impact and mitigation actions to minimise the risk of impact must be considered. Most CCP activities on public land will require a Part 5 assessment to be completed before works are undertaken. Council's Part 5 protocol provides guidance on assessments undertaken on behalf of BMCC.

Protection of the Environment Operations (POEO) Act 1997: All persons have responsibility to ensure that their activities do not result in pollution of the natural environment. Activities undertaken by CCP participants related to creek line or bushland management, correct disposal of waste, and storage and application of herbicides all have the potential to cause a pollution incident which may be an offence under this Act. CCP participants should be particularly aware of the need for adequate erosion and sediment controls on works sites to avoid pollution incidents. There is a duty to notify 'relevant authorities' as specified in section 148(8) of the POEO Act (the Environment Protection Authority, local authority, Ministry of Health, WorkCover Authority and Fire and Rescue NSW) of pollution incidents where material harm to the environment is caused or threatened.

The Privacy Act: As a local government agency Council must comply with the provisions of the *Privacy and Personal Information Protection Act 1998* when collecting personal information. Amongst other things this Act means Council must take care that the information collected is up-to-date and kept securely.

More specifically, the BMCC Privacy Management Plan requires Council when collecting 'personal information' from the public to advise them of the following:

- The fact that the information is being collected;
- The purpose for which the information is collected;
- The intended recipients of the information;
- Whether supply of the information is required by law or is voluntary and the possible consequences of failure to supply the information;
- The existence of any right to access and correct the information; and
- The name, address and contact details of that part of Council collecting the information.

The following personal information relating to CCP participants is collected and maintained by Council Officers:

Collection of Names and Addresses for Program Records and Contact Lists

This information is provided by CCP participants to Council Officers. The individual program contact lists are managed and updated by the relevant Council Officers for each program. These databases contain names, addresses, phone numbers, e-mail addresses and training information on participants. This information is primarily used for governance records and mailing out group newsletters as well as the quarterly Bushcare newsletter, 'The Gecko'. Participants may request at any time to have their information deleted from the mail-list.

The location of Landcare sites and Bush Backyards sites and related grant project sites on private properties is also recorded.

These contact lists are made available to other sections of Council when information relevant to CCP participant's needs to be distributed e.g. advice of public exhibitions, notification of programs / projects that may affect the Bushcare or Trackcare site, etc.

Collection of Names and Addresses on Bushcare, Landcare and Trackcare Workdays

This information is collected at each workday by the Bushcare or Trackcare Officer. The information is collected to record attendance at workdays and hours worked and for purposes of risk management (see Governance s: 2). the numbers of hours worked are totalled for the group and used for reporting purposes for each site.

Photographs of CCP Participants

Council Officers often take photos of CCP participants. As well as forming a historical record of sites, these photos are occasionally used in promotional material including media releases, Council reports, and the Gecko newsletter and on Council's website. Personal images will not be used by Council for any purpose without the informed consent of the individuals concerned.

5 GOVERNANCE

5.4 Volunteer rights & responsibilities

5.4.1 Code of Conduct

When volunteers are participating in community conservation activities or representing their CCP program, they are also representing BMCC. As such all volunteers must act in a manner consistent with BMCC Code of Conduct and Equity and Equal Opportunity (EEO) Policy whilst undertaking these activities, and be treated in a manner consistent with these policies by the Council organisation.

In general volunteers should:

1. Treat the community, the Council and its employees and fellow volunteers with honesty, courtesy and respect;
2. Maintain the confidentiality of information relating to BMCC or other parties, gained in the course of their volunteer role; and
3. Respect and safeguard the property of the community, BMCC and its employees and fellow volunteers.

EEO is the principle which ensures that all volunteers and potential volunteers are treated equitably and fairly, regardless of personal characteristics which include but are not limited to gender, marital status, age, physical or intellectual impairment, religious beliefs, caring responsibilities or sexual preferences

5.4.2 Anti-discrimination & Harassment

The objective of the Anti-discrimination, Harassment and Workplace Bullying Protocol is 'To ensure that the Blue Mountains City Council (BMCC) work environment is one in which employees are free to participate in their work and interactions with their colleagues without discrimination, harassment or workplace bullying of any kind.' For the purposes of this protocol employees are persons who perform work as defined as a 'worker' in the Work Health and Safety Act 2011. This includes any person who works as a volunteer.

It is the Council's legal responsibility to ensure that discrimination, harassment and bullying does not happen in the workplace. If it does occur, complaints of discrimination, harassment and workplace bullying will be taken seriously by the Council. The complaint will be investigated in a sympathetic, fair and confidential manner. Action will be taken to make sure that the discrimination, harassment or workplace bullying immediately stops. Appropriate warnings or disciplinary action will be taken where discrimination, harassment and workplace bullying is found to have occurred

If, after an investigation, it is found that discrimination, harassment or bullying has taken place, the responsible person(s) will be disciplined. In serious cases of harassment and bullying, dismissal may be the result. Serious cases of harassment involving assault may also constitute a crime

5.4.3 Grievance procedures

If volunteers or volunteer groups have any grievance associated with the operation of the program, an attempt should be made to resolve the grievance with the relevant Bushcare or Council Officer in the first instance. This should include clearly outlining the grievance and any remedy sought in writing.

A meeting between the relevant Council Officer and the aggrieved volunteer or group will be held to discuss the grievance or dispute and any remedy sought within 10 working days of notification.

If the grievance has not been satisfactorily resolved, the volunteer or group may request that the matter be referred to the head of department or other authorised Council officer, and allow 10 working days for a response.

If the matter remains unresolved the Council will provide a written response which shall include the reasons for not implementing the proposed remedy.

5.5 Risk Management

5.5.1 Volunteer risk management

Blue Mountains City Council is committed to achieving a safe work environment for the benefit of staff, volunteers and the community at large. Our objective is to create a workplace which minimises the risk of physical or psychological injury and which is as free as possible from occupational illness.

Work health and safety (WHS) risk management procedures have been developed to comply with the new Work Health and Safety Act 2011, which defines volunteers as workers with the same WHS rights and duties as staff.

Procedures manuals and Standard Operating Procedures for each program area define Council and volunteers' work health and safety responsibilities and delineate relevant procedures.

To ensure that all workplace hazards associated with Council approved activities undertaken by CCP volunteers are controlled the following risk management systems are implemented:

1. Job Safety Analysis identifies potential hazards associated with CCP projects and activities
2. A Site Hazard Checklist identifies hazards present at specific worksites on workdays
3. Safe Work Method Statements identify safety controls to control specified hazards which are implemented to ensure that activities are conducted safely.

To ensure that volunteers are aware of matters affecting their health and safety new volunteers are provided with work health and safety induction and training. On each workday volunteers participate in completing the site hazard checklist and agree on safety controls to be implemented.

5.5.2 Insurance

Public liability insurance cover is provided by Council for all volunteers and personal accident insurance for all volunteers under 90 years of age, when undertaking Council approved activities on Council managed land. Death benefit applies to all volunteers under 75 years of age.

Activities on private land are not covered by Council insurances. Insurances for groups or individuals working on private land are the responsibility of the group or participants. The Greater Sydney Local Land Service provides insurance for Landcare groups. Council Bushcare Officers can assist Landcare groups supported by Council to obtain this insurance.

5.5.3 Working with Children

Children may attend some CCP activities and workdays under the supervision of their parents or an authorised adult, in compliance with the BMCC Volunteer Policy (under development). Young children (under 6 years of age) must be under the constant supervision of a designated adult. The designated supervising adult cannot be working simultaneously as their full attention must be on the safety of the young child. Children between 6 and 15 years, whilst not working volunteers, may engage in tasks appropriate to their capabilities, under the supervision of their parent or authorised adult, in the interests of

intergenerational learning and inclusion. Children who are of working age, between 15 and 18 years, may be engaged as fully participating volunteers. A parent or guardian must co-sign the volunteer registration form of volunteers under 18 years of age.

If any employee, self-employed person, volunteer or work experience applicant is deemed to be undertaking child-related work as part of their participation in CCP groups they must provide to BMCC (Human Resources branch) a Working with Children Check clearance and completed Application Form (for Self-Employed Persons, Volunteers and Work Experience Applicants) prior to undertaking work with the group.

Child-related work is defined by Council's Human Resources branch. Any groups which may be deemed to be engaged in 'child-related activities' will be notified by the relevant Council Officer and advised of Working with Children Check procedures.

It will be the Managers/Supervisors responsibility to ensure that Human Resources is informed of the intended commencement of any employee, self-employed person, volunteer or work experience applicant prior to them undertaking any work which may be deemed child-related within their branch or work group, and that appropriate documentation (as above) is provided by the employee, self-employed person, volunteer or work experience applicant.

Where relevant this plan should be read in conjunction with the BMCC 'Child-related Work' policy and associated procedures.

5.6 Relationship to other parts of Council

CCP participants become stewards of the lands on which they work, developing a long association with their sites and spending many hours on its care.

In the case of Council reserves, Council's Bushland Management and Property Management retain overall responsibility for all land management decisions. CCP groups will be consulted and involved whenever possible in any planning for future works that may impact upon their sites and reserves in which they work. This will take place either via the Bushcare or Trackcare Officer or directly from the relevant project manager. The groups may also bring to the attention of Council, through their Bushcare Officer or Trackcare Officer, any activity that they witness having an adverse impact on the reserve or within its proximity.

Council has limited influence over activities of other agencies impacting on CCP sites on private lands.

Where appropriate, Council will assist CCP participants to negotiate with relevant Council land managers or other land management agencies to resolve issues which affect their sites.

6 RESOURCING STRATEGY

6.1 Prioritising support

Support for CCP programs conforms to the Natural Environmental Service 10 year aims to:

- Restore, maintain and protect a healthy, resilient natural environment through whole of catchment and landscape management approaches
- Build community capacity to live sustainably within a World Heritage Area
- Maintain the natural and cultural assets which support the City's biodiversity, tourism economy, community lifestyle, health and wellbeing

Council priorities for resourcing individual CCP groups and projects will be based on alignment with designated land use zoning objectives and Bushland Management program landscape targets.

6.2 Service levels

One of the objectives of the review was to develop service models for CCP to allow for continued provision of adequate support to achieve high level conservation and community participation outcomes while allowing future growth within available resources.

Extensive consultation with the CCP community has been conducted to benchmark affordable and acceptable service levels. Review of current service models indicated that the current models are delivering substantial benefits to Council and the community and are generally considered by both staff and community to be delivering higher level conservation and community participation outcomes than the alternatives considered.

A summary of CCP contributions over the past five years indicate that together CCP contributes over 11,000 hours annually, valued at \$330,000, to land management in natural areas within the City. Grants to private landowners through Bush Backyards and Landcare contribute an additional \$30,000- \$50,000 annually to landscape scale weed management and bushland restoration. Business sponsorship to the Trackcare program currently provides \$8,000 – \$15,000 per year for materials and contractor support to minimise and manage environmental impacts in high use climbing areas.

Council supports this remarkable effort with an operational budget of \$80,000 and 9240 hours of staff support annually. Resourcing of CCP programs significantly expands Council's ability to deliver on weed and bushland management outcomes and helps to reduce risks associated with recreational infrastructure.

Several improvement initiatives to existing programs have been introduced in response to issues identified in the CCP review. These include:

- a more flexible delivery model for the Bushcare/ Landcare program to allow for future growth
- integration of Community Water Monitoring and Bushcare to increase efficiency of support delivery and provide for more holistic ecosystem protection
- commitment by Bush Backyards participants to conservation agreements to deliver agreed land management outcomes on their properties, providing more targeted environmental outcomes

6.3 Environment Levy implications

The Bush Backyards program is entirely funded by the Environmental Levy until June 2015. Council's support of Community Water Monitoring is also dependent on Environmental Levy funding. Continuation of support for these programs will have to be reassessed if the Levy is not renewed in June 2015.

The Levy also resources one part time Bushcare Officer Position. This position supports 8 Landcare groups and delivers the nursery weed awareness and liaison program.

Although the Trackcare program is not directly funded through the Environmental Levy, the impact on Council's track management budget if it is not renewed would make continuing support of Trackcare unlikely after June 2015.

6.4 Proposed strategy for future resourcing

The plan takes into consideration resourcing scenarios with and without Environmental Levy funding, identifying service levels based on available budgets (see Appendix 1: Annual budgets and projections). In some programs, such as Bushcare, service levels have been broadened to address community aspirations and acceptability thresholds. Partnerships with local business and State government programs are also utilised to extend resources.

7 INTEGRATED SUPPORT FOR CCP

7.1 Promotion of CCP

Community and staff consultation and the model criteria for effective community conservation programs (see 'CCP Guiding Principles' in Background 2.4) identified a range of desired outcomes from promotion of CCP. To achieve these outcomes Council will publicise CCP programs through promotional activities such as the following:

Outcome	Action	Target audience
<ul style="list-style-type: none"> • Raise the profile of the program to increase community ownership • The Program engages with volunteers and has community ownership 	Community events- activities and stalls at community events and on CCP sites to familiarise residents with local CCP volunteers and groups	Local communities
	Media releases- local newspaper & radio promote activities & achievements	Wider community
	Public displays in Council offices, libraries & community centres to promote CCP activities & achievements	Wider and local communities
	BMCC corporate & Bushcare websites and social media to promote CCP activities and achievements	Wider and local communities
<ul style="list-style-type: none"> • Educate the wider community regarding conservation issues • The Program actively educates and promotes environmental stewardship 	Communication between volunteers and from Council through the Blue Mountains Bushcare Network, the Gecko (quarterly Bushcare newsletter) and regular emails to all CCP volunteers	CCP community
	Public displays in Council offices, libraries & community centres to promote CCP activities & achievements	Wider community
	BMCC Weeds of Blue Mountains website promotes environmental stewardship and provides information on how to implement effective bushland conservation and weed control	Wider community
	School education events, e.g. BioBlitz, involving CCP volunteers as local educators	Local communities

	Environmental workshops –educate residents on local issues and change behaviours	Local communities
	Community events- activities and stalls at community events and on CCP sites to utilise latent capacity of volunteers as local educators	Local communities
• Recruit more volunteers	Public displays in Council offices, libraries & community centres – encourage participation, recruit new volunteers	Wider and local communities
	Environmental workshops – encourage participation in CCP	Local communities
	Community events- activities and stalls at community events and on CCP sites to familiarise residents with local CCP volunteers and groups	Local communities
• The Program has a clear and well understood role in the community	Public displays in Council offices, libraries & community centres – promote activities & achievements	Wider and local communities
• The Program is trusted by Council, volunteers and the wider community	Media releases- local newspaper & radio promote activities & achievements	Wider community
	BMCC corporate & Bushcare websites and social media to promote CCP activities and achievements	Wider and local communities
	BMCC staff made aware of CCP activities and benefits through Councillor Bulletins and internal newsletters	BMCC organisation

Table 2: Council activities to promote CCP

7.2 Communication

Participants in all programs will be encouraged to promote their programs and exchange ideas with each other through the Gecko newsletter.

As a stimulus for continual improvement of CCP program delivery each program will seek feedback from participants through a biennial survey of volunteers.

A CCP forum, bringing together participants from all programs every three to five years, will promote development of shared outcomes and encourage input from stakeholders into program improvement.

7.3 Integrated CCP across catchments and conservation landscapes

Council's bushland management strategy is based on a landscape scale approach which focuses on protection of key biodiversity assets on all land tenures across similar landscapes.

There are four conservation landscapes which represent distinct groupings of vegetation types based on similar geological and climatic conditions encompassed within the Blue Mountains LGA.

- Blue Mountains Plateau landscape - Lawson to Mt Victoria / Bell;
- Lower Blue Mountains Shale - Sandstone landscape - Faulconbridge to Lapstone;
- Moist Basalt Cap landscape - Mt Wilson, Mt Irvine and Mt Tomah; and
- Megalong Valley Granite/Sandstone landscape - Megalong Valley.

Within each of the four conservation landscapes annual programs target individual subcatchments, implementing co-operative projects with community, other government land managers and private landowners to achieve effective, sustainable City-wide bushland management outcomes.

To be more effective in the Council / community partnership, CCP programs are encouraged to adopt a similar landscape scale focus by working together in catchment or landscape groups.

Council has supported the development of several Bushcare catchment groups over recent years. These groups develop and promote a shared vision for environmental outcomes in a subcatchment. They identify catchment issues and bring together the local Bushcare groups, Council and other local land managers to achieve actions to address these issues. This collaboration empowers the various groups within the target area to influence off site impacts affecting their work and contribute to outcomes beyond their individual sites. Council will continue to support existing groups by regular attendance at meetings and provision of other assistance as required.

This model could be expanded to include all CCP groups and participants.

This model is an opportunity for CCP programs to become more integrated across conservation landscapes and sub catchments to achieve common outcomes. It promotes effective alliances between individual s and groups working in similar areas and strengthens CCP partnerships with other Council and agency land managers.

Council is committed to supporting this model, but has limited capacity to provide the intensive support required to establish new catchment groups. Current capacity provides for Council to support 1-2 new subcatchment groups over each estimated 18 month establishment period.

Preference for Council support of catchment groups will be based on synchronicity with current targets of Council's bushland management priority sub- catchment and conservation landscapes program

8 SPECIFIC PROGRAMS

8.1 Bushcare and Landcare

8.1.1 Description of service

Support community volunteer groups conducting regular bushland regeneration activities on significant bushland sites within the Blue Mountains LGA, including Swampcare groups.

8.1.2 Links to Council Strategic Plans & Delivery Program

SUSTAINABLE BLUE MOUNTAINS 2025		BMCC DELIVERY PROGRAM 2013-2017
Objective	Strategy	Action
1.1 The diversity of flora and fauna is maintained	1.1.a Protect and nurture the different flora, fauna and ecological communities and habitats of the Blue Mountains 1.1.b Conserve rare and threatened species 1.1.c Manage the urban bushland interface to minimise urban development impacts	<ul style="list-style-type: none"> • Improve and maintain the condition and connectivity of native vegetation • Protect and manage threatened species, populations and ecological communities • Manage pest species to reduce impacts on biodiversity
1.2 The health of waterways and water catchments is maintained	1.2.a Protect, maintain and enhance the health of the City's natural waterways and catchments	<ul style="list-style-type: none"> • Protect, enhance, monitor and advocate for the health of natural waterways, wetlands and groundwater dependent ecosystems
1.5 The community and all levels of government work together to protect the Blue Mountains World Heritage environment	1.5.d Increase community engagement and education and capacity for living sustainably within the Blue Mountains World Heritage environment	<ul style="list-style-type: none"> • Engage the community in partnerships that contribute to the natural environment
4.2 Blue Mountains communities are safe, caring and inclusive	4.2.f Promote volunteering programs that support the City's community, cultural, recreational and environmental priorities	<ul style="list-style-type: none"> • Engage the community in partnerships that contribute to the natural environment

Table 3: Bushcare/ Landcare links to Council strategy

8.1.3 Service Performance

Over the next 10 years this service aims to:

- Build community capacity to contribute to natural area management (restore, maintain and protect a healthy, resilient ecosystem)

Over the next 4 years this service will focus on:

- Strengthening Bushcare and Landcare community partnerships with Council to maintain, protect and restore bushland in the City
- Promoting a co-operative catchment approach between Bushcare groups and with other CCP participants to achieve common outcomes across the landscape
- Improving the Bushcare program's capacity to deliver environmental volunteering experiences by engaging with the Bushcare community in the transition to a new, flexible support model for groups

The following measures will be used to track service performance:

- Bushcare community satisfaction (annual to biennial survey)
- Volunteer contribution to natural area management (number volunteers and hours participation in Bushcare / Landcare groups)

8.1.4 Benefits to Council and the community:

- Increased capacity of land managers (Council & private) to achieve conservation outcomes by site remediation;
- Increased external grant funding to bushland conservation projects in the LGA. The extent of Bushcare and Landcare volunteer contributions sustains ongoing grant funded projects on Council reserves and private bushland
- An increased level of awareness of bushland management issues among the community;
- Sharing the responsibility of bushland management between Council and the community;
- A pathway for community views to be effectively fed back into Council;
- Improved quality of community life through increased social interaction and sharing of information
- Allowing for the development and implementation of management strategies which have strong community commitment and content.

8.1.5 How we do it

Bushcare represents a Council and community partnership which currently contributes volunteer effort valued at over \$300,000 annually (volunteer effort valued at \$30/ hour) to bushland management in the City.

The current proposal to implement a more flexible service delivery model is an improvement initiative which provides for increased capacity to support more groups and increase the volunteer contribution within affordable levels.

There are currently 68 Bushcare and Landcare groups supported by Council. This is a significant expansion from 37 groups in 2001. This is the result of continuing high demand from the community to start new Bushcare groups on Council managed land and the expansion of the program to encompass Landcare groups working on high conservation value private lands. There is at least one Bushcare or Landcare group in all but two towns in the LGA. There are also two events based programs, Swampcare and Remote Area Bushcare, offering a minimum of 9 full day events each year.

The current model of support for Bushcare / Landcare groups has been in place since 1997. The Bushcare program has now exceeded capacity to support further demand for new groups within this existing service model. The introduction of a more flexible service delivery model is designed to increase capacity to support new groups. This model will enable authorised groups to work without Council supervision at every work day, providing a level of independence to some of the longest standing and experienced volunteer groups.

Bushcare program resources are provided by both Council core budgets and funds provided through the Environmental Levy which is due for renewal in 2015. Appendix 1: Table 13 indicates current resources and capacity and projections after June 2015.

MEASURE	QUANTITY
Annual volunteer contribution	Average 9489 hours (2009-2014)
Area bushland regenerated annually	
Bushland sites under community stewardship	70 sites (56 Council reserves and 14 private)
Average annual grant support for Landcare groups (private lands) received from external funding bodies	\$20,000 - \$50,000 , matched by landowner contributions

Table 4: Current Bushcare / Landcare outputs

8.1.6 Delivery Model

Support Structure

BMCC will support Bushcare and Landcare groups working within one of the following mechanisms:

- Full supervision- Bushcare Officer will attend all of group work sessions whenever possible
- Part supervision- Bushcare Officer will attend a minimum of four work sessions annually

Role of Bushcare Officer and Volunteer Co-Ordinator

A Council Officer (usually a Bushcare Officer) will be appointed to each Bushcare / Landcare group. The Bushcare Officer will provide for:

- Consistent technical assistance and guidance, including on-site skills development and adequate training for volunteers so that they can carry out their work safely and effectively;
- Compliance with safe working practices and adherence to plans of management and bushland management program strategies;
- Maintaining a positive working relationship between the group and Council;
- Direct and prioritise work for the site to achieve optimum on- ground outcomes;
- Supply and maintain appropriate tools, equipment and materials, including PPE and first aid materials
- Arrange for the supply of additional support services to perform tasks and works needed to manage the site which are outside of the capacity of the volunteers.

A member of each Bushcare / Landcare group will be appointed by the group to act as Volunteer Co-ordinator. The role can be shared by agreement with the group.

The Volunteer Co-ordinator will be responsible for:

- Acting as the group's primary contact for Council, other organisations and the general public;
- Facilitating liaison between the group members and Council;
- Notifying the Bushcare Officer of any relevant information relating to their site or group e.g. Potential safety hazards or site issues, plans to change or cancel work sessions, equipment needs.
- Maintaining the group log book;
- Ensuring the group's first aid kit is available and adequately stocked when needed and notifying the Bushcare Officer of replacement needs
- Assisting with recruitment of new members;

- Additional supervisory and co-ordinating responsibilities when the Bushcare Officer is not on site on work days

Role of Volunteers

Bushcare / Landcare volunteers will:

- Commit to participate in activities in accordance with site strategies and work plans
- Adhere to relevant legislation, policies and procedures
- Commit to undertake activities in a safe and responsible manner
- Follow the directions of Council staff or the Volunteer Co-ordinator when working on site
- Participate in required training to enable them to work safely and effectively
- Be provided with opportunities to contribute to the preparation and implementation of site strategies and annual work plans
- Be provided with opportunities to develop relevant skills and knowledge

Bushcare / Landcare volunteers are required to read the Bushcare Procedures Manual and sign the Bushcare/ Landcare Volunteer Agreement by which they agree to comply with Bushcare/ Landcare procedures as outlined in the manual.

Authority to work on Council land or participate in a Council supported Landcare group is conditional on the volunteer complying with these procedures. If Council determines that a volunteer has acted contrary to these procedures, their authority to work on Council land or participate in a Council supported Landcare group will be withdrawn.

Everyone in the community has something to contribute and is encouraged to get involved. A range of activities are available in the Bushcare / Landcare program to enable participation by all.

Role of Council

Council, through the Bushcare Officers, will provide:

Supervision / direction

- Full supervision at all work days for all groups except by mutual agreement between the Bushcare Officer, Volunteer Co-ordinator and group members
- Part supervision (minimum quarterly) for 'authorised' groups by mutual agreement between the Bushcare Officer, Volunteer Co-ordinator and group members.
- Full supervision of all new groups until assessed for either full or part supervision.

Training

- Training for all volunteers so that they can carry out their work safely and effectively, and comply with relevant legislation (see Background 3.2- Legislation)
- Opportunities for volunteers to develop new skills and knowledge
- Additional training for Volunteer Co-ordinators performing additional supervisory and co-ordinating responsibilities. Training will include First Aid, through an accredited external provider and WH&S and risk management, as identified through site risk assessments for safety, environment and heritage issues and group management which will be delivered internally.

Planning

- Broad site strategies and annual work plans for each site, to be formulated in consultation with volunteer groups
- On-going site monitoring with volunteer assistance
- Consultation with the group whenever possible about any Council works proposed for reserves on which they work or which may affect their sites
- Liaison and facilitation of consultation between the groups and other agencies on works which may affect their sites
- Co-ordination of activities on a broader scale so they are compatible with local and regional priorities, including development of catchment groups (see Integrated support for CCP, s: 3).

Communication/ facilitation

- Opportunities for volunteer input into Council bushland management policies and strategies
- Consideration of the impacts of Council decisions and operations on volunteer projects
- Information to groups about Council activities that are relevant to Bushcare / Landcare sites
- A minimum of a survey and /or forum every two years to provide a mechanism for volunteer feedback and program evaluation

Risk management

- Personal accident and public liability insurance cover for all volunteers under 90 year of age when working on Council managed land in accordance with guidelines set out in the Bushcare Procedures Manual
- Facilitation to assist groups to organise insurance cover for volunteers working on non-Council managed land
- Ensuring relevant Council policies and procedures are implemented during work sessions

Promotion and recognition

- Gecko- quarterly newsletter including events calendar and information, group updates and articles submitted by Bushcare Officers and volunteers
- Website- includes information on individual groups
- Annual Bushcare picnic including volunteer group & individual awards
- Media campaigns

Bushcare procedures manual

Procedures and training / service details will be outlined in an updated Bushcare Procedures Manual which will include:

- Volunteer recruitment, registration & agreements
- Induction & training for volunteers
- Induction and training Volunteer Co-ordinators
- Site management/ Stewardship role of Bushcare groups

- Bushfire protocols
- Public liaison and neighbour relations– role of Bushcare Officer and volunteers
- Annual works programs
- External funds – selection & management of grant projects
- Records & Monitoring
- Tools and equipment / herbicides
- New groups & sites- procedures and site selection
- Criteria and procedures for ‘authorised’ groups
- Termination of groups
- Publicity and Communication
- Other relevant Council policies and procedures

8.1.7 External grant management

Opportunities for external funding of Bushcare projects are available through various sources such as Federal and NSW government conservation programs, Local Land Services and other land management agencies.

It is important that externally funded projects are properly planned and managed and that this can be clearly demonstrated to funding bodies.

When work is being carried out on Council land, Council has a legal responsibility to ensure that the relevant Acts and policies (e.g. competitive tendering, Part 5 environmental reviews, occupational health and safety, public liability insurance etc.) are complied with.

Council also has a responsibility to set management priorities across the local government area (LGA). This involves taking an overview of needs and considering local and regional priorities. Projects identified for inclusion in external funding applications should be consistent with such priorities. This also helps ensure that the effort required for preparing applications and managing projects is used as effectively as possible.

The Bushcare group may have responsibilities for overseeing and evaluating a project. Grant programs are often specifically aimed at community groups, and funding bodies may require assurance that the community group is a genuine partner.

Where practical, Council and Bushcare groups will take advantage of external funding opportunities for the expansion of the Bushcare program activities. This will often involve forming a partnership to carry out a particular project. When the resources needed to implement a project are below \$5,000, it may be more cost effective for Council to include this work in its annual program rather than administer a grant.

A grant partnership will be formed with the relevant group where a funding application entails specific works on the group’s active work site and / or inclusion of volunteer hours as part of the applicants in kind contributions to the project.

If a grant partnership is formed, an agreement will be drawn up before the funding application is lodged which states where responsibilities lie for various aspects of the project. This should reflect the issues described above.

Where work on Council reserves is involved, Bushcare groups cannot apply for external grants or manage projects independently. Such projects can be undertaken as a partnership

between the group and Council. Council will act as project manager and financial trustee for these projects.

External funding of bush regeneration projects on private land is also available through similar grant programs.

Council can assist landowners to apply for grant funds to implement larger projects and provide ongoing project management support. In some cases Council can administer grant funds for Landcare groups which are not incorporated.

Council's biodiversity conservation objectives include conservation of key vegetation types and habitats across the landscape. This involves achieving weed control and bushland management targets across both public and private land. Where Council is successful in obtaining external funding for these landscape scale projects, Landcare groups in target areas may be offered bush regeneration contractor support as part of the grant activities.

Selecting Projects for Grant Funding on Council Managed Land

Grant funding for works on Council managed reserves, including Bushcare sites, is managed by Council's Bushland Management Officer.

Volunteers and Bushcare officers should identify works on Bushcare sites that are beyond the capacity of the volunteer group to implement during the development and review of site strategies.

The Bushland Management Officer will evaluate proposals and, where possible, incorporate works into annual work plans. This is the most efficient procedure to implement small to medium scale works. Where works are suitable for external funding, Council will apply for and manage grant projects.

Council will maintain a database of works required on Bushcare sites, so that suitable projects can be selected when applications for grant programs are invited.

For grant programs specifically targeted at community partnerships, Council and the Bushcare group should develop grant applications jointly.

Grant applications must be approved and signed by an authorised Council Officer.

Council will select projects for funding submissions in consultation with Bushcare groups according to:

- Suitability of project to the funding program, according to the stated priorities for each program;
- Ability of Council and the group to fulfil associated commitments;
- Capacity within the Bushland Management program to manage the project;
- Capacity of Council and the group to maintain & extend the gains achieved on completion of the grant.
- Potential ecological, educational or other benefits of the project; and
- Consistency of the project with local and regional priorities.

8.1.8 Blue Mountains Bushcare Network

The Bushcare program aims to help support the existing Blue Mountains Bushcare Network within the mountains. This forum promotes the "bigger picture" of all Bushcare groups and individuals working together against weeds and bushland degradation. The Network has a membership beyond Council supported groups to all groups and individuals who work to restore bushland in the Blue Mountains.

The Bushcare Network has a particular role to play in bushland management in the Blue Mountains. It helps facilitate the necessary interaction between Council and Bushcare/ Landcare volunteers, and requires acknowledgment and assistance for this.

Purpose of the Network

The Bushcare Network:

- Represents the Bushcare groups and can speak on their behalf on certain issues, such as the review of policies, plans and other documents. The Network therefore facilitates communication between the groups as a whole, and Council and other authorities;
- Is independent of Council but recognised as playing an important role in ensuring the smooth running of the Bushcare program, and promoting good bushland management practices in the Blue Mountains;
- Holds regular meetings open to all interested people at which issues of importance to Bushcare/ Landcare groups are discussed;
- Elects office bearers annually; and
- Council will consult with the Network on relevant policy and procedural issues regarding bushland management.

Assistance from Council

Council will:

- Pay for the hire of an appropriate venue for the Network meetings;
- Maintain the Networks mailing list (the Network will be responsible for advising Council when alterations to the mailing list are required);
- Copy and distribute minutes of the Network minutes (the Network will be responsible for recording minutes at meetings); and
- Provide other assistance as appropriate.

8.2 Community Water Monitoring

8.2.1 Description of service

The Streamwatch program involves volunteers in regular monitoring of local waterways. Volunteers within the program conduct a range of simple physical, chemical and biological tests to monitor the condition of their adopted waterways which is reported against Australian water quality guidelines.

The local Streamwatch network is affiliated with the regional Streamwatch program now delivered by the Australian Museum and is the principal program in delivering community-based water monitoring in the region.

8.2.2 Links to Council Strategic Plans & Delivery Program

SUSTAINABLE BLUE MOUNTAINS 2025		BMCC DELIVERY PROGRAM
Objective	Strategy	Action
1.2 The health of waterways and water catchments is maintained	1.2.a Protect, maintain and enhance the health of the City's natural waterways and catchments	• Protect, enhance, monitor and advocate for the health of natural waterways, wetlands and groundwater dependent ecosystems
1.5 The community and all levels of government work	1.5.d Increase community engagement and education and capacity for living	• Engage the community in partnerships that contribute to the natural environment

together to protect the Blue Mountains World Heritage environment	sustainably within the Blue Mountains World Heritage environment	
4.2 Blue Mountains communities are safe, caring and inclusive	4.2.f Promote volunteering programs that support the City's community, cultural, recreational and environmental priorities	• Engage the community in partnerships that contribute to the natural environment

Table 5: Community water monitoring links to Council strategy

8.2.3 Service Performance

Over the next 10 years this service aims to:

- Build capacity within the Blue Mountains community to contribute to catchment protection.

Over the next 4 years this service will focus on:

- Strengthen community volunteer partnerships and rationalise resource allocation and data collection through integration of community water monitoring with the Bushcare program.
- Utilise resources available through the State Streamwatch program to reinvigorate local community water monitoring activities

The following measures will be used to track service performance:

- Volunteer / community satisfaction (biennial survey)
- Volunteer contribution to catchment protection (number of volunteers and hours of participation in CWM groups).

8.2.4 Benefits to Council and the community:

- Extends Council capacity to monitor a range of catchments across the LGA
- Frequent monitoring helps to identify potential catchment problems and pollution incidents
- Regular monitoring provides a long term, consistent picture of water quality and catchment health trends. Data collected contributes to Council evaluation of the efficacy of aquatic and bushland management programs and prioritisation of future programs for catchment protection and remediation.
- Encourages community stewardship of catchment health and advocacy for better resident land management and behaviours affecting water quality
- Strengthens relationships and partnerships between community , Council and State land & water management agencies
- Raises community awareness of the importance of waterways and groundwater connecting to the Sydney drinking water catchment and World Heritage Area values.

8.2.5 How we do it

The community water monitoring program has the potential to provide valuable data on catchment health outcomes related to Council's investments in urban land, natural area and stormwater management. The frequency of community monitoring, as compared to the Council aquatic monitoring annual snapshot, can also help to identify catchment problems requiring rapid investigation and response. The locations and reporting mechanisms for

current groups do not fully utilise potential links with Council catchment protection and restoration projects and other community conservation partnerships.

The proposal to integrate community water monitoring (CWM) with Bushcare and Landcare groups will clearly connect water quality data collection with locations of Council and community investment in natural area remediation, providing targeted information for project evaluation. This integration will also strengthen partnerships between Bushcare & CWM volunteers promoting shared stewardship and better community understanding of the processes operating in their catchments. Affiliation of CWM with Bushcare and Landcare groups also rationalises resources for group support.

Under a proposed contract between Council and the Australian Museum, the costs and responsibilities of CWM in the Blue Mountains LGA would be shared under the Streamwatch program for an initial two year period. Funding provided to Council by the Museum would resource integration of Council support for CWM groups with the Bushcare and Landcare program, with existing technical support continuing to be provided by the Council aquatics team. A significant advantage of this option would be to unite Bushcare/Landcare and water quality monitoring activities, to create a more holistic, sub-catchment based approach.

Council's agreement with the Australian Museum expires after 2 years. There may be an option to renew the arrangement for a further two years. Alternatively a renewed Environmental Levy after June 2015 may resource a Council led CWM program independent of Streamwatch. If the Environment Levy is not renewed, Council involvement in CWM will be limited to whatever resources are provided by the Museum Streamwatch program and may not be viable. (See Appendix: 1 Table: 14 for costed options)

The proposed Museum/ Council agreement would provide resources to expand the Bushcare service to employ a Bushcare Officer for an additional one to two days per month to coordinate and administer community CWM activities within the Bushcare program. Individual Bushcare Officers will liaise with the CWM position to support Streamwatch activities on group workdays for volunteers.

The Environmental Levy provides \$6,000 in staff resources to provide technical support to Bushcare Officers' delivery of CWM. Aquatic Systems staff could also assist with macro invertebrate surveys each year.

CWM program resources are provided by both Council core budgets and funds provided through the Environmental Levy which is due for renewal in 2015. Appendix: 1, Table: 13 indicates current resources and capacity and projections after June 2015.

MEASURE	QUANTITY
Waterways monitored monthly for a range of physical, chemical and biological parameters.	16 waterways
Estimated annual volunteer hours	580 hours

Table 6: Current CWM outputs

8.2.6 Delivery Model

Support Structure

Under the proposed contract between Council and the Australian Museum, the Streamwatch program will:

- Run routine training sessions
- Conduct site assessments
- Conduct equipment calibration checks and routine online data verification

- Provide Streamwatch groups with standardised and approved equipment and sampling and testing methods
- Support the Streamwatch website and database
- Fund the supply of chemicals and equipment to Streamwatch groups
- Provide technical support to Streamwatch groups
- Run quarterly networking events

Council will:

- Participate in the routine training sessions
- Help Streamwatch groups choose appropriate testing sites
- Liaise with the Australian Museum for groups' chemicals and equipment needs
- Ensure Streamwatch groups are adding data to the Streamwatch website
- Participate in 4 Macro invertebrate sampling events each year, promoted by the Australian Museum
- Be the first contact point for Streamwatch groups in the LGA
- Ensure Council's Streamwatch groups have completed Australian Museum volunteer forms
- Provide a report on Streamwatch activities in the LGA

A BMCC Streamwatch co-ordinator will be engaged to administer Council's role in the Streamwatch program and to provide liaison between volunteers and the Australian Museum program.

BMCC will support individual CWM/ Stream watch groups, through the Streamwatch co-ordinator and Bushcare Officers. Groups will be encouraged to affiliate with their local Bushcare or Landcare group.

Role of Volunteers

CWM / Streamwatch volunteers will:

- Commit to participate in activities in accordance with Australian Museum and Council policies, guidelines and procedures.
- Adhere to relevant legislation, policies and procedures
- Commit to undertake activities in a safe and responsible manner
- Follow the directions of Council staff when working on site
- Participate in required training to enable them to work safely and effectively
- Be provided with opportunities to develop relevant skills and knowledge

Volunteers are required to read and sign the Australian Museum Streamwatch Volunteer form by which they agree to comply with relevant procedures, policies and guidelines.

New Groups and Sites

Council will support all existing groups working within Council managed localities. Priority for support of new groups will be based on connection of proposed monitoring sites to Bushcare sites.

Communication/ Facilitation

Council will provide:

- Opportunities for volunteer input into Council program development
- Consideration of the impacts of Council decisions and operations on volunteer projects
- Information to groups about Council activities that are relevant to Streamwatch sites
- Annual to biennial survey / forum to provide mechanism for volunteer feedback and evaluate program

Risk Management

Streamwatch is covered under the Australian Museum Trust insurance. The Council will ensure all Streamwatch groups will adhere to the Australian Museum WH&S policy and complete the Australian Museum Volunteers form. Council will review Australian Museum WHS documents to ensure that they comply with Council's own risk assessments and safe work method statements.

Promotion and Recognition

CWM/ Streamwatch participants will be connected to the wider CCP community by:

- Affiliation with local Bushcare groups
- Receipt of the Gecko newsletter , which includes invitations to Bushcare events
- Invitation to submit reports to the Gecko newsletter to promote their work within the CCP community
- Inclusion in relevant 'catchment groups'

Council will provide:

- Promotion of the benefits of the Community Water Monitoring/ Streamwatch program to the wider community through local media and Council communication tools

The Australian Museum Streamwatch program will provide:

- Opportunities for networking within the membership to facilitate communication and support between participants

8.3 Trackcare

8.3.1 Description of service

Trackcare supports recreational user volunteer groups conducting rehabilitation of tracks to professional standards in Council bushland reserves. Trackcare groups represent two distinct recreational user groups, Trackcare (off road cyclists) and Cragcare (recreational climbers).

8.3.2 Links to Council Strategic Plans & Delivery Program

SUSTAINABLE BLUE MOUNTAINS 2025		BMCC DELIVERY PROGRAM 2013-17
Objective	Strategy	Action
1.1 The diversity of flora and fauna is maintained	1.1.a Protect and nurture the different flora, fauna and ecological communities and habitats of the Blue Mountains 1.1.b Conserve rare and threatened species 1.1.c Manage the urban bushland interface to minimise urban development impacts 1.1.e Protect the natural environment from pollution	<ul style="list-style-type: none"> • Improve and maintain the condition and connectivity of native vegetation (formalise tracks to minimise fragmentation) • Protect and manage threatened species, populations and ecological communities • Manage pest species to reduce impacts on biodiversity • Restore and regenerate disturbed and degraded land (formalise tracks to minimise erosion impacts)
1.5 The community and all levels of government work together to protect the Blue Mountains World Heritage environment	1.5.d Increase community engagement and education and capacity for living sustainably within the Blue Mountains World Heritage environment	<ul style="list-style-type: none"> • Engage the community in partnerships that contribute to the natural environment
4.1 Community health and well-being is maintained and improved	4.1.a Facilitate community access to community, cultural, recreational and sporting services and facilities that meet needs and support health and well being 4.1.b Support increased community participation in physically active, fit and social lifestyles, including provision of Supporting infrastructure	<ul style="list-style-type: none"> • Plan for, provide and maintain visitor facilities within Council managed natural areas (maintain facilities to support sustainable usage) • Manage sustainable nature based recreation (provide a range of sustainable nature based recreation opportunities within a bushland setting)
4.2 Blue Mountains communities are safe, caring and inclusive	4.2.f Promote volunteering programs that support the City's community, cultural, recreational and environmental priorities	<ul style="list-style-type: none"> • Engage the community in partnerships that contribute to the natural environment • Seek funding and partnerships

Table 7: Trackcare links to Council strategy

8.3.3 Service performance

Over the next 10 years this service aims to:

- Build capacity in recreational user groups to contribute to maintenance and renewal of infrastructure in bushland reserves
- Manage and improve tracks / infrastructure in Council bushland reserves to meet Australian standards and user group needs

Over the next 4 years this service will focus on:

- Further develop relationships and volunteer skills in the Trailcare program through planning and construction workshops and training days
- Develop the Trailcare program to include family friendly cross country biking opportunities
- Consolidate the well-established Cragcare program and provide promotion to raise its profile in the community and increase participation
- Co-ordinate activities and work practices with other land managers (principally OEH) to deliver consistent standards for track building across land tenures

The following measures will be used to track service performance:

- Volunteer / community satisfaction (biennial survey)
- Volunteer contribution to Trackcare program (number volunteers and hours participation in groups)

8.3.4 Benefits to Council and the community

- Contributes to management of impacts of high usage on recreational track infrastructure
- Encourages community stewardship of high use recreational sites in bushland reserves and advocacy in the climbing and bike riding community for ethical behaviours when using bushland for recreation
- Builds partnerships between community and Council to resolve historical conflict between Council and recreational user groups
- Maintains natural area visitor facilities to support sustainable usage, reducing erosion, weed invasion and damage to native vegetation in Council bushland reserves
- Provides safer access for climbing and bike riding activities
- Contributes to protection of threatened vegetation and habitats by rationalising tracks, stabilising climbing sites and managing erosion impacts in bushland sites
- Contributes to the control of illegal track construction through engagement and promotion of social and environmental awareness and self-policing.
- Supports local employment by developing infrastructure for a significant sector of the local tourism market and volunteers' construction skills.

8.3.5 How do we do it

Trackcare represents a Council / community / business partnership which contributes volunteer effort valued at over \$36,000 annually (volunteer effort valued at \$30/ hour) to management of infrastructure in natural areas in the City and significant supplements to track maintenance budgets. Currently Cragcare (recreational climber group) receives over \$8,000 annually in business sponsorship. Indications are that business sponsorship for both Cragcare and Trailcare (off road cyclist group) will increase significantly over the next few years. Contributions from the Trackcare program represent an additional resource to assist Council to meet identified shortfalls in capacity to maintain and improve natural area infrastructure assets.

The current proposed service delivery model requires full supervision by a Council Officer at all Trackcare workdays. This level of supervision is required to ensure that relevant construction standards in the Australian Standards for Walking Tracks and International Mountain Biking Association (INBA) Guidelines are adhered to. Self-management of

Trackcare groups is not appropriate because of the significant site risks associated with track and infrastructure construction at recreational sites in natural areas. It is Council's responsibility to ensure infrastructure does not pose a risk to the environment or to the safety of all users. Council cannot transfer this responsibility to relatively unskilled volunteer groups.

Risks associated with Trackcare activities which have the potential to cause death or serious injury include:

- Potential failure of assets if construction standards are inadequate
- Use of heavy materials, sharp tools and power tools
- Heights associated with working at the cliff face

In addition infrastructure construction in bushland sites carries potential risk of major environmental damage which may expose Council to legal penalties and incur significant repair costs.

The community has expressed aspirations to increase the frequency of Trailcare workdays. Council has committed resources to support eight Trackcare (Cragcare & Trailcare) workdays annually. Where volunteer groups can attract external sponsorship to provide appropriately qualified supervision, additional workdays may be negotiated through the Council Officer co-ordinating Trackcare.

Trackcare program resources are provided by Council core budgets. Appendix: 1, Table: 15 indicate current resources and capacity and projections after June 2015.

MEASURE	QUANTITY
Infrastructure rehabilitation (2011-2012)	245 m track rehabilitated 50 steps installed
Average annual volunteer hours	1200 hours
Bushland sites under community stewardship	2-3 sites per annum

Table 8: Current Trackcare outputs

8.3.6 Delivery Model

Trackcare groups represent two distinct recreational user groups:

Trailcare (off road cyclists)

Groups of up to 25 riders per workday.

Activity: Rectification works on existing biking tracks in bushland reserves. Stabilisation and rationalisation of track networks to manage impacts of popular usage, improve safety and provide expanded riding opportunities.

Standards: All works conducted to comply with INBA guidelines

Supported by grant funding; industry sponsorship being explored.

Cragcare (recreational climbers)

Groups of up to 30 climbers per workday

Activity: Remediation of existing climb areas and associated tracks at popular sites in bushland reserves, to increase sustainable carrying capacity and address safety issues.

Standards: All works conducted to comply with Australian Standards for Walking Tracks. Supported by industry sponsorship, provided as funds for specialist contractor support and materials and in kind donations as volunteer incentives.

Role of Council Officer & Volunteer Co-Ordinator

A Council Officer will be appointed to co-ordinate the Trackcare program. The Trackcare Officer will provide for:

- Consistent technical assistance and guidance, including on-site skills development and adequate training for volunteers so that they can carry out their work safely and effectively;
- Compliance with safe working practices and adherence to plans of management and bushland management program strategies;
- Maintaining a positive working relationship between the group and Council;
- Direct and prioritise work for the site to achieve optimum on- ground outcomes;
- Supply and maintain appropriate tools, equipment and materials, including PPE and first aid materials
- Arrange for the supply of additional support services to perform tasks and works needed to manage the site which are outside of the capacity of the volunteers.

A member of each Trackcare group will be appointed by the group to act as Volunteer Co-ordinator. The role can be shared by agreement with the group.

The Volunteer Co-ordinator will be responsible for:

- Acting as the group's primary contact for Council, other organisations and the general public;
- Facilitating liaison between the group members and Council;
- Notifying the Trackcare Officer of any relevant information relating to their site or group e.g. potential safety hazards or site issues, plans to change or cancel work sessions, equipment needs.
- Maintaining the group log book;
- Assisting with recruitment of new members;

Role of Volunteers

Trackcare volunteers will:

- Commit to participate in activities in accordance with site strategies and work plans
- Adhere to relevant legislation, policies and procedures
- Commit to undertake activities in a safe and responsible manner
- Follow the directions of Council staff or the Volunteer Co-ordinator when working on site
- Participate in required training to enable them to work safely and effectively
- Be provided with opportunities to contribute to the preparation and implementation of site strategies and annual work plans
- Be provided with opportunities to develop relevant skills and knowledge

Trackcare Officers and registered Trackcare volunteers are required to comply with the procedures outlined in the Trackcare Procedures Manual.

Trackcare volunteers are required to read the Trackcare Procedures Manual and sign the Trackcare Volunteer Agreement by which they agree to comply with Trackcare procedures as outlined in the manual.

Authority to work on Council land and participate in a Council supported Trackcare group is conditional on the volunteer complying with these procedures. If Council determines that a volunteer has acted contrary to these procedures, their authority to work on Council land and participate in a Council supported Trackcare group will be withdrawn.

Council Support

Council, through the Trackcare Officer, will provide:

Supervision / direction

- Organisation of a minimum of 4 workday opportunities annually for each of the Trackcare groups (Trailcare / Cragcare)
- Full supervision at all work days for all groups
- Technical support by specialist contractors qualified in track related construction as required

Training

- Training for all volunteers so that they can carry out their work safely and effectively, and comply with relevant legislation (see Background 3.2- Legislation)
- Opportunities for volunteers to develop new skills and knowledge

Planning

- Broad site strategies and annual work plans for each site, to be formulated in consultation with volunteer groups
- On-going site monitoring with volunteer assistance
- Consultation with the group whenever possible about any Council works proposed which may affect their sites
- Co-ordination of activities on a broader scale so they are compatible with local and regional priorities

Communication/ Facilitation

- Opportunities for volunteer input into Council bushland management policies and strategies
- Consideration of the impacts of Council decisions and operations on volunteer projects
- Information to groups about Council activities that are relevant to Trackcare sites
- Annual to biennial survey / forum to provide mechanism for volunteer feedback and evaluate program

Risk Management

- Personal accident and public liability insurance cover for all volunteers under 90 years of age when working on Council managed land in accordance with guidelines set out in the Trackcare Procedures Manual
- Ensuring relevant Council policies and procedures are implemented during work sessions

Communication and Promotion

Trackcare participants will be connected to the wider CCP community by:

- Receipt of the Gecko newsletter , which includes invitations to Bushcare events
- Invitation to submit reports to the Gecko newsletter to promote their work within the CCP community
- Inclusion in relevant 'catchment groups'

A Council Trackcare co-ordinator will provide:

- Opportunities for networking within the membership to facilitate communication and support between participants
- Promotion of the benefits of the Trackcare program to the wider community through local media and Council communication tools

Trackcare Procedures Manual

Procedures and training / service details will be outlined in an updated Trackcare Procedures Manual which will include:

- Volunteer recruitment, registration & agreements
- Induction & training
- Site management/ Stewardship role of Trackcare groups
- Public liaison and neighbour relations
- Annual works programs
- Management of external funds – grants & sponsorship
- Sponsorship arrangements
- Records & Monitoring
- Tools and equipment
- New groups & site selection
- Termination of groups
- Publicity / Communication
- Other relevant Council policies and procedures

8.3.7 Contractor management

Contractors may be engaged where funding is available and their use will contribute and/or expedite the delivery of the program outcomes.

Funding may be provided through external grants or sponsorship contributions. Council may consider the use of resourcing associated with other separate programs where the outcomes/outputs are similar, for example the degraded lands restoration program may commit contractor hours to assist the closure and rehabilitation of redundant trails.

Contractors used in association with Trackcare projects will be engaged, directed and supervised by suitably environmentally trained and skilled Council officers.

8.3.8 External grant management

Opportunities for external funding of Trackcare projects are available through various sources, such as the NSW Community Building Partnerships Program.

It is important that externally funded projects are properly planned and managed and that this can be clearly demonstrated to funding bodies.

When work is being carried out on Council land, Council has a legal responsibility to ensure that the relevant Acts and policies (e.g. competitive tendering, work health and safety, public liability insurance etc.) are complied with.

Council also has a responsibility to set management priorities across its jurisdiction. This involves taking an overview of needs and considering local and regional priorities. Projects identified for inclusion in external funding applications should be consistent with such priorities. This also helps ensure that the effort required for preparing applications and managing projects is used as effectively as possible.

The Trackcare group may have responsibilities for overseeing and evaluating a project. Grant programs are often specifically aimed at community groups, and funding bodies may require assurance that the community group is a genuine partner.

Where practical, Council and Trackcare groups will take advantage of external funding opportunities for the expansion of the Trackcare program activities. This will often involve forming a partnership to carry out a particular project.

If a partnership is formed, an agreement will be drawn up before the funding application is lodged which states where responsibilities lie for various aspects of the project. This should reflect the issues described above.

Where work on Council reserves is involved, Trackcare groups cannot apply for external grants or manage projects independently. Such projects can be undertaken as a partnership between the group and Council. Council will act as project manager and financial trustee for these projects.

Selecting Projects for External Funding

Grant funding for works on Council managed reserves, including Trackcare sites, is managed by Council's Bushland Management Officer.

Volunteers and the Trackcare Officer should identify works on Trackcare sites that are beyond the capacity of the volunteer group to implement during the development and review of site strategies.

The Bushland Management Officer will evaluate proposals and, where possible, incorporate works into annual work plans. Where works are suitable for external funding, Council will apply for and manage grant projects.

Council will maintain a database of works required on Trackcare sites, so that suitable projects can be selected when applications for grant programs are invited.

For grant programs specifically targeted at community partnerships, Council and the Trackcare group should develop grant applications jointly.

Grant applications must be approved and signed by an authorised Council Officer.

Council will select projects for funding submissions in consultation with Trackcare groups according to:

- Suitability of project to the funding program, according to the stated priorities for each program;
- Ability of Council and the group to fulfil associated commitments;
- Capacity within the Bushland Management program to manage the project;
- Potential ecological, educational, recreational or other benefits of the project; and
- Consistency of the project with local and regional priorities.

This is a consistent practice in operation for many years, which applies to all CCP volunteer programs on Council-managed land.

8.3.9 Sponsorship

Cragcare volunteers have obtained sponsorship funds from climbing businesses and clubs and in kind contributions from local food and hardware businesses. Local climbing businesses donate agreed amounts (\$8,000-15,000 pa) to augment Council's allocated Trackcare budget to accomplish negotiated outcomes at specified sites. These funds provide specialist training and track design contractors and subsequent purchase and delivery of materials. Climbing clubs have also raised funds to contribute to purchase of capital works items to install related infrastructure at popular climbing sites.

This model is now being explored to support Trailcare activities.

8.4 Bush Backyards

8.4.1 Description of service

The Bush Backyards program supports landowners in the Blue Mountains local government area who have a commitment to native plant and animal conservation on their property and whose property is able to provide significant habitat. Members of Bush Backyards may include schools, commercial properties, farmland, residential landowners and others.

8.4.2 Links to Council Strategic Plans & Delivery Program

SUSTAINABLE BLUE MOUNTAINS 2025		BMCC DELIVERY PROGRAM 2013-2017
Objective	Strategy	Action
1.1 The diversity of flora and fauna is maintained	1.1.a Protect and nurture the different flora, fauna and ecological communities and habitats of the Blue Mountains 1.1.b Conserve rare and threatened species 1.1.c Manage the urban bushland interface to minimise urban development impacts	<ul style="list-style-type: none"> • Improve and maintain the condition and connectivity of native vegetation • Protect and manage threatened species, populations and ecological communities • Manage pest species to reduce impacts on biodiversity
1.2 The health of waterways and water catchments is maintained	1.2.a Protect, maintain and enhance the health of the City's natural waterways and catchments	<ul style="list-style-type: none"> • Protect, enhance, monitor and advocate for the health of natural waterways, wetlands and groundwater dependent ecosystems
1.5 The community and all levels of government work together to protect the Blue Mountains World Heritage environment	1.5.d Increase community engagement and education and capacity for living sustainably within the Blue Mountains World Heritage environment	<ul style="list-style-type: none"> • Engage the community in partnerships that contribute to the natural environment
4.2 Blue Mountains communities are safe, caring and inclusive	4.2.f Promote volunteering programs that support the City's community, cultural, recreational and environmental priorities	<ul style="list-style-type: none"> • Engage the community in partnerships that contribute to the natural environment • Seek funding and partnerships

Table 9: Bush Backyards links to Council strategy

8.4.3 Service performance

Over the next 10 years this service aims to:

- Build community capacity to manage private lands to contribute to landscape scale conservation programs which maintain, protect and restore bushland in the City

Over the next 4 years this service will focus on:

- Strengthening private landowner partnerships with Council cross tenure land management projects, particularly re targets to protect Endangered Ecological Communities and significant habitats
- Improving the Bush Backyards network to facilitate communication and support between participants
- Improving the Bush Backyards program's capacity to address key environmental issues by engaging with participants to develop and commit to annual work plans

The following measures will be used to track service performance:

- Bush Backyards participants satisfaction (annual survey)
- Program contribution to natural area management targets (Property Management Plans developed / work plans completed annually)

8.4.4 Benefits to Council and the community

- Increased capacity to achieve landscape scale conservation outcomes across tenures particularly re targets to protect Endangered Ecological Communities and significant habitats
- Council's public lands conservation investment is protected by promoting the reduction of degrading influences on adjacent private lands
- Non – Council land managers supported to achieve conservation outcomes by site remediation;
- An increased level of awareness of bushland management issues among the community;
- Sharing the responsibility of bushland management between Council and the community;
- A pathway for community views to be effectively fed back into Council;
- Improved quality of community life through increased social interaction and sharing of information
- Allowing for the development and implementation of management strategies which have strong community commitment and content.
- Strengthens resilience of private lands to bushfire. Bush Backyards works closely with the Council's fire mitigation team and Rural Fire Service community education officers to ensure that property management plans also deal with managing bush fire risk.
- Increased investment in private land conservation within the City through external funding available for conservation works on private land. Council can increase access to these funds for improved conservation outcomes on private lands within the City by liaising with private landowners and the funding bodies and assisting landowners to manage grant projects successfully.

8.4.5 How do we do it

Bush Backyards represents a Council/ community partnership which supports private landowner contributions to bushland management in the City. By supporting landowners to implement sustainable land management, Council investment in this program contributes to habitat protection goals and decreases the weed burden across the local government area, reducing public land weed control and noxious weeds compliance costs.

Bush Backyards assists landowners to manage their land for better environmental outcomes by providing regular, targeted on site advice and material support to increase landowners capacity to implement effective bushland management strategies. Research has indicated that a combination of material support for on-ground works and access to expert on-site technical assistance are important contributors to landowners' ability to effectively manage their land for conservation ('National survey on landowner views on conservation covenants', Bush for Wildlife 2002).

Council provides small amounts of material support within available resources to assist landowners to implement on-ground works. Significant funding to employ professional bush regeneration assistance and purchase materials is obtained from external grants to landowners, facilitated by the Bush Backyards program.

Provision of long term plans specific to their properties ensures that conservation benefits are sustained over the long term. The introduction of signed agreements by participants to commit to specified outcomes will operate as conservation agreements between Council and participating landowners. This will strengthen the public / private partnership to deliver quantifiable contributions to public conservation goals.

Bush Backyards program resources are provided by both Council core budgets and funds provided through the Environmental Levy which is due for renewal in 2015. Appendix: 1, Table 16: indicates current resources and capacity and projections after June 2015.

MEASURE	QUANTITY
Private land bushland at the urban / bushland interface being regenerated under private property plans	55 ha 81 sites
Bush regeneration and vegetation management training workshops	1 – 3 annually
Development of educational materials	Endangered Ecological Community Brochure series produced 2011-2012 Bush Backyard bush regeneration training manual produced 2011-2012
Annual grant funding provided by Greater Sydney Local Land Service and other agencies for professional bush regeneration contract support of public/ private land partnerships	\$30,000 - \$50,000 annually, matched by landowner contributions

Table 10: Current Bush Backyards outputs

8.4.6 Delivery Model

Membership Benefits

- Assistance in developing individual property management plans outlining priorities and strategies for conserving bushland and dealing with land management problems
- Individual property site visits to discuss issues and provide on-going technical advice
- Access to small amounts of funding for plants, erosion control materials and weed control
- Assistance with accessing grant funding from State and Federal agencies for professional contract support where appropriate
- Workshops to provide training in specific skills or areas of interest such as seed collection, creekline stabilisation or fauna habitat
- Membership of the Blue Mountains Bushcare Network which includes a quarterly newsletter and invitations to Bushcare events with other local conservation volunteers
- Provision of a Bush Backyards sign to display on the letterbox or fence indicating participation in the network.

Criteria for Membership

The most important criteria for inclusion in the Bush Backyards scheme is landowner commitment to manage their property to protect, enhance and improve native habitat. An underlying principle is that people manage their own properties.

Any property owner can join if willing to sign up to a property plan to improve habitat on their land.

There will be two classes of membership based on the conservation significance of individual properties.

Level One – property contains no significant habitat values. Sign up to a simple site strategy to improve conservation values. Signage & access to network provided. Reassessment every 2 years

Level Two- property contains significant habitat values. Sign up to a detailed property management plan to protect & improve agreed conservation values. Signage, access to network & material assistance including grant project support provided. Reassessment annually.

A property will be assessed as containing significant habitat values if it provides at least one of the following attributes

- provides high quality habitat for a range of local native fauna & flora species (minimum 0.5ha remnant bushland)
- extends and connects high quality habitats across the urban / bushland interface (location & site features)
- contains remnants of scheduled vegetation communities or threatened species habitat (locally, regionally or nationally protected habitat)

Recruitment Process

Property owners will submit an Expression of Interest to join the Bush Backyards Network. Prospective participants will be offered a Level One or Level Two membership based on an assessment of the conservation significance of their property.

An action plan to achieve agreed conservation goals will be developed by the property owner and Council's Bush Backyards co-ordinator

Participants will sign an agreement to implement the agreed action plan in a simple site strategy (Level One) or a detailed property management plan (Level Two).

Termination of Membership

Participation in the Bush Backyards Network is not legally binding. Participants may withdraw from the network at any time by notifying Council's Bush Backyards co-ordinator.

Council will conduct property site visits at a minimum of once every two years to review progress and provide advice and support to landowners to achieve the conservation goals outlined in their site strategy or property management plan. Participants may be asked to withdraw from the network if they are deemed to be managing their property in a manner which is in conflict with these conservation goals.

Workshop and Training

A Council Bush Backyards co-ordinator will provide:

- On site advice and training to individual Bush Backyards participants as required to develop bushland management skills
- A minimum of one Bush Backyards workshop annually to further develop participants' knowledge and skills relevant to local bushland management issues
- A minimum of one Bush Backyards network meeting annually to encourage participants to review their progress in the program and provide feedback to Council

Communication and Promotion

Bush Backyards participants will be connected to the wider CCP community by:

- Receipt of the Gecko newsletter , which includes invitations to Bushcare events
- Invitation to submit reports to the Gecko newsletter to promote their work within the CCP community
- Inclusion in relevant 'catchment groups'

A Council Bush Backyards co-ordinator will provide:

- Opportunities for networking within the membership to facilitate communication and support between participants
- Promotion of the benefits of the Bush Backyards Network to the wider community through local media and Council communication tools

Property Planning / Annual Works Programs

On joining the Bush Backyards Network, participants will agree to implement a site strategy (Level One) or a property management plan (Level Two).

These plans will be developed jointly by the landowner and the Bush Backyards co-ordinator based on the agreed conservation values on the site and the capacity of the landowner to implement suggested works. The plans will be periodically reviewed as works progress.

A simple site strategy will contain:

- A list of actions to improve conservation values on their property
- Supporting information to assist implementation (suggested planting lists, target weed lists etc.)

A property management plan will contain:

- A summary of the habitat values and issues on the site
- A general site strategy outlining the priorities and approach to protecting and improving habitat values
- A detailed three to five year action plan to implement the strategy
- Supporting information to assist implementation (suggested planting lists, target weed lists etc.)

8.4.7 Material support and external grant management

Site strategies and property management plans may identify the need for materials or expertise which is beyond the capacity of the landowner to provide.

The Bush Backyards co-ordinator will work with participants to develop strategies to access additional resources to implement their property plan.

Council may provide small amounts of materials such as native plants and erosion control materials within available resources.

Opportunities for external funding of bush regeneration projects on private land are available through various grant programs such as Federal government conservation programs, NSW Local Land Services and the NSW Environmental Trust.

It is important that externally funded projects are properly planned and managed and that this can be clearly demonstrated to funding bodies.

The Bush Backyards co-ordinator can assist landowners to apply for grant funds to implement larger projects and provide ongoing project management support.

Council's biodiversity conservation program objectives include conservation of key vegetation types and habitats across the landscape. This involves achieving weed control and bushland management targets across both public and private land. Where Council is successful in obtaining external funding for these landscape scale projects, landowners in target areas may be offered bush regeneration contractor support as part of the grant activities.

8.4.8 Insurance and risk management

Through the Bush Backyards program Council offers support to landowners working on their own land. Council is providing advice but is not directing or authorising activities undertaken by participating landowners. As such, participants are not 'workers' under the Work Health and Safety Act 2011 and they and their Bush Backyards activities are not covered by Council insurances or risk management protocols. Insurances and risk management for individuals or groups working on private land are the responsibility of the individual or group.

9 IMPLEMENTATION & REVIEW PROCESS

9.1 Implementation: July 2014 - June 2015

ACTION	RESPONSIBILITY	TIMEFRAME	COST	SOURCE	PERFORMANCE MEASURE
BUSHCARE					
Revise Bushcare Procedures Manual and SOPs	CS-Bushcare C&CO -Community Weeds Officer	June 2015	10 staff days	Bushcare core budget	Procedures manual completed December 2014
Assess Bushcare / Landcare groups for autonomous supervision	CS-Bushcare	October 2015 (ongoing)	7 staff days		All existing Bushcare / Landcare groups assessed for possible 'authorised' status
Implement new service model for 'authorised' groups	CS-Bushcare	October 2015 (ongoing)	10 staff days		New service model for 'authorised' groups implemented
CWM/ STREAMWATCH					
Revise CWM / Streamwatch Procedures Manual	CS- Bushcare C&CO- Aquatics	June 2015	4 staff days	Museum contract Env Levy	Procedures manual completed December 2014
Appoint new CWM support officer	CS- Bushcare	March 2015	5 staff days	Museum contract	CWM support officer appointed
CWM groups incorporated into existing Bushcare groups	CS- Bushcare	June 2015	Ongoing	Museum contract	
TRACKCARE					
Produce Trackcare Procedures Manual and SOPs	C&CO- Bushland Management	June 2015	10 staff days	Bushland Management core budget	Procedures manual completed December 2014
BUSH BACKYARDS					
Review current Bush Backyards membership and assess against new Level 1 & 2 categories	C&CO Community Weeds Officer	March 2015	10 staff days	Environment Levy	Membership reviewed and assessed re new categories
Deliver Bush Backyards network meeting	C&CO Community Weeds Officer	March 2015	4 staff days	Environment Levy	Membership understands and participates in new structure
Develop individual site strategies/ PMPs with continuing participants	C&CO Community Weeds Officer	March 2015- June 2015	25 staff days	Environment Levy	Site strategies / PMPs developed for all participating properties (projected maximum 50 participants)

ACTION	RESPONSIBILITY	TIMEFRAME	COST	SOURCE	PERFORMANCE MEASURE
Bush Backyards participants signed to new property management agreements	C&CO Community Weeds Officer	June 2015	5 staff days	Environment Levy	All participants signed up to property management agreements
CATCHMENT GROUPS					
Provide ongoing support for existing groups by Council attendance at meetings and other support as required	CS-Bushcare C&CO -Community Weeds Officer	Ongoing	12 staff days	Environment Levy	Ongoing Council support provided (minimum attendance at 4 meetings / year / group)
Invite participation from other CCP volunteers to participate in 3 existing Bushcare catchment groups	CS-Bushcare C&CO -Community Weeds Officer	March 2015	1 staff day	Environment Levy	Relevant CCP volunteers from programs beyond Bushcare participate in catchment groups
Support formation of a minimum of one new catchment group	CS-Bushcare C&CO -Community Weeds Officer	June 2015 (at 18 month intervals thereafter)	20 staff days	Environment Levy	One new catchment / landscape group successfully established biennially
PUBLICITY & PROMOTION					
Review CCP programs promotion on Council website	CS-Bushcare C&CO -Community Weeds Officer / Sustainability Education Officer	December 2014	5 staff days	Environment Levy Core budget	All CCP programs accessible on Council website with up to date contact and program information
Review BMCC Resident Guide to include reference to current CCP	C&CO -Community Weeds Officer / Sustainability Education Officer	June 2015	1 staff day	Environment Levy Core budget	All CCP programs included in the BMCC Resident Guide
CCP media releases	CS-Bushcare C&CO -Community Weeds Officer / Sustainability Education Officer	June 2015 and ongoing	6 staff days	Environment Levy Core budget	CCP programs promoted in local publications/ media outlets (minimum 3 annually)
CCP public displays at libraries, Council offices and community events	CS-Bushcare C&CO -Community Weeds Officer / Sustainability Education Officer	June 2015 and ongoing	15 staff days	Environment Levy Core budget	CCP programs promoted in Council venues and community events (minimum 4 annually)

ACTION	RESPONSIBILITY	TIMEFRAME	COST	SOURCE	PERFORMANCE MEASURE
PART 5 ASSESSMENTS					
Complete Part 5 assessments for all CCP 'activities' as defined by the EP&A Act on Council managed land	CS – Bushcare C&CO- Natural Areas Management (NAM)	Dec 2014	3-4 staff days	Environment Levy Core budget	Part 5 assessments completed for all generic CPP activities on Council managed land;
		As required before project commencement		Core budget	Part 5 assessments completed for all new CCP activities on Council managed land before projects commenced
Investigate incorporation of notification of relevant CCP officers into the Part 5 assessment process to ensure volunteer concerns are considered	C&CO- Environmental Scientist; Natural Environmental Strategy Coordinator	June 2015	1 staff day	Core budget	Feasibility of incorporating notification process into Part 5 assessments assessed and actions incorporated as appropriate

Table 11: Implementation Action Plan

9.2 Review: July 2015- June 2016

ACTION	RESPONSIBILITY	TIMEFRAME	COST	SOURCE	PERFORMANCE MEASURE
Staff review implementation of new 'authorised' Bushcare groups service model	CS-Bushcare C&CO -Community Weeds Officer	December 2015	7 staff days	Core budget	All CCP program structures reviewed by staff after first year of implementation of revised program
Staff review new CWM service model	CS-Bushcare C&CO -Community Weeds Officer	December 2015	1 staff day	Environment Levy / Australian Museum contract	
Staff review new Bush Backyards structure	C&CO -Community Weeds Officer	December 2015	1 staff day	Environment Levy	
Staff review ongoing Trackcare structure	C&CO- Bushland Management (Trackcare Officer)	December 2015	1 staff day	Core budget	
Volunteer surveys to review new program models for each CCP program	CS-Bushcare C&CO -Community Weeds Officer, Trackcare Officer	December 2015 (ongoing in subsequent years)	8 staff days	Environment Levy Core budget	Volunteers in all CCP programs surveyed after first year of implementation of revised program
Report on review results to Manager Operations & Manager Environmental Sustainability	CS-Bushcare ; Program Leader Operations C&CO -Community Weeds Officer; Program Leader NAM	February 2016	2 staff days	Core budget	Staff and volunteer review results reported to managers
Incorporate review results into ongoing CCP development	CS-Bushcare C&CO -Community Weeds Officer; Bushland Management (Trackcare Officer)	June 2016	N/ A		Results of review inform further development of CCP programs and incorporated into Operational Plan 2016-17
CCP forum- results of review process presented to CCP participants/ general feedback	C&CO -Community Weeds Officer	April 2016	5 staff days	Environment Levy Core budget	CCP forum convened to provide feedback on review results
Investigate renewal of Streamwatch contract with Australian Museum	CS- Manager Operations; C&CO – Manager Environment	February 2016	2 staff days	Core budget	Ongoing resourcing structure for Community Water Monitoring / Streamwatch program developed

Table 12: Monitor and Review Action Plan

10 APPENDICES

Appendix 1: Annual budgets and projections

BUSHCARE/ LANDCARE ANNUAL BUDGETS AND PROJECTIONS												
Source	Current				Post June 2015 (Levy not renewed)				Post June 2015 (Levy renewed)			
	Budget	Staff EFT	Staff	Outputs	Budget	Staff EFT	Staff	Outputs	Budget	Staff EFT	Staff	Outputs
City Services												
Council core	\$366,957 = 91.5%	3.6	1 full time Bushcare Team Leader + 5 part time Bushcare Officers + casuals	60 Bushcare/ Landcare groups + special events & BCN support + program operating costs	\$366,957 = 100%	3.6	1 full time Bushcare Team Leader + 5 part time Bushcare Officers + casuals	As per current with potential to support some extra groups through new support model	\$366,957 = 91.5%		1 full time Bushcare Team Leader + 5 part time Bushcare Officers + casuals	As per current with potential to support some extra groups through new support model
Environment Levy	\$ 33,864 = 8.5%	0.4	1 part time Bushcare Officer	Support 8 Landcare groups + nursery liaison	\$0	0	0	Reduction equivalent 8 groups + discontinue nursery liaison	\$34,000			
City & Community Outcomes												
Council core	\$5,000			Materials to support Landcare activities		Council likely to retain CWO position but with no operational budget		Develop & support Landcare program + 4 Landcare groups ; no additional budget for materials to support Landcare activities	\$5,000			Materials to support Landcare activities
Environment Levy	\$20,000	0.25	Community Weeds Officer (CWO)	Develop & support Landcare program + 4 Landcare groups					\$20,000	0.25	CWO	Support Landcare program development + 4 Landcare groups

Table 13: Bushcare/ Landcare annual budgets and projections

COMMUNITY WATER MONITORING ANNUAL BUDGETS AND PROJECTIONS												
Source	Current				Post June 2015 (Levy not renewed)				Post June 2015 (Levy renewed)			
	Budget	Staff EFT	Staff	Outputs	Budget	Staff EFT	Staff	Outputs	Budget	Staff EFT	Staff	Outputs
City Services												
Australian Museum/ Streamwatch	\$7,000	0.05	Bushcare Officer two days per month CWM group support	Liaison with Museum & support up to 10 groups	\$7,000	0.05	Two days per month CWM group support	Liaison with Museum & support up to 10 groups	Up to \$7500	0.10	Bushcare Officer two days per month CWM group support	Liaison with Museum & support up to 15 groups
Environment Levy							No provision to continue program if Museum contract not renewed		Up to \$12,000	0.10	Bushcare Officer two days per month CWM group support (if Museum contract not renewed)	Support up to 15 groups and provide water testing equipment currently supplied by Museum
City & Community Outcomes												
Council core	\$6,000			Materials to support CWM activities of 4 groups not currently supported by Museum		Council likely to retain ASO position but with no operational budget			\$6,000			Materials to support CWM activities
Environment Levy	\$8,000	0.10	Aquatic Systems Officer (ASO)	Technical support CWM program					\$8,000	0.10	Aquatic Systems Officer (ASO)	Technical support CWM program

Table 14: CWM annual budgets and projections

TRACKCARE ANNUAL BUDGETS AND PROJECTIONS												
Source	Current				Post June 2015 (Levy not renewed)				Post June 2015 (Levy renewed)			
	Budget	Staff EFT	Staff	Outputs	Budget	Staff EFT	Staff	Outputs	Budget	Staff EFT	Staff	Outputs
City Services												
Council core	\$6,500	0.10	Walking Tracks team	Supervision and training 8 Trackcare workdays	\$6,500	0.10	Walking Tracks team	Supervision and training 8 Trackcare workdays	\$6,500	0.10	Walking Tracks team	Supervision and training 8 Trackcare workdays
City & Community Outcomes												
Council core	\$5,000			Materials to support Trackcare activities				Reduced track maintenance program budgets result in loss of Trackcare materials budget	\$5,000			Materials to support Trackcare activities
	\$4,000	0.05	Bushland Management Officer	Organise and supervise 8 Trackcare workdays	\$4,000	0.05	Bushland Management Officer	Organise and supervise 8 Trackcare workdays	\$4,000	0.05	Bushland Management Officer	Organise and supervise 8 Trackcare workdays
Industry sponsorship	\$8,000			Materials & specialist contractors to support Trackcare activities	\$8,000		Materials & specialist contractors to support Trackcare activities. Increased sponsorship required to maintain current program support.		\$8,000			Materials & specialist contractors to support Trackcare activities

Table 15: Trackcare annual budgets and projections

BUSH BACKYARDS ANNUAL BUDGETS AND PROJECTIONS												
Source	Current				Post June 2015 (Levy not renewed)				Post June 2015 (Levy renewed)			
	Budget	Staff EFT	Staff	Outputs	Budget	Staff EFT	Staff	Outputs	Budget	Staff EFT	Staff	Outputs
City & Community Outcomes												
Council core	\$5,000			Material support Bush Backyards properties + deliver workshops			Council likely to retain CWO position but with no operational budget		\$5,000			Material support Bush Backyards properties + deliver workshops
Environment Levy	\$20,000	0.25	Community Weeds Officer (CWO)	Develop Bush Backyards program ; support participants / develop property plans					\$20,000	0.25	Community Weeds Officer (CWO)	Develop Bush Backyards program ; support participants / develop property plans

Table 16: Bush Backyards annual budgets and projections