

EN1 – ‘Adopt A Road’ Program Update 2016

ENVIRONMENT

EN1 **‘Adopt A Road’ Program Update**
267535

TRIM 3296

EXECUTIVE SUMMARY

- The purpose of this report is to update Council on the progress of the ‘Adopt A Road’ Program in response to Part 2 of a resolution regarding litter removal.
- It is recommended that the ‘Adopt A Road’ Program update be noted.

REPORT

At its Ordinary Meeting of 16 June 2014, Council resolved that a report be submitted regarding the ‘Adopt A Road’ Program.

The initial promotion of the ‘Adopt A Road’ Program secured commitment from Glencore Pty Ltd at Tahmoor (formally Xstrata). A number of signs were installed along a section the Remembrance Driveway at Tahmoor at this time.

A recent reinvigoration of the program to promote it more broadly has seen a number of developments. Firstly, a Memorandum of Understanding (MOU) has been drafted in consultation with Council's Risk Officer. This MOU is suitable for wider use should more businesses wish to join the program.

Another development has been the redesign of the ‘Adopt A Road’ signage, reflecting Council's current branding and logo regime.

In July 2015, Council started a Waste Collection Contract with JR Richards & Sons, who have now constructed their depot in Bridge Street, Picton. JR Richards have agreed to becoming partners in the ‘Adopt A Road’ Program. The newly developed MOU and signage will be used to formally acknowledge that partnership.

Recent contact with Glencore has indicated that they remain committed to the program. Updated signs reflecting their new name and also the signing of a MOU will occur in the near future.

Recent promotion of the program has been assisted by the new Economic Development team with Council's Waste Education Officer attending two business meetings in the last 12 months, one in Appin and one in Warragamba, to seek interest. There has been some interest in Warragamba and also Mowbray Park Farm Stay which will be followed up in the coming months.

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A copy of the new sign design and draft MOU are attachments to this report.

Further litter initiatives recently receiving funding include \$44,500 for a Round 3 Litter Prevention Grant project in Warragamba from the NSW EPA and also \$30,000 through the Better Waste and Recycling Fund to install 'Hey Tosser' litter signage throughout the Shire in litter hotspot areas.

CONSULTATION

Risk Management Officer.

FINANCIAL IMPLICATIONS

Funding has been allocated and is available from the Waste Education & Awareness Budget.

ATTACHMENTS

1. Draft Memorandum of Understanding, including a Frequently Asked Questions sheet
2. New signage design for Adopt A Road

RECOMMENDATION

That the ‘Adopt A Road’ program update be noted.

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Memorandum of Understanding

Between

Wollondilly Shire Council (WSC)

and



For the ‘Adopt a Road Program’

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1. Introduction

- 1.1 This Memorandum of Understanding (MOU) is entered into on _____ by Wollondilly Shire Council (“WSC”) ABN 93 723 245 808 and _____ ABN: _____ (The Parties)
- 1.2 The purpose of the MOU is to outline the general principles agreed by the Parties for the ongoing collection of road side litter along Bridge Street, Picton between Argyle Street and the bridge on Bridge Street.
- 1.3 The Parties agree to work together to fulfil the intention of the MOU.
- 1.4 The development of this memorandum will assist in the ongoing and regular collection of litter along Bridge Street, Picton.

2. Purpose

- 2.1 WSC and _____ will work cooperatively to ensure the collection and disposal of litter at Bridge St, Picton as described by the MOU.
- 2.2. _____ agree to adhere to all relevant requirements of the NSW Work Health & Safety Act 2011 and Regulation and the Roads Act 1993 to ensure the guidelines for collection of litter on Bridge Street are implemented.
- 2.3 The Parties agree to maintain a collaborative working relationship and to identify opportunities to eliminate duplication of service.

3. Guidelines

- 3.1 A Risk Assessment is to be undertaken and appropriate procedures and Safety Work Safety Method Statements (SWMS) are to be developed and provided to Council for review and endorsement. Factors to be consider include but not limited to:
- Traffic management including pedestrians
 - Times of Work
 - Personal Protective Equipment
 - Environmental and natural hazards

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- 3.2 WSC will consider on a case by case basis whether it will undertake an initial clean-up of a site before the Adopt A Road Program comes into force.
- 3.3 Litter collection is for road side litter only i.e. not on the road pavement area
- 3.4 [REDACTED] must have in place at all times the following Insurance Covers:
- Minimum \$20 Million Public Liability Cover
 - Workers Compensation
 - Certificates of Currency for the above must be provided to WSC prior to the start of this MOU and then annually within seven (7) days of renewal being due
- 3.5 The contact at WSC for this program in the first instance is the Manager, Environmental Services

4. Term

- 4.1 This MOU will commence on the day it is signed by the Parties for a period of twelve (12) months.
- 4.2 At the end of this term, the MOU can be continued by mutual agreement, in writing.
- 4.3 This MOU may be terminated by either party giving the other Party one (1) month notice in writing
- 4.4 If extended, the MOU will be reviewed on an annual basis or as required to ensure it continues to meet the needs of both organisations. Its terms may be varied by mutual agreement, in writing, in response to changes in user requirements, user demand, legislative and policy changes, changes in business processes or other significant factors impacting on the performance of the services.

5. General

- 5.1 [REDACTED] is responsible for meeting all of its own costs in respect to all matters from the MOU.
- 5.2 This agreement shall not in any way be transferred to a third party unless agreed by WSC in writing.
- 5.3 No action taken in executing this MOU shall be used as the means to transfer liability in any form from one Party to the other.
- 5.4 Each Party shall use its best endeavours to ensure the area to be maintained is safe given it is a road environment.

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5.5 Neither Party will be liable for any loss suffered by the other Party through the litter collection along Bridge St, Picton.

5.6 This MOU shall not be varied without the written consent of both Parties signatories to this MOU.

6. Communication

6.1 Communication between both Parties will be through written notification, whether through email or letter to the contact person in the organisation as stated in this MOU.

Signatories

The Parties agree to the contents of this document and will assist in good faith and provide resources for the collection of litter on Bridge St, Picton.

Signed by

Manager, Environmental Services

Wollondilly Shire Council

Date:

Manager

Date:

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Frequently Asked Questions

for the ‘Adopt a Road Program’

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1. How many hours should a clean-up activity run for?

The time taken for a litter clean-up will depend on the weather, size of the road, number of collectors, and the amount of litter at the site.

2. What are my responsibilities as the organiser of the Clean Up

As a site organiser you are responsible for planning, coordinating and overseeing the litter collections. You are also responsible for making sure all safety guidelines are implemented and followed as well as ensuring that insurances are current.

3. What do I do with our rubbish once it is collected?

You can either dispose of the bags of rubbish yourself, or liaise with Wollondilly Shire Council to have them collected. Please give Council at least two days notice to collect the bags so they can organise for their collection.

4. How can I receive more bags or gloves?

Please contact Council on 4677 1100 and ask to speak to their Waste Education Officer, who can organise extra, bags and gloves if required

5. What should we wear to do our clean up

Collectors should wear long sleeved shirts, trousers, high visibility vests or shirts, boots and gloves. Hats are advisable in summer and on sunny days, eye protection and sunscreen. Always have water accessible for collectors throughout the activity.

6. What about ‘sharps’

Used syringes are potentially dangerous and it is important to be prepared for their removal. Whenever possible long handled tongs or pliers should be used to pick up and discard sharps and then safely placed in an appropriately marked sharps container (available from manufacturers), not in bags or buckets. At no time should syringes be touched with bare hands and no attempt made to cover, break or bend a needle. Any incident which includes an injury from syringes should be reported to Council.

7. What about the event of a needle stick injury? (Source: www.cleanupaustriaday.com.au)

In the event of a needle stick injury:

- Stay calm
- Wash the area with soap and running water (if not available use an alcohol based hand rinse)
- Apply antiseptic and a band-aid
- Anyone who has suffered a needle stick injury should seek medical advice within two hours of the injury. If possible the needle should be safely contained and kept for testing, if required.

8. What about eye injury?

Please encourage all collectors to wear sunglasses / eye protection to avoid eye injuries, particularly when working close to bushes, shrubs and trees. Foreign objects such as loose eyelashes, grit, dust or insects may enter the eye. It is important not to rub the eye as this may damage the cornea or other parts of the eye.

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The image shows a green rectangular sign with rounded corners. On the left, there is a white circular logo containing a stylized grey road with a bridge-like structure. To the right of the logo, the words "ADOPT A ROAD" are written in large, bold, dark grey capital letters. Below this, a white horizontal line separates the text from the name of the contractor. The text "This road is regularly cleaned up by:" is in a smaller font, followed by "JR Richards & Sons" in very large, bold, dark grey capital letters. At the bottom of the sign, there is a dark grey horizontal band. On the left side of this band is the "ADOPT AN ENVIRONMENT" logo, which consists of a colorful circular pattern of dots. On the right side of the band is the "Wollondilly Shire Council" logo, featuring a stylized blue and green wave graphic.

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