



Local Government
Association of NSW



Shires Association
of NSW

Making Sustainability a Reality

Local Government Intensive Sustainability Training

Evaluation Report January 2008

This training program is funded by the NSW Environmental Trust



Program Delivered for the Local Government and Shires Associations by:



T Issues Consultancy

Making Sustainability a Reality Local Government Intensive Sustainability Training Overall Evaluation Report

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Acknowledgments

Training of this intensity does not occur without significant support from people across NSW. The following people are acknowledged for their efforts

Fil Cerone: Sustainable Visions
Bob Verhey, Niki Carey, Rebecca Smith, and Seb Crawford LGSA
Christine Winning [MACROC]
Adam Wilkinson [Camden Council]
Brad Staggs [Wollondilly Shire Council]
Ian Curtis [Campbelltown City Council]
Milan Marecic [Liverpool City Council]
Tracey Rich [Eurobodalla Council]
Elizabeth Dixon [Shoalhaven City Council]
Alexandra Grahame and Janene Harris [Ashfield Municipal Council]
Tanya Cross [Greater Taree City Council]
Naomi Soustal [Great Lakes Council]
Michael Nicholas [Mid Coast Water]
Ben Roberts [Gloucester Shire Council].

All of the 472 participants in these workshops

Making Sustainability a Reality Local Government Intensive Sustainability Training Evaluation Report

Introduction and Purpose

Since 2002, the Local Government and Shires Associations [LGSA] have been involved in assisting NSW Councils to integrate sustainability into all aspects of their business. The Associations have undertaken a number of activities over the past five years that were designed to assist elected officials and council staff to better understand their legislative responsibilities to implement Ecological Sustainable Development [ESD] and more recently to incorporate sustainability into the whole spectrum of Council operations.

This document reports on the latest of these activities, Phase 2 of the training program that the LGSA conducted with councils in 2007. As part of the Local Government and Shires Associations [LGSA] Phase 2 Extension of Sustainability Training for Local Government Program, the Associations have received funding from the NSW Government's Environmental Trust to provide both regional and intensive ESD/Sustainability training to selected councils. These councils might be recipients of grants from the NSW Environmental Trust's Urban Sustainability Grants or they might be councils who have not [yet] received such funding.

The initial part of Phase 2 involved the design, delivery and evaluation of seven one-day workshops that were held around NSW in May/June 2007. This is the subject of a separate report *Making Sustainability a Reality: Regional Workshops Evaluation Report* provided to the NSW Environmental Trust in September 2007.

This report provides a detailed evaluation of the second part of Phase 2, the Intensive Sustainability Training Program.

The specific nature of training was negotiated with councils that were selected following an Expression of Interest [EOI] process, where it was envisaged that two to three days of in-house training would be associated with each delivery. Twenty four expressions of Interest were received involving over sixty Councils.

Purpose built training about sustainability [ESD] was offered to staff across the council and/or to specific sections within council – for example, all planners and/or all contract managers. Councillors and senior managers in council were also important target groups. Training was made available to an individual council or to a consortium of councils. All members of consortia could apply to undertake training together [or only one member may apply]. Sufficient funding was available so that offers could be made to four Councils/consortia following consideration of expressions of interest.

The Trust funding has enabled the Associations to subsidise each of the four intensive training programs to the value of \$4,750 [including the selection process], to cover the costs of engaging the training organisation (T Issues Consultancy) and associated expenses. To seek selection for a training program council had to:

- complete and submit the EOI form, attached.
- be prepared to negotiate the specific nature of the training with the training provider, T Issues Consultancy. Training will be designed to accommodate the specific needs and situation of participating councils.
- be prepared to meet (in kind and cash) any on-site costs associated with delivering the training over the two to three days, including venue hire, staff time (for taking registrations and for attending), refreshments (lunch and morning/afternoon teas), printing and provision of any required A/V and other training equipment*.

The purpose of this document is to report on the Intensive Sustainability Training program – to draw conclusions about its effectiveness and impact and to make recommendations about the future of training at this level.

This report should be read in conjunction with the evaluation reports for each of the four intensive Sustainability Programs delivered in late 2007. Specific findings for each workshop and program are contained in these four documents. This report collapses the major conclusions and recommendations together based on evidence gleaned from each specific program.

Selection of Councils

The following selection criteria were used to select those councils who are to receive training through this program. Intensive Workshops were offered to councils / consortia that demonstrated:

- A commitment to devote a significant number of staff from high priority groups of council staff [for example Planning staff, Contract Management staff, Engineers, Environmental Health staff, Procurement staff and/or Senior Management, etc] during the two to three days.
- An agreement by council that that training will focus on current Council operations, policies and processes and how these might be made more sustainable.
- An understanding that all training will assist in providing a context for the full implementation of council's Sustainability Plan, when developed or in the development of such a plan.
- An agreement that training is integrated into the broader council processes.
- Evidence that the training initiative is strongly supported by council senior management and, if appropriate by HR staff.

The selection of successful councils was undertaken by a panel comprising LGSA and Environmental Trust staff. The four successful Councils/consortia were as follows:

Single Council

- Ashfield Municipal Council

Consortium 1 Mid North Coast

- Great Lakes Council
- Greater Taree City Council
- Gloucester Shire Council
- Mid Coast Water

Consortium 2 MACROC Councils and Liverpool City Council

- Liverpool City Council
- Camden Council
- Wollondilly Shire Council
- Campbelltown City Council

Consortium 3 South Coast Councils

- Eurobodalla Council
- Shoalhaven City Council

See also Appendix 2 for a range of material used to manage the program.

Background to the Training Program

Planning component

Following the selection process, a face-to-face planning component was negotiated for each location. This involved the development and approval by each jurisdiction of a training plan, comprising from three to eight workshops in each location. These were tailored to the needs of the Councils in attendance and targeted different groups of council [for example, managers, planners, outdoor staff, environmental health staff etc]. In each case the plan addressed specific sustainability/ESD issues and clear objectives were set for each workshop. Each workshop was truly purpose built and no two plans were alike.

Copies of the training plan for each program can be found in the individual evaluation reports. Substantial difference is discernible between training plans in every location. While this program was designed to be purpose built, the extent to which differentiation occurred was not anticipated prior to the program.

It is also of note that all training plans were signed off by senior management in each jurisdiction, prior to delivery of the training. In the light of this evaluation it might be advisable that Plans are signed off by the General Manager in each Council.

Costing

The funding for design delivery of the Intensive Training Program training across all four locations was as follows:

- | | |
|---|----------|
| • Development of workshops
4 days | \$ 4,000 |
| • Travel and delivery of workshops
12 days | \$12,000 |
| • Evaluation and Report Writing
2 days | \$ 2,000 |

The total cost to the Environmental Trust for the four Intensive Programs is \$18,000 or \$4,500 per workshop. All costing breakdowns used in this report are based on this figure. It is of note that an additional \$1,000 was provided to support the EOI process – development of EOI form, initial summary of expressions of interest, selection processes etc. The \$18,000 covered the following:

- Trainer preparation time
- Trainer delivery time
- Evaluation report, analysis and write up
- Trainer travel time and expenses
- Trainer accommodation, as required
- All handouts and other print material

Significant Council in kind and dollar funding was added to this amount. This paid for venue hire/use, catering, marketing/advertising, initial collation of evaluation data.

When it came to delivery of the project it was realised by the trainer that this program was significantly under-costed because:

- Only one day's preparation time was budgeted for. All programs required much more time for preparation given the differences in the scope of the training required – as evidenced by the four training plans.
- Travel and accommodation costs were not budgeted. Two of the intensive training programs were delivered out of Sydney and significant travel and accommodation expenses were generated.
- Evaluation report writing costs were significantly under budgeted. Twenty two workshops in total were delivered and all were comprehensively evaluated. The evaluation report for

this program is well in excess of 150 pages and yet only two days work time was allocated in the original budget.

- Face-to-face training programs in most locations were a minimum of three days [21 hours], plus travel time.
- In all cases an initial face-to face meeting was held to plan the program. This involved an extra time allocation and travel costs. In order to ensure a quality program, it was essential that this occurred however it does add to the preparation costs for the workshops.

Material provided to Councils

All Councils were provided with a comprehensive resource booklet: *Background Sustainability Content Information for Champions and Managers*. This was provided in draft form for the workshops and was updated as a result of the workshop series and provided electronically at the conclusion of all workshops. A copy of this booklet is attached in Appendix 1.

Key Conclusions Drawn from the Evaluation of this Training Program

It is important that these conclusions are read in conjunction with the specific evaluation reports for each jurisdiction. They are drawn from and extend the findings across each of the 22 workshops held as part of this program.

Conclusion 1: *The intensive Sustainability Training Program was Highly Successful.*

When measured against the program objectives and the specific workshop objectives, these workshops and the intensive program in each location were highly effective. Participants and key informants summarised the positive feelings about the program in this manner:

Style – Loved interactive approach and style to the workshop delivery.

Participants were very happy with the delivery of the workshops.

Group discussion, sharing ideas, brainstorming, identifying links and case studies were the most useful parts of the workshops.

There were significant gains made as a result of the program and the following table lists the key findings in each jurisdiction.

Jurisdiction	Evaluation Findings
Ashfield Municipal Council	<ul style="list-style-type: none"> • <i>The program was cost effective.</i> • <i>The program was effective and engaging.</i> • <i>Ashfield Council staff were ready for this training and responded well to it.</i> • <i>A limitation is that there was no Councillor involvement in this program.</i> • <i>There are mixed views about the extent to which the workshops will help Council to move forward.</i> • <i>Council needs to take responsibility for enhancing integration of sustainability and increasing its level of activity in this area.</i> • <i>There were logistical challenges in delivering the workshop series.</i> • <i>There is value in holding an intensive workshop with a single Council.</i>
Great Lakes, Greater Taree, Gloucester Councils and Mid Coast Water	<ul style="list-style-type: none"> • <i>The Training was successful.</i> • <i>The Training was cost effective.</i> • <i>Workshops were generally well attended.</i> • <i>There were significant problems with the selected venue.</i> • <i>The workshop series had a number of high points.</i> • <i>There were some low points in the program.</i> • <i>Significant positive outcomes have occurred as a result of the training.</i>
Shoalhaven Eurobodalla Councils	<ul style="list-style-type: none"> • <i>The workshops were well attended.</i> • <i>The Training was successful.</i> • <i>The Training was cost effective.</i> • <i>The Training raised the knowledge of participants about sustainability.</i> • <i>The workshops were well planned and facilitated.</i> • <i>The evaluation data was somewhat limited.</i> • <i>An increased understanding of Council best practice was achieved.</i> • <i>The workshop prompted a range of actions from most participants and action at the Council level.</i> • <i>There is a commitment to running similar sustainability workshops in the future.</i>
MACROC Councils and Liverpool City Council	<ul style="list-style-type: none"> • <i>Most workshops in this series were successful in the eyes of the participants.</i> • <i>There were significant fluctuations in the attendance levels for the</i>

	<p><i>program.</i></p> <ul style="list-style-type: none"> • <i>The potential offered by this training was not realised fully at the MACROC consortium Councils.</i> • <i>The MARCOC workshop series was cost effective.</i> • <i>Some significant sustainability actions are occurring in the councils involved in this program.</i> • <i>The Procurement and Asset Management Workshop was particularly effective.</i>
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Conclusion 2: Not all Workshops were Successful in all Jurisdictions BUT Most Were.

As indicated in each of the four Intensive Sustainability Training Program reports the vast majority of workshops were highly effective. In summary and by aggregating the results: in the MACROC Program and the Great Lakes Program well over 55% of participants rated the workshops as good/excellent 4 or 5 on a five point scale]. In the Shoalhaven/Eurobodalla Program and the Ashfield Program, this figure rose to over 65%. Over 70% of the remaining respondents rated the workshops as a 3 [or OK] on a five point scale.

These are important results and verify the overall success of the program.

There were two workshops which were not as successful as the others. These are discussed briefly below and in more detail in the specific reports on each program.

In the Great Lakes Program, clearly the Planning workshop was the low point of this series. The specific workshop report details the participants’ responses to this workshop and outlines a number of reasons why this was much less successful than any other workshops. It is interesting to note that workshops with planners were more effective in Shoalhaven/Eurobodalla and Ashfield.

In the MACROC program the workshop with the Executive and Sustainability Teams was much less effective than others in the series. Some of the reasons for this are discussed in the specific evaluation report and it is of note that the equivalent workshops in Great Lakes and Ashfield were quite effective.

Conclusion 3: Despite the Success of the Intensive Training Program there is Still More to do in each Jurisdiction.

In the absence of a hard edged legislative imperative and in the light of the significant responsibilities that are faced by local Government, comprehensive integration of sustainability is a major challenge.

To achieve real outcomes from the training program, there is a need for staff in all Councils with support from senior management, to undertake real integration across Council. The establishment of a credible highly skilled Sustainability Committee and the development of a Sustainability Plan which focuses on the activities of all units in Council are essential. It is a positive outcome from this training that a number of Councils are progressing both of these initiatives.

A key feature of progress in this area is that sustainability leaders can be identified across Council. There is evidence of this outcome in all jurisdictions, but the following feedback from one key informant describes the ongoing challenges:

We felt that staff walked away with a better understanding of ESD/sustainability, yet most still maintain an attitude that ultimately the environment officers are responsible for ESD at Council. We really wanted individuals to take ownership of their own responsibilities

It remains an ongoing challenge for all Councils to build upon the momentum established by the training program.

Conclusion 4: The Intensive Sustainability Training Program was Financially Sustainable.

Overall 22 workshops were delivered at a gross cost of \$18,000 to the Environmental Trust. This equates to \$818 per workshop for development, delivery and evaluation [transport and materials costs are also

included but venue and catering are not]. This figure needs to be considered in light of the fact that some workshops were one day in length and others were shorter. Despite this the cost per workshop figure is very low.

Training costs per participant vary in each location and the table below provides gross data for each of the four Intensive Sustainability Programs in the series. The cost per participant varies depending on the numbers who attended workshops in each jurisdiction, but in all cases the figure is quite low. It is of course affected by the number of workshops in each jurisdiction.

Council/Consortium	Number of Workshop Participants	Training Cost per Head	Comments
Shoalhaven Eurobodalla	90	\$50	All staff involved in one day workshop. Equal number of places given to Shoalhaven and Eurobodalla – three workshops in all.
Great Lakes Consortium	144	\$31	Workshops varied in length from 1.5 hours to 1 day – six workshops in all.
MACROC Consortium	109	\$41	Workshops varied in length from 2 hours to 1 day – five workshops in all.
Ashfield Council	129	\$35	Workshops varied in length from two hours to half days – eight workshops in all.

When taken overall 472 Council staff [including a handful of elected officials] attended these workshops. This equates to an average cost of \$38 per participant across the whole program. When this cost is considered in light of the benefits identified in the remainder of the conclusions, the results of this series of workshops are appreciable and the costing is minimal. It should also be noted that many of the staff attending these workshops would not have attended training about sustainability under usual circumstances. For many, this was the first sustainability training they had received.

In addition it must be noted that as identified above, the host Councils provided in kind and financial support. Staff time required to attend the training and to develop the training plan are also not included because they were provided in kind by councils.

If training of this depth was to be sought by individual Councils from the private sector, the costs would increase dramatically. From an economic sustainability perspective, this round of workshops has been most effective.

Conclusion 5: The Intensive Sustainability Training Program Generated Social Sustainability Outcomes.

It may seem strange to extract social sustainability as one of the success factors of this program. It is a fact though that the program had significant benefit in promoting social sustainability. Key findings that support this premise include:

- There is significant benefit in neighbouring councils working together in this program in each consortium. There was a willingness to share opportunities and this meant that relationships were improved and sustainability outcomes ensued.
- Where multiple councils were involved, the benefits included planning of the program jointly, sharing effective sustainability projects and approaches, building working partnerships with staff in like areas of focus etc.
- In the single Council, Ashfield, there were benefits in cross Council ownership of the issue of sustainability and the relationships that were enhanced by working together in the training program.
- In the Ashfield and the Shoalhaven/Eurobodalla programs workshops were held with community/social services staff and these proved most effective.
- Those programs that included a champions/leaders workshops showed significant social sustainability benefits in the development of staff relationships.

Conclusion 6: There were a Number of Key Environmental Actions that Resulted Directly from this Program.

The following major outcomes resulted from the program. These are presented in summary below and in more detail in each of the program reports. All will result in substantial Environmental sustainability benefits.

In Ashfield Municipal Council a Sustainability Committee is being established.

A report describing the new sustainability committee and proposed projects will be presented to the EMG shortly, seeking support for the committee. The committee will meet fortnightly in order to finalise project plans ahead of the next annual budget review in February 2008.

In the MACROC Group of Councils.

- In Wollondilly Shire there is significant movement towards enhancing the Council's focus on sustainability. The development of the sustainability team and the change in focus of the position description of the Environment Manager are two clear examples of this.
- Significant cross Council planning, monitoring and coordination is also the norm at Camden Council and the quality of their Sustainability Report is commended.
- There is movement to establish/revitalise a Sustainability Committee in each of the jurisdictions.
- Participants in each of the workshops identified a large number of actions that should be undertaken and flow from this training program.

In the Great Lakes group of Councils

- In all jurisdictions sustainability has a higher profile and is being more fully integrated.
- In Great Lakes Council a cross council Sustainability Committee is being set up. Other jurisdictions are considering this approach.

In the Shoalhaven/Eurobodalla Councils

- Both councils are reviewing communications and planning processes and promoting more sustainability actions.
- Eurobodalla Council have utilised this experience to commit to running regular in house sustainability training for new and existing Council staff in the future. This is a positive outcome and creates further opportunities to integrate the concept of sustainability into Council operations.

Recommendations for the Future

The following recommendations are made as a result of the Intensive Sustainability Training Program. It is proposed that all of these recommendations are considered by the LGSA and form a part of their report to the Environmental Trust.

1. It is strongly recommended that the LGSA seeks funding from the NSW Environmental Trust to deliver up to twenty more Intensive Sustainability Training programs in 2008. Momentum is important and twenty additional Expressions of Interest have already been submitted by Councils and assessed by the LGSA and the Trust. Most of these are of high quality but it may be that some renegotiation is required. As noted above however costs per program will need to rise to ensure that high quality planning and delivery occurs.
2. In the event of a successful funding proposal, and in order to be able to deliver Recommendation 1, it is recommended that the LGSA establishes a contractual arrangement with a single training contractor who sub-contracts appropriate trainers to conduct the program. This would mean that it would be possible to draw on the experience and material developed in Phase 2 of the program and build quality assurance mechanisms into the arrangement.
3. It is strongly recommended that in continuing this program it should be seen as the first step in an ongoing professional development process undertaken by all Councils involved in the Urban Sustainability Grants program. Linkage with this program is essential for the context of the training process. Councils remaining outside of this program also have training needs and should be given opportunities for training under this program.
4. It is essential for the effectiveness of the Intensive Training Program model that the training plan is signed off at the General Manager level in each Council. In doing so it needs to be made clear that the Council will ensure that all relevant staff will attend each appropriate workshop for the full extent of the training program. While the notion of '*inviting*' relevant staff is understandable, it is essential that all Councils direct appropriate staff to attend all workshops.
5. It is strongly recommended that all Intensive Sustainability Training Programs are coordinated in each Council by a designated senior member of staff who has the support of the General Manager and the Executive for the delivery of the program. Training will only be successful if the senior staff of the host councils demonstrate their commitment.
6. It is strongly recommended that Councils who are funded for an Intensive Sustainability Training Program involve Councillors in at least one workshop. In the Expression of Interest process Council must give a commitment to the face-to-face involvement of Councillors and the LGSA has a role in ensuring that this occurs in each program.
7. All workshops in the Intensive Sustainability Training Program must be sufficiently long enough to ensure that objectives are met. In general it is recommended that no workshop should be less than two hours in length and most should be a half day or longer. Understandably Councils want to involve as many staff as possible in specific workshops but sufficient training time needs to be available to meet identified objectives.
8. Where workshops are to be delivered to a consortium of Councils, it is recommended that a single central venue is used and that this is appropriate for the delivery of interactive workshops with up to thirty five participants. Moving from venue to venue should be avoided if at all possible.
9. While not essential, it is recommended that all workshops in each intensive training program be scheduled to occur over a single week. This enables momentum to be developed and assists trainers and participants to focus on the issue of sustainability.
10. It is recommended that the LGSA seeks case studies from all Councils engaged in the Intensive Sustainability Training Program and publishes these on their website.

11. It is recommended that a check-list of major outcomes that might be expected from the Intensive Sustainability Training Program [for example, establishment of a Sustainability Committee, improved sustainability planning, revised procurement procedures etc]. Feedback about which of these are implemented should be sought three months after each program and be reported to the funding body.
12. It is recommended that close linkage occurs between the LGSAs' efforts to support those Councils who are conducting projects under the Urban Sustainability Grants Program and these training initiatives.



My Council: Making Sustainability a Reality Intensive Training Program

Background Sustainability Content Information for Champions and Managers

Local Government
Association of NSW



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This training program is funded by the NSW Environmental Trust





My Council: Making Sustainability a Reality- Intensive Training Information Sheet

About the content of the workshop

This series of workshops will assist all participants to understand ESD/Sustainability and how it might be integrated into council policies and practices. Intensive workshops have been purpose built for all participating councils/consortia

The focus of each workshop in the series will be on providing training on sustainability which highlights how sustainability can be made more relevant to policies, practices, procedures and operations in each own council. Sustainability will be defined so that the content of the workshop address, social, economic and environmental aspects. In each workshop participants will work interactively to identify how to improve council's current level of activity and what are the costs and benefits of this.

While acknowledging that this is a training workshop, the entire program will assist councils involved in current or potential future activity under the NSW Environmental Trust's Urban Sustainability Grants Program.

About the facilitator of the workshop

The workshop program follows on from a successful round of ESD workshops for Councillors and senior managers in 2005. The program is facilitated by T Issues Consultancy and associate and workshops are delivered by Grahame Collier or Fil Cerone.

As the Director of T Issues Consultancy and the former Director of Industry and Community Education at the EPA, Grahame has had a long involvement in providing training and support for local government in environmental management and sustainability. He has worked internationally and throughout Australia in designing and delivering training programs and he promises a high energy and vital workshop, relevant for all participants. See website tissues@acay.com.au Grahame can be contacted at tissues@acay.com.au

Fil Cerone is the Director of Sustainable Visions. He has a long involvement in local government with a background in environmental management. Over the past 10 years, he has been also involved in the training of local government staff on a wide range of environmental issues and most recently worked with ARIES at Macquarie University. Fil can be contacted at svisions@bigpond.com

It is likely that staff from the LGSA and the Environmental Trust will also assist in the delivery of the workshop and provide information about programs and opportunities.

Local Government
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This training program is funded by the NSW Environmental Trust





Environmental Projects and Programs at LGSA



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The Local Government and Shires Associations of NSW represent all local councils in NSW. We provide advocacy, representation, education, recognition, training and assistance to councils on a variety of policy related areas including Landuse Planning, Community Services, Financial / Economic, Legal and Cultural matters.

In the Environmental area, our programs and projects include the following:

Sustainable Choice

To assist councils to make more sustainable purchasing decisions, and develop a database of suppliers of sustainable products and services. Contact: Seb Crawford. www.lgsa-plus.net.au/sustainablechoice

Climate Change Adaptation and Mitigation

A project to assist councils to reduce their greenhouse gas emissions and adapt to climate change. Includes the preparation of a Climate Change Action Pack and regional workshops. Contact: Denise Anderson. www.lgsa.org.au/ClimateChange

Ecologically Sustainable Development assistance for councils

A multi-faceted ongoing program of assistance, including guidelines, a DVD, workshops, an on-line discussion group (sustainable.net). Contact: Robert Verhey <http://www.lgsa.org.au/www/html/252-esdsustainabilitya21.asp>

Urban Sustainability Support Alliance Project

This project helps councils to progress towards sustainability through training and professional development sessions, communication networks, sharing of experiences and lessons learnt by councils and tools and resources based on sound research and need. Contact Niki Carey and Rebecca Smith. <http://www.lgsa.org.au/USSA>

Sustainable Communities

A program to assist councils to develop more effective environmental education programs, by working with schools, community groups and businesses. Contact: Sue Martin
www.sustainablecommunities.lgsa.org.au

Natural Resource Management

Helping Councils sustainably manage their Natural Resources, in areas such as Native Vegetation, Biodiversity, Noxious Weeds, Salinity, Water Quality, Erosion, Roadside vegetation and working with CMAs. Contacts: Geoff Hudson, Kirsty McIntyre. <http://www.lgsa.org.au/www/html/284-natural-resource-management.asp>

Water Management

A range of issues including water reform, pricing, water recycling, water restrictions and drought management, stormwater management, Aboriginal community water and sewerage, and an annual Water Management Conference. Contact: Sascha Moege. <http://www.lgsa.org.au/www/html/333-water.asp>

Waste Management and Recycling

Covering issues such as illegal dumping, contaminated Land Rehabilitation, hazardous substances, E-waste and Extended Producer Responsibility (EPR) Contact: Robert Verhey
<http://www.lgsa.org.au/www/html/258-waste-managementrecycling.asp>

Excellence in Environment Awards

A major recognition event for councils, annually rewarding and acknowledging their environmental initiatives. Contact: Robert Verhey. <http://www.lgsa-plus.net.au/www/html/511-environment-awards.asp>



About the NSW Environmental Trust

The Environmental Trust is an independent statutory body established by the New South Wales Government to support exceptional environmental projects that do not receive funds from other government sources. The Trust is empowered under the *Environmental Trust Act, 1998*, and its main responsibility is to make and supervise the expenditure of grants.

The Environmental Trust has a number of Annual Grants Programs that may be of interest to local government or the local community. These include:

Environmental Education

These grants are available for State and Local Government and Community groups. Projects under this category should widen the community's knowledge and skills about the environment and promote behaviour change that results in improved environmental outcomes.

In 2007, \$500,000 was offered to State and Local Government and \$500,000 for community groups.

Restoration and Rehabilitation

These grants are available for State and Local Government and Community groups. Projects under this category should contribute significant environmental benefits to NSW. These projects should also increase the capacity of the community to protect, enhance and restore the local environment.

In 2007, \$1.5 million was offered to State and Local Government and \$1.5 million for community groups.

Urban Sustainability Grants

These grants are available only to local government to facilitate projects of significant environmental benefit to NSW with other major stakeholders. These projects also aim to improve the capacity of communities and organisations to protect, restore and enhance the sustainability of our urban environment.

In 2007, \$50 million was offered to Local Government

Protecting Our Places Grants

These grants are available to Aboriginal communities to undertake environmental management activities on their lands and lands culturally significant to them. Projects under this program are often carried out in partnership with local government.

In 2007, \$500,000 was offered to Aboriginal Organisations and community groups

The **Environmental Trust** also supports other grant programs that can be viewed on the web at www.environment.nsw.gov.au/grants/envtrust

The Trust also runs a **Dissemination Program** that rolls out products or knowledge from successfully concluded Environmental Trust grants. This program offers a range of opportunities to local government. Further details on current and planned projects are available on the Trust's website.

Contact: Urban Sustainability Program Kellie Walters kellie.walters@environment.nsw.gov.au.
Dissemination Program Greg Daley greg.daley@environment.nsw.gov.au.

Some Resources and References

Resources/References for supporting local Councils in their transition to sustainability

Introduction

This resource list has been developed to assist Councils involved in the LGSAs' Intensive Sustainability Training Program – 2007 to source additional information about sustainability.

NOTE THAT:

**The list is not exhaustive – other sources of information will be located and used by council staff
No information source is endorsed by the LGSA [except for material on their own website].**

In order to make it as usable as possible the list is divided under a number of headings to assist staff in councils to identify appropriate resources. An electronic copy of this material has been made available to each council at the end of the training series, so that it can be added to as desired.

Note: This Resource List was produced by Grahame Collier [with input from Fil Cerone] and a multitude of others, for the LGSA.

Key resources for local government staff

LGSA Sustainablenet

An interactive web-based network for local government, where all your questions can be asked and answered. Belonging to sustainablenet is a must for any council staff member interested in sustainability. Contact Robert Verhey at robert.verhey@lgsa.org.au to join, or go to <http://www.lgsa.org.au/www/html/252-esdsustainabilityla21.asp>

LGSA Staff and Projects

See pages 3 and 4 of this document. Talk to LGSA staff about specific programs and resources.

Sustainability Health Check for Local Government

Councils across Australia will be able to take a sustainability health check through a new diagnostic tool developed specifically for local government – the **Sustainability Health Check**. The *Sustainability Health Check* was developed for the Local Government Managers Australia, NSW and the Department of Environment and Conservation [now Climate Change] NSW by Sustainable Futures Australia. The *Sustainability Health Check* is a management tool that can tell which aspects of your council's organisational systems and relationships are sustainable and which parts need work. It will help stimulate discussion across all facets of a council's operations about how sustainable practices and environmental principles can be applied or enhanced.

The Sustainability Health Check can:

- Increase your council's knowledge and understanding of sustainability.
- Analyse and review policies and directives, systems and practices and improve your council's sustainability outcomes in its areas of responsibility and reporting.
- Promote a culture of sustainability across all departments and areas, as well as help your council comply with legislative and governance requirements.

Background information: *My Council: Making Sustainability a Reality- Intensive Training Program*

- Boost your council's ability to build and engage community awareness.
- Assist your council manage the natural and built environment.
- Enhance your council's role as a caretaker for future generations

Visit the [Local Government Managers Australia NSW](http://www.lgmansw.com.au) at <http://www.lgmansw.com.au> for a copy of the **Sustainability Health Check manual** or for information on upcoming workshops.

Our Environment – It's a Living Thing: The information rich website of the NSW government see: <http://www.livingthing.net.au>

General Resources to explain sustainability

Scottish Executive. [2006] *Learning for our Future: Scotland's First Action Plan for the UN Decade of Education for Sustainable Development*. Edinburgh.

Tilbury D. Stevenson B. Fien J. Shreuder D. [2002] *Education and Sustainability: Responding to the global challenge*. IUCN.

Tilbury D. [2004] *Rising to the Challenge. Education for Sustainability in Australia*. Australian Journal of Environmental Education. Vol 20, No. 2

Brown V.A. et al. 2005. *Sustainability and Health*. Allen and Unwin.

Department of Environment and Heritage (2001) *Are we Sustaining Australia? A report Against Headline Sustainability Indicators for Australia*. APGS Canberra

Western Australian Government. (2004) *Hope for the future: the Western Australian state sustainability strategy*

Who cares about the Environment in 2006? www.environment.nsw.gov.au/whocares

Educating the community about stormwater pollution, changing knowledge, attitudes and behaviour about stormwater 1994-2003.

Litter it's in your hands Council Resource Kit. Copies of this kit went to all Councils in 2003 www.environment.nsw.gov.au/litter/research

Stormwater Council Resource Kit www.environment.nsw.gov.au/stormwater

Our Environment it's a living thing Partner Resource Kit.

Designed to enable partners to piggyback on the states largest sustainability environmental education program. See www.livingthing.net.au

What We need Is A Community Education Project. Available in hard copy and on the web at www.environment.nsw.gov.au/community/edproject

Improving the Environmental Management of New South Wales Golf Courses. DEC and Australian Golf Course Superintendents Association publication 2003.

Background information: *My Council: Making Sustainability a Reality- Intensive Training Program*

Learning for Sustainability, NSW environmental Education Plan 2006-09. Available in hard copy and on the web at www.environment.nsw.gov.au/cee

Effective Stormwater Education Case Studies www.environment.nsw.gov.au/stormwater

Engaging Community in Sustainability – Community Consultation

Aslin, H.J. & Brown, V.A. 2004

Towards Whole of Community Engagement: A Practical Toolkit.

Murray-Darling Basin Commission <http://www.mdbc.gov.au>

The Education for Sustainable Development Toolkit <http://www.esdtoolkit.org/>

The Education for Sustainable Development Toolkit is an easy-to-use manual for individuals and organisations from both the education and community sectors. It includes tools for managing change, creating community goals and introducing the concept of sustainability as well as case studies.

Effective Engagement: Building relationships with community and other stakeholders

Book 1: An Introduction to Engagement

Book 2: The Engagement Planning Workbook

Book 3: The Engagement Toolkit

State of Victoria, Department of Sustainability and Environment 2005 www.dse.vic.gov.au/engage

URP Toolbox

<https://www3.secure.griffith.edu.au/o3/toolbox/>. The URP Toolbox is a large and free resource of principles and strategies to enhance meaningful stakeholder involvement in decision-making. It includes 60 community involvement tools with a good search facility.

Empowering People: A Guide to Participation

<http://www.undp.org/cso/resource/toolkits/empowering/intro.html>

from the UN Development Program website

Beyond Fences: Seeking Social Sustainability in Conservation

http://www.iucn.org/themes/spg/Files/beyond_fences/beyond_fences.html

Participatory tools and process on information gathering and assessment, communication, planning and conflict as well as evaluation and monitoring are provided throughout this book.

Eldis Participation Resource Guide

<http://www.eldis.org/participation/index.htm>

A massive resource with manuals, guides and toolkits concerning participation in all spheres of environment and development. Keep drilling down and you could get lost forever!

http://www.co-intelligence.org/CIPol_CommunityProcesses.html

A toolbox of processes for community work separated in to different groupings such as national, state or large community citizen deliberation and policy guidance, community self-organization or group/community reflection and "issue exploration".

Focusing on Citizens: A Guide to approaches and methods

<http://www.communityplanning.org.uk/documents/Engagingcommunitiesmethods.pdf>

Participation Works! 21 techniques of community participation for the 21st century

www.neweconomics.org

Background information: *My Council: Making Sustainability a Reality- Intensive Training Program*

The New Economics Foundation and the UK Community Participation Network

Scottish Centre for Regeneration *Community Engagement How To...Guide*

http://www.pt.communitiesscotland.gov.uk/stellent/groups/public/documents/webpages/scrcs_006693.hcsp#TopOfPage

Includes a 'Community planning partners' guide' for those working in agencies responsible for delivering public services.

Integrated Approaches to Participatory Development (IAPAD) *Participatory Mapping Toolbox*.

<http://www.iapad.org/toolbox.htm>

A number of different participatory mapping approaches are explained including 3D mapping, GIS mapping and Photo mapping.

Victorian Local Government Association Consultation and Engagement Resource Website

<http://www.vlgaconsultation.org.au/> includes the *Community Consultation Resource Guide: The Red Book*

Community Builders NSW <http://www.communitybuilders.nsw.gov.au/>

This site is an interactive electronic clearing house for everyone involved in community level social, economic and environmental renewal including community leaders, community & government workers, volunteers, program managers, academics, policy makers, youth and seniors.

The Co-Intelligence Institute <http://www.co-intelligence.org/>

Lots of information and articles on processes of community dialogue and deliberation

International Conference on Engaging Communities, Brisbane, August 2005

<http://www.engagingcommunities2005.org/home.html>

Lynn Carson's website on Active Democracy: Citizen Participation in Decision Making

<http://www.activedemocracy.net/> Lots of good information and publications about Deliberative Democracy techniques including Citizen's Juries. Includes case studies from across Australia.

PLA Notes http://www.iied.org/NR/agbioliv/pla_notes/index.html

Published three times a year by the Sustainable Agriculture and Rural Livelihoods Programme of the International Institute of Environment and Development.

The Community Planning Website. <http://www.communityplanning.net/>

Includes general principles, methods (tools) and scenarios (issues) for community planning

Visioning/Futures Thinking

<http://www.drs.wisc.edu/people/faculty/green/community.htm>

Green G, Haines A & Halebsky S *Building Our Future: A Guide to Community Visioning*

Community Visions Pack New Economics Foundation, 1998.

http://www.neweconomics.org/gen/uploads/doc_18920003301_Howto.doc

Contains how-to on setting up a community visioning exercise, briefings on future search, guided visualisation and participative theatre, and case studies.

Imagine at New Economics Foundation website

http://www.neweconomics.org/gen/participation_imagine.aspx

Background information: *My Council: Making Sustainability a Reality- Intensive Training Program*

Considers why visions matter

Community Vision to Action Forums http://www.anei.org/pages/51_community_forums.cfm

Energy

Carbon Neutral events Contact Iain Smale iain.smale@carbonplanet.com at Carbon Planet

Green Power: Contact Alex Fraser at DWE for information about Green Power. The following contact details will find her regardless of restructure.

Alex Fraser

Marketing Communications Manager GreenPower

NSW Department of Water and Energy

Level 17, 227 Elizabeth Street, Sydney NSW 2000

P: 02 8281 7745 | F: 028281 7799 | M:0403 733 977

E: alex.fraser@deus.nsw.gov.au | W: www.greenpower.gov.au

Street/Public Lighting

Planning and Engineering Officers with an interesting in street lighting costs or greenhouse gas emissions will find **The Sage Report – A Report To Local Government On Best Practice Street Lighting** To download the SAGE Report visit:

<http://www.councils.wa.gov.au/directory/walga/index.html/environment/comment/sagereportfinal07/download>

For further information, please contact Environment Policy Officer WA Local Government Association, Melanie Bainbridge on 9213 2039 or email mbainbridge@walga.asn.au

Bronwyn Pollock at the Australian Greenhouse Office had some good technical material. See ICLEI: <http://www.iclei.org/index.php?id=publiclighting>. Subscribe to future public lighting emails or contribute news, case studies and other relevant materials to the website by emailing publiclighting-anz@iclei.org

National Sustainable Public Lighting Toolbox is up and running! www.iclei.org/ccp-au/publiclighting

Wind energy

ATA - Alternative Technology Association

A not-for-profit organisation promoting renewable energy, sustainable building and water conservation. See information at www.ata.org.au

International websites

<http://www.nvisioncfl.com/products.aspx> -.

<http://www.newmoa.org/prevention/mercury/imerc/FactSheets/lighting.cfm> - NEWMOA is the Northeast Waste Management Officials' Association and their web site is full of great information.

<http://carma.org/> Carbon Monitoring Website gives pollution rating for power generation among other issues.

Background information: *My Council: Making Sustainability a Reality- Intensive Training Program*

Water

NSW Government Rainwater Tank Rebate is available to households across New South Wales from 1 July 2007 as part of the NSW Government's \$310 million [Climate Change Fund](#). The [Rainwater Tank Rebate](#) of up to \$1500 Rainwater tanks installed to comply with the [Building Sustainability Index](#) [BASIX] for new homes, major renovations or pool installation **are not eligible** for the Rainwater Tank Rebate.

The Rainwater Tank Rebate is available through [Sydney Water](#) within its area of operation and the [Department of Environment and Climate Change NSW](#) in other areas of New South Wales.

For more information or to apply for a Rainwater Tank Rebate, visit:

[Sydney Water](#) website or phone 13 20 92; or

[Department of Environment and Climate Change](#) website or phone 1300 361 967.

Australian Water Association <http://www.awa.asn.au>

Catchment Management Authority Contact your local CMA about sustainability and water issues.

Sydney Catchment Authority For information about water quality and planning issues see www.sca.nsw.gov.au or talk with Stephen Waite Stephen.Waite@sca.nsw.gov.au

The NSW Department of Environment and Climate Change has a comprehensive set of publications available for those working in stormwater management [see www.environment.nsw.gov.au]. Documents include

Managing Urban Stormwater: Harvesting and Reuse

A Resource Guide for Local Councils: Erosion and Sediment Control

A Resource Guide for Local Councils: Environmental Management of Council Operations

Managing Urban Stormwater: An Integrated Approach

Managing Urban Stormwater: Environmental Targets

Managing Urban Stormwater: Urban Design

Managing Urban Stormwater: Treatment Techniques

Managing Urban Stormwater: Soils and construction – Volume 2

Working with Industry

Minerals and Metals: Contact Centre for Sustainable Resource Processing:
<http://www.csrp.com.au/index.html>

Vapour Recovery The Department of Environment and Climate Change NSW has released a Discussion Paper outlining its proposal to implement a phase-in of vapour recovery at service stations across the Greater Metropolitan Region. The Discussion Paper can be downloaded at <http://www.environment.nsw.gov.au/air/petrolvapour.htm>

Training

Green Capital Training for Industry: The Total Environment Centre's **Green Capital Sustainable Staff Training** program. **For more information** contact Danielle Domone 02 9261 3566, email danielle.domonek@tec.org.au or visit greencapital.org.au

Environmental compliance training workshops are available for printers, furniture and timber manufacturers, service station operators, marina, boatshed and slipway operators, and for council officers responsible for regulating these industries. **For information** on these workshops contact Valerie Insall by email valerie.insall@environment.nsw.gov.au or call 02 8837 6000.

Sustainability Advantage Program. Training and other support for business see: http://www.environment.nsw.gov.au/resources/2007469_bp_sustainadvbroch.pdf

Small business guidance material: Find practical advice for how to work with a variety of small industries by contacting the NSW DECC at www.dec.new.gov.au or calling 131555. Check out the **[Environmental Action Series](#)**.

NRM Biodiversity

Birds in Backyards program: <http://www.birdsinbackyards.net/spaces/guidelines.cfm>

CMA: Contact your local CMA about biodiversity issues

Community Based Natural Resource Management CBNRM Network
<http://www.cbnrm.net/>

A collection of resources for those working in the area of natural resource management. *It provides a powerful set of broad, robust and useful networking tools aimed at linking stakeholders. As a complete, integrated, and adaptable knowledge management tool, CBNRM Net is presented as a service to the global CBNRM community of practice.*

Waste

Toner Cartridges and other waste management options contact:

Karen Rudkin
NEWF WRAP & Education Project Coordinator
PO Box 340, Lennox Head, NSW 2478
p.02 6687 4090
m. 0401 941 330
greenhouse@northeastwasteforum.org.au
www.northeastwasteforum.org.au

Background information: *My Council: Making Sustainability a Reality- Intensive Training Program*

NSW Department of Environment and Climate Change website www.environment.nsw.gov.au

Green Offices The Green Office Guide produced by National Appliance & Equipment Energy Efficiency Committee, see:

<http://www.environment.gov.au/settlements/publications/government/purchasing/green-office-guide/index.html>

www.storyofstuff.com From its extraction through sale, use and disposal, all the stuff in our lives affects communities at home and abroad, yet most of this is hidden from view. **The Story of Stuff** is a 20-minute, fast-paced, fact-filled look at the underside of our production and consumption patterns.

Monitoring and Reporting Sustainability

Planet Footprint offer a data tracking and reporting system. Contact Andrew Wales
<http://www.planetfootprint.com/au/index.htm>.

WaterGuard smart water meters. [//www.watersave.com.au/WaterGuard/default.asp](http://www.watersave.com.au/WaterGuard/default.asp) - www.ecometer.com.au – is the meter used in the ABC's Carbon Cops program, but is not quite commercialised – can do electricity, gas, water and CO2 emissions.

Sustainability Reporting. For information: <http://www.publicagencyreporting.org/index.php?id=580>

EPA Victoria <http://www.epa.vic.gov.au/Eco-footprint/> Lots of information on the ideas surrounding Ecological Footprinting.

The Centre for Public Agency Sustainability Reporting www.publicagencyreporting.org

Triple Bottom Line Toolkit <http://www6.iclei.org/anz/tbl/> Toolkit developed by ICLEI and The City of Melbourne. .

2008 Sustainability Alliance: **Phil Hughes**, Director, Centre for Public Agency Sustainability Reporting™ L4, 267 Collins Street, Melbourne, VIC 3000, Australia
Phone: + 61 3 9660 2249 Email: phil.hughes@publicagencyreporting.org

Home Buyers/Builders/Renovators

Green Lease Guide and Home Buyers Guide Contact Clarendon for these two publications
<http://www.clarendonhomes.com.au>

Your Home Guide: Produces by the Building Commission Victoria, Sustainability Victoria and the Environmental Protection Agency (Qld). See Your Home website: www.yourhome.gov.au

Information about home renovations see TEC Safer Solutions website
www.tec.org.au/dev/safersolutions. Also <http://www.energyandwatersolutions.com.au>
Eco products:

Background information: *My Council: Making Sustainability a Reality- Intensive Training Program*

Eco Living Centre <http://www.ecolivingcentre.com.au/products>.

NECO: <http://www.neco.com.au>

Gardens

[Easy Guide to Organic Gardening](#) For more information contact the [Total Environment Centre](#) on 02 9261 3437 or at <http://www.tec.org.au>

Compost: councils can purchase compost from facilities around the state. Prices range between \$10 and \$30 per m³ and suppliers should be asked to show their Standards Mark Licence Certificate. **For a list of suppliers** visit register.sai-global.com and enter **4454** into the 'known standard' field. **For more information** Contact Mark Jackson on 02 8837 6010 or email mark.jackson@environment.nsw.gov.au, or visit the [Recycled Organics area](#) on the DECC website to download the [Factsheet](#);

Climate Change

The Climate Change Action Pack is a new resource intended to support councils in addressing the significant challenge climate change presents. The Pack aims to improve local councils' understanding of the impact of climate change on local government's area of responsibility and to assist local government to mitigate and adapt to climate change.

On this site you will find:

- [resources and information](#) on how to address climate change in their local government area,
- the [NSW Mayors Agreement](#) on Climate Change,
- and [best practice examples](#) of climate change mitigation and adaptation projects.

See www.lgsa-plus.net.au/ClimateChangeActionPack.

The **Australian Conservation Foundation** recently launched Who On Earth Cares, encouraging all Australians to show their concern about climate change, and put themselves on the map at www.whoonearthcares.com.

Take a look at Institute for Public Policy Research in the UK (www.ippr.org/aboutippr/) and their "Warm Words 2" about climate change communication in the UK

For a good website see www.climatechangecoalition.com.au

Alex Hannant (2007) "Leading principles to drive the New Zealand Government's Climate Change Communications and Engagement strategy" alex@lpnz.org

Winning the Oil Endgame: Amory Lovins and his team at the Rocky Mountain Institute.
<http://www.oilendgame.com/>

Procurement

Talk with Seb Crawford at LGSA and join the Sustainable Choice Program www.lgsa-plus.net.au/sustainablechoice

Product labeling schemes

Background information: *My Council: Making Sustainability a Reality- Intensive Training Program*

Energy Rating Labelling www.energyrating.gov.au
Energy Star Label www.energystar.gov.au
WELS Water Rating www.waterrating.gov.au
Smart approved watermark www.smartwatermark.info/home
Plastics identification codes www.pacia.org.au
Vehicle fuel and pollution rating www.greenvehicleguide.gov.au
Choice Green car ratings www.choice.com.au

Environmental Labelling Schemes
Good Environmental Choice Australia www.geca.org.au
Global Eco-labelling Network www.gen.gr.jp
Forest Stewardship Council www.fsc.org

Eco Product Databases
Eco Specifier www.ecospecifier.org
Green Pages www.greenpagesaustralia.com.au
Ecobuy www.ecobuy.org.au

State Government Resources
Green Goods www.greengoods.nsw.gov.au
NSW Procurement www.dpws.nsw.gov.au
DECC Local Govt. Resources <http://www.environment.nsw.gov.au/education/LocalGovt.htm>

Sustainability Local Government Case studies

Sustainable Noosa at www.aries.mq.edu.au/pdf/Noosa.pdf

See LGSA website. www.lgsa.gov.au

Where can I find out more about sustainability? Government departments

ACT Office of Sustainability
<http://www.sustainability.act.gov.au/>

Federal Government Department of Environment and Water Resources (DEH) at
<http://www.deh.gov.au/esd/index.html>

Northern Territory Government
<http://www.nt.gov.au/>

NSW Government Department of Environment and Climate Change (DECC) www.dec.nsw.gov.au

Queensland Government Environmental Protection Authority (EPA) <http://www.epa.qld.gov.au/>

SA Government Department for Environment and Heritage: Office of Sustainability
<http://www.environment.sa.gov.au/sustainability/index.html>

Background information: *My Council: Making Sustainability a Reality- Intensive Training Program*

Tasmanian Government Department of Tourism, Arts and the Environment
<http://www.dtae.tas.gov.au/>

Victorian Government Department of Sustainability and Environment
(DSE)<http://www.dse.vic.gov.au>

WA Government Department of the Environment and Conservation <http://www.dec.wa.gov.au/>

WA Government Sustainability Policy Unit
<http://www.sustainability.dpc.wa.gov.au/>

Where can I find out more about sustainability? General

ARIES EfS portal at www.aries.mq.edu.au/portal/index.htm

Caring for the Earth: A Strategy for Sustainable Living
<http://coombs.anu.edu.au/%7Evern/caring/caring.html>

Environs Australia

<http://www.environs.org.au/>

Environs is a network of members interested in promoting sustainable development through local action, primarily in the local government sector.

Forum for the Future – Directory of Sustainability in Practice

<http://www.forumdirectory.org.uk/index.html>

The Forum Directory has been developed to fulfill the role of a 'first-stop shop' information resource on sustainability projects.

The Gould Group

<http://www.gould.org.au/>

Gould Group is an independent non-profit organisation dedicated to environmental education and training in sustainability.

ICLEI Local Governments for Sustainability

<http://www.iclei.org/>

ICLEI—Local Governments for Sustainability is an international association of local governments and national and regional local government organizations that have made a commitment to sustainable development.

Institute for Sustainable Futures, University of Technology, Sydney

Action Research Project: Policy Integration, Ecologically Sustainable Development (ESD) and Local Agenda 21 – Councils in NSW http://www.isf.uts.edu.au/whatwedo/proj_ICS.html

The ISF at UTS work with industry, government and the community to develop sustainable futures through project based research.

International Institute for Environment and Development (IIED)

<http://www.iied.org/aboutiied/index.html>

International Institute for Sustainable Development (IISD) www.iisd.org

Background information: *My Council: Making Sustainability a Reality- Intensive Training Program*

The International Institute for Sustainable Development contributes to sustainable development by advancing policy recommendations on international trade and investment, economic policy, climate change, measurement and assessment, and natural resources management.

Murdoch University, Institute for Sustainability and Technology Policy
<http://www.sustainability.murdoch.edu.au/> Case studies in Sustainability

New Economics Foundation

<http://www.neweconomics.org/index.htm>

NEF is a not for profit organisation based in the UK, which aims to 'build a just and sustainable economy with ideas and actions that put people and the environment first'.

Sustainable Communities Network www.sustainable.org

This web-based network contains links to sustainability projects throughout the USA

Sustainable Development – The UK Governments Approach: Delivering Sustainable Development Together www.sustainable-development.gov.uk/index.htm

This website provides information sustainable development in government and delivering sustainable development at all levels.

Tilbury, D. and Cooke, K. (2005) *A National Review of Environmental Education and its Contribution to Sustainability in Australia: Frameworks for Sustainability*. Canberra: Australian Government Department of the Environment and Heritage and Australian Research Institute in Education for Sustainability Available for download at www.aries.mq.edu.au

United Nations Department of Economic and Social Affairs – Division for Sustainable Development
<http://www.un.org/esa/sustdev/csd/review.htm>

The Division for Sustainable Development provides leadership and is an authoritative source of expertise within the United Nations system on sustainable development.

UK Government - Department of Environment Food and Rural Affairs – Sustainable Development
<http://www.defra.gov.uk/environment/sustainable/index.htm>

This website provides information on the guiding principles of sustainable development and UK priorities.

UN HABITAT-The Sustainable Cities Program (SCP)

<http://www.unch.org/programmes/sustainablecities/>

The SCP is focused on building capacities in urban environmental planning and management.

VOX Bandicoot

<http://www.voxbandicoot.com.au/home.htm>

VOX Bandicoot runs innovative sustainability programs including the Sustainability Streets program. Other work includes Eco Theatre events and workplace sustainability training programs

WWF UK Mainstreaming Sustainability Resource Pack

<http://www.wwflearning.org.uk/localmatters/download-centre/ms-resources/>

This resource looks at ways of mainstreaming sustainability including workshop resources in integration of sustainability in the community planning process, route maps for developing local strategic partnerships and case studies.

The Law and Sustainability: an Overview

Local Government Act 1993 [amended 1997]

Definition of ESD: (from glossary of Act)

principles of ecologically sustainable development means the following statements of principle:

Ecologically sustainable development requires the effective integration of economic and environmental considerations in decision-making processes. Ecologically sustainable development can be achieved through the implementation of the following principles and programs:

- (a) the **precautionary principle**—namely, that if there are threats of serious or irreversible environmental damage, lack of full scientific certainty should not be used as a reason for postponing measures to prevent environmental degradation.

In the application of the precautionary principle, public and private decisions should be guided by:

- (i) careful evaluation to avoid, wherever practicable, serious or irreversible damage to the environment, and
 - (ii) an assessment of the risk-weighted consequences of various options,
- (b) **inter-generational equity**—namely, that the present generation should ensure that the health, diversity and productivity of the environment is maintained or enhanced for the benefit of future generations,
- (c) conservation of **biological diversity** and ecological integrity—namely, that conservation of biological diversity and ecological integrity should be a fundamental consideration,
- (d) **improved valuation**, pricing and incentive mechanisms—namely, that environmental factors should be included in the valuation of assets and services, such as:
- (i) polluter pays—that is, those who generate pollution and waste should bear the cost of containment, avoidance or abatement,
 - (ii) the users of goods and services should pay prices based on the full life cycle of costs of providing goods and services, including the use of natural resources and assets and the ultimate disposal of any waste,
 - (iii) environmental goals, having been established, should be pursued in the most cost effective way, by establishing incentive structures, including market mechanisms, that enable those best placed to maximise benefits or minimise costs to develop their own solutions and responses to environmental problems.

ESD related Clauses

Clause 7: What are the purposes of this Act?

The purposes of this Act are as follows:

- (e) to require councils, councillors and council employees to have regard to the principles of ecologically sustainable development in carrying out their responsibilities.

Clause 8: The council's charter

- (1) A council has the following charter:
to properly manage, develop, protect, restore, enhance and conserve the environment of the area for which it is responsible, in a manner that is consistent with and promotes the principles of ecologically sustainable development

Background information: *My Council: Making Sustainability a Reality- Intensive Training Program*

Clause 89: Matters for consideration

- (1) In determining a (planning) application, the council:
 - (c) must take into consideration the principles of ecologically sustainable development.

Clause 403: Contents of draft management plan with respect to council's work and activities

- (1) A draft management plan must contain the following statements with respect to the council's activities for the period to which it relates:
 - activities to properly manage, develop, protect, restore, enhance and conserve the environment in a manner that is consistent with and promotes the principles of ecologically sustainable development
 - activities in response to, and to address priorities identified in, the council's current comprehensive report as to the state of the environment and any other relevant reports

Clause 428: Annual reports [Now the SOE Report]

- (1) Within 5 months after the end of each year, a council must prepare a report as to its achievements with respect to the objectives and performance targets set out in its management plan for that year.
- (2) A report must contain the following:
- (c) a report as to the state of the environment in the area, and in particular in relation to the following environmental sectors:
 - (i) land
 - (ii) air
 - (iii) water
 - (iv) biodiversity
 - (v) waste
 - (vi) noise
 - (vii) Aboriginal heritage
 - (viii) non-Aboriginal heritage.

with particular reference, with regard to each such environmental sector, to:

- (ix) management plans relating to the environment
- (x) special council projects relating to the environment
- (xi) the environmental impact of council activities.

The Environmental Planning and Assessment Act 1979 [and subsequent amendments] and Sustainability

The EP&A Act 1979 preceded Rio but has been significantly amended since the early 1990s to include ESD

Section 115H indicates that: The administration of the act to be guided by the principles of ESD

Objects of the Act

To encourage:

- (i) the proper management, [development](#) and conservation of natural and artificial resources, including agricultural [land](#), natural [areas](#), forests, minerals, water, cities, towns and villages for the purpose of promoting the social and economic welfare of the community and a better [environment](#),
- (ii) the promotion and co-ordination of the orderly and economic use and [development](#) of [land](#),
- (iii) the protection, provision and co-ordination of communication and utility services,
- (iv) the provision of [land](#) for public purposes,
- (v) the provision and co-ordination of community services and facilities, and
- (vi) the protection of the [environment](#), including the protection and conservation of native animals and plants, including [threatened species](#), [populations](#) and ecological communities, and their [habitats](#), and

Linked to other Acts

For example the Threatened Species Conservation Act 1995

Linked with policy and regulations

For example NSW Coastal Policy 1997

Set up a range of SEPPs [see www.planning.nsw.gov.au for full list]

Those with particular relevance to ESD [not an exhaustive list] include:

- SEPP 33: Hazardous and Offensive Chemicals
- SEPP 65: Registered Architects
- SEPP 4 Development Without Consent
- SEPP 14: Coastal Wetlands
- SEPP 19: Bushland in Urban Areas
- SEPP 30: Intensive Agriculture
- SEPP 32: Urban consolidation. Redevelopment of Urban Land
- SEPP44: Koala Habitat Protection
- SEPP 46: Protection and Management of Native Vegetation
- SEPP 55: Remediation of Land
- SEPP 62: Sustainable Aquaculture
- SEPP 71 Coastal Protection
- SEPP (Building Sustainability Index: BASIX) 2004

Enables the establishment of LEPs and DCPs [and regional Plans]

For example: The REP Sustaining our Catchment

Appendix 2: Logistical Material

Intensive Sustainability Training: Opportunity for Councils

As part of the Local Government and Shires Associations [LGSA] Extension of Sustainability Training for Local Government Program, the Associations have received funding from the NSW Government's Environmental Trust to provide intensive ESD/Sustainability training to selected councils. These councils might be recipients of grants from the NSW Environmental Trust's Urban Sustainability Grants or they might be councils who have not [yet] received such funding.

The specific nature of training will be negotiated with councils that are selected following this simple Expression of Interest [EOI] process, but 2-3 days of in-house training is associated with each delivery. Purpose built training about sustainability [ESD] can be offered to staff across the council and/or to specific sections within council – for example all planners and/or all contract managers. Training is available to an individual council or to a consortium of councils. All members of consortia may apply to undertake training together [or only one member may apply]. Offers will be made to four (4) councils /consortia following consideration of expressions of interest.

The Trust funding has enabled the Associations to subsidise each of the four intensive training programs to the value of \$4,750, to cover the costs of engaging the training organisation (T Issues Consultancy) and associated expenses. To seek selection for a training program council must:

- Complete and submit the EOI form, attached.
- Be prepared to negotiate the specific nature of the training with the training provider, T Issues Consultancy. Training will be designed to accommodate the specific needs and situation of participating councils.
- be prepared to meet (in kind and cash) any on-site costs associated with delivering the training over the 2-3 days, including venue hire, staff time (for taking registrations and for attending), refreshments (lunch and morning/afternoon teas), printing and provision of any required A/V and other training equipment*.

The following selection criteria will be used to select those councils who are to receive training through this program. Intensive Workshops will be offered to councils / consortia that demonstrate:

- A commitment to devote a significant number of staff from high priority groups of council staff [for example Planning staff, Contract Management staff, Engineers, Environmental Health staff, Procurement staff and/or Senior Management, etc] during the 2/3 days.
- An agreement by council that that training will focus on current Council operations, policies and processes and how these might be made more sustainable.
- An understanding that all training will assist in providing a context for the full implementation of council's Sustainability Plan, when developed or in the development of such a plan.
- An agreement that training is integrated into the broader council processes.
- Evidence that the training initiative is strongly supported by council senior management and, if appropriate by HR staff.

The selection of successful councils will be undertaken by a panel comprising LGSA and Environmental Trust staff.



This training program is funded by the NSW Environmental Trust



Expression of Interest Form– Intensive Sustainability Training

This Expression of Interest must be completed by all councils applying for involvement in the Intensive Sustainability Training program. The closing date for applications is 6 July 2007.

Name of Council[s] for whom training is sought: _____

Contact Person(s) _____ **Position on Council** _____

Contact Details: _____

_____ **Post Code** _____

Phone: _____

Email: _____

1. Logistic information

- Where will training be held? _____
- Can council meet organisational and other responsibilities (registration, venue bookings etc)?

- Is council prepared to meet venue, refreshment and other in-kind costs as listed on previous page? *
- What is the approximate cost of the in-kind and cash support that council is prepared to give?

2. Selection Criteria

Describe your council's / councils' current situation regarding ESD and your council's / councils' ESD Training Needs.

Background information: *My Council: Making Sustainability a Reality- Intensive Training Program*

Which specific groups within council will attend and benefit from ESD Training? Provide details about number of staff etc.

How does the proposed training link with the initiatives occurring under the Urban Sustainability Program (if applicable)?

How will the proposed training impact on council's / councils' current operations?

What does Council hope to achieve by participating in this program?

Are you confident that council will allocate staff with sufficient time for training? Why?

Does this EOI have senior management support? (Please attach letter or other evidence e.g. signature below)

Please submit this EOI to Grahame Collier [contractor to the LGSA] at tissues@acay.com.au, or by mail to: T Issues Consultancy, PO Box 728 Balgowlah NSW 2093 by COB on July 6, 2007.

Any questions please call Grahame Collier on 02 9948 8243 or 0419 148 551.

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Training Plan

Intensive Sustainability Training Setting up the Training Program with Selected Councils

Congratulations for being selected for involvement in the program of Intensive Sustainability Training that is being conducted by the Local Government and Shires Associations. The Expression of Interest [EOI] submitted by your council was of high quality and resulted in your selection for involvement in this program. This document outlines all steps in the process from this point on in the project. It also outlines the commitments required for successful completion of the training process.

The Steps

Step 1: This involves negotiation with the trainer to translate your EOI into a Training Plan for the whole program. A template to assist this process is attached in Appendix 1

Step 2: Develop the training outline and material to support the delivery of the Training Plan

Step 3: Deliver the Intensive Training Program.

Step 4: Draft Evaluation Report and provide to Council and the LGSA

The Commitments

The Council/consortium is expected to:

- Negotiate the relevant components of the Training Plan with the trainer.
- Sign-off on the Training Plan and print/circulate all relevant material for its delivery
- Provide an appropriate venue and catering for all training sessions on the Training Plan.
- Ensure that all staff involved in each session attend for the entire duration of the training session(s) [please note this is not negotiable, and essential to ensure maximum value from the training sessions].
- Provide relevant information to participants prior to the training.
- Collate the evaluation data for each workshop and provide collated data to the trainer for analysis and final report drafting.

The Trainer will

- Negotiate with the Council about the content of the Training Plan, in line with the EOI submitted by the proponent.
- Develop a training program to meet the objectives in the Training Plan.
- Involve LGSA staff in the delivery of the program, as appropriate.
- Deliver the training program.
- Analyse the collated evaluation information and draft a final report for each Intensive Workshop.

Intensive Sustainability Training The Training Plan

Council/Consortia

Contact Details

The Structure of the Training

Agreed Dates:

Training Outline: The following table contains details of all specific workshops to be conducted as a part of the training. The first row is an example only [italics]

Workshop Focus	Number of Participants Venue and Time	Workshop Objectives	Relevant Comments	Required material
<i>1. All Councillors</i>	<i>12 councillors and the GM. 6pm to 7pm on 30 October 07 at Council chambers prior to Council meeting</i>	<i>1. To bring councillors up to speed with legislative and ethical issues and sustainability/ESD 2. To grow councilor commitment to sustainability</i>	<i>Council has considered this issue previously but is not providing significant leadership at this stage.</i>	<i>Handout on the nature of ESD and legislation</i>

Signed

For Council

Trainer