

Minutes



WASTE MANAGEMENT ADVISORY COMMITTEE

HELD IN THE COUNCIL CHAMBERS,
953 SOUTH COAST HWY, DENMARK,
TUESDAY 9 OCTOBER 2018, COMMENCING AT 9.00 AM.

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1. **DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS**
2. **RECORD OF ATTENDANCE/APOLOGIES/APPROVED LEAVE OF ABSENCE**

MEMBERS:

Cr Peter Caron, Presiding Person
 Cr Kingsley Gibson
 Cr Janine Phillips

STAFF:

Bill Parker, CEO
 Ariadne Macleod, Technical Waste Officer

APOLOGIES:

Gilbert Arlandoo, Director Infrastructure & Assets

ON LEAVE OF ABSENCE:

Cr Jan Lewis

ABSENT:

VISITORS:

DECLARATIONS OF INTEREST:

Name	Item No	Interest	Nature

3. **ANNOUNCEMENT BY THE PERSON PRESIDING**

4. **CONFIRMATION OF MINUTES**

4.1 **Committee Meeting 18 September 2018**

<p>COMMITTEE RESOLUTION AND OFFICER RECOMMENDATION</p> <p>MOVED: Cr Phillips</p> <p><i>That the minutes of the Waste Management Advisory Committee meeting held on 18 September 2018, be confirmed as a true and correct record of the proceedings, subject to the following;</i></p> <ol style="list-style-type: none"> 1. <i>Inclusion of cross references to attachments where applicable; and</i> 2. <i>Changing the resolution at item 5.2 to more accurately reflect the intent of the committee - "That with respect to options for processing green waste, the Committee resolves to make no recommendation for change to Council at this time".</i> <p>CARRIED: Unanimous</p>	<p>ITEM 4.1</p> <p>SECONDED: Cr Gibson</p>
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5. REPORTS AND UPDATES

5.1 Review of Shire Waste Services

Council has included a review of waste management as a KPI for the Chief Executive Officer in 2018/19. The intention of the review will be to identify where changes or improvements are needed and obtain the necessary data in order to determine what can be achieved. The committee discussed possible recommendations of the final document including:

1. Review of current business practices and service provision to identify the effectiveness and efficiency of our current operations.
2. Provide recommendations of improvements in current business practices and service provision.
3. Identify any gaps in current practices (i.e. planning for remediation works).
4. Recommendation regarding outsourcing of rubbish collection services.

The committee also discussed the Lower Great Southern Economic Alliance and noted that regional collaboration on waste management is an ongoing area of focus for the alliance.

COMMITTEE RESOLUTION AND OFFICER RECOMMENDATION	ITEM 5.1
MOVED: Cr Gibson	SECONDED: Cr Phillips
<i>That in relation to the review of Waste Services, the Waste Management Advisory Committee;</i>	
<ol style="list-style-type: none">1. <i>Requests that the CEO prepare a scope of works for an independent consultant to undertake a review of waste services that includes;</i><ol style="list-style-type: none">a. <i>A review of the Shire's current waste management methodology to identify opportunities for improvement from an effectiveness and efficiency perspective</i>b. <i>Compare current services with best practice and identify gaps in current practices</i>c. <i>Recommendations regarding waste service delivery</i>2. <i>Requests that the CEO present the scope of works at the next committee meeting scheduled for 30th October 2018 for endorsement prior to receiving quotes.</i>	
CARRIED: Unanimous	

5.2 Recycling Education & Engagement

Opportunities for engagement with the Denmark community to educate about recycling will be discussed, Committee input will be invited.

The following options for engagement and education will be discussed:

- Interactive display at Denmark IGA
- Offer community options to tour the MRF in Albany
- Create a 'waste pack' which people can collect from the Shire that contains information about the Shires waste services and best practice use of services
- Amend brochures following the City of Albany's behaviour change study
- Waste and recycling calendar
- Waste and recycling quiz

- Align bin auditing with WALGA bin tagging program- use the same promotional materials
- Speak at community group meetings (as required)
- Waste Technical Officer to speak at schools
- Phone calls made and letters to go out to those properties where contamination is identified
- Use of social media to educate (recycling tips) and use positive re-enforcement when improvements do occur

ITEM 5.2

MOVED: Cr Gibson

SECONDED: Cr Phillips

That in relation to further education of the Denmark community from a recycling and waste management perspective, the Waste Management Advisory Committee:

1. *Endorses the following education activities as an interim measure to commence as soon as possible;*
 - a. *Interactive display at Denmark IGA*
 - b. *Waste and recycling social media quiz and engagement*
 - c. *Technical Officer Waste to speak to community groups*
2. *Requests the Technical Officer Waste to prepare a program for recycling education for implementation in the Denmark community that includes all direct and indirect costs.*
3. *Requests that the Technical Officer Waste present the education program at the next committee meeting scheduled for 30th October 2018 for endorsement.*

CARRIED: Unanimous

6. GENERAL BUSINESS

7. NEXT MEETING

The next meeting of the Committee will be Tuesday 30th October 2018.

8. CLOSURE OF MEETING

The meeting closed at 10:10am