

SHIRE OF DENMARK
Minutes



WASTE MANAGEMENT ADVISORY COMMITTEE

HELD IN THE COMMITTEE ROOM
953 SOUTH COAST HWY, DENMARK,
TUESDAY 29 APRIL 2014.

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Council Committee Meeting

29 April 2014

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1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

1:23pm - Cr Kelli Gillies the Presiding Person declared the meeting open.

2. RECORD OF ATTENDANCE/APOLOGIES/APPROVED LEAVE OF ABSENCEMEMBERS:

Cr Kelli Gillies (Presiding Person)
Cr Ian Osborne
Cr Jan Lewis
Cr Dawn Pedro

STAFF:

Rob Whooley (Director Infrastructure Services)
Erica Sayer (Engineering Administration Officer)
Gregg Harwood (Director Community and Regulatory Services)

APOLOGIES:

Nil

ON LEAVE OF ABSENCE:

Nil

ABSENT:

Nil

VISITORS:

Louise Duxbury
Cr John Sampson

DECLARATIONS OF INTEREST:

Nil

3. ANNOUNCEMENTS BY THE PERSON PRESIDING

Cr Gillies addressed the Committee and stated that Item 6.1 will be presented after the Confirmation of Minutes.

4. CONFIRMATION OF MINUTES**4.1 COMMITTEE MEETING**

COMMITTEE RESOLUTION & OFFICER RECOMMENDATION	ITEM 4.1
MOVED: Cr Osborne	SECONDED: Cr Pedro
That the minutes of the Waste Management Advisory Committee meeting held on 25 February 2014, be confirmed as a true and correct record of the proceedings.	
CARRIED 4/0	

Cr Gillies invited Ms Duxbury to address the Committee regarding site work requirements for Tip Shop.

Ms Duxbury addressed the Committee stating that there are 4 items she would like to update the Committee on;

1. Tip shop- Greenskills have improved the management with a set of policies for workers and volunteers. Greenskills try to have two people on each shift as the tip shop is getting busier and there are also 7 volunteers that are regularly assisting paid Tip Shop Staff. Occupational Safety and Health training has also been increased for the Tip Shop staff and Volunteers.

2. Upgrade of one of the earlier sheds 'Ivars Shed' has had all of its bearers replaced and, over time, ongoing maintenance will be required for the sheds.
3. Ms Duxbury asked if there were any Road Verge pickups being considered? If that was being considered it could mean that a lot more items will go straight to landfill. Director of Infrastructure Services reported that this item hasn't been addressed for approximately 6-7 years and does not look as though it will be an item that Council would consider, given the Tip Shop is running well.
4. Paving the area in front of the sheds would not only reduce mud and dust it will also allow for stock in the sheds to not be damaged by dust.

Ms Duxbury took the opportunity to invite the committee to give feedback on the Tip Shop and Mr Rob Whooley Director of Infrastructure Services reported that the community appreciates the Tip Shop and its purpose/ service in reducing items going straight to landfill.

In the past staff have requested Greenskills area be isolated from the landfill as there have been ongoing issues of landfill bins being filled up during out of hours access. Council has within the Lease Agreement allowed 12m³ per annum be accepted free of charge to Greenskills. To track the use of the Landfill Bins the Director of Infrastructure Services has requested Council staff to note in the site diary when the Landfill Bins are being filled and stated that Council will give feedback to Greenskills regarding this matter.

It was suggested the Tip Shop requires a bulk clean out to move older stock that hasn't sold. There have been issues of the Tip Shop Staff wanting to access the Landfill Area to take items for the Tip Shop. Director of Infrastructure Services has allowed this practise for the Tip Shop staff to retrieve what could be salvageable to Tip Shop Sales only whilst the Site is closed to the public.

Outcome:

1. Infrastructure Services submit a budget item for the upcoming 2014/2015 budget for paving of the road way and area in front of the Tip Shop Sheds.
2. Director of Infrastructure Services to review the amount allowed in the clause 6b of schedule C in the Lease Agreement regarding removal to landfill free of charge materials from the tip shop to the landfill area of the Tip.

1:59pm Dr Louise Duxbury left the room.

1:59pm Cr John Sampson left the room.

5. BUSINESS ARISING

5.1 MCINTOSH RD LAND TRANSFER

At the previous meeting held 25 February 2014 the item of the land transfer from Department of Parks and Wildlife was discussed by committee and has been retained on the agenda for an update on recent actions that have taken place on the transfer of the section of land along the boundary of the McIntosh Rd Refuse Site.

A letter has been received from DPaW in relation to the realignment of the boundary and with the confirmation of GPS points being sent back to the Department action will take place to update the boundaries via Landgate.

Upon receipt of the letter Martin Buczak, Senior Engineering Technical Officer was reassigned the task and contacted the responsible officer from DPaW (Peter Bamess) to schedule a time to meet on site to verify the GPS points in relation to the realignment. Mr

Buczak has made the appointment and will be meeting the DPaW representative at 11am Friday 2 May 2014. Upon completion of that task a Botanical Survey of the area will take place and then notification will be received from DPaW representative regarding the next stage that will go to Department of Lands. The Waste Management Advisory Committee noted the progress of this item and no longer require it to be on the agenda.

5.2 KERNUTTS RD LAND ACQUISITION

Department of Environment and Regulation (DER) have been managing the application for the abovementioned acquired land. Ian Watkins, consultant contracted to supply reports and application for use of the land as a Waste Site for the Shire of Denmark has been instructed by Gregg Harwood, Director of Community and Regulatory Services, to complete application and documentation for this site.

Gregg Harwood, Director of Community and Regulatory Services, addressed the committee relating to the revised report that has been resubmitted by Ian Watkins to Peter Van Schoebrouck from Department of Environment and Regulation (DER) and Council is now awaiting feedback from DER.

Discussion ensued relating to the original set of guidelines that the consultant reported within and why DER requested further information. DCRS informed the Committee that a new criteria was raised due to complaints within the vicinity of the landfill site. The extra information requested by DER is being addressed by the consultant at the cost of an extra \$20,000 and this will ensure no further information or reporting will be required prior to the site becoming operational.

Action Item:

The Waste Management Advisory Committee request to be supplied with a Master Concept Plan of the Kernutts Rd Site and that an item be requested to be listed in the Strategic Briefing on Tuesday 6 May 2014.

**Note Master Plan not yet developed.*

2:21pm Gregg Harwood left the room.

5.3 DEC SITE AUDITS

Item 5.2 in the Minutes of meeting held 19 September 2013 relating to site audits on McIntosh Rd and Peaceful Bay Waste Facilities. This item was raised due to the Officer Recommendation of ITEM 5.2 being;

“That the Committee requests that a system of written monthly internal audit/inspections on operational matters be implemented by Infrastructure Services at the Peaceful Bay and McIntosh Rd waste facilities and the results of the audit/ inspections be tabled at the following Waste Committee meetings.”

The Waste Management Advisory Committee discussed this recommendation to resolve;

COMMITTEE RESOLUTION

MOVED: Cr Gillies

ITEM 5.3

SECONDED: Cr Lewis

That the Waste Management Advisory Committee no longer require a written monthly update from the Director of Infrastructure Services as he is now the Secretariat to the Committee and this information may be discussed at each meeting if required.

CARRIED 4/0

6. GENERAL BUSINESS

6.1 GREENSKILLS PRESENTATION- SITE WORKS REQUIREMENTS FOR TIP SHOP AREA

This item was dealt with previously following the Confirmation of Minutes

6.2 PEACEFUL BAY SITE MANAGEMENT – REPORT FROM DIRECTOR

Mr Rob Whooley, Director of Infrastructure Services will report to the Committee the outcome of discussion had with Mr Steve Selby, South Coast Environmental Group regarding the peak period pickups of public area rubbish bins surrounding the Peaceful Bay area.

Director of Infrastructure Services met with Mr Steve Selby of South Coast Environmental Group and confirmed that the bins have been and will continue to be picked up in the public areas within Peaceful Bay during peak tourism periods.

6.3 UPDATE ON RUBBISH TRUCK

Director of Infrastructure Services Mr Rob Whooley confirmed the delivery of the new rubbish truck will be in the first week of May.

7. NEXT MEETING

The next meeting of the Committee will be held on 24 June 2014, commencing at 1:00pm.

8. CLOSURE OF MEETING

There being no further business the meeting was closed at 3pm.

The Chief Executive Officer recommends the endorsement of these minutes at the next meeting.

Signed: _____
Dale Stewart – Chief Executive Officer

Date: _____

These minutes were confirmed at the meeting of the _____

Signed: _____
(Presiding Person at the meeting at which the minutes were confirmed.)