

# Minutes



## WASTE MANAGEMENT ADVISORY COMMITTEE

HELD IN THE COUNCIL CHAMBERS, 953 SOUTH COAST HIGHWAY, DENMARK,  
ON TUESDAY, 16 MAY 2017, COMMENCING AT 10.00AM.

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**1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS**

*10.06am – The Presiding Person, Cr Caron, declared the meeting open.*

**2. RECORD OF ATTENDANCE/APOLOGIES/APPROVED LEAVE OF ABSENCE**

MEMBERS:

Cr Peter Caron (Presiding Person)  
Cr Ceinwen Gearon  
Cr Jan Lewis  
Cr Janine Phillips

STAFF:

Mr Gilbert Arlandoo (Director of Infrastructure Services)  
Ms Seonaid Leslie (Waste & Compliance Officer)

APOLOGIES:

Nil

ON LEAVE OF ABSENCE:

Nil

ABSENT:

Nil

VISITORS:

Ms Helen Heydenrych – Green Skills Office Manager  
Mr James Gentle – Green Skills Tip Shop Site Manager

DECLARATIONS OF INTEREST:

Nil

**3. ANNOUNCEMENTS BY THE PERSON PRESIDING**

*Cr Caron welcomed Green Skills representatives Ms Heydenrych and Mr Gentle.*

**4. CONFIRMATION OF MINUTES**

**4.1 Committee Meeting 11 October 2017**

Note: The Mover of a motion to confirm the Minutes of a Council or Committee meeting has to have been present at that meeting.

COMMITTEE RESOLUTION & OFFICER RECOMMENDATION	ITEM 4.1
MOVED: Cr Janine Phillips	SECONDED: Cr Jan Lewis

That the minutes of the Waste Management Advisory Committee meeting held on 14 February 2017, be confirmed as a true and correct record of the proceedings.

CARRIED: Unanimous

**5. REPORTS AND UPDATES**

**5.1 Green Skills McIntosh Road Tip Shop MOU Review Summary**

*Ms Heydenrych apologised on behalf of Mr Basil Schur, the Green Skills Tip Shop Manager, for being unable to attend the meeting.*

Green Skills Tip Shop Waste to Landfill Annual Allowance

*All present agreed that the original lease MOU annual volume of 12m<sup>3</sup> (1m<sup>3</sup> per month) of waste to landfill free of charge was not realistic.*

*Green Skills representatives explained that they have been working to reduce their volumes of waste since the MOU review discussions commenced last year. Discussion*

ensued around the types of items that are sent to landfill from the Tip Shop. Green Skills representatives identified furniture and clothing as the two main sources of waste.

Currently Green Skills dispose of between 3-4m<sup>3</sup> of waste to landfill (via the Shires McIntosh Road Transfer Station) per week (208m<sup>3</sup> per year). Green Skills and Shire Officers have recently discussed this volume and Shire Officers have proposed with the review of the MOU the original volume of 12m<sup>3</sup> be increased, offering 1m<sup>3</sup> per week (52m<sup>3</sup> per year) to be accepted free of charge. Green Skills have requested the Shire double their offer to 2m<sup>3</sup> per week on the basis that they divert 15-30m<sup>3</sup> per week of material from landfill (depending on the season).

Discussion ensued regarding the costs that would be incurred by Green Skills, if they have to pay for waste disposed of over the proposed 52m<sup>3</sup>.

#### Green Skills Tip Shop Redefining Lease Area

All members and Green Skills representatives agreed with the proposed redefined lease area extending west from the Tip Shop. The Shire's request to reclaim the shed opposite the Shire tip officer's gatehouse was also accepted, with Green Skills under no immediate pressure to vacate.

#### Green Skills Scrap Metal Scavenging

Green Skills representatives requested the Shire separate daily scrap metal dropped off, from the large pushed up stockpile and allow Green Skills staff in full PPE onto the Shire's site to scavenge.

Ms Heydenrych and Mr Gentle left the meeting at 10:32 and did not return.

Committee members discussed further and came to the following conclusions to direct the revision of the Tip Shop Lease MOU review:

- The Shire will offer Green Skills an increase from 12m<sup>3</sup> of waste disposed of free of charge to 52m<sup>3</sup> per year. This will be monitored using the current waste account invoicing system.
- The Shire will offer Green Skills a three month grace period where they can 'clean up' their leased area and dispose of unsalable and waste items free of charge. After this grace period, the 52m<sup>3</sup> per year limit will commence.
- The Shire will not allow Green Skills staff to access the Shire's site to scavenge from the scrap metal pile.
- The Shire will redefine the Green Skills lease area and extend it west of current operations. This will include the Shire reclaiming the shed opposite the current tip officer's gatehouse.

#### Committee Actions

- Shire officers will send a MEMO advising Shire tip staff that no scavenging is allowed by Green Skills or residents and that domestic scrap metal loads are to be directed through the tip shop
- Shire officers using GPS will identify the redefined lease area. The final area will be presented in the draft revised lease MOU brought to the committee.
- Shire officers will compile a draft revised lease MOU and bring it to the next ordinary committee meeting after consideration by DFA and/or a legal advisor.

## **5.2 McIntosh Road Liquid Waste Pond Remediation**

The Director of Infrastructure services explained that the McIntosh Road Transfer Stations site licence requires the liquid waste ponds to be closed by the 30<sup>th</sup> of June 2017. In the short term the liquid waste ponds will be decommissioned, but future liquid waste infrastructure may be discussed as part of the long-term plan.

#### Committee Actions

- Shire officers to update the public

### **5.3 Shire Transfer Stations Site Tour for WMAC Members**

*Members agreed that a site tour of the Shire's transfer stations would be beneficial.*

#### Committee Actions

- *Cr Caron will coordinate a tour date with committee members and advise Ms Leslie who will organise the site tours*

### **5.4 Peaceful Bay Lease Holders Kerbside Rubbish Collection Service**

*Cr Phillips suggested that the Shire provide a third kerbside collection service for Peaceful Bay special leaseholders. Only lease holders who are limited to six months of residency can apply for the service and will receive a third bin sticker. Kerbside collection for these properties will be weekly during a designated 'holiday/peak' period and outside of this period no service will be provided.*

*Members agreed that the Shire offer a third kerbside collection service for Peaceful Bay special leaseholders and that this be charged the same as a fortnightly collection service and identified by a third coloured bin sticker.*

#### Committee Actions

- *Cr Phillips will define the 'holiday/peak' period service dates and communicate these dates to the Waste & Compliance Officer or Director of Infrastructure*
- *The Director of Infrastructure Services to include third bin service option in the Shires Fees and Charges 2017/18.*

### **5.5 Provision of Skip Bin on the Corner of Station Road and Bellanger Road Nornalup**

*In response the email from Cr Wright, the Director of Infrastructure explained that the Shire could not provide a bin on the corner of Station Road and Bellanger Road near Nornalup and that the CEO in a letter to the Nornalup Residents and Ratepayers Association previously addressed this. The committee supported the CEO's letter and agreed that littering on beaches is an education problem and the Shire will work with the Department of Parks and Wildlife (DPAW) to improve signage at Bellanger Beach.*

#### Committee Actions

- *Shire Officers will contact DPAW and request signage to educate and encourage users of Bellanger Beach to take their rubbish with them.*
- *Cr Clem Wright will be advised of WMAC's decision*

## **6. GENERAL BUSINESS**

### **6.1 Waste Management Advisory Committee Meeting and Tour Scheduling**

*Members discussed the best dates for future meetings and tours and agreed that Concept-Briefing days are best unless the agenda is busy.*

### **6.2 Booking Tour of Cleanaway's MRF for the Sustainability Advisory Committee**

*Cr Lewis enquired about booking a tour of the Cleanaway MRF for members of the Sustainability Advisory Committee (SAC). The Director of Infrastructure Services explained that there should be no overlap between the SAC and WMAC. Members agreed that bookings for other committees will be organised by individual committees and Ms Leslie will forward contacts as requested.*

#### Committee Actions

- *Ms Leslie to forward Cleanaway MRF tour booking contact details to the secretary of the Sustainability Advisory Committee.*

### **6.3 Regional Alliance and Green Waste/Organics Recycling**

*Members discussed the waste topics presented at the Regional Alliance Meeting. Cr Caron raised concerns with the regional approach to recycling organic and green waste. The Director of Infrastructure Services reassured members that the Regional Waste Alliance*

are currently conducting a feasibility study for regional waste management, with a green waste processing mobile aerated floor (MAF) composting system on the agenda.

**7. NEXT MEETING**

The next meeting of the Waste Management Advisory Committee will be advised.

**8. CLOSURE OF MEETING**

The meeting closed at 11.51am.

The Director of Infrastructure Services recommends the endorsement of these minutes at the next meeting.

Signed: \_\_\_\_\_

*Gilbert Arlandoo – Director of Infrastructure Services*

Date: \_\_\_\_\_

These minutes were confirmed at a meeting on the \_\_\_\_\_.

Signed: \_\_\_\_\_

*(Presiding Person at the meeting at which the minutes were confirmed.)*