

31 January 2018

**MAYOR
COUNCILLORS
CITY OF MOUNT GAMBIER**

NOTICE is given that the Environmental Sustainability Sub-Committee will meet in the following Meeting Room on the day, date and time as follows:

Environmental Sustainability Sub-Committee
(*Conference Room - Level 1*):

Tuesday, 6 February 2018 at time 7:30 a.m.

An agenda for the meeting is enclosed.



Mark McSHANE
CHIEF EXECUTIVE OFFICER

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AGENDA OF ENVIRONMENTAL SUSTAINABILITY SUB-COMMITTEE MEETING

Meeting to be held in the Committee Room, Civic Centre, 10 Watson Terrace, Mount Gambier on
Tuesday, 6 February 2018 at 7:30 a.m.

PRESENT Mayor Andrew Lee

Cr Des Mutton
Cr Penny Richardson
Cr Sonya Mezinac

COUNCIL OFFICERS	Chief Executive Officer	- Mr M McShane
	General Manager Community Wellbeing	- Ms B Cernovskis
	General Manager Council Business Services	- Mrs P Lee
	General Manager City Growth	- Dr J Nagy
	General Manager City Infrastructure	- Mr N Serle
	Manager Governance and Property	- Mr M McCarthy
	Engineering & Design Contract Management	- Mr D Morgan
	Environmental Sustainability Officer	- Mr A Izzard
	Administration Officer (City Infrastructure)	- Ms S Moretti

WE ACKNOWLEDGE THE BOANDIK PEOPLES AS THE TRADITIONAL CUSTODIANS OF THE LAND WHERE WE MEET TODAY. WE RESPECT THEIR SPIRITUAL RELATIONSHIP WITH THE LAND AND RECOGNISE THE DEEP FEELINGS OF ATTACHMENT OUR INDIGENOUS PEOPLES HAVE WITH THIS LAND.

1. APOLOGY(IES)

Apology(ies) received from Cr Ian Von Stanke

That the apology from Cr Von Stanke be received.

Moved:

Seconded:

2. CONFIRMATION OF ENVIRONMENTAL SUSTAINABILITY SUB-COMMITTEE MINUTES

Meeting held on 7 November 2017

That the minutes of the Environmental Sustainability Sub-Committee meeting held on 7 November 2017 be confirmed as an accurate record of the proceedings of that meeting.

Moved:

Seconded:

3. QUESTIONS

3.1. With Notice

Nil submitted.

3.2. Without Notice

4. DEPUTATIONS

Nil



5. ENVIRONMENTAL SUSTAINABILITY SUB-COMMITTEE REPORTS

Environmental Sustainability Sub-Committee Reports commence on the following page.



5.1. Kitchen Caddy Roll Out Stage 2 - Report No. AR17/43697

COMMITTEE	Environmental Sustainability Sub-Committee
MEETING DATE:	6 February 2018
REPORT NO.	AR17/43697
RM8 REFERENCE	AF14/93
AUTHOR	Aaron Izzard
SUMMARY	Following from the successful 2016/2017 kitchen caddy trial, it is proposed to give kitchen caddies to all green waste subscribers in 2018/2019. It is also proposed to subscribe to the “Compost Revolution” program, who provide an online platform and discounted home composting equipment.
COMMUNITY PLAN REFERENCE	Goal 1: Our People
	Goal 4: Our Climate, Natural Resources, Arts, Culture and Heritage

REPORT RECOMMENDATION
<p>(a) That Environmental Sustainability Sub-Committee Report No. AR17/43697 titled ‘<i>Kitchen Caddy Roll Out Stage 2</i>’ as presented to the Environmental Sustainability Sub-Committee on 6 February 2018 be noted.</p> <p>(b) That Council roll out the kitchen caddy system to all remaining 2018-2019 greenwaste subscribers at an approximate cost of \$53,000.</p> <p>(c) In the 2018/2019 financial year Council purchase replacement compostable bags at an approximate cost of \$27,000. Residents should be entitled to one ‘free’ roll of compostable bags per financial year. The annual greenwaste fee should be increased to \$86.30 (pro rata) to cover this cost. Additional rolls of replacement bags should be made available to residents for purchase at a cost of \$6 per roll. This replacement compostable bag system should be undertaken on an ongoing annual basis.</p> <p>(d) Council subscribe to the Compost Revolution program for the 2018/2019 financial year at an approximate cost of \$3,790.</p>

Moved:

Seconded:



Background

At the Council meeting held on 15/08/2017 a report was brought to Council that outlined the success of the 2016/2017 kitchen caddy trial. The purpose of the trial was to reduce the amount of organic waste, particularly food scraps, in rubbish bins. At that meeting the following resolutions were passed:

- *That Council prominently promote a no food waste in rubbish bins message.*
- *That Council work towards rolling out the kitchen caddy system to all Green Organics subscribers, commencing in the 2018-2019 financial year, including stocking replacement compostable bags.*
- *That Council investigate establishing a “Compost Rebate Program”, to commence in the 2018-2019 financial year.*

The 2016/2017 kitchen caddy trial was the first step in the process of reducing organic waste in kerbside bins, and hence to landfill – as outlined in the Blue Environment organic waste modelling conducted for Council in 2014. Given the trial was successful, the next step is to give kitchen caddies to the all organics subscribers.

Discussion

Following from the successful 2016/2017 kitchen caddy trial, it is proposed to give kitchen caddies to all remaining green waste subscribers in 2018/2019. Each green waste subscriber who did not receive a caddy as part of the trial would be given a kitchen caddy and a roll of compostable bags.

Total cost for all remaining greenwaste subscribers, based on 2016/2017 levels would be approximately \$53,000 – including the printing of stickers to go on the lids of the caddies, and a “How to use the caddy” flyer with a magnet. This can be funded from the Environmental Sustainability section of Council’s 2017-2018 budget.

Before being distributed the caddies need assembling. This could be done by Council staff, as it was for the trial, but it would be quite time consuming to assemble such a large number of caddies, and a significant staff cost. Alternatively, this task could be outsourced to a local disability employer or other organisation. Outsourcing would save staff time, and ultimately save costs. The distribution of the caddies would need to be managed internally, and would be given to customers when they purchase the greenwaste service at the customer service counter.

The stocking of replacement compostable bags would be approximately \$27,000 p.a. Council could provide one ‘free’ roll of bags per year. This could be covered by the annual greenwaste fee, which would bring the fee to \$86.30 per year (pro rata). Additional replacement compostable bags could be sold at cost price plus 12% (to cover staff time) - \$6.00 per roll. Another option is working with “Ecovend” (ecovend.com.au), who sell compostable bags through vending machines in shopping centres. Ecovend would do this at no cost to Council. They would only require that Council promote this option as part of any community education materials. However, as Mount Gambier is a long way from their operational base, they may need Council staff to restock the machines, approximately every 3 weeks. Ecovend would prefer to put a vending machine in both of the major local shopping centres.

It is also proposed to subscribe to the “Compost Revolution” program, who provide an online platform and discounted composting equipment. For an annual subscription of \$3,790 the Compost Revolution provide a custom website, online tutorials for composting, worm farming, and bokashi bins, an integrated e-commerce platform for receiving orders from residents, full data monitoring, an annual survey on resident retention and feedback, and digital marketing support.



Residents can purchase composting, worm farm and bokashi equipment through the Compost Revolution website for a reduced price. Councils can subsidise the equipment to make it even more appealing to residents. It is recommended that Council consider subsidising in future years, if the local community embrace this online service.

Reducing organics to landfill is not only good for the environment and saving resources, any reduction in waste to landfill would lead to financial savings on landfill costs. For example, a reduction of only 10% in the amount of food scraps in rubbish bins would result in savings of almost \$30,000 in landfill costs.

Reducing the amount of organics to landfill also reduces the risk of environmental pollution from leachate and greenhouse gas emissions. Doing so will assist Council in moving towards meeting the requirements of the Natural Step Framework – Council's adopted environmental sustainability framework.

Conclusion

Rolling out kitchen caddies to all greenwaste subscribers, and subscribing to the Compost Revolution, has the potential to divert a large volume of organic waste away from landfill, particularly food scraps. Doing so saves money on landfill costs, and also reduces the potential for environmental pollution from leachate and greenhouse gas emissions – locally and globally. It also ensures that this resource is recycled for re-use, and not wasted in landfill.

The roll out is the next step in moving towards best practice kerbside waste management, and meeting the conditions of the Natural Step Framework.

Attachments

Nil



Aaron IZZARD
ENVIRONMENTAL SUSTAINABILITY OFFICER



Barbara CERNOVSKIS
GENERAL MANAGER COMMUNITY WELLBEING

16 January 2018
AI



5.2. ReUse Market Update – February 2018 - Report No. AR18/1706

The Presiding Member sought the approval of at least two-thirds of the members present at the meeting to suspend meeting procedures:

Purpose of the Suspension:

To discuss the following:

- *ReUse Market Update – February 2018 – Report No. AR18/1706*

To be carried by more than two-thirds of the members present at the meeting.

Meeting Procedures were suspended at a.m.

The Presiding Member determined that the period of suspension should be brought to an end.

To be carried by more than two-thirds of the members present at the meeting.

The Period of Suspension came to an end and Meeting Procedures resumed at a.m.

COMMITTEE	Environmental Sustainability Sub-Committee
MEETING DATE:	6 February 2018
REPORT NO.	AR18/1706
RM8 REFERENCE	AF17/543
AUTHOR	Aaron Izzard
SUMMARY	At the 15 August 2017 Council meeting Council resolved to commence the construction of the ReUse Market. This report provides an update of progress since the last update in November 2017.
COMMUNITY PLAN REFERENCE	Goal 4: Our Climate, Natural Resources, Arts, Culture and Heritage
	Goal 3: Our Diverse Economy
	Goal 1: Our People
	Goal 2: Our Location

REPORT RECOMMENDATION
(a) That Environmental Sustainability Sub-Committee Report No. AR18/1706 titled ' <i>ReUse Market Update – February 2018</i> ' as presented to the



Environmental Sustainability Sub-Committee on 6 February 2018 be noted.
(b) Council endorse the ReUse Market Project Plan AR17/36980.

Moved:

Seconded:



Background

At the 15/08/2017 Council meeting the following resolution was passed:

That Council endorse the detailed design plans and cost estimates for the construction of a Mount Gambier Reuse Market at 3 and 5 Eucalypt Drive and proceed to construct this facility (within the limits of the 2017/2018 budget allocation of \$560,000) and with the facility being fully operational by October 2018.

Since that time Council staff have commenced the necessary tasks required to complete this project.

Discussion

Since the last update report in November 2017 the following activities have been undertaken:

- A project plan and timeline to guide the development of the facility have been formulated and updated (attachment 1).
- Construction of the receival shed at the Waste Transfer Station commenced in late January 2018.
- Diseased *Eucalypts* have been removed from the ReUse Market site.
- Yard has been cleaned up.
- A marketing plan is being developed.
- Some discussions have taken place with various community members and groups who have expressed an interest in the ReUse Market. These will be ongoing.
- Environmental Sustainability Officer (ESO) met with two cleaning contractors on site to get office cleaning quotes.
- The ReUse Market mentor is assisting with advice regarding the establishment and operation of the facility.
- The ReUse Market Manager position will be advertised in February 2018.
- ESO attended the Community Recycling Network national forum. This was very informative with regards to the establishment and operation of the facility, and networking with organisations who run similar facilities.
- Electricity and water are switched on.
- Waste Transfer Station staff have commenced collecting items for sale at the ReUse Market.
- Met with internal staff to discuss IT and HR requirements for the operation.
- Discussed the ongoing operational cost to Council to manage the facility with Finance staff to ensure appropriate budget is allocated in 2018/2019. The ongoing operating cost to Council



as detailed in previous reports endorsed by Council is \$178,000 per annum. This amount may reduce depending on the success of sales from the ReUse Market.

- Application has been made to the federal Building Better Regions Infrastructure Grants for \$125,000. This would contribute to a jib crane in the receipt shed for receiving heavy items, a large canopy structure at the ReUse Market site, and the construction of a sales booth in the yard.

Conclusion

Since the August Council meeting a lot of work has been done towards establishing the ReUse Market. There are still a number of tasks to be completed to ensure that the facility becomes operational, but the ReUse Market is on schedule to open in October 2018.

Attachments

[Attachment 1 \(AR17/36980\): Project Plan Summary – ReUse Market](#)



Aaron IZZARD
ENVIRONMENTAL SUSTAINABILITY OFFICER



Barbara CERNOVSKIS
GENERAL MANAGER COMMUNITY WELLBEING

16 January 2018
AI



5.3. Plastics Recycling – Mount Gambier - Report No. AR18/1778

COMMITTEE	Environmental Sustainability Sub-Committee
MEETING DATE:	6 February 2018
REPORT NO.	AR18/1778
RM8 REFERENCE	AF11/391
AUTHOR	Aaron Izzard
SUMMARY	In December 2017 Council staff were informed that Green Triangle Recyclers had stopped taking plastics for recycling outside of the kerbside system. This is not a Council service, but the change is causing damage to the local recycling culture, and leading to large amounts of plastics being sent to Caroline Landfill via commercial rubbish skips and bins. Due to Council’s contract with Green Triangle Recyclers there is no change to Council’s kerbside recycling system. Residents can continue recycling as normal.
COMMUNITY PLAN REFERENCE	Goal 4: Our Climate, Natural Resources, Arts, Culture and Heritage
	Goal 3: Our Diverse Economy
	Goal 1: Our People
	Goal 2: Our Location

REPORT RECOMMENDATION
<p>(a) That Environmental Sustainability Sub-Committee Report No. AR18/1778 titled ‘<i>Plastics Recycling – Mount Gambier</i>’ as presented to the Environmental Sustainability Sub-Committee on 6 February 2018 be noted.</p> <p>(b) That Council endeavor to purchase items with high levels of recycled content as a matter of priority.</p>

Moved:

Seconded:



Background

At the end of 2017 China banned the importing of numerous categories of 'foreign waste'. This included plastic with a contamination level of more than 0.5 per cent, essentially banning plastics from kerbside collection systems, as such a low level of contamination is effectively unachievable when processing household recyclables.

Plastics come in various categories e.g. #1 PET, #2 HDPE, #3 PVC etc. Any bale or load that contains more than one type of plastic would be considered contaminated under the new Chinese regulations. For example, a load of PET bottles that still had lids on them would be considered contaminated, as the lids are generally made from a different type of plastic to the bottles.

Prior to the 2017 bans a lot of Australia's plastic was sent to China to be turned into new products there. The result of the ban has been that many types of plastic have dramatically reduced in value.

It is understood that Green Triangle Recyclers (GTR) previously took plastics direct from numerous businesses in Mount Gambier that have bulk amounts e.g. plastic wrapping around pallets, bumper bars etc. This was an independent service that was offered by GTR, and not related to Council. GTR also had cages outside the front of their facility where members of the public could deposit recyclables. It appears that GTR ceased these services in December 2017.

Council's kerbside service has not been affected by this change, as Council has a contract with GTR to recycle all recyclables in the kerbside recycling bins. Residents can continue recycling as normal via the kerbside system.

Discussion

Whilst Council's kerbside service is not affected by the current changes, the cessation of the collection of plastics outside of this is doing damage to the local recycling culture, and undermining the confidence of the local community. This is a culture that has taken many years to develop.

Businesses that cannot currently recycle their large volumes of plastic in Mount Gambier have no choice but to put these plastics into commercial rubbish skips and bins, or take them to Council's Waste Transfer Station, where they unfortunately have to go into the landfill skip. This is leading to large amounts of loose plastics being sent to Caroline Landfill via these systems. It should be noted however, that any plastics from the kerbside system that have been sorted and baled cannot go to landfill, as this is banned across the entire state.

There are numerous facilities in Australia that are still taking many of the various categories of plastics e.g. #1PET, #2HDPE, #4 LDPE and #5 PP. Numerous companies manufacture products from these plastics, including outdoor furniture, decking, fence posts, wheel stops etc.

Manufacturers want clean and sorted loads, as they only use specific plastics to make specific products. This is because the different types of plastics have specific properties that suit particular applications. They generally do not want 'mixed plastics'.

The process of sorting co-mingled kerbside recycling tends to produce large amounts of 'mixed plastic'. Prior to the end of 2017 this plastic was sent to China for further sorting and processing. Currently there does not appear to be any company in Australia that is accepting mixed plastics. Neither are there any companies in Australia making products from 'mixed plastic', though this is technically possible and does occur in other countries.



Whilst the non-kerbside services were not related to Council, staff are working on trying to find solutions so that this material does not go to landfill, and the local recycling culture does not take a step backwards.

The first step in this process is to strengthen Council's procurement of products made from high levels of recycled plastics and other recyclables – to 'close the loop' and support the local recycling industry and circular economy. Council purchases a wide range of products over the course of the year, many of these could include recycled content e.g. outdoor furniture, stationery, office paper, garden edging, decking, wheelie bins, plastic 'lumber' etc. Council should endeavor to purchase items with high recycled content as a matter of priority.

Council staff are having discussions with Green Triangle Recyclers and other organisations in an effort to ensure local businesses can once again recycle their plastics. These discussions are ongoing.

One option that is being considered is Council accepting clean and sorted plastics at its Waste Transfer Station, under specific conditions once the receival shed for the ReUse Market is complete. Plastics would need to be sorted into their particular categories, and clean. The plastics could be taken to GTR, or could be baled at the Waste Transfer Station and sold directly by Council. In order to bale and sell directly Council would need to purchase a baler, for approximately \$15,000-\$30,000. Staff would bale the plastics, and then sell them on. The advantage of this option is that plastics that can be sold for a reasonable price offset those that cannot, leading to overall better outcomes for the community, local business, and the environment.

Conclusion

Council staff are having discussions with Green Triangle Recyclers and other organisations in an effort to ensure local businesses can once again recycle their plastics. A solution has not yet been reached.

In any case, Council should endeavor to purchase items with high levels of recycled content as a matter of priority.

Attachments

Nil



Aaron IZZARD
ENVIRONMENTAL SUSTAINABILITY OFFICER



Barbara CERNOVSKIS
GENERAL MANAGER COMMUNITY WELLBEING

23 January 2018
AI



6. MOTION(S)

6.1. With Notice

Nil Submitted

6.2. Without Notice

Meeting closed at a.m.

AR18/3522



7. REPORT ATTACHMENTS



Project Reference:	2017-009	TRIM Ref.: AR17/36980
Project Name:	Reuse Centre	
Documented on:	11 September 2017	
Executive Sponsor:	Judy Nagy	
Project Manager:	Aaron Izzard	Project Team: ESO, GMs

1. PROJECT OBJECTIVE

Minimise waste to landfill.

2. PROJECT OUTCOME

- Establish a working ReUse Market that is recognised as best practice in governance and operation.
- Raise awareness and educate the community about waste reduction through education program.
- Change community behaviours.
- Protect the environment.
- Reduce costs to community of waste processing (recycling or dumping).
- Reduce waste to landfill.
- Engage community and volunteers in sustainability behaviours and attitudes i.e. reuse activities and (e.g. UTA, men's shed).

3. PHASES, ACTIVITIES AND DECISION GATES

What are the key phases/stages, deliverables and decision gates for the project?

Phase	Deliverable	Decision Gate
Council approval	Council report 2017/2018 Budget	August 2017 – Final Council approval July 2017 – Capital budget approved
Establish project team	Project team members nominated	Approved by MET 19 Sept. 2017
Planning and building approval	CAP Report	Planning and development approval by CAP
Procure and contract management	Specifications Tender Contract	Report by GM City Infrastructure approved by CEO September 2017
Fit out of unloading shed at WTS.	Fit out complete	March 2018
Fit out of ReUM site.	Fit out complete	April 2018
Commence collection of items to sell at ReUM.	Items being collected.	Commence March 2018.
Research and site visits e.g. Eaglehawk	Research and site visit report	Report endorsed by MET by March 2018
Build	Earth works and building delivered to spec and budget	Completion report endorsed by MET
Recruitment	Recommended applicant	Letter of appointment signed by CEO and applicant
WHS and SOPs incl. fees, what's accepted and what's not	SOP and WHS documented	Signed off by CEO and Site Coordinator by July 2018
Media and Communication Plan	Plan and Schedule	Phase 1 – Pre 30 June 2018 Phase 2 – Post 30 June 2018 Both approved by MET
Marketing including signage	Marketing Plan documented Signage specified and built	Phase 1 – Pre 30 June 2018 Phase 2 – Post 30 June 2018 Both approved by MET
POS hardware, software and procedures	Specifications, HW, SW, Procedures procured / documented	POS HW, SW and procedures approved by MET by 1 July 2018
Induction and training	Induction and training documented and delivered	Approved by Site Coordinator by 1 July 2018. Delivered by 30 July 2018.

3. PHASES, ACTIVITIES AND DECISION GATES contd.

Phase contd.	Deliverable	Decision Gate
Governance incl. insurance, competitive neutrality, amend Council policies as required, financial model/delegations	Governance Structure, delegations, policies, procured documented	Approved by GM City Infrastructure and City Growth by 1 July 2018

3. LINKS AND DEPENDENCIES

This project has links to existing committees / groups / organisations:

- Community Plan
- Environmental Sustainability Sub Committee
- Community Engagement and Social Inclusion network
- Community Recycling Network Australia (CRNA)
- Community Action for Sustainability (CAS)
- DECD
- Green Triangle Recycling
- Community groups

This project has potential synergies with:

- Labour market suppliers e.g. Bedford Industries and Orana Enterprises

4. DATES

Estimated start date	1 July 2017 Budget approved
Estimated end date	6 October 2018

Are there any time considerations that must be considered for this project?

- LG Election November 2018.

5. BENEFITS

Key benefits of this project are:

- Reduction in landfill.
- Community education, awareness and skill development.
- Meet the Natural Step System conditions.
- Reduce residents dumping costs.
- Low cost products for purchase / reuse.
- Creates employment.
- Potential reduction in Council waste costs.

6. RISKS

Key risks for this project are:

- Time frame not met.
- Inability to secure qualified and experienced Site Coordinator.
- Inappropriate product mix to sell.
- Budget overrun.
- Competitive neutrality considerations.
- Integration with IT systems.
- Work, health and safety practices.
- Site not embraced by the community.

SUMMARY

7. ISSUES

The issues (other than risks) that this project needs to consider are:

Issue No.	Description
1	WHS
2	Media, Communications and Marketing Plan
3	Market (retail) Development
4	Education Program
5	Operations and interface with the transfer station
6	Financial model – capex and opex for 2018/2019 and beyond

8. RESOURCES

The resources (e.g. people, financial, infrastructure) required for this project are:

People needed	Skills / experience needed	FT or PT or contract
Project Manager	Project management, sustainability, environmental science	PT
Project team members	SOPs, SW, HS,	PT
Site Coordinator	See "Site Coordinator" section of AR17/23357. Further info from site visits and research	FT
On Site Support Staff	TBC	
Organisation support staff to establish	IT, HR, Finance, Procurement and Contract Management, Communications	

Financial resources needed	Capex or opex?	Existing or additional budget?	Budget \$
Budget approved as part of 2017/2018 e.g. build, signage	Capex	Existing	\$560,000
Budget for fitout proposed for 2017/2018 e.g. tools, racking, security, cleaning equipment (high pressure)	Capex	Additional	\$100,000
Proposed for 2018/2019 e.g. staffing, IT, workstation, chair, training,	Opex	Additional	\$180,000
Some staffing funds will be required in 2017/2018 to recruit a 2 nd person at the WTS to assist in collecting and processing items for sale. Would also be beneficial to recruit Site Coordinator in April/May 2017.	Opex	Additional	\$50,000

9. EXECUTIVE APPROVAL

Considered on: 11 September 2017
 Approved on: 11 September 2017
 Status reported on: xx January 2018