

**West's Road RDF & Waste Management
Community Reference Group
34th Meeting
Accepted Notes
28 February 2019
Conference Rooms A & B**

Present:

Bruce Turner	- Independent Chair
Caroline Lavoie	- Community representative
Karen Hucker	- Community representative
Karthik Viswanathan	- Community representative
Lisa Field	- Resident group representative
Mason Asadi	- Environmental group representative
Paul Von Harder	- Community representative
Michelle Lee	- Planner, Metropolitan Waste & Resource Recovery Group (MWRRG)
Stephen Thorpe	- Director City Operations, Wyndham City Council (left after items 3)
Simon Clay	- Manager Refuse Disposal Facility, Wyndham City Council
Liza McColl	- Business Analyst Refuse Disposal Facility, Wyndham City Council

Apologies/ absent:

Julian Menegazzo	- Adjacent Landowner representative
Kimberley Pelosis	- Community representative
Lindsay Swinden	- Community representative
Cr Peter Maynard	- Councillor (Iramoo Ward), Wyndham City Council
Cr Tony Hooper	- Councillor (Harrison Ward), Wyndham City Council
Cr Walter Villagonzalo	- Councillor (Chaffey Ward), Wyndham City Council

Guests:

Hayley Jarvis	- Team Leader Waste Strategy, Wyndham City Council
Peter Gordon	- RDF Operations Manager, Wyndham City Council
Tom Wetherill	- A/Manager Waste Management and Disposal, Wyndham City Council

1. Welcome and Introductions

Bruce welcomed everyone to the meeting.

There were no Councillors at the meeting so a declaration of conflicts was not required.

2. Notes and actions from the previous meeting

The notes from the 33rd meeting, circulated prior to the meeting, were accepted, and will be published on the Council's website.

An 'action tracker' document with the status of outstanding actions from previous meetings was handed out. Bruce ran through outstanding actions:

ONGOING ACTIONS – FROM MEETINGS PRIOR TO 25 OCTOBER		
M24-5.2and M26-9.1	<i>Council to invite Lend Lease to a future meeting of the CRG to discuss how best to represent the interests of future residents of the Harpley Estate in the CRG process (and wider community engagement).</i>	Pending.
M27-7.2	<i>Simon to circulate the auditor's report on the phytocap when this is available, before it is submitted to EPA for approval.</i>	Pending. The report is still with the Auditor. Council has submitted all the additional information requested by the auditor in relation to soil management. The Auditor has requested further technical information about the phytocap design from the design consultant, Tonkin Consulting.
M27-8.1	<i>Simon to discuss with Council's waste strategy team the potential to initiate a dialogue around the opportunity for waste management services for businesses in Wyndham.</i>	Completed. Harry indicated WREC would be able to assist. Simon advised that council officers would be ready to discuss this matter with the CRG at the February meeting, because Ritika and Simon are currently working on the development of a specification for the new kerbside collection contract which needs to be advertised in April 2019. Refer Agenda item 7.
M32-7.1	<i>Liza to send Mason a copy of the presentation on phytocaps given to the CRG in 2017 by Dr Melissa Salt from Tonkin Consultants.</i>	Completed. Report circulated 28 February 2019.
M32-8.1	<i>Liza and Simon to propose amendments to the CRG's Terms of Reference to make its statutory roles explicit (at such time as the ToR has to be amended for other reasons).</i>	Pending. To be undertaken as part of the Committee Review. Refer Agenda item 4.
M32-8.2	<i>Liza and Simon to reconfigure the complaints register back to 1 July 2017 and circulate to the CRG for comment (re format, information captured etc).</i>	New format completed but yet to be circulated. Refer Agenda item 8.
NEW ACTIONS FROM LAST MEETING – 13 DECEMBER 2018		
No new actions.		

3. Members' Report

Feedback from Members Catch Up

Lisa advised that a number of the CRG members recently caught up outside the formal CRG meetings. Through their discussions it became apparent that the newer members of the group that joined in late 2018 were not fully aware of what the group is about. They found coming into the group a bit of a 'cold' process. It was agreed that an on-boarding or induction process was needed, including background information, links to relevant documents/reading and a tour. Lisa suggested that a buddy system could be introduced. Stephen encouraged the group to be confident in sharing their opinions and to ask questions. Simon made the offer to all members to go on a tour of the RDF.

Stephen noted that Council is happy to have discussions about any topic the community would like to discuss. The RDF CRG gives council valuable insight into the community's views about waste and council's waste services and facilities. It was agreed that it would be helpful to circulate the CRG's Terms of Reference (which are also available on the web and to applicants for new positions on the group).

Lisa noted that it would be great to get an updated contact list for the CRG members. Lisa advised that due to Privacy laws, this could only be done once council had written permission from the members.

Action M43-3.1 Liza to circulate the CRG's Terms of Reference (or link) to all members.

Action M43-3.2 Liza to email all CRG members to seek permission to distribute their personal contact details to other members of the group. Liza to then update and circulate an updated contact list to all CRG members.

Action M34-3.3 Liza to invite all members of the CRG on a tour of the RDF.

Love Our Street 3030 Litter Report/ Wyndham Park Area – litter and amenity issues

Lisa spoke about her litter report which had been circulated to members prior to the meeting. She said it was a simple way of engaging people and release some pent up energy around "what can we do?".

Caroline noted that she had recently been riding in the Wyndham Park area, located between the Werribee River and the back of the Watton Street shops. She was pleased to hear of Council's long term plan to improve this park and eventually activate this public space by having the shops open the back of their shops up. She noted however that there needs to be an engagement process to make this an inviting space. There are currently tyres, broken glass, squatters. Stephen commented that the long-term plan for the park includes a walkway that will overlook it.

Council encouraged CRG members to raise these matters or the requests for service as they see them. This can be done by phoning or emailing Council directly. It is helpful if there is a clear description of the location, particularly on bike paths and in parks, so that Council staff can find the problem. Photos are a great help. The community can also use the Snap, Send and Solve app. This is least preferred by Council due to problems finding places using GPS coordinates only, however Council still responds to

reports through the app. Caroline responded that these means of reporting issues need to be more widely promoted.

Paul shared his view that the community should be proactive about addressing issues in their community themselves, where appropriate; take ownership of issues and not always rely on Council to fix everything. Paul gave examples of two groups that he is part of; one Cleans up Open Spaces in Point Cook and the other removes graffiti from the noise walls along Palmers Road in Point Cook. The graffiti removal project has been a great success, because the community can identify and remove the tagging much quicker than VicRoads (the responsible government agency in this situation). The rapid removal of the graffiti has been highly successful in reducing graffiti in this high profile gateway area).

4. CRG Performance Review

There was a discussion about the objective and process for a review of the CRG performance.

It was agreed that the objectives of the review were to determine:

- Are we meeting our commitments in the TOR (and are the TOR right)?
- Are we improving?
- Are we delivering value? What is that value – policy, skills, knowledge, relationships, etc?

It was agreed that the review would be a self-review, kept simple and use a range of qualitative and quantitative measures. It was agreed that a survey would be developed and sent to all CRG members to gather data, and then the CRG would review the results at the following meeting.

Stephen noted that Council has undertaken a market research project at the moment to understand the perceptions of the RDF and waste behaviours and the preparedness by the community for change.

Action M34-4.1 Liza to prepare a list of performance measures and draft survey questions and send them around to the CRG members for input.

Action M34-4.2 Findings of Market Research to be shared with the group at a future meeting.

5. Membership Refresh

The following members will finish their term at the end of June 2019:

- Lindsay Swinden – Community representative
- Kimberley Pellosis – Community representative
- Julian Menegazzo – Adjacent Landowner representative

An expression of interest process will be undertaken during March-May 2019 to fill these positions. Outgoing members may reapply. Liza will send members the timelines for the membership refresh. The CRG members were asked to help promote this opportunity through their networks. The aim is to have the new members appointed by Council by June to have both outgoing and incoming members at the June meeting.

6. Strategic waste management and resource recovery

a. Latest Council initiatives

Hayley Jarvis advised that council's application to Sustainability Victoria for e-waste funding was successful. The money will be used for a pop-up e-waste event, refurbishment of the trailer and signage.

Lisa asked whether the new signage would be at the transfer station as she felt it was unclear what can't be left at the transfer station. Liza advised that the signage at the transfer station, including new e-waste signage would be upgraded as a separate Council-funded project. Council will be using the SV standard signage designs.

Hayley advised that Council would be considering a new single use plastics policy at their meeting on the 5 March 2019. The purpose of the policy is to eliminate single use plastic usage at Council events and facilities, reduce litter and reduce waste. The policy defines single use plastics as plastic plates, cups, plastic bags, balloons, plastic cutlery, polystyrene food containers/cups, plastic straws, single use water bottles and disposable coffee cups. The policy includes some exemptions for plastic straws, single use water bottles and disposal coffee cups. The agenda for the Council meetings are published on line the Friday before the meeting. Council meetings are also televised live online if anybody wants to watch the meeting.

Action M34-6.3 Liza to send CRG members a copy of the Single Use Plastics Policy, if and when, adopted by Council.

Hayley advised that Council had commenced the Green Living Series with 45 events throughout February and March 2019.

Hayley thanked Lisa for input on the draft Wyndham Waste and Recycling Guide after the last CRG meeting. The final published guide can be found at https://www.wyndham.vic.gov.au/sites/default/files/2017-12/WCC_WasteGuide_FINAL_Online_R.pdf. Khartik asked if the guide was being sent to all residents. Hayley explained that the guide will be handed out at community events and is sent out with letters to residents about incorrect use of their bins.

b. MWRRG Update

Michelle provided an update on the Recycling Crisis caused by the temporary closure of SKM from a State Government perspective. She explained that SKM had to close in response to a Pollution Abatement Notice given to SKM by EPA, following a site inspection that identified significant fire risks. SKM were not allowed to accept any more recyclables after 15 February 2019 until these risks were addressed. SKM currently take approximately 50% of the State's recyclables, including recyclables from 34 metro councils. MWRRG has been trying to support the councils affected. Some were able to find alternative processors and some temporarily stopped services. The State has set up a fund to support councils through this time. The broader issue here is the development of markets for materials, given the changes in the standard of waste accepted by China, which resulted in SKM stockpiling materials onsite (and receiving a Pollution Abatement Notice from EPA Victoria).

Michelle informed the CRG that the MWRRG has commenced the process to progress the procurement/development of Advanced Waste Treatment with the south eastern councils. The procurement of AWT options in the south east is seen as a priority because the existing landfills are scheduled to be closed by 2025. The process is outlined in the MWRRG AWT Business Case.

Lisa asked for clarification about what a business case was. Michelle explained that the AWT business case, prepared by the State Government, identified, assessed and compared a range of alternatives on how waste could be treated, including their costs and benefits. The business case documents these findings and makes recommendations on the best option.

The business case can be found at <https://www.mwrrg.vic.gov.au/assets/Procurement/Advanced-Waste-Processing/AWRRT-Regional-Business-Case-and-Procurement-Strategy-web.pdf>

c. Recycling Crisis – Council’s response

Simon advised that SKM currently accepts the recyclable materials from the Wyndham kerbside recycling service (yellow bin) through a joint contract with five other councils, administered by the MWRRG. Council was able to store two days of recyclables for pre-processing at a later date. Approximately four days of recyclables went into landfill.

In response to the SKM closure an uncertainty about future service provision, Council has entered into an agreement with VISY for a six month period to ensure a secure service and reduce the risk of recyclable materials having to go to landfill. This is a good outcome for Wyndham. VISY has a different business model than SKM, with more local processing.

Mason asked whether there were any differences between what materials SKM and VISY will take. Simon advised that there are no major differences.

Simon noted the need to look at container deposit legislation and that Council could advocate for this.

d. Kerbside Collection Tender

Tom advised that the Council’s Kerbside collection contract is scheduled to finish in 2020. Council officers have commenced the preparation of the service specification for the new contract. Some of the key considerations are:

- Waste composition
- Type of services
- Type of resource recovery
- Points of collections
- Collections systems/Types of bins
- Frequency of collection
- Collection vehicles
- Education
- Advertising

Stephen noted that he wants to ensure that the future contract will not lock us into the current service delivery model and that it will provide options and flexibility to change in the future.

There was a discussion about whether this could include offering service to business, which has been discussed by the CRG in the past. This will definitely be explored. Stephen noted that there may be other option to achieve the same objective. Eg – shared compactors on Council land. Council will need to demonstrate competitive neutrality with any service.

Simon reported that charges for a second recycling bin have been revised down to encourage collection of recyclables.

7. RDF Planning

a. Werribee Junction Precinct Structure Plan Update

The Victorian Planning Authority (VPA) has commenced Flora and Fauna studies in the Werribee Junction Precinct. These are usually done over two consecutive seasons.

b. RDF Strategic Plan Review

Simon advised that the *RDF Strategic Plan and Vision 2040* was currently under review. A review of the plan was considered necessary because have been many changes since the plan was adopted by Council in March 2016. These include:

- The RDF now has a works approval for the remainder of the site.
- The VCAT appeal process significantly affected the business, reducing tonnage and revenue and there is a need to rebuild the business.
- The need to deal with legacy issues – including the capping of old areas
- Significant improvement has been made to the operation of the site since 2016, but there are still opportunities for continuous improvement and best practice.
- Reconsideration of Council's position in relation to the current commercial waste industry that drives low-costing pricing, volume businesses, preference to landfill.
- Large contracts set to finish soon (eg MWRRG).
- Landfills in eastern suburbs closing in 2025. Significant change to landfill sector with 500,000 tonnes of waste having to go somewhere else.
- Waste to Energy projects still unviable in Victoria. Australian Paper Works Approval for a Waste to Energy Plant, approved by EPA had now been appealed. The economics are not stacking up.

Simon advised that he is starting to work up a draft plan and new goals. He would like to undertake a consultation session with the CRG soon to discuss some ideas and draft goals in more depth. This session could be a separate session or at the next CRG meeting. The CRG expressed great interest to be involved in this session. Caroline noted that she sees this to be the main value of the CRG and that the strategic plan should be a priority.

A revised RDF Strategic Plan is schedule to go to Council in mid-2019. The Plan may go on public exhibition to seek formal wider community input before being put back to Council for adoption.

Action M34-7.1 Liza to organise a session with the RDF CRG members to discuss the review of the RDF Strategic Plan.

c. Cell 1A reclamation/ Advanced Waste & Resource Recovery

Simon informed the group that Council was considering whether it was feasible to reclaim waste in cell 1 to make this land available for development. The waste in cell 1a is from 1975-1994. The youngest waste in cell 1a is 26 years old.

Some preliminary investigations had been undertaken. Core samples were taken to analyse the composition of waste in cell 1a. The findings were:

- 45% was soil
- 22% was clay
- 6% was sand
- 6% was rock and rubble
- 21% was waste – including small amounts of glass, plastics, cardboard, paper

The preliminary findings showed that approximately 80% of the materials currently within 1a were valuable resources that had the potential to be recovered and reused. Council now intends to progress to a field trial. This will involve removing waste from four larger areas. The reclaimed waste will be sorted and screened to get more accurate results and costs of processing. These costs can be used to determine the feasibility of proceeding to undertake a full scale project.

Council will need EPA approval to proceed with a trial. A plan will need to be prepared about how Council will do the trial, outlining the management of odours, dust, stormwater, waste disposal and backfilling of excavated areas. The plan will have to be audited. The trial will take 4 weeks, with 1 area per week.

Bruce commented that this seemed like a lot of work to get developable land and wouldn't it just be easier and cheaper to buy land or build upon the cell using piles. Simon advised that cost comparisons between different development options will be one of the deciding factors. Simon advised that preliminary numbers suggest that it has merit and the trial will provide additional information about cost. Bruce clarified the end game was about freeing up land that Council could develop (eg for an Advanced Waste & Resource Recovery facility).

There was a discussion about how this is somewhat similar to dealing with a site where there is contaminated land and the land is being rehabilitated. Eg – major redevelopment sites. This is done regularly.

d. Advanced Waste & Resource Recovery

This item was discussed as part of the previous item.

8. RDF Operations

a. Best Practice Framework

Tom had prepared a presentation outlining the best practice framework for the RDF. The framework is structured around and consistent with EPA's best practice guidelines. The framework covers the following:

1. Planning and Design
2. Infrastructure
3. Operations
4. Environment and Nuisances
5. Equipment
6. Aftercare
7. Administration
8. Safety

The above framework is proposed to be used to organise information that is reported to the CRG. Unfortunately the AV equipment didn't work and there was limited time to discuss this item. It was agreed that Tom's presentation would be distributed to all members and that more time would be given to this item would be discussed at the next meeting.

Action M34-8.1 - Liza to distribute a copy of Tom's presentation.

b. Commencement of Cell 6 and Cell 5 Construction.

The group was advised that Council had commenced work on design of cell 6. Cell 5 is currently under construction and should be operational in mid 2019.

c. Revised Litter fence proposal

This item was not discussed due to time constraints. This item is to be discussed the next meeting.

d. Performance Dashboard

Due to lack of time, Simon briefly advised that one odour complaint had been received in the last two months. An investigation of the complaint, looking at wind conditions has identified that the RDF likely to be the source however a specific cause could not be identified. The revised complaints register format was not presented.

Close and next meeting

Thursday 2nd May 2019 at 4:30pm-7:00pm in Conference Room A and B (entrance from northern foyer)