1. **PRESENT**

Cr P J Raison, Chairperson, Cr J W Hall, Cr S P Wilkinson, Cr B P Schmitt and Deputy Mayor K A Kuhn.

2. **IN ATTENDANCE**

Mr R J Peate, Chief Executive Officer,
Mr N Cook, Waste Management Coordinator,
Mr G Hill, Director Infrastructure Services, (by telephone)
Mrs T Lawes, Infrastructure Services Support Officer.

3. **COMMENCEMENT AND WELCOME**  1-00 P M

4. **APOLOGIES**  Were received from Mayor D J Burgess and Cr B J Taylor

311/1 Cr Hall moved that the apologies be received.
Seconded Cr Schmitt.

CARRIED.

5. **CONFIRMATION OF PREVIOUS MINUTES**

(Page 296 – 25/05/2017)

311/2 Cr Hall moved that the Minutes of the Mid Murray Council Waste Management Advisory Committee meeting held on 25 May 2017 be taken as read and confirmed.
Seconded Cr Schmitt.

CARRIED.

6. **BUSINESS ARISING FROM MINUTES**

6.1 **Incinerator to Generate Fuel – Cambrai Landfill**

Cr Wilkinson queried why Council could not burn waste material using an approved incinerator method.

300/1 Resolved that the Waste Management Coordinator investigate if there is an approved method of incineration of putrescible waste materials and the cost and effectiveness of an “environmental friendly” incinerator for use at the Cambrai Landfill facility.

The Waste Management Coordinator provided an update at the meeting.

Noted
7. **BUSINESS**

7.1 **Financial Report for Waste Management**

A copy of the Waste Management Services Financial Report as at 30 June 2017, was provided to all members.

Discussion occurred in relation to the format of the Financial Report.

312/1 Resolved that a review of the report be conducted and the following information be provided in the future:

- Inclusion of any budget amendments
- Exception report for anomalies

8. **REPORTS FROM OFFICERS**

8.1 **INFRASTRUCTURE SERVICES REPORT**  See Minute Book Page 316

312/2 Cr Hall moved that the report be received.
Seconded Cr Schmitt.

CARRIED.

**BUSINESS ARISING FROM REPORT**

8.1.1 **Confidential Item – Waste & Recycling Collection Service Tender**

Confidential item pursuant to Section 90 –

90(3)(k) – tenders for the supply of goods, the provision of services or the carrying out of works.

1-15 P M

312/3 Cr Schmitt moved that

(1) Under the provision of Section 90(2) and (3)(k) of the Local Government Act 1999 an order be made that with the exception of Mr Russell Peate, Mr Greg Hill, Mr Neil Cook and Mrs Tracey Lawes, all other persons present and the public be excluded from attendance at the meeting in order to receive a report and to consider matters under Section 90(3)(k).

(2) The Mid Murray Council Waste Management Advisory Committee is satisfied that pursuant to Section 90(3)(k) of the Act, the information to be received, discussed or considered in relation to the agenda item are tenders for the:

- Provision of Services.

(3) Accordingly, on this basis, the principle that meetings of Mid Murray Council Waste Management Advisory Committee should be conducted in a place open to the public has been outweighed by the need to keep the discussion confidential because the information to be disclosed and discussed has the potential to impact adversely on each of the tenderers as competitive commercial information will be disclosed.

Seconded Cr Hall.

CARRIED.
8.1 INFRASTRUCTURE SERVICES REPORT CONT

8.1.1 Confidential Item – Waste & Recycling Collection Service Tender (Cont)

1-36 P M
313/1 Cr Hall moved that pursuant to Section 91(7) of the Local Government Act 1999, the Mid Murray Council Waste Management Advisory Committee orders that Confidential Minutes Pages 37 - 39 of the meeting held on 25 July 2017, the Infrastructure Services Report item 8.1.1 (Waste & Recycling Collection Service Tender) and attachments and all discussions relating to the matter which was considered in confidence pursuant to Section 90(2) and (3)(k) remain confidential and not available for public inspection until the tender process has been finalised. Seconded Deputy Mayor Kuhn.

CARRIED.

8.2 WASTE MANAGEMENT COORDINATOR’S REPORT See Minute Book Pages 317 – 321.

313/2 Cr Hall moved that the report be received. Seconded Cr Schmitt.

CARRIED.

8.2.1 Extension of Existing Waste & Recycle Collection Contracts with Solo Resource Recovery

313/3 Cr Wilkinson moved that it be recommended to Council that;

(1) The report regarding Extension of Existing Waste & Recycle Collection Contracts with Solo Resource Recovery be received and noted.

(2) The Director, Infrastructure Services and the Waste Management Coordinator liaise with Solo Resource Recovery to implement satisfactory time extension(s) to the existing waste and recycle collection contracts, as required.

Seconded Cr Schmitt.

CARRIED.

8.2.2 Process for Purchase of Green Waste Mulch by Members of the Public

313/4 Cr Wilkinson moved that,

(1) The report regarding Process For Purchase of Green Waste Mulch By Members Of The Public be received.

(2) Council continue the practice of not making transfer station and landfill mulch available to the public until such time as the material is deemed to be a contaminant free product and suitable for use as a garden mulch.

Seconded Cr Hall.

CARRIED.
8.2  WASTE MANAGEMENT COORDINATOR’S REPORT (CONT’D)

8.2.3 Trial Southern Individual Waste Bin Collection Service – Assessment of Trial Collection Service

314/1 Cr Hall moved that

(1) The report regarding the Trial Southern Individual Waste Bin Collection Service - Assessment of Trial Collection Service be received.

(2) It be recommended to Council that Option 1 as detailed within the Trial Southern Individual Waste Bin Collection Service - Assessment of Trial Collection Service report, be adopted.

(3) The Waste Management Coordinator contact the Progress Associations in the Southern Area and request their feedback about the Southern Individual Waste Bin Collection Service.

Seconded Cr Schmitt.  
CARRIED.

9.  CORRESPONDENCE

315/1 Cr Schmitt moved that the correspondence be received.
Seconded Cr Hall
CARRIED.

9.1  2017/18 Waste Levy Rates Population Method

Being an email from the EPA advising of the new rates for waste levies from 1 July 2017.

A copy of the email had been provided to all members.

Received and noted

9.2  Secretary, Langs Landing Association

Being a letter from Siobhan Fulton, Secretary, expressing thanks to Council for upgrading and resurfacing section of Murraylands Road, and requesting a recycle bin.

A copy of the email had been provided to all members.

Received and noted

9.3  Program Manager, Local Government Green Industries SA

Being an email and response regarding LGA Circular 27.3 (Expressions of Interest for facilities to accept Household Hazardous Waste).

A copy of the email, response and LGA Circular 27.3 had been provided to all members.

Received and noted
9. **CORRESPONDENCE (CONT’D)**

9.4 Cr Adrian Sakko, Request for Transfer Station Vouchers

Being an email and response seeking Transfer Station Vouchers for premises for the car gallery (donation to the community).

A copy of the email and the Waste Management Coordinator’s response had been provided to all members.

Received and noted.

10. **OTHER BUSINESS**

Nil

11. **NEXT MEETING**

To be held at Cambrai at 1-00 p.m on Thursday 28 September 2017.

2-00 p.m The Chairperson declared the meeting closed.
8. **REPORTS FROM OFFICERS**

Cr moved that the report be received.
Seconded Cr

8.1 INFRASTRUCTURE SERVICES REPORT

8.1.2 Confidential Item – Waste & Recycling Collection Service Tender

Confidential item pursuant to Section 90 –

90(3)(k) – tenders for the supply of goods, the provision of services or the carrying out of works.

P M Cr moved that

(1) Under the provision of Section 90(2) and (3)(k) of the Local Government Act 1999 an order be made that with the exception of Mr Russell Peate, Mr Greg Hill, Mr Neil Cook and Mrs Tracey Lawes, all other persons present and the public be excluded from attendance at the meeting in order to receive a report and to consider matters under Section 90(3)(k).

(2) The Mid Murray Council Waste Management Advisory Committee is satisfied that pursuant to Section 90(3)(k) of the Act, the information to be received, discussed or considered in relation to the agenda item are tenders for the:

- Provision of Services.

(3) Accordingly, on this basis, the principle that meetings of Mid Murray Council Waste Management Advisory Committee should be conducted in a place open to the public has been outweighed by the need to keep the discussion confidential because the information to be disclosed and discussed has the potential to impact adversely on each of the tenderers as competitive commercial information will be disclosed.

Seconded Cr

Refer Confidential Report Item 8.1.2

P M Cr moved that pursuant to Section 91(7) of the Local Government Act 1999, the Mid Murray Council Waste Management Advisory Committee orders that Confidential Minutes Pages of the meeting held on 25 July 2017, the Infrastructure Services Report item 8.1.2 (Waste & Recycling Collection Service Tender) and attachments and all discussions relating to the matter which was considered in confidence pursuant to Section 90(2) and (3)(k) remain confidential and not available for public inspection until the tender process has been finalised.

Seconded Cr

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Greg Hill
DIRECTOR INFRASTRUCTURE SERVICES
8.2 WASTE MANAGEMENT COORDINATOR’S REPORT

Cr moved that the report be received.
Seconded Cr

8.2.2 Extension of Existing Waste & Recycle Collection Contracts with Solo Resource Recovery

Background

Council’s current waste and recycle collection contracts with Solo Resource Recovery (Solo) are set to expire in December 2017. Mid Murray Council is currently part of the Barossa Regional Procurement Group (BRPG) which has prepared and advertised, via the SA Tenders website, an open tender process for future waste and recycling collections. Discussions are also ongoing with the Adelaide Hills Waste Management Authority (AHRWMA) regarding resource sharing and opportunities with the Authority. Mid Murray Council is also investigating waste management opportunities through the Murraylands and Riverland Local Government Association (MRLGA), with a Waste Management Business Case Analysis currently being undertaken.

Given timeframes associated with the Tendering of services through the BRPG and other options being explored by Council, it is unlikely new waste collection contracts will be finalized before the current contracts expire. As such, Council should consider extending the current waste collection and services contracts with Solo. By extending the current contract period, Council would eliminate the possibility of having to operate waste collections and services with no contracts in place.

Correspondence with Solo confirms that they will accommodate Council’s request for an extension of existing waste and recycling contracts, for any period as requested by Council. Below is a copy of email correspondence received on 5/7/2017 from Adrian Rose, State Manager SA, Solo Resource Recovery, confirming Council’s request for contract extensions:

“Hi Neil
Thanks for the heads up.
All good from our end re the extensions.
Happy to run extensions as suggested by you to allow Council to sort out the new contracts. Can run then as long as Council needs.
Cheers, Adrian”

A formal letter requesting an extension to the waste and recycling contracts will be forwarded to Solo in the near future, upon approval from Council.

Recommendation

Moved __________________ Seconded __________________
that it be recommended to Council that;

(1) That the report regarding Extension of Existing Waste & Recycle Collection Contracts with Solo Resource Recovery be received and noted.

(2) That the Director, Infrastructure Services and the Waste Management Coordinator liaise with Solo Resource Recovery to implement satisfactory time extension(s) to the existing waste and recycle collection contracts, as required.
8.2 WASTE MANAGEMENT COORDINATOR’S REPORT CONT’D

8.2.3 Process for Purchase of Green Waste Mulch by Members of the Public

**Background**

The Council CEO has requested a report be provided regarding Council’s current process in having mulched green waste material processed and available for purchase by members of the public. The request comes after recent coverage in the media regarding green waste mulch being sold to members of the public by a South Australian rural Council, which was found to contain asbestos material.

The following processes and procedures are carried out by Mid Murray Council:

There are 2 main streams of green waste mulch generated within Council -

1. Mulch processed from waste transfer stations and landfill facility
2. Mulch processed from Council’s annual roadside tree trimming program (provided by Council staff and contractors)

- The public dispose of green waste at all Council transfer station facilities. At this point, gate operators inspect loads for contaminated material as they enter the facility.
- Contractors (and trucks above 5 tonne gvm) dispose of green waste directly to the Cambrai Landfill. Council staff undertake visual inspection at disposal and storage site.
- Further visual inspections are undertaken at the Cambrai landfill disposal site when green waste is conveyed from transfer stations and unloaded at the site. Green waste is “pushed up” to form a stock pile and contaminants removed and redirected to the appropriate waste stream area where required.
- Council engages the services of a contractor every 2 years to grind/mulch the green waste material. Mulching contractors, as part of their own WHS requirements and also as directed by Council, will inspect the material to ensure no contaminants are mixed with the material prior to being placed in the grinder for mulching.
- Because of the poor quality of mulch generated from the transfer stations and landfill (often contaminated with soil, plant seed, sharp & splintery timber, thorns and dust), the material is not used as mulch on Council parks and gardens. Instead, Council uses mulch obtained from its own annual roadside vegetation clearance program which is a far superior product.
- The majority of transfer station and landfill green waste mulch has been used as part of the Mannum landfill capping (2013) and recently the old Cambrai landfill capping (June 2017) as a requirement in the closure plans to incorporate a layer of organic mulch.
- Council occasionally receives enquiries from residents regarding purchase of transfer station mulch for home use. With large amounts available, but because of the poor quality of the material, it was felt that if residents did wish to acquire small quantities of the mulch, a fee should not be charged. Furthermore, because the product was of poor quality and not considered to be good quality mulch, anyone taking the material would firstly need to complete a Disclaimer Form. (Copy attached).

Refer Appendix 8.2.2
8.2 WASTE MANAGEMENT COORDINATOR’S REPORT CONT’D

8.2.3 Process for Purchase of Green Waste Mulch by Members of the Public (cont)

In the last 12 month period, approximately 5 tonne of mulched green waste material has been taken by members of the public. All of this material has come from the Walker Flat transfer station. No income was generated and the public were advised the material is of poor quality and required to complete a Disclaimer Form. No evidence of asbestos was found to be in the mulch.

At this time, no further mulch material generated from transfer station and landfill source are available to the public.

Mulch is currently only available upon request and subsequent approval, from material processed from Council’s roadside tree trimming program.

Note: At no time has asbestos material been detected by Council staff when inspecting green waste materials at Council waste transfer station facilities or Cambrai landfill facility. Contractors engaged to undertake the end processing of the material have not indicated any asbestos material when processing the green waste.

Recommendation
Moved __________________ Seconded ________________
that
(1) the report regarding Process For Purchase of Green Waste Mulch By Members Of The Public be received.

(2) Council continue the practice of not making transfer station and landfill mulch available to the public until such time as the material is deemed to be a contaminant free product and suitable for use as a garden mulch.
8.2 WASTE MANAGEMENT COORDINATOR’S REPORT CONT’D

8.2.4 Trial Southern Individual Waste Bin Collection Service – Assessment of Trial Collection Service

**Background**

The trial southern individual waste bin collection service (“collection service”) began on 24 October 2016 and is scheduled to run for a 12 month period, with completion being the end of October 2017. In the first weeks of the collection service Council received correspondence and feedback from residents for a variety of reasons. Comments and feedback received include:

- The collection service will not work for their area
- The collection service will work and should have been introduced sooner
- General enquiries regarding bins, bin placement and collection days
- Will a recycle service be included in the future
- One bin does not cater for large amounts of waste in busy periods
- Will Council attach a fee for service in the future

All enquiries and correspondence have been addressed and actioned with the same or similar response to maintain consistency and avoid confusion for ratepayers and residents.

While the weeks immediately following the implementation of the trial collection service resulted in several enquiries to Council for a variety of reasons as indicated above, Council is now receiving very few enquiries.

Council has received very good feedback from residents and Holiday Homes Associations regarding the collection service, with the feedback and comments assisting Council and the waste collection contractor to adjust minor issues and to provide a more efficient service.

**Discussion**

In response to queries from residents during the trial period, advice from Council staff has been that Council will assess how the collection service has performed at the end of the trial period and will consider if the individual waste bin collection service will continue as part of Council’s future waste management strategy.

Council will need to consider whether or not the individual waste bin collection service for rural and holiday home areas in the southern area is to continue beyond the 12 month trial period and become a regular part of the waste collection service.

Ideally, the decision to either continue the southern area collection service or cease the service (requiring reinstatement of bin banks) should be made prior to the scheduled completion date of the trial (October 2017) to enable an uninterrupted continuity of the existing collection service or alternatively, to allow time for bin banks to be reinstated if Council decides to cease the service.
8.2 WASTE MANAGEMENT COORDINATOR’S REPORT CONT’D

8.2.4 Trial Southern Individual Waste Bin Collection Service – Assessment of Trial Collection Service (cont)

**Conclusion**
Options for assessment of the collection service during the trial period can be undertaken in a number of ways. Options include:

1. Feedback received from customers during the trial period. This information is captured in Council’s records system. Feedback from the collection contractor, including any reduction in illegal dumping.
2. Survey. Mail out to all residents involved in the trial southern individual waste bin collection service.
3. Council website, Facebook and possibly second quarter rates notice.

Option 1 is a cost effective option requiring the collection and research of information already gathered, along with observations by Council staff and the collection contractor during the trial period, including environmental impacts, impact on illegal dumping and level of service.

Option 2 would require the mail out of approximately 2,000 letters and survey forms, asking residents if they prefer to continue the individual waste bin collection service or to cease the collection service and have bin banks reinstated. This option would have costs associated with administration, mail out of letters and survey forms and collating the information.

Option 3 would be a low cost option where residents would have the ability to indicate their preference via Council’s website or on Facebook. It may also be an option to include a mail out survey form with the second quarter rates notice which would capture properties not paying the full instalment from the first rates notice. Council would need to identify that this is for properties located in the trial collection area only.

If the collection service is to continue as a permanent service to manage rural and holiday home waste management requirements, Council will also need to decide whether a fee or service charge is to be introduced to recover cost for the service. If a service charge is introduced, previously obtained legal advice confirms Council would need to adhere to requirements of the Local Government Act 1999, as well as Council’s own Public Consultation Policy.

**Recommendation**
Moved __________________ Seconded __________________

(1) That the report regarding the Trial Southern Individual Waste Bin Collection Service - Assessment of Trial Collection Service be received.

(2) That the Waste Management Advisory Committee endorse Option 1 as detailed within the Trial Southern Individual Waste Bin Collection Service - Assessment of Trial Collection Service report

(3) That it be recommended to Council that Option 1 as detailed within the Trial Southern Individual Waste Bin Collection Service - Assessment of Trial Collection Service report, be adopted.

Neil Cook
Waste Management Coordinator