

ENVIRONMENT COMMITTEE MEETING

BUSINESS PAPER

TUESDAY 12 JULY 2011

Administrative Centre 30 Frances Street Randwick 2031
Telephone: 02 9399 0999 or
1300 722 542 (for Sydney metropolitan area)
Fax:02 9319 1510
general.manager@randwick.nsw.gov.au
www.randwick.nsw.gov.au



ENVIRONMENT COMMITTEE MEETING

Notice is hereby given that an Environment Committee Meeting of the Council of the City of Randwick will be held in the Council Chamber, Town Hall, 90 Avoca Street, Randwick, on Tuesday, 12 July 2011 at 6:00pm.

Committee Members: The Mayor (M Matson), Belleli, Hughes (Chairperson), Matthews, Smith, Tracey, White and Woodsmith (Deputy Chairperson).

Quorum: Five (5) members.

NOTE: At the extraordinary meeting held on 22 May 2007, the Council resolved that the Environment Committee be constituted as a committee with full delegation to determine matters on the agenda.

Apologies/Granting of Leave of Absences

Confirmation of the Minutes

Environment Committee Meeting – 12 April 2011

Declarations of Pecuniary and Non-Pecuniary Interests

Address of Committee by Members of the Public

Urgent Business

Greening Randwick Reports

Nil

Environment Reports

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Notice of Rescission Motions

Nil

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Sima Truvert
ACTING GENERAL MANAGER

Environment Report No. E5/11



Subject: Garage Sale Trail outcomes for the City of Randwick
Folder No: F2008/00383
Author: Richard Wilson, Ecological Footprint Project Officer

Introduction

The purpose of this report is to inform Council of Randwick's sustainability and community outcomes as a result of participation in the Garage Sale Trail, supported by Keep Australia Beautiful, on Sunday 10th April, 2011 (Mayoral Minute 3/11).

Issues

The Garage Sale Trail was created in 2010 as part of the Bondi Sizzle event in Waverley to engage the community in efforts to help promote recycling and sustainability outcomes.

The Garage Sale Trail is a unique event, delivering positive environmental, community and local economic outcomes in a way that is intended to be engaging and fun for residents and householders. The resulting partnership between participating Councils and the National Garage Sale Trail demonstrated a number of benefits including:

- Increasing awareness amongst residents about living sustainably
- Reducing waste going to landfill through the redistribution on unwanted items
- Enhancing community 'sense of place' and connectedness at a community level through encouraging people to get to know their neighbours
- Ability to engage with disparate community groups that wouldn't otherwise be aware of Council's sustainability initiatives
- Contributing to positive economic benefits
- Creating a localised creative communications campaign.

By using Google Maps, mobile phone technology and social media to share information, the Garage Sale Trail brought together communities all over Australia, not just online but more importantly enabling neighbours and communities to meet up in person at their garage sales.

Randwick City Council was one of 25 participating local councils across Australia, including neighbouring Waverley and Woollahra Councils. With 109 registered Garage Sales on the day, Randwick Council was in the top 5 for sales made by LGA.

Results from the post-event survey emailed to the 109 registered garage sales across Randwick also revealed:

- A total of 5,559 unwanted items were redistributed across the garage sales
- The top 5 categories of goods redistributed on the day included; electronic/ technological goods, kitchen, entertainment, home décor and fashion.
- \$304 was the average money made per garage sale, equating to \$33,070 in total of which 86 percent was spent locally
- An average of 59 shoppers attended each garage sale indicating a total of 6,431 shoppers
- 60 percent of participants used Facebook to promote their garage sale

- According to Media Monitors the broadcast and print reach for Randwick City Council and the Garage Sale Trail was 532,203 people
- 98 percent of participants said that they are likely to participate again next year.

Relationship to City Plan

The relationship with the City Plan is as follows:

Outcome 10: A Healthy Environment.

Direction 10(a): Council is leader in fostering environmentally sustainable practices.

Direction 10(d): Sustainable alternative waste technologies and environmentally sound collection systems are identified and implemented.

Direction 10(g): Greenhouse gas emissions are reduced.

Financial impact statement

The participation fee was \$10,000 per Council, funded by the 3-Council Ecological Footprint Program provided by the NSW Environmental Trust through its Urban Sustainability Program.

Conclusion

This unique initiative promotes sustainability outcomes in the redistribution of unwanted items, reducing waste through education and bringing communities and neighbours together.

Recommendation

That Council:

- receives and notes this report; and
- agrees to Randwick City Council's participation in this event in 2012.

Attachment/s:

Nil

Environment Report No. E6/11



Subject: 2011 E-waste Event Results
Folder No: F2008/00413
Author: Guada Lado, Waste & Sustainability Education Officer

Introduction

The purpose of this report is to inform Council of the outcome of the 2011 electronic waste (e-waste) drop-off service provided for residents and confirm Council's approach to managing this type of waste over the next 12 months.

Issues

Randwick City Council has facilitated annual e-waste collections (2007-2009) to provide residents with an opportunity to recycle their electronic waste instead of disposing or dumping it illegally, on nature strips etc.

Due to the high interest in previous services, the 2011 service was conducted over a two-week timeframe with residents able to drop off their items of electronic waste at Council's Perry Street Recycling Centre, from Monday 7 March to Saturday 19 March.

Thiess Services, the e-waste recycling contractor, delivered a 20ft shipping container to the site for residents to drop off their waste items. A second container was provided after the first container became full ahead of the two week collection period. Council staff supervised the drop-off and disposal of items into these containers.

A total of 10,956kg or 833 items of e-waste was collected for recycling during the two week period. Approximately 300 households took part in this year's collection

The most common types of e-waste items collected were televisions (47.37%), computer (CRT) monitors (14.5%) and computer hardware (12.91%).

Due to the seriousness of this type of waste material, the Australian Government has recently passed legislation supporting an industry led initiative to vastly improve the disposal and recycling of valuable metals and plastics from e-waste. Led by an industry collaboration known as the Product Stewardship Council, e-waste items starting in the first stage with televisions, computers and monitor screens will be specifically targeted for improved disposal and recycling.

While it is possible the industry collaboration may be able to establish collection processes for this priority e-waste material from as early as November 2011, the exact timing has not been agreed or advertised. With almost three quarters of e-waste material collected in Council's service comprising televisions, computers and monitor screens, Randwick will increase its e-waste collection frequency from every 12 months to every 6 months until advice is received as to how and when the industry collection program will operate.

Council's Waste and Cleansing Services will coordinate this 6-monthly e-waste drop-off service for Randwick residents.

Relationship to City Plan

The relationship with the City Plan is as follows:

E6/11

Outcome 10: A Healthy Environment.

Direction 10(a): Council is leader in fostering environmentally sustainable practices.

Direction 10(e): Our community is encouraged to implement waste minimisation strategies.

Financial impact statement

The cost of this event, \$8,339, including collection, processing and advertising was budgeted in the operating waste education budget for 2010-11. Further services will be managed through the Waste and Cleaning Services waste budget.

Conclusion

The e-waste drop-off service for residents is an important service in the lead up to industry organisations developing and implementing a range of e-waste collection services following the legislation passed recently by the Australian Government. Additional phase out timing for analogue television and changes to digital television adds further pressure to enabling better collection and recycling of televisions and computer equipment. The additional drop-off and recycling frequency for Randwick residents will ensure Council contributes to the better management and resource recovery of this type of e-waste.

Recommendation

That this report is received and noted.

Attachment/s:

1. Thiess Services Report - March 2011 E-waste Collection Results



Guada Lado
Waste and Sustainability Education Officer
Randwick City Council 
30 Frances St
Randwick NSW 2031

29th March 2011

E6/11

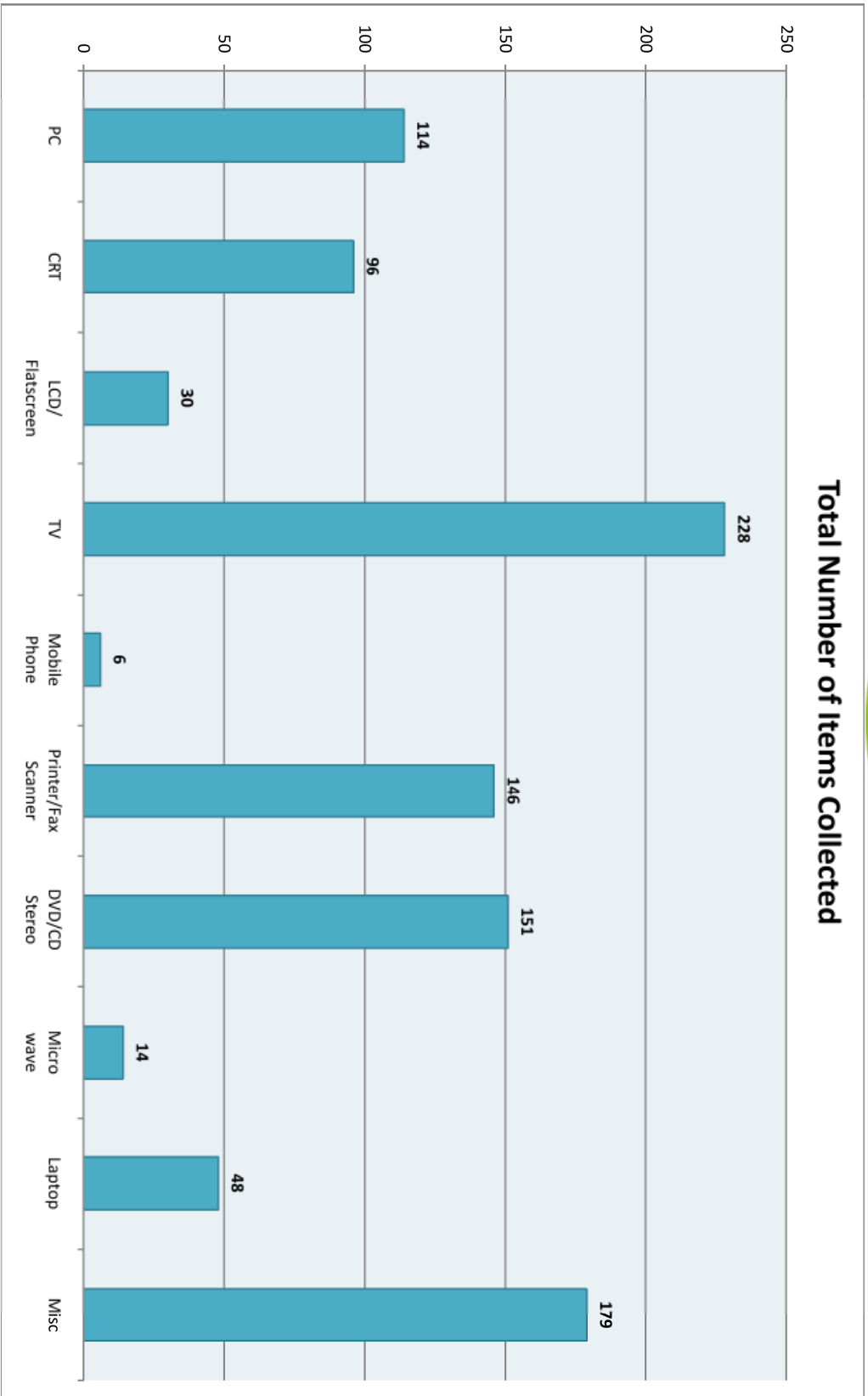
Results: Randwick E-waste Collection. March 2011

A total of 10,956kg and 833 items of e-waste were collected during the drop off period in March 2011 at the Randwick Council depot located at Matraville. With a guaranteed recycle rate of 95% this equates to 10,408kg to be recycled.

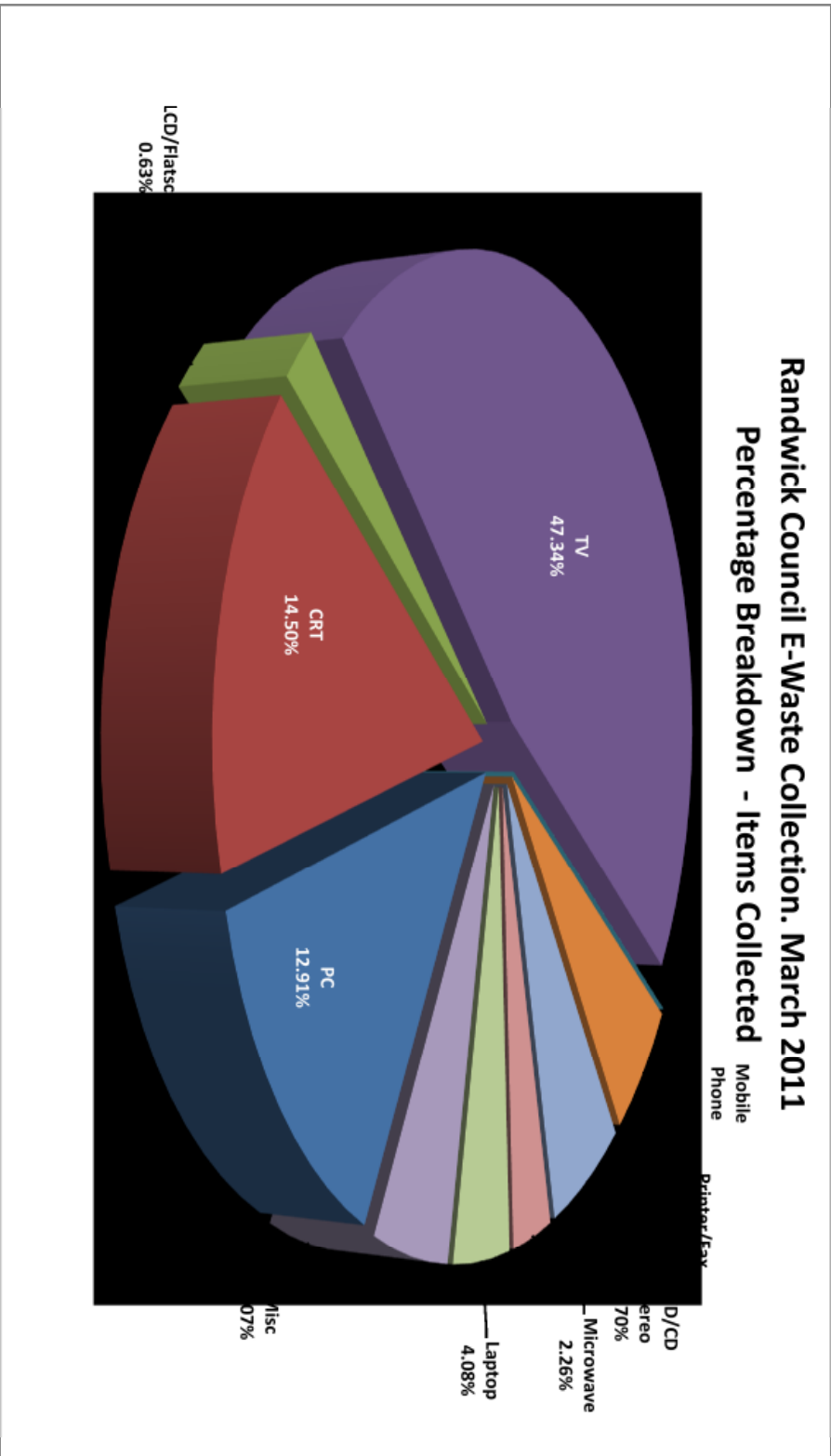
Recycling of redundant electronic equipment is an important environmental issue that responsible governments, councils, businesses, and individuals are each trying to address.

With over 70% of heavy metals in landfills coming from electronic waste, this is an excellent result for Randwick City Council. This stops heavy metals such as lead, phosphorous, mercury, selenium, cadmium along with other resources like ferrous metals, aluminium, brass and plastic that simply should not be buried in landfill.

Attached are the various breakdowns of the information gathered during the drop off period.



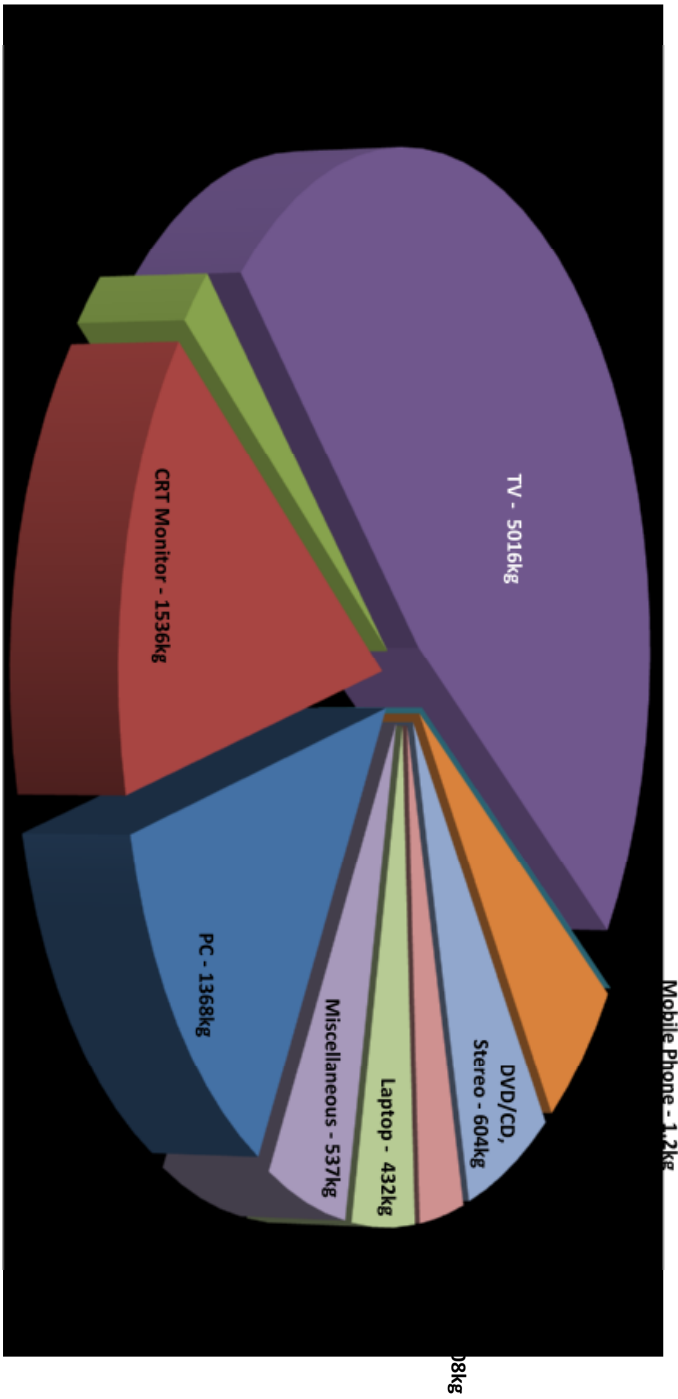
E6/11



Thiess Services e > recycling. Your Planet. Your Decision. e > recycle.



**Randwick Council E-Waste Collection. March 2011
Weight Breakdown - Items Collected.**



Thiess Services e > recycling. Your Planet. Your Decision. e > recycle.

E6/11



Thank you for the opportunity for Thiess Services e-Recycling to provide you with the service of collecting and recycling Randwick City Council's e-waste.

We look forward to working with you in the future.

If you have any questions in regards to the results and the relevant information, please do not hesitate in contacting Thiess Services e-Recycling.

Yours Faithfully,

A handwritten signature in black ink that reads "Stuart Luff".

Stuart Luff

e > recycling | Thiess Services Pty Ltd
6 Amsterdam Cct North Wyong NSW 2259
Phone: 02 43508090 | Fax: 02 4355 4431 | Mobile: 0419 554 331
Email: sluff@thiess-services.com.au
www.e-recycling.com.au 1300 662 394
Your Planet. Your Decision. e > recycle.

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Environment Report No. E7/11



Subject: Kerbside Recycling Contamination and 2011 Contamination Management Plan

Folder No: F2009/00119

Author: Guada Lado, Waste & Sustainability Education Officer

Introduction

The purpose of this report is to inform Council on efforts to minimise contamination issues in residential recycling bins.

Issues

Over the years, Randwick City Council has implemented a best practice three-bin waste collection system, which requires householder separation of co-mingled dry recyclables, garden organics (green waste) and general garbage and rubbish. All households are provided with a yellow-lidded recycling bin for the co-mingled recyclables. Non-recyclable material placed in the yellow-lidded recycling bins are considered as contamination and have financial and environmental implications including higher costs to Council and less diversion of waste from landfill.

In 2009-10, Council recycled approximately 14,000 tonnes of dry recyclables through the household recycling bins. This generates approximately \$70,000 in additional savings to Council.

However, each truckload of contamination (above 5 percent of non-recyclable material) requires Council to pay the full landfill disposal cost and results in properly recycled material to be disposed of in landfill.

The Council approved monitoring system enables drivers to view contamination in recycling bins via an in-vehicle monitor connected to a camera located in the hopper to observe bin contents as they are emptied. Through this system contamination issues can be identified as they occur. Data from these contamination incidents are followed up by strategic waste officers where applicable, in partnership with Council's waste and recycling contractor, SITA Environmental Services via a contamination management plan.

Council's Waste Education Officer sends educational letters to households reminding them of items which can be recycled. Currently between 700 and 800 letters are distributed each month.

Council's Waste Education Officer also works with Body Corporates, Strata Managers, Real Estate Agents and Housing NSW to reduce recycling bin contamination through the provision of resources such as bin stickers, signage, flyers, workshops and site visits.

Additional activities that are being done to improve recycling outcomes for Randwick include:

- School visits and recycling lessons
- Door knocks to residents and bin inspections
- Continuing distribution of canvas bags to residents in HNSW dwellings
- Targeted education campaigns and competitions

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It is expected that contamination will be reduced through consistent and ongoing education and implementation of Council's contamination management plan. Continuing education will focus on residents of multi-unit dwellings due to a transient population in these properties. Enhancements are also being made to the waste education program to improve recycling.

Relationship to City Plan

The relationship with the City Plan is as follows:

Outcome 10: A Healthy Environment.

Direction 10(a): Council is leader in fostering environmentally sustainable practices.

Direction 10(e): Our community is encouraged to implement waste minimisation strategies.

Financial impact statement

There is no direct financial impact for this matter as the efforts described remain a key activity of Council's Sustainability and Strategic Waste team and Waste Education officer.

Conclusion

Randwick City Council provides household recycling to residents but the contamination of recycling bins with non-recyclable materials has negative financial and environmental implications. Randwick City Council has in place a contamination management plan and conducts ongoing education to minimise contamination rates. As a result of this comprehensive contamination monitoring and education efforts, contamination is expected to be reduced.

Recommendation

That this report is received and noted.

Attachment/s:

1. WSN-SITA Environmental Services - Randwick City Council Recycling Contamination Management Plan - 2011



CONTAMINATION MANAGEMENT PLAN

RANDWICK CITY COUNCIL

E7/11



WSN Environmental Solutions

MAY 2010

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CONTAMINATION MANAGEMENT PLAN

Randwick City Council

1. Introduction

Purpose

The purpose of this Contamination Management Plan (CMP) is to provide a guide to effectively manage the contamination of waste streams for the collection service of Randwick City Council.

This plan has been prepared in accordance with the *Collection of Waste and Recyclables within the City of Randwick and Processing of Recyclables Collected from the City of Randwick Contract* (Contract) between Randwick City Council (RCC) and WSN Environmental Solutions (WSN), in particular Section 21 'Contamination Management'.

Objective

This Contamination Management Plan aims to provide an overview of the cause of contamination and the service of such bins, along with control measures, including educational activities, used to minimise the risks of contamination.

This Contamination Management Plan is to be made available to all contract personnel associated with the operation of RCC Collection contract and its contents discussed at all employee inductions. Associated contractors, Principal of contract and related suppliers shall have access to this plan, as well as other applicable WSN documents, procedures and SOP's. This plan will be reviewed annually or as required when submission for change are requested, Section 45.4 (b) & (c). Any changes will be communicated to all relevant parties and trained accordingly.

Site/Activity Description

The collection contract between RCC & WSN was awarded by RCC to WSN through a vigorous tender process. This particular contract has been awarded for 6.5 years with an extension option of 1 year.

This contract includes the kerbside collection of mixed solid waste & recyclables waste, Section 16.10 (a), including the wheel out / wheel back service and the processing of such. Side & Rear Loader vehicles are used to collect RCC waste and collection occurs 5 days per week (Monday to Friday), in accordance with clause 16 of the contract (Details outlining the operation and execution of clause 16 can be found in the Quality Management Plan for RCC)

Collection vehicles for RCC are fitted with a weighing and recording system (Weighmate) which is used to manage and control collections, contamination and data recording. Simply, the weighmate system allows for bins to be allocated to a property and for the weight of each bin lifted to be recorded in the system. The cameras fixed to the hopper of the collection vehicle also allow for drivers to monitor bin contamination and record it in the weighmate system. The use of this system allows for each bin to have a recorded weight and contamination history, and for each property to have a history of presentation, contamination and weight.

In addition to the above control measures fitted to each collection vehicle, all collection vehicles, including those for RCC Contract, are fitted with the following OH&S and Environmental features:

- Full colour camera and recording systems, fitted to both rear and side of vehicle, Section 23.1 (e) & (f)
- On board GPS tracking and guidance systems, Section 23.8 (a)
- Dual high/low mounted flashing beacons to increase safety and awareness for other road users, Section 23.1 (d)

- Low emissions / low noise level motors , Section 23.1 (d)

Collections vehicles are maintained under a maintenance schedule and each driver completes a daily check before the commencement of the shift, Section 23.11 (a-d). While WSN's main workshop for the entire collection fleet is located at Eastern Creek and supported by Chullora, RCC's collection fleet are serviced by a mobile mechanic team which is predominately based at Rockdale Transfer Station. All major services and repairs are undertaken at either the Chullora or Eastern Creek workshops or outsourced externally when needed.

RCC Collection fleet is predominately based at WSN's Rockdale Transfer Station, however from time to time may be based at various other WSN sites in accordance with Section 23.5 (a).

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2. Contamination Management Plan – Section 21.1

Section 21.1 (b) – Review of Contamination Plan

In accordance with the contract, WSN will submit a reviewed CMP to RCC 3 months prior to the anniversary date of the contract, for the following year's work.

Furthermore, in accordance with WSN operating procedure, this document will be reviewed throughout the year to ensure relevance and practicality to the services provided to RCC in accordance with the contract.

Section 21.1 (c) – Compliance with WSN's Policies & Procedures

All methodologies in relation to contamination comply with WSN Policy and Procedure and WSN Standard Operating Procedures (SOP's).

3. Contamination at the Collection point – Section 21.1 (d)

Section 21.1 (d) (i) – Bins exceeding 80kgs

Bins exceeding 80 kgs will not be serviced. The contamination management plan will be followed and residents will have the opportunity to rectify the contamination and/or excess waste. Once the relevant notification process has occurred, WSN will then return within 48 hours (excluding weekends) to empty the bin.

Section 21.1 (d) (ii) – Hopper Camera & Contamination stickers

All vehicles operating collection services for RCC will be fitted with a Hopper camera, which will be linked to an in-cab colour monitor. This camera will allow for drivers to view the contamination and the type of contamination as the bin is being emptied.

In instances where contamination is identified, each driver and truck is equipped with contamination stickers. These stickers will be completed and placed on the lid of the contaminated bin by the driver. The driver will record the contamination on their runsheet for further reporting and entry into the weighmate and Pivotal system by the office administration staff. WSN believes this step is vital in the education of residents and reduction of contamination .

A copy of a contamination sticker, a driver's runsheets and a photo of the hopper camera can be found in the Contamination Management Plan supplementary Information Folder.

Section 21.1 (d) (iii) – Visual Contamination Inspections

Each driver undertakes a visual inspection of each bin before collection. If contamination is visible on the top of the bin or if there is contaminated waste surrounding the bin and the contamination appears to be greater than 5%, the driver will not collect the bin. The driver will take a photo of the contamination, sticker the bin and record the contamination on the runsheet. Once the contamination is rectified by the resident, WSN will return within 48 hours to empty the bin.

However as agreed with RCC, if the contamination is less than 5% WSN will return with a garbage truck to collect the contaminated bin without the need for the resident to rectify the contamination.

Section 21.1 (d) (v) – Photographic Evidence

Photos of contamination taken through the weighmate hopper camera are recorded and stored. Archived records can be obtained if necessary.

Photos taken by a WSN digital camera are also stored on WSN's computer server.

4. WSN's Process for Contamination Management

In order to deliver an effective contamination management program, WSN is committed to providing and implementing the following process.

Each employee working on the RCC contract is trained in the correct contamination process and spot checks are performed by managing and supervising staff to ensure the process is implemented correctly in the field. Furthermore, if a part of the process seems to be lacking (eg, Sticking of Bins) toolboxes and additional training sessions are conducted to increase momentum and ensure continued compliance.

To ensure this process is relevant and practical within the field, regular reviews are conducted and changes are made when necessary. All changes made are reflected in the CMP.

The Contamination Management Process is a 6 step process, as outlined below:

Step 1: Identification

Contamination can be identified by the following methods:

- *Visual Inspections* – Drivers visually inspect each bin before collection for visible signs of contamination. Visible signs may include rubbish on top of or surround the bin, or protruding from the bin.
- *Hopper Camera* - By viewing the in-cabin colour monitor which is linked to a camera in the hopper of the truck, drivers are able to see the contents of each bin which is collected.

Step 2: Recording

Drivers are required to record the contamination in 3 places:

- *Bin Sticker* – Drivers are to complete a contamination sticker and place it on the lid of the contaminated bin. This sticker will reiterate to the resident what is considered contamination and the importance of reducing contamination.
- *Runsheets* – Each contamination is to be recorded on the driver runsheet. The contamination sticker has a detachable slip which can be stuck onto the runsheet.
- *WCTS* – If the bin has not yet been collected, the address can be flagged in the system as having a contaminated bin. This address will then be recorded in the system for future reporting.
- *WCTS* – If the bin has been collected and the contaminated was identified throughout the collection service, the driver can request to record the last hopper picture taken. This will record against the resident's address and upload into the system for future reports.

Additionally, the administration staff within WSN are also required to record contamination in the following:

- *Pivotal* – Addresses containing contaminated bins are recorded in the pivotal system which is used by WSN and RCC as a customer relationship management system (CRM).

RCC staff are able to run contaminated reports through Pivotal at any time and WSN also provide a summary of the number of contaminated bins in their monthly reporting.

An example of the bin contamination sticker, a driver's runsheet with recorded contamination and an example of the WCTS system can all be found in the CMP supplementary information folder.

Step 3: Resident Notification

WSN believes the most effective means to increase resident awareness is by employing a simple notification program. This increases the level of understanding for residents whilst educating them

on the correct utilisation of the recycling program, including types of products and ways to reduce contamination levels.

RCC residents are notified of contaminated issues via the contamination sticker placed on the lid of their bin and by a letter sent to the resident by RCC. Further, the resident is able to obtain further information packages on recycling and acceptable products via the RCC website or Council directly.

Step 4: Council Notification

Access to the WCTS has been provided to RCC which allows daily or weekly reports to be generated. These reports can also be exported and utilised as a mail merge for follow-up letters if required.

In addition, RCC are also able to access the contamination reports available in the Pivotal system. Reports ran from this system are also able to be exported to excel.

Step 5: Non-Collection of Contaminated MGB's

WSN will not collect a bin if it exceeds the maximum bin weight (80kgs), or if it contains more than 5% contamination. This is in accordance with the WSN's Management of Contamination in Recyclable and Greenwaste loads SOP and in accordance with the contract.

Where contamination occurs that is greater than 5% (and the above procedure has been followed) it is the responsibility of the resident to remove the contamination from the bin and notify RCC that the bin is ready for re-collection. From the day of notification, WSN has 48 hours (excluding weekends) to return to the bin for collection.

For instances where the contamination of the recycling bin is less than 5%, WSN will service the bin utilising a garbage truck. However, for contamination of the garbage bin (such as building waste or hazardous waste) these bins are unable to be serviced until contamination is removed.

Residents with contaminated loads will be monitored by WSN to ensure future loads conform to the collection service specification and ensure the educational awareness is successful in reducing contamination levels. Further consideration may be required in some circumstances where residents fail to alter behaviour and this may result in termination of service to that property (at RCC's discretion).

Step 6: Repeated Contamination & Rejected Service

All contamination incidents will be recorded in the Pivotal system against the property address. Reports can be run to show the number of incidents attached to each property. This will assist in the identification of repeat offenders.

In the case of repeat offenders, WSN will work with Council to advise these residents of the contamination issue by sending a formal notice in the mail, which will include educational information on ways to reduce/eliminate contamination in the waste stream and support information about the importance of placing out clean recyclable material for collection.

In some circumstances, it may be necessary to hold or cease service to a particular re-occurring property, particularly if the resident shows no signs of rectifying the behaviour.

In this instance, WSN will work with Council to issue a formal notice and a plan to re-educate the resident in the correct use of the recycling bin with the ultimate view to restore the service.

WSN reiterates the need for education; the formal notice will include educational material to aid the resident in identifying contamination.

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