



NOTICE OF MEETING

NOTICE IS HEREBY GIVEN that of a meeting of **Waste Advisory Committee** will be held:

DATE: Wednesday 18 September, 2013

TIME: From 8:30am to 10:30am

PLACE: Councillors Room, Town Hall, 1 Belgrave Street, Manly

COMMITTEE MEMBERS:

Councillors

Cllr Barbara Aird
Cllr Cathy Griffin

Manly Council
Manly Council

Other Representatives

Ms Michella Burges
Ms Keelah Kam
Mr Dave Thomas
Ms Angelika Treichler
Ms Stacey Randell
Ms Silke Stuckenbrock

Community Member
Community Member
Community Member
Community Member
Manly Chamber of Commerce
Community Member

Council Staff

Sarah O'Brien
Emma Lynch
Natasha Schultz
Ed McPeake
Stephen Clements

Waste Education Officer
Senior Waste Officer
Manager Environmental Operations
Manager Environmental Programs
Deputy General Manager Landuse & Sustainability

All other Councillors are free to attend as observers and are invited to do so and to engage in discussions, but not in voting, on any matter before the Committee.

Stephen Clements


Deputy General Manager Landuse & Sustainability

Date: 12/9/13





MINUTES OF MEETING
WASTE ADVISORY COMMITTEE
HELD WEDNESDAY 7 AUGUST 2013

Note: All minutes are subject to confirmation at a subsequent Council or Planning and Strategy Committee meeting

PRESENT:

Councillors

Clr Barbara Aird
Clr Cathy Griffin

Manly Council (Chair)
Manly Council

Other Representatives

Stacey Randell
Michella Burgers

Manly Chamber of Commerce
Community Member

Council Staff

Sarah O'Brien
Natasha Schultz

Waste Education Officer
Manager of Waste and Cleansing

TO THE MAYOR AND COUNCILLORS OF THE COUNCIL

The Waste Committee met on 7 August 2013, to consider the matters referred to it and now reports having reached the decisions taken and recommendations stated here under:

OPEN The Meeting Commenced at 8:38am

ITEM 1 APOLOGIES AND LEAVE OF ABSENCE

Clr Jean Hay AM, Mayor
Silke Stuckenbrock, Community Member
Keelah Lam, Community Member
David Thomas, Community Member

ACTION

ITEM 2 DECLARATION OF INTEREST

Nil

ITEM 3 CONFIRMATION OF MINUTES

Confirmation of the minutes of the Waste Advisory Committee meeting on 26 June 2013. Moved by Clr Aird. Seconded by Clr Griffin.

**ITEM 4 REPORT: Waste Collection Service Review presented by
Natasha Schultz – Manager of Waste and Cleansing**

Council at its Ordinary Meeting on the 13th May 2013 resolved in part to defer the implementation of proposed changes to the collection service to allow for additional information to be compiled in a report and referred to the Waste Committee.

Council staff presented the draft report for review by the Committee.

Recommendation:

The Committee recommended to the General Manager that:

1. Council continues with the current system for the collection of vegetation and recycling, including extras.
2. Council changes the format from the two (2) scheduled general clean up collections per annum to two (2) on call general clean up collections per annum, effective from 1 January 2014.
3. Council continues to offer a pre-paid service to residents for the collection of additional vegetation and general clean up items.
4. The Precinct Committees be consulted on any proposed changes to the current waste service.
5. Correspondence is forwarded to residents advising Council's decision.

GM

**ITEM 9 General Business Brought to the Attention of the Chair Prior
to the Meeting and Approved for Consideration**

Recommendation:

The Committee recommended to the General Manager that:

Staff prepare a report which explores recycling options for large common household items.

GM

ITEM 10 NEXT MEETING DATE:

Date: 18 September 2013

Time: 8:30am

Venue: Council Chambers

Meeting closed at 9:47am



TO: Waste Advisory Committee

MEETING DATE: 18 September 2013

AUTHOR: Emma Lynch, Senior Waste Officer

SUBJECT: **Business Sustainability Initiative with the Manly Chamber of Commerce**

1. INTRODUCTION

Stacey Randell from the Manly Chamber of Commerce provided a draft sustainable business program 'ideas' document for the Committee's consideration, which is attached to this report.

The Committee requested that Council staff provide information on Council's current and previous business waste and sustainability education programs, including the Starfish Program and SeaChange.

2. INFORMATION

Scores on Doors Program (has replaced Starfish Program)

Tamara Rooker, Manly Council's Environmental Health Officer has provided the following information:

The Scores on Doors Program is a state-wide initiative from the Food Authority which allows local governments to rate food businesses based on their risk score which is displayed as either a 3, 4 or 5 star rating. This is the current program in place which supersedes the Starfish Program. The basic design of the star rating certificate has been developed by the Food Authority, however Manly Council has opted to include a Sustainability Grade and Heart Foundation (Trans Fat) Grade which is placed on the certificate if the business is found to meet these criterion. An example of this certificate is attached.

The Sustainability Grade is rated by four criteria:

- Waste Reduction – reuse
- Energy & Water Conservation
- Sustainability Purchasing
- Recycling Practices

When Council's Environmental Health Officers inspect food businesses, a decision is made whether to give them a sustainability grade based on their business practices. Generally all

businesses are recycling, however if they are able to satisfy at least three out of the four criteria they will be granted the sustainability grade which will be placed on their certificate. Key business practices looked for are:

- Purchase of fair trade products
- Installation of energy and water efficient fittings within the premises
- Presence of extra recycling initiatives such as returning milk bottles, wax cardboard, etc.

Tamara commented that the objectives for each of the criteria may need to be more defined as there is currently no formal policy or procedure regarding this. There is a mixed reaction from businesses in regards to the sustainability grade. Some food businesses are passionate about attaining their sustainability grade each inspection, however this isn't the case for the majority.

Sea Change for Sustainable Tourism in Manly

In 2006, Manly Council was awarded a NSW Environmental Trust Grant for the 'Sea Change for Sustainable Tourism in Manly'. Ed McPeake will provide the Committee with a verbal report on this program.

Responsible Cafes Program

Council has contacted Justin Bonsey from 'Responsible Runners' regarding the 'Responsible Café's' initiative. Justin provided the following information:

Great to hear from you. We would be very excited to work with Manly Council in particular because of all the fantastic work you do towards sustainability, including the EcoBag and similar initiatives. We are trying to work with Waverley Council to do the same here.

The Responsible Cafes idea is simple: cafes give a small discount to customers who bring in their own cups for takeaway coffee to reduce waste and litter and help foster a culture of reuse. In association with many environmental organisations across the country, including Take 3, the Two Hands Project, Tangaroa Blue, Transition Bondi, Positive Change for Marine Life, and NUSEC, we provide a vintage-style poster (in A3, A4, or A5 sizes), a small sticker for storefront display, and an information sheet on the benefits of the program. While we are happy to provide all materials for free, we welcome contributions to help us reach more cafes across Australia.

As you may know, 1 billion takeaway cups and lids are landfilled or littered each year in Australia and, contrary to popular belief, they are not recyclable and only rarely composted, as the only industrial composting facility that handle compostable cups/lids is in South Australia. So by passing on the cost of a cup and lid to customers, saving money and reducing waste at the same time, this not only incentivises customers to do the right thing but increases awareness of the issues surrounding single-use waste and begins to nurture a culture of reuse. While many cafes are opting for a 30-50c discount (one in Perth CBD is giving \$1!), the amount of the discount is totally up to the individual cafe - there is a space on the poster for it to be written in.

We ask cafes to provide a photo (including the poster and/or a reusable takeaway cup), their logo, and a sentence on the cafe so we can publicise their commitment to reducing waste

via our website and social media - which together reach around 50,000 people per week. Many cafes promote their effort through their own networks as well.

At the moment, Foundry Fifty-Three is the only cafe in Manly on board as we are getting many requests from across the country and have not had time to approach more. We would love to work with you to help get word out.

The program is operated by Responsible Runners, a not-for-profit organisation formed last year to combat the growing rubbish problem on our beaches and in our communities. Integrating running and weekly beach cleanups to prevent marine debris, build stronger communities, and empower positive change to reduce waste, we have been working hard over the last 8 months to galvanise the community to pick up the the beach and streets and reduce waste in their daily consumer decisions. One of our groups has been running weekly in Manly and, once back from winter hiatus, will resume from September/October.

Thanks so much and I look forward to hearing your thoughts. I am also available by mobile should you wish to discuss it in more detail. Cheers,

Justin

A copy of the information sheet and poster has been attached to this report. Justin has advised that the Manly Council logo could be placed on the poster.

Bin Trim

The NSW EPA has recently launched a waste reduction program for businesses called Bin Trim. Details of the program can be found at <http://www.epa.nsw.gov.au/bintrim/>. This website also links to other online resources available to businesses such as the Sustainability Advantage and Energy Saver programs.

Be Straw Free

The Committee has previously requested that Council staff develop a “Be Straw Free” campaign and that staff liaise with the Chamber of Commerce to design this strategy.

RECOMMENDATION:

That the Committee notes the information above and that the matter is discussed at the next Waste Advisory Committee Meeting.

Emma Lynch

Senior Waste Officer

Waste Committee

11 September 2013

Organisational Procedures

- Send staff introduction email
- Organise an internal sustainability workshop or training session
- Ensure your organisation is committed to annually reviewing improving sustainability actions

Hospitality Specific Actions

- Sign up for the "Be Straw Free" campaign
- Do not provide any single-use plastic bags for customers
- Give discounts to customers who provide their own cups and takeaway food containers
- Focus on sustainably and locally grown/raised produce
- Use only Fair Trade, organic coffees and teas
- Sign up for Oz Harvest

Energy Efficiency

- Switch to Green Power
- Only purchase minimum 4 ENERGY STAR rated appliances
- Ensure that only 24 hour appliances are left on and others are switched off when not in use
- Improve lighting efficiency
- Always switch off lights when not in use
- Install motion, infra-red or photocell sensors
- Place "Switch Off" stickers in suitable locations and on appliances
- Switch off lights when there is sufficient daylight
- Ensure cleaning company turns off lights when finished
- Install energy efficient light-bulbs in all exterior light fittings
- Switch off air conditioners at the end of the day, on weekends and holidays
- Service air conditioners every 12 months

- Ensure all windows and doors are closed when the air conditioning and/or heating are on
- Install double glazed windows
- Reduce the effect of sunlight affecting office temperatures by installing blinds or shades
- Install effective draught-proofing
- Switch off printers / photocopiers when not in use
- Unplug all mobile phone chargers when not in use
- Set up daily/holiday shutdown checklist

Waste Reduction and Recycling

- Set up electronic billing
- Pay your bills online
- Only purchase recycled / sustainably sourced paper
- Set up paper recycling collection bins next to Multi Function Centers / printers / photocopiers / desks
- Recycle paper files that are no longer required
- Use paper that has only been printed on one side as notepaper
- Encourage staff to recycle all paper / cardboard based waste
- Subscribe to electronic versions of newspapers, magazines and other publications and eliminate multiple subscriptions to the same publications
- Refill or recycle printer cartridges
- Set photocopier to make double sided copies
- Check and repair leaky taps
- Purchase sustainably sourced or recycled unbleached toilet paper
- Install AAA-rated dual flush toilets
- Only purchase 100% bio-degradable plastic bags and bin liners
- Recycle redundant mobile phones
- Request a recycling bin from body corporate, council or recycling

provider

- Undertake waste assessment and identify areas for improvement
- Recycle All Compact Fluorescent Light (CFL) Tubes/Globes
- Only source environmentally preferable stationery items
- Provide clear recycling Information for staff
- Ensure all restroom soaps used are 100% biodegradable

Transportation and Travel

- Set up an in-house car pooling system
- Encourage teleconferencing
- Allow eligible staff to work from home
- Encourage staff to walk, use public transport or cycle to work
- Provide subsidies for public transport
- Ensure that there are sufficient secure and safe parking spaces for cyclists

Supply Chain Sustainability

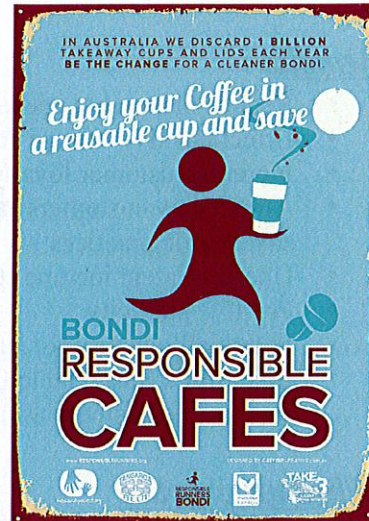
- Encourage your supply chain to adopt sustainability practices
- Review environmental preferability of purchase list and Train Purchasing Manager to focus on recyclable and environmentally preferable products and to buy in bulk
- Ensure the manufacturer of the products you purchase offers a take back service
- Only purchase non-toxic furniture
- Purchase second hand or environmentally sustainable furniture / office equipment
- Only purchase rechargeable batteries

General Environmental Issues

- Ensure your cleaning company only uses environmentally preferable products
- Add living plants to offices with a focus on natives
- Participate in environmental days/events
- Make an annual donation to a suitable environmental organisation
- Donate unwanted furniture, packaging, scrap materials, laptops, appliances etc. to suitable charity.

RESPONSIBLE CAFES PROGRAM

Approximately 1 BILLION takeaway coffee cups and lids are landfilled or littered each year in Australia. The *Responsible Cafes Program* aims, by incentivising the use of reusable coffee cups, to reduce the number of discarded takeaway coffee cups and lids at cafes across Australia, while building a stronger connection between cafes and their customers and uncovering the potential latent economic benefits of more sustainable business practices.



The challenge with takeaway

Despite popular belief, takeaway coffee cups and lids are not recyclable and rarely composted as they are lined with either plastic or poly lactic acid (PLA), a “bioplastic” which combines genetically-modified corn starch with plastic polymers. Even the popular BioCups, themselves lined with PLA, only break down in industrial composting facilities unavailable outside South Australia. Once in landfill, they are there to stay. Worse still, many of them end up in the ocean, where they photodegrade over time into smaller and smaller pieces which marine life mistake for food, disrupting the ocean food chain. In addition are the detrimental health effects: phthalates and bisphenol-A – carcinogens with adverse effects on the adrenal, endocrine, reproductive and other bodily systems – leach from the plastic lining into the hot beverage, and are then unknowingly consumed by customers.

Working towards a solution: incentivise reuse

In recent months, a growing number of cafes around Australia are realising the advantages of adopting more sustainable business practices, reflecting a groundswell of popular support, changing council policies, and latent economic benefits. By offering a modest discount (usually between 30c and 50c) to customers who bring in their own takeaway coffee cup, cafes save on the cost of disposable packaging and washing up, reduce waste, incentivise customers to make better decisions for the planet, and capitalise on the many latent economic benefits, such as **increasing customer loyalty**, **attracting new customers** eager to take advantage of the discount and support sustainable practices, and **uncovering a new income stream** by selling reusable cups, many of which are sold at a 60-80% markup. Should you decide to source these, we can get you a discounted wholesale price on attractive, high-quality stainless steel no-spill travel cups through a special agreement with Cheeki Stainless Steel.

How it works

- Cafes offer a modest discount to customers who order a coffee or tea in a reusable takeaway cup

Benefits

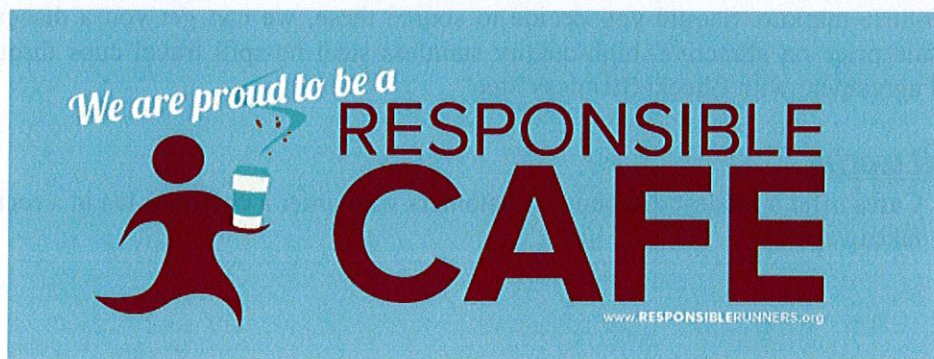
- Reduce disposable packaging waste, landfill, and litter
- Effect positive change and encourage culture of reuse
- Increase customer loyalty and broaden regular customer base
- Attract new customers eager to take advantage of discount and support sustainable practices
- Uncover latent income stream by selling reusable takeaway cups
- Positive publicity
- Potentially qualify for sustainability award programs such as Keep Australia Beautiful's Sustainable Cities and Tidy Towns programs, or Waverley Council's sustainable business award

What we provide

- Attractive vintage-style poster – with space to write in the appropriate discount (available in A3, A4 or A5 sizes)
- Small Responsible Cafes sticker for storefront display available only to participating cafes
- One-page information sheet with the facts on takeaway cups and the benefits of incentivising reuse
- Positive publicity through listing on Responsible Cafes website and social media
- Optional briefing of staff on program benefits

Who we are

The Responsible Cafes Program – in association with Take 3, the Two Hands Project, Tangaroa Blue, the Australian Marine Debris Initiative, and Transition Bondi – is run by Responsible Runners, a community clean beach initiative which integrates running/walking with weekly beach cleanups to reduce marine debris, build stronger communities, and effect positive change to reduce single-use waste. We also lobby the government to pass strong anti-waste legislation. Over the last 8 months, we have picked up over 4 tonnes of waste and 100,000 pieces of litter from Bondi Beach alone, including over 40,000 cigarette butts and 24,000 recyclable drink containers, disposable plastic straws, cutlery, bottle caps, and coffee cups. We now have groups running weekly in 8 locations across Australia, with 13 ambassadors and nearly 200 volunteers. While we do not charge for resources or materials, we welcome donations to help us continue outreach, sustainability, and community empowerment activities.



IN AUSTRALIA WE DISCARD 1 BILLION
TAKEAWAY CUPS AND LIDS EACH YEAR
BE THE CHANGE FOR A CLEANER WORLD.

*Enjoy your Coffee in
a reusable cup and save*



RESPONSIBLE CAFES

www.RESPONSIBLERUNNERS.org

DESIGNED BY CATFISHCREATIVE.com.au



twohandsproject.org





Food
Regulation
Partnership



NSW Food Authority
safer food, clearer choices

Scores on doors

Food Safety Result



EXCELLENT



EXCELLENT



VERY GOOD



GOOD

Fish Cafe - Stockland Village

197-215 Condamine Street, Balgowlah

Inspection date 21/02/2013 Expiry date 21/08/2013

Authorised By  Position Deputy General Manager



Saturated
& Trans Fats
Reduction
Initiatives



green
up
your life
sustainable business

© NSW Food Authority

The grading presented on the scorecard of this premises is a rating based on a food safety assessment carried out by an authorised officer of Manly Council on the date indicated. The grading is given in good faith but is intended as a general guide only. You should not rely solely on the general nature of the rating. The council makes no representation, gives no warranty and will not be liable for any negligent act or omission in connection with the rating, the condition of the premises, the quality of food or food safety standards of the food business on the date indicated or at any time in the future. For information about the Manly Food Safety Awareness Program, visit our website www.manly.nsw.gov.au. This certificate of inspection is the property of Manly Council and must be returned upon request.