



NOTICE OF MEETING

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

DATE: Wednesday 26 June, 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 Burgers
Ms Keelah Lam
Mr Dave Thomas
Ms Angelika Treichler
Ms Stacey Randell
Silke Stuckenbrock

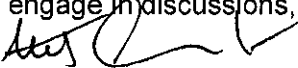
Community Member
Community Member
Community Member
Community Member
Community Member
Community Member

Council Staff

Emma Lynch
Sarah O'Brien
Natasha Shultz
Stephen Clements

Senior Waste Officer
Waste Education Officer
Manager Waste and Cleansing
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:



**MEETING TO BE HELD ON WEDNESDAY 26 JUNE, 2013 AT 8:30AM
COUNCILLORS ROOM, TOWNHALL, 1 BELGRAVE STREET, MANLY**

- Agenda Waste Advisory Committee 26 June 2013



MINUTES OF MEETING
WASTE ADVISORY COMMITTEE
HELD WEDNESDAY 15 MAY 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

Angelica Treichler
David Thomas
Stacey Randell
Silke Stuckenbrock

Community Member
Community Member
Manly Chamber of Commerce
Observer

Council Staff

Emma Lynch
Sarah O'Brien
Natasha Schultz

Senior Waste Officer
Waste Education Officer
Manager of Waste and Cleansing

TO THE MAYOR AND COUNCILLORS OF THE COUNCIL

The Waste Committee met on 15 May 2013, to consider the matters referred to it and now reports having reached the decisions taken and recommendations stated hereunder:

OPEN	The Meeting Commenced at 8:30am	
ITEM 1	APOLOGIES AND LEAVE OF ABSENCE Clr Jean Hay AM, Mayor Keelah Lam, Community Member Michella Burgers, Community Member	ACTION
ITEM 2	DECLARATION OF INTEREST Nil	
ITEM 3	CONFIRMATION OF MINUTES Angelica Treichler requested that the minutes of the meeting of 10 April 2013 be amended to include her apology. With this amendment the minutes were confirmed by the Committee.	

ITEM 4 MATTERS ARISING**Committee Membership Request**

The Committee requested that Silke Stuckenbrock become a member of the Waste Advisory Committee. Silke is a co-founder of the two hands project, which has inspired thousands of litter clean up actions worldwide. Currently, the Waste Advisory Committee Terms of Reference state that the Committee shall consist of 5 Community Members. It is requested that Ms Stuckenbrock be included as currently the Committee only has 4 community members.

Recommendation:

The Committee recommends that:

The Terms of Reference of the Waste Advisory Committee be amended to allow for six community members. That Council endorse the Committees request to allow Silke Stuckenbrock to join the Waste Advisory Committee.

Response Received from Container Deposit Legislation Letter

Council received a response from the letter and community petition supporting the introduction of container deposit legislation sent to the NSW Premier and to the NSW Minister for the Environment. The letter stated that the NSW Government remains open to all the options being considered so long as they are demonstrated to be cost effective and generate a benefit to the community without significantly increasing the already rising cost of living.

Recommendation:

That Committee recommends that:

1. Council staff send a letter to the NSW Premier and NSW Minister for the Environment which includes:
 - Photographs of beach litter
 - Cost to Council of litter clean up including the beach rake
 - The Committee's dissatisfaction with introduction of a national bin network as a solution to beverage container litter
2. The Committee requested that every time a letter is received (responding to a letter sent from Council campaigning for container deposit legislation) that another letter is sent out restating Council's strongest support for the introduction of a container deposit scheme.

Update on Reusable Nappies at Childcare Centres

Council staff have contacted staff at Sutherland Shire Council to request information on their reusable nappy scheme using the Lavendira company and are awaiting a response.

Recommendation:

The Committee recommends that:

1. The request for information is followed up and that sustainability education / information about re-usable

IBM**Secretariat**

nappies is provided in our childcare centres and the new baby health centre at Stockland Balgowlah.

Update on Waste and Recycling Planning for Manly Food, Wine & Sustainability Festival

ACTION

Staff provided an update on the preparations for the festival. Compostable plates and cutlery are to be used and the wine glasses are recyclable. The Committee requested that:

- the Events team consider the introduction of a deposit system for the wine glasses used at this event, with a deposit of a dollar as an incentive to return the glasses;
- if a deposit system is implemented that the Two Hands Project be involved in its implementation;
- clearly labelled bin stations be placed at the festival exits to enable patrons to dispose of wine glasses appropriately before leaving the festival site (if they do not wish to keep them); and
- a member of the Events team be invited to the next Waste Advisory Committee meeting to discuss waste minimisation initiatives at all of Council's events.

Recommendation:

The Committee recommends that:

1. Council staff contact the Events team regarding the possible implementation of a deposit system at the Food, Wine & Sustainability Festival
2. A member of the Events team is invited to the next Waste Advisory Committee.

ITEM 5 REPORT – LitterGuards Summer 2012-13 Evaluation

Due to time constraints, the Committee requested that this report is presented at the next Waste Advisory Committee Meeting.

Recommendation:

The Committee recommends that:

The report be placed on the Agenda for the Waste Advisory Committee Meeting held on the 26 June.

ITEM 6 REPORT: Development Conditions for Waste Management, Commercial Premises (Verbal Report, Natasha Schultz, Manager Waste and Cleansing)

An explanation of the waste conditions applied to commercial premises in the Manly LGA was provided to the Committee. Currently conditions are placed on commercial premises to ensure appropriate waste management at all stages of development, i.e. demolition, construction and ongoing operation, including demonstration of adequate bin storage and presentation areas. These conditions are currently being reviewed and will be discussed at the next meeting. The Committee expressed a strong desire for inclusion of waste minimisation conditions to encourage businesses to use alternatives to single use plastic bags and packaging. It was noted that the Zero Waste Policy requires review prior to reporting to and adoption by Council, this policy will provide

guidance for waste minimisation development conditions.

Recommendation:

The Committee recommends that:

1. Council staff investigate the conditions re banning the use of polystyrene packaging applied by Waverly Council.

ITEM 7 General Business brought to the Attention of the Chair Prior to the Meeting and Approved for Consideration

Smoke Free Zone Signage

The Chair noted that the smoke free zone / no smoking stickers on the stairs at the Manly Ocean Beachfront had been removed. The Committee discussed the importance of effectively communicating to visitors the status of Manly beaches as no smoking zones. Waverly Council has put large 'no smoking on the beach' stencils on the Bondi Beach promenade. The Chair also expressed concern that the 'Enjoy Manly' educational pop-up banners had not been put out on the beach recently.

Recommendation:

The Committee recommended that:

1. Council staff replace the no smoking stickers on the Manly Ocean Beachfront.
2. Council staff investigate the stencil signage implemented at Bondi and bring the findings back to the Waste Committee for review.
3. Council staff request that the 'Enjoy Manly' pop-up banners continue to be put out on Manly Ocean Beach by Council's lifeguards in accordance with council's resolution.

Proposed Changes to Waste and Recycling Collection

The Committee discussed the proposed changes to Council's waste and recycling collection. The different demands on the vegetation recycling service throughout the LGA was discussed and it was noted that all residents pay the same for their waste disposal regardless of the amount of vegetation presented for collection. The idea of creating a separate invoice in the rates notice, exclusively for the existing domestic waste charge was raised. It was suggested that this could increase resident's understanding of the costs of waste disposal.

Recommendation:

The Committee recommends that:

1. A comprehensive report is presented to the Waste Advisory Committee re the proposed changes to Manly Council's collection of waste and recycling in accordance with the terms of Council's resolution.

Be Straw Free Project

The Committee discussed the 'be straw free' resolution of Council. The Committee requested that a copy of the letter drafted by

Council staff is tabled at the next Waste Advisory Committee Meeting for review. The Committee was keen for Stacey Randell to work with local businesses to promote the 'be straw free' initiative and perhaps work with some local hotels as part of a pilot trial.

Recommendation:

The Committee recommends that:

1. Council staff provides a copy of the 'be straw free' letter at the next Waste Advisory Committee Meeting.

ITEM 8 NEXT MEETING DATE:

Date: 26 June 2013

Time: 8:30am

Venue: Council Chambers

Meeting closed at 10:30am



TO: Waste Advisory Committee

MEETING DATE: 26 June 2013

AUTHOR: Emma Lynch, Senior Waste Officer

SUBJECT: **Waste Management at Events in Manly LGA**

1. INTRODUCTION

Manly Council strives to minimise waste generated at special events held within the local government area (LGA), both those run by Council and privately run events. This report will outline the waste avoidance requirements currently in place for special events in Manly. The outcomes of waste management at the 2013 Manly Food, Wine & Sustainability Festival will also be discussed.

2. INFORMATION

Waste Minimisation at Manly Council Events

Manly Council invests considerable time and effort to avoid waste generated at all events that it holds. Council's showcase waste minimisation event is the annual Manly Food Wine & Sustainability Festival. The festival promotes the slogan 'Great Taste Less Waste.' This year the NSW Government's 'Love Food Hate Waste' program was also promoted to compliment the temporary edible garden that was built on Manly Corso. Visitors to the edible garden were encouraged to complete a 'Love Food Hate Waste' quiz to receive a reusable bag. Numerous quizzes were completed, providing an excellent opportunity to provide waste education to our community.

Organic seeds were also a popular giveaway; these are an excellent incentive for residents to start growing their own herbs, enabling them to reduce food waste. The ex Masterchef contestant Jay Huxley was also a highlight of the event, gathering a crowd of participants at the South Steyne stage who were eager to learn how to cook delicious meals using commonly available ingredients and leftover food.

As in previous festivals, the bin stations in the public areas were designed to facilitate maximum resource recovery. The bins were clearly signposted and festival volunteer bin monitors were placed at each station to assist patrons with their correct use. The organic waste and the general waste streams (0.94 tonnes) were taken to SITA's Advanced Resource Recovery Technology facility at Eastern Creek, where the recyclable and organic content of the material was recovered.

The paper/cardboard and mixed container recycling was taken to Kimbriki Resource Recovery Centre. Details on the weight of recycling generated have not yet been received.

The Waste Advisory Committee at its meeting on the 15 May 2013 expressed the desire for the implementation of a deposit / return system for the wine glasses used at the Manly Food Wine & Sustainability Festival. Time restraints prevented a full exploration of this idea prior to this year's event. Discussions with events and finance staff highlighted the following points for consideration including: financial impact of a deposit on the event; money handling requirements; logistics and cost of washing and storing returned glasses given that up to 10,000 glasses can be used at the event.

The events team was advised that the Waste Advisory Committee strongly recommended that a deposit system be implemented at future festivals. A representative from Events has been invited to attend the Waste Committee meeting to discuss this idea as well as general waste management at special events.

Special Events run by Private Groups

The Manly Council Special Event Application Guidelines specify that:

- No balloons are to be used for promotional / advertising activities
- No bottled water is permitted to be sold or distributed
- Event Organiser is responsible for all costs incurred in relation to waste management associated with the presentation of the event. A Waste management plan must be prepared prior to approval
- Any products sold or giveaways distributed must use reusable, recyclable environmentally friendly materials, both product and packaging (e.g. no plastic)

Attached to the report is the Special Events Waste Management Plan for the Committees review. This form needs to be completed, submitted and approved by Council's waste staff prior to the event being approved.

3. RECOMMENDATION

That the Committee reviews the current Special Events Waste conditions and Management Plan and provide feedback on them to Council staff.

Emma Lynch

Senior Waste Officer

Waste Committee

26 June 2013



MANLY COUNCIL SPECIAL EVENT APPLICATION GUIDELINES

Events presented within the time frame of July 2012 – June 2013
(All events are subject to Council approval)

Event Organisers, wishing to present an event in the Manly LGA, must prepare a formal detailed written proposal for consideration by Manly Council.

If approved by Council, a Letter of Consent will be sent to the Event Organiser for signature, detailing fees, bond and conditions.

Consent cannot be granted unless Manly Council is satisfied that the overall social impact will not be detrimental to the well being of the local or broader community.

Council reserves the right to determine and approve the number / length / space / time / cost / suitability / conditions and location of all event applications.

An event proposal application is to be sent to:

Council Records
Event Application
Attention Events and Tourism
PO Box 82
Manly NSW 1655

OR

By email to: records@manly.nsw.gov.au

1. Full event details.

All proposals must include full details, if applicable, of at least the following:

* Event organiser contact details	*Event date / time / bump in / bump out / location and estimated attendance
* Valid APRA approved Public Liability Insurance	* Resident Advice
* Community Impact Statement	* Risk Management Plan
* Parking space requests	* Waste Management Plan
* Security / safety / medical support	* Traffic Management Plan
* Catering / beverage activities	* Media coverage planned
* Promotional giveaways	* Sponsors involved / on site requirements
* Signage (including sponsors)	* All structures / buildings / generators / locations on site, with descriptions and dimensions / location
* Power requirements	* Alcohol proposed to be consumed or sold.
*Any road closure proposals	* Event site plan

2. Fees: Year 2012/2013

Fees and Bonds are set in line with Manly Council fees based upon date of event, not date of application.

Applicable Fees	\$ Fee (inc GST)	Condition
Application	\$ 250.00	Per application, non refundable
Event Fee:		
Major Large Scale	\$23,805.00	Fee per day or part thereof
Medium Scale	\$17,595.00	Fee per day or part thereof
Small Scale	\$ 8,230.00	Fee per day or part thereof
Manly Surf Clubs	Waived	Up to 5 x Surf / Swim events per year per Club subject to Council approval.
Non Profit/Community/Charity	\$ 141.00	Per day or part thereof
Grass Usage	\$ 4.00	Per square metre of total area of impact
Grass Usage Restoration	\$ 8.00	Per square metre of damaged grass area

All day vehicle parking	\$ 104.00	Per vehicle space, per day
Road Closure	\$ 7,660.00	Per day or part thereof
Bump in Council supervision	\$ 107.00	Weekdays per hour or part thereof
Bump in Council supervision	\$ 160.00	Weekends / public holidays per hour or part thereof
Amendment to issued Letter of Consent	\$ 132.50	Each reissue of Letter of Consent
Restoration Bond	\$ 310.00 - \$15,525.00	Subject to format / size of event/impact on the area

All costs incurred by Council as a result of the event, such as additional cleaning, rubbish removal, lifeguard wages are calculated separately from designated fees.

Event fees include one bump in day before and one bump out day after.

Be advised that once an application has been received and approval for the event / activity agreed then payment will be required within 30 days or prior to an event date, unless otherwise stated, from issuance of the Letter of Consent.

3. Refund of Event fees:

If an Event Organiser cancels an approved event for any reason seven (7) days or less prior to an event commencement date, only 50% of the event fee will be eligible for refund.

No refunds will apply if an event is cancelled on the event day(s) due to weather conditions and / or a decision made by the event organiser.

4. General Conditions/Guidelines: Please read the following carefully.

Event Organisers should be aware that certain conditions and guidelines will apply:

- Event proposal should be sent to Council for consideration at least eight (8) weeks prior to the proposed event date.
- Event fees can be influenced by factors such as size, space requirements, structures involved, sponsor involvement, area requested, nature of the event, etc.
- A Risk Management Plan must be developed.
- Event Organiser must provide an APRA approved all risks and public liability policy in respect of the event and all its associated activities, in the name of the organiser and noting the interest of Manly Council, the event, date and location.
- The requirements of the Occupational Health and Safety Act 2000 and regulations are to be fully observed to the satisfaction of Workcover requirements.
- No alcohol or tobacco sponsorship / advertising is permitted.
- Council does not physically reserve any vehicle spaces when an All Day parking fee has been paid. Event Organiser is responsible to physically reserve parking spaces for the approved period in approved vehicle spaces.
- No balloons are to be used for promotional / advertising activities.
- No bottled water is permitted to be sold or distributed.
- Events in Manly are to be classified as "Smoke Free Events".
- Event Organiser is required to protect both the environment and Council property.
- Event Organiser is responsible for all costs incurred in relation to waste management associated with the presentation of the event. A Waste Management Plan must be prepared prior to approval.
- Any products sold or giveaways distributed must use reusable, recyclable environmentally friendly materials, both product and packaging. (e.g. no plastic)

- Approval for events and locations are at the discretion of Manly Council.
- Once an event has been approved (Letter of Consent sent), no changes / additions can be made without a possible monetary penalty.
- Refunds of Restoration Bonds are subject to any damage to Council property and / or landscaping.

When an Event Organiser receives a Letter of Consent, that document must be signed by the Event Organiser as indicated, agreeing to the fees and conditions and returned to Council with any fee payments, prior to the event. Failure to do so will make an approval null and void.

5. Waste Management Plan:

All applications for events must include a Waste Management Plan.

6. Corporate Events/activities:

No Corporate / Commercial Events / Activities are permitted.

7. Event Schedules:

- A:** Each event has maximum consecutive three day period.
Maximum one event per weekend, two per month.
Maximum one event per week, two per month.

Exception:

January - maximum one event per weekend, three per month
January - maximum one event per week, two per month

B: Non Profit Community/Charity groups:

1. Each event has maximum of one day in duration.
2. A maximum of one event per month applies to each group.

Any queries, please contact either:

- Manager Events & Tourism on (02) 9976 1569
- Events Coordinator on (02) 9976 1749



TO: Waste Advisory Committee

MEETING DATE: 15 May 2013

AUTHOR: Emma Lynch, Senior Waste Officer

SUBJECT: **LitterGuards Summer 2012-13 Evaluation**

1. INTRODUCTION

The LitterGuards program involves Council staff working as waste educators in Manly on weekends and public holidays during the summer months. The Litterguards approach visitors to Manly in the main tourist areas of the Corso, ocean and harbour beaches. The LitterGuards engage visitors in conversation regarding litter, emphasizing the importance of keeping Manly's environment clean. Feedback from previous Litterguard seasons has been positive, but no formal evaluation in regard to the impact on the program on litter levels had been undertaken.

Evaluation techniques were implemented for the first time in the summer of 2012-13. The results obtained provide evidence for the effectiveness of the LitterGuards in relation to litter minimisation.

2. INFORMATION

As per the Waste Advisory Committee's resolution in November 2010, the Litterguard's uniforms were revised and refreshed for the 2012-13 summer months. The colour scheme has changed from red and cream to white and turquoise.

The 'giveaways' used by the Litterguards were updated and included a souvenir fridge magnet and a temporary tattoo. The tattoo states 'I ♥ Manly litter free', and was found to be a useful tool for engaging with teenagers and children.

Evaluation techniques were implemented to monitor the number of interactions the Litterguards had with visitors (by asking them to 'pledge' not to litter) and to measure the impact of the program on litter levels (by conducting litter counts when Litterguards were on and off duty).

A summary of findings:

- Over 1000 visitors signed a pledge not to litter in Manly
- When Litterguards were working litter levels did not increase
- When Litterguards were not working litter levels increased by 24%

Council's Senior Waste Officer and Waste Education Officer attended the 2013 Waste Conference to present the evaluation findings from the LitterGuard program. This presentation will be shown to the Committee.

3. RECOMMENDATION:

That the Committee consider this information and provide any feedback they have on the program to Council staff.

Emma Lynch

Senior Waste Officer

Waste Committee

15 May 2013



TO: Waste Advisory Committee

MEETING DATE: 26 June 2013

AUTHOR: Emma Lynch, Senior Waste Officer

SUBJECT: Promoting Garage Sales in the Manly Local Government Area

1. INTRODUCTION

The Chair of the Waste Advisory Committee, Cllr Aird has requested that staff provide the Committee with an update on Council's Second Hand Saturday program and their thoughts on the Garage Sale Trail.

INFORMATION

Sarah O'Brien, Council's Waste Education Officer will provide a verbal update on both programs. Details of the Second Hand Saturday Program can be found on Council's website. The Garage Sale Trail website is <http://getinvolved.garagesaletrail.com.au/>

2. RECOMMENDATION:

That the Committee consider the information provided and give any feedback they have on the programs to Council staff.

Emma Lynch

Senior Waste Officer

Waste Committee

26 June 2013



TO: Waste Advisory Committee

MEETING DATE: 26 June 2013

AUTHOR: Emma Lynch, Senior Waste Officer

SUBJECT: **Zero Waste Strategy**

1. INTRODUCTION

The Waste Advisory Committee have requested that Manly Council's Zero Waste Strategy is reviewed and updated, incorporating comments previously given by the Committee.

INFORMATION

Emma Lynch, Council's Senior Waste Officer will provide a verbal update on the progress of the review.

RECOMMENDATION:

That the Committee note the information provided and give any feedback they have to Council staff.

Emma Lynch

Senior Waste Officer

Waste Committee

26 June 2013



TO: Waste Advisory Committee

MEETING DATE: 26 June 2013

AUTHOR: Emma Lynch, Senior Waste Officer

SUBJECT: **Options for Online Promotion of Composting and Wormfarming**

1. INTRODUCTION

Council has been made aware of two web based programs that can be used to encourage residents to compost and wormfarm; 'The Compost Revolution' and 'Reduce Landfill'.

INFORMATION

Emma Lynch, Senior Waste Officer will provide a verbal report on both options. Details of the programs can be viewed at www.compostrevolution.com.au and www.reducelandfill.org

	Compost Revolution	Reduce Landfill
Cost	Current special offer - \$2000 for one year (normally \$2400) or \$4000 for 2 years	One off cost of \$1450
Online text tutorial	Yes	No
Online Video Tutorial	No	Yes
Composting / Wormfarming Quiz	Yes	Yes
Other Councils Participating	26 Councils	4 Councils
Additional Features Include	Has option of Bin to Door Delivery System	Workshop training presentation package / Train the trainers
Designed by?	Digital Eskimo	Tumbleweed / Reln

RECOMMENDATION:

That the Committee consider the information provided and give any feedback they have on the programs to Council staff.

Emma Lynch

Senior Waste Officer

Waste Committee