

MEETING NOTICE

A meeting of the
Public Works & Maintenance Committee
will be held in the Botany Town Hall Meeting Room
Cnr Edward Street and Botany Road, Botany
on **Monday 2 July 2018** at **6:30 pm**.

AGENDA

1 ACKNOWLEDGEMENT OF TRADITIONAL OWNERS

Bayside Council respects the traditional custodians of the land, and elders past and present, on which this meeting takes place, and acknowledges the Gadigal and Bidjigal Clans of the Eora Nation.

2 APOLOGIES

3 DISCLOSURES OF INTEREST

4 MINUTES OF PREVIOUS MEETINGS

- 4.1 Minutes of the Public Works & Maintenance Committee Meeting - 18 April 20182

5 REPORTS

- 5.1 2017/2018 Financial year projects delivered - Major Projects Unit5
5.2 Waste Avoidance and Resource Recovery Policy & Strategy 20306
5.3 Illegal dumping - current data and statistics53
5.4 The future of Fleet Management.....65

6 GENERAL BUSINESS

7 NEXT MEETING

Meredith Wallace
General Manager

Public Works & Maintenance Committee

2/07/2018

Item No	4.1
Subject	Minutes of the Public Works & Maintenance Committee Meeting - 18 April 2018
Report by	Lauren Thomas, Governance Officer
File	SC18/52

Officer Recommendation

That the Minutes of the Public Works & Maintenance Committee meeting held on 18 April 2018 be confirmed as a true record of proceedings.

Present

Councillor Dorothy Rapisardi (Chair)
Councillor James Macdonald
Councillor Michael Nagi

Also present

Councillor Bill Saravinovski (Mayor)
Councillor Liz Barlow
Meredith Wallace, General Manager
Colin Clissold, Director City Presentation
Jeremy Morgan, Manager City Infrastructure
Kyle Jamieson, Manager Parks & Open Spaces
Carl Briscoe, Tree Preservation Officer

The Chairperson opened the meeting in the Meeting Room, Botany Town Hall at 8.05 pm.

1 Acknowledgement of Traditional Owners

The Chairperson affirmed that Bayside Council respects the traditional custodians of the land, and elders past and present, on which this meeting takes place, and acknowledges the Gadigal and Bidjigal Clans of the Eora Nation.

2 Apologies

An apology was received from Councillor Tarek Ibrahim.

3 Disclosures of Interest

There were no disclosures of interest.

4 Minutes of Previous Meetings

4.1 Minutes of the Public Works & Maintenance Committee Meeting - 28 February 2018

Committee recommendation

That the Minutes of the Public Works & Maintenance Committee meeting held on 28 February 2018 be received and the recommendations therein be adopted.

5 Reports

5.1 Sutherland and King Street Signalised Intersection - review of funding strategy

Committee recommendation

- 1 That Council writes to the Roads Minister and Local Member seeking support for an exemption from the current signal standards, by leaving the signals on the power poles saving approximately \$1mil.
- 2 That Council continue to investigate Option 3.

5.2 Re-opening of Chuter Avenue Exit Ramsgate Beach Town Centre

Committee recommendation

- 1 That the Public Works and Maintenance Committee receives and notes the report.
- 2 That the Committee recommends clearer signage highlighting entry points and mix of retail offers at the western end of the centre.
- 3 That the reopening of the western end of Chuter Avenue be reassessed 6 months after installation of signage.

5.3 Tree Management Principles

Committee recommendation

- 1 That the report on the principles and guidelines around Council Tree Management be received and noted.
- 2 That a fact sheet be prepared and loaded on the website about procedure for tree trimming and removals.

6 General Business

6.1 SACL Tender

The Committee was briefed on the SACL tender, which had been signed off on Thursday, 12 April 2018.

6.2 Poppies on Vehicles

It was noted that the Poppies on Vehicles Anzac memorials have been set up and ready for Anzac Day 2018.

6.3 Uniforms

The Committee was informed that the issuing of new uniforms to outdoor staff had commenced the week before this Committee meeting.

7 Next Meeting

That the next meeting be held in the Meeting Room, Botany Town Hall at 6.30pm on Monday, 25 June 2018.

The Chairperson closed the meeting at 9:48 pm.

Public Works & Maintenance Committee

25-06-2018

Item No	5.1
Subject	2017/2018 Financial year projects delivered - Major Projects Unit
Report by	Karin Targa, Major Projects Unit Director
File	F17/1256

Summary

The major projects unit delivers a large proportion of the Council's City Projects Program. A presentation will be provided summarizing the projects delivered in the 2017/2018 financial year and the projects continuing in the 2018/2019 financial year.

Officer Recommendation

That the committee receives and notes the presentation on projects delivered by the Major Projects unit.

Background

A presentation will be given to the Committee on the projects delivered by the Major Projects unit in the 2017/2018 financial year and projects that will be continuing in the 2018/2019 financial year.

Attachments

Nil

Public Works & Maintenance Committee

2/07/2018

Item No	5.2
Subject	Waste Avoidance and Resource Recovery Policy & Strategy 2030
Report by	Joe Logiacco, Manager Waste and Cleansing Services
File	F15/301

Summary

Council has prepared a (Draft) Waste Avoidance and Resource Recovery (WARR) Policy and a (Draft) Waste Avoidance and Resource Recovery (WARR) Strategy 2030 to define the Council's long term vision, priorities and strategic direction for the Bayside LGA.

The WARR Policy provides the framework for the WARR Strategy 2030 which sets the strategic direction for Council's WARR Action Plan, operational procedures and work plans.

This Strategy plays a vital role in maintaining our environment and preserving our valuable resources. It provides targets and guiding principles to assist our community to live sustainably, whilst supporting Bayside's growth as a vibrant centre for residential living and commercial development.

Council is committed to working with residents and commercial businesses in the Bayside area to avoid waste and maximise recycling and recovery of resources through the actions outlined in this WARR Strategy 2030.

This Strategy covers the period from July 2018 to June 2030 and has considered the NSW Environment Protection Authority (NSW EPA) Waste Avoidance and Resource Recovery Strategy (2014-2021) and the Southern Sydney Region of Councils (SSROC) Regional Waste Avoidance and Resource Recovery Strategy (2017-2021), as well as specific local applications.

Councillors will be provided with information and encouraged to provide feedback in relation to both the Policy and Strategy at the 2 July 2018, Public Works & Maintenance Committee Advisory Committee.

Officer Recommendation

- 1 That the committee receives and notes the presentation on the Bayside Council Waste Avoidance and Resource Recovery Strategy (WARRS) and WARR Policy.
 - 2 That the Committee provide feedback on the draft WARR Policy and WARR Strategy 2030
 - 3 That the the final Policy and WARR Strategy 2030 goes to the Council meeting on 11 July 2018 for endorsement.
-

Background

A presentation will be given to the Committee on the draft WARR Policy and WARR Strategy 2030 will go to a Council meeting on 11 July 2018 for endorsement.

Council is committed to providing a waste service that is both effective and innovative to adapt to opportunities and environmental changes. The collection and processing of waste material generated in the Local Government Area (LGA) for our residents, businesses and guests is conducted in accordance with relevant legislation, Council values, strategies, and provided within agreed budgetary requirements.

This includes minimising disposal of waste to landfill and increasing our recycling to meet state targets. This will involve increasingly innovative strategies to improve recycling, such as investigations into the potential recovery of Council clean up material.

Attachments

- 1 Draft WARR Policy
- 2 Draft WARR Strategy 2030 [↓↓↓](#)



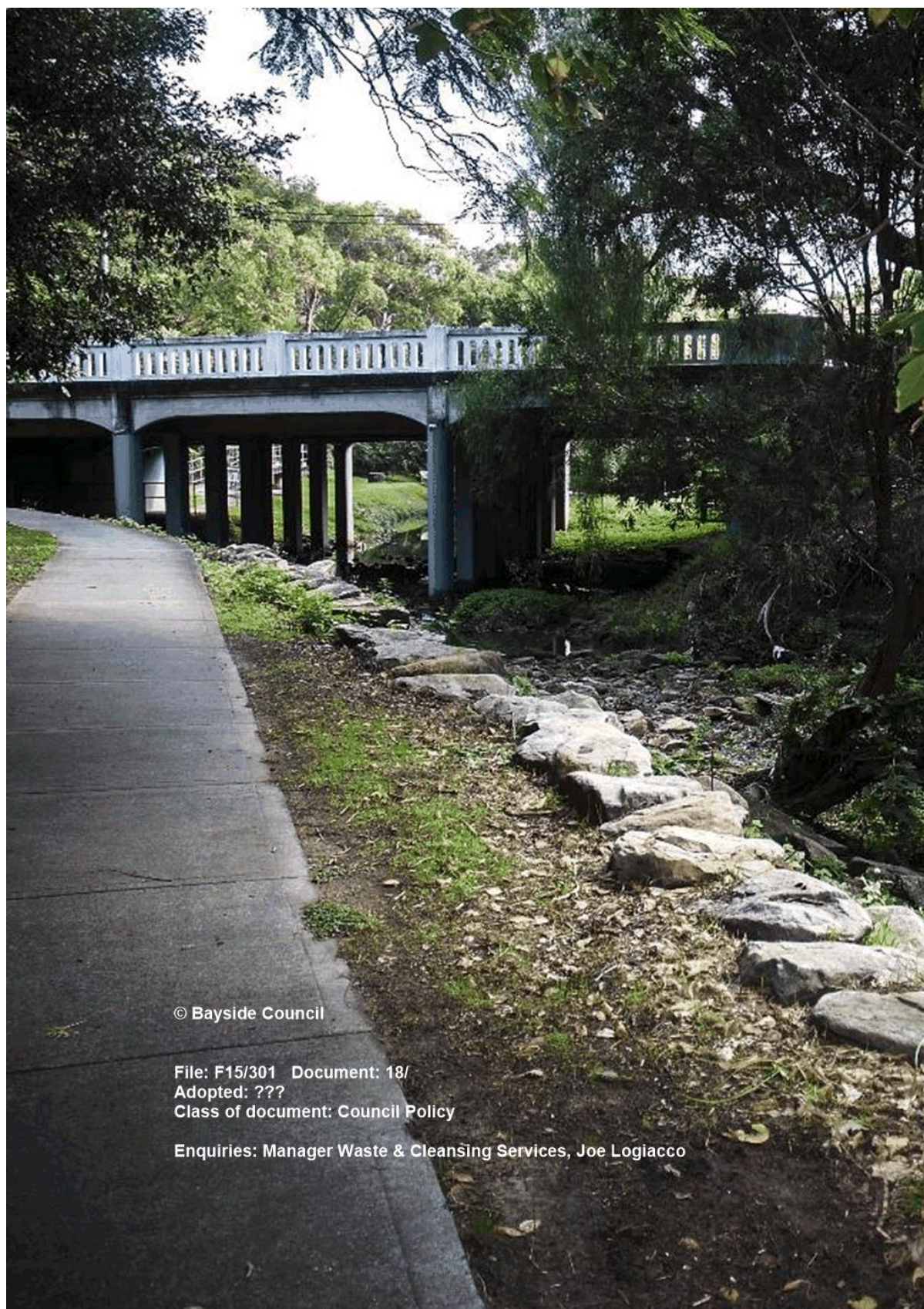
Bayside Council
Serving Our Community

Draft Waste Avoidance and Resource Recovery Policy

June 2018

The Journey to a Circular Economy





© Bayside Council

File: F15/301 Document: 18/
Adopted: ???
Class of document: Council Policy

Enquiries: Manager Waste & Cleansing Services, Joe Logiacco

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1 Introduction

1.1 Background

Bayside Council provides an efficient and effective waste collection service to residents and a competitive user pays service for commercial users. This Policy provides a framework to encourage waste minimisation and ensure that the resources contained in waste products are recovered, which in turn will minimise waste being disposed of at landfill.

The provision of effective waste services is essential to protect the health and amenity of all our residents. The service makes a significant contribution to ensuring Bayside is a desirable and attractive place to visit and live.

Waste services provided by Council include:

- ▶ Collection and processing of materials from kerbside bins (domestic premises and selected commercial premises) including processing of organics and recycling.
- ▶ Collection and processing/disposal of kerbside clean up ('bulky' materials) from domestic premises.
- ▶ Drop-off arrangements for specific wastes, including e-waste, metals, mattresses and garden waste.
- ▶ Provision of public place street and park litter bins, including collection and disposal of waste.
- ▶ Collection and disposal of litter and illegally dumped waste.
- ▶ Sharps collection and disposal from selected pharmacies.
- ▶ Education and regulation of correct waste behaviour and resource recovery.

Councils are under increasing pressure to minimise the disposal of waste to landfill whilst also providing value for money services to their residents. This provides a major challenge to councils to ensure the material is collected and the applicable resources contained in the waste are recovered.

Council's Waste Avoidance and Resource Recovery (WARR) Strategy 2030 provides actions to minimise waste production and increase resource recovery. The strategy includes the concept of the waste hierarchy to address interventions relating to waste and resource recovery.

Council's 2030 vision moves completely away from a traditional linear economy model to a **circular economy model** whereby waste is diverted from landfill and optimised as a resource that returns to nature or the economy through numerous waste avoidance and resource recovery solutions. The concept of linear and circular economies is illustrated in the images below and discussed further on Page 22.

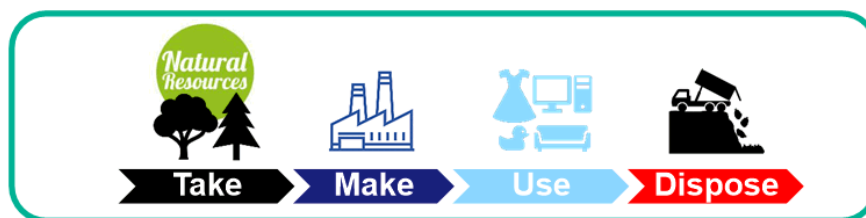


IMAGE: An example of a Linear Economy Model.

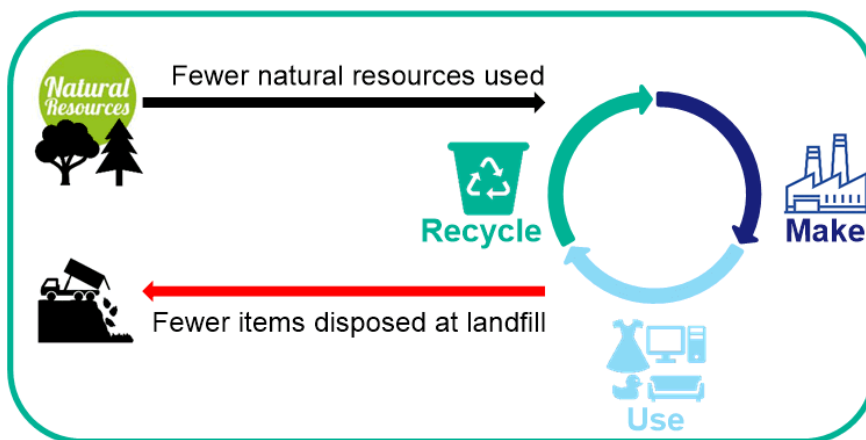


IMAGE: An example of a Circular Economy Model.

Pre-amalgamation, in 2016-17 the former Rockdale City Council achieved a domestic landfill diversion rate of 64% of materials from its kerbside bin service using a two-bin system. In the same period, the former City of Botany Bay Council achieved a domestic landfill diversion rate of 29% using a three-bin system. Combined the former Councils achieved a domestic landfill diversion rate of 53%.

Post amalgamation, Bayside Council is projecting a significant increase of the domestic landfill diversion rate, from the kerbside bin service, in 2018/19. This increase will be achieved by sending the material in all red-lidded bins to a mechanical biological treatment facility starting from 1 July 2017.

Council supports technologies for recycling waste by ensuring that the materials in the red-lidded kerbside bins are sent to a Mechanical and Biological Treatment (MBT) facility. At this facility, recyclable materials (including organics) are extracted from the waste and only the non-recyclable residual is sent to landfill.

The challenges, as a newly amalgamated Council, are to make service adjustments and improvements that align service delivery, by implementing leading economic, social, environmental, sustainable and customer-focused solutions across the new local government area. This challenge will involve restructuring and managing internal and external resources that were previously managed differently prior amalgamation, and consolidating contracts that expire at different time periods.

This Policy provides the framework for Council to provide effective waste services in accordance with enabling legislation and associated Policies. The Policy is supported by the Council WARR Strategy 2030, WARR Action Plan and the procedures listed in Section 3.2.

1.2 Definitions

The definitions of certain terms are:

Circular Economy – is a model that anticipates and designs for resources to be either safely returned to nature or back into systems where they can be reused or renewed.

Commercial waste – Waste produced in the course of a commercial activity.

Domestic waste – Waste produced in the course of a residential activity.

Illegally dumped waste – The NSW EPA's *Waste Avoidance and Resource Recovery Strategy 2014-21* defines illegally dumped materials as waste materials that are disposed of on private or public land where no planning approval or environment protection license has been granted for the activity. Illegally dumped waste can range from small bags of rubbish or household waste dumped in an urban environment to larger materials, such as construction and demolition waste, dumped in more isolated areas. This waste may also include dangerous materials like asbestos.

In this strategy, illegally dumped waste is limited to materials that are disposed of on public land as Council has no jurisdiction to manage illegally dumped waste on private land."

Litter – The NSW EPA's *Waste Avoidance and Resource Recovery Strategy 2014-21* refers to litter as material that ranges in size from very small to very large items, a characterisation which allows a broad application of littering offences to be applied if required. Common types of litter include cigarette butts, small pieces of paper, chip and confectionery wrappers, fast-food packaging, bottle caps, plastic straws, broken glass, drink containers and plastic bags.

Municipal Solid Waste (MSW) – In this Policy and the associated Strategy, Action Plan and Procedures, MSW includes materials collected by Council from domestic dwellings and dropped off by residents at drop off events. It excludes waste collected from parks, reserves, litter bins and street sweeping.

Recycling – This a set of processes (including biological) for converting materials that would otherwise be disposed of as wastes, into useful materials or products. In this Policy, 'recycling' also refers to the material placed in the yellow-lidded kerbside bins.

1.3 Policy summary

Council is committed to providing an effective waste service through the collection and processing of waste material within the Local Government Area for our residents, businesses and guests in accordance with relevant legislation, Council values and strategies.

1.4 Scope of policy

This Policy applies to the Council waste services listed in Section 1.1.

The waste services are essential to maintain the amenity of the Local Government Area and to promote environmental sustainability by encouraging waste avoidance and maximising resource recovery.

2 Framework

Council provides the service in accordance with current legislation and Council's objectives.

2.1 Legislation

Council provides the service in accordance with current general and specific legislation applying to waste services and resource recovery. Current legislation includes but is not limited to:

- ▶ Local Government Act 1993
- ▶ Protection of the Environment Operations Act 1997
- ▶ Waste Avoidance and Resource Recovery Act 2001
- ▶ Protection of the Environment Operations (Waste) Regulation 2014
- ▶ Protection of the Environment Operations (Illegal Waste Disposal) Act 2013
- ▶ Environmental Planning and Assessment Act 1979
- ▶ Work Health and Safety Act 2011.

2.2 Council Objectives

This Policy addresses the relevant objectives of Council's integrated planning framework.

2.3 Policy Objective

The Objective is as follows:

- ▶ To provide an effective waste collection service to residents;
- ▶ To provide a competitive user pays service for commercial users;
- ▶ To encourage waste minimisation, and;
- ▶ To ensure that the resources contained in waste products are recovered and recycled, to minimise waste disposal at landfill.

3 Policy implementation

3.1 Policy responsibilities

General Manager / Director

The Executive Committee evaluates the provisions of the service and make decisions to ensure the effective provision of the service are in accordance with the enabling legislation and Council's values and policies.

Manager Waste and Cleansing Services

The Manager Waste and Cleansing Services' four major functions are to plan, organise, lead and control in accordance with the enabling legislation and Council's values and policies, as well as arrange appropriate resourcing, within budgetary constraints, for the effective implementation of this Policy.

Coordinator Waste Avoidance and Resource Recovery

The Coordinator Waste Avoidance and Resource Recovery interprets the legislation and Council policies and coordinates the implementation of this Policy in accordance with the enabling legislation and Council values and policies.

Coordinator Operations Waste and Cleansing Services

Ensure the effective implementation of the procedures in accordance with the enabling legislation and Council values and policies that deal with issues arising from the day to day operational provision of the services in relation to the Strategy.

3.2 Supporting Policy Statements

Customer focused supporting policy statements are available to provide the community with relevant and specific information on the implementation of this policy.

These supporting policy statements will guide the development of internal operational procedures.

The supporting policy statements will be reviewed and endorsed by Council's Executive Committee.

3.3 Operational Procedures

Internal documents and procedures that support this Policy are separated to ensure that they are "live, adaptive and continuously improving", so that they can be amended and updated as required to mitigate risk and adapt to changes in:

- ▶ Legislation,
- ▶ Community expectations,
- ▶ Development and population growth,
- ▶ Internal and external resources,
- ▶ Emerging technologies,
- ▶ Contractual obligations, and,
- ▶ Economic or budgetary constraints.

The Policy is predominately supported by the Waste Avoidance and Resource Recovery Strategy (WARRS) Action Plan and numerous operational procedures that address the services and activities carried out by Council.

Internal procedures and documents that support this Policy may be amended and approved by the Manager Waste and Cleansing Services.

3.4 Breaches

3.4.1 Organisation

Consequences of breaches by the organisation include:

- ▶ **Financial risk:** negative impact on annual financial budget, financial waste reserves, and Council's financial sustainability;
- ▶ **Operational risk:** negative impact on productivity, levels of service, guarantees of services and service delivery;
- ▶ **Political risk:** loss of community confidence in elected representatives;
- ▶ **Environmental risk:** adverse effects on living organisms and the natural environment;
- ▶ **Reputational risk:** negative widespread and sustained damage to the Organisation and culture;
- ▶ **Knowledge risk:** adverse impact to the Organisation, associated with the loss of data, information and knowledge;
- ▶ **Regulatory/Legal risk:** punitive damage caused by regulatory or contractual breaches;
- ▶ **Governance risk:** non-compliance that can expose the Organisation to fraud, corruption, collusion or theft, and;
- ▶ **Safety risk:** compromises to the safety and wellbeing of Council staff, contractors, representatives and members of the community.

3.4.2 Customer

This Policy is supported by the following actions that may be taken:

- ▶ Council may withdraw a waste service if the provisions contained in the above-mentioned procedures are not adhered to, and,
- ▶ Enforcement of breaches carried out by authorised Council officers in accordance with appropriate legislation and Council's Enforcement Policy.

3.4.3 Staff/Contractor

Council mitigates risk by governing the performance, conduct and behaviour of staff and contractors via mechanisms which include:

- ▶ WARR Action Plan;
- ▶ Code of Conduct;
- ▶ Operational Plans;
- ▶ Operational Procedures;
- ▶ Job Descriptions;
- ▶ Work Performance Plans;
- ▶ Annual Performance Appraisals;
- ▶ Internal Audits;
- ▶ Enforcement Policy;
- ▶ Training and Development;
- ▶ Social Media Policy;
- ▶ Procurement Policy;
- ▶ Financial Delegations;
- ▶ Risk Management Policy;
- ▶ Work, Health & Safety Policy; and,
- ▶ Safe Work Method Statements.

4 Document control

4.1 Review

The maximum period for review of this policy is four (4) years.

The Manager Waste and Cleansing Services may approve non-significant and/or minor editorial amendments that do not change the policy substance.

This Policy will be reviewed as required to respond to changes in regional, NSW or Federal strategies and in responses to significant changes affecting waste management, waste avoidance and resource recovery.

4.2 Related documents

- ▶ Acts listed above;
- ▶ Waste Avoidance and Resource Recovery Strategy 2030;
- ▶ Council policies, plans, procedures and documents, associated with Waste and Cleansing Services.

4.3 Version history

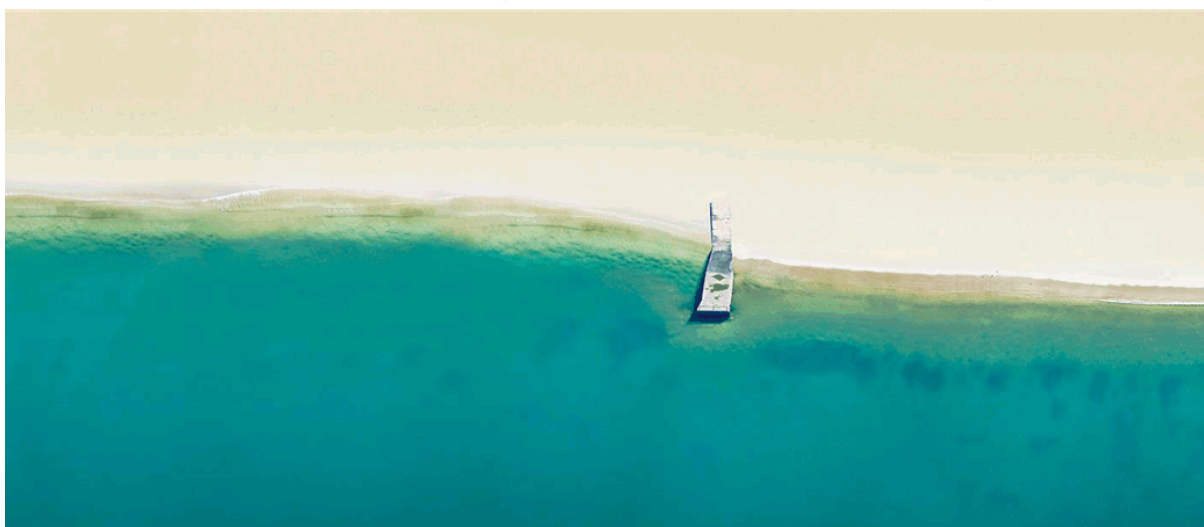
Version	Release Date	Author	Reason for Change
1.0	June 2018	Waste & Cleansing Services	New Policy

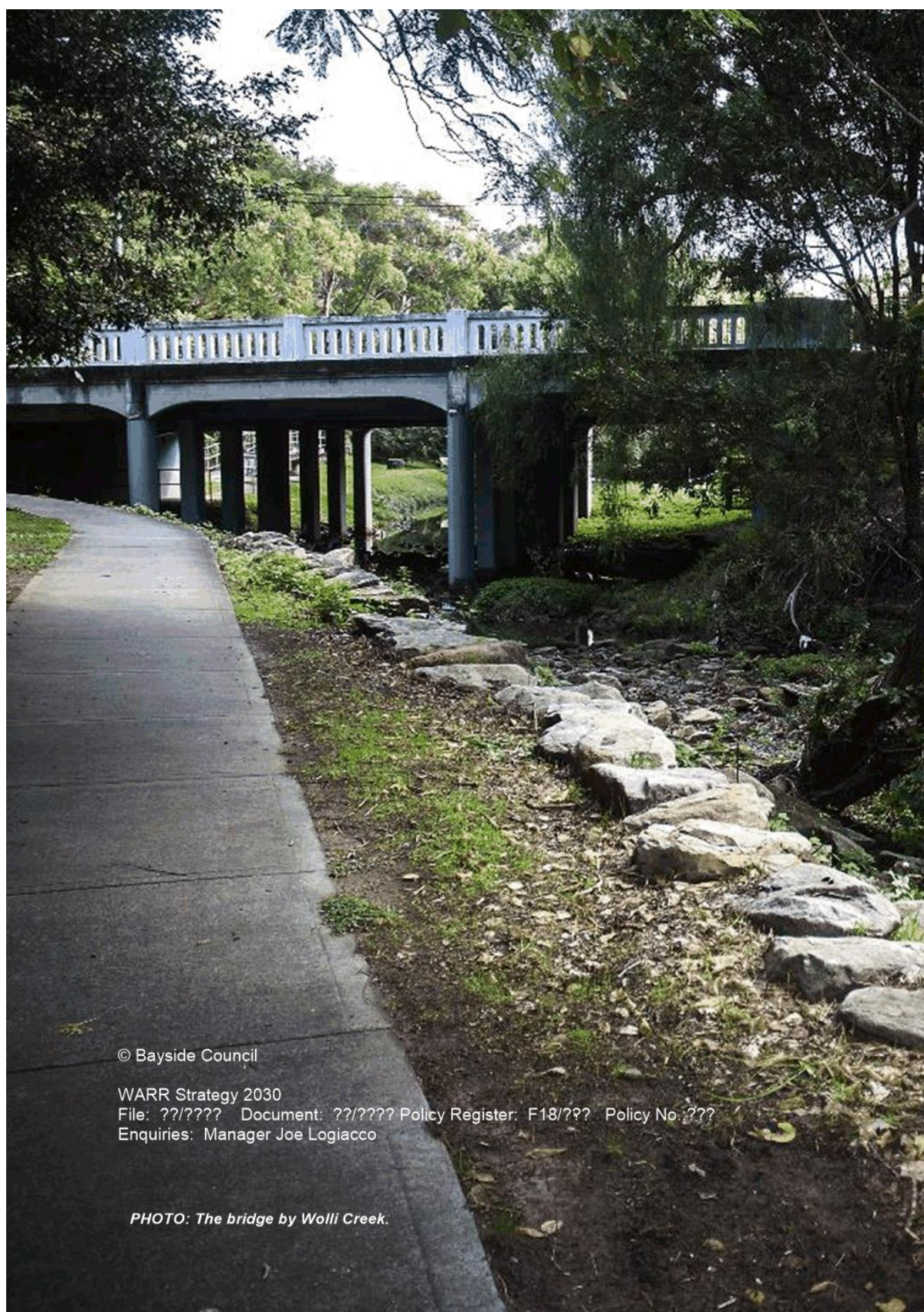


Waste Avoidance and Resource Recovery Strategy 2030

DRAFT June 2018

The Journey to a Circular Economy





© Bayside Council

WARR Strategy 2030

File: ??/???? Document: ??/???? Policy Register: F18/??? Policy No: ???

Enquiries: Manager Joe Logiacco

PHOTO: The bridge by Wolli Creek.

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1 Mayor's Message



The Bayside community is about to embark upon an exciting challenge, which will improve our environment for present and future generations.

This challenge is to reduce our wastes and in the process, to build business opportunities for recycling, composting and the recovery of resources, which would otherwise be, sent to landfill. The result will be a more sustainable system of resource management.

Every item that we no longer have a use for needs to go somewhere. Where these items go and how we handle this process, makes us either responsible or irresponsible leaders and/or citizens.

Bayside Council's Waste Avoidance and Resource Recovery (WARR) Strategy 2030 has set high aspirational targets - placing a high significance on waste materials being optimised as a resource, as opposed to landfilled.

Bayside Council is committed to playing its role as an environmental leader. This includes working with residents and commercial businesses in the region to avoid waste and maximise recovery of resources through the actions outlined in this WARR Strategy 2030 and associated Action Plans to promote responsible citizenship.

This strategy plays a vital role in maintaining our natural and urban environment and preserving our valuable resources. It provides the targets and guiding principles to assist our community to live sustainably, whilst supporting Bayside's growth as a vibrant centre for residential living and the wider community.

Council is determined to provide leading economic, environmental, innovative, and sustainable solutions on the journey towards Council's 2030 circular economy vision.

This journey has already begun, with Bayside receiving a Keep NSW Beautiful Blue Star Sustainability award in 2017 for our Clean City Project in reducing illegally dumped waste material in community open space areas.

A handwritten signature in black ink, appearing to read 'Bill Saravinovski'.

Cr Bill Saravinovski
Mayor

Council 2030 Vision

*To provide a city that is: vibrant; green, leafy and sustainable; smart and connected; and prosperous, using a circular economy approach.
This WARR Strategy assists in delivering this vision.*

2 Executive Summary

Over the past decade, advances in technology have created new ways for Bayside Council (Council) to improve recovery and waste systems. This has resulted in more than doubling Council's kerbside bin resource recovery rate from 26% in 2006 to 53% in 2016/17. From 1 July 2017, Council material collected in the kerbside red-lidded bin has been sent to a mechanical biological treatment facility which should deliver a significant increase in Council's landfill diversion rates.

Many challenges still face the community. These include increasing recycling to assist the NSW Government to meet their landfill diversion target of 75% by 2021/22.

To achieve this target, Council may need to use more advanced processing solutions, including but not limited to, an energy from waste solution. It will also involve implementing innovative strategies to improve recycling, such as assisting in the creation of new markets (such as using recycled aggregate in construction), investigations into the potential recovery of clean-up material and/or embracing emerging technologies.

As more advanced processing solutions become available, Council will optimally work toward an 85% domestic Municipal Solid Waste (MSW) diversion target by 2030. Council has also set aspirational targets for other non-domestic streams.

Council faces significant challenges to reduce littering and illegal dumping within the Bayside area. Council is working with the NSW Environment Protection Authority (EPA), the Regional Illegal Dumping (RID) squad and the community to reduce illegal dumping and littering within the City.

This strategy establishes the current waste and resource recovery situation in the Bayside local government area and outlines strategies to achieve Council's 2030 vision. These strategies are grouped under five Key Strategic Actions, being:

- ▶ Action 1: Avoiding and Reducing Waste.
- ▶ Action 2: Recovering Resources.
- ▶ Action 3: A Healthy Region.
- ▶ Action 4: Reducing Illegal Dumping.
- ▶ Action 5: Litter Prevention.

Council's 2030 vision moves completely away from a traditional linear economy model to a **circular economy model** whereby waste is diverted from landfill and optimised as a resource that returns to nature or the economy through numerous waste avoidance and resource recovery solutions. The concept of linear and circular economies is illustrated in the images below and discussed further on Page 22.

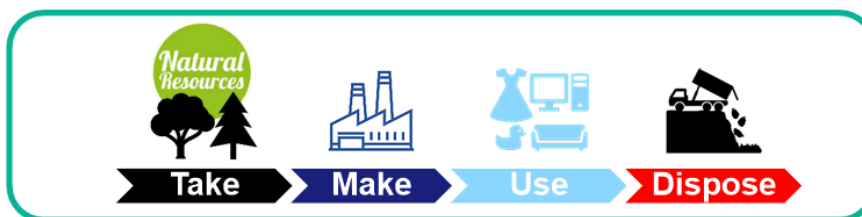


IMAGE: An example of a Linear Economy Model.

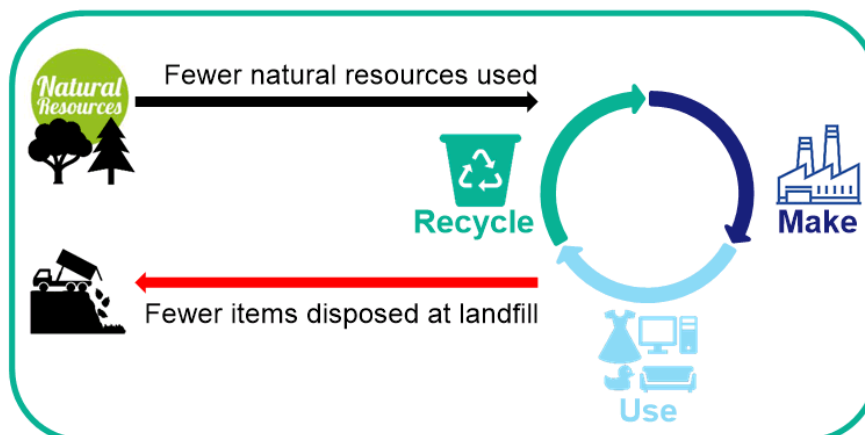


IMAGE: An example of a Circular Economy Model.

3 Glossary

Circular Economy – is a model that anticipates and designs for resources to be either safely returned to nature or back into systems where they can be reused or renewed.

Commercial waste – Waste produced during the course of a commercial activity.

Domestic waste – Waste produced during the course of a residential activity.

Illegally dumped waste – The NSW EPA's *Waste Avoidance and Resource Recovery Strategy 2014-21* defines illegally dumped materials as waste materials that are disposed of on private or public land where no planning approval or environment protection licence has been granted for the activity. Illegally dumped materials can range from small bags of rubbish or household waste dumped in an urban environment to larger materials, such as construction and demolition waste. This waste may also include dangerous materials like asbestos.

In this strategy, illegally dumped waste is limited to materials that are disposed of on public land as Council's Waste & Cleansing Services do not manage illegally dumped waste on private land.

Litter – The NSW EPA's *Waste Avoidance and Resource Recovery Strategy 2014-21* refers to litter as material that ranges in size from very small to very large items, a characterisation which allows a broad application of littering offences to be applied if required. Common types of litter include cigarette butts, small pieces of paper, chip and confectionery wrappers, fast-food packaging, bottle caps, plastic straws, broken glass, drink containers and plastic bags.

Domestic Municipal Solid Waste (MSW) – In this strategy (WARRS 2030), domestic MSW includes materials collected by Council from residential dwellings and dropped off by residents at drop off events. It excludes waste collected from parks, reserves, litter bins and street sweeping.

Recycling – is a set of processes (including biological) for converting materials that would otherwise be disposed of as wastes, into useful materials or products. In this Policy, 'recycling' also refers to the material placed in the yellow-lidded kerbside bins.

4 Waste Journey to Date

Bayside covers an area of approximately 55 square kilometres.

The city includes 29 suburbs and an estimated population of over 170,000 people.

The cultural diversity of the City continues to grow with an increase in the proportion of people who speak a language other than English at home.

Council is committed to providing a waste service that is both effective and innovative to adapt to opportunities and environmental changes. The collection and processing of waste material generated in the local government area is managed in accordance with relevant legislation, and Council values and strategies.

Council is committed to working with residents and commercial businesses in the Bayside area to avoid waste and maximise recycling and recovery of resources through the actions outlined in this WARR Strategy 2030.

This strategy covers the period from July 2018 to June 2030 and has considered the NSW Environment Protection Authority (NSW EPA) Waste Avoidance and Resource Recovery Strategy (2014-2021) and the Southern Sydney Region of Councils (SSROC) Regional Waste Avoidance and Resource Recovery Strategy (2017-2021), as well as specific local applications.

Council's WARR Strategy and vision of a clean and sustainable city is supported by Council's WARRS Action Plan, Waste Avoidance and Resource Recovery Policy and associated procedures.

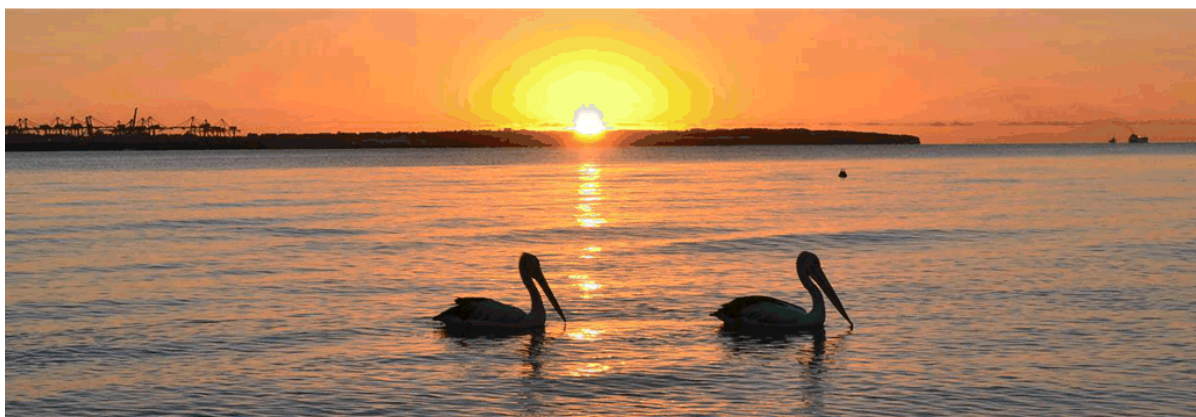


PHOTO: Botany Bay.

4.1 Current Landfill Diversion Rate

In 2016/17, some of Council's material in the red-lidded bin was processed through an Alternate Waste Treatment (AWT) facility, recovering materials including organics. At the time, the low availability of such technologies meant that some of the material in the red-lidded bin was sent directly to landfill.

Bayside Council offer residents and participating local business a co-mingled recycling bin and utilises material recycling facilities (MRF) to sort and recycle materials into different streams.


Prior to amalgamation, Councils' offered different solutions to the community to recover organic waste via the kerbside bin system. Both systems currently remain in Bayside Council.

4.1.1 Domestic Waste Streams

In 2016/17, Bayside Council managed the collection, recycling, recovery and disposal of approximately 56,000 tonnes of garbage, organics and recyclables in domestic kerbside bins from 56,142 households.

The Bayside domestic landfill diversion rate in 16/17 inclusive of the kerbside bins, kerbside clean up service and Council drop off services was 48%.

Table 1. Baseline Domestic Kerbside Waste Bin Data (2016/17)

Domestic Kerbside Bins			
			
Bin Type	Co-mingled Garbage and Organics	Co-mingled Recycling	All Kerbside Bins
Tonnes (~)	44,000	12,000	56,000
Ave. Weight / Household / Week (kg)	15.0	4.0	19.0
Ave. Annual Weight per Resident (kg)	5.2	1.4	6.6
Landfill Diversion Rate	46%	79%	53%




Only part of Council's material was processed at an alternative waste technology (AWT) facility in 2016/17.

Landfill diversion rate is based on 2015 kerbside bin audit conducted by an independent source. A new audit will be conducted in 2018/19.

Based on the cumulative tonnage divided by an estimate of 56,142 households in 2016/17.

Based on the cumulative tonnage divided by an estimate of 160,944 resident in 2016/17.

Table 2. Baseline 'Other' Domestic Waste Streams Data (2016/17)

Other Domestic Waste Streams			
Type	Kerbside Domestic Clean Up & Illegals (excluding mattresses)	Mattresses (Clean Up and Drop Off Events)	Other Drop Off Materials (Green Waste, E-Waste and Metals)
Tonnes (~)	8,000	230	66
Ave. Annual Weight per Household (kg)	144.1	4.1	1.2
Ave. Annual Weight per Resident (kg)	50.2	1.4	0.4
Landfill Diversion Rate	13%	95%	96%










-  Landfill diversion rate is based on the facility recovery rate reported to Council in 2016/17.
 Based on the cumulative tonnage divided by an estimate of 56,142 households in 2016/17.
 Based on the cumulative tonnage divided by an estimate of 160,944 resident in 2016/17.

Table 3. Average Annual Domestic Waste Generated Per Capita (2016/17)




AVE. HOUSEHOLD  PER WEEK	AVE. RESIDENT  PER WEEK	AVE. HOUSEHOLD  PER YEAR	AVE. RESIDENT  PER YEAR
21.9 kg	7.6 kg	1,144 kg	399 kg

-  Based on the cumulative tonnage divided by an estimate of 56,142 households in 2016/17.
 Based on the cumulative tonnage divided by an estimate of 160,944 resident in 2016/17.

4.1.2 Council Managed Commercial Waste Streams

Council also managed approximately 2,100 tonnes of commercial waste and recyclables for local businesses.

Table 4. Baseline Commercial Waste Bin Data (2016/17)

Commercial Bins			
Bin Type			
Tonnes (~)	1,700	440	2,100
Landfill Diversion Rate	59%	76%	62%

▼ Prior to amalgamation, Council offered various service options. Council will now provide an extensive commercial business service to local businesses and process these resources at appropriate recovery and recycling facilities. This service will be extended to the entire amalgamated area.

▼ Based on 2015 kerbside bin audit conducted by an independent source. A new audit will be conducted in 2018/19.

4.1.3 Other Council Managed Non-Domestic Waste Streams

Table 5. Baseline Other Non-Domestic Waste Streams Data (2016/17)

Non-Domestic Waste Streams		
Type		
Tonnes (~)	1,400	1,800
Landfill Diversion Rate	N/A	N/A

▼ There were no options available to Council during this period to divert this material from landfill. Potential solutions are under review and will form part of Council's increased recovery and recycling initiatives.

4.1.4 Illegally Dumped Waste

In the 2017 calendar year, the illegally dumped waste requests reported through the Regional Illegal Dumping (RID) Squad and Council's Customer Service was 3,255. This equates to, on average, approximately 62 requests per week or 2.2 requests per week per suburb.

The graph below illustrates the breakdown by suburbs and will provide the roadmap for this strategy to prioritise known 'hotspots' or areas that seem to attract a high incidence of repeat offending.

Further data mining was conducted to identify the streets that registered the highest incidence of illegally dumped waste. This level of micro analysis will provide the necessary data to target areas with tailored and specific programs to significantly minimise this practice by 2030.

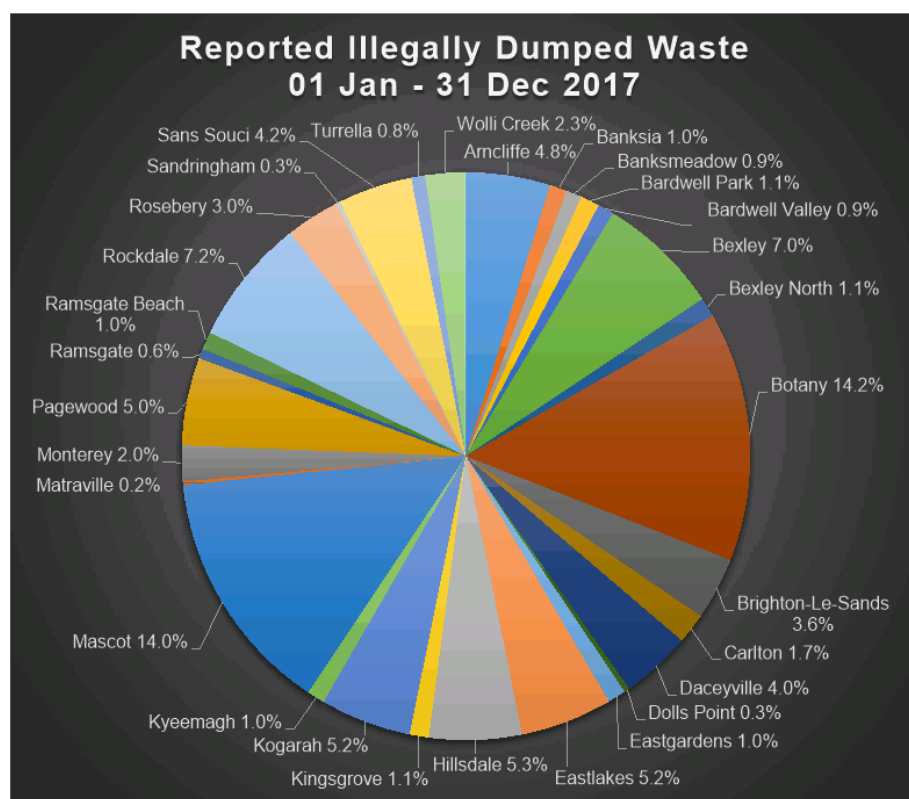


IMAGE: A breakdown of illegally dumped waste requests by suburb in 2017.

4.1.5 Construction and Demolition Waste

Council's Development Control Plan (DCP) is programmed to be reviewed and improved in 2018/19 to provide developers in the local government area with updated guidelines on waste minimisation and resource recovery.

4.2 Waste & Cleansing Services Optimisation

In 2016/17 Bayside Council undertook extensive data gathering and research to best understand community needs, policies, procedures, available resources, condition of assets, guarantees of service and levels of service.

In 2017, Council began a formal restructure and service harmonisation program that will be staged through to 2023. Implementation will be on a rolling program based on restrictions pertaining to pre-existing and differing services, and contract / agreement expiry dates.

It was identified early that to deliver this WARR Strategy 2030 successfully, new fit for purpose plant, fleet and equipment is required. This required an initial capital injection of approximately \$3 million from Waste & Cleansing Services, with delivery of all new assets expected by August 2018. These assets were identified and procured to assist in improving and optimising service delivery.



PHOTO: The first of Council's new fleet has arrived, with the rest due by August 2018.

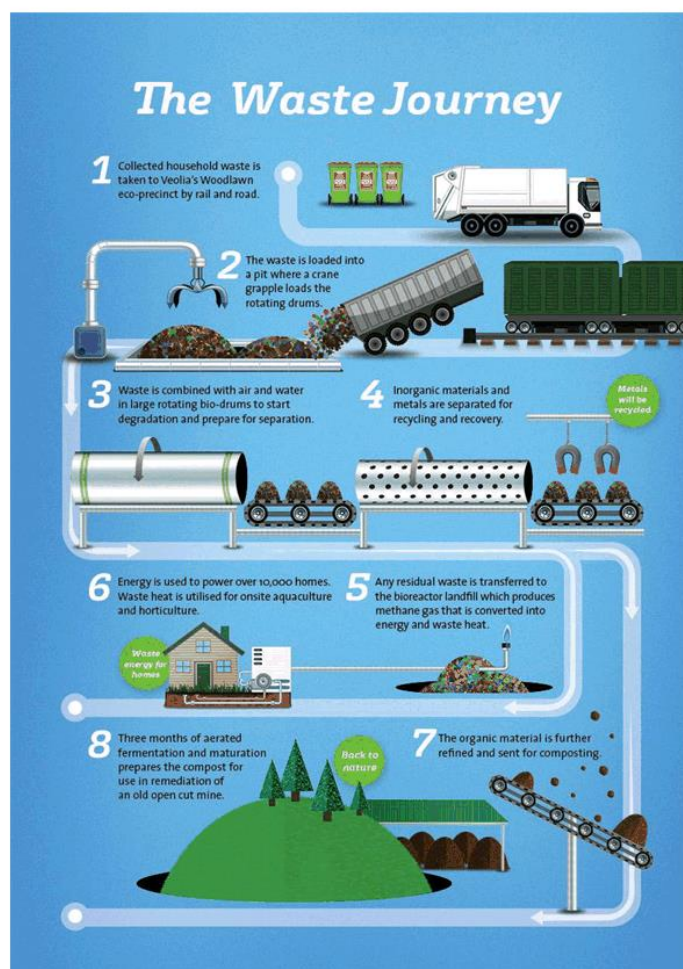
5 The Journey to 2030

5.1 Garbage and Organics Recovery

Whilst many councils continue to landfill similar material, Bayside formed a group of councils that tendered to enable the market to create a facility which offered the capability to divert a substantial amount of organic waste from landfill.

From 1 July 2017, six regional councils including Bayside began a ten plus five-year contract sending all waste collected in the kerbside garbage and organics recovery bin (red-lid) to a mechanical biological treatment (MBT) facility for processing.

This technology can potentially divert up to 60% of the material in these bins from landfill, with the remainder of non-resource recoverable material currently sent to a bioreactor landfill with gas capture for energy production. This will provide a significant increase to Council's co-mingled garbage & organics landfill diversion rate of 46% in 2016/17.



Council has also begun evaluating the cost and value of utilising a three-bin system compared to a two-bin system across the entire Council area. Many factors will play a role in determining the best outcome and strategy to employ, which includes but is not limited to assessing legal restrictions of current contracts, cost of new infrastructure, cost of new fleet, cost of additional staff, cost of service, cost to the community, and resource recovery comparisons.

Potential changes in legislation, policy, markets, and community perception regarding other technologies in Australia may allow for opportunities to divert more of the residual or remaining material from landfill. Council has created a working group to vigorously pursue these opportunities. If these opportunities become available within the next decade, Council will strive to achieve an **aspirational domestic diversion from landfill target of 85% by 2030**.

5.2 Co-mingled Recycling

Contamination in recycling bins represents a wider community issue with contamination reduction a current priority for all Australian councils. Many barriers exist, including language, and lower likelihood of detection of contamination in environments such as multi-unit or apartment style living where bins are shared.

A contamination management plan has been designed with a strong emphasis on regular auditing, tagging of non-compliant bins, providing multi-lingual or graphical education material where required, utilising fit for purpose resources, creating significant behavioural change and implementing specific education prior to implementing bin removal strategies for non-compliance.

The stability and performance of the recycling industry can be improved by creating a more diverse range of end market solutions. Recent recycling market instability has highlighted the importance of continually seeking new and innovative uses for recycled materials.

As part of this WARR Strategy 2030, Council will proactively investigate the viability of Council increasing its use of recycled product, including the investigation of engineering applications. This will involve extensive research and consultation with industry specialists, as well as the investigation of regional and shared solutions.

Council anticipates that by 2030, a fundamental change in behaviours, business strategy, government policy and technological best practice will occur. New markets will exist, assisting commodity price values. **Council has set a minimum recycling target of 90% by 2030.**



PHOTO: Council recycling promotion in 2017.

5.3 Bulky Material Recycling

In 2016/17 approximately 8,000 tonnes of mixed 'hard or bulky' waste material predominantly from scheduled and on-call kerbside clean-up with a small proportion of illegally dumped waste was collected. At present, this material has limited options to increase recovery of materials.

In September 2017, Bayside Council implemented a new flatbed vehicle funded by the NSW EPA that collects items such as mattresses, metals, and white goods from kerbside clean-up. These items are collected separately and taken to processing facilities to recycle.

Council is continually investigating viable solutions that can significantly increase reuse, recycling and recovery of these materials through innovative initiatives. There may be future solutions available that result in a **landfill diversion rate of up to 85% of this material by 2030**.



PHOTO: Council's new flatbed truck service

5.4 Commercial Waste Recovery & Recycling

Participating commercial businesses can access the same red-lidded and yellow-lidded bin service as residential premises for a commercially competitive rate. To make this service more accessible to commercial businesses a flexible range of bin configurations and collection frequencies are available.

A typical commercial waste service may not include recovery of organics from the garbage. By increasing the proportion of local businesses participating in Council's commercial waste service, Council is increasing the overall landfill diversion from this waste stream.

5.5 Non-domestic Waste Recovery

Council will focus on improving recovery rates from non-domestic streams such as Council's public place litter bins and street sweeping material.

In 2016/17, Council had no available options to recover any of this material. Council has begun investigating future options and anticipates that there may be solutions that result in a **landfill diversion rate of up to 85% of this material by 2030**.



PHOTO: Council solar self-compacting public place bin.

5.6 Reducing Illegally Dumped Waste

By 2030, Council has set a goal to minimise the reported illegally dumped waste requests in the Council area **by 50% per capita**. On 2017 figures, on a per capita basis, this would translate to reducing the requests by the year 2030 (on average):

- ▶ from 3,255 per annum to 1,627 per annum; or
- ▶ from 62 requests per week to 31 requests per week; or
- ▶ from 2.2 requests per suburb/week to 1.1 requests per suburb/week.



PHOTO: Festivities at Brighton Le Sands.

6 Community Goals

The Community Strategic Plan - *Bayside 2030* has currently identified four community themes that Council will strive to achieve by 2030.

- ▶ Theme One – Bayside we will be a vibrant place;
- ▶ Theme Two – Our people will be connected in a smart city;
- ▶ Theme Three – Bayside will be green, leafy and sustainable;
- ▶ Theme Four – Bayside will be a prosperous community.

6.1 Vibrant City



A vibrant City is a place where people of all ages want to live and a city that people want to visit. This will involve designing, shaping and continuously improving open space areas, landscaping, public amenities, city infrastructure and assets, and public accessibility.

Bayside's vision is to create a vibrant City that is culturally rich, environmentally responsible, socially diverse, economically sound and fundamentally sustainable.

To help achieve this vision, this WARR Strategy 2030 will contribute to the aesthetic beauty, streetscape and visual impact of the City by providing leading innovative programs that assists in:

- ▶ Reducing illegal dumping;
- ▶ Reducing litter;
- ▶ Reducing on-street domestic bin collections for multi-unit dwellings and large complexes.

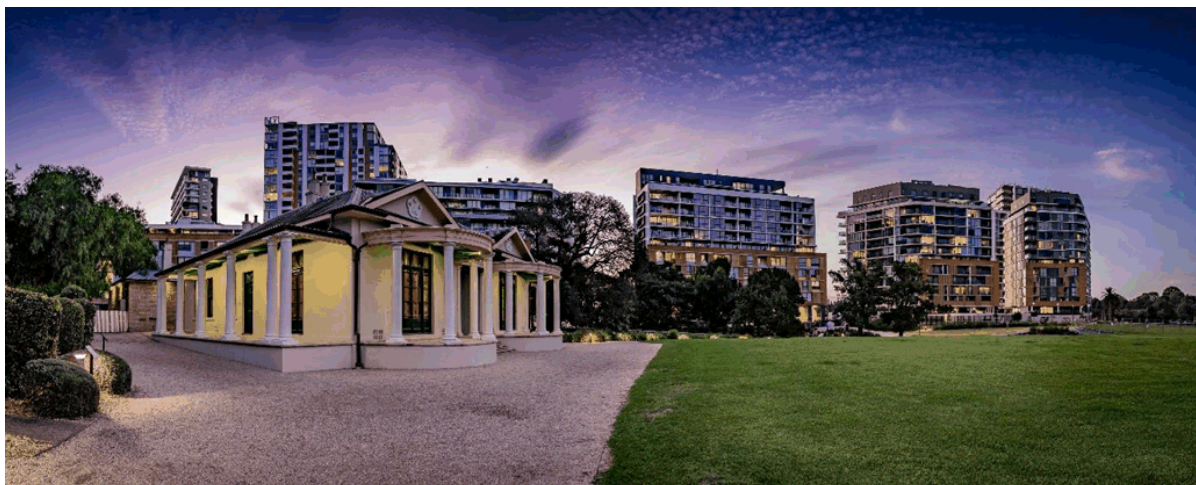


PHOTO: Where old meets new, Wolli Creek.

6.2 Smart and Connected City



A smart and connected city incorporates innovative technology into infrastructure to make urban centres more efficient, affordable, sustainable and liveable.

The 2030 vision is to pursue projects and implement improvements in work practices in order to achieve digital inclusion, where digitalisation and new technologies are deployed to bridge social divides, create a community, and work together to reduce exclusion.

In December 2017, Council introduced a dynamic Waste Services App (smart device application) and web widget to inform residents of service dates, collection types, rules and regulations, education and other valuable information that can be updated in real time, as well as provide real-time smart device push notifications.

This new level of digital interaction with residents provides more transparency and offers the community a platform to report waste issues at any time and any location, improving Council's customer service experience.

Moving away from static communications, such as print material, towards digital or dynamic communication also provides financial and environmental benefits. Digital media is fast becoming a cost effective and environmentally friendly solution for community engagement.

Future waste collection vehicles are expected to be predominately autonomous, electric, equipped with on board smart cameras, sensors and other technologies that can provide valuable data on waste generation, assist with route optimisation, better manage communication, as well as provide rich data that may assist with other Council strategies, such as future city planning.

To help achieve this vision, this WARR Strategy 2030 embraces the use of innovative or smart technologies that can significantly improve social interaction and inclusion and keeps everyone informed of services, improvements and/or changes that affect the way they live, work or play within the City.

Where possible, Council may increase the implementation of public place smart technology that will:

- ▶ Reduce waste bin collections, using 'smart bins';
- ▶ Provide data via barcode, sensor or radio frequency identification technology;
- ▶ Assist with deterring and/or prosecuting dumpers and litterers via advanced CCTV technology; and
- ▶ Provide community safety through surveillance.

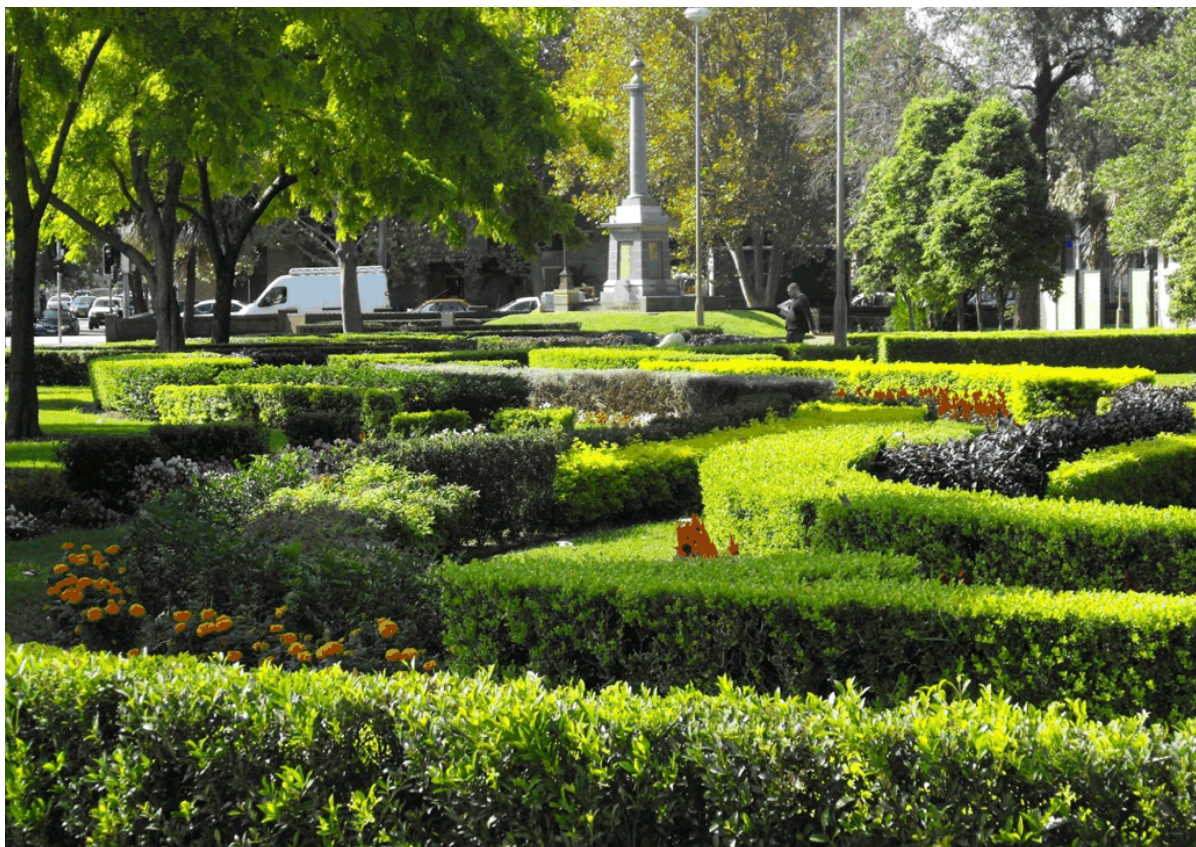


PHOTO: Memorial Park, Mascot

6.3 Green, Leafy and Sustainable City



A green, leafy and sustainable City focuses on preserving and protecting our environment whilst managing current community needs without affecting the ability of future generations to meet their requirements.

The vision includes making sure our waterways and green corridors are regenerated, preserved and free from litter.

In 2018/19, Bayside Council will embark on an extensive beach litter campaign with additional bin infrastructure, signage and waste education/awareness programs to promote healthy waterways.

Regional councils are coming together to investigate sustainable and circular solutions to waste and recyclable materials. As an example, since glass recycling is currently returning negative financial returns for Material Recovery Facilities (MRFs), Bayside Council intends to work with other councils to investigate the cost and benefit of utilising glass presented in our kerbside bins for engineering applications, such as recycled aggregates in construction.

Council recently upgraded its interactive waste and environment sustainability trailer that is utilised at fairs, community events, and schools educating our community. The Waste Education and Regulation Officers engage with the community on all matters related to waste avoidance, resource recovery and sustainability solutions. This includes providing workshops on topics such as composting and worm farming.



PHOTO: Proposed future upgrade to Banksmeadow Town Centre

6.4 Prosperous City



A prosperous City is one that attracts innovative and diverse business, skilled employees, as well as providing flourishing urban spaces and efficient transport. Growth in services to the local community will generate employment and support a thriving community.

Council will continue to support local businesses by providing cost effective waste management solutions that meet their needs. Council delivers an effective commercial waste service that has the capacity to expand in line with local business growth. Statistics on current Council managed commercial waste tonnages and landfill diversion is presented in Table 4 (Page 10).

In 2018, within the Bayside local government area, there are currently four (4) leading waste and/or recycling facilities that provide convenient solutions to our community, as well as skilled local employment opportunities.

Council will continue to work with councils in metropolitan areas to investigate waste and resource recovery solutions to service the local economy.

7 WARR Themes

The Southern Sydney Regional Organisation of Councils' Regional Waste Avoidance & Resource Recovery Strategy 2014-2021 (SSROC Regional WARRS) was modified and re-published in 2018.

The SSROC Regional WARRS comprises six Key Strategic Actions that correspond with the NSW WARRS Key Result Areas as shown in Table 6.

Table 6. SSROC Key Strategic Actions (KSA) and NSW EPA Key Result Areas

KSA No.	SSROC Key Actions	SSROC Focus Areas	Corresponding NSW Key Result Areas
KSA 1	Avoiding and Reducing Waste	Reducing material in the waste streams. Avoiding waste generation and encouraging reuse. Supporting responsible consumption.	Avoid and reduce waste generation.
KSA 2	Recovering Resources	Processing red-lidded bin waste to recover resources. Decreasing contamination in the recycling bin and green waste bins (where available). Recovering materials from the clean up stream. Engaging residents to improve bin and kerbside clean up behaviour.	Increase recycling. Divert more waste from landfill.
KSA 3	A Healthy Region	Drop off centres for problem wastes. Support Product Stewardship schemes to manage problem waste. Increasing community awareness of correct and safe disposal options.	Manage problem wastes better.
KSA 4	Reducing Illegal Dumping	Data collection. Regional collaboration on illegal dumping. Implementing strategies at regional hot spots. Promoting the correct use of council clean up services.	Reduce illegal dumping.
KSA 5	Litter Prevention	Data collection. Help councils improve approaches to manage litter. Address litter in regional hotspots.	Reduce litter.

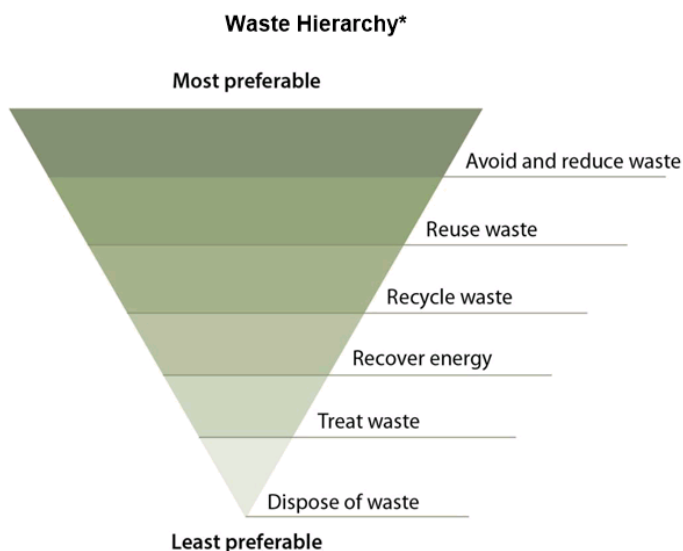
7.1 NSW EPA Guiding Principles

The concept of a 'waste hierarchy' is enshrined in most modern waste management policies and strategies.

The hierarchy identifies the preferred approach to waste management, with avoidance and reduction of waste being the most preferable option, and disposal the least preferable.

Whilst waste avoidance is most preferable, it is also one of the most difficult areas for Council to control. Significant improvements at the 'top' of the waste hierarchy require individuals and families to act as community waste management champions at a household-level. These actions will be supported by Council providing avoidance and re-use opportunities, and effective community education.

Council has more control over the lower portion of the hierarchy, through the choice of bin systems and technologies used to process materials. However, individuals have a large influence on how effective those systems are, especially in terms of using the bin systems correctly. Council will provide education to ensure that residents have the required information and knowledge to use the systems correctly.



**Source: NSW Waste Avoidance and Resource Recovery Strategy 2014-21*

7.2 Council's Circular Economy Model

Council has modified and extended the 'waste hierarchy', positioning the community at the centre. Through responsible citizenship and Council leadership waste materials are returned back to the community through initiatives and innovation, striving for a circular economy.

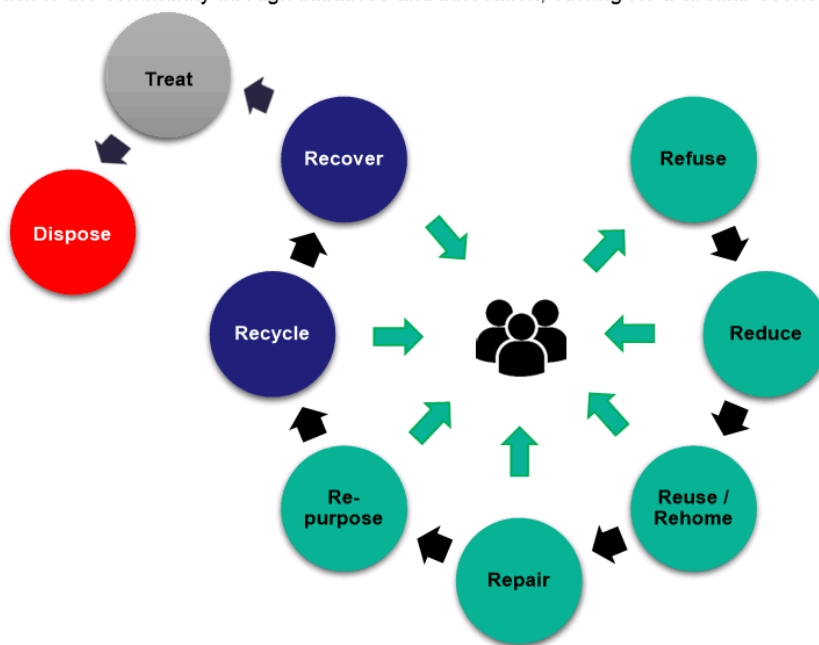


IMAGE: Council's circular economy model.

The above mentioned circular model is easily identified as a 7R Strategy, discussed below:

Table 7. Council's 7R's Strategy for Landfill Diversion

7 R Strategy	Examples
Refuse to create waste to begin with	Avoid using single-use plastics.
Reduce waste	Choose products with longer life cycle and reduce food wastage.
Re-use items	Donate, instead of throwing out usable items.
Repair items	If broken, attempt to fix item.
Re-purpose items	Use unwanted plastic takeaway containers to make a worm farm.
Recycle items	Process used office paper to make recycled office paper and process the organics in garbage to make a compost.
Recover items	Thermally treat materials (processed engineered fuels) that cannot be reused or recycled to generate heat and electricity.

If all options above are vigorously tested, the amount that will be disposed (landfilled) will be significantly reduced. When the 7R circular economy model has been applied, any materials not suitable for recovery can be treated to reduce its environmental impact (e.g. medical waste) and/or disposed to landfill.

8 Bayside Council's Key Strategic Actions

To maintain consistency at a regional/state level, this Strategy uses the same Key Strategic Actions used in SSROC Regional WARRS:

- ▶ **Action 1: Avoiding and Reducing Waste**
- ▶ **Action 2: Recovering Resources**
- ▶ **Action 3: A Healthy Region**
- ▶ **Action 4: Reducing Illegal Dumping**
- ▶ **Action 5: Litter Prevention**

8.1 Action 1: Avoiding and Reducing Waste

Link to NSW WARR Strategy: Avoid and reduce waste generation.

Aim: To reduce per capita waste generation.

Objectives:

1. To encourage more productive and efficient use of household goods to decrease the quantity of material entering the waste management system.
2. To promote responsible citizenship to avoid waste and/or reduce waste generation.

Avoidance of waste is the top priority in the waste management hierarchy. In recent decades, changes to household purchasing and consumption patterns have dramatically increased the quantity of waste that an average person generates.

Combined with population growth, this places additional pressure on the current waste collection and management systems, and increases costs to the community in general.

Despite the critical importance of reducing waste, there are no easy solutions. This is a highly complex and difficult issue, which requires a series of solutions, and ownership of the issues by a wide range of stakeholders.

In accordance with the waste hierarchy, Council is committed to continuing efforts to reduce per capita waste generation as a key priority reducing the financial, environmental and social impacts of waste within the local government area.

Council plans to encourage more productive and efficient use of resources, to decrease the quantity of material entering the waste management system.

Initiatives to assist Bayside residents to avoid and reduce waste include:

- ▶ Behavioural change programs that help residents understand and choose products that last longer, consume less energy, produce less waste and can be repaired instead of replaced. Refer to Case Study 1 on Page 24 (Small Electronics Repair Café). This includes promotion of programs currently run externally by organisations such as Responsible Cafes.
- ▶ Education and workshops to encourage repurposing of materials to avoid waste. Refer to Case Study 2 on Page 25 (Kids Recycled Art Workshop).
- ▶ Council will establish relationships on behalf of the community with reuse organisations, resellers, retailers and/or event organisers to facilitate reuse opportunities within Bayside.
- ▶ Programs that encourage residents to think about and reduce food waste, including the NSW EPA Love Food Hate Waste program and programs that promote better acceptance of "imperfect food".
- ▶ Compost and worm farm workshops for schools.

- ▶ A-Z guide on Waste App to include reuse options. Refer to Case Study 3 on Page 26 (Council's Mobile Waste App).
- ▶ Investigation of initiatives and events to encourage clothing reuse and repair.

Case Study 1: Small Electronics Repair Café – 24 February 2018

Repair Cafés are community spaces where people share knowledge and skills in repairing all kinds of items. Bayside Council employs specialist trainers to explain the repair process to every participant, helping participants to learn new skills and understand the benefits in repairing and reusing.

Council's first Repair Café was held on 24 February 2018.

Items brought by residents to the workshop to repair were lamps, DVD player, amplifier, cake mixer, toys and a portable CD player.

The residents learnt skills to help them repair household items. For items that could not be repaired on the day, the participants chose to take them home and continue to work on them rather than disposing of them in the e-waste recycling bin.

The overall aim of the Repair Café was not to have staff repairing the items but rather educating and empowering participants to repair their own items in the workshop and at home. This is designed to support avoiding and reducing waste.



PHOTOS: Electronics Repair Café at Council's depot.

Case Study 2: Kids Recycled Art Workshop – 23 January 2018

On 23 January 2018, Waste & Cleansing Services provided Bayside residents with the opportunity to participate in a Kids Recycled Art workshop. The kids recycled art workshop was an extremely popular and fun summer holiday activity. At this workshop, children learnt how to create their own works of art using recycled materials.



PHOTOS: Kids Recycled Art Workshop, Redfern

Case Study 3: Council's Mobile Waste Services App

Council provides waste avoidance, reuse and recycling information to residents through a variety of mediums including Council's Waste & Cleansing Services Guide, Recycling Calendar, Council's website, and signage on bins and in bin storage areas.

Whilst these mediums have proven effective in delivering information and education, their reach and convenience is limited by their static nature and/or accessibility. Guides and calendars may not always be accessible by residents, as residents may move into a premises after the material has been delivered or may misplace the material.

Whilst some residents will always prefer hardcopy information, the preference for electronic information is likely to increase in the future and may result in less need for costly printed materials.

Council is looking at improving and harmonising services across the local government area. Financial and operational constraints mean that printed material can only be updated at limited time intervals. The new Waste Services App allows for the provision of dynamic information on collection services, reuse options, recycling options, and problem waste management to residents on an as-needed basis. Using the App, information will be changed as required to reflect service alignment and improvements.

The Waste Services App information provided to each household is determined by their home address when they initially sign in. This populates their waste calendar, scheduled clean up collections and provides waste drop off dates. It will also provide waste educational information, workshop dates, drop off event dates, etc.). The App also allows residents to activate regular updates and alerts regarding their waste services.

Council worked with the App service provider to develop new and innovative features, such as inclusion of clean up dates in the waste calendar and electronic forms to allow residents to report on illegal dumping, kerbside bin issues and general enquiries.



IMAGE: Promotion of the Bayside Waste Service App, 2018.

8.2 Action 2: Recovering Resources

Link to NSW WARR Strategy: Divert more waste from landfill (EPA target 75% for all waste streams combined) and Increase Recycling (EPA target 70% for Municipal Solid Waste - MSW).

Aim: To work towards meeting a 75% landfill diversion target for domestic MSW (kerbside bins, clean up and Council drop off events) without use of more advanced processing solutions, including but not limited to, an energy from waste solution. If more advanced processing solutions become viable and available, Council will optimally work towards 85% domestic MSW diversion target by 2030.

Objective:

1. To increase the capture and use of valuable resources from the municipal waste stream.
2. To promote responsible citizenship to increase resource recovery.

Diverting waste from landfill and recovering useful resources (materials and/or energy) is a critical and necessary outcome of this Strategy.

Contributing to the landfill diversion targets in itself is only one driver for improving recovery performance. Resource recovery brings other benefits including:

- ▶ Offsetting the need to extract virgin materials and fossil fuel resources.
- ▶ Reducing environmental impacts associated with making new products.
- ▶ Reducing environmental and community impacts associated with landfills.
- ▶ In the case of compost, improving soil quality and enabling the rehabilitation of degraded land.
- ▶ Reducing landfill levy liabilities.

Given the critical importance of reducing waste to landfill, Council plans to increase the capture and use of valuable resources from the waste stream and promote responsible citizenship to increase resource recovery.

Initiatives to assist Bayside residents to divert more waste from landfill include:

- ▶ Processing residual waste to recover resources (both materials and/or energy). Please refer to the discussion of the *Garbage and Organics* Recovery under the Section *"The Journey to 2030"* on Page 13.
- ▶ Decreasing contamination in kerbside bins.
- ▶ Investigating options for processing clean-up material to recover resources (both materials and energy).
- ▶ Engaging householders to improve recycling practices.
- ▶ Providing regular drop offs for residents wishing to recycle materials such as mattresses, metals, green waste, printer cartridges and x-ray film. Refer to Case Study 4 on Page 28 (*Council Drop Off Events*).
- ▶ Encouraging Extended Producer Responsibility schemes.
- ▶ Separately collecting recyclable material from Council clean ups for recycling (for example, mattresses, and metals). Refer to Case Study 5 on Page 29 (*Flat Bed Truck for Increased Recovery of Resources*).
- ▶ Lobbying through waste forums, government meetings Southern Sydney Regional Organisation of Councils (SSROC), and Waste Management Association of Australia (WMAA) to increase funding for improved resource recovery options, through means such as greater return of waste levy revenue to local government and the waste

industry. Greater return of levy revenue to local government has recently been recommended by NSW Portfolio Committee No.6 – Planning and Environment (March 2018).

- ▶ Investigating options for increasing recovery of food waste in commercial premises.
- ▶ Investigating options for increasing Council buy back or use of recycled products or recycled-content products.
- ▶ Education programs for residents and schools intended to increase and improve the use of recycling services provided by Council and other organisations. Refer to Case Study 6 on Page 29 (*Reducing Plastic Bag Contamination in Residential Unit Blocks*).
- ▶ Investigating Council's options with respect to supporting and championing innovative projects to increase resource recovery.
- ▶ Working with stakeholders to improve and expand recovery options; including the WMAA NSW Resource and Energy Recovery Working Group, Waste Contractors & Recyclers Association of NSW (WCRA) and the Australian Packaging Covenant Organisation (APCO).
- ▶ Schools education to assist school children to learn more about recycling and resource recovery.
- ▶ Working with developers to ensure best practice waste management and resource recovery in new building through Development control Plans (DCP).

Case Study 4: Council Drop Off Events

All residents can currently take electronic waste, metal and mattresses, green waste, printer cartridges and x-ray film to the Bayside Council Depots each month, where Council separate the material and have appropriate recyclers process the material.

In 2016/17, Council drop offs resulted in the receipt of approximately 6,600 kg of electronic waste, metals and green waste for recycling.



PHOTOS: Council drop off event, Botany depot.

Case Study 5: Flat Bed Truck for Increased Recovery of Resources

Local governments around Australia are currently working on strategies for the repurposing or reprocessing of clean up materials. Bayside Council is paving the way as environment stewards and leaders by optimising the resource recovery of some of these items. Council was successful in applying for and receiving a NSW EPA grant to purchase a flatbed truck that conducts a separate pass on clean up week to collect items such as refrigerators, freezers, washing machines, stoves, dryers, air conditioners, televisions, metals and mattresses. These items are returned to Council depot storage areas temporarily until recyclers collect then recover the material.

From September 2017, this flatbed truck recovered approximately 70 tonnes of material in a four month period. This includes collecting over 1,800 mattresses which were stripped to recover materials such as metal and foam.



PHOTO: Council's new flatbed truck

Case Study 6: Reducing Plastic Bag Contamination in Residential Unit Blocks

Millions of tonnes of plastic end up in the ocean or landfill every year. We must act now to make a difference to our environment. We can start by avoiding using plastic bags. The best option is to use reusable cloth or canvas bags and avoid plastic bags all together.

PROBLEM

In recent audits, Bayside Council identified a startling number of recycling bins contaminated with plastic bags, particularly in multi-unit dwellings.

SOLUTION

To combat this, Bayside Council utilised NSW EPA Waste Less, Recycle More funds to provide residents that reside in a multi-unit dwelling with a FREE CANVAS BAG to store, carry and empty their recyclables into the recycling bin without the use of plastic bags.

In late 2017, Bayside Council's Waste & Cleansing Services began distributing canvas bags to residents living in units and apartments as part of an initiative in partnership with NSW EPA to improve recycling and reduce recycling contamination. These bags are designed for the storage of recyclables and to assist in carrying these recyclables to the recycling bins. All bags will be distributed in 2018.



PHOTO: Council delivering bags to residents



PHOTO: Council canvas bag

8.3 Action 3: A Healthy Region

Link to NSW WARR Strategy: Manage problem wastes better

Aim: To reduce the incidence of problem wastes in kerbside collections

Objectives:

1. To work with government and communities to better manage problem wastes to:
 - ▶ Decrease risks to environmental and human health within the waste management system,
 - ▶ Improve the quality of materials presented for processing ('clean the stream').
2. To promote responsible citizenship to better manage problem wastes.

Some materials in the waste stream can pose serious risks to the health and wellbeing of people and the environment. Implementing the principles of Ecologically Sustainable Development and practicing good governance are key considerations for councils, requiring environmental, social, civil leadership and economic impacts and opportunities to be factors in decision-making.

Waste management systems have evolved to ensure sanitation goals are achieved and human health is protected. With an increasing focus on the importance of simultaneously recovering resources and reducing reliance on landfills, plus changes to the types of materials modern households are disposing of, there are now a number of 'problem wastes' that present particular risks to the safety of waste operators and the environment.

'Problem wastes' cannot be safely and/or efficiently managed through standard kerbside collections. These include gas bottles, medical waste and needles, electronic waste, tyres, smoke alarms, textiles and household chemicals.

For some materials, schemes involving producers, retailers and consumers can deliver more sustainable outcomes than traditional 'end-of-pipe' waste management approaches.

Accordingly, Council will work with government, SSROC, neighbouring councils and the wider community to better manage problem wastes to decrease risks to environmental and human health within the waste management system, and to improve the quality of recyclable material.

To reduce the incidence of problem wastes in kerbside collections by 2030, our key actions include:

- ▶ Using a combination of drop-off centres (refer to Case Study 4 (Council Drop Off Events) and other solutions for managing problem waste materials.
- ▶ Supporting Product Stewardship and Extended Producer Responsibility (EPR) schemes.
- ▶ Increasing community awareness of correct and safe disposal options. Refer to Case Study 7 on Page 31 (*Medical Sharps Drop Off Services*).
- ▶ A-Z guide on Waste App to include options for disposal or recycling of problem wastes. Refer to Case Study 3 (Council's Mobile Waste App).
- ▶ Work with external stakeholders to determine and promote drop off locations for materials not collected by Council.
- ▶ Investigate options for collection of problem wastes, such as textiles, in multi-unit dwellings.
- ▶ Work with government, developers and planners to provide updated waste management requirements for multi-unit dwellings as part of development control plans.



PHOTO: Council supplied sharps container, at a participating pharmacy.

Case Study 7: Medical Sharps Drop Off Services

To enable residents to safely manage their medical sharps, Bayside Council has a free disposal program.

Council encourages pharmacies in the local government area to participate in a program funded by Council and the NSW EPA, whereby residents can bring in their medical sharps to pharmacies to be disposed correctly. Council engages a contractor that collects the sharps regularly and disposes of them in an environmentally friendly and safe manner. In 2016/17, 106 x 55L sharps bins were collected from 10 participating pharmacies. By 2030, Council would like to have the majority of all pharmacies in the local government area participating.

8.4 Action 4: Reducing Illegal Dumping

Link to NSW WARR Strategy: Reducing illegal dumping.

Aim: To reduce the incidence of illegal dumped waste.

Objectives:

1. To work with the community, regional organisations and other stakeholders to:
 - ▶ Increase the visual amenity of Bayside.
 - ▶ Minimise the potential for human and environmental harm.
 - ▶ Promote responsible citizenship to dispose of unwanted items correctly.
 - ▶ To provide more data to measure the effectiveness of illegal dumped waste reduction programs.

At home, at work and out and about, each one of us is responsible for avoiding, reducing and managing waste. This focus area is about individual and collective decisions, and roles in putting solutions into practice. Illegal dumping degrades our neighbourhoods, and poses a hazard to public health and the environment. Waste management and enforcement is also a considerable financial burden on Council.

Illegal dumping is a complex social issue, which can be compounded by a lack of infrastructure in some multi-unit developments and commercial areas to correctly store waste and recyclables. There are also challenges in identifying and prosecuting offenders. Illegal dumping incidents in Bayside are typically composed of unwanted household goods left on kerbsides and laneways, or dumping around bins in laneways behind commercial premises. Dumping of building material and soil is also an issue.

To reduce the incidence of illegal dumping and monitor the effectiveness of our programs, our key actions include:

- ▶ Obtaining, collecting and utilising data on illegal dumped waste incidents to inform remedial actions.
- ▶ Better understanding the causes and the prevention mechanisms of urban illegally dumped waste.
- ▶ Developing and implementing appropriate remedial strategies to address illegal dumped waste at hotspots.
- ▶ Improving resident utilisation of Council clean up collection services.
- ▶ Targeting illegal dumped waste hotspots with surveillance equipment, signage and face-to-face education. Refer to Case Study 8 on Page 32 (*Bayside Council's Clean City Project*).
- ▶ Working with regional organisations to target illegal dumped waste activities across borders.
- ▶ Providing easy to access information to residents on their scheduled clean up days, including fridge magnets, and resident specific collection calendars via the Waste App and Council's website.

Critically, community members must be engaged in the process, and become active in their roles as responsible citizens. Council has trialled numerous approaches aimed at helping the community understand how to 'do the right thing' in relation to waste management and recovering resources. The lessons learned through successful programs will be adapted when developing new approaches to reduce illegal dumped waste material and littering.

Case Study 8: Bayside Council's Clean City Project

Bayside's Clean City Project used education and innovative infrastructure to reduce illegal dumping in identified dumping 'hotspots' including extensive traffic islands and public place nature strips in Ramsgate and Sans Souci. The worst time periods for dumping in these areas (supported by data), coincided with Council scheduled clean up periods.

The Project included the installation of 8 solar powered surveillance cameras in the target areas and the implementation of a waste education campaign that included mail drops (of letters, waste guides, flyers), face to face communication (door knocking and increased patrols by educators leading into scheduled clean up collections), media releases and community outreach using a solar powered interactive waste education and sustainability trailer (iWest).

The program was launched in March 2017 which resulted in an approximate reduction of 65 tonnes of waste from the previous corresponding period, equating to savings of approximately \$20,500 and two days of gained productivity. In June 2017, Council repeated the same program at the next scheduled clean up collection week for this zone which resulted in a further reduction in waste collected, from the corresponding period twelve months prior, by 17 tonnes (equating to savings of \$8,000).

The project resulted in a significant reduction in illegal dumped material and an increase in compliant presentation of scheduled clean up material. The increase in reporting of dumpers indicated that the community engagement was successful in developing a sense of ownership and shared responsibility for monitoring waste behaviour. Although intended as a trial, it is expected that the program will continue based on the measurable improvements in community behaviour, improved visual amenity and anticipated future cost savings.



PHOTOS: Council's Clean City Program on community islands, Sans Souci and Ramsgate.

8.5 Action 5: Litter Prevention

Link to NSW WARR Strategy: Reduce litter.

Aim: To reduce the incidence of littering.

Objectives:

1. To work with the community, regional organisations and other stakeholders to:

- ▶ Increase the visual amenity of Bayside.
- ▶ Minimise the potential for human and environmental harm.
- ▶ Promote responsible citizenship to dispose of unwanted items correctly.
- ▶ To provide more data to measure the effectiveness of litter prevention programs.

Whilst out and about, each one of us is responsible for avoiding, reducing and managing waste. This focus area is about individual and collective decisions, and roles in putting solutions into practice.

Littering can impact on human health and the environment by harming wildlife that ingest or become tangled in littered material, leaching of chemicals into the environment, injuring people that come in contact with littered materials including broken glass and syringes, and by impacting on the enjoyment and image of Bayside.

Littering has the potential to damage Bayside's image as a desirable place to live and visit. Bayside beaches and parks are used by a large number of residents and visitors (including interstate and international visitors). This high visibility increases the need to keep these areas clean, safe and free of litter.

To reduce the incidence of littering and monitor the effectiveness of our programs, our key actions include:

- ▶ Obtaining, collecting and utilising data on littering incidents to inform remedial actions.
- ▶ Better understanding the causes and prevention mechanisms of litter.
- ▶ Developing and implementing appropriate remedial strategies to address littering at hotspots.
- ▶ Improving resident utilisation of Council litter bin infrastructure with signage and education.
- ▶ Providing innovative beach litter bin infrastructure and collection services to reduce the incidence of beach littering.
- ▶ Investigating (including potential funding) innovative and integrated projects potentially utilising smart litter bin technology, solar powered cameras and lighting systems, and Wi-Fi infrastructure.
- ▶ Partnering with other sections of Council to provide more comprehensive litter programs.
- ▶ Continuing our engagement of proactive community groups in litter reduction events such as Clean Up Australia Day. Refer to Case Study 9 on Page 35 (*Clean Up Australia Day*).
- ▶ Initiating new projects to encourage and incentivise residents to keep their streets clean (for example, clean street challenges).
- ▶ Providing garbage and recycling bin infrastructure at Council events.

Case Study 9: Clean Up Australia Day

Clean Up Australia activities 2-4 March 2018 were a major success, with many volunteers identifying and cleaning 13 parks, 10 schools, 4 beach areas, 2 rivers/creeks and 2 roadways within the Bayside area.

Council coordinated with site managers to provide assistance as required, including provisions of additional bags, litter picking tools, gloves, educational information, and waste collection and disposal. Council utilised their solar powered education trailer that is equipped with a BBQ to provide a sausage sizzle to thank volunteers for their great effort. Water and fruit, sourced from local retailers, was also provided to volunteers throughout the day.

Council collected over 2,400 kg of litter presented by Clean Up Australia volunteers on the Sunday alone, which is a fantastic contribution to keeping Bayside clean and litter free.

Clean Up Australia Day was a fantastic opportunity for Council to engage with pro-active community members and the goodwill that was generated through all involved will have positive benefits beyond the actual litter collected on the day.



PHOTOS: Clean up Australia Day event

9 Strategy Implementation

9.1 Strategy Responsibilities

General Manager / Director

The Executive Committee evaluates the provisions of the Strategy and make decisions to ensure the effective provision of the Strategy are in accordance with the enabling legislation and Council's values and policies.

Manager Waste and Cleansing Services

The Manager Waste and Cleansing Services' four major functions are to plan, organise, lead and control in accordance with the enabling legislation and Council's values and policies, as well as arrange appropriate resourcing, within budgetary constraints, for the effective implementation of this Strategy.

Coordinator Waste Avoidance and Resource Recovery

The Coordinator Waste Avoidance and Resource Recovery interprets the legislation and Council policies and coordinates the implementation of this Strategy and associated Action Plan in accordance with the enabling legislation and Council values and policies.

Coordinator Operations Waste and Cleansing Services

Ensure the effective implementation of the procedures in accordance with the enabling legislation and Council values and policies that deal with issues arising from the day to day operational provision of the services in relation to the Strategy.

10 Document Control

10.1 Monitoring, Evaluation and Review

The success of this Strategy will be measured by the achievements and targets, in line with the WARR Action Plan covering each Action area. Progress will be reported to the Council and the community via Council's Community Strategic Plan (Delivery and Operational Plans). A revised Action Plan is submitted to the Manager on an annual basis.

This Strategy will be reviewed as required to respond to changes in regional, NSW or Federal strategies and in responses to significant changes affecting waste management, waste avoidance and resource recovery.

10.2 Version History

Version	Release Date	Author	Reason for Change
1.0	June 2018	Waste & Cleansing Services	New Strategy

Public Works & Maintenance Committee

25/06/2018

Item No	5.3
Subject	Illegal dumping - current data and statistics
Report by	Joe Logiacco, Manager Waste and Cleansing Services
File	F09/31P02

Summary

This Procedure has been developed to clarify Waste & Cleansing Services responsibilities regarding management of illegally dumped waste.

Officer Recommendation

That the committee receives and notes the presentation on the current illegal dumping data and statistics.

Background

Illegally dumped waste incidents in Bayside Council (Council) are typically composed of unwanted household goods left on public land, community open spaces, on the kerbside and in laneways, or dumping around public or commercial bins. Dumping of building materials and soil is also an issue.

Investigation of illegally dumped waste incidents and enforcement activities to control illegal dumping are primarily the responsibility of the Coordinator Waste Avoidance & Resource Recovery (WARR) and the WARR Regulations Officers. There are separate WARR Regulations Officers for the eastern and western areas of Council.

Within Council, the Coordinator WARR and the WARR Regulations Officers are assisted by the WARR Education Officer, Waste & Cleansing Services Operations, the Community Safety Officer and Council's Customer Service officers. Council is also assisted in the investigation of illegal dumped waste and enforcement by the Regional Illegally Dumping (RID) Squad.

In 2016/17, Council received 3,278 reports of illegally dumped waste from the community. Where it was not possible to identify the dumper and have them remove the waste, this material was collected and disposed of by Waste & Cleansing Services. The disposal cost alone was approximately \$172,000.

Waste & Cleansing Services is also responsible for implementation of programs and initiatives to reduce the incidence of illegally dumped waste. These programs and initiatives align with Council's Waste Avoidance and Resource Recovery (WARR) Strategy 2030, WARR Action Plan, operational work plans; in addition to the RID Bayside Annual Strategic Work Plan and the NSW EPA's Waste Less Recycle More funding plans.

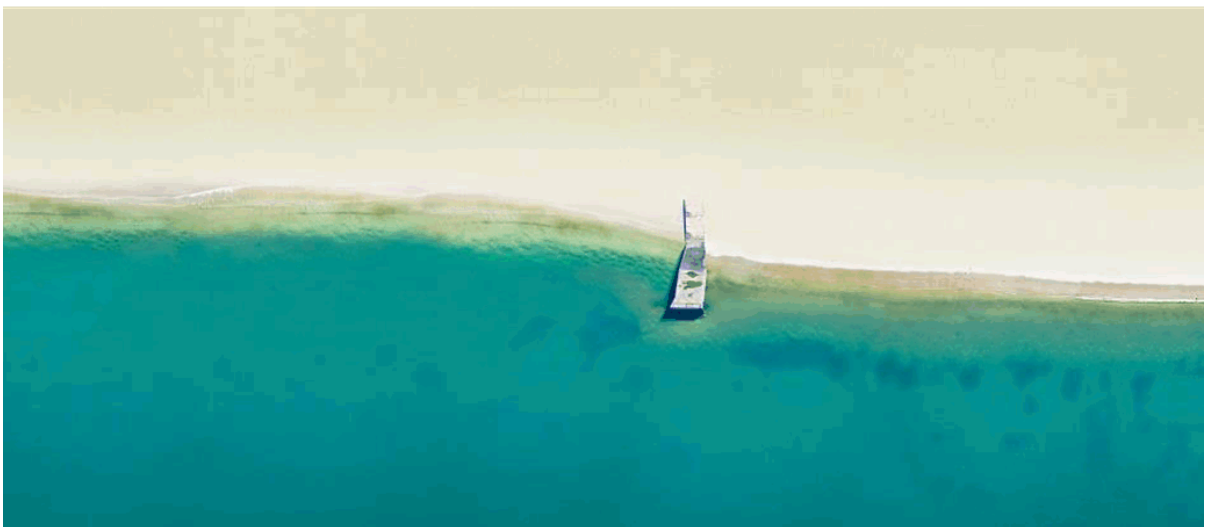
Attachments

Draft Procedure [↓](#)



Draft Waste & Cleansing Services - Management of Illegally Dumped Waste Procedure

June 2018





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File: F15/301 Document: 18/
Class of document: Council Procedure

Enquiries: Manager Waste & Cleansing Services, Joe Logiacco

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1 Introduction

1.1 Background

Illegally dumped waste incidents in Bayside Council (Council) are typically composed of unwanted household goods left on public land, community open spaces, on the kerbside and in laneways, or dumping around public or commercial bins. Dumping of building materials and soil is also an issue.

Investigation of illegally dumped waste incidents and enforcement activities to control illegal dumping are primarily the responsibility of the Coordinator Waste Avoidance & Resource Recovery (WARR) and the WARR Regulations Officers. There are separate WARR Regulations Officers for the eastern and western areas of Council.

Within Council, the Coordinator WARR and the WARR Regulations Officers are assisted by the WARR Education Officer, Waste & Cleansing Services Operations, the Community Safety Officer and Council's Customer Service officers. Council is also assisted in the investigation of illegal dumped waste and enforcement by the Regional Illegally Dumping (RID) Squad.

In 2016/17, Council received 3,278 reports of illegally dumped waste from the community. Where it was not possible to identify the dumper and have them remove the waste, this material was collected and disposed of by Waste & Cleansing Services. The disposal cost alone was approximately \$172,000.

Waste & Cleansing Services is also responsible for implementation of programs and initiatives to reduce the incidence of illegally dumped waste. These programs and initiatives align with Council's Waste Avoidance and Resource Recovery (WARR) Strategy 2030, WARR Action Plan, operational work plans; in addition to the RID Bayside Annual Strategic Work Plan and the NSW EPA's Waste Less Recycle More funding plans.

This Procedure has been developed to clarify Waste & Cleansing Services responsibilities regarding management of illegally dumped waste.

1.2 Definitions

The NSW EPA's *Waste Avoidance and Resource Recovery Strategy 2014-21* defines illegally dumped materials as

"waste materials that are disposed of on private or public land where no planning approval or environment protection licence has been granted for the activity. Illegally dumped materials can range from small bags of rubbish or household waste dumped in an urban environment to larger materials, such as construction and demolition waste, dumped in more isolated areas. This waste may also include dangerous materials like asbestos."

In this procedure, illegally dumped waste is limited to materials that are disposed of on public land as Waste & Cleansing Services has no jurisdiction to manage illegally dumped waste on private land.

1.3 Scope of procedure

This procedure relates to the management of illegally dumped waste in the Bayside Council Local Government area.

This Procedure sets the standard for management of illegally dumped waste by Council officers.

This Procedure applies to Council Waste & Cleansing Services staff involved in management of illegally dumped waste and the implementation of Council's WARR Strategy 2030 as it applies to illegally dumped waste.

2 Notification of incidents of illegally dumped waste to Council

Illegally dumped materials can be identified to Council through the following channels:

- ▶ The community reporting to Council's Customer Service, Council's social media, via RIDOnline, via NSW EPA or via the Bayside Waste App.
- ▶ Council staff proactively reporting illegally dumped waste to Waste & Cleansing Services.
- ▶ RID Squad officers proactively reporting illegally dumped waste to Waste & Cleansing Services.
- ▶ Evidence of illegally dumped materials being observed on stills from CCTV cameras in known hotspots, which are sent to the WARR Regulations Officers and the Community Safety Officer. The Community Safety Officer has remote access to the CCTV cameras and relays information captured on the CCTV footage regarding illegal dumping to the appropriate WARR Regulations Officer(s).

When a Council officer receives an illegally dumped waste request from the community, they create a CRM under RUBB1 – Illegally Dumped Rubbish and specify whether the CRM should go to the East or West WARR Regulations Officer as Actioning Officer. This CRM, when raised, will go to the appropriate WARR Regulations Officer. Once investigated, the CRM is either finalised or re-assigned to appropriate Waste & Cleansing Services officer for collection and/or education. All RUBB1 CRMs assign the Coordinator WARR as the Responsible Officer.

The exemption to this procedure is for illegally dumped asbestos waste. Due to the safety risks associated with illegally dumped waste, these reports are created under the CRM request type Unapproved Building Work (UNAPP1). These CRMs go directly to an officer qualified to identify asbestos and remove (if appropriate) or assigned to an asbestos removal contractor. All UNAPP1 CRMs assign the Coordinator WARR as the Responsible Officer. Any investigating officer will refer any identifying material or evidence to the appropriate WARR Regulations Officer who will assess whether removal costs and other costs can be charged onto the dumper.

For proactive illegally dumped waste incidents that are reported by Council officers (written, verbal or CCTV cameras) a CRM is also created under RUBB1 or UNAPP1. For RUBB1 CRMs, the assigned WARR Regulations Officer will then use the questionnaire within the Pathways system to identify these CRMs as proactive by Council, so that they may be reported separately.

RID Squad officers also do proactive patrols, as specified in the RID Bayside Annual Strategic Work Plan. Any incidents resulting from these patrols are reported by RID to Council's WARR Regulations Officers either via email or via RID online. The receiving WARR Regulations Officer will create a CRM under RUBB1 and use the questionnaire within the Pathways system to identify these CRMs as proactive by RID, so that they may be reported separately.

Reports received from the Waste App via email are currently recorded separately by the WARR Regulations Officers. Council is working on an IT system that will import these reports directly into Council's CRM system.

3 Investigation of incidents of illegally dumped materials

Council's WARR Regulations Officers will conduct an initial desktop investigation of all reported incidents. This includes assessment of CRM details and potentially calling or emailing the reporter for further information. Based on this desktop assessment, the RID officer will take one of three actions:

1. Conduct a further field investigation.
2. Assign investigation to the RID Squad.
3. Conclude that the investigation is a low priority.

After the investigation is concluded, any remaining illegally dumped waste will be referred for collection (See Section 4).

3.1 Conduct a further investigation

A field investigation may include:

- ▶ Examining and taking photos of the dump.
- ▶ Making further enquiries in person, via phone, via email or via written correspondence (witnesses, potential dumpers, police, strata managers, property managers and owners' corporations).
- ▶ Issuing verbal or written requests for the material to be removed.
- ▶ Issuing a clean up order.
- ▶ Issuing fines and charges associated with breaches of environmental law or to recoup clean up/removal costs.
- ▶ Providing education in person, via phone, via email or via printed/written materials to potential dumpers and neighbours.
- ▶ Taking witness statements.
- ▶ Taking person(s) of interest statements.
- ▶ Conducting background research online of person(s) of interest.
- ▶ Conducting interviews with witnesses/person(s) of interest.
- ▶ Collection, photographing or documenting evidence.

3.2 Assign investigation to the RID Squad

When assigning investigations to the RID Squad, the WARR Regulations Officer will consider the specialist skills of the RID Squad and Council in-house resourcing. Investigations will be assigned to the RID Squad either via email or via RID online.

It is expected that the RID Squad will take actions that may include those listed in Section 3.1.

The RID Squad will report on their investigation to the appropriate WARR Regulations Officer and the Coordinator WARR via email and/or via RID online.

3.3 Low priority investigations

In some cases, the material may be referred for collection without further investigation.

At times, conducting a field investigation may be a lower priority than immediate collection for a variety of reasons including, but not limited to:

- ▶ Desktop investigation indicates a low likelihood of identifying the dumper.
- ▶ A safety, health or public perception risk exists that makes timely collection more important than a field investigation.
- ▶ Part of a clean up zone.
- ▶ Part of a pre-booked collection service.

4 Collection and disposal of illegally dumped waste

Once the investigation is concluded, any remaining illegally dumped waste will be referred for collection. The method of collection will vary based on the type of material.

4.1 Material suitable for Council's compaction service

Illegally dumped waste that is referred to as compliant non-recyclable material within Council's Waste & Cleansing Services Guide will be referred to the appropriate Waste & Cleansing Team Leader, based at either the Mascot or Bexley depot.

4.2 Material suitable for Council's flat-bed service

Illegally dumped waste suitable for collection by Council's flat-bed vehicle will be referred to the appropriate Waste & Cleansing Team Leader, based at either the Mascot or Bexley depot.

4.3 Material suitable for collection by other Council departments

Illegally dumped waste which is not suitable for collection by Council's Waste & Cleansing Services but can be collected and disposed by another section of Council, may be referred to that section after receiving agreement by that department.

4.4 Material not suitable for collection by Council

If the illegally dumped waste contains material that is unidentifiable, it will be treated as potentially dangerous. Some other identifiable wastes may also be deemed as dangerous, such as asbestos.

Material which is considered dangerous or is the subject of environmental controls may only be picked up by a designated Council officer that is qualified and has the tools and personal protective equipment necessary to pick up these materials. If no such Council officer is available, the Coordinator WARR will authorise collection and disposal by Council's preferred supplier.

5 Communication

Illegally dumped waste can be reported to Council through the following channels (identified in Section 2).

5.1 Reported to Bayside Customer Service or via Waste App

The WARR Regulations Officers will contact all customers (except Councillors) that have made a request via Council's Customer Service and/or the Bayside Waste App within the timeframes specified within Council's Guarantees of Service (GoS), unless they have expressly indicated that they do not want to be contacted.

The WARR Regulations Officers may also contact customers (except Councillors) to request further information in relation to the request, unless they have expressly indicated that they do not want to be contacted.

WARR Regulations Officer(s) and WARR Education Officer are to refer all updates and requests for information to the Coordinator WARR for referral to Council's Manager Waste & Cleansing Services where the reporting customer is also a Councillor.

5.2 Reported via print and digital media

If the sole contact method is via public or private digital media channels, the information and requests must be provided to the customer via Council's Digital Content Producer or via Communications & Events.

When a customer (except Councillors) reporting via digital media also provides a phone number, email or postal address, the WARR Regulations Officer may contact them through these channels to request further information or to provide an update within the timeframes specified within Council's Guarantees of Service (GoS).

Where the request comes from a journalist or via printed/electronic media, the WARR Regulations Officers should discuss the request prior to actioning the request with the Coordinator WARR and Manager Waste & Cleansing Services who will refer it to Director City Presentation, Head of Media and Communications, General Manager and/or Mayor for a response.

5.3 Reported to RID or Council officers

When a report of illegally dumped waste is received from RID Squad officers or Council officers, the WARR Regulations Officers may contact them in relation to the investigation (if required) to request further information.

6 Education

6.1 Waste Avoidance and Resource Recovery Strategy 2030

Council's WARR Strategy 2030 and associated Action Plan will include education programs designed to reduce illegal dumping and encourage correct disposal behaviour.

The Strategic vision and planning is guided by Council's Director City Presentation and Manager Waste and Cleansing Services, with education programming overseen by the Coordinator WARR and is implemented by the WARR Education Officer, with the assistance of the WARR Regulations Officers and other consultants or contractors engaged by Council, such as Keep Australia Beautiful.

The WARR Regulations Officers, during their waste regulations activities, will also educate residents on correct waste disposal behaviour via face-to-face education and written correspondence.

The RID Squad will also participate in educating the residents, as required and directed.

7 Monitoring and reporting

7.1 Tonnage information

Tonnages for clean up materials and illegally dumped waste are currently recorded by the Waste & Cleansing Services Administration Officer on a Council common or shared computer drive. As on-call or pre-booked clean up material and illegally dumped materials are collected on the same day, the separate tonnage information for illegally dumped material is estimated based on a formula.

Weights collected by asbestos contractors will be recorded in the Bayside Council Asbestos Removal excel spreadsheet.

7.2 RID investigations

Investigations conducted by RID are recorded on RID online, and/or via email to the Coordinator WARR and the relevant RID Regulations Officers, and via the RID monthly reports submitted to the Coordinator WARR and Manager Waste & Cleansing Services.

7.3 CRM incidents

Reports can be generated for illegally dumped waste incidents reported via Pathways. Reporting categories are:

- ▶ Unapproved Building Work (Asbestos)
- ▶ RUBB1 – Illegally Dumped Rubbish East (reported via public)
- ▶ RUBB1 – Illegally Dumped Rubbish West (reported via public)
- ▶ RUBB1 – Proactive Investigation East (identified by Council officer)
- ▶ RUBB1 – Proactive Investigation West (identified by Council officer)
- ▶ RUBB1 – RID Investigation East (identified by RID officer)
- ▶ RUBB1 – RID Investigation West (identified by RID officer)
- ▶ RUBB1 – Not Illegal East (identified by Council officer)
- ▶ RUBB1 – Not Illegal West (identified by Council officer)

7.4 WARR Regulations Officer reporting spreadsheet

Each WARR Regulations Officer maintains an excel spreadsheet with information on investigations including, but not limited to:

- ▶ Size of illegally dumped waste per incident.
- ▶ Outcome of investigation (part of clean up (i.e. not illegally dumped), removed by dumper, removed by Council, clean up notice issued, no waste found).
- ▶ CRMs referred to RID.

This information is stored on a Council common or shared computer drive and compiled into a short report each month for the Coordinator WARR and Manager Waste & Cleansing Services.

8 Procedure implementation

General Manager / Director

The Executive Committee evaluates the provisions of the service and make decisions to ensure the effective provision of the service are in accordance with the enabling legislation and Council's values and policies.

Manager Waste and Cleansing Services

The Manager Waste and Cleansing Services' four major functions are to plan, organise, lead and control in accordance with the enabling legislation and Council's values and policies, as well as arrange appropriate resourcing, within budgetary constraints, for the effective implementation of this Procedure.

Coordinator Waste Avoidance and Resource Recovery

The Coordinator WARR interprets the legislation, Council policies, strategies, action plans, work plans and coordinates the implementation of this Procedure in accordance with the enabling legislation and Council values and policies.

Coordinator Operations Waste and Cleansing Services

Coordinator Operations Waste and Cleansing Services coordinates the effective implementation of the procedures related to operational services, such as Council collection of illegally dumped material in accordance with the enabling legislation and Council values and policies.

Waste Avoidance and Resource Recovery Regulations Officers

The WARR Regulations Officers are responsible for implementing this procedure, in line with the Council WARR Strategy 2030 and WARR Action Plans, including: the investigation of illegally dumped waste; reporting on illegally dumped waste; and assisting the WARR Coordinator and WARR Education Officer to educate residents to reduce and report illegally dumped waste.

Waste Avoidance and Resource Recovery Education Officer

The WARR Education Officer is responsible for providing education to residents on how to reduce and report illegally dumped waste, in line with the Council WARR Strategy 2030 and WARR Action Plans. In this role, the WARR Education Officer is assisted by the Coordinator WARR and the WARR Regulations Officers.

Team Leader(s) Waste & Cleansing Services

The Team Leader(s) Waste & Cleansing Services are responsible for ensuring the collection of illegally dumped materials as requested by the WARR Regulations Officers, the Coordinator WARR, Coordinator Operations Waste & Cleansing Services and/or the Manager of Waste & Cleansing Services.

Community Safety Officer

Council's Community Safety Officer (with the assistance of other qualified officers), under the direction of Manager Waste & Cleansing Services, oversees the procurement, deployment, relocation of CCTV cameras, assists with access to video footage from these CCTV cameras and relays the information back to the WARR Regulations Officers, WARR Education Officer, Coordinator WARR and/or Manager Waste & Cleansing Services by request.

9 Document control

9.1 Review

The maximum period for review of this Procedure is four (4) years.

The Manager Waste and Cleansing Services may approve amendments to this procedure.

9.2 Related documents

Relevant legislation, Council policies and procedures relevant to the procedure include, but are not limited to:

- ▶ Council's Waste Avoidance and Resource Recovery Policy.
- ▶ Council's Waste Avoidance and Resource Recovery Strategy 2030.
- ▶ Council's WARR Action Plans.
- ▶ Council's Community Strategic Plan 2030.
- ▶ Local Government Act 1993.
- ▶ Protection of the Environment Operations Act 1997.
- ▶ Protection of the Environment Operations (Waste) Regulation 2014.
- ▶ Protection of the Environment Operations (Illegal Waste Disposal) Act 2013.
- ▶ Waste Avoidance and Resource Recovery Act 2001.
- ▶ NSW Waste Avoidance and Resource Recovery Strategy 2014-21.
- ▶ Environmental Planning and Assessment Act 1979.
- ▶ Work Health and Safety Act 2011.

9.3 Version history

Include the details of the original adoption / approval and subsequent changes.
Version 1.0 is the initial adopted/approved version.

Version	Release Date	Author	Reason for Change
1.0	June 2018	Waste & Cleansing Services	New document

Public Works & Maintenance Committee

2/07/2018

Item No	5.4
Subject	The future of Fleet Management
Report by	Colin Clissold, Director City Presentation
File	F18/639

Summary

Presentation on 'The Future of Fleet Management'.

Officer Recommendation

That the Committee receives and notes the presentation on 'The Future of Fleet Management' delivered by Director City Presentation.

Background

The rise of driverless vehicles is going to have a major impact on businesses and professionals into the future. Automated vehicles could replace corporate fleets for deliveries, scheduled programmed works or transporting employees. Workers could gain productive hours in the day by working instead of driving during daily commutes. Innovations in this field are also poised to completely change the car insurance and associated industries by reducing accidents.

Attachments

Nil