



Cardinia

MINUTES OF GENERAL COUNCIL MEETING

MONDAY, 11 DECEMBER 2017

MINUTES OF GENERAL COUNCIL MEETING

held in the Council Chambers, 20 Siding Avenue, Officer
on Monday, 11 December 2017
The meeting commenced at 7.02pm

PRESENT: Mayor, Collin Ross, Chairman

Councillors Michael Schilling, Carol Ryan, Jodie Owen, Graeme Moore, Ray Brown, Jeff Springfield, Leticia Wilmot, Brett Owen

Messrs Garry McQuillan (CEO), Mike Ellis (GMAS), Derek Madden (GMCS), Andrew Paxton (GMPD), Jenny Scicluna (GMCWB), Doug Evans (MG)

OPENING PRAYER

Almighty God we humbly request that you bestow your blessings upon this Council, direct and prosper our deliberations to the advancement of your glory and to the betterment of the peoples of Cardinia Shire. Amen.

ACKNOWLEDGEMENT OF TRADITIONAL LANDOWNERS

The Cardinia Shire Council respectfully acknowledges that we are on the traditional land of the Bunurong and Wurundjeri people.

APOLOGIES:

Nil

CONFIRMATION OF MINUTES OF MEETINGS

Moved Cr G Moore Seconded Cr R Brown

THAT MINUTES OF THE FOLLOWING MEETINGS BE CONFIRMED-

- General Council Meeting 20 November 2017
- Town Planning Committee 4 December 2017

Cd.

DECLARATION OF PECUNIARY AND OTHER INTERESTS

Nil.

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GENERAL REPORTS**1 PROVISION OF FACILITIES MAINTENANCE AND MANAGEMENT SERVICES**

FILE REFERENCE INT1781956

RESPONSIBLE GENERAL MANAGER Michael Ellis

AUTHOR Walter Carmignani

RECOMMENDATION

That:

- 1a. Council award the tender from Campeyn Group Pty Ltd for the Provision of Facilities Maintenance and Management Services for a 3-year period. The tender price consists of an estimated Annual Lump Sum value (a fixed Annual Fee for Routine Maintenance Services and an estimated Reactive Maintenance Service cost), exclusive of GST and any tendered discounts.
- 1b. Council note, should the Regional tender by Campeyn Group Pty Ltd be awarded to all participating Councils, a further Annual reduction, exclusive of GST will apply.
2. The common seal of the Council be affixed to the contract documents.
3. That the Confidential Memorandum to Councillors - Summary Collaborative Regional Tender Report attached remain confidential indefinitely as it relates to matters specified under Section 89 (2) (d) of the Local Government Act 1989.

Attachments

- 1 Confidential memorandum circulated to councillors only 10 Pages

EXECUTIVE SUMMARY

This report summarises the process and evaluation by the three participating Regional Councils (Shire of Yarra Ranges, City of Greater Dandenong and Shire of Cardinia) in their collaboration to seek competitive market value-add tenders for the provision of the Facility Management and Maintenance Services, with the Shire of Yarra Ranges acting as the agent on behalf of the participating Councils in tendering the provision of the said Services.

The collaboration sought to achieve the benefits of competitive pricing, economies of scale due to volume and consistency with service needs, customised and specialist provisions related to ESD and social procurement, consistency in practice and in minimising errors of rework, innovation and continuous improvements, sharing of resources, and improved contract performance.

The report provides an analysis of the three tender submissions, benefits and value-add differences, and together with the Confidential Memorandum to Councillors - Summary Collaborative Regional Tender Report, makes recommendations for the endorsement and in the appointment of the recommended contractor.

The recommendations in this report have been formally endorsed by the evaluation panel.

BACKGROUND

The provision of Routine Maintenance Services, Reactive Maintenance Services (Building Repairs and Improvements) and Planned Minor Capital Works (e.g. security access & monitoring, Essential Safety Measures & Compliance management (electrical, mechanical, fire, etc.), asbestos risk monitoring & management, building management systems, handyworker repairs, wastewater systems and pump stations, air-conditioning, roof anchor points, lifts & EWPs, grease traps, plumbing & hydraulics, pest control, Pool plant, Testing & tagging, residual current devices, thermostatic mixing valves, etc.), at the Shire across 760 buildings, structures and related assets is currently being delivered under an existing contract with UMS Pty Ltd and various other smaller supplier/service contracts. The existing contract in particular with UMS Pty Ltd has been in place now for over 10 years and will expire on 4 December 2017.

The 2-year extension Option at the end of the contract term with UMS Pty Ltd was not exercised, due to the opportunity in collaborating with Regional Councils such as the City of Greater Dandenong and the Shire of Yarra Ranges, in jointly seeking competitive pricing, improved performance and value-add services.

In January 2017, representatives from each of the collaborating Councils over a number of months set out to prepare a single and effective tender document platform, which included such key aspects as (i) detailed pricing schedules pertaining to each Council, (ii) Performance Based contract with focus on Innovation and Value Add Services, (iii) Social Procurement in providing employment opportunities within each Municipality for socially disadvantaged people, (iv) Accredited Quality System to ensure high standards of work, minimisation/control, improved efficiencies in delivery of services, best practice, and reducing rework and achieving consistency, (v) legal assistance by Maddocks in structuring of the contract to minimise liabilities, and (vi) engagement of an appropriate Probity Auditor in ensuring due diligence of the Procurement Plan.

Due to each participating Council having current service contracts expiring on different dates, and in particular Shire of Yarra Ranges not having any contract extensions beyond term end date of December 2017, there was a requirement in calling for tenders no later than on Saturday 15 July 2017. This tender deadline would allow the Shire of Yarra Ranges to have the appropriate contractor to commence delivery of Services by December 2017 and ensure respective transition across the remainder Councils, should the same contractor be recommended for all participating Councils.

The term for the new Contract was set at 3 years with a fixed price over this period, and includes 3no. x 2-years Options, which can be exercised by each Council respectively. The Cleaning Service will not form part of the provision of the Facility Management and Maintenance Services and will be tendered separately at a later stage.

The Shire of Yarra Ranges was nominated to act as the agent on behalf of the participating Councils in tendering the provision of the said Services.

An independent probity auditor was also appointed to overview the collaborative tender process and to ensure accordance with the agreed procurement plan and best practice.

In summary, the best offer was tendered by Campeyn Group Pty Ltd.

Please refer to the Confidential Memorandum to Councillors - Summary Collaborative Regional Tender Report for further details of the Regional Collaborative Tender process and outcomes.

POLICY IMPLICATIONS

Nil.

RELEVANCE TO COUNCIL PLAN

The provision of the Facility Management and Maintenance Services addresses the following key result areas and objectives of the Council Plan:

- 1.1 Access to a variety of for all.
 - 1.1.1 Continually review services to ensure those provided by Council meet Community needs.
- 1.7 Minimised impact of emergencies.
 - 1.7.1 Implement plans that support people in times of emergency.
 - 1.7.2 Implement effective plans and procedures that minimise the impact of all emergencies in the Shire.
- 2.1 Our diverse Community requirements met.
 - 2.1.4 Plan for the provision of facilities to service and support the changing Community.
- 3.1 Provision and maintenance of assets on a life-cycle basis.
 - 3.1.3 Provide accessible facilities to meet identified Community needs.
 - 3.1.4 Manage Council's assets like roads, drainage, footpaths and buildings, etc. in a way that ensures they are adequately maintained over their life.
- 4.1 Increased business diversity in Cardinia Shire.
 - 4.1.1 Plan for and support local employment opportunities.
 - 4.1.2 Support the development of existing and new businesses within the Shire.
 - 4.1.6 Encourage procurement of local products and services.
- 5.3 Long term financial sustainability.
 - 5.3.1 Make financial decisions that achieve the objectives of Council and long-term financial sustainability.
 - 5.3.5 Identify ways to contain Council's cost base by a focus on innovation and efficiency.

CONSULTATION/COMMUNICATION

Clients and stakeholders were engaged throughout the process to ensure alignment with Council's expectations on achieving best value outcomes, in delivering a contract document that fulfils best practice in the provision of the Facility Management and Maintenance Services, and in supporting Council's strategy for long term financial sustainability.

FINANCIAL AND RESOURCE IMPLICATIONS

The new Contract will commence on 5 March 2018, as there will be a requirement from January 2018 for the existing contractor to transition needs, expectations and required Services to the new Contractor, as well as allowing sufficient time for the establishment of the new Contractor across the Shire of Cardinia.

There are no financial or resource implications.

CONCLUSION

The Collaborative Tender Process has facilitated the opportunity to each Council to explore best value and best practice in the provision of the Facilities Management and Maintenance Services, and in aligning these with new and growing demands across the Shire of Cardinia.

Considerations in the new Contract to Social, Environmental, Financial Sustainability and Performance Management will provide greater long term benefits to both the Council and our Community, including a clearer and transparent working relationship with the recommended Contractor.

With this in mind, it is recommended that Council endorse the Recommendations in this report and award the tender to Campeyn Group Pty Ltd for the Provision of Facilities Maintenance and Management Services to the Shire of Cardinia.

1 PROVISION OF FACILITIES MAINTENANCE AND MANAGEMENT SERVICES

Moved Cr B Owen Seconded Cr L Wilmot

That:

- 1a. Council award the tender from Campeyn Group Pty Ltd for the Provision of Facilities Maintenance and Management Services for a 3-year period. The tender price consists of an estimated Annual Lump Sum value (a fixed Annual Fee for Routine Maintenance Services and an estimated Reactive Maintenance Service cost), exclusive of GST and any tendered discounts.
- 1b. Council note, should the Regional tender by Campeyn Group Pty Ltd be awarded to all participating Councils, a further Annual reduction, exclusive of GST will apply.
2. The common seal of the Council be affixed to the contract documents.
3. That the Confidential Memorandum to Councillors - Summary Collaborative Regional Tender Report attached remain confidential indefinitely as it relates to matters specified under Section 89 (2) (d) of the Local Government Act 1989.

Cd.

2 TENDERS FOR THE CONSTRUCTION OF PAKENHAM MAIN STREET - KINDERGARTEN REDEVELOPMENT

FILE REFERENCE INT1782078

RESPONSIBLE GENERAL MANAGER Michael Ellis

AUTHOR Jo Torpey

RECOMMENDATION

That Council:

1. Award the tender for Contract No. 17/48 of the Pakenham Main Street Kindergarten Redevelopment to Insight Construction Group Pty Ltd, for the contract sum of \$543,260.00 (excl. GST).
2. Advise all tenderers accordingly.
3. Seal is affixed to the relevant contract documents.

Attachments

- 1 Confidential memorandum circulated to councillors only 4 Pages

EXECUTIVE SUMMARY

The Pakenham Kindergarten at Main Street Pakenham has been requested by its User Group to be considered for redevelopment in helping to cater for the growing number of children attending the kindergarten and in improving its service delivery requirements to the local Community.

A Community Grant application by the User Group has been successful in securing appropriate funding and Council has also made available funds, in order to procure relevant works.

Documents were recently prepared for tendering purposes and tenders have now been received for consideration by the Council.

This report provides recommendations in approving the successful tenderer.

BACKGROUND

The Victorian Government Department of Education and Training together with Council have provided funding to redevelop the Pakenham Main Street Kindergarten.

The redevelopment works comprise of a new extension of around 100m², which will accommodate a new multipurpose area, storage room, staff room, amenities, a covered outdoor play/storage space, and will include the refurbishment of the children's amenities.

Tenders were advertised on the 7th October 2017 and closed on the 31st of October 2017, with two (2) submissions being received.

The tender evaluation panel comprising of Council Officers undertook a detailed assessment of all tenders lodged including reference and financial checks in accordance with the tender evaluation

process and set criteria. The evaluation panel endorsed the tender submission by Insight Construction Group as the most advantageous for Council.

Insight Construction Group is a medium sized building company from Pakenham who operates throughout the Shire. They undertake both Government and private works incorporating commercial and industrial construction.

Further, Insight Construction Group Pty Ltd has successfully completed a number of capital works projects for Cardinia Shire Council including Cardinia Recreation Pavilion, Chandler Recreation Reserve - Stage 2, Depot Administration Centre Stages 1 & 2 and is currently constructing stages 3 & 4 of the Depot Administration Centre.

POLICY IMPLICATIONS

Nil.

RELEVANCE TO COUNCIL PLAN

The Pakenham Main Street Kindergarten Redevelopment relates to the following areas of the Council Plan:

- Council's major challenge is to balance the need for services, facilities and other infrastructure of our growing region with the needs of the existing communities.
- Our People - Access to variety of services for all, learning opportunities for all ages and abilities and improved health and wellbeing for all.
- Our Environment - Natural and built environments that support the improved health and wellbeing of our communities.

CONSULTATION/COMMUNICATION

There has been extensive consultation between Council Officers and the User Group of the Kindergarten, in developing the required outcomes from this project. Further, meetings will be set up during the implementation of the works between the User Group and Council, in ensuring all parties are well informed on the progress with this project and in meeting desired requirements.

FINANCIAL AND RESOURCE IMPLICATIONS

The Victorian Government Department of Education and Training is contributing \$350,000 through an applied grant, with the remainder of \$260,000 being funded through Cardinia Shires Community Capital Works.

CONCLUSION

It is recommended that Council accepts the tender submitted by Insight Construction Group Pty Ltd for Contract No 17/48 - Construction of Pakenham Main Street Kindergarten Redevelopment for the contract sum of \$543,260.00 (exclusive of GST).

2 TENDERS FOR THE CONSTRUCTION OF PAKENHAM MAIN STREET - KINDERGARTEN REDEVELOPMENT

Moved Cr M Schilling Seconded Cr J Owen

That Council:

1. Award the tender for Contract No. 17/48 of the Pakenham Main Street Kindergarten Redevelopment to Insight Construction Group Pty Ltd, for the contract sum of \$543,260.00 (excl. GST).
2. Advise all tenderers accordingly.
3. Seal be affixed to the relevant contract documents.

Cd.

3 CONTRACT 17/29: BLACKSPOT INTERSECTION TREATMENT - THIRTEEN MILE RD / BUNYIP RIVER RD, VERVALE

FILE REFERENCE INT1781943

RESPONSIBLE GENERAL MANAGER Michael Ellis

AUTHOR Kurt Pitts

RECOMMENDATION

That:

- Pending the successful outcome of the required land acquisition, the tender submitted by A1 Civil Pty Ltd to undertake the works associated with Contract 17/29 - Blackspot Intersection Treatment at the intersection of Thirteen Mile Road and Bunyip River Road in Vervale be accepted for the contract sum of \$556,714.00 (Excl. GST);
- The remaining Tenderers be advised accordingly; and
- The common seal of the Council be affixed to the contract documents.

Attachments

1 Confidential memorandum circulated to councillors only 3 Pages

EXECUTIVE SUMMARY

The intersection of Thirteen Mile Road and Bunyip River Road is a high priority for safety improvements having been the site of several serious crashes as well as a recent fatality. The intersection has a default 100km/hr limit on the Thirteen Mile Road and Bunyip River Roads, with Thirteen Mile Road being the default through road. Council was successful in obtaining funding for this project under the Federal Blackspot program.

This report provides consideration for the appointment of a contractor to undertake works to realign the western leg of Bunyip River Road to provide a safer offset intersection. The proposed works involve pavement construction, drainage installation, guardrail installation, public lighting and associated works. The acquisition of a small parcel of land on the north west side of the intersection is required to enable the works to proceed.

The tender submitted by A1 Civil Pty Ltd is the most advantageous for Council, providing the best value for money while providing excellent service.

It is therefore recommended that Contract 17/29 for the Blackspot Intersection Treatment at the intersection of Thirteen Mile Road and Bunyip River Road in Vervale be awarded accordingly, pending the successful acquisition of the required land.

BACKGROUND

The intersection of Bunyip River Road and Thirteen Mile Road in Vervale has been the site of many serious vehicle accidents in recent years including one fatality and several near fatalities. To provide a solution to the intersection current layout, a proposal was developed to offset one leg of the intersection, forcing drivers to deviate from the straight intersection and lessen the likelihood of vehicles failing to stop at the intersection while travelling through on Bunyip River Road. The

proposal was put forward as part of the Federal Blackspot program and was successful in receiving funding.

Tenders were advertised on 7 October 2017 and closed on 31 October 2017.

Tenders were evaluated against the stipulated criteria of Compliance with Contract Specifications, Pricing and Value for Money, Prequalification's with VicRoads, Capability and Capacity, Relevant Experience and Past Performance, Quality of Previous Works, Resources Available to Complete the Works, Quality System, Project Plan, OHS, Financial Viability, Risk and Insurance.

To provide best value for money, it is recommended that contract 17/29 be awarded to A1 Civil Pty Ltd for the sum of \$556,714.00 (Excl. GST).

POLICY IMPLICATIONS

The works have been developed in accordance with Council's Asset Management Plans.

RELEVANCE TO COUNCIL PLAN

These projects are consistent with efforts to "maintain all Council roads in a safe and functional condition in accordance with the Road Management Act 2004" and "upgrade local roads to improve safety" as established in the Council Plan, 2016-2020.

CONSULTATION/COMMUNICATION

Consultation with the community, affected property owners and commuters to notify them of disruptions throughout the construction works will form part of the project planning and delivery after the award of this Contract.

FINANCIAL AND RESOURCE IMPLICATIONS

Funding for this project has been made available through a successful grant under the Federal Blackspot Program. \$600,400.00 has been allocated to this project through this program.

The total cost of the intersection realignment at Thirteen Mile Road and Bunyip River Road is \$556,714.00 (Excl. GST). The recommended tender by A1 Civil Pty Ltd is within the funding available to deliver this particular contract.

The remaining funds will be utilised to finalise design fees and land acquisition costs.

CONCLUSION

The tender submitted by A1 Civil Pty Ltd for the Blackspot Intersection Treatment at the intersection of Thirteen Mile Road and Bunyip River Road in Vervale is considered to be the most beneficial to Council and it is recommended that Contract 17/29 be awarded to A1 Civil Pty Ltd for \$556,714.00 (Excl. GST), pending the successful acquisition of required land.

3 CONTRACT 17/29: BLACKSPOT INTERSECTION TREATMENT - THIRTEEN MILE RD / BUNYIP RIVER RD, VERVALE

Moved Cr G Moore Seconded Cr R Brown

That:

- Pending the successful outcome of the required land acquisition, the tender submitted by A1 Civil Pty Ltd to undertake the works associated with Contract 17/29 - Blackspot Intersection Treatment at the intersection of Thirteen Mile Road and Bunyip River Road in Vervale be accepted for the contract sum of \$556,714 (excl. GST);
- The remaining Tenderers be advised accordingly; and
- The common seal of the Council be affixed to the contract documents.

Cd.

4 CONTRACT 17/34 - DEEP CREEK RESERVE CIVIL WORKS PACKAGE

FILE REFERENCE INT1781946

RESPONSIBLE GENERAL MANAGER Michael Ellis

AUTHOR Kurt Pitts

RECOMMENDATION

That:

- The tender submitted by A1 Civil Pty Ltd to undertake the works associated with Contract 17/34 - Deep Creel Reserve Civil Works Package be accepted for the contract sum of \$1,549,448.88 (Excl. GST);
- The remaining Tenderers be advised accordingly; and
- The common seal of the Council be affixed to the contract documents.

Attachments

- 1 Confidential memorandum circulated to councillors only 3 Pages

EXECUTIVE SUMMARY

The Deep Creek masterplan identifies a number of significant developments at the Deep Creek Reserve in Pakenham. These include a regional all-abilities playspace, eco building and golf club, major wetlands and more. This 42-hectare site is located south of the Pakenham Golf Course and will feature a unique range of environmental, educational, and recreational attractions.

The Deep Creek project over the 2016/17 to 2018/19 financial years consists of six separately tendered The Deep Creek masterplan identifies a number of significant developments at the Deep Creek Reserve in Pakenham. These include a regional all-abilities playspace, major wetlands, environment building and more. This 42-hectare site is located south of the Pakenham Golf Course and will feature a unique range of environmental, educational, and recreational attractions.

The delivery of the Deep Creek project consists of six separately tendered packages broken up into:

- Bulk earthworks (completed)
- Construction of the building and services
- Construction of the regional all-abilities playspace
- Civil works package for the car park and associated drainage
- Pakenham Golf Course - Construction of New Holes
- Landscaping package of works

A number of these packages will be delivered concurrently. The Deep Creek nursery and trails are to follow in later financial years. The delivery of the proposed wetlands is dependant on successful funding being received from Melbourne Water.

This report provides consideration for the appointment of a contractor to undertake the civil works package at the Deep Creek Reserve to compliment the landscape and building works packages. The civil works component of the project will provide all the necessary infrastructure to compliment the other contracts. The proposed works involves the construction of 200 plus car space car park and drainage, demonstration wetland, the kick-a-bout area, footpaths, solar lighting and associated works.

The tender for the Deep Creek Reserve civil works package submitted A1 Civil Pty Ltd is the most advantageous for Council, providing the best value for money

It is therefore recommended that Contract 17/34 for the civil works package at the Deep Creek Reserve be awarded accordingly.

BACKGROUND

The masterplan of the Deep Creek site provides for a large scale development including all abilities playspace, major wetlands and demonstration wetlands, an eco-theme throughout the site incorporating vegetation improvements and habitat creation, an indigenous nursery, large car park for 200 cars and a multi-user shared facility building, combining sports, ecological values and education.

The civil works component of the Deep Creek Reserve will provide all the necessary infrastructure to allow access to the building, all abilities playspace and future nursery, while also constructing the kick about area and demonstration wetlands that are being developed at the reserve. All these elements will complement the environmental education aspect of the reserve.

Tenders were advertised on 7 October 2017 and closed on 10 November 2017. A total of four (4) tenders were received from the following tenderers:

Contractor
2Construct
Kirchner Constructions
A1 Civil
MACA Infrastructure

Tenders were evaluated against the criteria of capability and capacity, relevant experience and past performance of the tenderer, quality system and project plan, quality of previous work, compliance with the specifications, financial viability, risk and insurance, compliance to conditions of contract, conflict of interest, OHS, compliance to the conditions of tender, pricing and value for money.

To provide best value for money, it is recommended that the Deep Creek Reserve Civil Works Package be awarded to A1 Civil Pty Ltd for the sum of \$1,549,448.88 (Excl. GST).

POLICY IMPLICATIONS

The works have been developed in accordance with Council's Asset Management Plans.

RELEVANCE TO COUNCIL PLAN

This project is consistent with efforts to " Provide active and passive recreation facilities to meet the needs of residents", " Increase opportunities for residents to participate in a range of sport, recreation and leisure activities", and " Provide accessible facilities to meet identified community needs".

CONSULTATION/COMMUNICATION

Consultation has been held with the Friends of Three Creeks, while extensive consultation has been held with the Cardinia Environment Coalition (CEC) & Pakenham Golf Club throughout the planning and design stage of the civil works component of this project.

Consultation with the community and affected property owners to notify them of disruptions, if any, throughout the construction works will form part of the project planning and delivery after the award of this Contract.

FINANCIAL AND RESOURCE IMPLICATIONS

Funding for this project has been made available in the Capital Works Program. The recommended tender submitted by A1 Civil Pty Ltd for the lump sum price of \$1,549,448.88 (Excl. GST) is within the funding available to deliver this project.

CONCLUSION

The tender submitted by A1 Civil Pty Ltd for the civil works package at the Deep Creek Reserve is considered to be the most beneficial to Council and it is recommended that Contract 17/34 - Deep Creek Reserve Civil Works Package be awarded to A1 Civil Pty Ltd for \$1,549,448.88 (Excl. GST).

4 CONTRACT 17/34 - DEEP CREEK RESERVE CIVIL WORKS PACKAGE

Moved Cr J Owen Seconded Cr C Ryan

That:

- The tender submitted by A1 Civil Pty Ltd to undertake the works associated with Contract 17/34 - Deep Creel Reserve Civil Works Package be accepted for the contract sum of \$1,549,448.88 (Excl. GST);
- The remaining Tenderers be advised accordingly; and
- The common seal of the Council be affixed to the contract documents.

Cd.

5 CONTRACT 17/36 - DEEP CREEK RESERVE LANDSCAPE PACKAGE

FILE REFERENCE INT1781964

RESPONSIBLE GENERAL MANAGER Michael Ellis

AUTHOR Kurt Pitts

RECOMMENDATION

That:

- The tender submitted by Australian Ecosystems Pty Ltd to undertake the works associated with Contract 17/36 - Deep Creel Reserve Landscape Package be accepted for the contract sum of \$388,056.00 (Excl. GST);
- The remaining Tenderers be advised accordingly; and
- The common seal of the Council be affixed to the contract documents.

Attachments

- 1 Confidential memorandum circulated to councillors only 4 Pages

EXECUTIVE SUMMARY

The Deep Creek masterplan identifies a number of significant developments at the Deep Creek Reserve in Pakenham. These include a regional all-abilities playspace, eco building and golf club, major wetlands and more. This 42-hectare site is located south of the Pakenham Golf Course and will feature a unique range of environmental, educational, and recreational attractions.

The delivery of the Deep Creek project consists of six separately tendered packages broken up into:

- Bulk earthworks (completed)
- Construction of the building and services
- Construction of the regional all-abilities playspace
- Civil works package for the car park and associated drainage
- Pakenham Golf Course - Construction of New Holes
- Landscaping package of works

A number of these packages will be delivered concurrently. The Deep Creek nursery and trails are to follow in later financial years. The delivery of the proposed wetlands is dependant on successful funding being received from Melbourne Water.

This report provides consideration for the appointment of a contractor to undertake landscape works to compliment the civil and building works packages. The landscape component of the project was split from the civil package to ensure the highest quality control on this component. It was recognised that the Deep Creek Reserve is a major development with an extremely high emphasis on the environmental aspects of the site, placing a high importance on ensuring the correct plants are sourced properly. As such, the contract documentation highlighted the importance of the provision of indigenous plants of local providence. The proposed works involve planting, furniture installation, hyrdro seeding, and other associated works.

The tender for the Deep Creek Reserve landscape package submitted by Australian Ecosystems Pty Ltd is the most advantageous for Council, providing the best value for money and excellent service through their extensive experience and expertise in indigenous landscaping works.

It is therefore recommended that Contract 17/36 for the landscape package at the Deep Creek Reserve be awarded accordingly.

BACKGROUND

The masterplan for the site provides for a large scale development including all abilities playspace, major wetlands and demonstration wetlands, an eco-theme throughout the site incorporating vegetation improvements and habitat creation, an indigenous nursery, car parking and a multi-user shared facility building, combining sports, ecological values and education.

The landscape component of the Deep Creek Reserve development is considered a critical component, which will provide the finishing touches and beautification to the precinct. It is important that the seed stock sourced to grow the plants required, are of local provenance and high quality.

Tenders were advertised on 7 October 2017 and closed on 31 October 2017. A total of seven (7) tenders were received from the following tenderers:

Contractor
2Construct
Felix Botanica
Kent Environmental & Vegetation Management
Warrandale Industries
Australian Ecosystems
JMAC Constructions
Kirchner Constructions

Tenders were evaluated against the criteria of capability and capacity, relevant experience and past performance of the tenderer, quality system and project plan, compliance with the specifications, financial viability, risk and insurance, compliance to conditions of contract, conflict of interest, OHS, compliance to the conditions of tender, pricing and value for money.

To provide best value for money, it is recommended that the Deep Creek Reserve Landscape Package be awarded to Australian Ecosystems Pty Ltd for the sum of \$388,056.00 (Excl. GST).

POLICY IMPLICATIONS

Nil.

RELEVANCE TO COUNCIL PLAN

This project is consistent with efforts to " Provide active and passive recreation facilities to meet the needs of residents", " Increase opportunities for residents to participate in a range of sport, recreation and leisure activities", and " Provide accessible facilities to meet identified community needs".

CONSULTATION/COMMUNICATION

Initial community consultation has been undertaken during the development of the Deep Creek Reserve Masterplan.

Extensive consultation has been held with key stakeholders the Cardinia Environment Coalition (CEC) & Pakenham Golf Club throughout the planning and design stage of the landscaping component of this project.

Consultation with the community and affected property owners to notify them of disruptions, if any, throughout the construction works will form part of the project planning and delivery after the award of this Contract.

FINANCIAL AND RESOURCE IMPLICATIONS

Funding for this project has been made available in the Capital Works Program. The recommended tender submitted by Australian Ecosystems Pty Ltd for the lump sum price of \$388,056.00 (Excl. GST) is within the funding available to deliver this project.

CONCLUSION

The tender submitted by Australian Ecosystems Pty Ltd for the landscape package at the Deep Creek Reserve is considered to be the most beneficial to Council and it is recommended that Contract 17/36 - Deep Creek Reserve Landscape Package be awarded to Australian Ecosystems Pty Ltd for \$388,056.00 (Excl. GST).

5 CONTRACT 17/36 - DEEP CREEK RESERVE LANDSCAPE PACKAGE

Moved Cr J Owen Seconded Cr C Ryan

That:

- The tender submitted by Australian Ecosystems Pty Ltd to undertake the works associated with Contract 17/36 - Deep Creel Reserve Landscape Package be accepted for the contract sum of \$388,056.00 (Excl. GST);
- The remaining Tenderers be advised accordingly; and
- The common seal of the Council be affixed to the contract documents.

Cd.

6 CT 17/42 - DEEP CREEK - PAKENHAM GOLF COURSE - CONSTRUCTION OF NEW HOLES

FILE REFERENCE INT1782043

RESPONSIBLE GENERAL MANAGER Michael Ellis

AUTHOR Kurt Pitts

RECOMMENDATION

That:

- The tender submitted by SJM Turf & Civil Pty Ltd to undertake the works associated with CT 17/42 - Deep Creek - Pakenham Golf Course - Construction of New Holes be accepted for the contract sum of \$1,470,330.48 (Excl. GST);
- The remaining Tenderers be advised accordingly; and
- The common seal of the Council be affixed to the contract documents.

Attachments

1 Confidential memorandum circulated to councillors only 3 Pages

EXECUTIVE SUMMARY

The Deep Creek masterplan identifies a number of significant developments at the Deep Creek Reserve in Pakenham. These include a regional all-abilities playspace, major wetlands, environment building and more. This 42-hectare site is located south of the Pakenham Golf Course and will feature a unique range of environmental, educational, and recreational attractions.

The delivery of the Deep Creek project consists of six separately tendered packages broken up into:

- Bulk earthworks (completed)
- Construction of the building and services
- Construction of the regional all-abilities playspace
- Civil works package for the car park and associated drainage
- Pakenham Golf Course - Construction of New Holes
- Landscaping package of works

A number of these packages will be delivered concurrently. The Deep Creek nursery and trails are to follow in later financial years. The delivery of the proposed wetlands is dependant on successful funding being received from Melbourne Water.

This report provides consideration for the appointment of a contractor to undertake the construction of two new holes, practise areas, irrigation and associated works at the Pakenham Golf Course. The proposed works involve drainage, earthworks, landscaping, footpath and buggy path construction, irrigation, shaping and other associated works.

The tender for the construction of new holes at the Pakenham Golf Course submitted by SJM Turf & Civil Pty Ltd is the most advantageous for Council, providing the best value for money and excellent service through their extensive experience in golf course construction.

It is therefore recommended that CT 17/42 - Deep Creek - Pakenham Golf Course - Construction of New Holes at the Pakenham Golf Course be awarded accordingly.

BACKGROUND

The masterplan of Deep Creek site provides for a large scale development including all ability play space, major wetlands and demonstration wetlands, an eco-theme throughout the site incorporating vegetation improvements and habitat creation, an indigenous nursery, car parking and a multi-user shared facility building, combining sports, ecological values and education. The building will meet the requirements of the Pakenham and District Golf Club, with the Cardinia Environment Coalition (CEC).

A major component of the masterplan is to relocate the Pakenham and District Golf Club clubhouse from its current location at the norther end of the golf course to the Deep Creek Reserve development.

In order to facilitate this move, works are required on the golf course to re-orient the layout of the course to operate from the south and the new clubhouse.

As such, Tenders were advertised on 16 September 2017 and closed on 10 October 2017 for the works associated with the required golf course works. A total of four (4) tenders were received.

Tenders were evaluated against the criteria of Quality of previous specific golf course works, Capability and capacity, Relevant experience and past performance of the tenderer, Quality system and project plan, Compliance with the specifications, financial viability, risk and insurance, compliance to conditions of contract, conflict of interest, OHS, compliance to the conditions of tender, Pricing and value for money.

Based on the tender assessment, it is recommended that the construction of new holes at the Pakenham Golf Course be awarded to SJM Turf & Civil Pty Ltd for a sum of \$1,470,330.48 (Excl. GST), as it provide best value for money to Council.

POLICY IMPLICATIONS

The works have been developed in accordance with Council's Asset Management Plans as well as the Deep Creek Masterplan.

RELEVANCE TO COUNCIL PLAN

This project is consistent with efforts to " Provide active and passive recreation facilities to meet the needs of residents", " Increase opportunities for residents to participate in a range of sport, recreation and leisure activities", and " Provide accessible facilities to meet identified community needs".

CONSULTATION/COMMUNICATION

Extensive consultation has been held with the Pakenham Golf Club throughout the planning and design stage of the relocation.

Consultation with the community and affected property owners to notify them of disruptions, if any, throughout the construction works will form part of the project planning and delivery after the award of this Contract.

FINANCIAL AND RESOURCE IMPLICATIONS

Funding for this project has been made available in the Capital Works Programs. The recommended tender submitted by SJM Turf & Civil Pty Ltd for the lump sum price of \$1,470,330.48 (Excl. GST) is within the funding available to deliver this project.

CONCLUSION

The tender submitted by SJM Turf & Civil Pty Ltd for the construction of new holes at the Pakenham Golf Course is considered to be the most beneficial to Council and it is recommended that CT 17/42 - Deep Creek - Pakenham Golf Course - Construction of New Holes be awarded to SJM Turf & Civil Pty Ltd for \$1,470,330.48 (Excl. GST).

6 CT 17/42 - DEEP CREEK - PAKENHAM GOLF COURSE - CONSTRUCTION OF NEW HOLES

Moved Cr J Owen Seconded Cr C Ryan

That:

- The tender submitted by SJM Turf & Civil Pty Ltd to undertake the works associated with CT 17/42 - Deep Creek - Pakenham Golf Course - Construction of New Holes be accepted for the contract sum of \$1,470,330.48 (Excl. GST);
- The remaining Tenderers be advised accordingly; and
- The common seal of the Council be affixed to the contract documents.

Cd.

7 CONTRACT 17/32: EMERALD NETBALL FACILITY STAGE 1B - BEACONSFIELD EMERALD ROAD, EMERALD

FILE REFERENCE INT1782048

RESPONSIBLE GENERAL MANAGER Michael Ellis

AUTHOR Cathal O'Loughlin

RECOMMENDATION

That the:

- The tender submitted by A1 Civil Pty Ltd to undertake the works associated with Contract 17/32: Emerald Netball Facility Stage 1b - Beaconsfield Emerald Road, Emerald be accepted for the contract sum of \$1,722,526.08 (Excl. GST);
- The remaining Tenderers be advised accordingly; and
- The common seal of the Council be affixed to the contract documents.

Attachments

1 Confidential memorandum circulated to councillors only 2 Pages

EXECUTIVE SUMMARY

The Emerald Netball Facility will see the construction of a new netball facility at 16 Beaconsfield Emerald Road (Pepi's Land), in accordance with the masterplan. This facility is to replace the current netball facility at Worrell Reserve. The project will include the provision of 4 new netball courts, car park, pavilion and associated works. The project has been split into 3 stages

- Stage 1a: the construction of the intersection works within Beaconsfield Emerald Road,
- Stage 1b: the construction of the civil works within the site boundaries
- Stage 2: the construction of the pavilion.

This report is specifically for the construction of stage 1b civil works within the boundaries of the site, which include the construction of 4 netball courts, earthworks, car parking, access roads, retaining walls, future pavilion pad, associated drainage including a rain garden and outfall drain to existing dam.

This report provides consideration for the appointment of a contractor to undertake the construction of Stage 1b of the Emerald Netball Facility at 16 Beaconsfield Emerald Road, Emerald (Contract 17/32).

The tender submitted by A1 Civil Pty Ltd is the most advantageous for Council, providing the best value for money while providing excellent service.

It is recommended that Contract 17/32 for the construction of Stage 1b of the Emerald Netball Facility at 16 Beaconsfield Emerald Road, Emerald be awarded accordingly.

BACKGROUND

The current Emerald netball facility is located at Worrell Reserve. Based on the Emerald Township strategy, a new netball facility will be constructed at Pepi's Land.

This tender is for the construction of the works associated with stage 1b of the Emerald Netball Facility. These works include the construction of 4 netball courts, car parking, access roads, retaining walls, future pavilion pad earthworks, associated drainage including a rain garden and outfall drain to existing dam.

Tenders were advertised in The Age newspaper on Saturday 30 September 2017. Tenders closed on Tuesday 31 October 2017.

Tenders were evaluated against the stipulated criteria of Pricing and Value for Money, Quality system, OHS, Risk & Insurance, Compliance with the Specifications, Financial Viability, Relevant Experience and Past Performance, Quality Systems and Project Plan.

Following the above evaluation, A1 Civil Pty Ltd's tender was considered to be conforming and provided good value for money and therefore it is recommended that the tender submitted by A1 Civil Pty Ltd for \$1,722,526.08 (excl. GST) be accepted.

POLICY IMPLICATIONS

Nil.

RELEVANCE TO COUNCIL PLAN

The delivery of this project aligns with Councils' plan to provide active and passive recreation facilities to meet the needs of our residents, increase opportunities for our residents to participate in a range of sport, recreation and leisure activities, develop new and maintain existing parks, gardens and reserves in a sustainable way and to plan and develop built environments that support improved health and wellbeing of our communities.

CONSULTATION/COMMUNICATION

The relocation of the netball facilities from Worrell reserve to Pepi's Land were a result of the work and consultation associated with the Emerald Spatial Plan. The review of the Pepi's Land Masterplan was consulted with the Emerald Netball Club, Emerald Village Committee, the previous friends group and local resident. The site has also recently gone through planning amendments to enable the delivery of the proposed works.

Upon the commencement of works, further notification with adjacent landowners and the village committee will be undertaken to advise of works commencing.

FINANCIAL AND RESOURCE IMPLICATIONS

Total funding available in accordance with the capital works program is \$3,008,913 which will encompass the delivery of all three stages of works.

Based on the tender submitted by A1 Civil Pty Ltd, there are sufficient funds available to undertake these works. Remaining funding will be utilised to deliver the remaining two stages of the reserve.

CONCLUSION

The tender submitted by A1 Civil Pty Ltd for Emerald Netball Facility, Stage 1b - Beaconsfield Emerald Road, Emerald is considered to be the most beneficial to Council and it is recommended that Contract 17/32 be awarded to A1 Civil Pty Ltd for \$1,722,526.08 (Excl. GST);

**7 CONTRACT 17/32: EMERALD NETBALL FACILITY STAGE 1B -
BEACONSFIELD EMERALD ROAD, EMERALD**

Moved Cr B Owen Seconded Cr L Wilmot

That the:

- The tender submitted by A1 Civil Pty Ltd to undertake the works associated with Contract 17/32: Emerald Netball Facility Stage 1b - Beaconsfield Emerald Road, Emerald be accepted for the contract sum of \$1,722,526.08 (Excl. GST);
- The remaining Tenderers be advised accordingly; and
- The common seal of the Council be affixed to the contract documents.

Cd.

8 JAMES BATHE RESERVE - CIVIL WORKS CONSTRUCTION

FILE REFERENCE INT1782067

RESPONSIBLE GENERAL MANAGER Michael Ellis

AUTHOR Cathal O'Loughlin

RECOMMENDATION

That:

- The tender submitted by McMahons Pty Ltd to undertake the works associated with Contract 17/01 - James Bathe Reserve - Civil Construction be accepted for the contract sum of \$5,848,963.00 (excluding GST);
- The remaining Tenderers be advised accordingly; and
- The common seal of the Council be affixed to the contract documents.

Attachments

1 Confidential memorandum circulated to councillors 4 Pages

EXECUTIVE SUMMARY

This report provides consideration for the appointment of a contractor to undertake the works required under CT17/01 - Civil Works Package - James Bathe Recreation Reserve.

This package of works under the contract includes the construction of 2 football ovals, 2 netball courts, car parking, access roads, oval sub surface drainage, oval irrigation and facility sports lighting.

The tender submitted by McMahons Pty Ltd for the sum of \$5,848,963.00 (GST exclusive) represents the best value for money to Council and it is therefore recommended that CT17/01 - Civil Works Package - James Bathe Recreation Reserve be awarded accordingly.

BACKGROUND

This package of works is the civil component of the James Bathe Recreation Reserve Masterplan implementation. James Bathe Recreation Reserve is located on Caversham Drive, Pakenham, south of Henry Road adjacent to the Princess Freeway. This recreation reserve is a component of the active open space allocated within the Cardinia Road Precinct Structure Plan (PSP) and is also identified in Council's Growth Area Sports Strategy (2005).

The masterplan and PSP for this site identified the requirement of two football/cricket ovals, two netball courts and associated infrastructure. The pavilion to be built on site is in its final design stages and will be co-located with a community facility. This site will be home to a new football/netball club, Cardinia Tigers which have already commenced activity with Auskick during 2017. There will also be a new cricket club located at this site, discussions have commenced with West Gippsland Cricket Association and Cricket Victoria for its establishment.

Within the design of this site a family area will be constructed consisting of play, skate/scoot and path areas, a public basketball courts, shelters, barbeques and a synthetic surface that can be used as cricket nets for the adjoining ovals, or futsal or batting cages etc.

This package of works under the contract includes the construction of 2 football ovals, 2 netball courts, car parking, access roads, oval sub surface drainage, oval irrigation and facility sports lighting.

The delivery of the pavilion will be delivered separately to this contract.

Tenders were advertised on 16 September 2017 and closed on 10 October 2017. The tenders were checked against a range of non-weighted selection criteria to ensure the viability of the tender submissions. These criteria include: compliance with the conditions of contract, occupational health and safety, financial viability, risk and insurance and conflict of interest.

The tenders were also assessed against the weighted criteria of compliance with the specification, capability and capacity, relevant experience and performance, quality system and project plan.

The tender submitted by McMahons Pty Ltd for the sum of \$5,848,963.00 (GST exclusive) provides the best value for money to Council. It is therefore recommended that the tender submitted by McMahons Pty Ltd be accepted for this contract.

POLICY IMPLICATIONS

Nil.

RELEVANCE TO COUNCIL PLAN

The delivery of this project aligns with Councils' plan to provide active and passive recreation facilities to meet the needs of our residents, increase opportunities for our residents to participate in a range of sport, recreation and leisure activities, develop new and maintain existing parks, gardens and reserves in a sustainable way and to plan and develop built environments that support improved health and wellbeing of our communities.

CONSULTATION/COMMUNICATION

Throughout the design phase of this facility, with no user groups currently established, consultation has been undertaken with AFL Victoria and their South East Region, Cricket Victoria, West Gippsland Cricket Association and Netball Victoria for input into the design of the facilities. Various standards that are also applicable to the design have also been included.

FINANCIAL AND RESOURCE IMPLICATIONS

Funding for this project is made available through Councils 5yr capital works program and Developer Contributions. In total there is \$12,215,770 available for the delivery of the whole facility of which there is sufficient funding available to award these particular works.

CONCLUSION

The tender submitted by McMahons Pty Ltd for the construction of the James Bathe Reserve is considered to be the most beneficial to Council and it is recommended that Contract 17/01 - James Bathe Reserve - Civil Construction be awarded to McMahons Pty Ltd for \$5,848,963.00 (Excl. GST)

8 JAMES BATHE RESERVE - CIVIL WORKS CONSTRUCTION

Moved Cr M Schilling Seconded Cr J Owen

That:

- The tender submitted by McMahons Pty Ltd to undertake the works associated with Contract 17/01 - James Bathe Reserve - Civil Construction be accepted for the contract sum of \$5,848,963.00 (excluding GST);
- The remaining Tenderers be advised accordingly; and
- The common seal of the Council be affixed to the contract documents.

Cd.

9 WASTE AND RESOURCE RECOVERY STRATEGY (2017-26) - FOR ADOPTION

FILE REFERENCE INT1782127

RESPONSIBLE GENERAL MANAGER Michael Ellis

AUTHOR Misty Johannsen

RECOMMENDATION

That the Waste and resource recovery strategy (2017-26) be adopted by Council.

Attachments

1	Draft waste and resource recovery strategy 2017-26	36 Pages
2	Appendix 1 - Draft waste and resource recovery strategy (2017-26) - Community engagement survey results	
3	Appendix 2 - Draft Waste and resource recovery strategy (2017-26) - Action plan review	12 Pages
4	Appendix 3 - Draft Waste and resource recovery strategy (2017-26) - Additional data	9 Pages
5	Appendix 4 - Strategy feedback - Draft Waste and resource recovery strategy (2017-26)	5 Pages
6	Draft Waste and Resource Recovery Strategy Action Plan (2017-21) - Extra detail - Council use only	7 Pages

EXECUTIVE SUMMARY

Councils waste management services have consistently been the highest rated Council service when measured each year by the Local Government Satisfaction Survey. The new Waste and resource recovery strategy (2017-26) (WRRS) replaces the Waste management strategy (2010-15) and the Litter strategy (2012-17). It seeks to maintain the high standard of current services by building on successes. It is a roadmap for the future direction and actions of Council's waste and resource recovery services, waste related education and advocacy activities.

The draft WRRS was endorsed by Council on 1 May 2017, and proceeded to public exhibition. During July 2017 the draft strategy was made available on Council's website, and promoted via social media, newsletters and other channels. The community could respond via written submissions or providing feedback through 5 surveys, 4 of specific topics and 1 generic survey. 1 written submission was received, 48 facebook comments and 226 survey responses.

The feedback was reviewed, and WRRS updated, including 1 new action, amendments to existing actions and clarifying text. A number of the key themes had already been considered in existing actions. The feedback was mainly positive and the strategy was largely unchanged.

The top priorities of the WRRS remained and are:

- increased resource recovery with a particular focus on hard waste service, food within garbage waste, additional kerbside programs and e-waste
- achieving long term secure landfill arrangements by reducing landfill and seeking alternative landfill treatment options - by
- addressing increasing issues of illegal dumping through improved services and compliance activities
- continuing to drive value for money within services

- appropriate consideration of waste provision within developments including increased higher density development, infill development and new council facilities
- supporting local community to be responsible and accountable for their waste generation and disposal practices

A full action plan has been prepared which sets out actions for the 2017-2021 period. The actions are listed under the broad categories of Regional actions, Reducing waste, Green waste, Waste related education, Litter and Illegal dumping, Leading the way, Advocacy, Development, Contracts, Landfill rehabilitation and Review. Many of the actions are to be delivered with existing resources within the Garbage and Green Waste Charge budgets. Details of the financial and resource implications of the actions are set out in Section 14 of the WRRS, the action Plan.

It is recommended that the Strategy be adopted by Council.

BACKGROUND

The Waste and resource recovery strategy (2017-26) (WRRS) replaces the Waste management strategy (2010-15) and the Litter strategy (2012-17). It is a roadmap for the future direction and actions of Council's waste and resource recovery services, waste related education and advocacy activities. It identifies the issues facing the municipality and sets out a plan for how we can keep services efficient and effective, minimise waste to landfill and other impacts on the environment, as well as keeping the costs low.

Engagement and consultation process

Councils waste management services have consistently been the highest rated Council service when measured each year by the Local Government Satisfaction Survey, which provided a good basis for building on success.

A key part of developing the draft strategy was to engage the community through an initial telephone survey, conducted in 2016. 700 residents were asked about their thoughts and priorities in relation to waste management issues and future options. The areas explored included hard rubbish, green waste, as well as littering, illegal dumping and Council provision of related education and information.

The findings from the survey were then used along with the data, identified trends and issues, learnings and opportunities from industry, legislative requirements and other feedback including that from internal business units, and other Councils to develop the draft WRRS and action plan, which was endorsed by Council in May 2017 and made available to the community during the public exhibition period in July 2017. The community was given the opportunity to view and provide feedback on the draft WRRS via a number of short online surveys, and opportunity for direct written responses. This feedback was self-selected, and when compared with the previous random sample telephone survey, not statistically significant. It did, however, provide a good opportunity to review and consider general trends and further comments and improvement ideas. The feedback was positive overall. A full overview can be found in Appendix 4.

The feedback showed strong support for these initiatives:

- *Increasing compost bin and worm farm rebate from \$30 to \$50*
- *More recycling and education at Council run and supported facilities*
- *A trial of a free green waste drop off at local transfer stations during the fire preparation period*
- *A bookable green waste service as part of a booked hard and green waste collection*

and these advocacy activities:

- Reducing use of soft plastics and/or ban of plastic bags
- Recovery of food waste (composting/fogo/community compost areas)
- More recovery streams (ewaste, food)

Common themes within the comments were:

- Requests for additional recycling bins/more capacity
- Support for more waste education to the community especially new residents
- Support for more composting and diversion of food waste
Positive experiences of the bookable hard waste system elsewhere and support for its introduction
- Burning off being the only practical solution for property type to protect from bushfire
- Request for more frequent green bin collections
- No access to a trailer for moving quantities of waste
- Request for a tip voucher system

For some, there were some concerns around a bookable green and hard waste service;

- Resulting in rubbish in our street all year round
- Not being economical in more isolated locations

This feedback was considered in the final review and development stage of the waste and resource recovery strategy. The feedback was mainly positive, with no overwhelming issues raised by the community. The objectives and direction of the strategy therefore remained mainly unchanged. It resulted in minor amendments to the strategy content, inclusion of some new actions, and revision of existing draft actions. A number of the key themes were already covered in the strategy and existing actions. The main changes were:

New action - "Investigate strategies for maximising benefits of kerbside recycling bins"

This new action will investigate how Council can support the community to make better use of the kerbside recycling system. This will explore : providing advice on how to make more room in your recycling bin such as squashing bottles and boxes, minimising contamination, incentives for taking up a second yellow lidded bin, and/or potential for bins with more capacity.

Change of timing - "Develop a Business Case for a dedicated litter and illegal dumping prevention officer to promote correct behaviours, as per Best Practice"

The timing of this action will be brought forward to October 2019. A dedicated litter and illegal dumping prevention officer is recommended in the MWRRG's Hard Waste Services Leading Practice Guide, and has been achieved on a part cost recovery basis in some Councils. This business case will explore the benefits of this role in minimising litter and illegal dumping, a significant emerging issue. This business case will be undertaken prior to implementation of a booked service model for hard and green waste services, to address residential concerns over decreased visual amenity, and maximise benefits of bookable service.

Expansion of existing action - "Hard Waste – Move toward booked services for future Hard waste contracts, considering Dumped Rubbish service synergies"

The scope of this existing action has been expanded to include exploring the option of a voucher (in lieu of second hard waste collection) for disposal of hard waste at resource recovery centres. This will be done in conjunction with advocacy and potential delivery of a privately run reuse shop to encourage separation and recovery opportunities. Where a privately run resource recovery and reuse shop is established, a voucher option could provide added benefit of convenience, increased recovery and reuse opportunities, and potential cost savings.

Clarification of text (associated with Councils Open air burning policy)

The strategy text was changed to "it is recognised that burning off will be necessary in some parts of the shire to minimise the risk from bushfire. In order to support this policy, Council will implement a suite of options to support residents with alternatives to burning off, as well as providing education and services to reduce this occurrence. With the diverse community and property types in the shire, any one green waste service will not be the ultimate solution for every resident." This clarification reduces any ambiguity around the interrelationship with the Open air burning policy and WRRS.

Proposed actions

Taking into consideration the challenges, opportunities, data and consultation, identified trends and issues, legislative requirements, community and other feedback; the top priorities arising out of the WRRS remain as:

- increased resource recovery with a particular focus on hard waste service, food within garbage waste, additional kerbside programs and e-waste
- achieving long term secure landfill arrangements by reducing landfill and seeking alternative landfill treatment options
- addressing increasing issues of illegal dumping through improved services and compliance activities
- continuing to drive value for money within services
- appropriate consideration of waste provision within developments including increased higher density development, infill development and new council facilities
- supporting local community to be responsible and accountable for their waste generation and disposal practices

To deliver these priorities, some of the key actions are:

Action	Timing	Detail
Implement a suite of options that provide alternatives to burning off	October 2020	Trial of drop off options for 10 days at two transfer stations (November 2017) before moving toward booked service option as part of booked green and hard waste service, mulcher rebate, promotion of green bin, create literature/education material on 'What are my options for managing green waste?'
Trial green waste drop off option for residents at 2 transfer stations	Fire Preparation period November 2017	Trial this option, prior to moving to a booked green and hard waste service model in the future. Evaluate considering convenience, cost effectiveness and equality.
Undertake a review and develop a system for diverting food waste from landfill	October 2019	Undertake a review to divert organic waste from landfill, to include: <ul style="list-style-type: none"> • review best practice of food waste collection system at the kerbside and learn from other examples • identify collection service change requirements and tender new services

		<ul style="list-style-type: none"> • develop behaviour change program and identify support required • develop business case for project officer for implementation • consider support/provision to businesses
Review dumped rubbish service for improved delivery	March 2018	Undertake a trial of contracted/dedicated service to improve response times and then implement dumped rubbish in a booked hard waste service model. Consider interactions across many parts of Council, customer service, compliance, operations, development.
Develop a business case for a dedicated litter and illegal dumping prevention officer to promote correct behaviours, as per best practice.	October 2019	As recommended in the hard waste service delivery guidelines. Explore benefits of this role in minimising litter and illegal dumping, a significant emerging issue. This business case will be undertaken prior to implementation of a booked service model for hard and green waste services, to address residential concerns over decreased visual amenity, and maximise benefits of bookable service.
Undertake internal review of waste and recycling at Council run or supported facilities for effectiveness and increased resource recovery opportunities	March 2019	Led by Waste team, a collaboration project reviewing current waste services at Council run or supported facilities. Will look at: <ul style="list-style-type: none"> • current services - appropriateness, cost effectiveness • changing needs • waste behaviours at each site • types of users for facilities • contract and lease arrangements • identification of sites requiring more education • internal and external bin infrastructure requirements
Retrofit internal bin systems at appropriate facilities along with education support	As budget allows within next five years, minimum three per year.	Will be supported by and also help inform the review above, and will commit to installing three facilities per year within current bin infrastructure budget within garbage charge.
Hard waste – move toward booked services for future hard	October 2020	Tender both models at next tender period, considering dumped rubbish

waste contracts, considering dumped rubbish service synergies		service synergies. Consider options for a voucher system where a reuse shop can be established, i.e. one booked service and/or one voucher for disposal at Transfer Station and/or Outlook reuse shop. Undertake a trial of dumped waste collection via contractor to alleviate resource pressures.
Landfill - work with MWRRG to procure landfill and alternatives to landfill beyond 2021, focusing on improved recovery rates.	April 2021	As existing contracts end, this will need to be undertaken. Prices available at tender, but likely to be more expensive due to higher technology and improved environmental outcomes. This decision will be referred to Council for agreement to participate as details and opportunities are further identified.

POLICY IMPLICATIONS

The WRRS aligns with the objectives of Sustainable environment strategy (SES), which falls under the Council Plan.

Councils work and role in this area is also partly determined by relevant Victorian and Australian government policy, many of which have also been updated in recent years. The Victorian Government policy 'Getting Full Value' has turned the focus to thinking of waste as a resource to be extracted and reused or recycled where possible, bringing not just environmental benefits, but also financial and social. This policy recognises that to achieve this there needs to be more value placed in, and investment in regional infrastructure, which Council recognises and supports. Council's waste and resource recovery strategy builds on the work outlined to be achieved in the region within the Metropolitan Waste and Resource Recovery Group's (MWRRG's) Implementation Plan.

RELEVANCE TO COUNCIL PLAN

The WRRS aligns with the Sustainable environment strategy (SES), which falls under the Council Plan.

The relevant actions within the Council Plan are Our Environment 3.3 Enhance our Environment, 3.3.4 Promote practices that result in the reduction per household of the amount of waste going to landfill, particularly food waste. Reducing waste to landfill is a strong focus of the WRRS.

CONSULTATION/COMMUNICATION

As part of the strategy review and development, Council engaged a contractor to undertake an initial survey of 700 residents to gain an insight into their thoughts and priorities in relation to waste management issues and future options. This survey was undertaken in July 2016. Internal team representatives within Council were met on a one to one basis to open up conversations and identify collaboration opportunities. This included recreation, children and

families, environment, operations and open space, safe and inclusive communities, communications, customer service, buildings and facilities, development, engineering, statutory and strategic planning, economic development, compliance, risk, health and safety, and community strengthening teams. Relevant neighbouring Councils were engaged, as well as service providers. The Local Government Forum Representative Cr Collin Ross was also met with to discuss the key areas of dumped rubbish, hard waste, and green waste.

The findings from this engagement were then used along with the data, identified trends and issues, learnings and opportunities from industry, legislative requirements and other feedback to develop the draft WRRS and draft action plan.

The following steps have occurred since then:

- The draft WRRS was endorsed by SLT in April 2017
- The draft WRRS was endorsed by Council in May 2017
- The documents were made available to the community during the public exhibition period in July 2017. Written submissions and survey responses were received.
- Feedback was reviewed and WRRS and action plan updated.
- Present draft strategy to SLT for endorsement (31 October 2017)

FINANCIAL AND RESOURCE IMPLICATIONS

Council's waste and resource recovery services are funded through the garbage charge which is an annual charge set each year under the Local Government Act as part of Council's budget process. This charge is set on a fee for service basis. As many of the waste and resource recovery services are contracted services, costs are in many cases related to market forces and contract rates, and to a degree outside of Council's control. This puts ongoing challenges to Council to seek efficiency opportunities and more effective ways of working to ensure the garbage charge increases are kept to a minimum.

Financial and resource implications of the actions are set out in Section 14 of the draft WRRS, the action plan.

CONCLUSION

The Waste and resource recovery strategy has now been fully developed. It is recommended that the Waste and resource recovery strategy (2017-2026) be adopted by Council.

Waste and Resource Recovery Strategy 2017-26



Let's minimise our impact

Cardinia Shire Council

Waste and resource recovery strategy 2017–26

Council's *Waste and resource recovery strategy 2017–26* (WRRS) is a roadmap for the future direction and actions of Council's waste and resource recovery services, waste-related education, policy and advocacy activities. It identifies the issues facing the municipality as well as the opportunities.

Through implementation of this strategy, Council aims for Cardinia Shire to be a shire where:

Waste and resource recovery services will be appropriate, provide value for money and produce improved environmental benefits and amenity for our community. Council will collaborate with others in the region to advocate for and facilitate improved services and outcomes for our diverse and distinctive Shire.

December 2017

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1 Executive summary

The *Waste and resource recovery strategy 2017–26* (WRRS) replaces the *Waste management strategy 2010–15* and the *Litter strategy 2012–17*. It is a roadmap for the future direction and actions of Council's waste and resource recovery services, waste related education and advocacy activities. It identifies the issues facing the municipality and sets out a plan for how we can keep services efficient and effective, minimise waste to landfill and other impacts on the environment, as well as keeping costs low.

The WRRS aligns with the objectives of Council's *Sustainable environment strategy* (SES), which falls under the Council Plan 2017.

Council's work and role in this area is also partly determined by relevant Victorian and Australian government policies, many of which have also been updated in recent years. The Victorian Government policy 'Getting Full Value' has turned the focus to thinking of waste as a resource to be extracted and reused or recycled where possible, bringing not just environmental benefits, but also financial and social. This policy recognises that to achieve this there needs to be more value placed on, and investment in regional infrastructure, which Council recognises and supports. Council's WRRS builds on the work outlined to be achieved in the region within the Metropolitan Waste and Resource Recovery Group's (MWRRG's) Implementation Plan.

The top priorities are:

- increased resource recovery with a particular focus on hard waste service, food within garbage waste, additional kerbside programs and e-waste
- achieving long-term secure landfill arrangements by reducing landfill and seeking alternative landfill treatment options
- addressing increasing issues of illegal dumping through improved services and compliance activities
- continuing to drive value for money within services
- appropriate consideration of waste provision within developments including increased higher density development, infill development and new Council facilities
- supporting the local community to be responsible and accountable for their waste generation and disposal practices.

Progress of previous strategies

Review of the *Waste management strategy 2010–15* and *Litter strategy 2012–17* showed that of the 69 actions, 63 were completed, and six are ongoing. Top achievements were:

- implementing the waste reduction rebate program
- expanding the green bin service to all parts of the shire
- contracting out the public place litter and recycling service for improved service delivery, and installing more public recycling services
- introducing new recycling streams within kerbside services – hard plastics, pots and pans, plant pots and flexible plastics, couches, TVs and computers
- developing and using education material for litter education and waste reduction messages
- establishing a commercially operated resource recovery facility in the shire.

Waste and resource recovery in Cardinia Shire

Council's waste and resource recovery services are funded through the garbage charge which is an annual charge set each year under the *Local Government Act [1989]* as part of Council's budget process. This charge is set on a fee for service basis. As many of the waste and resource recovery services are contracted services, costs are in many cases related to market forces and contract rates, and to a degree outside of Council's control. This puts ongoing challenges to Council to seek

efficiency opportunities and more effective ways of working to ensure the garbage charge increases are kept to a minimum.

Council provides significant waste services including residential kerbside services, commercial business services, public place litter services, processing services and more. Emphasis is placed on waste and resource recovery education relating to services, regional and local issues. In addition, significant input is made into the advocacy, development and implementation of key strategies and policies.

Challenges and opportunities

Many of the challenges that have existed in Cardinia Shire will remain into the future. Our population is growing rapidly. In 2017, Council was providing waste services to about 37,500 properties weekly, which is expected to increase to more than 53,000 by 2028. Household size is decreasing. Social research identified financial hardship as a significant social and personal issue for residents. These factors will impact on how services are planned and delivered. The rapid population growth, along with sparsely populated rural areas and some difficult access areas will continue to put pressure on the delivery and cost of Council's services. Council will need to continue to advocate to and engage with industry, other councils and the MWRRG to facilitate and keep abreast of the fast changing developments occurring in the industry, particularly in the area of technology. This will enable Council to be in an informed position to take up new opportunities as they arise and achieve the best outcome for the community.

A full list of challenges facing the Council is discussed in full detail in the WRRS. Many of these challenges also bring opportunities and exciting solutions. As Cardinia Shire's population grows, economies of scale are achieved with services and this allows Council to look at implementing service improvements or additional resource recovery opportunities without considerable price increases. The requirement to address the issue of landfill availability allows us to look at higher technology options and achieve better environmental outcomes over time.

Engagement and consultation process

As part of the strategy review and development, it was important to find out about the attitudes and behaviours of the community. In 2016, Council engaged a contractor to undertake a survey of 700 residents to gain an insight into their thoughts and priorities in relation to waste management issues and future options. The areas explored included hard rubbish, green waste, as well as littering, illegal dumping and Council provision of related education and information. The findings were then used along with the data, identified trends and issues, learnings and opportunities from industry, legislative requirements and other feedback to develop the action plan.

On development of the draft WRRS, Council put the strategy on public exhibition in July 2017. Stakeholders were able to provide feedback via written responses and also via a number of small surveys with voting and comments. This feedback was then considered prior to further review and adoption of the strategy in late 2017.

Proposed actions

Actions in the WRRS build on the successes of the previous strategy and take advantage of recent advancements such as newer technologies and improved markets for products, resulting in improved financial outcomes for resource recovery. Council has also identified areas where we would like to do better or deliver a response to an emerging or prevalent issue.

Section 14 contains the action plan, which sets out actions for the 2017–21 period. The actions are listed under the broad categories of Regional actions, Reducing waste, Green waste, Education, Litter and Illegal dumping, Leading the way, Advocacy, Waste-related education, Development, Contracts, Landfill Rehabilitation and Review.

As set out in the action plan, progress on the strategy will be measured annually. The Action Plan 2017–21 will be reported on and revised by end of 2021 to produce a new Action Plan 2022–26.

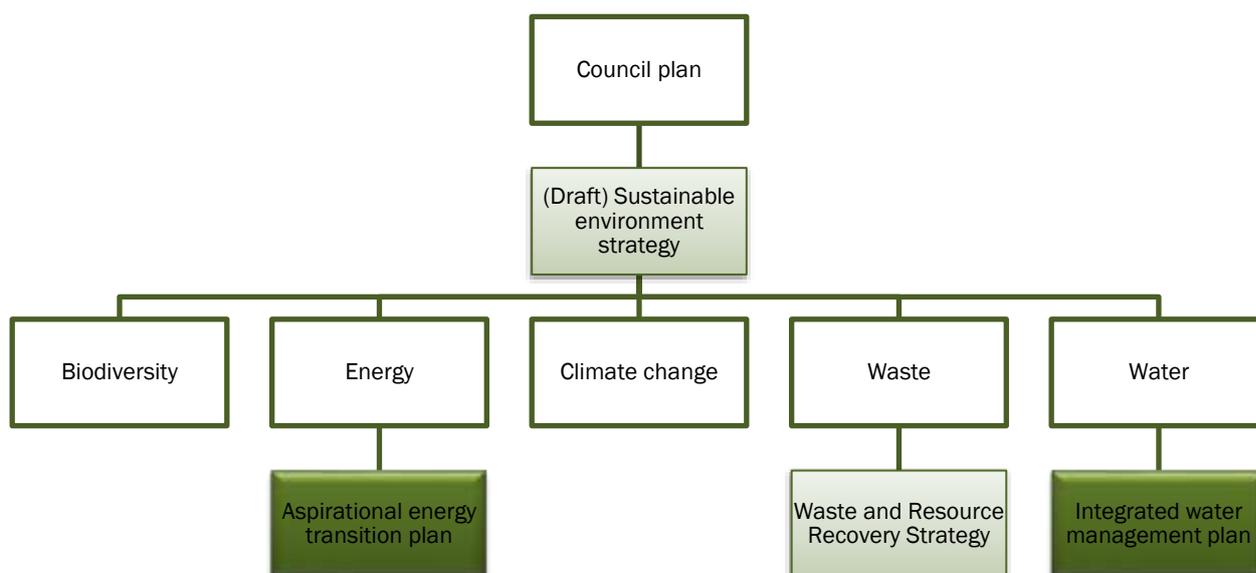
2 Introduction

The WRRS replaces the *Waste management strategy 2010–15* and the *Litter strategy 2012–17*. It is a roadmap for the future direction and actions of Council’s waste and resource recovery services, and waste-related education and advocacy activities. It identifies the issues facing the municipality and sets out a plan for how we can minimise waste to landfill and other impacts on the environment, as well as keeping the costs low.

In expanding the term ‘waste’ to ‘waste and resource recovery’, Council is intending to consider not just how to dispose of collected material, but the modern and more sustainable approach of reuse, recycling and recovery of energy or other resources from what was once considered ‘waste’.

The WRRS aligns with the *Sustainable environment strategy (SES)*, which falls under the Council Plan 2017.

Figure 1. How the WRRS aligns with Council's other strategies and plans.



Council’s work and role in this area is also partly determined by relevant Victorian and Australian government policy, many of which have also been updated in recent years. The Victorian Government policy ‘Getting Full Value’ has turned the focus to thinking of waste as a resource to be extracted and reused or recycled where possible, bringing not just environmental benefits, but also financial and social. This policy recognises that to achieve this there needs to be more value placed in, and investment in regional infrastructure, which Council recognises and supports. Council’s WRRS builds on the work outlined to be achieved in the region within the MWRRG’s Implementation Plan.

Review of the *Waste management strategy 2010–15* and *Litter strategy 2012–17* showed that of the 69 actions, 63 were completed, and six are ongoing.

Top achievements were:

- implementing the waste reduction rebate program
- expanding the green bin service to all parts of the shire
- waste education and waste minimisation activities
- contracting out the public place litter and recycling service for improved service delivery, and installation of more public recycling services
- introducing new recycling streams within kerbside services – hard plastics, pots and pans, plant pots and flexible plastics, couches, TVs and computers
- developing and using education material for litter education and waste reduction messages
- efficient servicing of public place litter and recycling bins
- strengthening local laws.

Figure 2 shows the scope of the WRRS.

Figure 2. Scope of WRRS



Many of the challenges that have existed in Cardinia Shire will remain into the future. Rapid population growth, which includes a large proportion of families, along with sparsely populated rural areas and some difficult access areas, will continue to put pressure on the delivery and cost of Council's services. Council will need to continue to advocate to and engage with industry, other councils and the MWRRGs to facilitate and keep abreast of the fast-changing developments occurring in the industry. This will enable Council to be in an informed position to take up new opportunities as they arise and achieve the best outcome for the community.

Some of the challenges are:

- designing waste services that cater to the mix of land uses
- achieving cost-effective but equitable services across a large shire
- service pressures and planning of kerbside services because more residents move in each day
- historic lack of resource recovery and landfill facilities for the shire
- reliance on service providers for new innovations or technologies and limited competition in some service areas
- green waste production on semi and rural properties
- increasing incidence and costs of illegally dumped rubbish
- how to divert green waste from landfill to achieve environmental outcomes
- imminent closure of landfills in our region
- plan and development checking for adequate waste provision in new areas and properties for the future
- how to maintain high levels of understanding of good waste behaviours with transient population
- how to future proof services and embed good waste behaviours as new schools, Council buildings and facilities are established.

Many of these challenges also bring opportunities and solutions. As Cardinia Shire's population grows, economies of scale are achieved with services and this allows Council to look at implementing service improvements or additional resource recovery opportunities without considerable price increases. The requirement to address the issue of landfill availability allows us to look at higher technology options and achieve better environmental outcomes over time.

3 About Cardinia Shire

Cardinia Shire comprises 1,280 square kilometres of land situated 50 kilometres south-east of Melbourne. It is one of the largest metropolitan municipalities, in terms of geographical size, with a relatively low but fast-growing population.

Figure 3. Map of 31 Metropolitan Melbourne councils.



Cardinia Shire is divided into three wards, each with diverse physical characteristics.

- **Ranges Ward** includes Beaconsfield, Beaconsfield Upper, Emerald, Cockatoo, Officer, Pakenham Upper and Gembrook. This is typically referred to as the hills region which is characterised by larger blocks and properties, native forest with a history of bush fires and winding roads (some unsealed).
- **Port Ward** includes Koo Wee Rup, Bunyip, Nar Nar Goon, Tynong, Garfield, and Lang Lang. This southern region is the flat more agricultural area of the shire which reaches Bass Strait. This area is periodically prone to flooding.
- **Central Ward** covers Pakenham and is the traditional urban area experiencing rapid growth. In more recent years, growth has spread to other parts of Pakenham and Officer.

Figure 4. Council ward map



Cardinia Shire is one of 10 'interface councils' around the perimeter of metropolitan Melbourne where urban and rural areas meet.

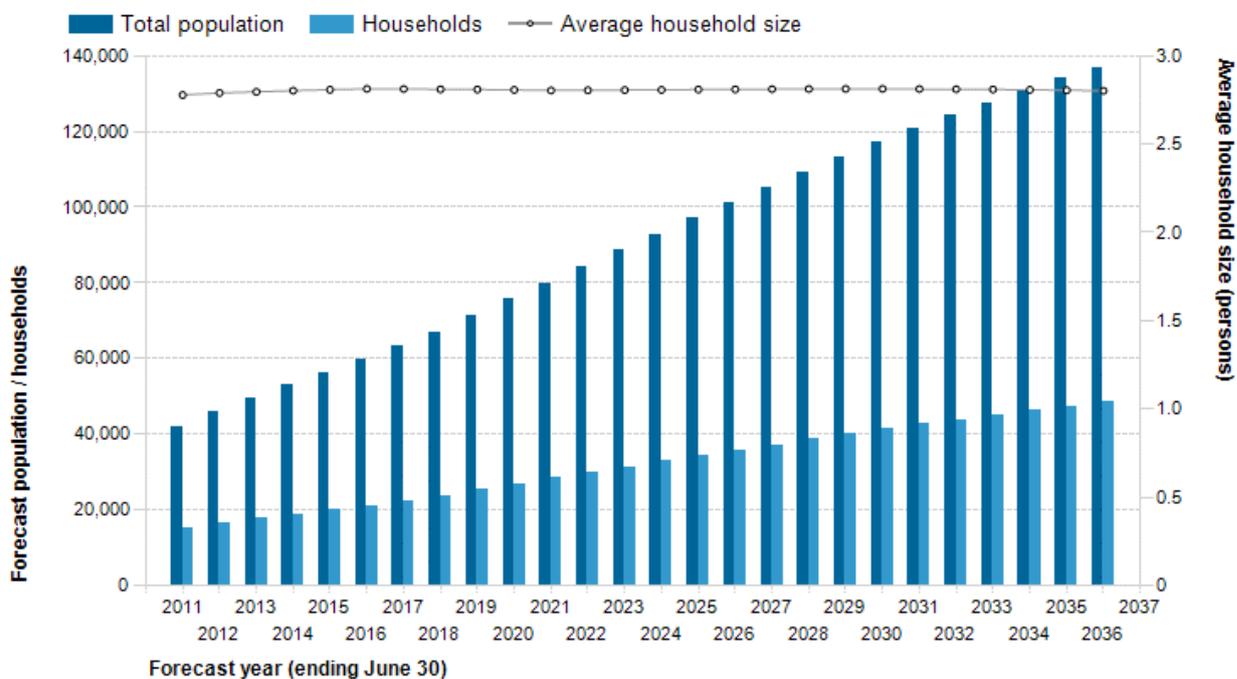
The Princes Highway and Gippsland railway corridor runs east-west through the centre of Cardinia Shire and provides key road and rail links between Melbourne and West Gippsland. The western end of this corridor comprises about 10 per cent of Cardinia Shire's land area and is the main area of growth, containing Beaconsfield, Officer and Pakenham. It is estimated that more than 63,000 people live within the growth areas (2017).

Outside this growth area, Cardinia Shire's large rural population resides in 27 townships; this dispersed population provides unique service provision challenges for Council. The northern part of the shire is set in the foothills of the Dandenong Ranges, and includes Bunyip State Park and Cardinia Reservoir. Koo Wee Rup swamp and Westernport Bay are significant features of the southern part of Cardinia Shire.

Our population is growing rapidly, and this is predicted to continue (Figure 5). In 2017, Council was providing waste services to about 37,500 properties weekly, and this is expected to increase to more than 53,000 by 2028. Household size is also decreasing.

Figure 5. Cardinia Shire forecast population 2011-36 including households and average household size. Provided by Forecast id October 2017.

Growth Area Subregion



Analysis of age groups in Cardinia Shire shows children aged 0–4 accounts for 8.2 per cent of the population. Parents and homebuilders aged 35–49 account for one fifth of the population (20.8%). This fact, together with the extent of financial hardship as a significant social and personal issue, impacts on how services are planned and delivered in the shire.

4 Vision

Through implementation of this strategy, Council aims for Cardinia Shire to be a shire where:

Waste and resource recovery services will be appropriate, provide value for money and produce improved environmental benefits and amenity for our community. Council will collaborate with others in the region to advocate for and facilitate improved services and outcomes for our diverse and distinctive Shire.

The top priorities are:

- increasing resource recovery with a particular focus on hard waste service, food waste within garbage bins, additional kerbside programs and e-waste
- achieving long-term secure landfill arrangements by reducing landfill and seeking alternative landfill treatment options
- addressing increasing issues of illegal dumping through improved services and compliance activities
- continuing to drive value for money within services
- appropriate consideration of waste provision within developments, including increased higher density development, infill development and new Council facilities
- supporting local communities to be responsible and accountable for their waste generation and disposal practices.

5 What is within Council's control and influence

A number of challenges to reducing waste to landfill and increasing resource recovery exist, and many of these factors fall outside Council's control. To continue to provide efficient and cost-effective services, factors such as technological advances, resource recovery infrastructure, market changes and pricing come into play. For maximum effectiveness, it is important for Council to focus on the areas inside its control while keeping abreast of industry developments and issues, taking up new opportunities that arise, and participating in consultation and advocacy opportunities.

Table 1. Factors inside or outside Council's control and advocacy opportunities.

Outside control	Inside control	Advocacy opportunities
Technologies available within industry to process certain items	Design, implementation and delivery of waste services	Product stewardship program
Market forces and pricing	Influence community engagement and behaviour	New infrastructure
Consumer demand for products	How future development considers waste and resource recovery provision	New legislation
Packaging of products and built in lifespan	Bin infrastructure decisions	Discussions with industry on Council needs and requirements
EPA levy	Selection of options for resource recovery opportunities and services	
Geographical size of Cardinia Shire and higher service costs incurred	Participating in joint procurement to secure larger regional facilities	

6

Waste and resource recovery services

Council's waste and resource recovery services are funded through the garbage charge which is an annual charge set each year under the *Local Government Act [1989]* as part of Council's budget process. This charge is set on a fee for service basis. As many of the waste and resource recovery services are contracted services, costs are in many cases related to market forces and contract rates, and to a degree outside of Council's control. This puts ongoing challenges to Council to seek efficiency opportunities and more effective ways of working to ensure the garbage charge increases are kept to a minimum.

6.1 Residential kerbside services

Table 2 shows the kerbside services on offer to residents and the frequency of the service.

Table 2. Structure of residential kerbside services

Garbage	Recyclables	Green waste	Green and hard waste
Weekly collection	Fortnightly collection	Fortnightly collection	Biannual service
Universal service	Universal service	Voluntary service	Universal service
120L or 80L bin size	240L bin size	240L bin size	2 cubic metres allowance
Additional bins available for extra charge	Additional bins available for extra charge	Additional bins available for extra charge	Additional allowance for green waste collection available for extra charge

All recyclables collected as part of the recycling bin service are sent for sorting and recovery at the sorting facility. Green waste is sent for composting and beneficial uses. Garbage is sent to landfill.

Responsibilities for service delivery and strategy fall to different teams in Council.

Table 3. Responsibilities of services in Council by team

Service	Team
Residential kerbside services	Waste Management
Disposal and processing contracts	Waste Management
Additional waste and recovery services	Waste Management
Street sweeping and hot spot cleansing	Operations
Illegal dumping services	Operations and Waste Management
Illegal dumping and littering investigations	Compliance services
Waste and resource recovery education	Waste Management
Public place litter and recycling services, including event services	Waste Management
Strategy development, service planning and advocacy	Waste Management

Most services are delivered by contract, for which the services and contract dates are shown.

Table 4. Waste and resource recovery services contracts

Service	Contractor	Start	Length (yrs)	End	Extension options (yrs)
Garbage collection	Cleanaway	October 2011	7	October 2018	2
Recycling collection	Cleanaway	October 2011	7	October 2018	2
Green waste collection	JJ Richards	January 2015	5 years 9 months	October 2020	
Biannual green and hard waste collection	WM Waste Management	October 2016	2	October 2018	1 + 1
Landfill disposal - kerbside, hard waste, PPLRC	SUEZ Environmental and Cleanaway	April 2011	10	April 2021	
Recycling processing	SKM	October 2011	7	October 2018	2
South East organics contract	Cleanaway, Veolia and Sacyr	July 2017	15	April-2032	5
Public place litter and recycling collection	JJ Richards	July 15	5	July 2020	1+1+1+1

6.2 Commercial business services

Businesses in the shire have the option to take up the bin-based kerbside services (garbage and recycling bin) by paying the commercial garbage charge. Services are on set collection days and are collected at the same frequency as residential services. Additional bins are available for extra charge.

These services are provided in response to the limited commercial waste options available in some areas, specifically the hills and more rural areas. Lack of competition within the region generally means that collections can in some instances be quite costly for businesses. Council's service benefits some small businesses where appropriate by using economies of scale from the residential collections contract which can offer cost-effective pricing. This also provides an additional avenue for recycling, where this has not traditionally been available.

6.3 Additional waste collection services

For items not easily accepted in a kerbside service, additional waste services are available from Council, Victorian Government agencies and industry. This may be due to the hazardous nature of items, other avenues to recycle them or issues in safe collection. This can quickly change as programs are established or discontinued and as technologies to collect and recycle items become available.

Council has provided e-waste (electronic waste) recycling services as scheduled drop-off days in various locations in the shire. Six to eight events have typically been held per year. From November 2016, Council was able to include collection of TVs and computers from the kerbside as part of the

biannual residential hard and green waste service, enabling a more convenient service more easily accessed by all households.

Council works with Sustainability Victoria to host an annual mobile 'Detox Your Home' household chemical collection held in Pakenham. This services part of the south-east region, open for any Victorian householder to use. Scheduling of these collections across Victoria is determined by Sustainability Victoria which also manages the program, including permanent facilities. Permanent facilities are open all year round and accept paint, batteries and fluorescent lights. Some accept gas bottles, car batteries and motor oil.

Council also holds two DrumMUSTER collections for chemical drum recycling (DrumMUSTER branded) used by the local agriculture industry. These collections require trained Council staff inspectors to run the event. Collection and processing of the drums is reimbursed by the DrumMUSTER stewardship program.

Where possible, Council promotes other recycling options and programs which the community may find of interest. These may be supplied by business, charities, social enterprise, and government agencies. This includes but is not limited to:

- mobile phones
- mattresses
- paint
- batteries
- printer cartridges
- silage wrap
- asbestos
- polystyrene
- fluorescent lights
- computers and computer peripherals.

Council also provides waste collection services, where appropriate to many Council facilities, including recreation reserves, sports clubs, community halls and centres, Council facilities and Council-run kindergartens.

6.4 Public place litter and recycling bin service

Council currently provides public place litter bins in parks, gardens and reserves, where appropriate, as well as along most shopping areas in townships. Public place recycling is also in place in some areas, although contamination can be an issue. Good results have been achieved in recreation reserves which can be overseen by the users of the bins, such as football clubs. In order to minimise contamination and maximise recycling, Council has moved to a national standardised bin labelling system developed by the APC (Australian Packaging Covenant).

In many newly developed areas and some established, there can be privately owned central shopping zones where provision of bins and cleaning are undertaken by body corporates, and not Council.

An event bin service is also available for public events, whereby a pair of bins (one garbage and one recycling) can be ordered for delivery prior to the event and collection after. This service attracts a charge, unless prior arrangement for support has been approved through Council's event grant program.

Council continues to work on refining best practice placement and use of public place litter and recycling bins. This can include encouraging the community to take home waste where practical (i.e. bushlands and isolated locations), supporting and advocating for provision of bins by businesses

where there is overuse and commercial gain, and locating bins in open space areas with barbecue facilities.

Council has a number of cigarette butt bins located in townships across the shire. Some businesses have also chosen to install and manage their own. Use of these has reduced with a general trend of reducing smoker numbers and smoking away from public places (in some areas restricted by legislation). Council supports the provision of butt bins outside locations such as pubs and restaurants where installed and maintained by the businesses where this waste is created.

6.5 Litter cleansing services

Kerb and channel street sweeping via mechanical sweeper is delivered in-house by Council staff based at the Operations Centre. Schedules and routes are developed on a rotation system and are reviewed regularly.

Town centre and hot-spot litter picking and sweeping are also delivered by Council staff based at the Operations Centre, consisting of crews that visit these areas on a rotation basis. Open spaces are litter picked and cleaned under the open space contract, which maintains Council's parks, gardens and some recreation reserves.

Litter is also captured in gross pollutant traps (GPTs) before it enters the stormwater system. As of 2017, eleven are managed by Council through a maintenance contract; these numbers are anticipated to increase with population growth. Installation of GPTs is usually part of water sensitive urban design (WSUD) to manage stormwater by developers and Melbourne Water. Melbourne Water also installs and maintains GPTs on its pipes and other assets in the shire.

All Council's waste collection contracts have a requirement that spillages are cleared by the contractor when this occurs to minimise amenity impact. VicRoads is responsible and provides litter cleaning services on VicRoads managed roads in the shire.

6.6 Litter prevention and enforcement

Council's compliance officers investigate reported littering incidences, looking for evidence that can connect the waste with the offender. Community support is important as it can be difficult to make this connection without information or witness statements being provided.

Planning conditions often dictate amenity responsibilities from business premises and can help to enforce correct behaviours. Local Law 17 is also used to enforce litter management locally; through this it is an offence to:

- remove or deposit goods near or around clothing recycling bins
- place waste out for collection not in accordance with Council standards and guidelines – bins should not be overflowing causing litter
- present bins out for collection where they are a traffic obstruction – litter can be caused when a bin is hit by an oncoming vehicle
- present bins that are unsanitary or not in good order – severely damaged bins can be a littering issue; residents can order additional bins if these are damaged free of charge
- transport waste with leakage or material deposited from a vehicle
- wash down or discharge wastes from building sites in the stormwater system
- not properly contain builders' waste, causing windblown litter
- not carry a means to collect and dispose of dog excrement
- present hard waste more than seven days before collection.

Any of these local offences can incur a penalty. These are defined in units and the value increases each year with the consumer price index (CPI). Values of the units are set by the Treasurer of Victoria.

Depending on the severity of the issue an on-the-spot infringement notice may also be issued in accordance with the *Environment Protection Act 1970*. These incur higher penalties (Table 5). Successful local prosecutions arising from littering are publicised in local media.

Table 5. Maximum litter penalties and fees. Penalty if the matter is heard in court.

Offence	Maximum penalty units	Value of 1 unit 2016-17	Total maximum cost 2016-17
Under local law (above)	20 Units	Fee \$13.94	\$311
EPA Act – General littering	40 Units	Penalty \$155.46	\$6,218.40
EPA Act – Aggravated littering	60 Units, 1 month imprisonment or both	Penalty \$155.46	\$9,327.60

Council's dedicated building and amenities officer in the Compliance Services team solely enforces, audits and educates the large number of building sites in the shire, and is effective in ensuring compliance and preventing amenity impacts.

EPA endorsed roadside litter signage was erected in 2012 in areas of particularly high litter volumes and 'hotspots'.

Litter offences are reportable through Council's customer service and website, as well as the EPA's apps, online tools and 24-hour EPA pollution hotline.

6.7 Illegal dumping services

Reports of illegally dumped rubbish on Council-maintained land is investigated by Council's compliance officers, where evidence or witness statements are available. Where offenders are identified they are issued with a notice to comply (45ZI) in order to remove the dumped wastes. Failure to comply results in a fine (Table 5).

Where offenders cannot be identified, cases are referred for collection. Prior to May 2017, this service was carried out by staff from Council's Operations team. There are no dedicated staff members whose primary responsibility is dumped rubbish, so these duties were undertaken on an overtime basis, at weekends, or when time and vehicle resources allow. Due to increasing volumes, it was becoming difficult to keep up with peak demands. From June 2017, Council has trialled a contracted service for most cases, to allow resources to be mobilised quickly, without impacting on other key Council services. Cases requiring specialist machinery are still referred to the Operations team.

Specialist contractors are engaged for collection or disposal of materials of a hazardous nature, gas bottles, chemicals and asbestos. Illegal dumping is a cost and resource that is difficult to plan for, as dumping cannot be predicted and is unknown until after it happens.

Perception by the community of the effectiveness of Council's illegal dumped rubbish services is not clear because responsibility for clean-up does not always sit with Council. Dumped rubbish on private or commercial land, including vacant blocks, is the responsibility of the land owner while the responsibility for dumped rubbish along major roads remains with VicRoads. Delayed clean up by any party can exacerbate the issue and attract more waste.

6.8 Emergency event clean up

In declared emergency events, Council is required to assist residents to dispose of material arising from the emergency, such as household waste damaged by floods. Waste resulting from floods and

fires generally must be disposed of as quickly as possible once it has been released by the relevant authorities such as the EPA or police. The waste cannot be separated into recyclables and residual waste as it may contain toxic materials such as chemicals or asbestos and may contain bacteria harmful to humans. Council has in the past used its hard waste collection contractor to provide these services which can be reimbursed by the Victorian Government.

6.9 Landfill disposal

Garbage collected from the kerbside garbage bin collection service, as well as hard waste and dumped rubbish is sent to landfill for disposal. Landfill disposal services are provided under a regional contract administered by the MWRRG, and under contract until 2021. Council utilises the Hallam Road Landfill and Pakenham transfer station under this arrangement. The MWRRG's Implementation Plan highlights the lack of landfill in our region as a priority area and Council has started work with the region on procuring landfill and alternative waste treatment solutions. The focus is also on minimising waste to landfill through its education programs, campaigns and resource recovery services to reduce the pressure on landfill disposal services.

6.10 Recycling processing

Recyclables collected from the kerbside recycling bin collection service are sold as a commodity to SKM Recycling, which processes and on-sells the recovered material. Prior to October 2011, Council paid to have this material processed, showing how recovered resources are becoming more valuable. This contract for payment is in place until October 2018 with a possible two-year extension.

6.11 Green waste processing

Green waste collected from the kerbside green waste collection service, and biannual green and hard collection service is delivered for recovery and processing. Council is part of a regional contract for green waste processing, administered by the MWRRG which began in 2017. This project resulted in three contractors providing green waste services, and the construction of a brand new in-vessel composting facility which will be staged in and is due for completion 2019.

These contracts deliver long-term secure green waste processing services, which had been a previous issue due to closure of open windrow facilities across Melbourne in the years prior to 2010. These contracts, once established, bring Council the opportunity to consider collecting and processing food organic waste (kitchen food scraps) from the kerbside.

6.12 Local resource recovery facilities

Council does not operate any tips or resource recovery facilities. The following private resource recovery facilities operate within the shire:

- Cardinia Transfer Station
- Cleanaway Pakenham Transfer station

In addition to e-waste processing facilities:

- Outlook Environmental

Other nearby sites are:

- Cleanaway Lysterfield Transfer Station
- Suez's Hampton Park Resource Recovery Centre
- Drouin Waste Recyclers
- Frankston Regional Recycling and Recovery Centre (This is operated by Frankston City Council and available to Cardinia residents at a charge).

Private facilities may charge fees for received waste at their discretion. This may vary for different items. Residents are advised by Council to check charges ahead of visiting. Some of these facilities may also be used by the commercial sector including local construction and gardening businesses.

Some sites may also operate a resale or tip shop where items are recovered and on-sold for reuse.

7 Waste and resource recovery education

Education is the backbone of changing behaviours for positive environmental outcomes, reducing waste to landfill and associated costs incurred to Council. This incorporates motivating or raising awareness of certain positive and negative practices around waste.

Council delivers its education through promotion of correct uses of its waste services, collaborative education in groups or regions, and education around local services or issues. Council waste services would not continue to be viable or successful if users do not know of their existence or how to use them effectively.

7.1 Waste and resource recovery service information

Council informs the community of Council provided, as well as other local and where applicable regional, waste and resource recovery services.

Waste education mediums produced by Council are both digital and hard copy formats providing flexibility to users. These are tailored to demand and assessed need. This is continually shifting with the rapid advancement and use of new communications technology, with Council's website now a primary source of waste and resource recovery information.

Education materials are a collaboration of waste-specific expertise from the Waste Management team, communications knowledge from Council's Communications team and the Customer Service team. Consultation also occurs with other relevant teams. Graphic, web, video and other specific design is contracted by specialists in those fields as required.

Local service information produced and distributed by Council integrates messaging of waste avoidance and minimisation where possible. This includes the waste services guide (including recycling calendar) which is distributed to all households and to new homes as they order their first collection. This guide is now delivered annually, having previously been delivered biannually. The well-used blanket residential hard and bundled green waste service also distributes a flyer to all households alerting them to an up-coming collection.

7.2 Collaborative education programs

Waste-related information distributed by Council about services, programs, campaigns, events and initiatives may be in partnership or on behalf of Victorian and Australian governments and agencies, other councils, community organisations, not-for-profit and related private organisations.

Regional approaches to education ensure consistent messaging and pooling funds and resources produces better products and outcomes. During the last strategy period, Council has participated in the following:

- *Get it right on bin night* – a long-term state-wide campaign to increase recycling rates, provide clarity on best practice recycling and reduce contamination rates. Backed by social research on Victorian recycling behaviours.
- *Love Food Hate Waste* – a state-wide campaign that aims to raise awareness about avoidable food waste from Victorian households. Modelled on the campaign of the same name in the UK and NSW.
- *Back to Earth* – initiative run by MWRRG in partnership with 19 metro Melbourne councils in Melbourne's north, west and south-east, and four regional councils in northern Victoria. The initiative shows householders the process of green waste collection and processing. Council and seven other south-east councils joined the initiative in 2016 to support entering into a regional organics processing contract.

- *Flexible plastics recycling in the kerbside* – a partnership project with three other councils, MWRRG and APC. Combined funds enabled the project along with communications packs to be developed and distributed to all households across the four council areas.
- *Detox Your Home* – a state-wide program for collection of household chemical disposal run by Sustainability Victoria. Permanent sites are located across Victoria. Mobile scheduled collections occur across the state and require local promotion by councils.
- *Resource Smart Aussie Vic* – a state-wide initiative that helps schools benefit from embedding sustainability in everything they do. The initiative provides support to take action to minimise waste, save energy and water, promote biodiversity and reduce greenhouse gas emissions. It has an accreditation awards program and a specific waste minimisation module with guidance and best practice.
- *Stephanie Alexander kitchen garden program* – a national program providing inspiration, information, professional learning and support for educational institutions to deliver food education, in conjunction with educators, partners and the wider community. It promotes hands on learning of growing and composting healthy foods.

Council also sees the value in aligning with and providing support for national campaigns and has done so with Clean Up Australia Day, National Butt Day, Garage Sale Trail, Planet Arks National Recycling Week and National Compost awareness week.

7.3 Local education activities

While important to ensure education is nationally and regionally aligned, Council also tailors messages to be locally relevant. Not all council areas sort and process recyclables including organics at the same facilities, meaning there is variation in what can and cannot be accepted at the kerbside depending on the council area.

As part of the 2012 *Halve Your Waste* program, Council produced recycling and composting posters, compost guides, waste information flyers for the community and schools and early childhood education centres. Promotional materials were also produced including recycling story colouring books, recycled pens, pencils, rulers, water bottles, interactive recycling games, seedlings, veggie seeds, compost bins and worm farms. These promotional items interactively integrate messages of recycling, composting and waste minimisation in a fun and novel way and are used for school incursions and excursions, workshops, educator or environmental network meetings, and local family events.

Council also runs promotional campaigns through media releases or in the Council's *Connect* magazine on identified issues which may include waste reducing messages or littering issues.

It's within the interest of a recycling sorting and processing contract for there to be as much recycling as possible collected with little contamination of the wrong items. This makes for maximum recovery, a better quality recycled product, and better profit margins with less resources required extracting the wrong items. Council has an ongoing education allowance in its recyclables processing contract with SKM Recycling with the aim of motivating and informing the community of items accepted as part of the kerbside collection. This on-going allowance has funded:

- *Follow your waste* community tours of the recycling sorting facility
- *Beyond the bin* school incursions.

8 Service planning, strategy and advocacy

8.1 Emergency event planning

Council plans for and delivers services for emergency events, which can include extreme weather events such as bushfire, floods, and storms, or other issues effecting waste services such as closure of landfill or processing facilities and major events which prevent waste collection. Council has considered this in its business continuity plan, emergency management plan, and extreme weather event policies.

8.2 Extreme weather event policy

Council has an extreme weather event policy, which covers events such as bushfire, flood, high winds. As outlined in the policy, on CFA-declared code red days, collections would not occur during the day but consideration may be given to undertaking collections at other times such as evening or overnight or weekends. Consideration is also given to CFA-declared severe or extreme days, which will be reviewed with contractors. During floods, collections would be suspended.

All contractors are required to have their own extreme weather policies, as reflected in contract plans. There is provision for use of other landfills where collections need to occur outside of normal collection times.

8.3 Disrupted collection and disposal services

Waste and recycling collection and disposal services may be disrupted by events outside of Council's control such as:

- strikes
- a facility becoming a crime scene
- a waste collection truck fleet recall due to safety issues
- a facility closes suddenly due to financial or other problems
- EPA action closing a facility or reducing volumes accepted at a facility
- fire at a facility
- fire resulting in council trucks being destroyed.

Council recognises the kerbside waste and recycling services to be a very important service to the community, and not one that can be postponed or delayed without significant impacts. Council deals with each event on a case-by-case basis, and liaises with the region to establish which contractors or councils are effected and what resources and other services are available to fill gaps.

Alternative arrangements can often occur within contracts to accommodate contingency situations. All contractors pay a bank guarantee which could assist Council to procure casual labour and vehicles to assist in these situations. Contracts also put responsibility on the contractors to ensure strike or other actions do not impact on the provision of services.

8.4 Services for multi-unit developments (MUDs)

The increase in residential multi-unit developments, mixed use developments plus higher density individual properties across the shire presents a range of waste and resource recovery challenges, which are different from lower density and rural area considerations. Council has in place *Waste guidelines for new residential and mixed use developments*, which together with internal planning processes ensures adequate consideration is given to waste and resource recovery provision within these areas.

Resource recovery rates for multi-unit and mixed use development are often lower, and contamination rates higher, when compared to single dwellings so careful consideration of these issues at the planning stage aim to minimise these issues into the future.

The *Waste guidelines for new residential and mixed use developments* specify that applicants must accommodate Council's waste services in their developments as a first preference. Applicants are required to show, via the waste management plan, how Council's kerbside waste services can be accommodated at the site. Extensive justification and reasoning must be provided for consideration if this cannot be achieved, and a private waste collection proposed as an alternative. This ensures that residents are able to receive an efficient and cost-effective waste collection, without needing to pay premium rates for a private contractor to provide the service, at property owners' cost.

In most circumstances, for the type of developments currently occurring in the shire, accommodating Council's kerbside collection should be possible with some forethought by developers and/or applicants.

8.5 Advocacy

Council engages regularly with government agencies who work in the waste and resource recovery area, including MWRRG, Sustainability Victoria, EPA, Victorian Litter Action Alliance, DELWP as well as waste service providers and other councils on issues impacting the region and municipality. Much of this work results in advocacy activities to ensure our community's needs are considered when undertaking regional planning. Advocacy opportunities may be national or state strategy development or program roll out, legislation impacts or regional planning or infrastructure considerations.

8.6 Reporting services

Council is required to report on its waste and resource recovery services (costs/tonnages/systems) to the Victorian Government through Sustainability Victoria's Local Government Surveys (kerbside and diversion) and Local Government Performance Reporting Framework (LGPRF). LGPRF reporting feeds into the 'Know your council' website. Waste reporting comprises five of the 66 measures to improve the transparency and accountability of council performance. This reporting is mandatory and the correct process and requirements for reporting are set out to ensure consistency among councils. This reporting can be audited which ensure its integrity.

Much of this data was sourced for tables and graphs found within this strategy.

9 Review of previous strategies (2010–17)

9.1 Achievements (2010–17)

Council's *Waste management strategy 2010–15* and *Litter strategy 2012–17* delivered a number of achievements in the areas of green waste services, reducing waste and litter initiatives, improved contract arrangements and recovery services, as well as improved planning and compliance activities, and communication with our community. These achievements were identified by reviewing the results of the community survey (Appendix 1), the *Waste management strategy 2010–15* and *Litter strategy 2012–17* action plan review (Appendix 2), and by assessing the waste data (Section 7 and Appendix 3)

9.1.1 Community satisfaction

In the local government community satisfaction survey (coordinated by the DELWP on behalf of councils) waste management is Council's top-rated service, and has been for many years. It is also a top priority for our residents.

9.1.2 Reducing waste/litter initiatives

As part of *the Halve your waste program*, Council implemented waste reduction initiatives of the compost bin and worm farm rebate and 80-litre bin service discount, and undertook significant promotion of these incentives. Composting and mulching is a popular method of disposing of green waste in the shire (27% of the residential population).

Council has maintained a strong focus on public place litter and recycling services, installing 55 public place recycling bins as part of public place recycling grant and installing or replacing an additional 180 bins from 2015 as part of public place litter and recycling infrastructure upgrades.

Cigarette butt litter, the most littered item Australia-wide was targeted with 12 cigarette butt bins installed across six townships along with supply of personal butt bins and promotional materials. Council participated in National butt day run by Keep Australia Beautiful from 2010 to 2014 and continues to be a strong support for Clean Up Australia Day providing advice, PPE equipment and waste collections.

Support has been provided to school and childhood educators and interested groups on an ad-hoc basis for litter clean ups, school projects and applications for funding. The free hire of litter and clean-up equipment including litter pickers, high visibility vests and gloves was implemented and has been made available on request for many years.

In 2013, Council produced and distributed a waste minimisation guide to all households. Education materials continue with a stronger focus on waste minimisation in print and digital form.

9.1.3 Green waste

Council expanded the availability of the fortnightly green bin service to all areas of the shire in January 2015. This increased availability and promotion of green waste services has resulted in increased take-up, and considerable increases in the amount of green waste processed by Council. The proportion of residents using the green bin service has increased to 60 per cent, from 37 per cent in the 2010 survey. The numbers of green bin services in use in the shire has also increased from 10,000 in 2010 to 18,000 in early 2017.

The proportion of residents burning off has decreased since the 2010 survey, where 49 per cent of residents reported burning off green waste in the previous 12 months. During the recent survey, just over a quarter of residents (26%) 'burn off' their green waste, with this practice being more common in Ranges (47%) and Port (40%) wards.

Since 2010, Council has been part of a collaborative project with seven south-east councils, facilitated by the MWRRG to secure long-term contracts for high technology organic waste processing. The first of these three resulting contractors became operational in 2017, and these contracts will provide significant resource recovery opportunities once fully implemented.

9.1.4 Improved contract arrangements

Since 2010, Council has been part of a regional landfill services contract managed by the MWRRG on behalf of participating councils in the metropolitan region. This has provided Council with secure and well-priced landfill disposal services due to economies of scale and efficient and effective contract management and collective negotiations overseen by the MWRRG.

Due to new contracts and the increasing value of recyclables, Council moved to a payment per tonnes model for its recyclables processing in 2011, resulting in decreased costs for the service. Council also contracted out its public place litter and recycling service which provided more flexible and efficient services, increased bin cleaning and maintenance regimes and improved data provision to enable continuous improvement to its infrastructure and schedule. This service also includes an event service provision to cater for Council or community events.

9.1.5 Improved recovery services

Council has worked hard to improve the waste and recovery opportunities for the community, and achieved some great outcomes. The new streams of metal pots and pans, hard plastics and plastic plant pots were added to the kerbside recycling service in 2011. Flexible plastics were added in 2016 through an innovative collaborative project with three other councils.

In 2012, Council expanded its e-waste drop off services with more frequency and to more parts of the shire. These were later included in the collection and recycling of TVs and computers as part of the biannual hard and green waste service. Couches were also collected and recycled as part of this service for the first time in 2016.

Advocacy continued and contributed to Council securing an ongoing annual mobile Detox your Home event in the shire and a nearby permanent detox site in Hampton Park. These are very popular events hosted by Council and delivered by Sustainability Victoria where residents can safely dispose of unwanted chemicals from the home. A new privately run transfer station was also established in the shire in 2016 providing wider availability of services and more local competition.

An ongoing educational budget was established in the recycling processing contract to support best practice recovery. Improved bin infrastructure, education and services were achieved for schools and early childhood education centres as a result. The *Halve Your waste* program 2012–13 also delivered 10 selected schools with signage, recycling and compost bins both inside and outside the classroom, compost caddies, veggie seedlings and an educational workshop and materials. Part-subsidised recycling collections as part of the kerbside service were also introduced to incentivise doing the right thing. With the introduction of sustainability in the National Quality Standards for early childhood in 2013, recycling education and operational support was provided.

9.1.6 Improved planning and compliance

Council has worked persistently for better planned waste provision as rapid growth continues, aware that early consideration in the planning process saves time and costs. The *Waste guidelines for new residential and mixed use developments* were developed in 2015, clearly outlining key information, expectations and processes for developers and applicants. Accompanying these guidelines, a three-page waste management plan template was produced making it clear and easy for applicants to include all required information for Council officers to make an assessment. Together these documents have provided more consistency in waste management plans submitted and streamlined the assessment process.

In 2017, *Developer landscape guidelines* were also produced to better direct the design, approval and implementation of landscaping in new subdivisions including waste infrastructure provisions in privately developed public and open spaces.

Council's Local laws 9 and 10 were consolidated into one Environment, Amenity and Asset protection Local Law 17 in 2015, which included further provisions to support Council's waste service delivery, infrastructure and standards for better community waste behaviours, offering a better framework for enforcement.

In 2015, Council also created a new position of waste contract monitoring officer to improve quality and compliance of contracted waste collection services (listed in Table 4).

9.1.7 Improved communications

Council has kept abreast of new and emerging communications methods and technology to deliver information on waste services, issues and educational campaigns to the wider community. Through GPS and camera technology available as part of the green waste collection contract, in 2016 Council proactively began alerting properties where contamination of their green waste collection had been recorded. This automated process has allowed an educational letter including pictures to be regularly sent to residents advising of the correct use of the service.

A new online mapping based property search function for Council services including waste collection dates was made available in 2013. This expanded online waste collection day information to include property specific hard waste collection weeks, upcoming e-waste and mobile Detox Your Home collection events. Named My Council services tool, this tool has been regularly cross-promoted including through the residential hard and green waste flyer and waste services guide. In 2017, Council redesigned its website to be more mobile device friendly and allowing the community to report and complete most transactions online. Council has also improved the accessibility of digital materials for visually impaired people.

A better online presence, including social media, has been embraced as a platform to promote, advocate and inform, allowing timely waste collection alerts or reminders. This has also reached younger age groups who are traditionally harder to engage. Waste-related posts have shown some of the highest levels of engagement. This has made for more inventive ways of engaging with the community. In 2015, Council videoed one of the popular community *Follow your waste* tours making the learning experience accessible beyond those available to attend on the day. The 'Back to Earth' campaign in 2016 raised the awareness of the garden waste bin processing through an online competition, encouraging voting of the best school's garden project.

Not forgetting that physical materials are very effective, more emphasis has been on the use of pictures to simply communicate complex waste messages. Visually appealing materials grab attention and are not language specific making them more accessible. As part of the *Halve your waste* program, new ways of delivering key messages were developed and purchased including: interactive bean bag and magnetic recycling sorting games for kids and families, recycling and composting colouring in story books, recycled stationary, recycling themed play mats and Peppa Pig recycling themed reading books for early years. In the right situations these have ignited and opened up the recycling conversation.

Forums for the building industry held in 2010 and 2014 opened up conversations with representatives from local waste providers, the building trade and Council business units discussing challenges and options around waste, litter management and stormwater protection.

9.1.8 Improved data capture

Data collection and review are an important part of developing the waste and resource recovery services and assessing and comparing possible service choices.

Recording of the costings and tonnages of dumped rubbish since 2009 allowed for future service planning. A change to a contracted service of public litter bins in 2015 included the requirement for data and feedback on bin locations and their usage. This allowed for a flexible service schedule to be developed that avoids over servicing and the resulting costs, while being responsive to changing needs.

Establishing a waste contract monitoring officer who conducts audits and makes site visits also provided data that can be used to develop services. These checks have also improved contractor safety. New technologies such as mobile tablet style computers or phones, GPS real time tracking and camera technology has also allowed for improvements in operational applications and investigations.

Waste audits conducted as part of the *Halve your waste* program in 2013 and in 2015 prior to introduction of kerbside flexible plastics recycling has provided a better understanding of opportunities for our community to do better and where service improvements can be focused.

Council has worked with contractors for more reporting in monthly operational reports relating to safety and to continuously improve services. A new customer reporting management system (CRMS) implemented by Council in 2016 has paved the way for improved communications between Council and contractor customer service.

9.2 Challenges (2010–17)

Despite the vast list of achievements listed above, Council has identified areas that could have been delivered better or did not achieve the desired results.

Some of these challenges, such as size, topography and location of the shire, as well as demographic makeup of the population will continue and are discussed more under Section 13.

Challenges of the previous strategy period 2010–17 were as follows.

- Limited resource recovery infrastructure – the number and size of transfer stations in the shire limited the ability to advocate for service provision in the shire at key times such as the TV/computer product stewardship legislation services implementation and *Detox your Home* review. It is hoped that with a new facility in the shire, Council can attract new services to the shire.
- Keeping up with development – *Guidelines for new residential and mixed use developments* were developed in 2015 to assist Council to keep up with the development in the shire. However, increased higher density development not previously seen in the shire has created the need to further review and expand the scope of these guidelines.
- Resourcing within collection contractors – as the shire is one of the fastest growing municipalities in Victoria, contractors need to keep up with the increased resources required to meet service needs. At times of significant growth, contractors have been caught out with this. Contract management practices will need to ensure that this issue is front of mind at all times in future.
- Increase in illegally dumped rubbish incidence and cost – since 2010, illegally dumped rubbish incidences and costs have significantly increased resulting in difficulty meeting the desired service expectations without dedicated resources. Into the future this service will likely need to have dedicated resources to deliver the desired outcomes.
- Physical delivery of hard copy waste education material to households – issues have occurred with the delivery of bulk mailout information to residents using Council's rates database which generally contains ratepayer and not tenant information. This problem is exacerbated by the number of residents with post office boxes and no physical roadside mailboxes. The move to online material helps with this challenge, but is likely to be an ongoing challenge.

- Limited engagement in some programs – with a large proportion of the community being families, who no doubt have busy lives and other priorities, engagement with some programs has not been as high as anticipated. It will be important to ensure that future education and behaviour change programs are as quick and simple as possible.
- Limited take-up of new green waste service options – additional green waste services were implemented due to community demand, but unfortunately take-up has been limited. Green bin services were extended to all parts of the shire in 2015 but to date take-up in the new areas has been less than 100. In addition, green waste collection limits were increased by 3 cubic metres as part of the biannual green and hard waste collection service in addition to normal allocations for \$60 but this has been taken-up by only about five residents per collection since its introduction in 2015.

10 What our community said

As part of the strategy review and development, it was important to find out about the attitudes and behaviours of the community. In 2016, Council engaged a contractor to undertake a survey of 700 residents to gain an insight into their attitudes and behaviours in relation to waste management issues and future options. The areas explored included hard rubbish, green waste, as well as littering, illegal dumping and Council provision of related education and information.

This was accompanied by an online survey, which was promoted via Council's social media and website channels, attracting 25 responses. A similar survey was undertaken prior to the 2010 strategy and has provided interesting comparison. The findings were then used along with the data, identified trends and issues, learnings and opportunities from industry, legislative requirements and other feedback to develop the action plan. The key findings are outlined below.

Hard and green waste service

- The vast majority of residents use the service (91%).
- The current service meets their needs (88%).
- Of those who feel it does not meet their needs, the most common suggestion was more frequent collections (36%).
- Support for changing to a booked service is moderate, with a mean score of 6.2 out of 10. Support is highest in Central ward (6.9) and among those aged 18–29 (7.0).
- If a booked service was implemented, 31 per cent would pay around \$60 for any additional booked service beyond their free allocation.

Green Waste

- The vast majority of residents have disposed of green waste in the last 12 months (97%).
- The most popular method of disposal is the green bin (60%), followed by composting and mulching (27%) and burning off (26%).
- Burning off is most common method of disposal in Port ward (40%), and very common in Ranges ward (47%).
- Burning off has reduced in frequency since the 2010 survey from 49 per cent to 29 per cent.
- Awareness of the green waste services:
 - green bin is very high (96%).
 - biannual hard and green waste service is 82 per cent.
 - additional three cubic metres available for \$60 only 22 per cent.
- When presented with a list of potential green waste services, and asked if these would be viable for them, they responded in order of viability:
 - a free local drop off event for green waste (61%), particularly by central ward residents (66%)
 - tip vouchers (55%)
 - a home mulcher purchase rebate (43%)
 - additional bundled green waste collections (43%).
- If Council was to establish a local drop-off option for green waste, 44 per cent of residents state, they would be likely to use it.
- Residents would be willing to pay an average of \$20 to drop off a heaped 6x4 trailer of green waste locally. Residents would be most likely to use the service a couple of times a year or less (71%).

Fees and charges

- 68 per cent of residents think that the current garbage charge and optional green waste service fees are reasonable.
- 33 per cent of residents would like to see Council offer more services, with:

- only 28 per cent of those residents wanting more services would still feel the same if it resulted in an increase in the garbage charge
- a further third (33%) said it would depend on the cost.
- Top priority additional service is hazardous/chemical waste collection (10%).

Dumped rubbish and littering

- Concern for illegally dumped rubbish in bush reserves is very high (8.3/10).
- Concern about illegally dumped rubbish in vacant blocks or on roads or nature strips (both 7.5).
- Concern for littering is less at 6.6/10.

Communication

- 46% of residents' recall receiving Council's new waste and recycling calendar. Of those that recall it:
 - the majority have kept it (79%)
 - refer to it every 2-6 months (53%)
 - would prefer it in hard copy (69%) rather than to look it up online (26%).
- Residents look for information on local waste and recycling services on Council's website (60%) over other sources.

Waste management in the future

- The importance of waste management issues over the next 10 years (from a list of options) were:
 - capturing litter before it reaches waterways (100%)
 - community and childhood waste education' (98%)
 - using recycled materials in Council assets' (97%)
 - minimising waste through buying goods without a lot of packaging or with a longer life (95%).
 - alternatives to landfill (93%)
 - community and home composting (87%)
 - more local public waste facilities (83%)
 - kerbside service for food waste and organics (75%).
- Residents provided a variety of responses to the open question 'What would you like to be different in 10 years' time?' the most common responses were:
 - allowing more materials to be recycled (30%)
 - more education (on packaging and waste reduction) (16%)
 - reducing waste in general (14%)
 - reducing packaging (11%)
 - composting (10%).

In reviewing and reflecting on these results, themes identified from this data were:

- reducing waste, and minimising waste was quite important, residents wanted
 - more materials to be recycled
 - more education
 - reduced packaging and waste
 - alternatives to landfill
- supporting schools and ELC was very important
- residents like to receive their waste information in hard copy, with many also referring to Council's website for information
- residents want composting to be supported
- burning off has reduced significantly

- some areas for consideration for green waste options were drop off events, vouchers, home mulcher rebate, additional branch collections
- there was overall support to move to a booked hard waste service
- residents were quite responsive overall to cost for new services, over 60 per cent would not want extra services if it cost extra or it would depend on the cost
- dumped rubbish was a concern.

In order to develop the strategy and draft action plan, these keys themes were then developed into potential actions. We then assessed data and trends, engaged with internal business units, other councils and industry and reviewed options to then redraft the action plan within the draft WRRS.

Further consultation was undertaken on the draft WRRS in July 2017, via a number of short online surveys, and opportunity for direct written responses. This feedback was self-selected and, when compared with the previous telephone survey, was not statistically significant. It did, however, provide a good opportunity to review and consider general trends and further comments and improvement ideas. The feedback was positive overall, and resulted in amendments to the strategy content, inclusion of some new actions, and revision of draft actions.

11 Waste trends and data

Waste generated in Cardinia Shire is in line with expectations from a shire of its size, population and interface location, and can inform opportunities for services, education and advocacy in the future.

11.1 Waste generation

Figure 6. Cardinia Shire garbage generated compared with other metro and non-metro Victorian councils

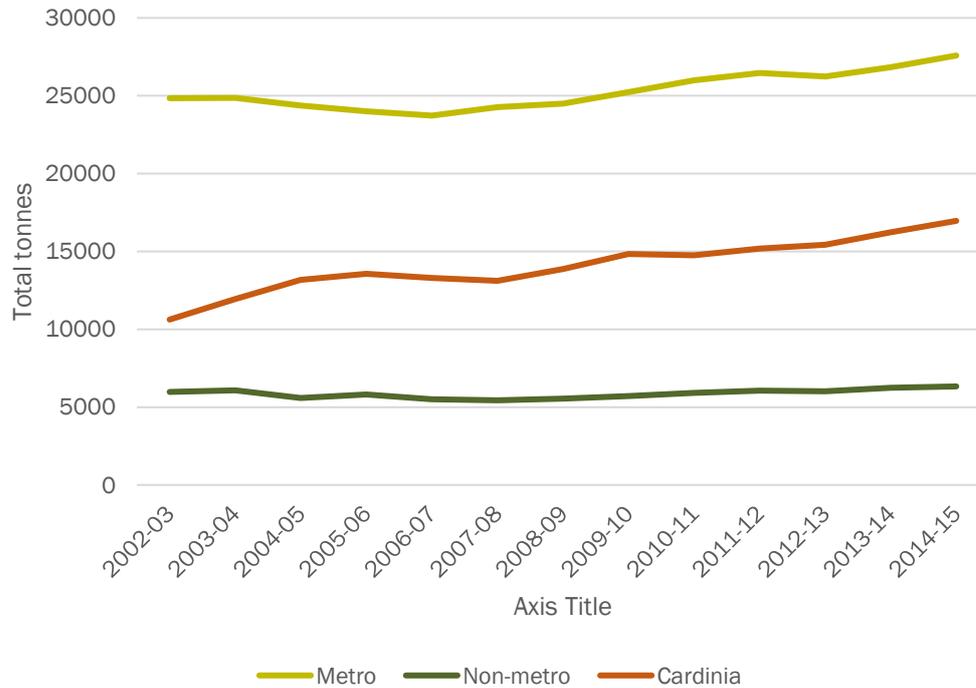
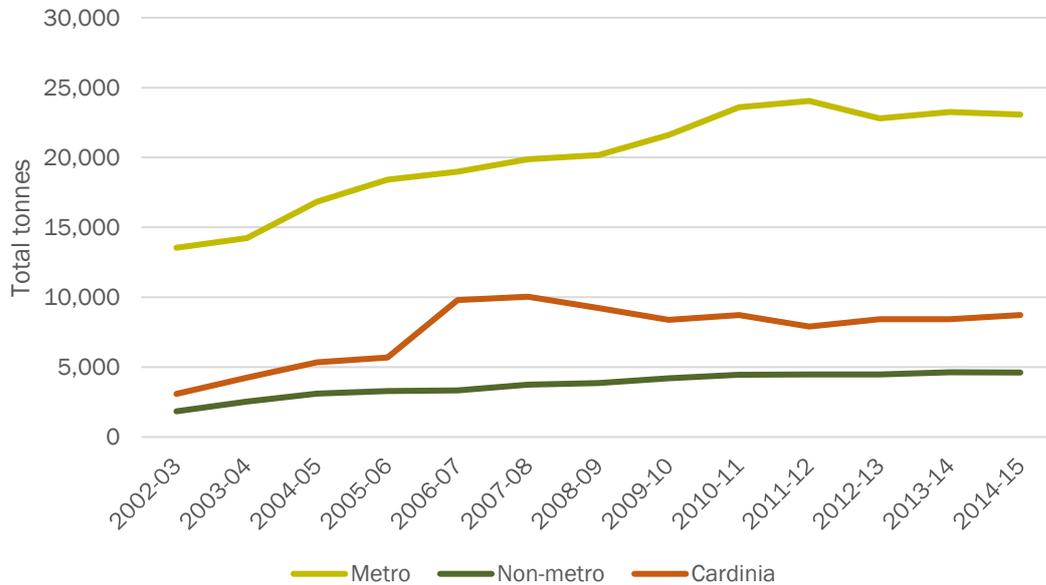


Figure 6 shows that as the shire's population continues to grow, the amount of waste generated is also growing. As areas of the shire become more urbanised (similar to metro areas) the tonnages collected will increase to be more in line with metro councils. This means Council will be handling more garbage in the future based on current trends.

Figure 7 shows the comparison to recyclable material generated (recycling and green waste streams).

Figure 7. Cardinia Shire recyclables (recycling and green waste streams) generated compared with other metro and non-metro Victorian councils.



Similar to the trend for amount of total waste generation is the amount of recyclable material generated, with spikes in data occurring in 2006 with the introduction of the green waste bin. Presumably the green waste bin introduction prompted properties to clear green waste which may have been stock piled and levelled off in more recent years. Moisture content in green waste from wet or dry years can vary the tonnage of recycling, with the drought experienced in some years can also have an impact.

Figure 8 shows the diversion rate, that is the percentage of waste that is recovered (recycled and processed) as a proportion of total waste (garbage/recycling/green) produced.

Figure 8. Cardinia Shire kerbside proportions and waste tonnages per year

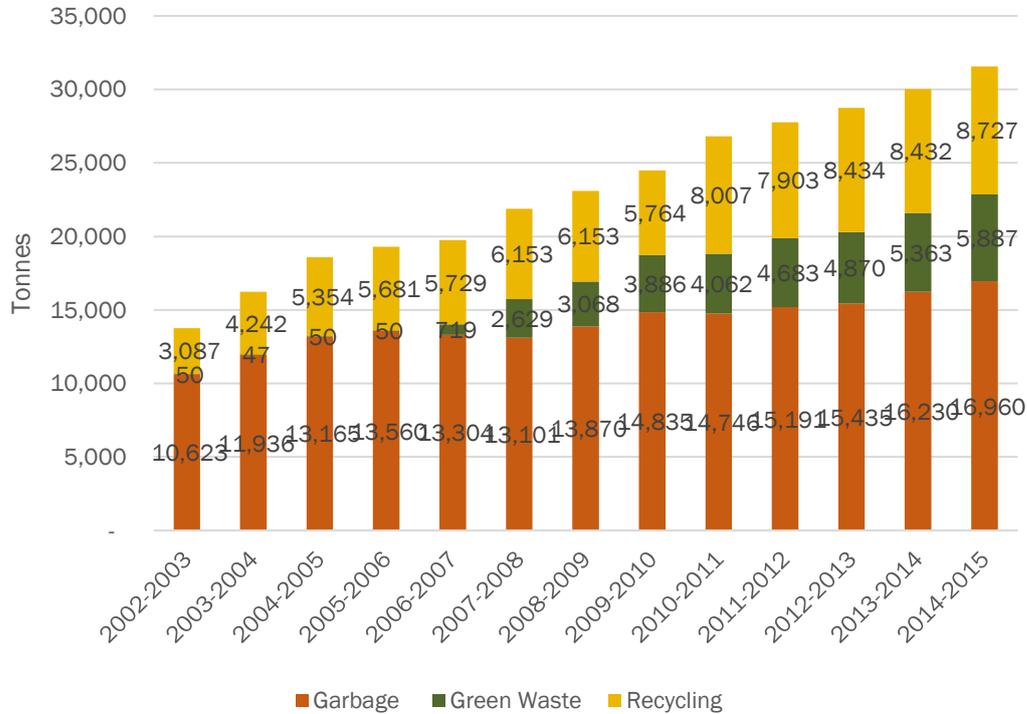


Figure 8 shows the growth in the quantities of waste (garbage/recycling/green) that Council collected and disposed of over the past 13 years. The green bin collection service has resulted in this stream becoming more significant since its introduction and the growth in garbage has proportionately decreased.

11.2 Diversion

Figure 9. Cardinia Shire resource recovery rate (recycling and green waste recovered) compared with other metro and non-metro Victorian councils.

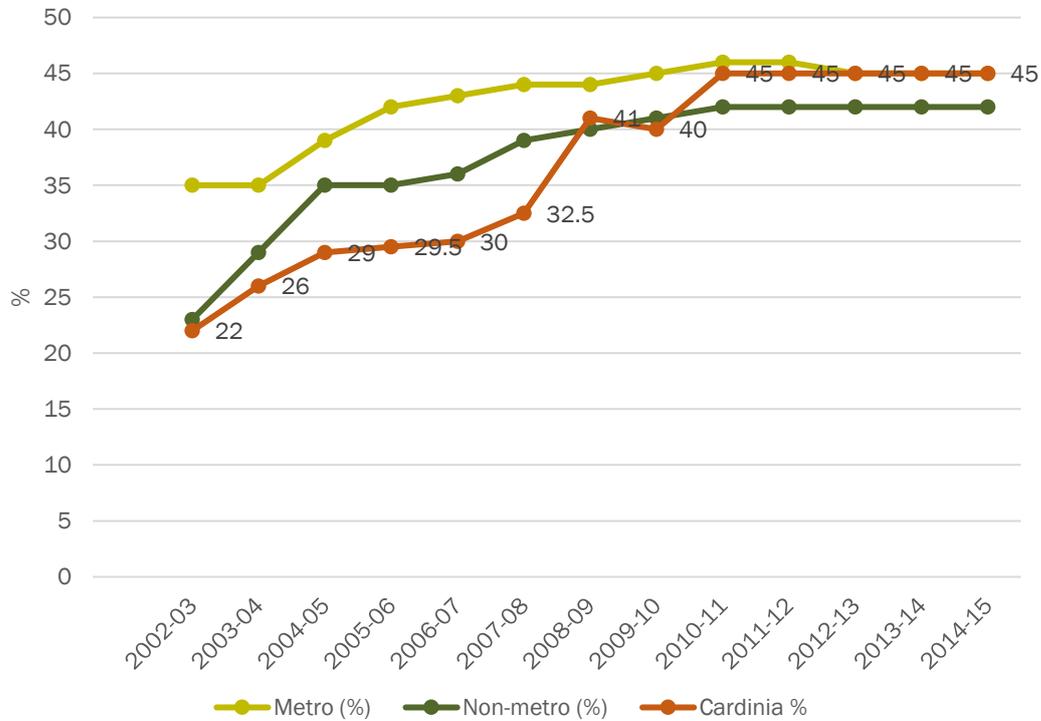
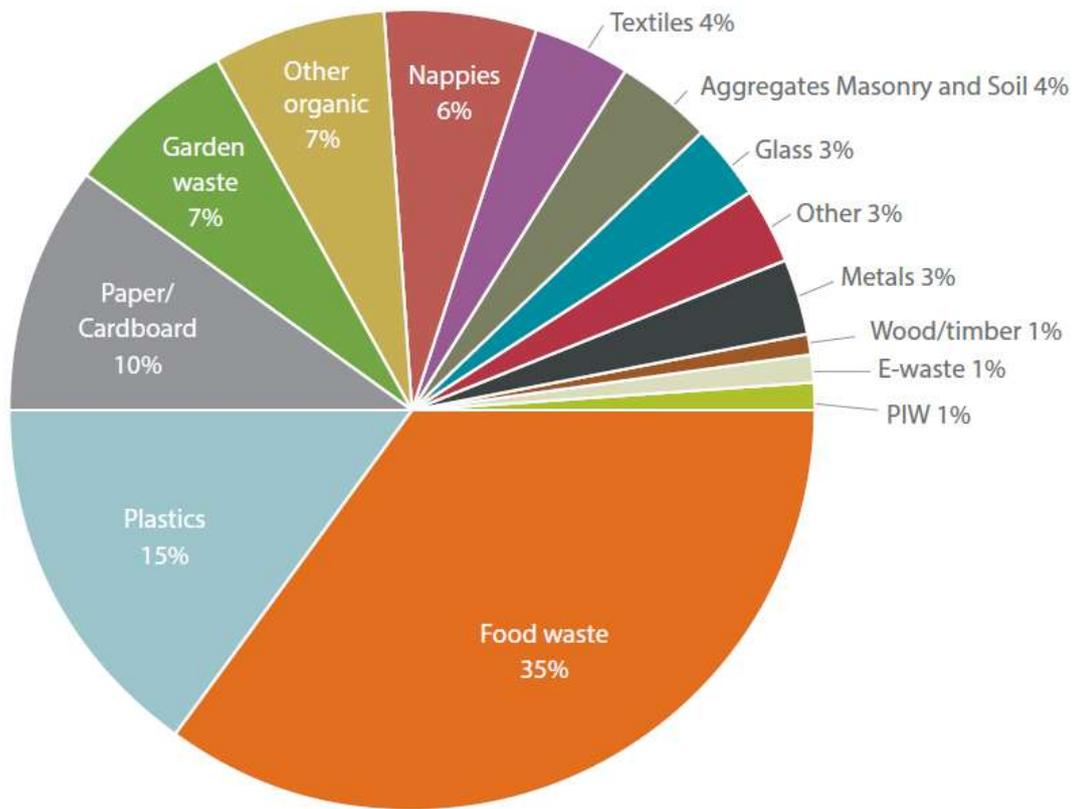


Figure 9 shows transition of the shire from a traditional non-metro area to more urbanised shire with growth. Recent recovery rates of 45 per cent sit above the 42 per cent non-metro average, and in line with metro councils, which is a good result. To be comparable these figures do not include drop-off items such as e-waste. These trends also highlight that Council’s recovery rates are at a standstill. For further improvements, Council will need to look at significant service changes or initiatives with the potential for big impacts.

11.3 Composition

Composition of waste means the makeup of a waste stream by different materials. Analysing composition can identify opportunistic streams for recovery.

Figure 10. Victorian landfill composition including municipal solid waste (household waste) and construction and industrial waste. Source: MWRRG Implementation Plan.



When reviewing Victorian landfill composition as a whole (Figure 10) the opportunities for a regional solution for green organic waste (including food organics) is highlighted. While a good proportion of this waste would come from household sources, it also includes industrial and commercial sources. Recovering more paper/cardboard and plastics are also opportunities at 10 per cent and 15 per cent of landfill waste respectively.

Figure 11. Cardinia Shire garbage bin composition by weight (kg/wk).

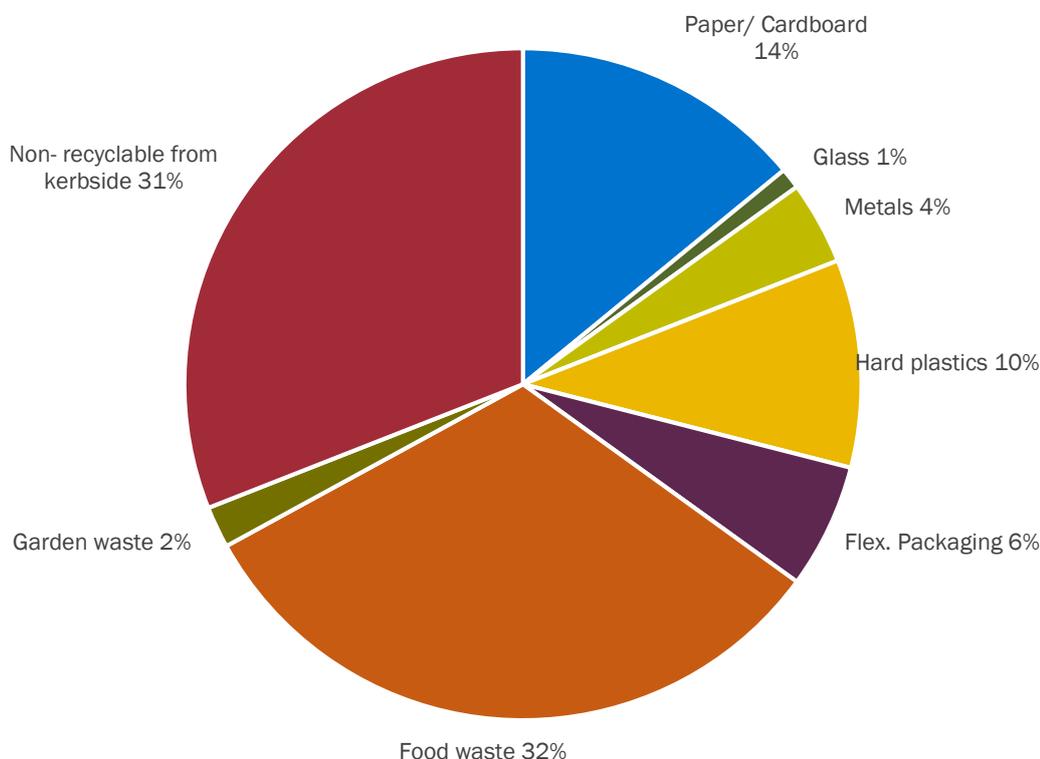


Figure 11 shows the waste composition of an average Cardinia Shire garbage bin, as audited in 2015 prior to implementation of the flexible plastics program. This shows similar trends to Victorian landfill (Figure 10). Food and garden waste make up 34 per cent, paper and cardboard 14 per cent, hard plastics and flexible plastics make up 10 and 6 per cent respectively. The non-recyclable material makes up 31 per cent, which shows the potential to recover another 69 per cent if the services were available and full behaviour change to take up these services occurred.

11.4 Illegally dumped rubbish

Research conducted by EPA's Illegal Dumping Strike Force program shows outer metro growth areas with large expanses of vacant land and semi-rural roadside areas are experiencing more costs of clean up and incidences of dumping than the average Victorian council. Factors contributing to the issue include:

- increasing costs of waste disposal across the state
- rapid local building and development
- distances to travel to waste facilities including for disposal of specialised items
- composition of the land with many semi-rural roads, vacant blocks and bushland areas with less visibility
- large number of homebuilder and establishing households
- issues of household financial hardship and cost perceptions.

Data on instances of reports of dumped rubbish, as well as costs have been provided below (Table 6). While these are useful to identify trends over the years, it should be noted when looking at the cost per reported incidence that collections of dumped rubbish are sometimes proactively collected and not always reported through Council's customer service system. The number of actual

incidences of illegally dumped rubbish is likely to be much higher. This is evident with the cost and number of incidences reported increasing significantly since 2009, as shown in Table 6.

Table 6. Illegally dumped rubbish costs and number of reported incidences per year (Cardinia Shire)

	2009-10	2010-11	2011-12	2012-13	2013-14	2014-15	2015-16
Number of customer service requests	548	574	625	872	895	1048	1221
Total cost per year	\$50,028	\$85,184	\$76,268	\$130,653	\$136,894	\$213,270	\$196,789
Cost per reported incidence	\$91	\$149	\$122	\$150	\$153	\$204	\$161

It has been identified across local government that there are inconsistencies in reporting of dumped rubbish data, in that costs and data are not always separated out or attributed consistently. Again, this data still provides an interesting comparison.

Table 7. Illegally dumped rubbish costs and reported incidences Cardinia Shire compared with average per council and total Victoria (2013-14 and 2014-15)

		Total (Victoria)	Average per council	Cardinia Shire
Annual service costs	2013-14	\$8,290,335	\$104,941	\$136,894
	2014-15	\$9,006,244	\$114,003	\$213,270
Tonnes collected	2013-14	26,100	330	181
	2014-15	19,651	248	260
Reported incidences	2013-14	45,479	575	895
	2014-15	40,146	508	1048
Cost per reported incidence	2013-14	-	\$182	\$153
	2014-15	-	\$224	\$204

Table 7 shows that the incidences of illegally dumped rubbish in Cardinia Shire is significantly higher than the Victorian average. By comparison, the cost per reported incidence is somewhat comparable but difficult to make a good comparison given the limited period.

12 The way forward

12.1 Strategic framework

Council's waste and resource recovery efforts occur within a national, state, metropolitan and council strategic context that impact upon how we deliver and plan our waste and resource recovery services.

Figure 12. Relationship with polices



Figure 12 shows how the Australian and Victorian government policies and plans interrelate. Council's plans and strategies fall outside of these policies and plans but must be aligned with the governments' objectives.

12.1.1 Councils plans and strategies

Council plan 2017

This strategy reflects Council's vision as set in the Council Plan 2017. The plan seeks by leading the way through governance to achieve a sustainable shire for present and future generations. As population growth and demand for services increase, it aims to strike a balance in achieving desired outcomes for the community while ensuring economic prosperity, social wellbeing, environmental sustainability, and long-term financial sustainability.

The management of the natural and build environment, including climate change, is highlighted in this plan, and refers to the issue of waste to landfill. Waste to landfill is increasingly costly due to the landfill levy and creation of emissions. These emissions significantly contribute to climate change and with a growing population the plan sees the importance of mitigating these with the action:

'3.3.4 Promote practices that result in the reduction per household of the amount of waste going to landfill, particularly food waste.'

Table 8. Proposed Council plan actions 2017 relating to waste

Actions 2017–18	Actions 2018–19	Actions 2019–20	Actions 2020–21
Liaise with and support schools in the areas of waste minimisation, litter and recycling			
Review effectiveness of kerbside flexible plastics recycling initiative and further promote to the community.	Begin review and development of system for diverting food waste from landfill. To include: <ul style="list-style-type: none"> • review best practice of food waste collection system at the kerbside and learn from other examples • identify collection service change requirements and review service specifications • develop behaviour change program and identify support required • identify resources required for 2 year implementation. 	Undertaken tender process for kerbside garbage/recycling/organics waste collection services and recycling processing, considering outcomes of food diversion review. Prepare for communication program delivery for behaviour change.	Implement new waste services and behaviour change program that reduce food waste to landfill.
Build on success of new resource recovery facilities by advocating for improved resource recovery and reuse options (such as ewaste/detox your home/SV programs/new streams/reuse opportunities/education)			
Commence regional project with south east councils and MWRRG to procure landfill and alternative to landfill services, including pre-sort options for commencement post 2021.	Collaborate on regional project with south east councils and MWRRG to procure landfill and alternative to landfill services, including pre-sort options for commencement post 2021.	Collaborate on regional project with south east councils and MWRRG to procure landfill and alternative to landfill services, including pre-sort options for commencement post 2021.	Collaborate on regional project with south east councils and MWRRG to procure landfill and alternative to landfill services, including pre-sort options for commencement post 2021. Prepare to deliver and takeover new service.

Sustainable environment strategy (SES)

The WRRS aligns with and sits under Council's *Sustainable environment strategy (SES)*. A new 10-year SES is under development and is due for adoption in 2018. The SES provides an overview of the principles, policies and plans to guide Council's leadership in environmental sustainability to achieve Council's strategic objective: to continue to plan and manage the natural and built environment for present and future generations. Elements of the SES will be informed by the outcomes of this strategy, specifically relating to water pollutants from litter and wastes derived from building sites, the need for reducing waste, community waste awareness and education.

Aspirational energy transition plan 2014–24

Council's aspirational target of achieving zero net emissions for Council operations and a 36 per cent reduction in community emissions on a per capita basis by 2024 aligns with this strategy. The

plan specifies the need for sustainable design of new developments in the shire as it continues to grow, encouraging increased service provision and employment locally, to reduce transport requirements and oil dependency, as well as importance of continued community waste reduction education including composting and sustainable gardening.

Liveability health plan (2017–21)

Council's municipal public health and wellbeing plan (*Liveability Health Plan*) identifies the vision for a healthy and liveable shire. The plan outlines the key objectives and strategies Council and partner agencies will implement in an effort to improve the health and wellbeing of Cardinia Shire residents where they live, work, learn and play. This plan sits alongside the Council plan and *Municipal Strategic Statement* (MSS) to provide strategic direction for other Council policies, plans and strategies. The key policy domains of the plan include:

- active travel
- housing
- food
- open space
- health and social services
- education
- employment.

Efficient reliable waste management services, practices, principles and opportunities set out in this strategy are not only essential for environmental benefits, but to ensure the health and liveability of the community. Opportunities exist for employment and economic growth, social connection and positive learning outcomes through waste and litter education programs. There is a strong connection with the food policy domain of the *Liveability Health Plan*, where the emerging importance of a community who grow, cook and dispose of fresh healthy food is recognised. Opportunities exist to further enhance household food waste reduction and backyard composting, as well as for larger scale commercial and agriculture use.

Local Law 17

Local laws developed by Council deal with important community safety, and peace and order issues. Local Law 17 is Council's environment, amenity and asset protection local law which supports Council's waste-related service delivery. Local Law 17 replaced Local Law 9 and 10 and came into effect on 15 June 2015. It is valid for 10 years and allows local enforcement of nuisance behaviours. Sections specific to waste ensure:

- responsible presentation of kerbside bins and hard waste
- appropriate disposal and transportation of hazardous waste
- reduction in illegal dumping
- responsible disposal of dog excrement
- compliant burning off
- stormwater protection
- correct disposal of hazardous waste
- asset protection of waste bins and other Council infrastructure
- protection of recyclable materials left out for collection
- responsible storage of building waste on construction sites.

Cardinia Shire planning scheme

Council's planning scheme requires that applications for new buildings provide a waste management plan specifying a waste and recycling management system or how waste will be reduced and recycling maximised.

It outlines that before deciding on an application the responsible authority must consider (where related to waste and resource recovery services), as appropriate:

- the movement of pedestrians and cyclists, and vehicles, including vehicles involved with waste removal
- the storage of rubbish and materials for recycling
- defining the responsibility for the maintenance of buildings, landscaping and paved areas.
- the availability of and connection to services.

The planning scheme aims:

- to avoid, minimise and generate less waste to reduce damage to the environment caused by waste, pollution, land degradation and unsustainable waste practices
- establish new sites and facilities to safely and sustainably manage all waste and maximise opportunities for resource recovery
- encourage facilities for resource recovery to maximise the amount of resources recovered, provide sufficient waste management and resource recovery facilities to promote re-use, recycling, reprocessing and resource recovery and enable technologies that increase recovery and treatment of resources to produce energy and marketable end products
- encourage waste generators and resource generators and resource recovery businesses to locate in close proximity to enhance sustainability and economies of scale
- ensure buffers for waste and resource recovery facilities are defined, protected and maintained
- site and manage waste disposal and resource recovery facilities in accordance with the Waste Management Policy (Siting, Design and Management of Landfills) (EPA, 2004).

12.1.2 Australian Government policy

National Waste Policy: Less Waste, More Resources

The National Waste Policy, developed by the former Department of Environment, and agreed to by all Australian environment ministers in November 2009, sets Australia's waste management and resource recovery direction to 2020. It was developed to summarise the roles and responsibilities of governments. The aims of the National Waste Policy are to:

- avoid the generation of waste, reduce the amount of waste (including hazardous waste) for disposal
- manage waste as a resource
- ensure that waste treatment, disposal, recovery and re-use is undertaken in a safe, scientific and environmentally sound manner
- contribute to the reduction in greenhouse gas emissions, energy conservation and production, water efficiency and the productivity of the land.

Product stewardship

Product stewardship is an approach to managing the impacts of different products and materials. It acknowledges that those involved in producing, selling, using and disposing of products have a shared responsibility to ensure that those products or materials are managed in a way that reduces their impact throughout their lifecycle.

The *Product Stewardship Act 2011* provides the framework to effectively manage the environmental, health and safety impacts of products and includes voluntary, co-regulatory and mandatory product stewardship.

The first product stewardship program established under the *Product Stewardship Act 2011* was the National Television and Computer Recycling Scheme. This was a co-regulatory scheme requiring importers and manufacturers of televisions, computers and computer products to fund and implement recycling services against agreed recovery targets for these products from November 2011. This has resulted in services that allow consumers to dispose of their unwanted televisions

and computers at designated collection points for free. Availability of this option in the south-east area is limited due to lack of transfer facilities in the shire at the time of the initial implementation. The annual targets have been exceeded and the scheme is the subject of an Australian Government review. This scheme allowed Council to implement cost effective drop off events for a number of years, moving into kerbside collection within the biannual green and hard waste service.

Items with schemes in place:

- TV and computers
- mobile phones
- tyres
- paint
- small household batteries
- mercury lamps.

Items with emerging schemes:

- air conditioners and fridges
- plastic microbeads and products containing them
- photovoltaic systems
- larger batteries used for energy storage.

Levels of success have varied in providing lower cost or free services for residential waste for these streams so far. Some schemes are targeted at commercial operators and business waste. The Act is currently under review.

Australian packaging covenant

The Australian packaging covenant (APC) is an agreement between companies in the supply chain and all levels of government to reduce the environmental impacts of consumer packaging by encouraging improvements in packaging design, higher recycling rates and better stewardship of packaging, resulting in less litter. Signatories must have action plans that include actions to increase recovery of packaging and address litter. For example, McDonald's litter actions include daily litter patrols near stores and education on tray mats.

The APC runs funding rounds jointly by industry and government. In 2016, Council launched its kerbside flexible plastic recycling project which was made possible through part funding of \$10,000 from this group.

Container deposits and litter

Container deposit schemes are a form of product stewardship where consumers are incentivised to responsibly dispose of empty drink containers for recycling at designated collection sites in exchange for cash or cash-equivalent. This aims to reward environmentally responsible behaviour, reduce drink container litter and increase recycling. Consumers cover the cost of the scheme in the price of the drink when purchased.

South Australia since 1975 have legislated its own scheme. The extent of a national scheme has been in discussion for many years and gained traction more recently with additional state and territory governments announcing plans to implement their own in 2017.

Council has supported the implementation of a container deposit scheme for some time and will continue to do so. A scheme, if implemented would have a positive effect on littering, and maximise materials recovered for recycling across the region.

12.1.3 Victorian Government policy

Victorian Waste and Resource Recovery Infrastructure Planning Framework

The Victorian Government has developed a Victorian Waste and Resource Recovery Planning Framework (Division 2AB of the Environment Protection Act 1970) to assist with ensuring waste is managed in a strategic, streamlined manner with infrastructure placed in the right place at the right time. The key objectives of the framework are to:

- provide a long-term strategic plan for infrastructure at state and regional levels
- facilitate the integration of the Statewide Waste and Resource Recovery Implementation Plan and the Regional Waste and Resource Recovery Implementation Plans
- enable infrastructure planning to be integrated with land use and transport planning and policy
- enable infrastructure planning decision to be made at the appropriate level in the framework.

The Statewide Waste and Resource Recovery Infrastructure Plan

As part of the framework's objectives, the Statewide Waste and Resource Recovery Infrastructure Plan (State Infrastructure Plan) developed by Sustainability Victoria on behalf of the Victorian Government has the objective to provide direction for the management of waste and resource recovery infrastructure in Victoria for 30 years.

The State Infrastructure Plan will ensure waste and resource recovery services essential to meet the needs of all Victorians are available by:

- effectively managing the expected mix and volumes of waste
- reducing the amount of valuable materials going to landfill and maximising resources recovered
- supporting innovation and investment in better infrastructure to create jobs and bolster the economy
- minimising community, environment and climate change and public health impacts whilst supporting a viable resource recovery industry.

The Victorian Market Development Strategy for Recovered Resources, the Victorian Organics Resource Recovery Strategy, the Investment Facilitation Framework and the Collaborative Procurement Framework are key initiatives to further support the State Infrastructure Plan to realise Victoria's integrated waste and resource recovery system.

The State Infrastructure Plan is supported by the development of seven Regional Waste and Resource Recovery Implementation Plans (including the Metropolitan Implementation Plan) which outline a path for meeting specific regional and local needs.

Metropolitan Waste and Resource Recovery Implementation Plan

The Metropolitan Implementation Plan sets out how the waste and resource recovery infrastructure needs of the greater metropolitan Melbourne region will be met over the next 10 years. This is the region in which Cardinia Shire operates. The implementation plan brings together statewide priorities set out in the Statewide Waste and Resource Recovery Infrastructure Plan and applies them within the metropolitan context. This ensures our waste and resource recovery system is integrated and provides an essential community service.

The Metropolitan Implementation Plan's objectives are to:

- reduce waste sent to landfill
- increase organic waste recovered
- deliver community, environmental and economic benefits
- plan for Melbourne's growing population.

Section 50BH of the EP Act specifies that councils in a waste and resource recovery region must perform its waste management functions consistently with the regional waste and resource recovery implementation plan. Additional requirements are as follows.

- A council must perform its waste management functions consistently with the Regional Waste and Resource Recovery Implementation Plan applying to the council's municipal district.
- If a council disposes of waste in a waste and resource recovery region other than the waste and resource recovery region in which the council's municipal district is located, the disposal of the waste must be consistent with the Regional Waste and Resource Recovery Implementation Plan applying to the other waste and resource recovery region.
- Any person involved in the generation, management or transport of waste within a waste and resource recovery region must not do anything in relation to the waste that is inconsistent with the relevant Regional Waste and Resource Recovery Implementation Plan while the waste is in that region.

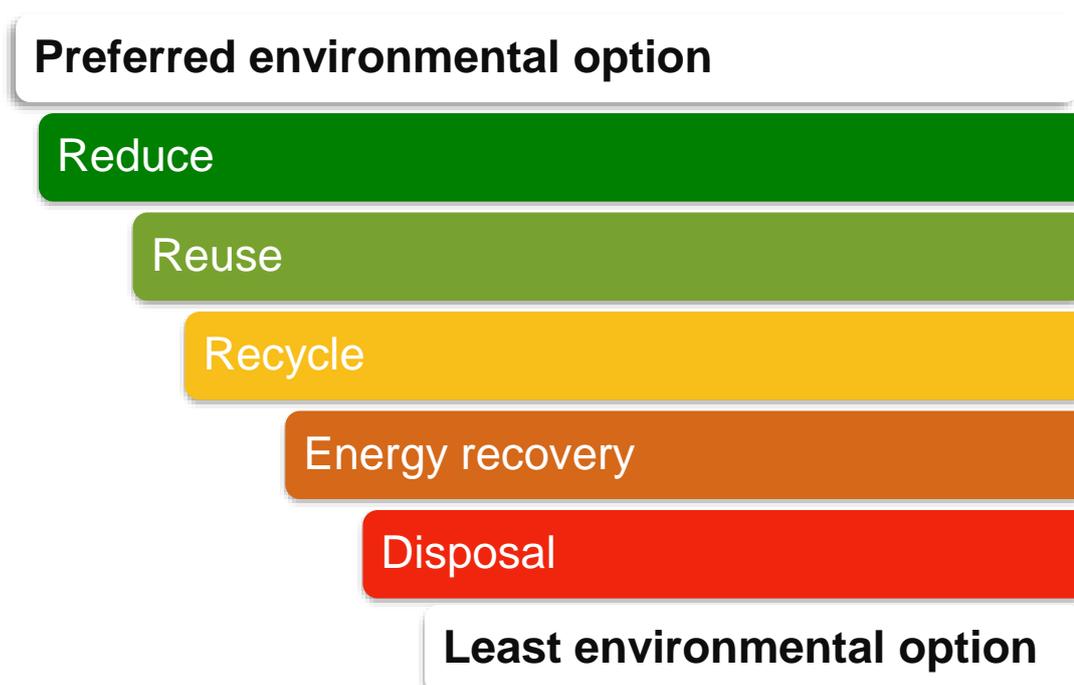
Cardinia Shire's WRRS and action plan (2017–21) aligns strongly with the Metropolitan Waste and Resource Recovery Implementation Plan. Council's actions will help meet the objectives, and Council commits to working with the MWRRG on the delivery of the Metropolitan Waste and Resource Recovery Implementation Plan as required.

Environment Protection Act 1970

The *Environment Protection Act 1970* (the EP Act) is the primary legislation for waste management in Victoria. It establishes a statutory framework for the management of all solid wastes, such as municipal, commercial, industrial and prescribed wastes in Victoria. It also establishes government waste agencies, defines their objectives, powers and functions and creates policy tools that are used to achieve objectives.

The EP Act sets out principles of environmental protection (sections 1B to 1L) including the waste hierarchy (Figure 13) that reflects the environmental order of preference of managing waste. Principles also require the integration of economic, social and environmental considerations.

Figure 13. Waste hierarchy



The Gaia Foundation in its report 'Short Circuit: the Lifecycle of our Gadgets and the True Cost to Earth' includes an extended waste hierarchy, the 8 Rs as shown in Figure 14.

Figure 14. The extended waste hierarchy, the 8Rs



Our Environment our future: Victoria's Environmental Sustainability Framework (Victorian Government strategy)

The current Victorian Government has committed to implementing a ban on e-waste to landfill with the aim of supporting jobs in the recycling industry. Development of this legalisation and program is underway, and Council has been advised it is to be implemented July 2018. This will certainly have an impact on Council services, and potential costs in the future.

The landfill levy

A landfill levy is one of a number of economic instruments designed to deliver environmental outcomes, in this case to discourage waste to landfill by incentivising resource recovery.

A levy for waste deposited to landfill in Victoria was established under the Act in 2002. The levy has been hypothecated to resource recovery and other environmentally beneficial programs and projects and funds environmental government organisations such as EPA, Sustainability Victoria and waste and resource recovery groups. The landfill levy was significantly increased from \$9 to \$44 per tonne of waste from 1 July 2011, and has continued incremental increases since that time. The landfill levy currently makes up 50–60 per cent of the total cost of disposing of landfill.

Local Government Act 1989

Under the *Local Government Act 1989* local government provides for the peace, order and good government of its municipal area, delivers services and facilities for the community and manages the resources of the municipality. It has responsibility for implementing many diverse programs, policies and regulations set by the Victorian and Australian governments.

Local government is responsible for a range of domestic waste management services, including, kerbside garbage, recycling and green organics collections, transfer stations, waste education and

litter management and prevention. Council has direct control of its own operations and its contracted services.

As of 2017 the Act was under review and a consultation process underway. A new Local Government Act is intended to be developed and introduced into the Victorian Parliament in 2017–18.

Planning – Victorian legislative and policy framework

As Melbourne’s population grows, land use planning continues to play a vital role in facilitating the growth needed in the waste and resource recovery system. It is important that land use planning controls balance the protection of existing facilities from encroachment with the need to minimise the impacts of waste and resource recovery facilities on communities and the environment.

Key land use planning legislation and policies for Victoria are as follow.

- *Planning and Environment Act 1987*
This Act establishes a framework for planning the use, development and protection of land in Victoria to meet the present and long term interests of all Victorians. A key function of the Act is to minimise the risk of any potential adverse environmental, health and safety impacts.
- *The Victorian Planning Provision – State Planning Policy Framework*
The VPP’s State Planning Policy Framework seeks to ensure that all responsible authorities work to achieve the Planning and Environment Act’s objectives. This includes policy integration and balancing conflicting objectives in favour of net community benefit and sustainable development.

Clause 19 Infrastructure includes key objectives and strategies to promote waste avoidance and best practices to reduce damage to the environment caused by waste, pollution, and land degradation. Strategies acknowledge the need for new sites and facilities and encourage facilities that can maximise recovery and meet best practice standards. Waste generators, resource generators and resource recovery businesses are encouraged to locate in close proximity to enhance sustainability and economies of scale. Buffers for waste and resource recovery facilities are required to be defined, protected and maintained

- *Plan Melbourne: Metropolitan Planning Strategy.*
The Victorian Government’s *Plan Melbourne 2017-2050* and accompanying five-year implementation plan sets out how Melbourne will accommodate future growth and be a competitive, liveable and sustainable city.

Plan Melbourne includes a number of targets from the Metropolitan Waste and Resource Recovery Implementation Plan that MWRRG is implementing, including:

- 25 per cent of municipal solid waste collected via MWRRG contracts will be recovered and managed via advanced resource recovery facilities and diverted from landfill
- 95 per cent of new multi-unit developments will accommodate resource recovery collections
- securing 600,000 tonnes of organic waste processing capacity for Melbourne by 2026.

12.2 Challenges

12.2.1 Size, location and typography of the shire

Cardinia Shire comprises 1,280 square kilometres of land and is situated 50 kilometres south-east of Melbourne. It is one of the largest metropolitan municipalities, in terms of geographical size, with a relatively low but fast-growing population. This brings with it challenges in delivering cost effective equitable services, as a wide range of service providers are not always available to create good

competition. Economies of scale cannot be achieved to the same degree as in smaller, more densely populated municipalities, and this can put pressure on the garbage charge.

Some of the challenges relating to topography, size, and location that Council faces when planning and delivering its services include:

- designing waste services that cater to the mix of land uses from increased high density urban living to rural, low density and sometimes difficult access areas
- achieving cost-effective but equitable services across a large shire
- historic lack of resource recovery and landfill facilities but with growing need
- limited competition by service providers, particularly hard waste and landfill services
- reduced availability of commercial collection operators in the shire including food waste collection for the hospitality industry, niche service providers and flexibility of services
- green waste production on semi and rural properties and how to support them to reduce burning off
- increasing incidence and costs of illegally dumped rubbish due to our interface location and other factors
- difficulty in distributing relevant waste service advice to residents of rural areas without roadside mail boxes.

12.2.2 Growing population

Our population is growing rapidly, which results in challenges to plan for and deliver waste services. This also brings ongoing opportunities to achieve efficiencies over time, and to adequately consider the way the shire is developed to mitigate potential issues that some inner city areas face. In 2017, Council was providing about 37,500 garbage services weekly, which is expected to increase to more than 53,000 by 2028. Household size is also decreasing.

Over the next 20 years, there will be significant increases in the 0 to 4 age group and the 5 to 9 age group, with the majority of the population being represented by the 'parents and homebuilders, aged 35-49' group (20% by 2036). The largest increase in people between 2016 and 2036 is forecast to be in ages 0 to 4, which is expected to increase by 6,757 and account for 8.3 per cent of the total population, followed by children aged 5 to 9 which is expected to increase by 6,680 and account for 8 per cent. It will therefore be important to consider the needs of children and families when designing services and take the opportunity to engage with these groups to embed good waste behaviours from a young age.

Social research identified financial hardship as a significant social and personal issue for residents. This has cascading implications for waste perceptions, behaviours, and engagement with services. Table 9 presents the proportion of residents in either growth or rural areas experiencing selected indicators of financial hardship.

Table 9. Selected findings from Growth Area Social Research, 2014 and Rural and Township area Social Research, 2016

Indicator	Total growth areas (2014)	Total rural areas (2016)	Port ward (2016)	Ranges ward (2016)
Financial difficulties	20%	18%	17%	18%
Expensive medical services	21%	15%	16%	13%
Rental mortgage or stress	17%	9%	9%	9%

Analysis of the language spoken at home in 2011 by the population compared to Greater Melbourne shows that 89.2 per cent of people spoke English only, and only 7 per cent of those speaking a non-English language either exclusively, or in addition to English, compared with 66.3 per cent and 29.1 per cent respectively for Greater Melbourne. While specifically catering for culturally and linguistically diverse (CALD) communities is not necessarily required in Cardinia Shire, the principals of use of plain English, imagery and simplicity apply when designing Council's waste education and promotional material. These principals cater for a variety of education and awareness levels to maximise effectiveness.

Accommodating this increase and changing landscape requires thought and consideration to ensure services continue to meet the needs into the future. Challenges related to growing population include:

- infrastructure costs due to new population – kerbside bin provision for every new household and increased public place litter and recycling networks
- service pressures and planning within the kerbside services as residents move in each day
- plan and development checking for adequate waste provision in new areas and properties for the future
- unavailability of private collectors at reasonable prices to cater for niche developments, meaning private collectors within private developments cannot be relied upon
- high waste generation due to low quality and disposal products and furniture purchased by establishing households and families on tight budgets
- historic lack of waste and resource recovery facilities and infrastructure in the area but the need is growing
- community engagement in waste services – relatively high proportion of families and households experiencing financial difficulties impacts on the time or resources to engage in Council's services or programs
- challenges of developing and maintaining high levels of understanding of good waste behaviours due to resident movement resulting from new properties and renters, and information distribution challenges
- increased diversity in the community – education levels and languages spoken and how this relates to education material and strategies
- establishing new schools, Council buildings and facilities – future proofing services and getting it right before undesirable behaviours are embedded.

12.3 Opportunities

The focus away from traditional ways of dealing with waste (which was a strong reliance on landfill) toward increased reuse, recycling, resource recovery and alternative waste treatments means the industry is fast moving with new issues and opportunities arising that cannot always be forecast or predicted.

Due to our reliance on industry, technological advances, new markets, market forces for pricing, society behaviour change and awareness of new issues, Council needs to be dynamic and flexible in its approaches moving forward and be open to adapting to arising opportunities. Sometimes we are restricted by existing contracts which may limit our ability to take up new opportunities and respond to emerging issues immediately. It is therefore important to participate in regional programs and projects and share knowledge with the industry and other councils to keep abreast of these changes and be in the best position to respond.

Some of these issues or opportunities are:

- legislation changes such as the e-waste ban proposed by the Victorian Government
- government initiatives such as move from analogue to digital televisions and the resulting waste created

- community awareness and desire for change on issues such as microplastics and single use plastics
- increasingly problem and costly materials for disposal or processing which may also be illegally dumped at increasing costs
- increasing waste trends such as increased packaging and litter
- community take-up of peer-to-peer sharing of goods or services rather than individual ownership
- closure of facilities previously relied on for processing or disposal such as closure of landfills in the south-east and finite airspace in remaining facility
- new technologies and processes and time taken to implement or take-up
- climate change and how to reduce its impact
- externally provided initiatives which become available or discontinued over time (i.e. Australian and Victorian governments, EPA)
- determining how to best divert food waste from landfill.

13 Implementation

Actions within the WRRS (2017–26) build on the successes of the previous strategy and take advantage of recent advancements such as newer technologies and improved markets for products resulting in improved financial outcomes for resource recovery. Council has also identified areas where we would like to do better or deliver a response to an emerging or prevalent issue.

Section 14 contains the Action plan (2017–21), outlining the actions to implement these opportunities.

13.1 Regional actions

The Environment Protection Act (Section 50BH) specifies that councils must perform its waste management functions to be consistent with its regional waste and resource recovery implementation plan, in this case the MWRRG Implementation Plan. Council recognises both the requirement and the advantages of working with the region on issues, particularly infrastructure and services, waste education, knowledge sharing and advocacy. It will work with the MWRRG on the delivery of the MWRRG Implementation Plan as required.

13.2 Reducing waste

Reducing waste and increasing resource recovery has long been a focus for Council and will continue to be through implementation of this strategy. Many of its actions related to contracts and leading the way also have benefits in reducing waste.

Council will continue to support and reward the community to reduce waste through its rebate program, which currently includes a discount for take up of the 80-litre bin option and a \$30 rebate for purchase of compost bin and worm farms. Council will increase its compost bin and worm farm rebate to \$50, in order to ensure its continued relevancy as an incentive and encourage higher take up, and will introduce a home mulcher rebate of \$50 to support residents to mulch green waste at home. A business case for expansion to include a cloth nappy rebate will also be undertaken.

As the green bin service is now available to all parts of the shire, the waste guidelines will be updated regarding the 'no garden waste in your garbage bin' directive and Council will undertake promotion and compliance activities. Grass clippings and garden waste create greenhouse gases in landfill and should be reused at home through mulching and composting, or recovered for beneficial uses such as compost through use of the green bin.

Council will build on the success of the flexible plastic initiative by investigating strategies for maximising benefits of kerbside recycling bins. This may involve educating residents on how to make more space within their bins (by crushing bottles and boxes for example), but also the potential for lower cost or subsidised additional recycling bins for residences that produce high volumes of recycling.

13.3 Green organic waste

13.3.1 Food waste diversion

One of the greatest opportunities to increase resource recovery, reduce waste to landfill and reduce greenhouse gases is diverting food organic waste (which currently makes up 32% of landfill waste) to beneficial uses such as compost and similar products. Council has been making advances in addressing this problem for some time through joint procurement projects for high technology facilities. Once fully implemented these contracts will provide the opportunity to collect food organic waste (i.e. food scraps from the kitchen) and process it into reusable organic product (compost).

Council will undertake a review of this and other options and develop a system for diverting food waste from landfill. While the environmental benefits of diverting food waste and reducing landfill are easy to recognise, there will be significant challenges in implementing any system and adopting the

required behaviour change within the community. The review will need to include how systems have been implemented within Australia and overseas. It will be important to share knowledge and experiences with other councils also considering this change. To develop and implement a system and achieve high diversion, service changes will be likely. Such changes could require new contracts and supply of new bins, and could mean different costs to the current services. There will be a lot of support required to get full behaviour change and diversion and the low contamination rates required, all of which will form part of the review. This project has the potential to significantly decrease waste to landfill, at rates not seen since the introduction of recycling services.

13.3.2 Burning off mitigation

While significant reductions have been achieved in the amount of burning off in the shire since 2010, opportunity exists to further reduce unnecessary burning off, in accordance with the objectives of Council's open air burning policy to reduce air pollution and greenhouse gases. It is recognised that burning off will be necessary in some parts of the shire to minimise risk from bushfire. In order to support this policy, Council will implement a suite of options to support residents with alternatives to burning off, as well as providing education and services to reduce this occurrence. With the diverse community and property types in the shire, any one green waste service will not be the ultimate solution for every resident. This suite of options will include:

- initially, a trial of an annual drop-off service whereby residents can clean up their properties and dispose of green waste for free at permanent transfer stations local to the shire. This system is proposed to be trialled in the November 2017 and will run annually until a kerbside pickup can be implemented
- a booked green waste collection service will be implemented as part of a move to a booked green and hard waste service in the future. This service will collect green waste from properties as a booked arrangement throughout the year
- establishing a \$50 mulcher rebate, whereby residents who purchase a home mulcher to mulch green waste at home can apply for a \$50 rebate
- promoting the green bin as an option to dispose of small branches and leaves for all residents
- literature highlighting the benefits of using alternatives to burning off (where possible) by recycling and mulching at home or using other available green waste services.

Council will continue to support members of the community who compost and worm farm at home, recognising that recycling waste where it is created has the best environmental outcome. This will be achieved through the increasing the rebate to \$50 and continuing to promote their use. Council will also support early learning centres and community gardens through this program.

13.4 Waste-related education

Education will continue to be a key element in the change of waste behaviours, which underpins and supports service changes, efficiencies and new initiatives. Council will continue to work on education initiatives that offer a broader combined approach to educating the community, providing consistency and long-term vision as well as value. This will require advocating for and actively collaborating with the Victorian Government, agencies and other councils where regional opportunities exist for solutions on common waste issues. This may include, but is not limited to food waste, single use plastics, reducing contamination, e-waste, litter and illegal dumping. Council will strive for partnerships with established community organisations, social enterprise as well as other councils where expertise and resources can be shared and messaging is consistent.

For optimal community engagement more focus will be on the support of local grass roots community led projects and initiatives that have long-term viability or impact, rather than prescribed initiatives to the community from Council.

Council will focus and remain responsive to the emerging waste issues understanding that these may change over time and the need to be flexible. Council will keep investigating how new

technologies and communications may enhance the ability to educate and respond while remaining mindful that hard copy media is often preferred by the community.

School and early childhood waste education will continue with a planned long-term approach in order to support lasting good behaviours and change for the increasing young Cardinia Shire population.

13.5 Litter and illegal dumping

Perhaps the most important component of minimising incidence of both litter and Illegal dumping is to provide the infrastructure and services to allow the community to 'do the right thing' with its waste.

Council places value on supporting the community members who take an active interest in these areas. Council will continue its support of community led initiatives and actions by continuing its service of free hire of litter pickers, gloves and high visibility vests to the community. It will continue to support the community to apply for grants related to litter, illegal dumping and waste where they arise. It will support programs such as the plastic bag ban, as implemented by the communities of Emerald and Bunyip. It will support Clean Up Australia Day through prompt collection of waste, and consider support of other ad hoc requests on a case-by-case basis.

Council will continue to review its public place litter and recycling services to ensure bins are placed in the correct locations and emptied at appropriate frequencies to minimise litter. Public place recycling will be located in appropriate areas where contamination can be minimised. Council will continue its roll out of national branded signage to all public place litter and recycling bins to ensure residents know how to dispose of and separate their litter correctly.

Illegally dumped rubbish is an increasing issue; costs have increased around 500 per cent in the past five years. This is likely due to higher population, increasing costs of disposal as well as increased urbanisation of adjacent municipalities, meaning offenders travel further out of metro Melbourne to illegally dump waste in many cases. Council will be required to deliver this service differently into the future, to ensure it can keep up with demand, and deliver prompt services in line with community expectations. Prompt clearances of illegally dumped waste minimise further incidence of dumping. Council will undertake a review of the dumped rubbish service, looking at opportunities to align with a booked green and hard waste service, and improve response times.

Opportunities like moving to a booked residential green and hard waste service would assist the illegally dumped rubbish issue by having more convenient services available throughout the year to the community, as well as the opportunity to achieve economies of scale and more cost-effective collections through aligning the services under one contract.

Council will explore options for gaining evidence of illegal dumping and littering, taking advantage of improvements in CCTV cameras and footage in recent times. Council will continue to promote successful prosecutions to continually raise awareness of the illegal activity. Within two years, Council will undertake a business case for a dedicated litter and illegal dumping officer to support hard waste and illegal dumping services, by promoting correct behaviours and improved visual amenity through education and enforcement aligned with best practice. Illegally dumped rubbish is a metropolitan-wide issue, and Council will collaborate on regional actions that address the issue.

Council will work with its contractors to ensure litter resulting from waste collection is minimised. Educating the community on correct placement and presentation of bins (such as not overfilling bins to stop bird scavenging) can also have an impact on litter minimisation and Council will undertake campaigns and education on emerging issues such as this as opportunities arise.

13.6 Leading the way

Opportunities exist for Council to better demonstrate and support best practice waste and recovery practices at Council-run or supported facilities. External waste collection and recycling services are currently provided to these facilities. There are however, opportunities to improve recovery rates and reduce contamination through provision of internal bin infrastructure (internal waste and recycling bins) which enable source separation and higher levels of education and support.

As part of this strategy, an internal review of waste and recycling at Council-run or supported facilities will be undertaken for effectiveness and increased resource recovery opportunities. Council will then retrofit internal bin systems at facilities along with education support.

Council will also commit to Implementing best practice waste and resource recovery services and infrastructure at new Council facilities as they are designed and constructed. This will include setting targets for recovery of demolition and construction waste arising from new facilities.

13.7 Advocacy

Advocacy is an important part of Council's work, helping to raise awareness of issues unique to Cardinia Shire and for infrastructure and services needs that Council cannot or does not have the capacity to deliver.

Council will build on the success of establishment of new resource recovery facilities in the shire by advocating for further and expanded services for the community such as a permanent *Detox your home* site, free e-waste drop off services, and inclusion of other opportunities for recycling. These new facilities mean Council will be in a position to advocate more strongly for consideration by Victorian Government for new services and schemes.

Council is a supporter of the Australian Government's product stewardship legislation, which designs programs and schemes so that the producers and importers of materials and products take on some responsibilities for disposal of end of life products. This program has delivered good outcomes for TV and computer waste. Council will advocate to Australian Government for availability of the product stewardship programs to reduce the cost to Council, for materials such as fridges, mattresses, tyres and other emerging problem materials.

To build on the advantages of actions under leading the way, Council will advocate for better environmental outcomes at Council-supported facilities and events. Examples are reducing the use of single use plastics and strategies to reduce waste at events.

13.8 Development

A lot of work was undertaken in the past five years to improve how waste and recycling service provisions are considered within newly developed areas, through the adoption of waste guidelines for multi-unit developments, and improved internal processes. This ensures safe and efficient collection for future residents, as well as minimising the potential for arising amenity issues such as litter and bin placement issues.

With increased density developments, further scrutiny is required into the future. Council will therefore undertake continued and increasing consideration of waste provisions for emerging development issues. The current guidelines will be reviewed and expanded, widening the scope to ensure continued relevance. This will include higher density development; private developments, mixed use developments, as well as open space and community facilities. The focus will be on maximising resource recovery opportunities at new dwellings and ensuring there is capacity for Council to provide its waste services to future dwellings. This ensures equity and cost effective waste charges for all residents into the future.

13.9 Landfill rehabilitation

Council will continue to monitor and maintain its closed landfill, the former Nar Nar Goon Landfill to comply with EPA's Closed Landfill Guidelines. Council has undertaken increased compliance activities in recent years to comply with the updated requirements in these guidelines, and will need to continue on with those activities.

13.10 Contracts

Adopting a regional approach to contracts through joint procurement projects has provided many benefits to Council. Joint procurement can provide cheaper rates due to economies of scale and increased availability of new technologies or services by providing a feasible volume or business model for potential providers. Due to the shire's growing population, Council has continued to make efficiencies in collection costs when undertaking new tender processes and will retender services when appropriate to ensure economies of scale are received. In order to achieve higher recovery rates, Council will, at procurement, explore new materials and opportunities for collection and recycling to maximise recovery and reduce waste to landfill. Services will also be reviewed through business planning processes to identify continued opportunities for efficiency improvements, appropriateness, value for money, and increased recovery.

13.10.1 Landfill

With closure of many landfills in the south-east region in recent times, and finite landfill space at Suez's Hallam Road Landfill, securing landfill services will be a priority over the next 10 years and beyond. This issue has been identified in the MWRRG Implementation Plan, which outlines plans to work with councils in this region to procure landfill alternatives (potentially alternate waste treatments and/or waste to energy). As part of this strategy, Council will work with the MWRRG to procure landfill and alternatives to landfill beyond 2021, focusing on improved recovery. The current regional landfill services contract expires April 2021, so beginning the process to implement services beyond this time is an immediate priority. There will also be a focus on maximising material recovered prior to being sent to landfill through Council's other contracts and services.

13.10.2 Green and hard waste collection services

The current method of delivery of the green and hard waste service is the 'blanket collection' model, a 'one size fits all' approach whereby all residents are allocated a collection week every six months in approximately May and November, and can put waste out if they wish to during this time. The alternate model is a 'booked collection' which makes the service available to residents throughout the year, at a time convenient to them.

Reviewing the two models revealed significant community benefits to moving toward the booked service model in the future, and it is proposed to do this by for future hard waste contracts.

The key benefits for the booked service are convenience, opportunity to align the dumped rubbish service, better catering for higher density developments, and minimising contract risk. Other considerations are outlined in Table 10.

Currently, only 11 out of the 31 metropolitan councils deliver using a blanket approach, with a trend toward the booked service over time. Continuing with the blanket approach poses a risk to Council of increasing pricing or unavailability of providers, as demonstrated during recent procurement of the current service. Contractors need a spread of contracts for a good proportion of the year to ensure maximum efficiency of their fleet within the blanket model. If this does not occur, it is likely to result in increasing costs and tendered prices.

A considerable advantage of the booked collection model is the convenience for residents to dispose of waste correctly, therefore reducing incidents of illegally dumped rubbish, particularly by tenants moving house. Council will also investigate if there are benefits to deliver the dumped rubbish service as part of a booked residential green and hard waste service contract. This could mean that

vehicles operating in the shire collecting green and hard waste are able to also collect dumped rubbish on behalf of Council. This could result in a cost-effective collection of dumped rubbish, and improved service standards.

A booked service would also involve a dedicated vehicle and staff who can become familiar with the shire, its community and service expectations, and deliver better services as a result.

Table 10. Considerations for each collection system

Blanket	Booked
Efficiencies by limiting collecting periods and undertaking services during set times	Convenience to residents to book at times suitable
Many residents like the regularity of this service, promoting a regular clean-up of properties	More recovery options due to spread out of volumes over the year to increase recovery (such as sending material through a sorting service to extract extra materials prior to sending to landfill)
Limited competition in service providers, as providers need to have other blanket services with other councils throughout the year to make it viable	Opportunity to have authorised collections of resalable goods due to spread of volumes throughout year
Reliance on other councils to continue with this model for cost effective pricing	Opportunities to offer solutions when investigating dumped rubbish
Increased difficulty to accommodate these services in higher density areas	Caters to higher density developments better
Meets the needs of 88% of residents	Ability to dedicate consistent enforcement and education approaches due to even distribution of work throughout the year
Limits the period of waste in areas to 2–3 weeks per year (but in mass quantities)	<p>Provide support to residents to reduce avoidable burning off as they can use the services for green waste</p> <p>Opportunity to offer unlimited paid services after free services have been taken up</p> <p>Significant opportunities to offer an efficient and cost effective dumped rubbish alongside the booked model</p> <p>Waste can be out in areas throughout the year (in lesser quantities).</p> <p>Potential for better service due to regular dedicated vehicles and staff who know the shire and community</p>

Considering these factors, a move toward a booked service for future hard waste contracts is considered opportunistic. The current contract expires October 2018, with a possible 2-year extension. To make this transition, officers will consider this option by tendering both services for a cost comparison at the procurement stage. Council will also initiate discussions with other councils on joint procurement for this service.

Council will undertake a business case to employ a dedicated litter and illegal dumping officer to support a change in service for hard waste and illegal dumping services. If considered beneficial, such a resource could promote correct behaviours and improve visual amenity through education and enforcement aligned with best practice.

The action plan also outlines that future hard waste specifications for tender will be reviewed to ensure they include provision for collection and clearance of waste from emergencies and extreme weather events. This will ensure that services can be activated at short notice where required during these events.

14 Action/implementation 5-year plan (2017–21)

Regional actions

No	Action	Team	Timeframe	Cost/Details
1.	Work with the MWRRG on the delivery of the MWRRG Implementation Plan as required	Waste Team (IS)	As required	Existing staff resources within Garbage charge budget.

Reducing waste

No	Action	Team	Timeframe	Cost/Details
2.	Expand waste reduction rebate program to reward positive behaviours by increasing compost bin/worm farm rebate to \$50, and expanding to include a \$50 green waste mulcher rebate	Waste Team (IS)	July 2018	Estimated annual cost \$5,600 compost/worm farm rebate and mulcher rebate \$2,500. \$5,600 funded within garbage charge budget (diverted from waste education allowance), and \$2,500 funded within green waste charge budget.
3.	Undertake Business Case to expand Rebate program to cloth nappies	Waste Team (IS) Children and Family services (CFS)	July 2020	Existing staff resources within Garbage charge budget for initial Business Case
4.	Update waste guidelines regarding “No Garden Waste in the Garbage Bin”, and undertake promotion and compliance activities	Waste Team (IS)	June 2018	Existing staff resources within Garbage charge budget. Promotion delivered within Waste Education component of Garbage charge.
5.	Investigate strategies for maximising benefits of kerbside recycling bins	Waste Team (IS)	June 2019	Investigation to be delivered with existing staff resources within Garbage Charge. Outcome will assess and determine further costs and benefits.

Green waste

No	Action	Team	Timeframe	Cost/Details
6.	Implement a suite of options that provide alternatives to burning off	Waste Team (IS)/ Safer Communities (CS)	October 2020	To include: <ul style="list-style-type: none"> Booked green and hard waste service expected to be up to 20% more expensive. However, savings to be achieved to dumped rubbish \$78K, and savings of green waste drop off service of \$100K. Net cost to each residential property of up to \$1.01 - \$3.66 per year (depending on whether they currently take up the green bin service or not). Literature developed within existing waste education component of garbage charge budget* Drop off trial expected to cost \$50,000 per year, funded by green waste budget.
7.	Trial green waste drop off option for residents at 2 transfer stations	Waste Team (IS)	Fire Preparation period November 2017	As above, within action 6.
8.	Undertake a review and develop a system for diverting food waste from landfill	Waste Team (IS)	October 2019	Existing resources within draft garbage charge/green waste budget for 2017-18. Costs of delivering new services determined as part of review. To be undertaken in conjunction with the south east region and MWRRG.
9.	Continue to promote the benefit of composting as a preference to all other collection systems.	Waste Team (IS)	Ongoing (reporting annually)	Existing resources within Garbage charge budget, rebate as above \$5,600.

Waste related education

No	Action	Team	Timeframe	Cost/Details
10.	Participate in regional education programs where available	Waste Team (IS)	As opportunities arise (report annually)	Existing staff resources within Garbage charge budget, and Waste education component.
11.	Promote green waste services and their benefits within the community to expand knowledge	Waste Team (IS) /Safer Communities (CS)	November 2020	Existing staff resources within Garbage charge budget, and Waste education component.
12.	Continue to support the hard copy calendar, as well as online presence (while support continues from the Community)	Waste Team (IS) / Communications (CC)	Ongoing	Existing budgeted item within Garbage charge
13.	Review waste and resource recovery content on website annually to ensure continued relevance	Waste Team (IS)/ Communications (CC)	Annually	Existing staff resources
14.	Provide educational material and support to schools and ELC to improve engagement and resource recovery	Waste Team (IS)	Ongoing (report annually)	Existing resources within Garbage charge budget. Recycling Processing Contract currently provides \$10,000 worth of education program per year as prescribed by Council.
15.	Provide education and promotion on emerging or hot issues as part of Councils waste and Resource recovery education program, as identified through business planning	Waste Team (IS)	Annual Planning	Existing staff resources within Garbage charge budget, and waste education component of charge.

Litter and illegal dumping

No	Action	Team	Timeframe	Cost
16.	Continue to support community led litter initiatives such as "Clean up Australia Day"	Waste Team (IS)	Ongoing	Existing resources within Garbage charge budget
17.	Review dumped rubbish service for improved delivery	Waste Team (IS) / Operations (O)	March 2018	Review to occur under existing staff resources. There is currently a \$207,000 allowance within the 2017-18 garbage charge budget. This budget would be used to fund the trial.
18.	Explore options for gaining evidence of illegal dumping and littering and undertake trial.	Waste Team (IS) /Operations (O) and Compliance Services (DCC)	October 2019	Estimated camera cost \$5,000, funded by savings achieved within ewaste services of draft 17-18 Garbage charge, staff resources from Compliance services.
19.	Develop a business case for a dedicated litter and illegal dumping prevention officer to promote correct behaviours, as per best practice.	Waste Team (IS) /Operations (O) and Compliance Services (DCC)	October 2019	Existing resources within Garbage charge budget for Business Case
20.	Continued review of Public Place Litter and Recycling Services, to reduce litter, maximise recycling and reduce contamination	Waste Team (IS)	At least annually	Existing resources within Garbage charge budget
21.	Complete roll out of national standard signage to Public Place Litter and Recycling services to assist users to correctly use bins	Waste Team (IS)	October 2020	Existing resources within Garbage charge budget (Litter bin infrastructure maintenance component)
22.	Collaborate on regional actions on dumped rubbish – data, sharing ideas, contracts, litter and illegal dumping enforcement etc	Waste Team (IS)/ Operations (O)	As opportunities arise (report annually)	Existing resources within Garbage charge budget

Leading the way

No	Action	Team	Timeframe	Cost
23.	Undertake internal review of waste and recycling at Council run or supported facilities for effectiveness and increased resource recovery opportunities	Waste Team (IS)/ Children and Family Services (CFS) / Community Strengthening (CS) /Recreation and facilities (AC)/ Open Space (O) /Buildings and Facilities BF)	March 2019	Existing staff resources within garbage charge budget
24.	Retrofit internal bin systems at appropriate facilities along with education support	Waste Team (IS)/ Community Wellbeing (CS)/ Children and Family Services(CFS)/ Recreation and facilities(AC)/ Open Space (O)/Buildings and Facilities (BF)	As budget allows within next 5 years, minimum 3 per year.	Estimated cost \$4,600 for 3 sites, (from current Litter bin infrastructure maintenance budget within Garbage charge)
25.	Implement Best Practice waste and resource recovery services and infrastructure at new Council facilities, including demolition and construction waste.	Waste Team (IS)/Buildings and Facilities (BF)/Recreation (AC)/Engineering (IS)	As arises.	Capital works budget. Cost estimated at \$20,000 per site (\$2,000 additional to existing costs for the internal bins)

Advocacy

No	Action	Team	Timeframe	Cost/Details
26.	Build on success of new resource recovery facilities by advocating for improved resource recovery and reuse options (such as ewaste/detox your home/SV programs/new streams/reuse opportunities/education)	Waste Team (IS)	As opportunities arise (reporting annually)	Existing resources within Garbage charge budget
27.	Advocate for limited use of single use plastics at Council supported events and facilities.	Waste Team (IS) / Community Strengthening (CS)	Ongoing	Existing resources within Garbage charge budget
28.	Advocate to Commonwealth Government for availability of the product stewardship programs to reduce the cost to Council and seek opportunities at local resource recovery facilities.	Waste Team (IS)	Ongoing as opportunities arise (report annually)	Existing resources within garbage charge budget
29.	Advocate to Sustainability Victoria on the importance of Detox your home services to the community	Waste Team (IS)	Ongoing	Existing resources within Garbage charge budget

Development

No	Action	Team	Timeframe	Cost/Details
30.	Review and update of the Development guidelines to assist with the continued and increasing consideration of waste provisions within developed areas	Waste Team (IS) / Strategic and Statutory Planning (DCS)(SED)	Updated document provided by June 2019.	Existing resources within Garbage charge budget. (Potential \$1,000 legal advice – funded by Garbage charge).

Landfill rehabilitation

No	Action	Team	Timeframe	Cost/Details
31.	Comply with EPA regulations for ongoing monitoring and maintenance of former Nar Nar Goon Landfill	Waste Team (IS)	Annually	Existing Landfill monitoring component within Garbage charge budget, up to \$60,000 per year.

Contracts

No	Action	Team	Timeframe	Cost/Details
32.	Hard waste – move toward booked services for future hard waste contracts, considering dumped rubbish service synergies	Waste Team (IS)/Operations (O)	Oct 2020	The booked option provides overall benefit to Council and the community over time. Move toward this model by tendering both service models for a cost benefit comparison during next tender process. Existing component within garbage charge budget. New booked service could cost up to 20% more (refer Action 6), but with savings due to reduced cost for dumped rubbish services and improved green waste service access, overall impact is \$38,000, which results in up to \$1.01 - \$3.66 increase per property (depending on whether they are currently taking up green bin service)*
33.	Hard Waste – Initiate discussions with other Councils on joint procurement	Waste Team (IS)	Oct 2018	Existing resources within Garbage charge budget
34.	Hard waste – review future hard waste specifications for tender to ensure they include provision for collection and clearance of waste from emergencies and extreme weather events	Waste Team (IS)	Oct 2020	Existing resources within garbage charge budget
35.	For new contracts, review specifications to allow to explore new materials/opportunities for collection and recycling to maximise recovery and reduce waste to landfill	Waste Team (IS)	At procurement (report annually)	Existing resources within Garbage charge budget, prices to be assessed at tender.
36.	Landfill - work with MWRRG to procure landfill and alternatives to landfill beyond 2021, focusing on improved recovery rates.	Waste Team (IS)	April 2021	Existing resources within garbage charge budget. Prices available at tender, but likely to be more expensive due to higher technology and improved environmental outcomes. This decision will be referred to Council for agreement to participate as details and opportunities are further identified.
37.	Annually review services through business planning processes to identify continued opportunities for efficiency improvements, appropriateness, value for money, and increased recovery.	Waste Team (IS)	By June each year	Existing resources within Garbage charge budget

Review

No	Action	Team	Timeframe	Cost/Details
38.	Undertake annual review of Action Plan	Waste Team (IS)	September annually	Existing resources within Garbage charge budget
39.	Review Action Plan 2017-2021 and update Action Plan for 2022-2026	Waste Team (IS)	December 2022	Existing resources within Garbage charge budget

*Green and hard waste service cost comparison increase calculated using available rates as at 16-17 financial year.

Business Unit coding

IS - Infrastructure services

CS - Community strengthening

CFS - Community family services

SED - Strategic and economic development

CC - Customer Communications

O - Operations

DCS - Development compliance services

AC - Active communities

15 Engagement

To inform the review and development of this draft strategy Council engaged the community, internal Council business units, relevant councils, waste associated government bodies and contractors.

Wallis Market and Social Research were engaged in 2016 to gain an understanding of the community's waste attitudes, behaviours and perceived options for future. They carried out 700 random phone surveys across all Council wards. These explored topics including hard rubbish, green waste, littering, illegal dumping and Council provision of related education. The survey was conducted between 14 July and 24 August 2016. In addition, an online version was developed and promoted through Council's social media and website. 25 responses were received. The collective results and comments have been reflected throughout this draft strategy, and can be seen in Appendix 1.

Further consultation was undertaken on the draft WRRS in July 2017, via a number of short online surveys, and opportunity for direct written responses. This feedback was self-selected and when compared with the previous telephone survey, not statistically significant, but provided a good opportunity to review and consider general trends and further comments and improvement ideas. The feedback was positive overall, and resulted in amendments to the strategy content, inclusion of some new actions, and revision of draft actions.

The final WRRS was adopted by Council in late 2017.

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17 Glossary

Term	Definition
Action plan	the list of actions to be implemented under the strategy that might also be known as an implementation plan
Council plan	means a plan setting out the medium-term strategic objectives, strategies, strategic indicators and resources reflecting vision and aspirations of the community for the next four year
Diversion rate	<p>The <i>Diversion rate</i> is the official measure used by Sustainability Victoria to track progress of local government recycling performance. Sustainability Victoria calculates two other diversion rates to allow comparison between councils with similar services as not all councils provide all services.</p> <p>Diversion rate 2 allows comparison with local governments without green organics and Diversion rate 3 allows comparisons with local governments that provide drop-off collection facilities for parts of their municipality, rather than a regular kerbside recyclables service as is the case in some rural municipalities.</p> <ul style="list-style-type: none"> • The Diversion rate is the amount of tonnes of recyclables and green organics collected (less contamination) divided by tonnes of garbage, recyclables and green organics collected. • Diversion rate 2 equals tonnes of recyclables collected (less contamination) divided by tonnes of garbage and recyclables collected • Diversion rate 3 equals tonnes of recyclables, green organics and drop-off material (recyclables and green organics) collected (less contamination), divided by tonnes of garbage, recyclables, green organics and drop-off material collected.
Region	includes the 31 municipalities in the Metropolitan Waste and Resource Recovery Region defined in the Environment Protection Act 1970
Strategic resource plan	means a plan of the financial and non-financial resources for at least the next four years required to achieve the strategic objectives in the council plan (Source p21)
Waste strategy	refers to the various names given to waste and resource recovery strategies or plans by different councils

18 Abbreviations

Abbreviation	Full name
APC	Australian Packaging Covenant
CRMS	Customer Relations Management System
DELWP	Department of Environment, Land, Water and Planning
EP Act	Environment Protection Act 1970
EPA	Environment Protection Authority Victoria
EPA PAN	Environmental Protection Authority Pollution Abatement Notice
GPS	Global Positioning System
Hh	Household
LGPRF	Local Government Performance Reporting Framework
MWRRG	Metropolitan Waste and Resource Recovery Group
Metropolitan Implementation Plan	Metropolitan Waste and Resource Recovery Implementation Plan
PPLR	Public Place Litter and Recycling
SMART	specific, measurable, achievable, realistic, time limited
SES	Sustainable Environment Strategy
Statewide Infrastructure Plan	Statewide Waste and Resource Recovery Infrastructure Plan
Strategic Plan	Metropolitan Waste and Resource Recovery Strategic Plan 2009
SV	Sustainability Victoria
VPPs	Victorian Planning Provisions
WRRG	Waste and Resource Recovery Groups
VAGO	Victorian Auditor General's Office

19 Appendices

Appendix 1: Community engagement survey results

Appendix 2: Action plan review

Appendix 3: Additional data

Appendix 4: Feedback review – draft Waste and resource recovery strategy

Appendix 1 – Community engagement survey



Wallis

strategic market
& social research

Cardinia Shire Community Waste Management Survey

Report



Wallis Market and Social Research achieved accreditation to the International Standard ISO20252 in September 2007. The Company is committed to maintaining administrative and operational procedures which comply with these accreditation requirements and to improving its performance in all aspects of the service it delivers to its customers. Wallis is an active participant in the market research industry, with senior staff making significant contributions to the Australian Market and Social Research Society (AMSRS) and the Association of Market and Social Research Organisations (AMSRO). As such we actively pursue the ethical objectives of the industry.

In addition to having attained the highest Industry accreditation, Wallis also participates in the Australian Achiever Awards, which recognises the customer service excellence of Australian companies. The Company has been awarded a high commendation every year since the inception of these awards in 1999.



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Executive Summary

This report presents an insight into the attitudes and behaviours of Cardinia Shire Council residents in relation to waste management issues and options for the future of these services. These include disposal of hard rubbish, green waste, as well as littering, illegal dumping and Council provision of related education and information.

The report is based upon a survey of residents, commissioned by Cardinia Shire Council. Wallis Market & Social Research (Wallis) undertook the survey using a Computer-Assisted Telephone Interview (CATI) methodology. Fieldwork took place between 13 and 24 July 2016.

- The vast majority (91%) of residents use the hard and bundled green waste service. For 88% of residents, the current hard and bundled waste service meets their needs. Of those who feel it does not meet their needs, the most common suggestion was more frequent collections (36%).
- Support for changing to a booked service is only moderate overall, with a mean score of 6.2 out of 10. Support is highest in Central ward (6.9) and among those aged 18-29 (7.0)
- Less than a third (31%) of residents would pay around \$60 for an additional booked service. The vast majority of residents (97%) have disposed of green waste in the last 12 months. The most popular method of disposal is the green bin (60%), particularly in Central ward (76%).
- Also relatively popular overall are composting and mulching (27%), particularly in Port (39%) and Ranges (37%) wards, and burning off (26%) which is actually the most common method of disposing of green waste in Port ward (40%). It is also very common in Ranges ward (47%).
- Awareness of the green bin is very high overall (96%). Awareness is not as high for the twice yearly hard and bundled green waste service (82%) and is much lower for the additional three cubic metres available for \$60 with less than a quarter of residents (22%) being aware of the service.
- When presented with a list of potential green waste services, a free local drop off event for green waste was deemed the most viable (61%), particularly by Central ward residents (66%). This is followed by tip vouchers (55%), a home mulcher purchase rebate and additional bundled green waste collections (both 43%).
- If Council were to establish a local drop off option for green waste 44% of residents state they would be likely to use it. Families with children under five would be particularly likely to use it (57%), while couples with no children at home (36%) and those living alone (25%) would be less likely.
- Residents would be willing to pay an average of \$20 to drop off a heaped 6x4 trailer of green waste locally. Those in Central ward would be willing to pay more (\$24) and those aged 50+ would only be prepared to pay \$14 on average. Residents would be most likely to use the service a couple of times a year or less (71%).
- Just over two-thirds (68%) of residents think that the current garbage charge and optional green waste service fees are reasonable. The most common reasons for finding the fees unreasonable are that 'it's too expensive' (25%), Rates are too high (14%), and the feeling that 'we should not have to pay extra' (13%).
- One third (33%) of residents would like to see Council offer more services, top of the list being a hazardous/chemical waste collection (10%) which was particularly popular among families with children aged between 5-17 at home (15%). However less than a third (28%) of those residents would still feel the same if it resulted in an increase in the garbage charge. A further third (33%) said it would depend on the cost.
- Concern for illegally dumped rubbish in bush reserves (8.3/10) is higher than for concern about illegally dumped rubbish in vacant blocks or on roads or nature strips (both 7.5) or concern for littering (6.6/10).
- Around half (46%) of residents recall receiving councils new waste and recycling calendar. The majority of these residents (79%) have kept it, and are most likely to refer to it every 2-6 months (53%).

- Over two-thirds (69%) of those who recall the calendar would prefer it in hard copy rather than to look it up online (26%), however the younger residents are much more open to the online version (42%).
 - Residents are most likely to look for information on local waste and recycling services on the Council website (60%).
 - Residents place high importance on various waste management issues over the next 10 years. In top spot was 'capturing litter before it reaches waterways' (100%), 'community and childhood waste education' (98%), 'using recycled materials in Council assets' (97%) and 'minimising waste through buying goods without a lot of packaging or with a longer life' (95%).
 - When asked what they would like to be different in terms of waste management in 10 years' time the most popular response was allowing more materials to be recycled (30%), followed by reducing waste in general (14%), reducing packaging (11%) and more composting (10%).
-

1.0 Introduction, Objectives & Methodology

1.1 Introduction

This report presents the findings from a survey of Cardinia Shire residents on environmental attitudes and behaviours. The survey was undertaken by Wallis Market & Social Research (Wallis) on behalf of Cardinia Shire Council.

1.2 Objectives

The key objectives of the survey are to gain an understanding of the views of Cardinia Shire residents around current waste collection services and options for the future of these services in order to inform the development of a new Waste Strategy for Cardinia Shire.

1.3 Methodology

The survey was conducted between 13 and 24 July 2016 via telephone using Wallis' Computer-Assisted Telephone Interviewing (CATI) facilities in Melbourne. All interviewers were given a full briefing prior to commencing work. In total, 700 interviews were completed with an average survey length of 15.2 minutes.

The questionnaire was also set up as an online survey, hosted on the Wallis platform, and promoted via Council's social media and website channels. The online survey was open between 14 July and 24 August 2016, in which time 25 responses were received. The online results have not been included in the results presented in this report, except where specifically mentioned.

1.3.1 Questionnaire

A questionnaire was developed by Wallis and refined in consultation with Cardinia Shire Council. The questionnaire was designed to include some topics similar to previous work undertaken by both Cardinia and Wallis.

A pilot test of 20 interviews was conducted on 7 July 2016, to identify any issues with question wording, flow, and timing. Following the pilot, some very minor revisions were made to the questionnaire. As a result, these 20 interviews were retained and included in the final analysis.

The survey captured information on the following topics:

- Hard waste service requirements
- Green waste service requirements
- Fees, littering and illegal dumping perceptions
- Education and information
- Future opportunities.

The questionnaire used for this survey can be viewed in Appendix 1.

1.3.2 Sample and Weighting

A random sample was drawn from a list of residential phone numbers, based on the three wards that make up the Cardinia Shire area. Each phone number/ household could only be represented by one household member. To participate in the interview, the respondent needed to be 18 or older.

Quotas by ward were set and achieved, so as to provide an adequate representation from the wards to allow for meaningful comparisons between them. The final number of interviews from each ward is shown below:

The data was weighted by age and gender to reflect the actual distribution of the population (aged 18+) across each ward within Cardinia Shire.

Please note that:

- Survey results presented in this report are based on weighted data (but sample sizes shown are the unweighted bases).
- In comparative Charts and Tables in this report, significantly higher proportions are indicated by **green** figures whilst significantly lower proportions are indicated by **red** figures.
- Numbers (percentages) quoted in this report are subject to rounding.
- Some of the base sizes for sub-groups in the data are small; care should be taken when interpreting findings where the base is fewer than 30 respondents.

2.0 Hard Waste Service Requirements

2.1 Methods of Bulky Hard Waste Disposal

The main way Cardinia Shire residents dispose of their bulky hard waste overall is the hard waste collection (82%). Younger residents, aged 18-29, are less inclined to use the hard waste collection (72%), while conversely those aged 50+ (84%) are much more likely to use the service overall.

Figure 1 Methods of bulky hard waste disposal, by ward

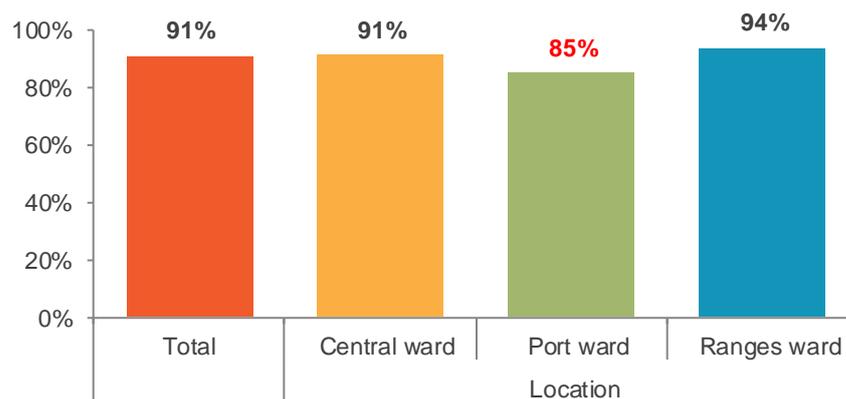
Methods	Total	Central ward	Port ward	Ranges ward
Hard waste collection	82%	84%	75%	18%
Waste facility (tip)	20%	19%	24%	84%
Skip bin	3%	4%	4%	3%
Donate to charity	2%	1%	1%	2%
Utilise a private collection/ house clearance company	2%	2%	2%	1%
Sell	2%	2%	1%	1%
Giveaway	1%	1%	3%	0%
Refused	1%	1%	-	1%
Don't know	4%	3%	5%	5%

A1 - How do you currently dispose of your bulky hard waste?

Base: All respondents

When prompted, the vast majority of residents (91%) confirm that they use the hard and bundled green waste service (82% unprompted).

Figure 2 Use of hard and bundled green waste service, by ward



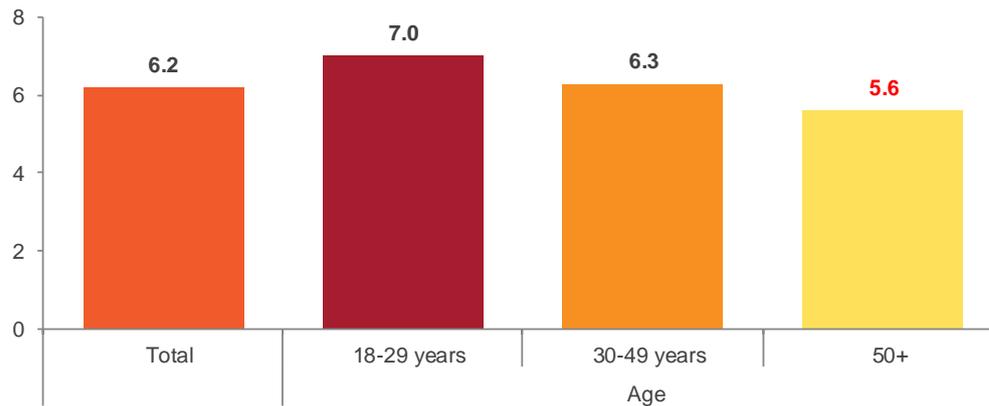
A2 - Do you use the hard waste and bundled green waste service?

Base: All respondents

2.2 Support for a Booked Hard Waste Service

Support for changing to a booked service, where residents could phone Council to arrange a collection of hard and bundled green waste from their property at a time that suited, achieved a mean score of 6.2 out of 10. Across the wards, support is significantly higher in Central (6.9) and lower in Ranges (5.6). Support for the initiative is highest among younger residents (aged 18-29) with a mean score of 7.0 and significantly lower overall from those aged 50+ (5.6).

Figure 3 Support for changing to a booked service, by age

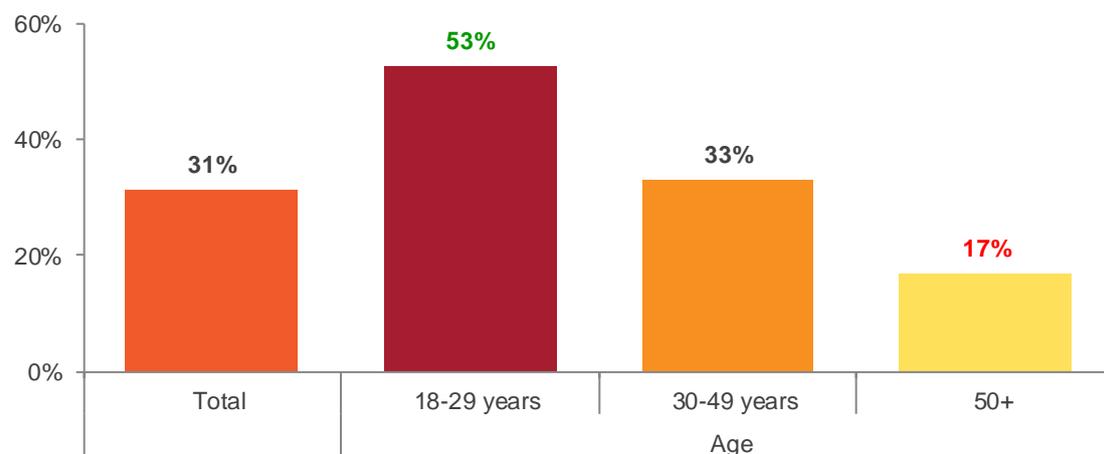


A3 - How supportive would you be if this changed to a booked service, where you could phone Council to arrange a
Base: All respondents

When presented with the option of having two free, booked services a year with the choice to pay around \$60 for any additional services, less than a third (31%) of residents would be 'very' or 'somewhat' likely to use the paid services. However, significant differences were observed across age groups with over half (53%) of 18-29 year olds indicating they would be likely to use the paid services, while only 17% of those aged 50+ would do the same.

Those residing in Port ward (23%) are much less likely to use the additional services for a fee.

Figure 4 Likelihood of using additional paid hard waste service, by age

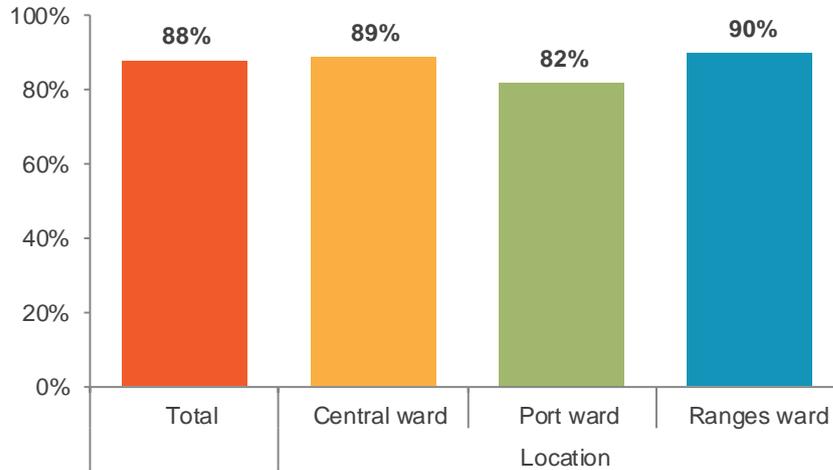


A4 - If Council offered two free services per year, as part of this booked service, and gave you the opportunity to
Base: All respondents

2.3 Meeting the Hard Waste Needs of Residents

For the majority of Cardinia Shire residents, the current hard and bundled green waste service meets their needs (88% overall).

Figure 5 Current hard and bundled green waste service meets needs, by ward



A2a - Does the hard waste and bundled green waste service meet your needs?

Base: All who use the hard waste and bundled green waste service

Residents who feel that the current hard and bundled green waste service does not meet their needs provided a number of suggestions as to how Council could better meet their needs. Top of the list is more frequent pickups (36%), followed by having greater flexibility and allowing more materials to be collected (14%), and free or cheaper visits to the waste station or tip (12%).

Figure 6 Suggestions for how Council could meet hard waste needs

Suggestion	Total
More frequent pick-up	36%
Allow more materials to be collected/greater flexibility in collection piles	14%
Free/cheaper visits to the waste station/tip	12%
Allow for larger collections	10%
Let resident book/choose pick up time	10%
More FREE pick-up(s)	9%
Better notification of collections	4%
Other	5%
No suggestions	19%

A5 - Are there any other ways you think Council could better meet your needs regarding hard waste disposal?

Base: All who say the hard waste and bundled green waste service does not meet their needs



I think there should be four hard rubbish collections per year.



Take a greater variety of waste... small building waste and maybe small car parts.





I would love more collections - one's at the beginning and one's at the end of the year. If they had a collection in the middle of the year, that would be great.



3.0 Green Waste Service Requirements

3.1 Methods of Green Waste Disposal

The vast majority (97%) of Cardinia Shire residents have disposed of green waste in the last 12 months. The most popular method of disposal is the green waste bin (60%), however significant differences can be seen across the wards. The proportion of residents using the green waste bin is much higher in Central ward (76%) and much lower in Port (39%) and Ranges (51%) wards. This proportion has increased overall since the 2010 survey, where only 37% of residents reported using the optional fortnightly kerbside green waste collection service.

The next most popular method of disposal is composting/mulching (27%) and again there are significant differences across the wards with residents of Port (39%) and Ranges (37% wards being much more likely to compost/mulch. Differences can also be seen across the age groups, with residents aged 50+ (36%) significantly more inclined to compost or mulch their green waste, and the 18 to 29 year olds (14%) much less likely to do so. Overall this proportion has remained relatively stable since the 2010 survey, where 33% of residents reported composting or mulching in the previous 12 months.

Overall, more than a quarter of residents (26%) 'burn off' their green waste, although this is much more common in Ranges (47%) and Port (40%) wards, and quite rare in Central ward (6%). The proportion of residents burning of has also decreased since the 2010 survey, where 49% of residents reported burning off green waste in the previous 12 months.

Figure 7 Methods of Green Waste Disposal, by ward

Methods	Total	Central ward	Port ward	Ranges ward
Green waste bin	60%	76%	39%	51%
Composted/mulched it	27%	14%	39%	37%
Burnt it	26%	6%	40%	47%
Twice yearly hard and bundled green-waste collection	6%	7%	5%	5%
Taken it to a waste facility (tip)	5%	4%	6%	4%
Garbage bin	3%	4%	4%	2%
Fed it to animals	3%	1%	7%	5%
Have not disposed of green waste	3%	4%	2%	1%
My gardener takes it away	2%	3%	1%	0%
We use a skip/other bins	1%	1%	-	0%
Other	2%	2%	-	1%

B1 - In what ways have you disposed of green waste in the last 12 months?

Base: All respondents

Awareness of the green bin service is very high overall (96%) and when prompted, around two-thirds of residents (71%) confirm that they use the service (60% unprompted). Use of the green bin service is significantly higher in Central ward (87%), and much lower in Port (52%) and Ranges (60%) despite similar levels of awareness. Of those residents who have not used the green bin service, 22% would consider using it in the future.

Not quite as many people know about the twice-yearly hard and bundled green waste service, although still a large proportion overall (82%), with residents aged 50+ (86%) significantly more likely to know about it. Over two-thirds (70%) of residents aware of the service have used it, and 43% of those who were not aware of the service would consider using it in the future. Less than a quarter

(22%) of residents are aware of the additional three cubic metres available for collection (for \$60) as part of the hard and bundled green waste collection, and again awareness is higher among those aged 50+ (24%). Of the residents who were aware of the service only 4% had made use of it however, of those who had not been aware of it, 30% would consider using it in the future. Residents of Central ward (41%) are significantly more likely to consider this option in the future.

3.2 The Future of Green Waste Disposal

Residents were presented with a list of potential green waste initiatives and asked which would be a viable option for them. Free local drop-off events for green waste, similar to Councils e-waste services, is the most preferred initiative with 61% of residents overall feeling it is a viable option for them (significantly higher in Central ward at 66%). Tip vouchers for subsidised use at waste facilities (55%) is the next most popular, followed by a rebate to help purchase a home mulcher and additional bundled branch collections throughout the year (both 43%).

Figure 8 Viability of green waste initiatives, by ward

Response	Total	Central ward	Port ward	Ranges ward
Local drop off events for green waste for free (similar to Councils e-waste events)	61%	66%	57%	56%
Tip vouchers for subsidised use at waste facilities	55%	58%	62%	45%
A rebate to help purchase a home mulcher	43%	39%	50%	45%
Additional bundled branch collections similar to the hard waste throughout the year	43%	49%	40%	37%
Further help to do more home composting/ chicken rearing	38%	37%	42%	38%
An additional green waste bin at a lesser subsidised fee	25%	29%	24%	19%
Local drop off events for green waste for a fee	19%	21%	18%	18%
An additional green waste bin for a charge of \$133 per year	11%	12%	11%	10%
None of the above	13%	13%	10%	15%

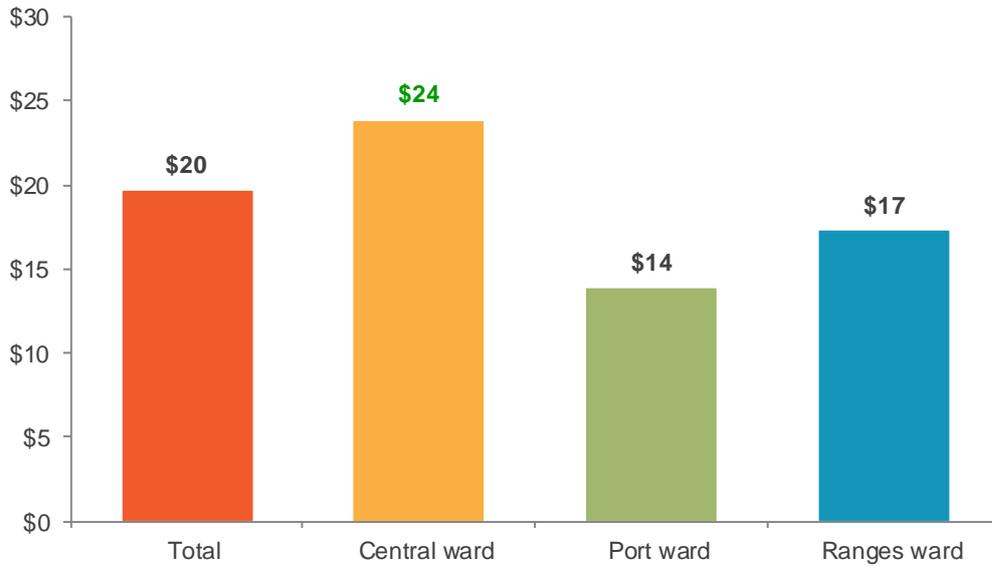
B2 - Which of these do you think it would be a viable option for you?

Base: All who have disposed of green waste

If Council established a local drop off option for green waste 44% of residents would be 'very' or 'somewhat' likely to use the service. Likelihood to use the service is fairly stable across the wards.

Residents who are 'somewhat' or 'very' likely to use a local green waste drop off service would be willing to pay an average of around \$20 to drop off a heaped 6x4 trailer load of green waste locally. The amount is significantly less for residents aged 50+ at around \$14, and significantly higher for those in Central ward (\$24).

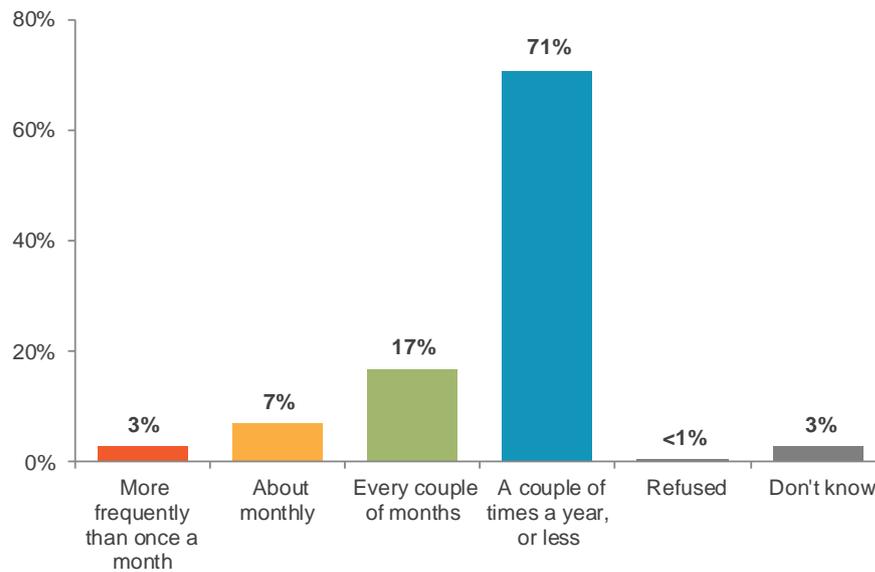
Figure 9 Amount residents are willing to pay for green waste drop off facility, by ward



B7 - What would you be prepared to pay to drop off a heaped 6X4 trailer load of green waste locally?
Base: All who have disposed of green waste and would be likely to use a green waste drop-off facility

Residents would be most likely to use the service a couple of times a year or less (71%).

Figure 10 Frequency of drop off, overall



B8 - Approximately how frequently would you be likely to use this service?
Base: All who have disposed of green waste and would be likely to use a green waste drop-off facility

4.0 Fees, Littering & Illegal Dumping Perceptions

4.1 Perceptions of Current Fees

Just over two-thirds (68%) of residents think that the current garbage charge and optional green waste service fees are reasonable. Those residing in Port ward (74%) are the most likely to find the fees reasonable, while males (76%) are much more likely to find the fees reasonable than their female counterparts (61%). Residents living alone are significantly less likely (53%) to find the charges reasonable overall.

The most common reasons for finding the fees unreasonable are that 'it's too expensive' (25%), Rates are too high (14%), and the feeling that 'we should not have to pay extra' (13%).

Those who participated in the survey online were more likely to think these charges were reasonable (72%) however the most common reason for expressing dissatisfaction with fees was as a result of green waste services being too expensive (42%).

Figure 11 Reasons for finding the garbage charge and green waste fee unreasonable

Reason	Total	Central ward	Port ward	Ranges ward
It's too expensive	25%	31%	29%	14%
Rates are too high	14%	13%	11%	15%
I thought it was covered by the rates/ we should not have to pay extra	13%	12%	8%	17%
Green waste service too expensive	9%	9%	8%	9%
I don't use the service all the time(at all) but I have to pay	8%	7%	12%	8%
It's hard to pay for those on the pension/low incomes	8%	11%	9%	3%
We don't get value for money for current fees/rates	6%	4%	9%	9%

C1b - Why do you say that?

Base: All who do not think/don't know whether the annual garbage fees are reasonable



4.2 Suggestions for Other Waste Services and Willingness to Pay

One third of residents (33%) would like to see other services provided by Council. The service most frequently mentioned is a hazardous/chemical collection, including oil and paint (10%). This is particularly popular amongst families with children aged 5-17 at home (15%).

A much higher proportion of online respondents, 60%, would like to see Council provide other services.

Figure 12 Suggestions for other council services

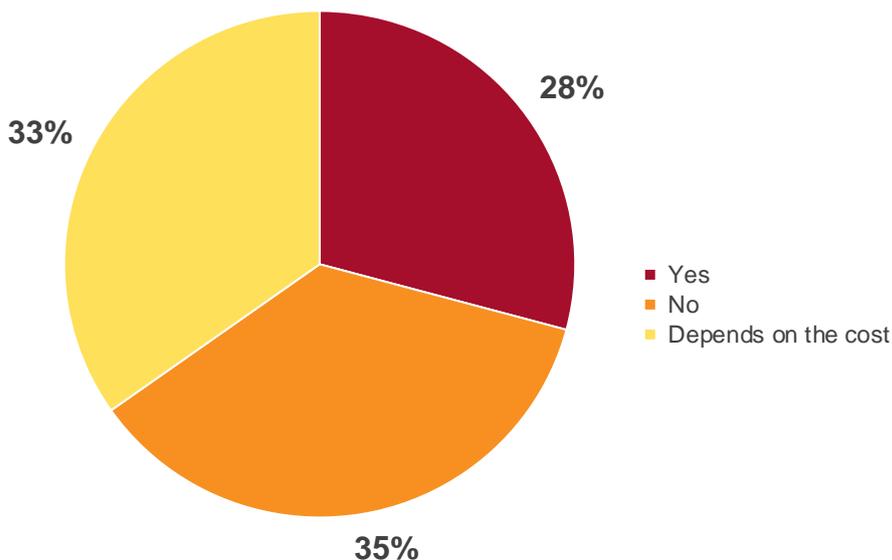
Methods	Total
A hazardous waste/ chemicals collection (oil and paint) service	10%
A electronic waste service (e waste)service	4%
Batteries/car batteries	4%
A car parts/tyre disposal service	3%
More frequent hard waste collection	3%
Extra bins at no further cost/ lower waste management costs	3%
Better information on what/when you can recycle	3%

B1 - In what ways have you disposed of green waste in the last 12 months?

Base: All respondents

However, when faced with the prospect of any additional services resulting in an increased garbage charge, support wavered. Residents were roughly split by thirds – 28% of those who would like to see further waste services provided would still feel the same if the garbage charge is increased to accommodate the additional services, while 35% would not. The remaining third (33%) feel that it would depend on the cost.

Figure 13 Support for additional services resulting in an increased garbage charge



C2a - Would you feel the same if this resulted in an increased garbage charge?

Base: All who would like to see further waste services provided

4.3 Concern for Various Waste Issues

Residents were asked to rate their concern for the following issues:

- Littering
- Illegally dumped rubbish on roads and nature strips
- Illegally dumped rubbish in bush reserves
- Illegally dumped rubbish in vacant blocks

Overall, residents have the highest level of concern regarding illegal dumping in bush reserves, with a mean score of 8.3 out of 10. Concern for this issue is highest among residents of Port (8.6) and Ranges (8.5) wards, but significantly lower in Central ward (8.0). There were equal levels of concern overall for illegally dumped rubbish on roads and nature strips and in vacant block (both 7.5) with concern in Port ward highest for both issues (7.9 and 7.8 respectively). The issue with the lowest, but still considerable, level of concern overall is littering (6.6) which is again slightly higher in Port ward (6.9).

Figure 14 Concern for waste issues, by ward

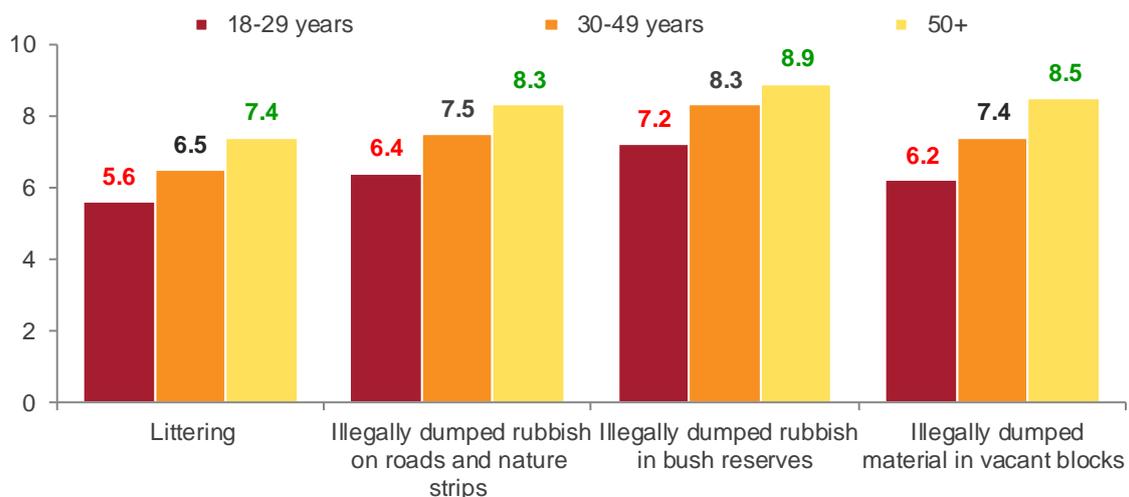
Issue	Total	Central ward	Port ward	Ranges ward
Littering	6.6	6.6	6.9	6.5
Illegally dumped rubbish on roads and nature strips	7.5	7.3	7.9	7.6
Illegally dumped rubbish in bush reserves	8.3	8.0	8.6	8.5
Illegally dumped material in vacant blocks	7.5	7.5	7.8	7.4

C3a-d - How concerned are you with the following issues within Cardinia Shire?

Base: All respondents

Concern for these issues in general tends to increase with age. Residents aged 50+ have a significantly higher level of concern for all issues, while concern amongst the 18-29 year olds is much lower overall.

Figure 15 Concern for waste issues, by age



C3a-d - How concerned are you with the following issues within Cardinia Shire?

Base: All respondents

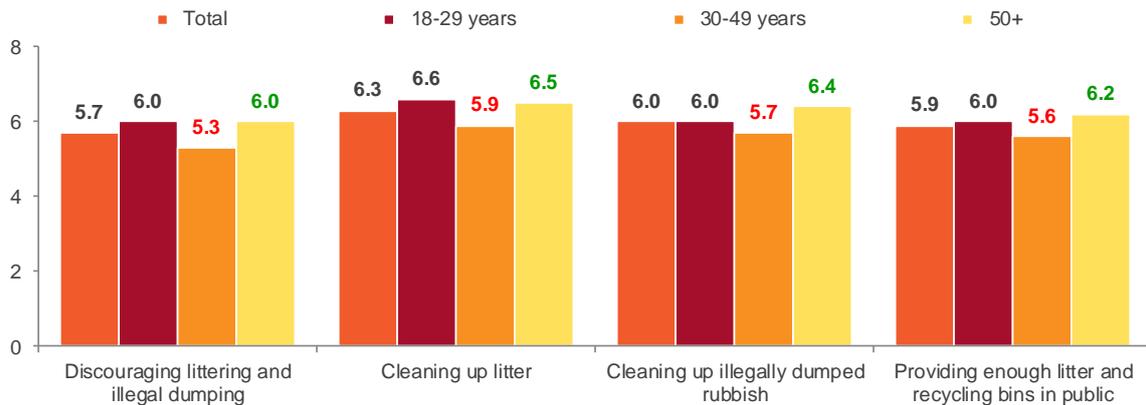
4.4 Council Performance on Various Waste Issues

Residents were then asked to rate their satisfaction with Council's performance in terms of:

- Discouraging littering and illegal dumping
- Cleaning up litter
- Cleaning up illegally dumped rubbish
- Providing enough litter and recycling bins in public

While satisfaction is fairly similar across the wards, it is significantly higher among the 50+ age group for each of the service aspects.

Figure 16 Satisfaction with council performance, by age



C4a-d - How satisfied are you with Council's performance in terms of...?

Base: All respondents

On average respondents were more satisfied with the Council's performance in cleaning up litter (6.3) and were least satisfied with their performance in discouraging littering and illegal dumping (5.7). A notable proportion of residents (7%) didn't know how they felt about this issue.

5.0 Education & Information

5.1 Waste Calendar Recall, Use and Preferences

Almost half (46%) of Cardinia Shire residents remember receiving Council's new waste and recycling calendar, with highest levels of recall among those aged 50+ (59%) and lowest among the youngest cohort (18-29, 37%).

The majority of those who recall the calendar have kept it (79%) and this is again highest in the 50+ age group (85%), as well as residents in Ranges ward (86%).

Those who have held onto the calendar are most likely to refer to it every 2-6months (53%), and younger residents (aged 18-29) are more inclined to refer to it more frequently (weekly/fortnightly/monthly) than older age groups.

Figure 17 Frequency of referring to calendar, by age

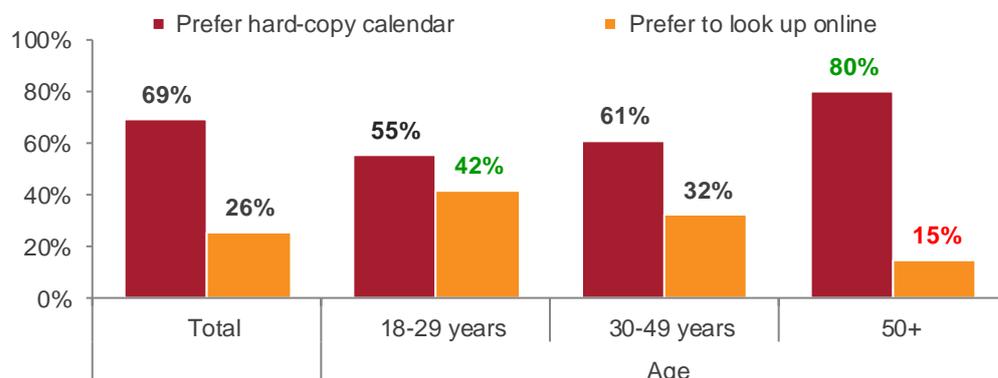
Frequency of Reference	Total	18-29 years	30-49 years	50+
At least once a week	5%	10%	5%	4%
Once a fortnight	9%	17%	8%	6%
Once a month	17%	25%	15%	15%
Once every 2-3 months	24%	10%	29%	25%
Once every 4-6 months	29%	20%	28%	33%
Less often/never	15%	14%	14%	17%

D2c - How often do you refer to the calendar?

Base: All who recall receiving a waste and recycling calendar and have kept it

The chart below shows residents' preference on receiving the calendar in hardcopy or looking it up online. Overall, the hardcopy is most preferred (69%) although the levels of preference varied by age group.

Figure 18 Preference for calendar to be issued in hardcopy or online, by age



D2d - Would you prefer to receive this hard-copy calendar, or to look up the information online?

Base: All who recall receiving a waste and recycling calendar

5.2 Where Residents find Information on Local Waste and Recycling Services

Cardinia Shire residents are most likely to look for information about local waste and recycling services on Council's website (60%), although there is less use of this source by residents in Port ward, and those aged 50+ (both 49%).

Figure 19 Residents' sources of information

Response	Total
Council website	60%
Internet - via search engine (e.g. Google)	16%
Phone Council's customer service	10%
Local newspaper(s)	5%
Council's Connect magazine	4%
Family, friends, neighbours	3%
Flyers	2%
Direct Mail/letters/newsletters	2%
Visit the Council / go into the Council	2%
Social media	1%
Community noticeboards	1%
Phone Book	1%
Community groups	1%
Council (no further info)	<1%
Posters	<1%
Apps	<1%
Post Office	<1%
Internet - named website e.g. recyclingnearyou.com.au	<1%
None / nowhere else	3%
Other	3%
Don't know	2%

D3 - Where (else) would you look to find information about local waste and recycling services?

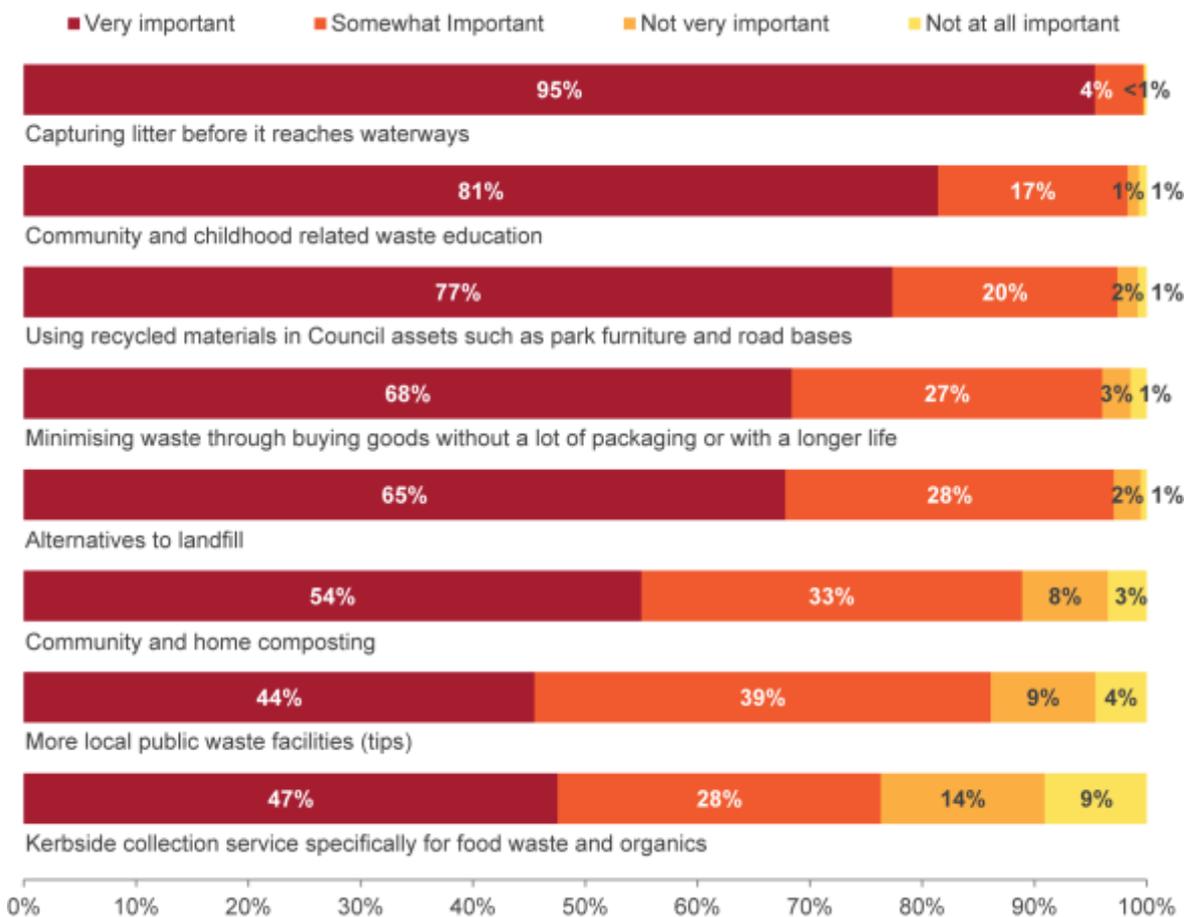
Base: All respondents

5.3 The Future of Waste Services and Facilities

Respondents were asked to rate the importance of a number of waste management issues in Cardinia Shire over the next 10 years. All of the issues were rated very highly in importance, with scores ranging from 75% to 100% of residents feeling they were 'somewhat' or 'very' important.

Capturing litter before it reaches waterways is given the highest importance with almost 100% of residents considering it 'somewhat' or 'very' important. This is followed by 'community and childhood related waste education (98%) and using recycled materials in council assets such as park furniture and road bases.

Figure 20 Importance of waste management issues over the next 10 years

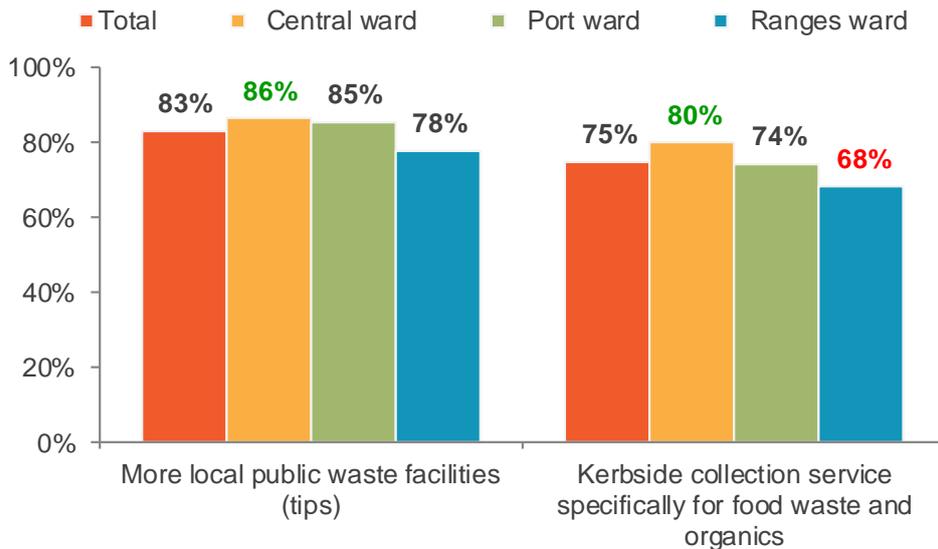


D6a-h - Thinking about waste management in Cardinia shire over the next 10 years, how important do you think the following are:
Base: All respondents

When compared with overall importance ratings, females are significantly more likely to place importance on using recycled materials in Council assets (99%), waste minimisation through smart purchasing (97%), composting (90%), more public local waste facilities (86%), and kerbside food waste and organics collection (80%).

Central ward residents were significantly more likely to place importance on more local public waste facilities (86%, compared to 83% overall) and a food waste and organics collection service (80%, compared to 75% overall). Conversely, those in the Ranges ward are significantly less likely to place importance on a food waste and organics collection (68%), although this is still relatively high overall.

Figure 21 Importance of more tips and food/organics collection, by ward



D6b/c - Now thinking about waste management in Cardinia shire over the next 10 years, how important do you think the following are:
Base: All respondents

Respondents were given an open-ended question, asking them what they would like to be different in 10 years' time in terms of kerbside collections, resource recovery, and/or landfill. The most popular response is allowing more materials to be collected/recycled (30%), which is particularly prevalent among 18-29 year olds (43%) but less popular in Port ward (20%). Seven per cent of residents overall are happy with the current service and have no suggestions to improve the waste management system within the Shire.

Figure 22 Improvements in 10-years-time, by age

Suggestion	Total	18-29 years	30-49 years	50+
Allow more materials to be collected /recycled	30%	43%	32%	19%
Reducing waste	14%	12%	17%	12%
Reduce packaging/plastic bags	11%	10%	11%	11%
More composting	10%	10%	14%	5%
More education on reducing packaging	8%	11%	7%	8%
More education on waste reduction	8%	7%	8%	7%
It is currently good/ satisfactory	7%	3%	2%	13%

D7 - In 10 years' time what would you like to be different in terms of waste management?
Base: All respondents



I would like to see households having very, very little waste. I'm a big believer in not having food packaging by cooking from scratch.

We got a letter from council a while ago about wanting to recycle thin films and plastics, like plastic bags... we haven't heard anything since and I would like to be able to recycle the thin plastics, so I would like to hear more.

Looking at ways of making things recyclable so people aren't throwing so many things out.

Being able to recycle everything.

Things like polystyrene should be recyclable. I think everyone should be composting and having worm farms. People should be conscious of what they are actually doing. Education is the key...

All plastics to be recycled.

Appendix 2 –Action plan review

As part of the development of the Waste and Resource Recovery Strategy 2018-27, the previous Waste Management Strategy 2010-15 and Litter Strategy 2012-17 were reviewed, as shown in the tables below.

Review of the Waste Management Strategy 2010-15 actions plan showed that of the 36 actions, 31 were completed, and 5 are ongoing.

Top achievements were:

- Implementation of the waste reduction rebate program
- Expansion of the Green Bin service to all parts of the shire
- Waste education and waste minimisation activities
- Contracting out the Public Place Litter and Recycling service for improved service delivery, and installation of more public recycling services

Review of the Litter Strategy 2012-17 actions plan showed that of the 33 actions, 32 were completed, and 1 is ongoing.

Top achievements were:

- Development and use of education material for litter education and waste reduction messages
- Efficient servicing of Public place litter and recycling bins
- Strengthening of local laws

1 Waste Management Strategy 2010-15 – Action plan review

Table 1. Bundled green and hard waste collection

No.	Action	Time	Complete	Comment
1.1	Call for tenders for a new bi-annual hard and green waste service.	April 2011	Complete	This service was tendered in 2011 and 2016.
1.2	Allow for retrieval of repairable items from hard waste by authorised persons.	Nov 2013	Ongoing	Local services for this option were not available at this time. New transfer station and social enterprise site may provide future opportunities.
1.3	Investigate and where possible implement ways of gaining higher recycling recovery of TV/LCD products and other E-waste in the hard waste by the contractor.	Sept 2013	Complete	This was considered in the 2011 Biannual Green and Hard Waste Collection contract tender process, but was cost prohibitive. From October 2016, TVs and computers were collected for recycling within this service.
1.4	Call tenders for new bi-annual hard and green waste service to bring this component into line with the provision of other Waste Services.	April 2011	Complete	The current contract arrangement is aligned with the other waste services, which can be tendered together if considered appropriate.

Table 2. Bin services

No.	Action	Time	Complete	Comment
2.1	Call tenders for new contract for waste collection services including collection, receipt and processing.	April 2011	Complete	These services were all tendered in 2011.
2.2	Determine the feasibility of expanding the waste services contract to include all litter and public place recycling bins within the municipality.	August 2011	Complete	The public place litter and recycling service was reviewed and tendered for contract. This contract has been in place since 1 July 2015.
2.3	Review the green waste bin serviced area to ensure all appropriate residential areas are included.	Jun 2013	Complete	This service has been available to all parts of the shire since January 2015.

No.	Action	Time	Complete	Comment
2.4	Consider option to take up the extension or call tenders for the Green waste bin service.	August 2013	Complete	The current contract for this service commenced 1 January 2015.

Table 3. Landfill sites

No.	Action	Time	Complete	Comment
3.1	<i>Plan for the cessation of environmental monitoring at Nar Nar Goon landfill dependent upon EPA requirements.</i>	Dec 2012	Complete	A project is underway to implement new landfill monitoring guidelines within the monitoring regime, and pending results, an ongoing monitoring plan will be developed. It is likely to result in ongoing monitoring for many years, as per EPA guidelines.
3.2	<i>Crush and remove all concrete from Nar Nar Goon landfill</i>	Dec 2011	Ongoing	All of the concrete has been crushed at the site, and is currently being reused within road base works.
3.3	<i>Prepare a strategy for the future use of the Nar Nar Goon landfill.</i>	Dec 2014	Ongoing	This will be considered as part of the project underway to implement new landfill monitoring guidelines within the monitoring regime, and production of an ongoing maintenance plan for the site.

Table 4. Disposal

No.	Action	Time	Complete	Comment
4.1	<i>Explore MWMG metro wide landfill disposal contract rather than calling tenders.</i>	April 2011	Complete	Since 2010, Council has utilised the Regional Landfill Services contract, as managed by the MWRRG, which has provided a cost effective and secure arrangement. This contract is in place until April 2021.
4.2	<i>Utilise MWMG "Short term green organics processing contract" should the Drovers Place facility not be able to receive green waste at any time during the contract rather than sending material to landfill.</i>	2010 – ongoing	Complete	Council currently utilises MWRRGs short term green organics processing contract. New regional organic waste facility contracts have been entered into to

No.	Action	Time	Complete	Comment
				secure long term organic waste processing from mid 2017.
4.3	Consider taking up the extension option or call tenders for green waste receipt.	Dec 2013	Complete	This was not required due to project for procurement of new organic waste facilities to secure long term organic waste processing.
4.4	Consider option for extension of landfill services contract or call tenders.	April 2011	Complete	Since 2010, Council has utilised the Regional Landfill Services deed, contract managed by the MWRRG, which has provided a cost effective and secure arrangement, until April 2021.

Table 5. Waste minimisation

No.	Action	Time	Complete	Comment
5.1	Explore and advocate Alternative Waste Technologies and Alternative Resource Recovery Technologies rather than sending waste direct to landfill.	Ongoing	Ongoing	This is ongoing, with considerable work undertaken as part of the Places Victoria development in Officer. This work will continue to occur in collaboration with the MWRRG and Councils to secure landfill and alternatives to landfill as part of Regional Contracts beyond April 2021. Focus will initially be on the South East region.
5.2	Provide an option to residents of an 80 litre bin for putrescible waste, and include a \$30 rebate for residents who take up this option.	On-going	Complete	This option was introduced and is now available to all residents.
5.3	Provide a once off \$30 rebate for purchase of Compost Bins for residents.	On-going	Complete	This option was introduced, expanded to include worm farms and is now available to all residents.
5.4	Provide assistance to schools to equip them to run their own programs on waste minimisation and recycling.	Ongoing	Complete	The Halve your waste program was established to provide support to schools and early learning centres. Support is available on an ongoing basis, including resource recovery information sessions.

No.	Action	Time	Complete	Comment
5.5	Continue the bin monitoring program to improve recycling practices to ensure less contamination of recyclables and a reduction in the amount of recyclables to landfill.	Ongoing	Complete	The bin contamination program has been able to utilise new technologies within collection contracts to provide more targeted education. Letters are sent directly to residents where contamination has occurred.
5.6	<i>Introduce a green waste bin monitoring program for areas where high levels of contamination are evident.</i>	July 2011	Complete	The bin contamination program has been able to utilise new technologies within collection contracts to provide more targeted education. Letters are sent directly to residents where contamination has occurred.
5.7	<i>Advocate for development of markets for recycled products including; crushed concrete, repaired hard waste products, recycled green waste and compost products, recycled paper products etc.</i>	Ongoing	Complete	In collaboration with MWRRG and other Councils advocacy has been ongoing. The new organic waste processing facility will ensure all organic materials are used for beneficial uses.
5.8	<i>Source budget and ensure all towns and selected council reserves within the shire have access to Public Place Recycling.</i>	Dec 2012	Complete	Grant funding was received to install Public place recycling at selected sites within the shire, and ongoing Council budget has continued bin infrastructure upgrades with focus on increased recycling.
5.9	<i>Encourage and support festivals and events to obtain "Waste Wise" status. This is moving towards Resource Smart which is a more holistic approach.</i>	Ongoing	Complete	This program is no longer in operation. All events supported through the Events grants program must recycle to gain Councils support. Event bins supplied by Council have been upgraded with national branded signage and are delivered in pairs to encourage recycling. Council advocates for reusable cutlery and crockery and reducing the use of single use plastics at supported events.
5.10	<i>Continue to encourage local businesses and industries to take part in the kerbside recycling program by supplying recycling bins at cost.</i>	Ongoing	Complete	Recycling bins are provided at cost price, with prices coming down due to Council being paid for recycling product through its contracts and economies of scale due to growth.

No.	Action	Time	Complete	Comment
5.11	<i>Encourage the community to reduce waste generated, to buy reduced packaged items, to avoid 'throw away' products and refuse unnecessary packaging (plastic bags) etc.</i>	Ongoing	Complete	The waste minimisation guide distributed to all households with Council's Connect magazine in 2013 encouraged this behaviour. The waste minimisation message is on-going through Councils literature and promotion.
5.12	<i>Develop and implement recycling programs for items not accepted in kerbside recycling such as e-waste, polystyrene, silage wrap and fluorescent lights.</i>	2010 - ongoing	Complete	Council continue to advocate with the MWRRG and other Councils to support new technologies, collections systems and markets for new recycled streams. TVs and Computers are now collected within the kerbside Biannual green and hard waste collection, and flexible plastics can be collected for recycling within the kerbside bin system. It is not currently viable to recycle polystyrene due to technology. Advocacy has resulted in a permanent Detox your home site in Hampton Park for our residents, as well as an annual event within the shire.
5.13	<i>Run waste minimisation forums on purchasing and recycling for business and the community.</i>	2010 - ongoing	Complete	Workshops are held for specific community groups where there is an assessed want and need. Follow your waste tours are available for the community and businesses.
5.14	<i>Develop a new residents kit on waste and recycling tips and information for tenants to be disseminated via estate agents.</i>	Dec 2012	Complete	The Waste and Recycling Guide is distributed with all new bins as residents move into the shire, which is supported by online material.
5.15	<i>Run a minimum of two "Follow Your Waste" tours annually.</i>	Ongoing	Complete	These continue to be run on a regular basis, according to demand. A video of one of Councils Follow your waste tours was created, which is available on Councils You Tube channel to enable the tour to be experienced by a wider range of residents.
5.16	<i>Review the Waste Education Strategy annually.</i>	Annually	Complete	Waste education activities are planned annually through the Business Planning process to focus on

No.	Action	Time	Complete	Comment
				current and emerging trends, in lieu of a formal strategy.
5.17	<i>Investigate the employment of surveillance officer to carry out investigation of service issues and on-site monitoring of contractor performance.</i>	July 2015	Complete	A Waste Contracts Monitoring officer was appointed in September 2015 to carry out onsite inspections to improve contract monitoring, safety and service effectiveness.

Table 6. Litter control

No.	Action	Time	Complete	Comment
6.1	<i>Review the operation of the Litter and Dumping Prevention Task Force and identify any gaps in service levels.</i>	2010 - ongoing	Ongoing	Dumped Rubbish continues to be an increasing issue for Cardinia Shire, and many interface Councils. Opportunities for improvements will be a feature of this new strategy.
6.2	<i>Review and monitor the Litter Strategy annually.</i>	Annually	Complete	The Litter Strategy is reviewed annually.
6.3	<i>Provide a budget allocation for the Litter and Dumping Prevention Task Force to implement strategies or programs.</i>	Jan 2012	Complete	SV provided grant funding to expand the Butt Bin program, and install Public Place Recycling in 2012. Illegal dumping has been an EPA focus, with the State Government committing \$6.3 million over three years (2015-18) to support EPA's Illegal Dumping Strikeforce program. Priorities include Construction and demolition waste generators. Illegal dumping investigations have been undertaken using existing resources as required. Testing with cameras provided by SV occurred in 2012 which was unsuccessful due to quality of footage not adequate for prosecutions and the unavailability of officer resources.
7	<i>Transfer Stations</i>			

No.	Action	Time	Complete	Comment
7.1	<i>Advocate for another privately run transfer station within the municipality</i>	Ongoing	Complete	Advocacy resulted in a new transfer station opening September 2016 and an e-waste processing facility due to open early 2017 with drop off and reuse potential.

2

Litter Strategy 2012-17 – Action Plan review

Table 1. Litter

No.	Action	Time	Complete	Comment
1.1	<i>Develop and adopt a formal bin placement and style guide.</i>	Sep 2016	Complete	Style guideline and advice on placement for public litter and recycling bins form part of Councils Landscape Developer Guidelines.
1.2	<i>Undertake review of service arrangements for provision of efficient servicing and maintenance of litter bin and public place recycling.</i>	2014 - 2015	Complete	Review of service complete. Results showed more efficient service delivery as part of a Public Place Litter contract. Provision of data in new contract allows continuous review and improvements.
1.3	<i>Install public place recycling at sporting grounds and facilities as part of the Cardinia Shire Public Place Resource Recovery program.</i>	On-going	Complete	Improved and additional Public Place Litter and Recycling installed in new locations as part of SV 2012 Public Place Recycling Grant. Further bins being installed as part of regular review of the Public Place contract to streamline and improve services.
1.4	Develop signage to encourage visitors to take their rubbish home where bins are not available or suitable.	Aug 2012	Complete	Installation of new signs through SV Roadside Litter Grant in 2012. Further signs assessed on a needs basis.
1.5	Review stormwater management by reviewing existing action plan, and incorporating this into the proposed and upcoming Integrated Waste Use Strategy.	Dec 2015	Complete	Reviewed and included as part of development of Councils Integrated water management strategy.
1.6	Liaise with, and support schools in the areas of waste minimisation, litter and recycling.	On-going	On-going	School workshops and recycling infrastructure delivered through 2012-2013 Halve your waste program. Programs delivered to schools in 2014 by Red Group on behalf of SKM Recycling. On-going recycling education incursions including for Early Childhood Centres as part of recycling processing contract.
1.7	Educate and enforce that businesses be responsible for litter from within premises	On-going	Complete	Enforcement on arising littering issues is enforced as required through local laws by Compliances Services

No.	Action	Time	Complete	Comment
				business unit. Litter in commercial spaces often managed by business body corporates.
1.8	Promote litter prevention and successful enforcement action through media.	On-going	Complete	Compliances Services promoted through local newspaper stories on successful prosecutions when these arise.
1.9	Explore opportunities to support state-wide litter campaigns, such as Keep Australia Beautiful, and local community groups.	On-going	Complete	Support of State-wide Campaigns continues including Clean Up Australia day. Local groups supported with advice and litter pickup equipment available for free hire when required.
1.10	Explore the potential to include auditing of litter collected from GPTs, and side entry pits.	On-going	Complete	Side entry pit litter capture not viable. Capturing information from GPTs on effectiveness possible in new contracts and works to include litter auditing in contracted GPT maintenance.
1.11	Develop educational material about waste minimisation and recycling practices for schools.	Oct 2013	Complete	Material developed in Halve Your Waste Program, and continue to be used.
1.12	Install public place recycling at additional locations across the shire.	On-going	Complete	Additional bins installed as part of Public Place Recycling Grant and through ongoing review of Public Place Litter and Recycling services.
1.13	Seek external funding opportunities for PPR infrastructure and educational activities.	Jun 2011 2012 March 2016	Complete	Funding of \$51,683 secured from SV in 2012 Public Place Recycling Grant. Further funding sought through SV litter innovation fund which was unsuccessful. Focus for grant eligibility has moved away from infrastructure and education projects to supporting community, not for profit and business lead projects. Council to continue to support community applications and provide advice.
1.14	Investigate opportunities for an Adopt-a-spot type program within the shire, including roadsides and parks.	On-going	Complete	Adopt a spot program through SV changed in 2015 to a community lead 'adopt a patch' program with support from KABV. Includes litter clean ups and other activities including graffiti removal and tree planting. Council

No.	Action	Time	Complete	Comment
				supports Community led Clean Ups through advice and through free hire of high visibility and litter picking equipment.
1.15	Educate the community on the impacts of litter, including chewing gum.	On-going	Complete	Local education carried out in line with National and State-wide programs such as National butt day and Clean Up Australia Day. Chewing gum not identified as a key litter item in Clean up Australia day report.

Table 2. *Illegally dumped rubbish*

No.	Action	Time	Complete	Comment
2.1	Investigate new sites and options for increasing the number of e-waste collections held annually, considering legislative developments in product stewardship.	2012- On-going	Complete	Expanded e-waste services were delivered in additional locations and more frequently as part of the Halve your waste project. E-waste drop offs reviewed every two years. TV and Computer collection and recycling was added to kerbside Biannual Green and Hard Waste collection from Nov 2016. Further development dependant on e-waste product stewardship program outcomes, and e-waste ban.
2.2	Promote Council's bi-annual hard and green waste collection.	Biannually	Complete	Variety of communications methods and materials used to promote the service in weeks leading up to collections.
2.3	Continue to host and support Detox Your Home and DrumMuster initiatives.	2013-ongoing	Complete	Annual mobile Detox Your Home collections are hosted, with a permanent site established in Hampton Park Resource Recovery Centre.
2.4	Advocate for a privately run waste transfer/resource recovery facility for residents.	On-going	Complete	Advocacy resulted in a new transfer station opening September 2016 and an e-waste processing facility due to open early 2017 with drop off and reuse potential.

No.	Action	Time	Complete	Comment
2.5	Hold litter and illegal dumping taskforce meetings bi-annually.	On-going	Complete	Meetings continue between Compliances Services, Waste Management and Operations on current and emerging illegal dumping trends and issues.
2.6	Run a media campaign highlighting the penalties for dumping rubbish.	On-going	Complete	Compliance services run stories in local newspapers on penalties along with successful prosecutions as these occur.
2.7	Investigate development of a Local Law to discourage scavenging.	On-going	Complete	Establishment of a Local Law was not seen as necessary due to infrequent occurrence of this issue, and lack of community demand. Arising Littering issues can be dealt with under existing Littering laws.
2.8	Investigate the use of surveillance cameras in dumping hotspots.	2012	Complete	Investigation occurred in 2012 and deemed unviable at the time. Implementation difficult as cameras need to be adequately camouflaged (to prevent theft), and quality of footage not adequate at the time. Testing was carried out with SV camera program.

Table 3. Construction and demolition

No.	Action	Time	Complete	Comment
3.1	Promote compliance with Local Law 9	June 2015	Complete	Local law 9 has been consolidated along with Local law 10 into Local law 17 to address issues and relating it to the wider community. This was widely publicised.
3.2	Report Clean Site audit findings	On-going	Complete	Designated Building Amenities officer in Compliance services regularly audits sites for compliance to new Local law 17.
3.3	Run a Builders forum	Aug 2014	Complete	Forum run by Building Amenities Officer with support from other departments.

No.	Action	Time	Complete	Comment
3.4	Advocate to waste groups and Keep Australia Beautiful to educate building trade apprentices about litter and waste issues	On-going	Complete	EPAs illegal dumping Strikeforce was put together in 2015 working with Building Authority, WorkSafe, Consumer Affairs Victoria to support and educate the construction and demolition sector. Councils surveillance officers and building amenities officers advocate to local building contractors for compliance to Local and EPA Laws. Council has advocated to MWRRG to advocate to TAFE sector.

Table 4. Cigarette butt litter

No.	Action	Time	Complete	Comment
4.1	Install butt bins across six townships as part of the Keep Cardinia Shire Clean campaign.	Aug 2012	Complete	Additional bins were installed as part of Roadside litter program in six townships.
4.2	Run media campaign or support national or state wide promotion on cigarette butt litter highlighting environmental impacts and penalties that apply for littering.	On-going	Complete	Local campaigns in identified township areas as part of SV Roadside Litter Grant 2012. Council participates in 'National butt free day' campaigns, however the state wide and national emphasis on this issue has reduced in recent years as smoking habits are decreasing.
4.3	Install additional butt bins across the Shire, where there is an assessed need.	On-going	Complete	Additional bins installed as part of SV Roadside Litter Grant 2012. Demand for bins has decreased as smoking in public places has been on the decline.
4.4	Provide efficient servicing of Butt Bins maintained by Council.	On-going	Complete	Efficient servicing of Butt Bins occurs, however the use of these bins have declined.

Table 5. Dog excrement

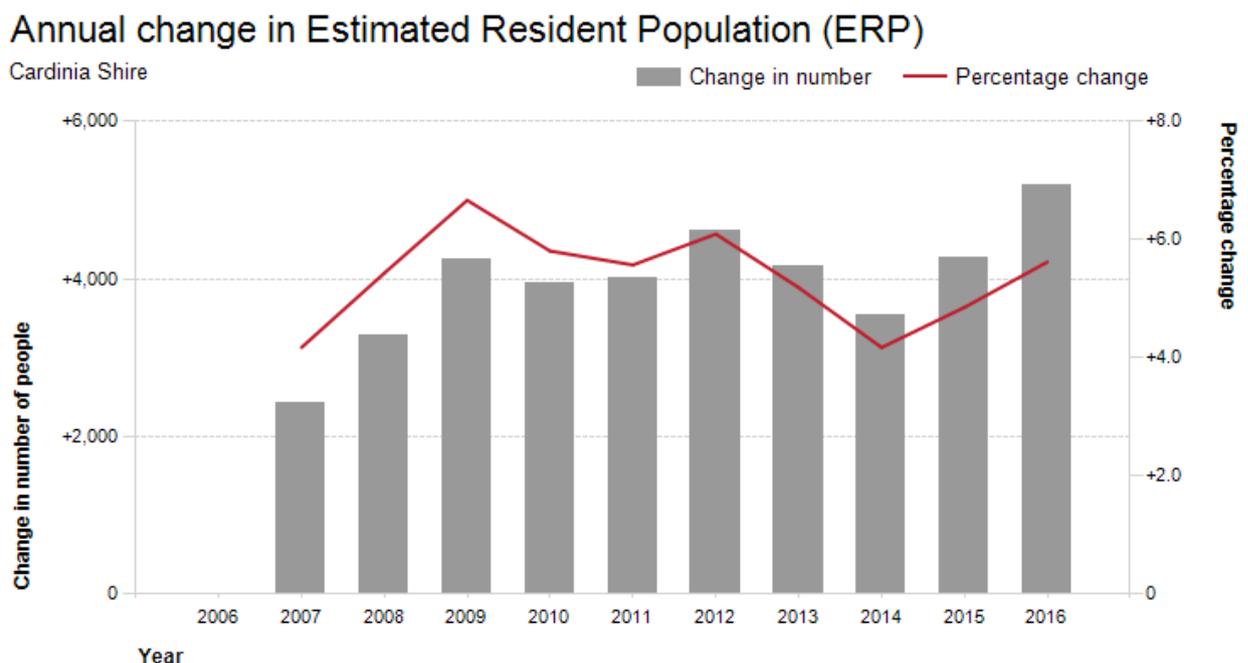
No.	Action	Time	Complete	Comment
5.1	Encourage responsible pet ownership, includes exploring opportunities for a direct mail to dog owners, and/or educational messages on options to reuse bags (grocery, bread or vegetable bags) as dog excrement bags.	Aug 2015	Complete	Mail out occurred on dog owner responsibilities with promotion of local law 17. Council is looking to reduce direct mail on single issues due to cost.
5.2	Investigate purchase of dog excrement portable dispensers for residents.	2012	Complete	Investigation complete and not seen as viable. Under Local law 17 Dog owners are responsible for supplying adequate bags for their dog's excrement, with many dog owners purchasing a bag holder if desired.

Appendix 3: Additional data

Below is further information regarding population, Cardinia Shire’s data comparable with other councils, costs and e-waste.

1 Population data

Figure 1. Cardinia annual changes in Estimated Resident Population. Source: Australia Bureau of Statics provided by Forecast id



Source: Australian Bureau of Statistics, Regional Population Growth, Australia (3218.0). Compiled and presented by .id the population experts



In Cardinia shire, parents and homebuilders aged 35–49 account for one fifth of the population (20.8%) reflecting the pattern of families relocating to the urban fringe seeking affordable housing. Figure 2 present's Cardinia's population breakdown as of 2017, by service age group.

Figure 2. Estimated age structure, service age groups, Cardinia Shire, 2017

Cardinia Shire – total persons	2017	
	Number	%
Age group (years)		
Babies and preschoolers (0 to 4)	8,160	8.2
Primary schoolers (5 to 11)	10,888	11.0
Secondary schoolers (12 to 17)	8,024	8.1
Tertiary education and independents (18 to 24)	9,312	9.4
Young workforce (25 to 34)	14,741	14.9
Parents and homebuilders (35 to 49)	20,617	20.8
Older workers and pre-retirees (50 to 59)	11,228	11.3
Empty nesters and retirees (60 to 69)	8,468	8.5
Seniors (70 to 84)	6,426	6.5
Elderly aged (85 and over)	1,327	1.3
Total persons	99,192	100.0

2 Know your Council data

Council reports annually on established measures which are made available to the community at www.knowyourcouncil.vic.gov.au. This reporting has been in place since 2014-15, and provides a good comparison to Average Councils and similar Councils.

Table 1. Cost of kerbside recyclables collection service per bin

Direct cost to Council of the kerbside recyclables collection service per kerbside recyclables collection bin	2014–15	2015–16
Cardinia Shire	\$22.63	\$22.02
Similar to Cardinia Shire Council average	\$25.37	\$24.38
All council average	\$37.28	\$38.04

Table 2. Cost of kerbside garbage bin collection service per bin

Direct cost to Council of the kerbside garbage bin collection service per kerbside garbage collection bin	2014–15	2015–16
Cardinia Shire	\$122.06	\$119.29
Similar to Cardinia Shire Council average	\$88.57	\$95.51
All council average	\$100.52	\$100.59

Table 3. Kerbside collection bins missed per 10,000 households

Number of kerbside collection bins missed per 10,000 scheduled kerbside collection bin lifts	2014–15	2015–16
Cardinia Shire	6.34	10.23
Similar to Cardinia Shire Council average	6.69	6.63
All council average	5.02	4.16

Table 4. Kerbside collection waste diverted from landfill

Percentage of garbage, recyclables and green organics collected from kerbside bins that is diverted from landfill	2014–15	2015–16
Cardinia Shire	46.00%	46.05%
Similar to Cardinia Shire Council average	46.89%	46.22%
All council average	40.86%	42.92%

Comparisons between the measures for Cardinia Shire, compared with ‘All councils’ and ‘Councils similar to Cardinia Shire show’ that our recycling service is delivered at a lower cost than all councils and similar councils (Table 1), however our garbage service is more expensive than average and similar councils (Table 2). Providing waste collection services for a large shire combined with the long travel distances to the disposal and processing facilities means contract costs are higher than the average council, which is hard to avoid. Council has, however, secured a good price per tonne for its recyclables which has offset the collection costs for recyclables.

Table 3 shows that missed bins have increased in the recent 2015–16 year, having been previously aligned with similar councils. Keeping up with growth and new service requirements have been an ongoing challenge, together with servicing rural and difficult access areas.

Table 5. Kerbside diversion rate by local governments, Victoria 2014–15

Victorian Local Government Annual Waste Services Report 2014–15

Rank	Local government	Diversion rate 1* (%)
1	Nillumbik Shire Council	71%
2	Moyne Shire Council	61%
3	Greater Geelong City Council	56%
4	Manningham City Council	55%
5	Knox City Council	55%
6	Corangamite Shire Council	55%
7	Surf Coast Shire Council	54%
8	Colac Otway Shire Council	54%
9	East Gippsland Shire Council	53%

Rank	Local government	Diversion rate 1* (%)
10	Casey City Council	53%
11	Frankston City Council	53%
12	Monash City Council	53%
13	Greater Shepparton City Council	53%
14	Maroondah City Council	52%
15	Bayside City Council	52%
16	Baw Baw Shire Council	51%
17	Banyule City Council	50%
18	Boroondara City Council	50%
19	Mornington Peninsula Shire Council	50%
20	Whitehorse City Council	49%
21	Latrobe City Council	49%
22	Kingston City Council	47%
23	Moira Shire Council	47%
24	Cardinia Shire Council	46%
25	Hobsons Bay City Council	46%
26	Macedon Ranges Shire Council	45%
27	Alpine Shire Council	45%
28	Darebin City Council	44%
29	Glen Eira City Council	44%
30	Yarra Ranges Shire Council	43%
31	Wodonga City Council	43%
32	Moonee Valley City Council	42%
33	Greater Dandenong City Council	42%
34	Moreland City Council	41%
35	Melton Shire Council	41%
36	Campaspe Shire Council	40%
37	Central Goldfields Shire Council	39%
38	Indigo Shire Council	39%

Rank	Local government	Diversion rate 1* (%)
39	Warrnambool City Council	39%
40	Whittlesea City Council	39%
41	Northern Grampians Shire Council	38%
42	Benalla Rural City Council	38%
43	Wyndham City Council	37%
44	Stonnington City Council	36%
45	Murrindindi Shire Council	36%
46	Mount Alexander Shire Council	36%
47	Wellington Shire Council	36%
48	Mildura Rural City Council	36%
49	Yarra City Council	35%
50	Southern Grampians Shire Council	35%
51	Glenelg Shire Council	34%
52	Mitchell Shire Council	34%
53	Moorabool Shire Council	34%
54	Maribyrnong City Council	34%
55	Brimbank City Council	33%
56	Strathbogie Shire Council	33%
57	Gannawarra Shire Council	32%
58	Wangaratta Rural City Council	32%
59	Hume City Council	31%
60	South Gippsland Shire Council	30%
61	Hepburn Shire Council	30%
62	Queenscliffe Borough Council	29%
63	Ballarat City Council	29%
64	Port Phillip City Council	29%
65	Mansfield Shire Council	29%
66	Buloke Shire Council	28%
67	Towong Shire Council	28%

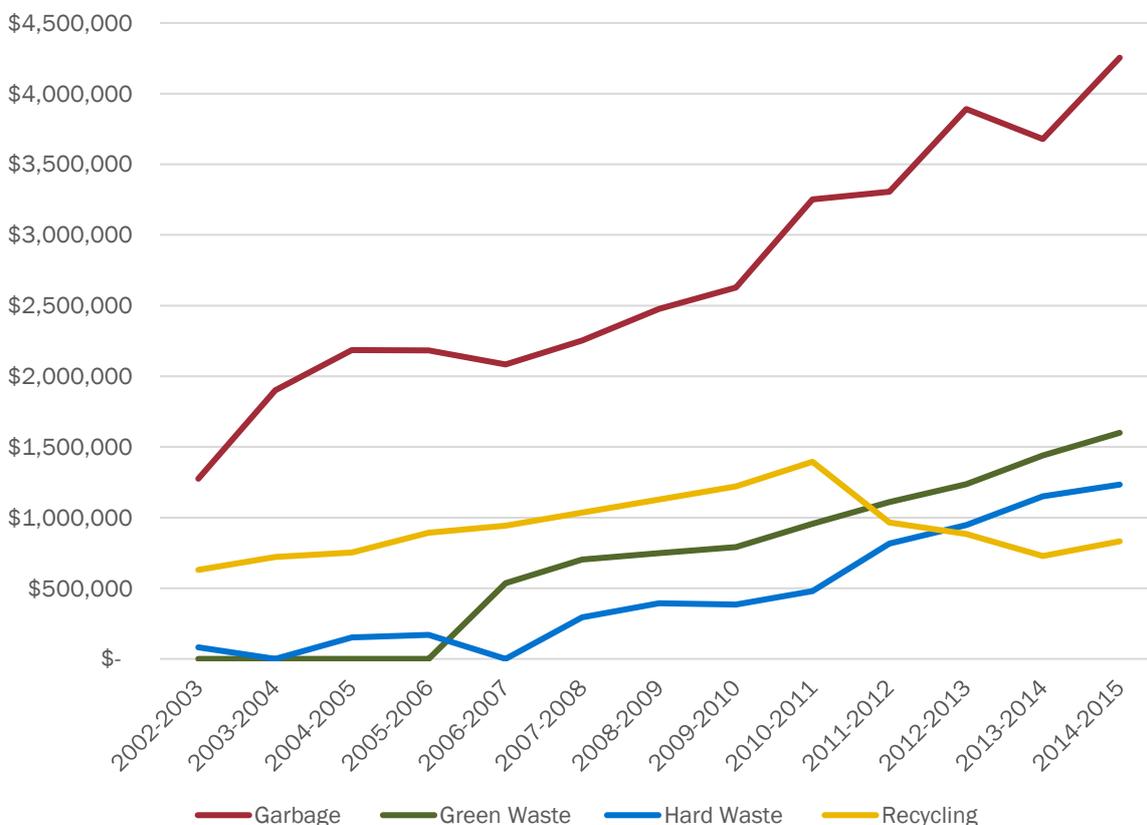
Rank	Local government	Diversion rate 1* (%)
68	Swan Hill Rural City Council	28%
69	Ararat Rural City Council	27%
70	Loddon Shire Council	26%
71	Bass Coast Shire Council	25%
72	Greater Bendigo City Council	24%
73	Yarriambiack Shire Council	24%
74	Golden Plains Shire Council	21%
75	Pyrenees Shire Council	21%
76	Melbourne City Council	21%
77	Hindmarsh Shire Council	20%
78	Horsham Rural City Council	17%
79	West Wimmera Shire Council	16%
	State average	44%

*Diversion rate 1 refers to tonnes of recyclables and green organics collected (less contamination) divided by tonnes of garbage, recyclables and green organics collected.

Table 5 shows Cardinia Shire's diversion rate, meaning the amount of recyclables plus green waste recovered as a proportion of total kerbside services (recyclables/green waste/garbage). Council is well-placed above the state average, but with opportunity to strive for higher rates achieved by other municipalities.

3 Costs

Figure 3. Cost of kerbside waste services including disposal



Generally, waste services costs are going up, as shown in Figure 3. The significant increase in garbage has been partly attributed to rising EPA levy charges, especially since 2009–10. The exception is the recycling service which saw a sharp drop in overall costs by moving to a payment per tonne model for recyclables in 2011. This is the reason that of the total kerbside service costs, garbage makes up 54 per cent of costs, and recycling 10 per cent (Figure 4). Of course, the recycling service also operates fortnightly rather than weekly.

Figure 4. Cost proportion of kerbside waste service (including disposal) 2014–15

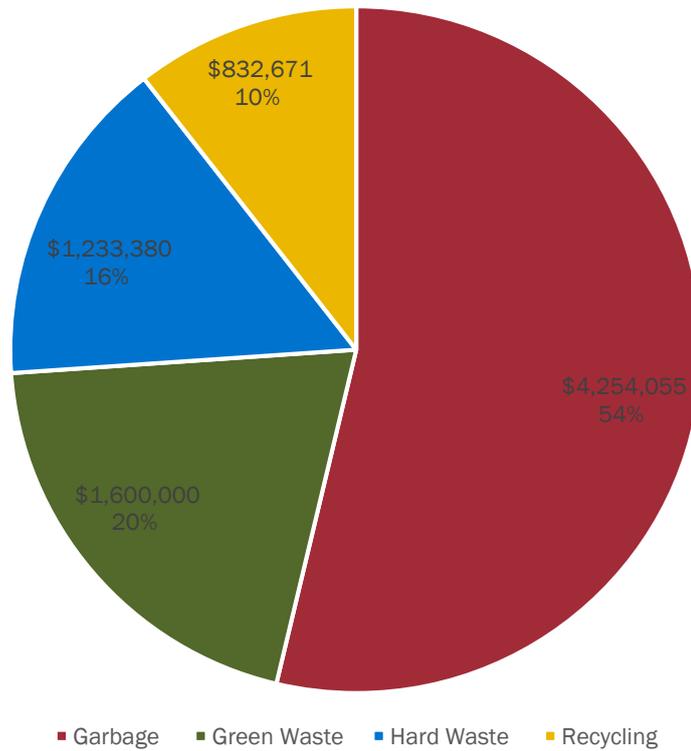


Figure 5. Break down of Cardinia Shire Council dumped rubbish collection costs

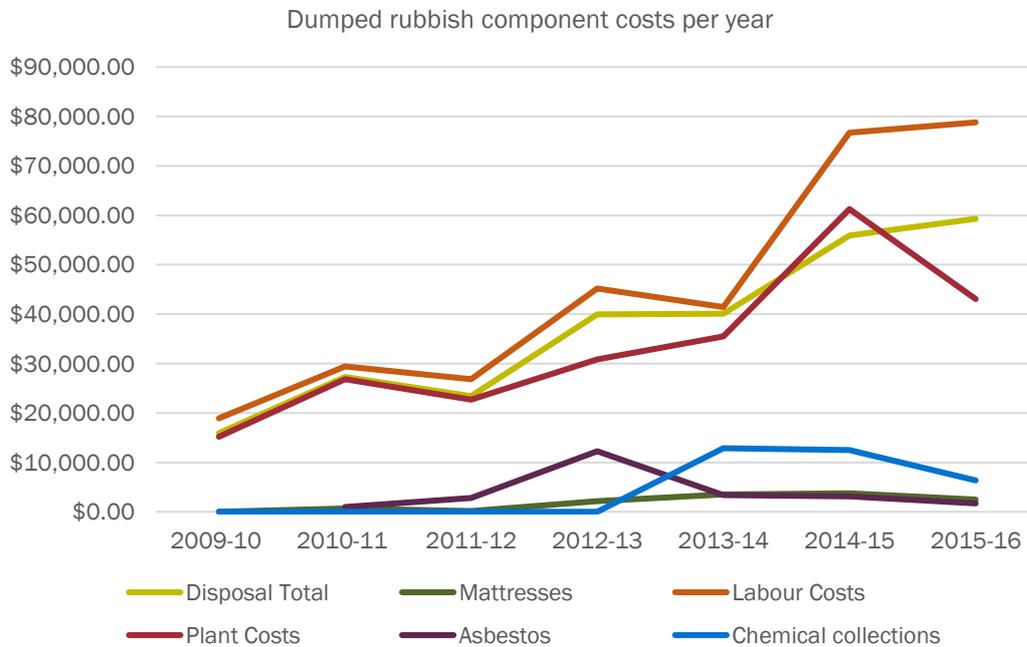


Figure 5 shows the breakup in costs for removal and disposal of illegally dumped rubbish. Staff and fleet costs to deliver the service make up the largest proportion, with disposal also a significant cost.

4 E-waste

Figure 6. Trend of Cardinia Shire e-waste tonnes collected at Council drop off events per calendar year. Starting from 2012 'halve your waste' program baseline data.

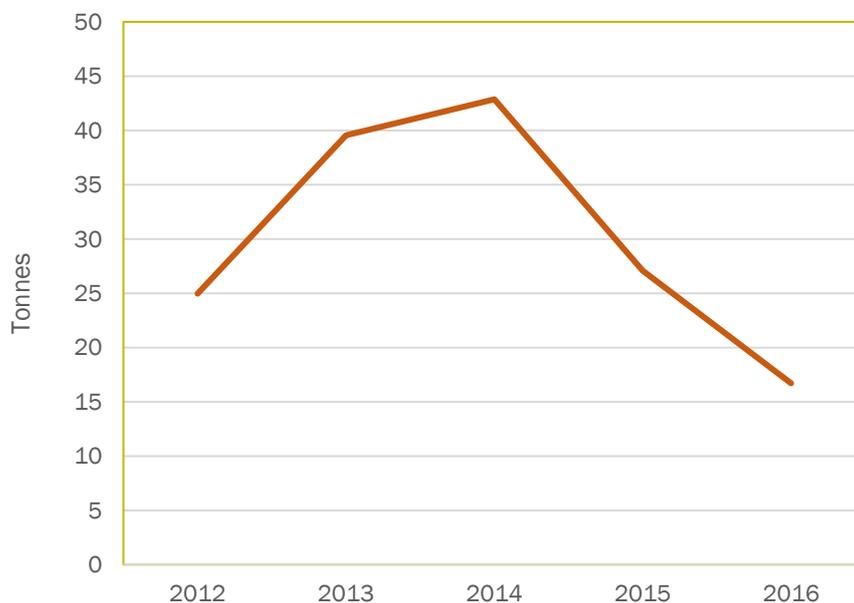


Table 6. Comparison of Cardinia Shire e-waste drop off event tonnages with collection of e-waste as part of the hard and green waste collection.

Year	Total tonnages	Number of events	Average tonnage per event
2012	24.966	2	12.5
2013	39.55	8	5
2014	42.87	7	6.12
2015	27.08	6	4.51
2016	16.71	6	2.78
Oct/Nov 2016 - hard waste collection	7.53	1	7.53

Tonnages of e-waste collected by Council at its events peaked in 2013–14 (Figure 5) which coincided with the changeover to digital television an resulting disposal of analogue TVs. The addition of TVs and computers collected from the kerbside as part of the hard waste service achieved higher tonnages at less cost that hosted events, with the capacity to increase further as there is more awareness and familiarity with the service.

Appendix 4 – Feedback - draft Waste and resource recovery strategy 2017–26

October 2017

As part of the Waste and resource recovery strategy development, the waste management team undertook community consultation on the draft document. This was in addition to an initial 700 respondent telephone survey conducted prior to development of the survey.

Part of this consultation was a series of online surveys asking residents to rate or comment on matters relating to the overall strategy, or select individual topics they wish to provide feedback on. The surveys were promoted on Facebook, and via newsletters.

Response rates were as follows:

Type	Responses
Feedback on overall survey	161
Feedback on Reducing Waste survey	10
Feedback on Hard Waste Collection Changes survey	28
Feedback on Reducing Burning off survey	21
Feedback on Waste Advocacy survey	6
Written responses received	1
Comments on Facebook posts	48

Demographics

- 74.5% heard about the strategy through Facebook, 14% through email
- 76% of responders were female and 24% were Male
- 86% of responders fell between the ages of 25 and 64

Key themes and outcomes

Reducing waste

Ten residents chose to respond to the survey specifically related to this topic. When given an option of five ways to reduce waste to landfill and asked to rank them in order of priority, the top two responses from survey respondents were:

- increasing compost bin and worm farm rebate from \$30 to \$50, and
- more recycling and education at Council run and supported facilities.

Survey respondents were also given the opportunity to provide comments. Common themes were:

- requests for additional recycling bins
- support for more waste education to the community especially new residents
- support for more composting and diversion of food waste.

Hard waste service changes

Only 28 people chose to respond to the Green and hard waste service survey, indicating generally low levels of concern/engagement with the proposal to move toward a bookable service model. Council received 178 responses and 23 comments to the individual and collective survey. Residents were all fully supportive of a green and hard waste service, considering it to be a necessary and well used service. These self-selected surveys showed a drop in support to 42 per cent from the previous 6.2 mean score for support to move toward a bookable green and hard waste service.

Key themes (comments):

- People might not know how to book service which will result in more dumped rubbish
- Booked/voucher system would be good
- Separate out green waste service from general hard waste – make separate bookings available
- Booked service would mean rubbish in our street all year round
- Can't see how this (a bookable service) would work for hills areas

Reducing burning off

Residents were asked how supportive they were of the proposed options to support the Open Air Burning Policy, with 21 specifically responding to this survey topic. Generally, residents chose to comment on how supportive they were of burning off generally, with 50 per cent of comments supporting reduced burning off, others felt burning off was the only practical solution to protect their properties.

The well-supported solutions for alternatives to burning off were:

- A trial of a free green waste drop-off at local transfer stations during the fire preparation period (54.04% rated 1 or 2)
- A bookable green waste service as part of a booked hard and green waste collection (51.56% rated 1 or 2)

Comments (common themes):

- Request more frequent green bin collections
- Burning off is necessary for my property
- Don't have access to trailer for moving quantities of waste
- Would support limiting burning off days if communicated properly

Advocacy

Ten residents chose to respond to the survey specifically related to this topic. Together with responses for the full survey, 144 responses were received to the question relating to Council advocating on behalf of the community in a number of waste areas including state-wide waste facilities, policy, legislation and programs as well as national waste and litter issues.

The topics with the most support were:

- Reducing soft plastics/ban plastic bags
- Recovery of food waste (composting/fogo/community compost areas)
- More recovery streams (ewaste, food)

Written response

A written response was received from residents of one property outlining that the practice of burning off was necessary for their property, and that the alternatives proposed were not suitable. The strategy document was updated to acknowledge that the practice of burning off is necessary in some parts of the shire to reduce risk from bushfire and advise it is Council's intension to provide some alternative options for residents through the action plan.

Council's response to feedback

The following table outlines Council's response to this feedback, which was updated into the Waste and resource recovery strategy considered for adoption by Council in December 2017.

New/amended/existing actions	Feedback and Council response	Related strategy action
New action	<ul style="list-style-type: none"> • Feedback showed residents want to have more space in their recycling bin to recycle more. • This new action will investigate how Council can support the community to make better use of the kerbside recycling system. This will explore: providing advice on how to make more room in your recycling bin such as squashing bottles and boxes, minimising contamination, incentives for taking up a second yellow lidded bin, and/or potential for bins with more capacity. 	5. Investigate strategies for maximising benefits of kerbside recycling bins.
Amended/existing actions	<ul style="list-style-type: none"> • Council acknowledges community feedback suggesting that some areas of the shire require burning off to reduce the risk of bushfire. • WRRS updated to reflect this, confirming objective to provide alternative options for residents where available. 	6. Implement a suite of options that provide alternatives to burning off 7. Trial green waste drop off option for residents at 2 transfer stations 11. Promote green waste services and their benefits within the community to expand knowledge

Amended/existing actions	<ul style="list-style-type: none"> • There is concern around increased dumped rubbish, related to bookable hard waste. • We will move forward the timing of the business case for a litter and illegal dumping prevention officer to support bookable hard waste services and minimise dumping/litter. • Works to address other concerns are also covered in existing actions. 	<p>17. Review dumped rubbish service for improved delivery</p> <p>18. Explore options for gaining evidence of illegal dumping and littering and undertake trial.</p> <p>19. Develop a business case for a dedicated litter and illegal dumping prevention officer to promote correct behaviours, as per Best Practice (timeframe now October 2019)</p>
Amended/existing actions	<ul style="list-style-type: none"> • It is clear the community supports composting • Council will increase current compost rebate to \$50 within an existing action. 	<p>2. Expand waste reduction rebate program to reward positive behaviours by increasing compost bin/worm farm rebate to \$50, and expanding to include a \$50 green waste mulcher rebate</p> <p>9. Continue to promote the benefit of composting as a preference to all other collection systems.</p>
Amended/existing actions	<ul style="list-style-type: none"> • Council acknowledges there is strong support for more waste education. • Comments showed residents are not always aware of all our initiatives, or services, which is addressed in current actions 	<p>10. Participate in regional education programs where available</p> <p>13. Review waste and resource recovery content on website annually to ensure continued relevance</p> <p>14. Provide educational material and support to schools and ELC to improve engagement and resource recovery</p> <p>15. Provide education and promotion on emerging or hot issues as part of Council's waste and resource recovery education program, annually identified</p> <p>21. Complete roll out of national standard signage to public place litter and recycling services to assist users to correctly use bins</p>
Amended/existing actions	<ul style="list-style-type: none"> • There is strong support for hard waste service and synergies with reducing dumped rubbish • There are some concerns about the cost of a move toward a bookable service. 	<p>32. Hard waste – move toward booked services for future hard waste contracts, considering dumped rubbish service synergies – Council will tender both options to provide a cost benefit comparison at tender process</p> <p>33. Hard waste – initiate discussions with other Council's on joint procurement</p>

	<ul style="list-style-type: none"> Existing actions address these issues, with a tender process allowing a cost benefit comparison. 	
Amended/existing actions	<ul style="list-style-type: none"> Residents have advised they would value more frequent hard waste services and tip vouchers. Council commits to exploring the option of a voucher (in lieu of second hard waste collection) for disposal of hard waste at resource recovery centres. This will be done in conjunction with advocacy and potential delivery of a privately run reuse shop to encourage separation and recovery opportunities. 	<p>26. Build on success of new resource recovery facilities by advocating for improved resource recovery and reuse options (such as e-waste/detox your home/SV programs/new streams/reuse opportunities/education)</p> <p>32. Hard Waste – move toward booked services for future hard waste contracts, considering dumped rubbish service synergies: – Tender both models at next tender period, considering dumped rubbish service synergies. Consider options for a voucher system where a reuse shop can be established, i.e. one booked service and/or one voucher for disposal at transfer station and/or reuse shop</p>
Existing action/s	<ul style="list-style-type: none"> There was strong support for future food waste collection services and more frequent green waste collections as a waste reduction and sustainability measure. As an existing measure, Council will be investigating these possibilities 	<p>8. Undertake a review and develop a system for diverting food waste from landfill</p>
Existing action/s	<ul style="list-style-type: none"> There is strong support for advocacy around reducing plastic bag use. This is covered within an existing action. 	<p>15. Provide education and promotion on emerging or hot issues as part of Council's waste and resource recovery education program, annually identified</p> <p>27. Advocate for limited use of single-use plastics at Council-supported events and facilities.</p>

The feedback was included in the updates to the final waste and resource recovery strategy and attachments prior to adoption by Council December 2017.

Action/implementation plan – for Council use only

Action/implementation 5-year plan (2017–21)

Regional actions

No	Action	Team	Timeframe	Cost/Details	Additional comments (for Council use only not part of Strategy)
1.	Work with the MWRRG on the delivery of the MWRRG Implementation Plan as required	Waste Team (IS)	As required	Existing staff resources within garbage charge budget.	

Reducing waste

No	Action	Team	Timeframe	Cost/Details	Additional comments (for Council use only not part of Strategy)
2.	Expand waste reduction rebate program to reward positive behaviours by increasing compost bin/worm farm rebate to \$50, and expanding to include a \$50 green waste mulcher rebate	Waste Team (IS)	July 2018	Estimated annual cost \$5,600 compost/worm farm rebate and mulcher rebate \$2,500. \$5,600 funded within garbage charge budget (diverted from waste education allowance), and \$2,500 funded within green waste charge budget.	Increase compost bin rebate to \$50, expand to green waste mulcher rebate \$50, as this has not increased since 2010. Expand to include schools and community groups with up to three rebates per group.
3.	Undertake business case to expand rebate program to cloth nappies	Waste Team (IS) Children and Family services (CFS)	July 2020	Existing staff resources within garbage charge budget for initial business case	Undertake business case for cloth nappies as a waste reduction initiative considering support in community, MHN support and community and waste reduction benefits.
4.	Update waste guidelines regarding 'No garden waste in the garbage bin', and undertake promotion and compliance activities	Waste Team (IS)	June 2018	Existing staff resources within garbage charge budget. Promotion delivered within waste education component of garbage charge.	Update the guidelines regarding no green waste in garbage bins, and promote its use and benefits to encourage take up of the green bin service. Undertake activities to identify

No	Action	Team	Timeframe	Cost/Details	Additional comments (for Council use only not part of Strategy)
					and educate offenders. Consider inclusion of 'how to reduce the impact of burning off' by avoidance where possible and best practice burning off, i.e. no wet leaves etc.
5.	Investigate strategies for maximising benefits of kerbside recycling bins	Waste Team (IS)	June 2019	Investigation to be delivered with existing staff resources within garbage charge. Outcome will assess and determine further costs and benefits.	To explore: making room in your recycling for more material, minimising contamination, incentives for taking up a second yellow lidded bin, bins with more capacity.

Green waste

No	Action	Team	Timeframe	Cost/Details	Additional comments (for Council use only not part of Strategy)
6.	Implement a suite of options that provide alternatives to burning off	Waste Team (IS)/ Safer Communities (CS)	October 2020	<p>To include:</p> <ul style="list-style-type: none"> Booked green and hard waste service expected to be up to 20% more expensive. However, savings to be achieved to dumped rubbish \$78K, and savings of green waste drop off service of \$100K. Net cost to each residential property of up to \$1.01 - \$3.66 per year (depending on whether they currently take up the green bin service or not). Literature developed within existing waste education component of garbage charge budget* Drop off trial expected to cost \$50,000 per year, funded by green waste budget. 	Trial of drop off options for 10 days at two transfer stations (November 2017) before moving toward booked service option as part of booked green and hard waste service, mulcher rebate, promotion of green bin, create literature/education material on 'What are my options for managing green waste?'

No	Action	Team	Timeframe	Cost/Details	Additional comments (for Council use only not part of Strategy)
7.	Trial green waste drop off option for residents at two transfer stations	Waste Team (IS)	Fire Preparation period November 2017	As above, within action 6.	Trial this option, prior to moving to a booked green and hard waste service model in the future. Evaluate considering convenience, cost effectiveness and equality.
8.	Undertake a review and develop a system for diverting food waste from landfill	Waste Team (IS)	October 2019	Existing resources within draft garbage charge/green waste budget for 2017-18. Costs of delivering new services determined as part of review. To be undertaken in conjunction with the south east region and MWRRG.	Undertake a review to divert organic waste from landfill, to include: <ul style="list-style-type: none"> review best practice of food waste collection system at the kerbside and learn from other examples identify collection service change requirements and tender new services develop behaviour change program and identify support required develop business case for project officer for implementation consider support/provision to businesses
9.	Continue to promote the benefit of composting as a preference to all other collection systems.	Waste Team (IS)	Ongoing (reporting annually)	Existing resources within Garbage charge budget, rebate as above \$5,600.	Promote composting and increase of rebate to \$50 and provide support for schools and community gardens.

Waste related education

No	Action	Team	Timeframe	Cost/Details	Additional comments (for Council use only not part of Strategy)
10.	Participate in regional education programs where available	Waste Team (IS)	As opportunities arise (report annually)	Existing staff resources within garbage charge budget, and waste education component.	Such as 'Get it right on bin night', 'Back to earth', etc.

11.	Promote green waste services and their benefits within the community to expand knowledge	Waste Team (IS) /Safer Communities (CS)	November 2020	Existing staff resources within garbage charge budget, and waste education component.	Promote the benefit of using green bin instead of landfilling or burning off. Drop off options plus benefits of beneficial use of material.
12.	Continue to support the hard copy calendar, as well as online presence (while support continues from the community)	Waste Team (IS) / Communications (CC)	Ongoing	Existing budgeted item within garbage charge	
13.	Review waste and resource recovery content on website annually to ensure continued relevance	Waste Team (IS)/ Communications (CC)	Annually	Existing staff resources	
14.	Provide educational material and support to schools and ELC to improve engagement and resource recovery	Waste Team (IS)	Ongoing (report annually)	Existing resources within garbage charge budget. Recycling Processing Contract currently provides \$10,000 worth of education program per year as prescribed by Council.	Provision of education materials, posters etc and advice on how to implement and undertake recycling in schools, with education where available.
15.	Provide education and promotion on emerging or hot issues as part of Council's waste and resource recovery education program, annually identified	Waste Team (IS)	Annual Planning	Existing staff resources within garbage charge budget, and waste education component of charge.	Increased promotion in areas of: <ul style="list-style-type: none"> • food waste into the future • green waste benefits • single-use plastics, micro-plastics, e-waste • promote all successful prosecutions for dumped rubbish • could include under 'Halve your waste' program messages

Litter and illegal dumping

No	Action	Team	Timeframe	Cost	Additional comments (for Council use only not part of Strategy)
16.	Continue to support community led litter initiatives such as 'Clean up Australia Day'	Waste Team (IS)	Ongoing	Existing resources within garbage charge budget	Continued supply of litter pickers, clean up Australia Day, ad hoc requests as they arise.

17.	Review dumped rubbish service for improved delivery	Waste Team (IS) / Operations (O)	March 2018	Review to occur under existing staff resources. There is currently a \$207,000 allowance within the 2017-18 garbage charge budget. This budget would be used to fund the trial.	Undertake a trial of contracted/dedicated service to improve response times and then implement dumped rubbish in a booked hard waste service model. Consider interactions across many parts of Council, customer service, compliance, operations, development.
18.	Explore options for gaining evidence of illegal dumping and littering and undertake trial	Waste Team (IS) /Operations (O) and Compliance Services (DCC)	October 2019	Estimated camera cost \$5,000, funded by savings achieved within e-waste services of 2017-18 garbage charge, staff resources from compliance services.	Include a trial camera system for dumped rubbish, more compliance activities to mitigate dumping. Sign system plus camera use at strategic locations.
19.	Develop a business case for a dedicated litter and illegal dumping prevention officer to promote correct behaviours, as per best practice.	Waste Team (IS) /Operations (O) and Compliance Services (DCC)	October 2019	Existing resources within Garbage charge budget for Business Case	As recommended in the hard waste service delivery guidelines. Explore benefits of this role in minimising litter and illegal dumping, a significant emerging issue. This business case will be undertaken prior to implementation of a booked service model for hard and green waste services, to address residential concerns over decreased visual amenity, and maximise benefits of bookable service.
20.	Continued review of public place litter and recycling services, to reduce litter, maximise recycling and reduce contamination	Waste Team (IS)	At least annually	Existing resources within garbage charge budget	This will be ongoing part of service review.
21.	Complete roll out of national standard signage to public place litter and recycling services to assist users to correctly use bins	Waste Team (IS)	October 2020	Existing resources within garbage charge budget (litter bin infrastructure maintenance component)	This program has commenced, with further work continuing. National branded vinyl stickers and metal signage, funded within bin infrastructure maintenance budget

22.	Collaborate on regional actions on dumped rubbish – data, sharing ideas, contracts, litter and illegal dumping enforcement etc	Waste Team (IS)/ Operations (O)	As opportunities arise (report annually)	Existing resources within garbage charge budget	
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Leading the way

No	Action	Team	Timeframe	Cost	Additional comments (for Council use only not part of Strategy)
23.	Undertake internal review of waste and recycling at Council run or supported facilities for effectiveness and increased resource recovery opportunities	Waste Team (IS)/ Children and Family Services (CFS) / Community Strengthening (CS) / Recreation and facilities (AC)/ Open Space (O) / Buildings and Facilities (BF)	March 2019	Existing staff resources within garbage charge budget	<p>Led by Waste team, a collaboration project reviewing current waste services at Council run or supported facilities. Will look at:</p> <ul style="list-style-type: none"> • current services - appropriateness, cost effectiveness • changing needs • waste behaviours at each site • types of users for facilities • contract and lease arrangements • identification of sites requiring more education • internal and external bin infrastructure requirements
24.	Retrofit internal bin systems at appropriate facilities along with education support	Waste Team (IS)/ Community Wellbeing (CS)/ Children and Family Services (CFS)/ Recreation and	As budget allows within next five years, minimum three per year.	Estimated cost \$4,600 for three sites, (from current litter bin infrastructure maintenance budget within garbage charge)	<p>Led by Waste team, collaboration project involving Recreation, Children and Families and Community Development, Building and Facilities, Open Space.</p> <p>Will be supported by and also help inform the review (Action 23), and will commit to installing three facilities per year within current bin infrastructure budget within garbage charge.</p>

No	Action	Team	Timeframe	Cost	Additional comments (for Council use only not part of Strategy)
		facilities(AC) / Open Space (O)/Buildings and Facilities (BF)			
25.	Implement best practice waste and resource recovery services and infrastructure at new Council facilities, including demolition and construction waste.	Waste Team (IS)/Buildings and Facilities (BF)/Recreation (AC)/Engineering (IS)	As arises.	Capital works budget. Cost estimated at \$20,000 per site (\$2,000 additional to existing costs for the internal bins)	Review all facilities at master planning stages for waste provision, funded and installed within capital works budgets. Develop waste management plans for each site. Implement targets for recovery of demolition and construction waste.

Advocacy

No	Action	Team	Timeframe	Cost/Details	Additional comments (for Council use only not part of Strategy)
26.	Build on success of new resource recovery facilities by advocating for improved resource recovery and reuse options (such as e-waste/detox your home/SV programs/new streams/reuse opportunities/education)	Waste Team (IS)	As opportunities arise (reporting annually)	Existing resources within garbage charge budget	
27.	Advocate for limited use of single use plastics at Council supported events and facilities.	Waste Team (IS) / Community Strengthening (CS)	Ongoing	Existing resources within garbage charge budget	
28.	Advocate to Commonwealth Government for availability of the product stewardship programs to reduce the cost to	Waste Team (IS)	Ongoing as opportunities	Existing resources within garbage charge budget	Fridges/mattresses/e-waste, and other emerging problem materials, i.e. tyres.

	Council and seek opportunities at local resource recovery facilities.		arise (report annually)		
29.	Advocate to Sustainability Victoria on the importance of 'Detox your home services' to the community	Waste Team (IS)	Ongoing	Existing resources within garbage charge budget	Reporting annually - advocate for continued annual events plus permanent services at local resource recovery facilities for the shire.

Development

No	Action	Team	Timeframe	Cost/Details	Additional comments (for Council use only not part of Strategy)
30.	Review and update of the Development guidelines to assist with the continued and increasing consideration of waste provisions within developed areas	Waste Team (IS) / Strategic and Statutory Planning (DCS)(SED)	Updated document provided by June 2019.	Existing resources within garbage charge budget. (Potential \$1,000 legal advice - funded by garbage charge.)	Update MUD Development guidelines similar to Developer Landscape Guidelines. Expand to accommodate mixed use, higher density residential developments, commercial, to include: <ul style="list-style-type: none"> • Council requirements and not negotiables • trigger point indication for planners • focus on safe and effective services and resource recovery. To address issues such as higher density, private developments, infill development, parks and open space, community facilities. Must compliment MWRRGs and SVs guidelines.

Landfill rehabilitation

No	Action	Team	Timeframe	Cost/Details	Additional comments (for Council use only not part of Strategy)
31.	Comply with EPA regulations for ongoing monitoring and maintenance of former Nar Nar Goon Landfill	Waste Team (IS)	Annually	Existing landfill monitoring component within garbage charge budget, up to \$60,000 per year.	

Contracts

No	Action	Team	Timeframe	Cost/Details	Additional comments (for Council use only not part of Strategy)
32.	Hard waste – move toward booked services for future hard waste contracts, considering dumped rubbish service synergies	Waste Team (IS)/Operations (O)	Oct 2020	The booked option provides overall benefit to Council and the community over time. Move toward this model by tendering both service models for a cost benefit comparison during next tender process. Existing component within garbage charge budget. New booked service could cost up to 20% more (refer Action 6), but with savings due to reduced cost for dumped rubbish services and improved green waste service access, overall impact is \$38,000, which results in up to \$1.01 - \$3.66 increase per property (depending on whether they are currently taking up green bin service)*	Tender both models at next tender period, considering dumped rubbish service synergies. Consider options for a voucher system where a reuse shop can be established, i.e. one booked service and/or one voucher for disposal at Transfer Station and/or Outlook reuse shop. Undertake a trial of dumped waste collection via contractor to alleviate resource pressures.
33.	Hard waste – initiate discussions with other councils on joint procurement	Waste Team (IS)	Oct 2018	Existing resources within garbage charge budget	Action 32 and 33 should be considered together for joint benefit/advantages
34.	Hard waste – review future hard waste specifications for tender to ensure they include provision for collection and clearance of waste from emergencies and extreme weather events	Waste Team (IS)	Oct 2020	Existing resources within garbage charge budget	
35.	For new contracts, review specifications to allow to explore new materials/opportunities for collection and recycling to maximise recovery and reduce waste to landfill	Waste Team (IS)	At procurement (report annually)	Existing resources within garbage charge budget, prices to be assessed at tender.	For example organic waste/ e-waste/ charity pre collection
36.	Landfill - work with MWRRG to procure landfill and alternatives to landfill beyond 2021, focusing on improved recovery rates.	Waste Team (IS)	April 2021	Existing resources within garbage charge budget. Prices available at tender, but likely to be more expensive due to higher technology and improved environmental outcomes. This decision will be referred	

No	Action	Team	Timeframe	Cost/Details	Additional comments (for Council use only not part of Strategy)
				to Council for agreement to participate as details and opportunities are further identified.	
37.	Annually review services through business planning processes to identify continued opportunities for efficiency improvements, appropriateness, value for money, and increased recovery.	Waste Team (IS)	By June each year	Existing resources within garbage charge budget	This will need to consider, among other things, changes in legalisation such as the anticipated e-waste ban legislation intended to be introduced by Victorian Government.

Review

No	Action	Team	Timeframe	Cost/Details	Additional comments (for Council use only not part of Strategy)
38.	Undertake annual review of Action Plan	Waste Team (IS)	September annually	Existing resources within garbage charge budget	
39.	Review Action Plan 2018–22 and update Action Plan for 2023–27	Waste Team (IS)	December 2021	Existing resources within garbage charge budget	

*Green and hard waste service cost comparison increase calculated using available rates as at 2016–17 financial year.

Business Unit coding

IS – Infrastructure services

CS – Community strengthening

CFS – Community family services

SED – Strategic and economic development

CC – Customer Communications

O – Operations

DCS – Development compliance services

AC – Active communities

9 WASTE AND RESOURCE RECOVERY STRATEGY (2017-26) - FOR ADOPTION

Moved Cr B Owen Seconded Cr J Springfield

That the Waste and resource recovery strategy (2017-26) be adopted by Council.

Cd.

10 MOUNTAINBOARDING VICTORIA PETITION TO HAVE A NEW TRACK CONSTRUCTED IN BEACONSFIELD

FILE REFERENCE INT1782535

RESPONSIBLE GENERAL MANAGER Jenny Scicluna

AUTHOR Greg Polson; Fiona Christopher

RECOMMENDATION

Council consider the benefits of constructing a multi-use dirt track that can be utilised for Mountainboarding, Mountain Bike and BMX riding at either Holm Park Recreation Reserve or Kath Roberts Reserve in Beaconsfield and determine whether Council officers should proceed in obtaining a design and a cost analysis for the track.

Attachments

- | | | |
|---|---|-------------|
| 1 | Copy of Mountainboarding Victoria signed petition | 22
Pages |
| 2 | Aerial view of two proposed locations for a potential BMX/mountainboard track within Beaconsfield | 2 Pages |

EXECUTIVE SUMMARY

Mountainboarding Victoria have addressed a petition to Council that contains 223 signatures in support of a new shared use track that caters for mountainboarding, mountain bike and BMX riding to be constructed to the north of the netball courts at Holm Park Recreation Reserve.

A majority of the signatures are from school aged residents who reside in the Beaconsfield and Berwick area that have been introduced to the sport of mountainboarding or have an existing interest in mountain bike or BMX riding.

This report provides an overview of the history of Mountainboarding Victoria, what is required in the construction of a new track, potential locations for such a facility and the cost implications associated with the design and construction.

BACKGROUND

Mountainboarding is a sport that allows participants to ride a wide variety of terrain (natural ground surfaces similar to a BMX track, hills and slopes) in the same way they might skate, surf or snowboard on without the need for concrete, waves or snow. A mountainboard is shaped like a snow board and fixed to four inflatable all terrain tyres with the riders strapping their feet to the top of the board.

Generally, the sport is undertaken on a dirt BMX track, grassy hill in parkland, skate park or on a 'mobile mini-mountain' that consists of ramps that enable mountainboarders to generate speed and perform different tricks. The ability to generate a mountainboard track in almost any location is an attractive component of the sport and enables beginners to practice their skills prior to attempting a track with jumps, rails and quarter pipes.

Mountainboarding Victoria was established several years ago as a subsidiary of Mountainboarding Australia by local Beaconsfield resident Dylan Warren. Dylan has created an impressive website showcasing the sport and his trips to places such as China and Europe where the sport has a

greater following. He has been involved in the design and construction of new Government funded tracks in China that are aimed at increasing tourism to the country. Through organised demonstrations of the sport throughout Australia, he hopes to showcase the benefits of providing a new outdoor activity aimed at attracting children and young people to participate in. This sport also attracts adults as participants.

In recent years, Mountainboarding Victoria have hosted the 'Beaconsfield Bash' at Hilltop Reserve which is located beside O'Neil Road in Beaconsfield. The event generally attracts around 50 people who range from experienced riders to novices, looking to get an understanding of what the sport entails.

In October this year, the event was cancelled by Council's Compliance Services team as a result of Mountainboarding Victoria not having the correct Council permits required to host the event on public land. As a result of this cancellation, representatives have worked to understand Council's requirements, and hope to hold this event again in the future, with the required permit in place.

Representatives of Mountainboarding Victoria have met with Council officers and expressed their desire for a facility that would support their sport, and have since worked to build the profile of the sport within the local area by developing a petition was created consisting of 223 signatures requesting that Council consider the construction of a new mountainboarding track at Holm Park Reserve in Beaconsfield.

he submitted petition provides a design example of a mountainboard facility at Holm Park. The proposed track is suggested that it can be shared use for both BMX, mountainboards and mountain bikes.

Representatives of Mountainboarding Victoria have been involved in the design of the new skate park to be constructed at Holm Park Reserve. They are aware of the cost implications to Council in removing the spoil from the construction for the new skate park at Holm Park Reserve and have suggested it could be utilised in creating the proposed mountainboarding track to the north of the existing netball courts. Council's environmental engineers have confirmed that the area outlined for the construction does not pose any environmental concerns.

Further the Holm Park Reserve Master Plan had proposed this area for walking trails and other recreational uses, therefore it would be reasonable to suggest a possible mountainboard/ BMX track in this location.

Throughout the consultation for the new Beaconsfield Skate park, Council officers have identified a strong community appetite for the development of an improved BMX track within Beaconsfield, with Kath Roberts Reserve BMX track underutilised due to its small and simple design. There is clear evidence of this need for a more advanced BMX track within Beaconsfield, with Council officers removing an illegally built BMX track at the Beaconsfield Neighbourhood House some 3 plus months ago, and quite a bit of online chatter expressing the need for a BMX facility for the local children and young people.

Council officers have considered both the Holm Park Reserve and Kath Roberts Reserve BMX Track as potential locations for a future mountainboarding/ BMX track to support community demand.

Both sites are large enough to construct a multi-purpose track that could be utilised for mountainboarding, BMX and mountain bike riding.

Further site investigations would be required to determine structural requirements for such a facility and construction/ maintenance costs.

POLICY IMPLICATIONS

Nil.

RELEVANCE TO COUNCIL PLAN

This report relates to the following sections of the Council Plan:

Our Environment

- Develop new and existing, parks, gardens and reserves in a sustainable manner
- Provide accessible facilities to meet identified community needs

Our People

- Support children, young people, families, older adults and people with disabilities by providing a range of accessible facilities and services
- Provide active and passive recreational facilities to meet the needs of our residents; and
- Increase opportunities for participation in a range of sport and leisure activities.

CONSULTATION/COMMUNICATION

Recreation staff have met with representatives of Mountainboarding Victoria to establish a relationship with Council and discuss their requirements relating to the long term sustainability of their sport.

The consultation has highlighted the passion the group has for their sport and their positive approach in providing younger residents with an opportunity to get active.

The consultation with members of Mountainboarding Victoria in the design process for the new Beaconsfield skate park also highlights their willingness to be involved in community projects and eagerness to provide their experience from utilising such facilities.

The community consultation process initiated for the Beaconsfield Skate park design also highlighted strong community interest for an improved BMX facility within Beaconsfield

FINANCIAL AND RESOURCE IMPLICATIONS

Funding would be required to undertake detail design and construction of the proposed mountainboard facility at Holm Park Reserve.

The construction of the proposed Mountainboard track for Holm Park Recreation Reserve would require a competitive quote process to determine the costs associated with the works.

The Bunyip BMX track was constructed between 2011 and 2013 at a total cost of \$54,000 and is the closest example to what the proposed track may cost.

Council has an annual allocation of \$30,000 within the capital works program for the asset renewal of exiting BMX tracks throughout the Shire.

External funding available through State Government supported programs such as the Community Sports Infrastructure Fund may provide an opportunity for funding and Mountainboarding Victoria have expressed their desire to contribute through fundraising activities and in-kind labour.

CONCLUSION

Council consider supporting Mountainboarding Victoria in investigating the most appropriate location and obtaining a design and cost analysis for a new multi use dirt track to be constructed in Beaconsfield that will determine a future for the unique sport within Cardinia.

**10 MOUNTAINBOARDING VICTORIA PETITION TO HAVE A NEW TRACK
CONSTRUCTED IN BEACONSFIELD**

Moved Cr B Owen Seconded Cr J Springfield

That;

1. Council consider constructing a multi-use dirt track that can be utilised for Mountainboarding, Mountain Bike and BMX riding at a location in the Beaconsfield area. Possible sites for consideration to include Holm Park Recreation Reserve or any other suitable location in the proximity of Beaconsfield.
2. Council officers proceed in obtaining a design and a cost analysis for a track, and
3. A report be prepared and brought back to council by June 2018 for further consideration.

Cd.

11 APPOINTMENT OF COMMITTEE MEMBERS TO: THE LANG LANG TOWNSHIP COMMITTEE AND THE KOO WEE RUP TOWNSHIP COMMITTEE.

FILE REFERENCE INT1777466

RESPONSIBLE GENERAL MANAGER Jenny Scicluna

AUTHOR Kym Ockerby

RECOMMENDATION

1. That the following amendments and appointments be made to the Committee for the Lang Lang Township under Section 86 of the Local Government Act (1989).

Lang Lang Township Committee:

- Cynthia Gane President
- Liz Wilson Vice President
- Di Comber Secretary
- Elizabeth Gregorovich Treasurer
- Bob Comber Committee member
- Ken Robinson Committee member
- Peter Hayden Committee member
- Jean Hayden Committee member
- Travis Davidge Committee member

All previous members are removed from this committee and are acknowledged and thanked for their past contribution.

2. That the following amendments and appointments be made to the Committee for the Koo Wee Rup Township under Section 86 of the Local Government Act (1989).

Koo Wee Rup Township Committee:

- Rob Mure Vice President
- Cathy McNulty Treasurer
- Frank Crameri Committee member
- Lou Bucello Committee member
- Dave McPherson Committee member
- Audrey Mills Committee member
- Gus Moore Committee member
- Trevor Westmore Committee member
- Joyce Light Committee member
- Frank Worcester Committee member
- Valma Walker Committee member
- Geoff Stokes Committee member
- Gwen Lengersdorf Committee member

All previous members in the above positions are removed from this committee and are acknowledged and thanked for their past contribution.

Note: the positions of President and Secretary remain unchanged - appointments made on a bi-annual basis.

Attachments

Nil.

EXECUTIVE SUMMARY

This report advises Council of the membership of the Committees of Management that have been appointed as the result of public meetings that have been conducted by Councillors or Council Officers.

BACKGROUND

Members of Special Committees require appointment by Council resolution pursuant to Section 86 of the Local Government Act. The election of Special Committees of Management is organised by Council and takes place annually or at other specified times.

The Act requires that Council approves the membership of Special Committees. It also notes those who are no longer members.

At a meeting held on Thursday 26th October, 2017 the members detailed above were elected to be appointed by Council to the Lang Lang Township Committee for the current term as specified in the Instrument of Delegation (annually).

At a meeting held on Wednesday 1st November 2017 the members detailed above were elected to be appointed by Council to the Koo Wee Rup Township Committee for the current term as specified in the Instrument of Delegation (annually for committee members and bi-annually for officer bearers).

POLICY IMPLICATIONS

Nil,.

RELEVANCE TO COUNCIL PLAN

Establishing and maintaining Committees of Management is directly relevant to the Council Plan goals of actively engaging with communities and increasing levels of community participation.

CONSULTATION/COMMUNICATION

Nil.

FINANCIAL AND RESOURCE IMPLICATIONS

Nil,.

CONCLUSION

It is appropriate for the Council to confirm the appointment of these new members to the Township Committee for Lang Lang and the Township Committee for Koo Wee Rup.

11 APPOINTMENT OF COMMITTEE MEMBERS TO THE LANG LANG TOWNSHIP COMMITTEE AND THE KOO WEE RUP TOWNSHIP COMMITTEE.

Moved Cr R Brown Seconded Cr G Moore

1. That the following amendments and appointments be made to the Committee for the Lang Lang Township under Section 86 of the Local Government Act (1989).

Lang Lang Township Committee:

- Cynthia Gane President
- Liz Wilson Vice President
- Di Comber Secretary
- Elizabeth Gregorovich Treasurer
- Bob Comber Committee member
- Ken Robinson Committee member
- Peter Hayden Committee member
- Jean Hayden Committee member
- Travis Davidge Committee member

All previous members are removed from this committee and are acknowledged and thanked for their past contribution.

2. That the following amendments and appointments be made to the Committee for the Koo Wee Rup Township under Section 86 of the Local Government Act (1989).

Koo Wee Rup Township Committee:

- Rob Mure Vice President
- Cathy McNulty Treasurer
- Frank Crameri Committee member
- Lou Bucello Committee member
- Dave McPherson Committee member
- Audrey Mills Committee member
- Gus Moore Committee member
- Trevor Westmore Committee member
- Joyce Light Committee member
- Frank Worcester Committee member
- Valma Walker Committee member
- Geoff Stokes Committee member
- Gwen Lengersdorf Committee member

All previous members in the above positions are removed from this committee and are acknowledged and thanked for their past contribution.

Note: the positions of President and Secretary remain unchanged - appointments made on a bi-annual basis.

Cd.

Addition of Late Urgent Business Matter

Moved Cr Jodie Owen seconded Cr Michael Schilling

That the following matter be considered as an urgent business late Item

Cd

13 HILLS HUB CONSTRUCTION

FILE REFERENCE INT1784233

RESPONSIBLE GENERAL MANAGER Michael Ellis

AUTHOR Walter Carmignani

RECOMMENDATION

That Council:

1. Award the tender for Contract no. 17/46 Cardinia Hills Hub Construction to MelbCon Pty Ltd for the contract sum of \$6,956,346.00 (excl. GST).
2. Advise tenderers accordingly.
3. Seal is affixed to the relevant contract documents.

Attachments

- 1 Confidential memorandum circulated to councillors only 4 Pages

EXECUTIVE SUMMARY

This report provides consideration for the appointment of a contractor to construct the new 2 level, 1,500m² Cardinia Hills Hub building at Emerald, adjoining the existing Emerald Library. The proposed works include the construction of a multi-purpose community hub building to cater for the current and future needs of the wider Hills community and existing tenants, including landscaping.

The tender submitted by MelbCon Pty Ltd meets and complies with the conditions of tender and provides a negotiated contract price that is within budget.

BACKGROUND

The Hills Hub project originated from the long term strategic plan for the Emerald Library / Emerald Mechanic's Institute precinct.

Approximately 12 years ago the new Emerald Library was constructed and a three stage plan was developed identifying the Emerald Mechanic's Institute and former CFA site as the preferred location for a future community hub.

The Project Advisory Committee includes representatives from the Emerald Mechanic's Institute, Emerald U3A and Men's Shed, 3MDR, Eastern Dandenong Project Group, Worrell Reserve Committee, Ward Councillors and representatives from the Emerald, Cockatoo and Gembrook Township Committees. A number of sub-committees have been created including a

Communications Committee, an Assessment Committee, Sub-design Group and a Governance and Management Committee.

Tender documents were recently advertised publicly in late October 2017 and closed on 21 November 2017.

The Evaluation Panel consisting of Council Officers and external consultants to the project, evaluated the tenders received and interviewed for further details and clarification. The tender submitted by MelbCon Pty Ltd is recommended by the Evaluation Panel for acceptance.

POLICY IMPLICATIONS

Nil.

RELEVANCE TO COUNCIL PLAN

The construction of the Hills Hub will address the following Council Plan areas:

1. Our People
 - 1.3.3 Support the provision of learning opportunities for all ages and abilities.
 - 1.4.4 Support children, young people, families, older adults and people of all abilities by providing a range of accessible services and facilities.
 - 1.7.1 Implement plans that support people in times of emergency.
2. Our Community
 - 2.1.4 Plan for the provision of facilities to services and support our changing communities.
3. Our Environment
 - 3.1.3 Provide accessible facilities to meet identified community needs.

CONSULTATION/COMMUNICATION

Extensive consultation and engagement has occurred during the life of this project to date. This has included the engaging of the former DEPI and seeking its endorsement, which was provided.

The Advisory Group was formed and relevant sub-committees created to focus on specific components of the project. Approximately 20 community groups and organisations have been met with throughout Emerald and the district, and provided information or participated in the project development.

Community information sessions have been held at Emerald and Gembrook, together with recent distribution of plans and elevations of the proposed design for the Cardinia Hills Hub building for further community engagement.

FINANCIAL AND RESOURCE IMPLICATIONS

Funding for this project is made available from:

- \$4,980,870.00 (Council funding)
- \$1,500,000.00 (National Stronger Region Fund)
- \$ 250,000.00 (Eastern Dandenong Ranges Group)
- \$1,500,000.00 (Growing Suburb Funding).

In total \$8,230,870.00 has been provided for the construction of the Hills Hub of which there is sufficient funding in awarding the tender to MelbCon Pty Ltd.

CONCLUSION

It is the Evaluation Panel's recommendation that Council accept the tender submitted by MelbCon Pty Ltd for the construction of the Cardinia Hills Hub for the contract sum of \$6,956,346.00 (excl. GST).

13 HILLS HUB CONSTRUCTION

Moved Cr L Wilmot Seconded Cr B Owen

That Council:

1. Award the tender for Contract no. 17/46 Cardinia Hills Hub Construction to MelbCon Pty Ltd for the contract sum of \$6,956,346.00 (excl. GST).
2. Advise tenderers accordingly.
3. Seal is affixed to the relevant contract documents.

Cd.

ACTIVITY REPORTS**12 MAJOR PROJECT AND STRATEGIES ACTIVITY REPORT**

FILE REFERENCE INT1782103

RESPONSIBLE GENERAL MANAGER Michael Ellis

AUTHOR Andrew Barr; Desiree Lovell; Walter Carmignani; Mark Howard

RECOMMENDATION

That the report be noted.

Attachments*Nil.***EXECUTIVE SUMMARY**

As part of the reporting process to Council, this monthly report provides an update of the current status of major projects and strategies in progress. It includes an update on major projects, capital works, special charge schemes, asset management and strategies current at the time of this report.

CONCLUSION

This regular activity report is provided for Councillor's information.

CAPITAL WORKS**Reserves***Deep Creek Reserve*

Project description Deep Creek Reserve is a 48-hectare Council 'greenfield' site, bounded by the Pakenham Golf Course to the North and the railway line to the south.

The development of this site will include new paths and car park, development of infrastructure (including a sustainable environment complex, including new golf club rooms, all abilities playground, indigenous plant nursery, wetland and education facilities, kick about area, car park and associated drainage) and Melbourne Water wetlands.

The delivery of the Deep Creek project consists of six separately tendered packages broken up into:

- Bulk earthworks
- Construction of the building and services
- Construction of the regional all-abilities playspace
- Civil works package for the car park and associated drainage
- Pakenham Golf Course - Construction of New Holes
- Landscaping package of works

Additional works to come in future financial years consists of the construction of the Cardinia Community Nursery and Education Hub.

Funding	<p>The Deep Creek Project has a budget of \$10.69 million project and this includes funding received from the Victorian Government's Growing Suburbs Fund (\$2.825 million) for part of the works.</p> <p>The Andrew's Foundation has contributed \$200,000 to the construction of the future indigenous plant nursery that will be delivered in future years.</p>
Timelines	Construction of main components of reserve to be completed in 2019
Update	<p>Council has awarded contracts for the Deep Creek building and services to Kirchner Constructions Pty Ltd, and Red Centre Nominees Pty Ltd for the Deep Creek regional all-abilities playspace.</p> <p>Three separate tenders for the construction of the civil works associated with the car park, golf course redevelopment and landscaping components of the overall project recently closed, with the relevant reports are to be presented at this Council meeting.</p> <p>Residents will see a swarm of works on the reserve once all the contractors are up and running early in 2018.</p>

Lang Lang Community and Recreation Precinct

Project description	<p>The construction of a major recreation and community precinct which is being undertaken in partnership with Lang Lang Community Bank. It will include sporting facilities, multipurpose community spaces, parks and other open spaces for recreational activities.</p> <p>Stage 1 includes the construction of:</p> <ul style="list-style-type: none"> • 2 x ovals including cricket wickets, subsurface drainage, irrigation and flood lighting • 4 x netball court and flood lighting • 1 x practice cricket facility • sedimentation basin, wetlands and water re-use pond (for irrigation purposes) • internal access roads, carparks, footpaths and associated drainage • earthworks for the future pavilion, car parking and associated drainage • landscaping
Funding	<p>Lang Lang Community Bank purchased the 36-hectare parcel of land upon which the precinct will be constructed and have committed \$3.2 million including land purchase to the project. \$1.5 million has been received from the Australian Government's Building Better Regions Fund.</p> <p>Council and our partners have committed in excess of \$10 million to the project between 2015-16 and 2020-21</p>
Timelines	Stage 1 works are scheduled to be completed by April 2018, with the ovals being ready by the middle of the 2018-19 cricket season (weather dependent).
Update	The return of finer weather has seen a dramatic improvement in progress of the works with earthworks to subgrade level and subsurface drainage completed on both ovals. Irrigation pipework and the perimeter spoon drain is complete on one of the two ovals and commenced on the other. Pending fair

weather, the contractor expects to complete one of the ovals by the end of December.

In addition to the above, works on the netball courts, access roads and associated car parking are also well advanced with concrete kerbing nearing completion.

Officer Recreation Reserve No. 2 oval reconfiguration

Project description	Reconstruction of western oval at the Officer Recreation Reserve, Starling Road Officer. The works include but are not necessarily limited to reorientation, reshaping and resurfacing of the oval and the installation of subsurface drainage and irrigation. The existing floodlighting will also be upgraded.
Funding	The project is funded by Council
Timelines	Works scheduled to be commence in the 2018–19 financial year.
Update	The fee proposal of the design of the oval has been accepted and design works have commenced.

Koo Wee Rup Primary and Secondary School oval upgrades

Project description	Reconstruction of the Koo Wee Rup Primary School oval and the adjacent Koo Wee Rup Secondary School oval. The primary school oval upgrade includes new sub-surface drainage, two new cricket nets and some portable barrier netting to protect school infrastructure. The secondary school oval upgrade includes new sub-surface drainage and irrigation and flood lighting, installation of a bore, power upgrade, construction of a new pavilion and extension of the synthetic hockey pitch to meet Australian standards.
Funding	The primary school upgrade is funded by Sport and Recreation Victoria (\$100,000) and Council The secondary college is funded by the Victorian Government's Department of Education (\$1.6 million).
Timelines	Works scheduled to be commence in the 2018–19 financial year.
Update	The fee proposal of the design of the ovals has been accepted and design works have commenced.

Shared trail and pedestrian crossing of Puffing Billy Railway

Project description	Construction of a shared trail from Como Street to Pinnocks Road and a pedestrian crossing of Puffing Billy railway at Pinnocks Road Emerald. The works include the construction of concrete sleeper walls and associated fencing and asphalt and crushed rock pathways.
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Funding	The project is funded by Council
Timelines	Works scheduled to be completed by the end of April 2018.
Update	Design for the path works and associated civil works has been completed, including a review by Puffing Billy. Quotes are currently being sought for construction to commence in 2018.

Holm Park Recreation Reserve Carpark resurfacing

Project description	Construction and sealing of the northern carpark and associated access roads
Funding	The project is funded by the Australian Government's Department of Infrastructure and Regional Development
Timelines	Works scheduled to be completed by the end of February 2018.
Update	The successful contractor has been notified. The works have been scheduled to commence early January 2018.

IYU Recreation Reserve carpark resurfacing

Project description	Construction and sealing of the carpark and associated access roads
Funding	The project is funded by Council
Timelines	The works are expected to be completed by May 2018.
Update	The tender for the construction of the works was advertised on Saturday 18 November, and closes on Tuesday 12 December.

Emerald netball facility

Project description	<p>Construction of new Emerald Netball Facility and associated infrastructure at Pepi's Land. The works will be undertaken in the following three stages:</p> <ul style="list-style-type: none"> • Stage 1 - Internal works including carpark, retaining walls, site services, stormwater drainage, netball courts, lighting and building platform for future pavilion • Stage 2 - External works including road widening in Beaconsfield Emerald Road adjacent to the site. • Stage 3 - Construction of new pavilion
Funding	The project is funded by Council
Timelines	Construction of stage 1 to be completed mid 2018
Update	<p>Tenders for stage 1 recently closed, with the relevant reports to appoint a contractor will be presented separately at this Council meeting.</p> <p>Design of stage 2 is nearing completion and once complete it will be submitted to VicRoads for approval. On receipt of this approval, tenders will be requested.</p>

Eastern Dandenong Ranges Trail

Project description	The Eastern Dandenong Ranges Trail is a multipurpose trail linking Emerald to Gembrook. The Emerald-Cockatoo component through Emerald Lake Park and Wrights State Forest providing a link between the two towns was completed some time ago. Council has been successful in securing funds to construct the final 6.5km length from McBride Street, Cockatoo to Gembrook Station. The trail follows existing road reserves and the Puffing Billy train line between the towns to create a unique and scenic trail.
Funding	The project is being funded by Council (\$900,000), the Australian Government's Department of Infrastructure (\$1 million election commitment) and the Victorian Government's Growing Suburbs Fund (\$545,000).
Timelines	The Cockatoo to Gembrook section is expected to be complete early 2018.
Update	The new sections of trail along the Puffing Billy railway line is nearing completion and the Fielder Road section has also been completed. The contractor is expecting to commenced work on intersection improvements in January 2019.

Emerald Community Hub

Project description	The Hills Hub project has been in development since late 2014. The Hills Hub will enhance existing community activities delivered by the Emerald Mechanics Institute, establishing a long term base for Emerald U3A, Emerald Men's Shed, 3MDR Community Radio station and other existing stakeholders. It will also provide opportunity to respond to emerging local needs, including skill development, training and employment creation. An Advisory Group of community stakeholders across a wide range of community organisations was established. Council has undertaken extensive consultation and negotiations to design a multi-purpose facility.
Funding	The project is funded by Council (\$4.88 million), the Australian Government's National Stronger Regions Fund (\$1.5 million), Victorian Government Growing Suburbs Fund (\$1.5 million) and the Eastern Dandenong Ranges Group/Dandenong Ranges Community Bank Group (\$250,000)
Timelines	Construction of the Hills Hub is due to commence in early 2018 with completion due mid-2019.
Update	The tender for the construction of the Hills Hub closed on 21 November and are currently being evaluated.

Arcadia Park, Officer

Project description	The design and construction of a neighbourhood park and playground at Arcadia Estate Neighbourhood 1 (east of Gum Scrub Creek). The park includes: <ul style="list-style-type: none"> • large climbing forest • swings • existing large trees • additional tree and garden bed planting • park features that relate to well-known children's stories • free wifi
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- a large deck and sand pit
- feature paving

The theme of the park is based on well-known children's stories including 'Mother Goose', 'The 100 Storey Treehouse' and 'The Very Hungry Caterpillar' and ties in with the estate street names of famous authors.

Funding	This project is funded by Satterley (the developer of the estate) and is valued over \$1 million
Timelines	The playground is anticipated to be opened by late December
Update	Works are progressing well with opening of park due before Christmas.

Roads, paths, drains and bridges

Bridge Road duplication

Project description	Duplication of Bridge Road between Viridian Avenue and Cardinia Road
Funding	The project is funded by Council through the Cardinia Road Development Contribution Plan
Timelines	The request for tender was advertised on Saturday 18 November with tenders closing on Tuesday 19 December. It is expected works to be completed by the end of June 2018.
Update	It is expected that a report will be presented to Council at the February 2018 meeting recommending a contractor.

Thirteen Mile Road/Bunyip River Road Blackspot project

Project description	This intersection has been identified as a high risk intersection. The offsetting of the western leg of the Bunyip River Road to the north at this intersection will improve safety at this location.
Funding	The project is being funded through VicRoads Blackspot Program
Timelines	Work to commence in early 2018.
Update	The tenders for this project closed on the Tuesday 31 October, with a report to be presented separately to this Council meeting to appoint a contractor subject to access to required land.

Wheeler Road Special Charge Scheme

Project description	Construction of 270m of Wheeler Road west of Bundilla Road, Maryknoll, includes seal, pavement, kerb & channel (north side only), underground drainage and associated engineering survey, design and administration.
Funding	This project will be jointly funded by Council and benefiting property owners through a special charge scheme.

- Timelines It is anticipated that construction of the road will be completed prior to the end of the year.
- Update Works on Wheeler Road are well underway. Drainage works are complete and pavement works are progressing.

Kenilworth Avenue construction

- Project description Construction of the first stage of Kenilworth Avenue, extending from Brunt Road to the Princes Highway underpass. The works include a sealed road pavement, kerb and channel on both sides, underground drainage, a concrete path on the south side and a shared concrete pathway on north side.
- Funding This project is funded through the Officer Developer Contributions Plan and is being delivered by an active developer in the immediate area as works in kind against payment of their developer contributions.
- Timelines It is anticipated that the first stage construction of the road will be completed in March 2018. It is anticipated that second stage works, extending to Coach House Lane and to be delivered by Council, will proceed following the completion of the first stage.
- Update Works on Kenilworth Avenue have commenced on site with the required tree removal completed and drainage and pavement about to commence.

2017-18 new footpath program

- Project description Council’s footpath program looks to extend the footpath network in and around townships. The following footpaths have been selected to be constructed in the 2017-18 new footpath program:

Footpath location	Status	Timing (estimate)
Carnarvon Street, Lang Lang	Complete	
Railway Avenue, Bunyip	Complete	
Bald Hill Road, Pakenham	Complete	
Macclesfield Road, Avonsleigh	Complete	
Fourteen Mile Road/Beswick Street Garfield	Complete	
Pinnocks Road, Emerald	Complete	
Rossiter Road, Kooweerup	To commence	January
Fairbridge Lane, Cockatoo	To commence	February
Belgrave Gembrook Road, Gembrook	To commence	February
Belgrave Gembrook Road/Puffing Billy Rail	To commence	March/April

- Funding The \$850,000 program is fully funded by Council through the footpath and pedestrian and bicycle strategy programs

Update Two additional paths completed (Bald Hill Road, Pakenham and Pinnock Road, Emerald), with contractors due to commence new projects in January 2018.

2017-18 footpath maintenance program

Project description The maintenance of Council's existing footpath network, as set out in Council's Road Management Plan (RMP).

Timelines This is an ongoing program. Regular inspections are carried out on Council's footpath networks and defects outside the intervention levels as set out in the RMP are rectified. Customer notifications of footpath issues are also covered as part of this program.

Funding The \$563,000 program is fully funded by Council

Update The new software management system is working well with the high category footpath being inspected again in November. Any defects that were highlighted as part of these inspections are currently being repaired.

2017-18 unsealed road re-sheeting program

Project description The unsealed roads re-sheeting program is aimed to replenish approximately 45 kilometres of unsealed roads throughout the shire with new crushed rock that has been lost due to storms and general wear and tear.

Funding The \$960,000 program is fully funded by Council

Timelines It is anticipated that the program will be completed by March 2018

Update The 2017-18 program is progressing well with approximately 15 kilometres of roads completed to date.

2017-18 unsealed footpath re-sheeting program

Project description This program aims to replenish approximately 8 kilometres of unsealed gravel footpaths with new crushed rock material that has been lost due to varied weather conditions and general wear and tear, resulting in an improved and safer surface for users of these footpaths.

Funding The \$92,000 program is fully funded by Council

Timelines It is anticipated that the program will be completed by March 2018

Update The unsealed gravel footpath re-sheeting program for 2017-18 has been sent out for quotations with works planned to commence in February 2018.

2017-18 drainage program

Project description The maintenance and upgrading of Council's drainage network.

Funding The \$400,000 program is fully funded by Council

Timelines It is anticipated that the program will be completed by the end of April

Update Detailed designs for A'Beckett Road, Bunyip have been completed with works due to commence early 2018.

Major culvert replacement on Ingram Road, Nar Nar Goon North is awaiting Melbourne Water permits and approvals.

Works have now been completed in Poplar Crescent in Emerald.

Jolley Road bridge replacement

Project description Replacement of existing timber bridge with a contemporary reinforced concrete structure. The existing bridge was constructed in the 1930's and has a 10 tonne load limit which severely restricts the bridge being able to be used by large agricultural machinery and CFA fire fighting vehicles.

Funding The project is funded by Council and the Australian Governments Bridges Renewal Programme.

Timelines Works to be completed mid-2018.

Update The request for tender was advertised on Saturday 18 November with tenders closing on Tuesday 19 December. A report will be presented to Council at the February 2018 meeting recommending a contractor.

OTHER CAPITAL PROJECTS

Pakenham Depot construction of stages 3 and 4 for the administrative building

Project description Stages 3 and 4 include:

- completion of the lower and upper level of the concrete portion of the redeveloped building
- refurbishment of the metal shed portion providing full occupancy of the lower level and with opportunity for upper level as need may arise
- formal toolbox and meeting space for over 100 staff
- lift adjacent to reception and stair access to both buildings
- lunchroom incorporating kitchen, amenities including toilets for the disabled and showers
- multi-purpose room and sick bay, and
- formal meeting rooms and informal spaces

Funding The project is funded by Council

Timelines Completion end of May 2018

Update Works are progressing well with installation of steel work has commenced .

Pakenham kindergarten redevelopment

Project description The redevelopment includes

- new 100m² extension accommodating a new multipurpose area, storage room, staff room, amenities and covered outdoor storage space
- renovations throughout the remainder of the building
- replacement of weatherboards, timber fascia and gutters

- replacement of evaporative cooler with two new multi-head air conditioning units

Students and teachers will be accommodated in another facility during construction

Funding	The project is funded by Victorian Government Department of Education and Training grant (\$350,000) and Council.
Timelines	Works are due to commence late January 2018 and are due to be finished in June, with students and teachers to commence classes in Term 3.
Update	Tenders have closed and a separate report recommending the preferred contractor will be presented at this Council meeting.

12 MAJOR PROJECT AND STRATEGIES ACTIVITY REPORT

Moved Cr J Owen Seconded Cr C Ryan

That the report be noted.

Cd.

REPORTS OR MINUTES OF COMMITTEES

The Mayor advised of minutes received from various committees and briefing sessions that were available for perusal by any interested persons.

REPORTS BY DELEGATES

Youth Council

Cr Schilling detailed progress with commencement with the Youth Council and following interviews of the 24 applicants aged between 15 and 21 the members of the 2018 Council will be announced later in the week.

Carols by Candlelight

Cr Schilling advised of his attendance at the Pakenham Carols by Candlelight event and thanks all staff and community members involved in the function.

Muslim peace symposium

Cr Brown advised that in company with the Mayor he had attended a Muslim peace symposium that involved a variety of speakers, politicians and police and that the Imam provided a call for peace

KWR Christmas Carols

Cr Brown advised of the successful conduct of Carols by Candlelight in Cochrane Park where a crowd of approx. 2000 attended and congratulated the Lions Club for their efforts.

Cardinia Environment Coalition Christmas Party

Cr Springfield advised of his attendance at the annual Christmas Party of the Cardinia Environment Coalition and congratulated them on their activities

Tynong Defibrillator

Cr Moore advised of the recent opening at the CFA in Tynong of the community defibrillator facility.

Garfield Christmas Festival

Cr Moore advised that the Garfield Christmas Festival was being held on Friday evening.

Harold Bould Memorial Award

Crs Moore and Ryan advised of their attendance at the Harold Bould Award announcement where Council's Young Citizen of the Year Emily Bloxidge was announce as a recipient of the Award

Red Cross Blood Bank

Cr Ryan advised of her attendance at the Red Cross Blood Bank in Pakenham.

Casey Cardinia Foundation

Cr Brett Owen advised of the grants recently announced by the Foundation.

Emerald Museum

Cr Brett Owen advised that an appointment had been made to the Emerald Museum Officer position with Melissa Cahill to commence in the role.

Community Safety Forums

Cr Brett Owen advised of recent safety forums conducted by Victoria Police in conjunction with the Council.

Beaconsfield Knitting Group

Cr Wilmot praised the ladies at the Beaconsfield Knitting Group who had donated over 700 items for distribution to needy families.

Cockatoo Township Committee

Cr Wilmot congratulated the Cockatoo Township Committee for again erecting Christmas decoration in the town.

Ash Wednesday Bushfire Education Centre

Cr Wilmot advised of her attendance at the recent Fire Awareness Awards and presented the Mayor with a special commendation that was awarded to the Ash Wednesday Bushfire Education Centre.

Berwick Woodworkers

Cr Jodie Owen advised of her attendance in company with Cr Brown at the Berwick Woodworkers Group, at the Berwick Cheese Factory to celebrate the donation of 800 handmade toys made by the group.

COMMUNITY QUESTION TIME

The Mayor advised that a question had been received from Mr Michael Smith, and asked if Mr Smith was present in the gallery.

Mr Smith was not present and the Mayor advised that a written response would be provided.

Meeting closed at 9.03pm

Minutes Confirmed
Chairman