

# MITCHELL SHIRE COUNCIL.

*Waste Management Strategy 2016-2021*



**MITCHELL SHIRE COUNCIL**



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# 1. Executive Summary

The Mitchell Shire Council Waste Management Strategy aims to provide guidance to Council in the management of waste services and to provide a framework of priorities for improving the efforts made by Council and the community to divert waste from landfill and improve recycling practices.

The objectives of the Waste Management Strategy are to:

- > Reduce the quantities of waste sent to landfill
- > Increase the amount of waste diverted for recycling or reuse
- > Reduce the amount of litter and dumped rubbish and improve waste and recycling infrastructure in public places
- > Provide waste services that are economical, equitable and accessible to all members of our community
- > Promote waste minimisation initiatives within our community
- > Structure and deliver services which reduce waste to landfill and improve the environment

In developing this strategy consideration has been given to the key challenges for waste management services across Mitchell Shire. These challenges include servicing increasing population growth, improving Resource Recovery Centre infrastructure to meet best practice standards, future financial and environmental liabilities resulting from the operation of Mitchell Landfill and relating to rehabilitation of historic landfill sites given Council's constrained resources.

Conversely there are also a number of opportunities that exist for Council in delivering waste and resource recovery services. These opportunities include a renewed state level focus on waste management as a priority environmental issue and increased level of program support and funding.

This strategy sets out a vision for future waste and resource management within Mitchell Shire that will be achieved through the implementation of strategies and actions outlined in the Implementation Plan and by working with the community. Objectives and actions contained within the strategy underpin, contribute and inform the future operations of Council's waste management services. The actions have been prioritised for delivery over the life of the Waste Management Strategy from 2016 to 2021.



## 2. Our vision

*Mitchell Shire Council provides equitable waste management and resource recovery services and infrastructure that prioritise and facilitate waste minimisation, resource reuse and recovery over disposal.*

## 3. Scope

The Waste Management Strategy (WMS) 2016-2021 supersedes Council's previous Waste Management Strategy 2010-2015 providing Council with clear strategic direction for delivering waste and resource recovery services into the future and maximising opportunities to divert waste from landfill. The WMS also provides a solid framework for managing waste and resource recovery more effectively and efficiently.

The WMS is focused predominantly on solid waste generated by the residential sector however it also considers some waste streams generated by the commercial sector.

The WMS will also provide clear future direction for Landfill and Resource Recovery Centre infrastructure and service delivery.

*Waste Reuse Shop.*



## 4. Introduction

The development of a revised WMS responds to a number of changes occurring in the waste management sector. The cost of waste disposal has continued to increase at a steady rate in recent years due to state government strategies aimed at driving higher levels of recycling and ensuring that the impact of landfill operations does not cause adverse environmental impacts. Other substantial drivers of change include occupational health and safety regulations, a renewed government focus on waste as a priority environmental issue, increasing public support to minimise waste to landfill and expected population growth within the shire.

Council is focused on facilitating an approach to waste management that minimises the volume of waste going to the Mitchell Landfill by providing opportunities for Council, residents and the local business community to reduce overall waste generation and divert recyclable materials away from landfill.

### What are Waste and Resource Recovery Services?

Waste and resource recovery are an essential service that seek to manage materials consumed and disposed of by all sectors of the community. Proper management of waste is essential to protecting the health and amenity of

our communities and the environment. Resource recovery is a key part of waste management that provides further environmental and economic benefits while responding to global issues such as resource depletion and climate change.

### Why does Council Manage Waste?

Under the Australian Constitution, State and Territory governments are primarily responsible for managing waste. The Victorian Environment Protection Act 1970 establishes the Environment Protection Authority (EPA) and its responsibilities for regulation of landfills, waste transport, alternative resource recovery facilities and litter. Council pays levies for all waste disposed to landfill (Landfill Levy), which the State uses to fund programs, including regional waste and resource recovery groups, the EPA, SV, numerous grants to councils, community groups, businesses and charities etc

Other State legislation dictating Council's obligations around waste management include the Local Government Act 1989 which requires Council to plan for and provide waste management services and facilities for the local community. The Public Health and Wellbeing Act 2008 also requires Council to maintain municipal districts in a clean and sanitary condition.

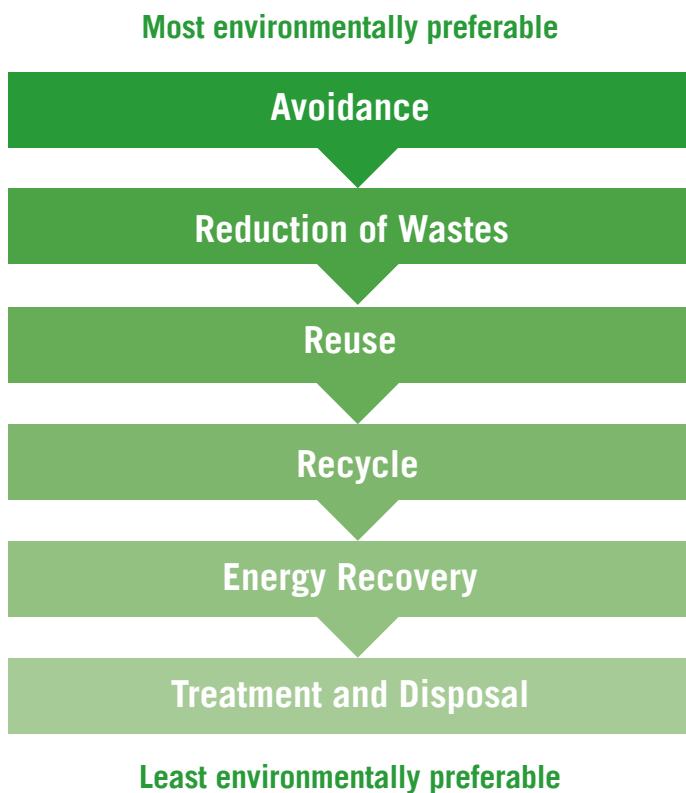
*Compost worms.*



## The Principles of Waste Management

Council seeks to achieve optimal environmental outcomes by managing waste in accordance with the waste management hierarchy as defined in the Environment Protection Act 1970 (EP Act).

**Figure 1: Waste Management Hierarchy**



The waste management hierarchy outlines an order of preference for managing waste based on environmental impacts.

- > Avoidance – avoid generating waste or generate less waste doing the same activity. For example using reusable items instead of disposable cups and shopping bags
- > Reduce – generate less waste doing the same activity. For example choosing materials with less packaging

- > Reuse and re-purpose – re-use a product for the same purpose it was created for, or re-purpose the product for a different use. For example fixing up an old bicycle, or turning discarded metals into a sculpture
- > Recycle – materials are reprocessed to create a new product. For example PET plastic bottles recycled into fleece textile
- > Recover – materials that are difficult to recycle are burned to recover the calorific value. For example controlled burning of tyres to generate heat for an industrial process
- > Dispose – as a final resort, materials can be disposed to landfill

The challenge for Council is to ensure that the waste management services it provides meet the needs of its community while enabling residents to reduce the amount of material disposed to landfill and achieve the best possible environmental outcomes.

The EP Act contains further principles which are to be considered by State and regional agencies as well as local government in decision making around waste infrastructure and services. These principles include:

- > intergenerational equity
- > integration of economic, social and environmental considerations
- > transparent and informative decision making
- > evidence based decision making
- > integrated waste and resource recovery management
- > proportionate and appropriate government intervention



# 5. Mitchell Shire Profile

Residents of Mitchell Shire value its attractive rural landscapes, country lifestyle, relaxed style of living and accessibility to Melbourne. The community has clear aspirations to maintain and enhance the country character of the Shire while providing for growth and diverse service needs and expectations.

The southern part of Mitchell Shire lies within Melbourne's designated growth boundary, while the central and northern parts of the Shire retain a largely rural landscape. The Shire's increasing integration with metropolitan Melbourne is driving population growth, making Mitchell the fastest growing regional municipality in Victoria with a projected growth rate of 5.8% per annum to 2036. Mitchell is one of 10 Interface Councils which will accommodate over 60% of Melbourne's future growth to 2026. The Shire is also one of 7 Growth Councils specifically earmarked to absorb future urban growth and development and major transport interchanges.

The shire's industrial base includes construction, manufacturing, retail, agriculture, transport, thoroughbred racing/equestrian, government and tourism.

The complexity and uncertainty of the economic, social and environmental changes in the shire over the next decade will require a focus on sustainable waste management services that can be delivered efficiently and effectively to the community.

## Local Population Characteristics and Residential Properties

Mitchell Shire is in a period of transition as it prepares itself for significant population growth. At the time of the 2011 Census, Mitchell's estimated residential population was 35,092 of whom approximately 88% were born in Australia. Almost 46% of Mitchell residents work within the municipality while 39.5% work outside the area.

Mitchell Shire Council serves 17,490 residential properties (including rural residential), and 911 commercial and industrial buildings. Approximately 77% of these residential/rural tenements receive the kerbside waste collection service, while the remaining 23% have the option to take their waste to a Resource Recovery Centre (RRC) or engage a private waste collection provider. Approximately 65% of commercial/industrial properties currently subscribe to the kerbside collection service with the remaining 35% utilising external waste collection providers.

*Residential growth in Mitchell Shire.*





# 6. Policy Context

Environmental Resilience is a key objective of the *Council Plan 2013-17* demonstrating Councils commitment to respond to changing environmental conditions and protect and enhance our natural environment to ensure long term sustainability. As such Council has committed to providing efficient and effective waste management.

*Mitchell Shire Council's Waste Management Strategy 2016-2021* will supersede *Mitchell Shire Council's Waste Management Strategy 2010-2015*.

Getting Full Value: Victoria's Waste and Resource Recovery Policy sets the 30 year vision for Victorian waste management and resource recovery. The policy envisions waste management as an essential community service that protects our health and environment and maximises the value of resources. The *Environment Protection Act 1970 (EP Act)* was amended in 2014 (*Environment Protection and Sustainability Victoria Amendment Act 2014*) to specify a new waste and resource recovery framework for Victoria. The EP Act describes the structure and purpose of this new planning framework and also requires that state agencies within the environment portfolio plan for municipal solid waste, constructions and demolition and commercial and industrial waste, no longer only municipal solid waste.

Sustainability Victoria (SV) is responsible for developing the State Waste Resource Recovery Implementation Plan (SWRRIP), the objective of which is to provide strategic direction for the management of waste and resource recovery infrastructure in Victoria for a period of 30 years. The SWRRIP provides the basis for regional planning processes by documenting long-term trends in waste generation, resource recovery, population and waste infrastructure at a state-wide scale. The SWRRIP was gazetted in June 2015.

Each of the seven Waste and Resource Recovery Groups (WRRGs) in Victoria are responsible for developing their respective Regional Waste Resource Recovery Implementation Plan (RWRRIP). The objective of a RWRRIP is to set out how the waste and resource recovery infrastructure needs of the waste region will be met over a

10 year period.

The WRRGs must submit a draft RWRRIP to EPA Victoria and SV within 12 months of the State Wide Waste and Resource Recovery Implementation Plan (SWRRIP) taking effect. After submission to EPA and SV the WRRGs have 6 months to finalise the formal integration process with SV to ensure the SWRRIP and RWRRIP align.

The objectives and functions of the GVWRRG are to:

- > plan for the future needs of waste and resource recovery infrastructure consistently with the SWRRIP by developing a Regional Waste and Resource Recovery Implementation Plans (RWRRIP)
- > facilitate efficient procurement including collective procurement of waste and resource recovery infrastructure and services
- > integrate the collective knowledge and needs of its region into State-wide waste and resource recovery education and market development programs and to facilitate the delivery of such education programs
- > provide support and advice to local government members including the facilitation of the Local Government Waste forum
- > undertake waste and resource recovery projects funded by government, councils and other organisations

In seeking to achieve its objectives and functions, the GVWRRG must collaborate with councils, Sustainability Victoria, the EPA, industry, business and the community.

Mitchell Shire Council is a member of the Goulburn Valley Local Government Waste Forum (GVLGWF), which has been formed under the *Environment Protection and Sustainability Victoria Amendment Act 2014*. The GVLGWF comprises 6 member Councils including Mitchell, Murrindindi, Strathbogie, Campaspe and Moira Shires and the City of Greater Shepparton.

The GVLGWF will be a conduit for consultation between the new GVWRRG and local governments and for the provision of advice to the GVWRRG board on matters and issues affecting

the role of local governments in waste management and resource recovery in the region.

There are several benefits for Mitchell Shire Council in being a member of the GVLGWF including collaboration and information sharing between member Council's, collective buying power, regional education and participation in other waste and resource recovery projects funded by State government.

The National Waste Policy, agreed by all Australian environment ministers in November 2009, and endorsed by the Council of Australian Governments, sets Australia's waste management and resource recovery direction to 2020. As the nature of waste changes, with more complex goods now a significant component of landfill it affects our capacity to recover materials from discarded products.

This National Waste Policy covers wastes, including hazardous wastes and substances, in the municipal, commercial and industrial, construction and demolition waste streams and covers gaseous, liquid and solid wastes.

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, and
- > contribute to the reduction in greenhouse gas emissions, energy conservation and production, water efficiency and the productivity of the land.

The *Product Stewardship Act 2011* provides the framework to effectively manage the environmental, health and safety impacts of products, and in particular those impacts associated with the disposal of products. The framework includes voluntary, co-regulatory and mandatory product stewardship. Successful programs implemented to date include the Television and Computer Recycling scheme, Flurocycle and the Tyre Product Stewardship scheme.

*Broadford Resource Recovery Centre.*



# 7. Goals and Targets

*Getting Full Value: Victoria's Waste and Resource Recovery Policy* sets goals for waste management in Victoria. These include:

- > assisting Victorians to reduce waste generation and achieve financial savings through efficient resource use
- > facilitating strong markets for recovered resources
- > facilitating a Victorian waste and resource recovery system that maximises the economic value of waste
- > reforming and strengthening institutions and governance to effectively drive the achievement of waste and resource recovery policy
- > reducing the environmental and public health risks of waste, and
- > reducing illegal dumping and littering

The GWRRG are currently developing a Regional Waste Resource Recovery Implementation Plan (RWRRIP) to implement the SWRRIP strategic directions at both the local and regional level. The RWRRIP will articulate goals for waste management and specific targets for waste diversion and resource recovery in the Goulburn Valley region. Council's WMS will need to be updated to align with the RWRRIP once it has been finalised.

In accordance with Council's vision for waste management the following goals will be achieved through implementing the strategies and actions outlined in this strategy.

1. The community understands why waste avoidance, reuse and recycling are important, and are encouraged to demonstrate best practice waste and resource recovery behaviour.
2. Ensure that waste management infrastructure and operations achieve best practice service delivery through a process of continual improvement.
3. Kerbside collection services are provided across the shire in an efficient, effective and sustainable way.
4. The community has the opportunity to dispose of waste

and recyclables at Resource Recovery Centres, in public places and at public events.

5. The provision of waste services is economical, equitable and accessible to all members of our community.

*Mitchell Shire Council Plan 2013-2017* includes measures of success for delivering priorities identified against key objectives. This incorporates a target to achieve >34% diversion of waste collected from the kerbside collection from landfill. This strategy extends beyond the duration of the current Council Plan and sets a target of 50% diversion of kerbside collection waste from landfill by 2020.

The rate of diversion from landfill is a standard measure of performance of waste services and is the volume of material diverted from the waste stream for recycling against the total volume of waste generated throughout the shire. The landfill diversion rate for Council's kerbside collection service for 2014-2015 was 33%.

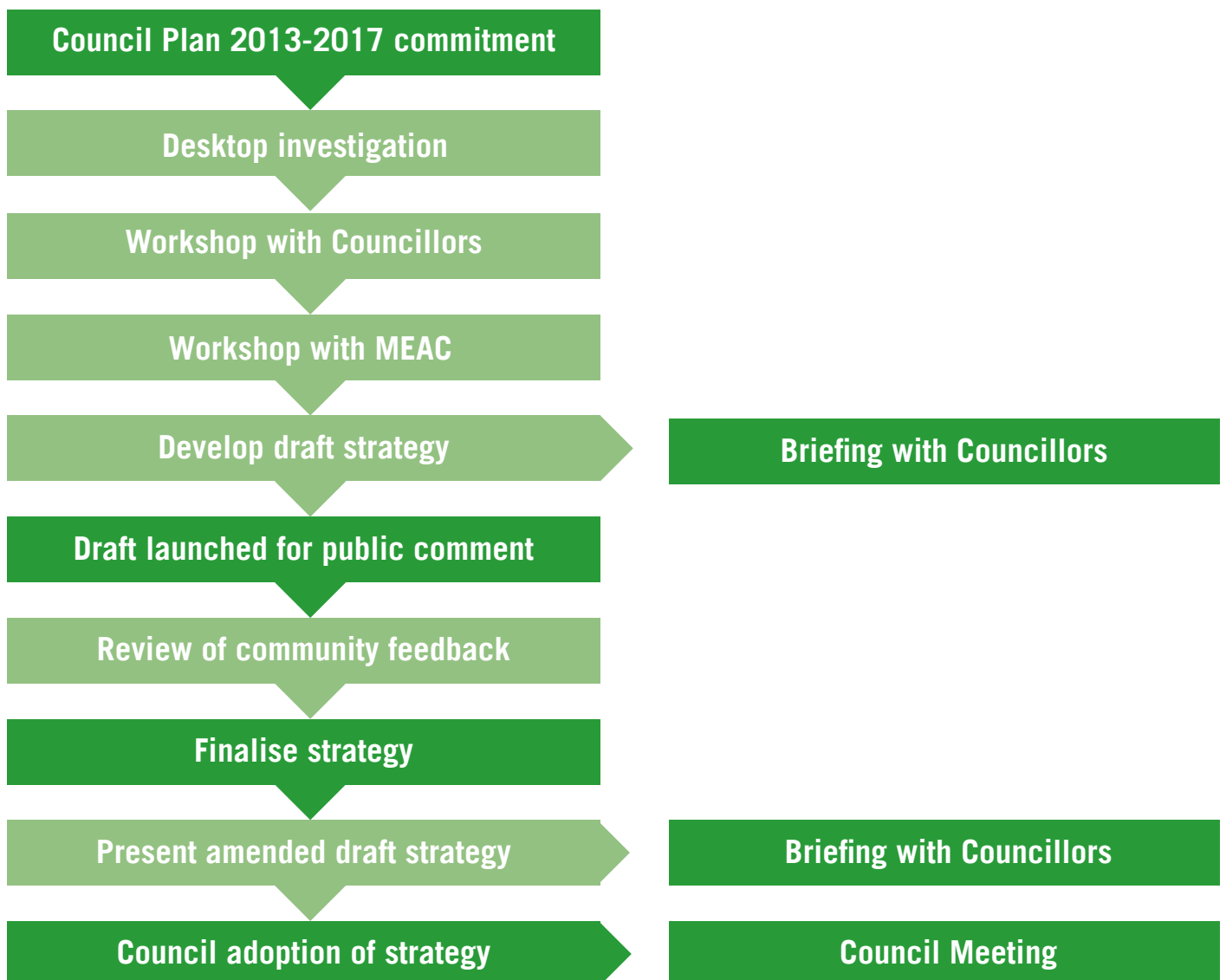


# 8. Process for Developing this Strategy

In developing this strategy preliminary work included an assessment of Council's current waste management practices, infrastructure and services, two stakeholder workshops with Councillors and the Mitchell Environment Advisory Committee (MEAC) and a desktop study of various state and regional waste strategies and reports.

Feedback from the community will be sought when the draft Waste Management Strategy is released for public comment. The community will also be provided with the opportunity to comment on the document through Engaging Mitchell. Figure 2 below summaries the process undertaken to develop this strategy.

## Strategy Development Process



# 9. Current Waste Behaviour

Waste is generated by all sectors of our community. Choices around consumption can determine the quantities and types of waste generated, while community behaviour in partnership with infrastructure and services provided determine how much waste is actually reused, recycled and recovered.

Approximately 16,574 tonnes of waste was sent to Mitchell Landfill for disposal during 2014-2015. Approximately 45% of this waste can be attributed to waste collected as part of Council's kerbside collection service while the remainder is derived from Council's RRCs (3872 tonnes) and commercial customers (5231 tonnes). Strathbogie Shire Council ceased disposing of their kerbside collection waste at Mitchell Landfill from 1 July 2015 after commencement of a new kerbside collection contract. This will result in reducing the amount of waste (between 2,500-3,000 tonnes) being deposited on site annually.

The table below provides kerbside refuse and recycling collection data for Mitchell Shire from 2013/14 and 2014/15.

Source		2013-14 (tonnes)	2014-15 (tonnes)
Kerbside (municipal)	Refuse	7226.20	7470.98
	Recyclables	3943.96	3737.38
	Total waste	11170.20	11208.40
	Recycling rate (%)	35%	33%

Table 1: Kerbside collection refuse and recycling volumes for 2013-14 and 2014-15

During the 2014-2015 kerbside collections, Council collected 7470.98 tonnes of general waste and 3737.38 tonnes of comingled recyclable material. The average weight of garbage disposed in a household garbage bin during this period was 10.2kg per household per week.

A kerbside collection bin audit of 100 bins was undertaken in the shire in 2007 and 2010 in Wallan. Another kerbside bin audit is planned to be conducted in Wallan in late 2015. The results of the 2015 audit will be compared with 2007 and 2010 results to determine whether there have been any significant community behavioural changes in relation to waste consumption and disposal. Audits are conducted in line with the Best Practice Guide for Auditing Kerbside Waste.

A green organics trial was conducted in mid 2013 with 600 Wallan households participating. The average composition by weight of the green organic waste found in the kerbside waste bins during the trial was 38% of kitchen waste and 16% garden waste. The successful introduction of a green organics bin to the kerbside service could lead to a reduction in waste to landfill tonnages and extend the operational life of Mitchell Landfill.

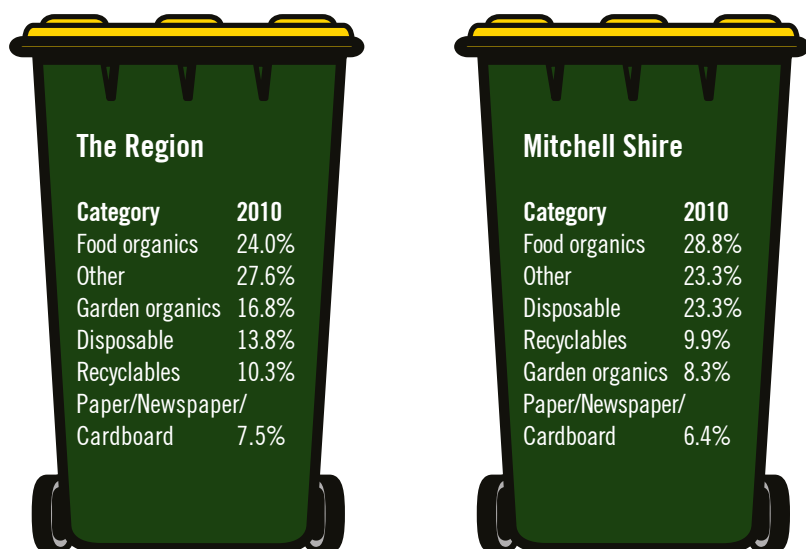


Figure 3: Composition of a typical GV Region household garbage bin (on left) compared to a typical Mitchell Shire refuse bin (on right) by weight. Based on 2010 Kerbside Audit results

Items collected for recycling and reprocessing from Mitchell Shire's four Resource Recovery Centres during 2014-2015 included:

Source	Items collected	Measure
Mitchell Shire Resource Recovery Centres	Cardboard	81.1 tonnes
	Rigid Plastics	10.2 tonnes
	Tyres	1150 (various sizes)
	Motor oil	48,400 litres
	Batteries (mostly car)	988
	Timber	475 cubic metres
	Green waste	2388 cubic metres
	E-Waste	62,800kg
	Comingled recycling (240Lt bins)	194,400 tonnes
	Fridges (various sizes)	812
	Mattresses (Single bed)	505
	(DB/QS)	505

*Waste collection vehicle.*





# 10. Council Services, Programs and Activities

Waste management is a core and essential service provided by local government to the community. Key areas of waste service delivery provided by Council include kerbside collection of garbage and recyclables, operation of four Resource Recovery Centres (RRCs) formerly known as transfer stations, the operation of Mitchell Landfill for the purpose of disposal of residual waste, provision of street litter bins and waste education. Waste services are funded by the Municipal Waste Charge and income derived from the operation of the Mitchell Landfill and RRCs.

Mitchell Shire Council is also directly responsible for the management of two former landfills at Seymour and Kilmore and collection of dumped rubbish throughout the shire.

## Waste Education

Council delivers waste education to its community through a range of educational approaches including a schools waste education program for early learning, primary and secondary aged students, a community workshop program developed around the themes of reuse, reduce and recycle, provision of an annual compost bin and worm farm subsidy, tours of the Wallan RRC, supporting and promoting external waste education activities such as Clean Up Australia day, Detox your home program and National Recycling Week.

Council also produces an annual Waste and Recycling kerbside collection calendar for its residents which is available on the Council website and at Customer Service Centres.

Council actively promotes waste activities through a range of media including its website and more recently on its facebook page, in Mitchell News, local newspapers and at the RRCs and customer service centres.

As the provider of a range of waste services to its community Council has a responsibility to ensure that its residents understand how and where to access them. This includes highlighting services and facilities available to safely dispose of waste and divert materials for recycling while minimising costs. Further promotion of Council's RRCs and recycling options should be promoted throughout the community.

As part of International Compost Week 2015 Council ran a 'My Compost Rules' competition on its facebook page. Additional work is currently being undertaken in partnership with Council's library staff to deliver more waste education activities and displays in Council libraries throughout the year that promote sustainable waste management in the home.

## Municipal Kerbside Collections

Council currently provides a kerbside garbage and recycling collection service to around 77% of households and businesses within the municipality, totaling 14,145 services in 2014/15. The cost of this service is covered by the Municipal Waste Charge. The Municipal Waste Charge is compulsory for all occupied properties within townships and a kerbside collection service is provided to these properties. While Council currently enforces a Compulsory Waste Charge Zone within its townships there is a need to formally document the policy relating to this requirement. Kerbside collections are optional for rural areas located along a garbage route. Some parts of the shire are not currently serviced with kerbside collection services this is often due to poor vehicular access e.g. limited turning areas for trucks and cost efficiencies. Council's current kerbside collection service includes weekly collection of a 120L mobile garbage bin (MGB) and fortnightly collection of a 240L mobile recycling bin (MRB). Larger bins are available at cost to the resident.

The kerbside collection service is delivered via a contractor under a service contract and the recyclable materials once collected are sent to a processor in Melbourne. Currently Council pays for transport of recyclables to Melbourne; however the processing of commingled recyclables is at zero cost as Council currently receives an income from recyclables.

In 2014-2015, over 11,208 tonnes of waste was collected as part of the kerbside collection service, with 33% of the waste diverted to a recyclables processing facility in Melbourne and the remainder sent to Mitchell landfill for disposal.

Council does not currently offer a green or organics collection as part of its kerbside collection service.

Council recently undertook a joint tendering process with Murrindindi, Strathbogie, Benalla and Mansfield Council's for waste and recycling collection, recyclables sorting and collection and recyclables processing and litter bins. Joint procurement offers costs savings over the life of the contract for each of the participating Councils.

## Commercial Kerbside Collections

As part of the municipal kerbside collection service, Council provides an optional user pays commercial kerbside garbage and recycling collection service for local businesses. This service offers commercial businesses 120Lt or 240 Lt refuse and 240 Lt recycling bins.

This service currently provides waste kerbside collection to 441 (71%) commercial premises and 151 (52%) industrial businesses. There are a number of commercial waste service providers operating within the shire and many businesses utilise bulk bin services from such companies.

## Resource Recovery Centres

Council currently operates four Resource Recovery Centre (RRCs), located at Wallan, Broadford, Seymour and Pyalong. All sites are located away from town centres. The operational hours for each of the RRCs vary as does the number of customers at each site. Wallan and Seymour receive the highest volumes of waste based on an annual cycle.

The sites provide opportunity for the separation of specific streams of materials, the majority of which are diverted to Melbourne for reprocessing. The exceptions are green and timber waste which are processed into mulch on site at each of the RRCs. Council engages a contractor several times a year to process green and timber waste with the resulting mulch available to the public free of charge. Council currently offers free green waste disposal to its residents

at its RRCs in spring for approximately 5 weeks each year. Concrete and bricks collected at each of the RRCs are transported to Mitchell landfill for bulk onsite reprocessing.

The waste streams currently collected at RRCs for off site reprocessing include:

- > Commingled recyclables
- > Steel
- > White goods
- > E-waste
- > Automotive batteries
- > Air conditioners
- > Waste motor oil
- > Rigid plastics
- > Drum-muster containers
- > Tyres
- > Silage wrap
- > Fluorescent lamps
- > Mattresses

Any materials not reprocessed on site or sent out of the shire to be recycled are taken to the Mitchell Landfill for disposal (approximately 3337 tonnes of waste was transported to Mitchell Landfill from RRCs in 2014/15).

A Reuse shop currently operates on weekends at the Wallan RRC. The shop sells any items that are deemed in reasonable and resalable condition that would have otherwise ended up being placed in a waste stream. Items are miscellaneous and can range from books, crockery, furniture, bikes, trailers, prams and gardening equipment. There are limitations with the current shop as it is housed inside a garage which has limited storage capacity and there is no undercover area to protect larger sale items that do not fit in the garage from inclement weather.

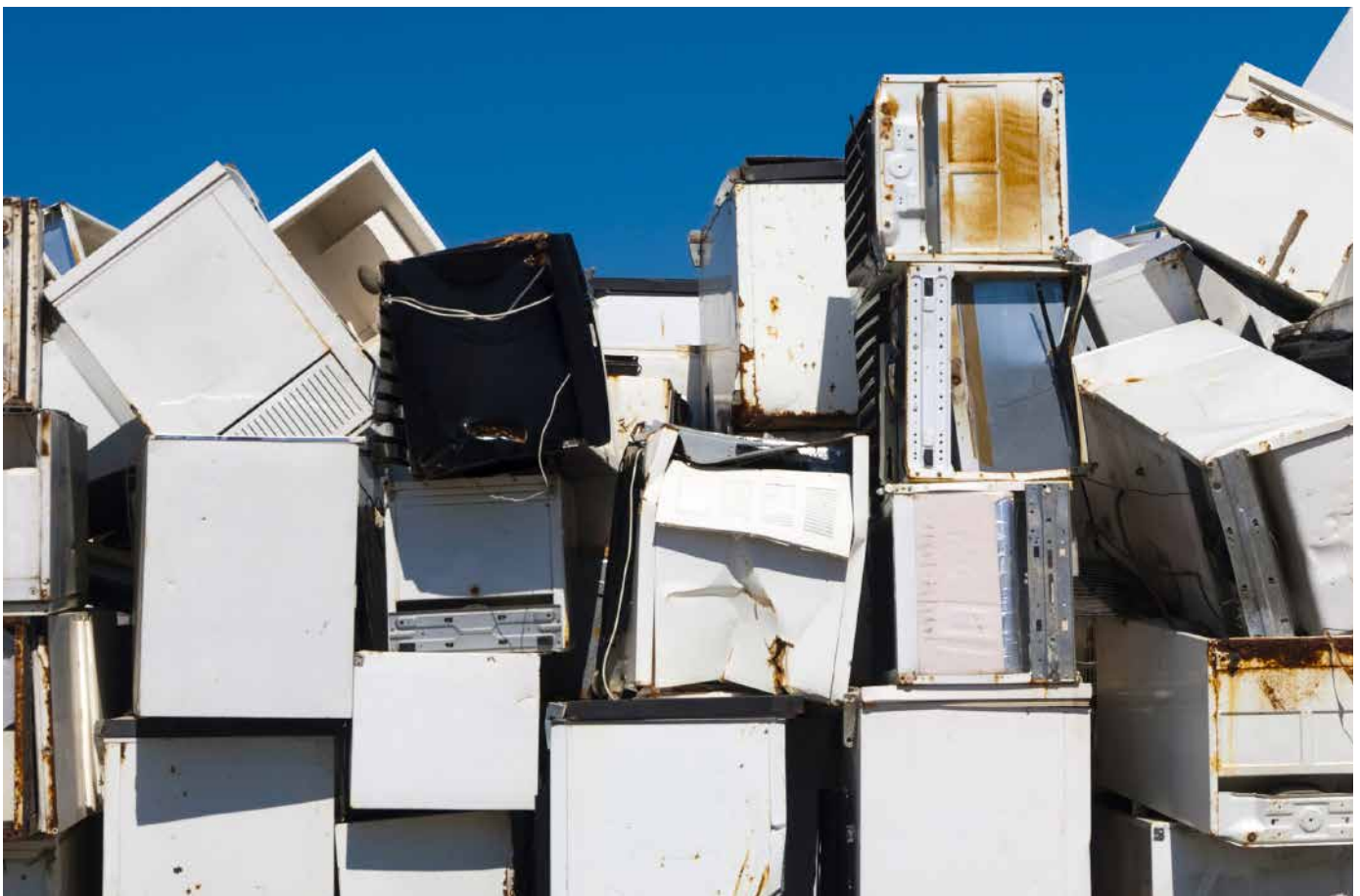
Council does not have a current policy regarding its preferred customer base (e.g. Mitchell Shire residents versus

non residents) for the RRCs and there have been anecdotal reports of customers from outside the shire frequenting the RRCs due to cheaper fees than neighbouring municipality's facilities. RRCs currently accept domestic waste only with a maximum acceptable load size equalling that of a boxed tandem trailer. This is primarily due to the limited capacity of waste receptacles on site. The acceptance of waste from small commercial businesses at RRCs could be investigated by means of a feasibility study.

Increased efficiency in the operation of the RRCs could be realised through a review of hours of operation, waste transportation arrangements, staffing levels, development of a customer policy and general improvements to infrastructure. With future population growth in the south of

the shire there may be the need to increase the capacity of the Wallan RRC as space is limited for stockpiling materials. With the impending rehabilitation of the former Seymour Landfill which is the site of the Seymour RRC, relocation of the Seymour RRC will be necessary in the next 2-4 years. There has also been community interest in re-establishing a RRC in Kilmore. The current Broadford RRC consists of very basic infrastructure and the site is located in an isolated location. Future plans for the site include relocation to the new Council Works Depot adjacent to the Broadford State Motorcycle Complex. The development of a RRC feasibility paper including a cost benefit analysis of RRCs and ten year capital improvement plan would be advantageous and will need to be considered.

*White goods are collected at RRCs for off site reprocessing.*





## Landfills

Mitchell Landfill was opened in 2006 to provide a waste disposal service to the Mitchell community. The landfill is licensed by the EPA and must be operated in compliance with specified licence conditions. The licence requires the landfill to be constructed and rehabilitated to stringent standards for the protection of the environment and for an ongoing program of environmental monitoring and auditing to be implemented.

To date four cells have been utilised at the landfill, Cell 5a and 5 b are currently under construction. It is anticipated that filling of these new cells will commence in September 2015 with airspace capacity of the cells equating to approximately 130,000 cubic metres or approximately 6 years.

The current landfill footprint includes three additional cells (7, 8 and 9 these are yet to be constructed) which will provide approximately an additional 15 years of airspace based on a Low Risk Rural landfill filling plan. Costs associated with landfill cell construction, cell operation and capping and monitoring of cells once filled and waste disposal costs need to be assessed to ensure that they are financial viable into the future. This will also assist Council in determining how to best manage refuse disposal into the future.

There is no current policy for determining who Council will accept as customers at Mitchell Landfill. If the Low Risk Rural Landfill application (being assessed by the EPA at the time of preparing this strategy) is approved, only 20,000 tonnes of waste can be accepted on site annually. A policy will need to be developed to ensure that this volume is not exceeded on site. The total waste volume disposed at Mitchell Landfill by Council alone during 2014-2015 equated to approximately 11,343 tonnes (including kerbside collection, RRC and dumped rubbish).

Other future capital works planned for Mitchell Landfill include capping of Cells 1-4, this is scheduled to commence in 2015/16 along with an upgrade to the landfill's leachate dam. Other future cost liabilities include construction and capping of Cells 5a, 5b, 7, 8 and 9, replacement of machinery, maintenance of site infrastructure such as pumps, fencing, roads and land management activities.

A rehabilitation plan for former Seymour Landfill will be completed in 2015-2016 in order to commence capping of the landfill in 2016-2017. To meet EPA requirements annual landfill monitoring is conducted at Mitchell Landfill, the former Kilmore Landfill and the former Seymour Landfill. Council has an obligation to continue this monitoring for a 30 year period.

*Mitchell Landfill.*



## Event Waste Collections

All events held in Council Parks and Reserves must have an approved Waste Management Plan (WMP) in place. WMPs are submitted as part of the Parks and reserves hire application process and are reviewed by Council's Waste Management team. Council coordinates waste and recycling bins and collection services for events through its waste collection contractor. The cost of this service is passed on directly to event organisers.



## Hard Waste Disposal

Council currently provide a waste disposal service at RRCs in lieu of kerbside hard waste collections. Hard waste includes those items that are too large for the kerbside collection bin e.g. fridges, E waste, furniture, lawn mowers. Two vouchers for RRCs are currently issued to all rate payers to assist with the disposal of hard waste. All waste must be transported by the rate payer to the RRC, Council does not provide this service.

Providing hard waste disposal at RRCs only provides challenges for some sectors of our community, in particular for the disabled and elderly. A service could possibly be provided via an external provider for eligible pensioners to have waste transported to a RRC by a suitable waste management contractor.

To reduce the burden of hard waste disposal for some target sectors of the community the development of a user pays system for hard waste collection could be implemented through a private provider. However excessive costs and OHS issues may be barriers to providing such a service.

## Management of Organic Waste

'Organics' includes garden and food waste. Council currently recycles green waste deposited at its RRCs into mulch, and encourages members of the community to recycle their food waste through home composting. Council's kerbside collection service remains a significant option for disposal of organics for many residents as organics account for an estimated 35.6% (based on Sustainability Victoria statewide figures) of the waste volume in kerbside collection garbage bins.

Council undertook a trial of green waste and organics kerbside service collection during 2013. The trial involved 600 households in Wallan being provided with a third mobile 240Lt bin for green and organic waste collection. The volumes of green waste collected from the trial are similar to those across Victoria and participation and support for the kerbside green and organic kerbside collection was higher than the regional Victoria average. The average composition by weight of green waste found in the Mitchell Shire kerbside general waste bins during the trial was 38% kitchen waste and 8% garden waste.

Over recent years there has been a shift in the way Councils manage green waste or organic collections. A third bin for kerbside organics collection is now a standard inclusion in most metropolitan Council's kerbside collection services and is becoming increasingly common in rural shires. Some services collect only garden organics, while others collect kitchen and garden organics however this combination can impact on the required frequency of collection. A kerbside organics service is often accompanied by changes to the volume and frequency collection of kerbside waste services.

Getting Full Value: Victoria's Waste and Resource Recovery Policy places emphasis on the diversion of organics from the landfill stream and flags the development of a state wide organics strategy and a potential future adjustment to landfill levy rate for untreated organic materials. These developments will provide an impetus for Council to adopt best practice organics management practices.

## Litter, Dumped Waste and Public Place Waste Management

Public place waste services include management of street litter bins and general litter management throughout the shire including street sweeping, litter trap cleaning and management of illegally dumped materials on Council land and Council managed roadsides. Council managed litter bins are located in township shopping strips and throughout public parks. All bins are emptied by Council's waste management contractor.

A further inventory of litter bins will build on the Mitchell Shire Council Litter Bin Collection Review completed in 2012. To provide a comprehensive database of all street litter bins within the shire. Clear specifications regarding the provision and servicing of bins in public places will also be developed to provide clear guidance regarding the provision of bins in public open space.

The provision of bins and their servicing arrangements for sporting clubs throughout the shire is currently unclear. A clear policy direction that sets expectations and responsibilities regarding club and Council waste management responsibilities does not currently exist. There are a myriad of arrangements in place with various clubs throughout the shire which is confusing for the community and staff alike.

Management of litter in public places is essential to maintaining the general amenity of the shire and protecting its environment. It requires both incentives for people to do the right thing by providing suitable infrastructure, services and education and also a regulatory approach where illegal littering and dumping is viewed as a crime with enforceable penalties. Council's Community Compliance Officers are authorised to enforce sections of the EP Act in relation to littering and dumped rubbish.

Council receives complaints from the community regarding rubbish being dumped around the shire primarily in Council reserves and along rural roadsides. Dumped rubbish generally consists of demolition waste, household waste,

garden waste, mattresses and/or furniture. Dumped waste is currently collected by Council's Roads Maintenance staff and disposed of at Mitchell Landfill. Approximately 267.06 tonnes of dumped waste was collected throughout the shire during 2014-2015. The cost of collecting and disposing of dumped litter equated to approximately \$46,000 in waste disposal fees during 2014-2015, however staff costs have not been factored into this figure.

Vic Roads are responsible for litter collection along major highways and arterial roads throughout the shire. Council often receives complaints from the public regarding litter along the Hume Highway and its exit ramps into Mitchell townships. Council currently forwards these complaints onto VicRoads staff for action.

## Resource Recovery Vouchers

There are currently two types of tipping vouchers that can be redeemed at RRCs within the shire these include: Rate Notice issued vouchers and Retailer issued vouchers.

Two RRC vouchers are issued to all rate payers with their annual rates notice in August/September each year in lieu of Council not providing a hard waste collection service. These vouchers are valid for a 12 month period and cover the cost of disposal of two different sized waste loads at Council's RRCs. The cost of issuing these vouchers to residents is currently unknown as they have not been recorded on redemption. Data is being collected and collated for 2015/16 to determine the percent of vouchers redeemed and associated costs. Vouchers are not redeemable for cash.

Selected retailers within the shire currently issue RRC vouchers to residents at the cost of the voucher. This system was established prior to EFTPOS facilities being available at RRCs and has led to confusion among some members of the community with regard to pricing. All four RRCs now have EFTPOS facilities installed and as such there is no longer a requirement to issue vouchers via retailers as customers can pay for waste disposal at all RRCs.



## Community Groups

There are a number of informal arrangements that have occurred over time regarding the provision of support to community groups in relation to waste management. This has included the issuing of tip vouchers and provision of bins at no cost to community groups and also allowing particular groups to collect recyclable materials from RRCs to transport to re-processors to redeem the income. The development of a formal policy outlining the level of support that Council can provide to community groups is required in order to ensure that the process is fair, equitable, transparent and affordable.

*Anne McLean Council's Waste Projects Officer, Cr Bill Chisholm with the winners of the "My Compost Rules" competition from Pyalong Primary School, Jess, Hayley and Caitlyn.*



# 11. Fees and Charges

## Financials of Waste and Resource Recovery

The waste services budget is self-supporting and is funded through the following waste fees and charges:

- > Municipal Waste Charge paid by ratepayers with a kerbside collection service
- > RRC and landfill gate fees
- > Sale of high value recyclable materials such as metals and batteries

Income from all sources in 2014-15 was approximately \$6.3 million. There is no subsidisation of waste services by the general municipal rate.

Costs to Council relating to waste and resource recovery include:

- > Kerbside collection services
- > Public litter bin collection
- > RRC operation
  - site management and maintenance
  - transport of general waste to Mitchell Landfill
  - transport of materials to be recycled
- > Mitchell Landfill development, operation, maintenance and licence compliance
- > Landfill Levy
- > Collection of dumped waste
- > Rehabilitation and monitoring of Seymour and Kilmore Landfills
- > EPA Financial Assurance
- > Waste education programs
- > Administrative expenditure, including strategic planning projects, payroll, publications, and advertising

Expenditure on waste operations (excluding landfill capital improvement) in 2014-15 was approximately \$3.95 million. Expenditure on capital improvements at Mitchell

Landfill is expected to increase significantly over the next 10 years as construction of essential infrastructure and rehabilitation occurs.

## Landfill Capital Works

As Council is entering a phase of capital rehabilitation of landfills, a ten Year Landfill Capital Improvement Program was developed in March 2015 that outlines the major capital improvement costs required at Mitchell and Seymour Landfills between 2015-2020. The value of these works equates to approximately \$11,020,000 and includes an upgrade to the leachate dam and development of future cells at Mitchell Landfill and capping, rehabilitation and aftercare management at Mitchell and Seymour Landfills.

## Landfill Levy

The State Government charges a landfill levy for each tonne of municipal or industrial waste deposited to landfill. Funds derived from the landfill levy are used in part to finance efforts by government, industry and the community to reduce waste. Landfill levies create an incentive for waste generators to investigate ways to reduce the amount of waste they generate and dispose of to landfill.

It is the State Government's intention that high landfill levies act as a market signal to provide incentive to resource recovery industries and provide an incentive for all Victorians to divert waste to recycling. Getting Full Value: Victoria's Waste and Resource Recovery Policy commits to continued use of the landfill levy in this way.

Since 2008-09 the levy for municipal waste has increased by over 400% from \$7.00 to \$29.30 per tonne and the rate for industrial waste has increased by 700% to \$51.30 per tonne. Further increases have been proposed to be limited to CPI adjustments for at least 10 years with allowances for the state to introduce a differential levy on target materials sent to landfill such as untreated organic waste.

## Waste Reserve

The establishment of a Waste Reserve as financial assurance for management costs incurred during the operation, closure,

rehabilitation and aftercare of a landfill will ensure that adequate funds are available into the future for managing Council's landfill liabilities. Council will seek to establish a waste reserve to fund the ten year capital works plan and the ongoing aftercare requirements for Council's landfills.

## Waste Fees and Charges

Waste fees and charges include gate fees for Mitchell Landfill and RRCs and the Municipal Waste Charge. These fees and charges are revised annually as part of Council's budget setting process. When setting specific fees for the disposal or recycling of waste, Council seeks to recover all current costs and future liabilities associated with the operation and maintenance of waste services and infrastructure including future landfill rehabilitation and aftercare.

## Municipal Waste Charge

The Municipal Waste Charge is a charge collected through the rates that covers the cost of the kerbside collection service and subsidises the operation of the RRCs and Mitchell Landfill. The charge is only paid by those ratepayers who receive a kerbside collection service.

## Mitchell Landfill and RRC Tipping Fees

Costs for recycling materials disposed of at RRCs are passed through to customers with a minimal premium applied to cover administrative costs. Where Council makes an income on a recyclable material, such as automotive batteries, no charge is applied to the customer.

*Wallan Resource Recovery Centre.*





# 12. Challenges and Opportunities

While Council's current waste management resources are delivering an acceptable level of waste management services to its residents finite funding, a lack of clear policy around some aspects of service delivery and a need to upgrade infrastructure and implement a landfill capital improvement program is placing an increasing strain on its ability to deliver efficient and effective services while endeavouring to be a leader in waste management.

In developing this strategy consideration has been given to the key challenges and opportunities for waste management services across Mitchell Shire.

Council's waste management challenges include:

- > servicing the increasing population growth which will result in increased waste volumes
- > improving our RRC infrastructure to meet best practice standards to facilitate maximum diversion of waste from landfill and minimum cost to customers
- > reduction in waste to landfill reduces landfill income resulting in an increase in the unit cost of waste disposal
- > the small scale of Council's existing landfill and planning for waste disposal beyond the current expected 15-20 year lifespan of the site
- > future cost liabilities resulting from the operation of Mitchell Landfill and monitoring, management and rehabilitation of historic landfill sites

- > delivering best practice waste services in an affordable way, given Council's constrained fiscal resources

Opportunities which exist for Council in delivering waste and resource recovery services include:

- > renewed state level focus on waste management as a priority environmental issue and increased level of program support and funding
- > a refresh of the regional waste management arrangements which includes a focus on collaboration and joint procurement
- > establishment of a waste reserve to fund future landfill capital works
- > the development and implementation of effective community education and awareness campaigns
- > developments in technology, including mobile computing for data capture in addition to new technology in waste management which is extending the range and volume of materials which can be recycled or processed for energy recovery
- > development of the Victorian Community and Business Waste Education Strategy which will better coordinate resources across the sector and encourage collaboration

*Mitchell Landfill.*





# 13. Priorities over the next 5 years

A number of priorities arising from these challenges and opportunities have been identified for key waste management service areas:

## Waste Education

- > Communicating the drivers of cost and changes in waste practices
- > Engaging with a broad cross section of the community via a range of media and social networks
- > Maximise Council participation in state and regional waste education programs
- > Develop an annual program of waste education events
- > Participation in Regional Education Steering Committee

## Kerbside Services

- > Develop a clear policy that defines the Compulsory Waste Charge Zone
- > Investigate expanding the Compulsory Waste Charge Zone
- > Ensure waste management services are incorporated into future planning and development decisions
- > Investigate opportunities to divert organics from the kerbside waste stream including consideration of the role of education, home and community composting and potential for introduction of a third bin for green organics collection

## Commercial Waste Services

- > Review the operational and cost effectiveness of offering a commercial kerbside waste and recycling program
- > Ensure waste disposal fees are appropriate and competitive

## Resource Recovery Centres

- > Ensure efficient and cost effective operations
- > Develop a customer policy for RRCs
- > Undertake a feasibility study of Council's RRCs including the relocation of Seymour RRC, expansion of Wallan RRC, Relocation of Broadford RRC and the option of a new RRC for Kilmore
- > Increase the range of materials available to be recycled at RRCs
- > Revise operational procedures
- > Ensure fees and charges reflect the costs to recycle and dispose of waste
- > Investigate the viability of a reuse shop in the north of the Shire
- > Improve the management of organics at RRCs to produce better quality mulch and develop a clear policy for free green waste disposal
- > Introduce electronic waste data recording
- > Investigate the feasibility of receiving small quantities of commercial waste on site

## Landfill Management

- > Update and implement a landfill best practice operational plan
- > Develop a customer policy for Mitchell Landfill
- > Upgrade Leachate dam at Mitchell Landfill
- > Capping of Cells 1-4 at Mitchell Landfill
- > Undertake a feasibility study of Mitchell Landfill in order to understand future cost liabilities resulting from the operation of the landfill versus transporting waste out of the Shire
- > Rehabilitation of Seymour Landfill including relocation of Seymour RRC

- > Develop a customer policy for Mitchell Landfill
- > Ensure compliance with EPA regulations including the ongoing implementation of the annual landfill monitoring program for Mitchell landfill and the former Seymour and Kilmore landfills

### Waste Infrastructure Improvements

- > Ensure landfill and RRCs are operated and improved in line with best practice standards
- > Seek funding opportunities to fund priority capital improvement for RRCs
- > Development of a ten year capital improvement plan for RRCs

### Litter and Dumped Rubbish

- > Develop procedures to proactively respond to litter and dumped rubbish issues within the Shire
- > Participate in regional litter and dumped rubbish minimisation initiatives
- > Work with external agencies and businesses to reduce littering and illegal rubbish dumping
- > Work with the community to develop strategies to address illegal rubbish dumping

- > Develop a community education campaign to raise awareness of illegal rubbish dumping
- > Investigate options for commercial and industrial waste with a particular focus on construction waste

### Litter Bins and Public Place Recycling

- > Review the Street litter bin policy to ensure that it provides clear guidance on supply and servicing of litter bins in public places
- > Develop a comprehensive street litter bin database
- > Assist public events in the development of Waste Management Plans
- > Investigate the viability of Public Place Recycling at major sporting facilities

### Hard Waste Collection

- > Assess options for the collection of hard waste within the Shire for those residents unable to access RRCs.

### Assisting our Community Groups

- > Define waste subsidies and other means of assistance for community groups and not for profit organisations within the Shire

*Recycling saves landfill.*



# 14. Mitchell Shire Council Waste Management Strategy Implementation Plan

## Mitchell Waste Management Strategy Vision

**Mitchell Shire Council provides equitable waste management services and infrastructure that prioritise and facilitate waste minimisation, resource reuse and recovery over disposal.**

The Waste Management Strategy Implementation Plan articulates a range of strategies that contribute to achieving the WMS vision through a series of actions. Strategies that support the vision are grouped into themes which reflect current key service areas. Key goals have been developed for each theme.

### Theme 1 - Waste Education

To engage our community in waste educational programs through solid educational approaches to increase their understanding of waste management and resource recovery to result in positive behaviour change that results in waste reduction.

### Theme 2 - Improving Waste Infrastructure and Operations

To ensure that waste infrastructure and operations at Council's RRCs and landfill is maintained and delivered in accordance with best practice standards.

### Theme 3 - Kerbside Waste Collection Services

To continue to deliver efficient and effective kerbside collection services and explore opportunities to divert additional waste streams from landfill.

### Theme 4 – Litter, Dumped Rubbish and Public Place Waste Management

To ensure that the amenity of our communities and the environment are maintained free of litter and rubbish through improved service provision and targeted community education campaigns.

### Theme 5 – Working with the Community

To provide equitable support to all members of our community through the provision of fair, affordable and transparent waste management services.

### Theme 6 – Internal Waste Management

To strive to be a leader in waste management in our own operations by improving how we manage our waste and maximise resource recovery.

#### Timeframes for actions are defined as follows:

Ongoing	– action underway
Immediate	– for action within six months
Short term	– for action within 1-2 years
Medium term	– for action within 3-4 years
Long Term	– for action within 5+ years

## Theme 1 - Waste Education

**Goal:** To understand why waste avoidance, reuse and recycling are important and demonstrate best practice waste and resource recovery behaviour.

Strategy	Action	Measure	Timing
1.1 <b>Advocate to the State government for state funded waste education programs to be hosted and/or delivered within Mitchell Shire.</b>	Participate in the Goulburn Valley Waste and Resource Recovery Group Education Steering Committee and utilise the shared resources to deliver education programs to schools and community groups.	Attendance at GVWRRG Education Steering Committee meetings	Ongoing
	Leverage State and regional programs targeted at safe disposal of asbestos and household and agricultural chemicals, in particular Asbestos Check, Detox Your Home, Drumuster and Chemclear and any successor programs.	Promote at least 3 programs annually	Ongoing
1.2 <b>Support and promote other organisations waste reduction and education programs and events.</b>	Support community groups to participate in Clean Up Australia Day activities.	Increase in number of participants	Ongoing
	Promote external waste related programs on Council's website.	Page created	Ongoing
1.3 <b>Undertake targeted waste education.</b>	Develop a Mitchell Shire Waste Education Strategy.	Waste Education Strategy developed	Short term
1.4 <b>Develop an annual community waste education program of events.</b>	Deliver 5 community waste education workshops per annum.	Workshops delivered	Ongoing
1.5 <b>Promote on site (home) organics management and provide education information and workshops to support the promotion. Includes composting, worm farming, mulching and poultry care.</b>	Deliver 2 workshops per year.	Workshop delivered	Ongoing
	Implement an annual Compost Bin and Worm Farm Subsidy.	Subsidy delivered	Ongoing
	Deliver 3 home organics management displays at Council libraries throughout the year.	Displays erected	Ongoing
1.6 <b>Undertake joint education campaigns for kerbside collection contract.</b>	Collaborate with other regional Council's to implement waste education as part of waste and recycling kerbside collection contracts.	Education campaigns delivered	Ongoing
1.7 <b>Raise community awareness of issues relating to dump rubbish.</b>	Develop and implement a community education campaign that raises awareness of rubbish dumping across the Shire.	A community education campaign is developed and implemented.	Immediate
1.8 <b>Promote best practice waste behaviour with a focus on reuse and recycling using a combination of methods and media.</b>	Continue to develop fact sheets, publications and the like on waste avoidance and minimisation and make available on Council's website and at CSCs and RRCs.	Material developed	Ongoing
	Utilise print and social media to promote best practice household and business waste management.	4 media releases per year	Ongoing
		Make regular posts to Council's Facebook page on best practice waste management	Ongoing
	Develop an annual recycling calendar and waste information booklet.	Booklet developed	Ongoing



## Theme 2 – Improving Waste Operations and Infrastructure

**Goal:** Ensure Council's waste management infrastructure and operations strives for best practice through a process of continuous improvement.

Strategy	Action	Measure	Timing
<b>2.1 Leverage State and regional support to undertake a review of RRC infrastructure.</b>	Apply for RRC infrastructure funding when available.	1 application per annum	Ongoing
	Review the Waste Management Strategy Implementation Plan to align with the future Regional Waste and Resource Recovery Implementation Plan.	Strategy updated and reported to Council	Medium term
<b>2.2 Ensure RRCs make it easier and more convenient to divert materials for reuse and recycling.</b>	Undertake a RRC feasibility study	Feasibility study completed	Medium term
	Upgrade signage at RRCs to clearly identify the location of each recycling stream.	Signage installed	Immediate
	Benchmark RRC infrastructure against best practice guidelines with a view to approaching best practice.	Review completed	Short term
	Review RRC opening hours to optimise operational efficiency.	No reduction in volume of materials	Immediate
	Develop a customer policy for RRCs which includes a feasibility study into allowing small quantities of commercial waste to be accepted at RRCs.	Policy developed and implemented	Short term
	Develop a 10 year capital improvement plan for RRC infrastructure which includes relocation of Seymour and Broadford RRC and the expansion of Wallan RRC.	RRC capital improvement plan developed	Medium term
<b>2.3 Maintain and update Reuse shop infrastructure at RRCs.</b>	Upgrade Reuse Shop located at Wallan RRC including construction of outdoor undercover area and fencing to protect the public from traffic.	RCC undercover area constructed	Short term
	Investigate feasibility of operating a Reuse Shop in Seymour.	RRC Capital Improvement Plan developed	Medium term
<b>2.4 Promotion of the Reuse shop throughout the community and expand its operational hours.</b>	Actively promote the Reuse Shop throughout the community utilising a range of media such as local papers, Council's website and Facebook page.	Annual promotion undertaken at a minimum of four times per year	Ongoing
	Investigate options for extending the operational hours of the Reuse shop.		
<b>2.5 Increase the range of materials diverted from the landfill waste stream through a process of continuous improvement.</b>	Explore opportunities to divert additional waste streams from landfill by increasing waste collection streams at RRCs.	Identify additional waste streams that can be collected.	Short term
<b>2.6 Improve on-site processing of materials to meet market demand, in particular for high quality mulch.</b>	Develop an organics strategy for MSC.	Strategy completed for implementation	Immediate
	Review procedures and resources to ensure waste is diverted from the green waste stockpiles prior to processing.	Reduction in contamination	Short term
	Identify reuse options for processed green waste.	Reuse options identified	Short term

## Theme 2 – Improving Waste Operations and Infrastructure (continued)

**Goal:** Ensure Council's waste management infrastructure and operations strives for best practice through a process of continuous improvement.

Strategy	Action	Measure	Timing
<b>2.7</b> Manage Mitchell landfill in a way that maximises the economic value of airspace.	Undertake a feasibility study into the financial viability of Mitchell landfill versus disposal options outside of the Shire.	Report completed and presented to Council	Immediate
<b>2.8</b> Upgrade leachate dam at Mitchell Landfill.	Complete design.	Design report	Immediate
	Construction of design solution.	Construction complete	Immediate
<b>2.9</b> Reduce the liability associated with former landfills.	Implement management plans for all former landfills in Shire.	Plans implemented	Ongoing
<b>2.10</b> Development of a waste reserve to fund future landfill capital improvements.	Establish and implement a waste reserve to fund landfill capital works.	Waste reserve implemented	Ongoing
<b>2.11</b> Improve data capture and communication.	Implement electronic data capture system at RRCs, leveraging external programs to ensure the system is consistent with regional and State objectives.	Implementation of electronic data	Medium term
<b>2.12</b> Reduce confusion associated with current tip voucher systems.	Cease the sale of tip vouchers from selected retailers throughout the Shire.	Vouchers void	Short term
<b>2.13</b> Ensure Mitchell Planning Scheme is updated to include appropriate landfill buffer zone requirements as per the BPEM guidelines.	To review Mitchell Planning scheme and ensure that buffer zones are applied to current and former Council managed landfills.	Landfill buffer zones applied in Mitchell Planning Scheme	Short term
<b>2.14</b> Actively encourage waste processors to establish facilities within Mitchell Shire.	Participate in the Regional Market Sounding process.	Market Sounding completed	Immediate

## Theme 3 – Kerbside Waste Collection Services

**Goal:** To provide kerbside waste and recycling services across the shire in an efficient, reliable and sustainable manner.

Strategy	Action	Measure	Timing
<b>3.1 Define the Compulsory Waste Charge Zone for kerbside collections.</b>	Develop and adopt a Compulsory Waste Charge Zone policy for the kerbside collection service.	Policy adopted for implementation	Short term
	Develop and adopt a policy for requests for services outside of the Compulsory Waste Charge Zone.	Policy adopted for implementation	Short term
<b>3.2 Identify opportunities to expand the kerbside collection service.</b>	Develop clear guidelines for expansion of the kerbside collection service.	Guidelines developed for implementation	Short term
<b>3.3 Investigate the option to introduce 80 Litre refuse bins as part of the kerbside collection options for a reduced fee.</b>	Undertake a feasibility study to introduce 80 Litre refuse bins as an option to residents.	Feasibility study completed	Medium term
<b>3.4 Conduct a kerbside collection audit.</b>	Conduct a kerbside collection audit.	Kerbside audit completed	Immediate
<b>3.5 Divert 50% of kerbside collected waste from landfill.</b>	Implement a community kerbside recycling education program.	Recycling education program implemented and 50% diversion target achieved	Short term
	Encourage residents to divert green organics from their refuse bins.	50 % diversion target achieved	Short term
<b>3.6 Investigate the introduction of a kerbside organics collection service.</b>	Investigate options for implementing a green organics kerbside collection service.	Report completed and presented to Council	Immediate
	Continue to implement the annual Compost bin/Worm farm subsidy in the absence of a green organics bin.	Annual subsidy provided	Ongoing

## Theme 4 – Litter, Dumped Rubbish and Public Place Waste Management

**Goal:** To ensure the community has the opportunity to dispose of waste and recyclables in public places and at public events and the local amenity of our communities and the environment are maintained free of litter and rubbish.

Strategy	Action	Measure	Timing
<b>4.1 Develop a Street litter bin database and infrastructure policy.</b>	Develop a street litter bin database and undertake spatial mapping of all street litter bins.	All bins mapped	Short term
	Introduce public place recycling at major sporting reserves.	Public place recycling introduced	Long term
	Investigate replacing 120Lt bins with 240Lt bins in high use locations.	Review completed and recommendations implemented	Short term
	Develop a litter bin infrastructure policy which outlines the number of bins required in public areas, collection frequency, bin sizes and bin housing requirements.	Consistent infrastructure in place across the Shire	Medium term
<b>4.2 Actively document instances of dumped litter across the Shire.</b>	Partner with land management agencies to coordinate action on illegal dumping and promote compliance activity.	Establish local network with land management agencies and develop a community awareness campaign	Short term
	Record data on reported incidences of dumped waste including location, action taken, waste type and tonnage collected and any further investigations undertaken.	Database developed	Short term
<b>4.3 Investigate options for disposal of commercial and industrial waste with a particular focus on construction waste.</b>	Develop options for construction waste disposal generated within the Shire.	Waste disposal option identified and promoted	Short term
<b>4.4 Encourage and promote the 'Take your rubbish home with you' message in bushland parks and environmental reserves.</b>	Actively promote the message 'Take your rubbish home with you' and install signs in bushland parks and environmental reserves.	Signs installed and bins removed	Short term
<b>4.5 Promote and support waste minimisation practices at community and Council events.</b>	Develop a clear set of guidelines outlining Council's expectations for waste management at major events including the resources that are available to assist.	Guidelines developed for implementation	Short term
	Introduce public place recycling at major sporting events.	Public Place Recycling introduced	Medium term
	Council event organisers will work with Council's Waste Management unit to develop and implement a waste management plan for events that promote waste minimisation and recycling.	Number of WMP submitted to equal number of events held per annum	Ongoing



## Theme 5 – Working with the Community

**Goal:** The provision of waste services is equitable and accessible to all members of our community.

Strategy	Action	Measure	Timing
<b>5.1 Council delivers sustainable and equitable waste management services.</b>	Develop a Waste Charges Policy which defines the RRC pricing schedules.	Policy developed for implementation	Short term
	Undertake an analysis of the cost of issuing RRC vouchers with Rate Notices versus the cost of a Hard Waste collection service.	Analysis completed	Medium term
	Investigate the option of providing a hard waste service for elderly and disabled residents through an external provider.	Feasibility report presented to Council	Medium term
<b>5.2 Develop a fair, equitable and transparent policy that defines waste management support for community groups.</b>	Develop a policy that outlines the level of waste management support that Council will provide to community groups.	Policy developed for implementation	Short term
<b>5.3 Promote sharing, swapping and re-selling of goods by providing forums for promotion of these activities.</b>	Through Council's facebook page promote items available for sale at Council's Reuse shop.	Information promoted on Council's facebook page	Medium term
	Install notice boards at all RRCs for the display of information regarding re-use and recycling.	Infrastructure in place	Short term

## Theme 6 – Internal Waste Management

**Goal:** Council, in its operations, demonstrates best practice waste management practices to the community.

Strategy	Action	Measure	Timing
6.1 <b>Provide policy guidance that defines Council's internal waste minimisation objectives and KPIs.</b>	Develop a corporate Resource Consumption Management Plan incorporating an audit of waste generated through all Council operations.	Plan developed for implementation	Medium term
	Improve recording of waste generated through Council activities.	Annual data baseline established	Medium term
6.2 <b>Seek to minimise the generation of waste through sustainable procurement practices.</b>	Identify and participate in an existing sustainable procurement program specifically targeted at local government.	Program participation	Medium term
6.3 <b>Ensure Council operations demonstrate best practice waste management.</b>	Review chemical disposal practices for Council operations and alter operational practices or infrastructure as required.	Guidelines developed for implementation	Short term

## Year 1 Actions: January 2016 – January 2017

Theme	Strategy	Action	Measure	Timing	Responsibility
<b>Waste Education</b>					
1.1	<b>Advocate to the State government for state funded waste education programs to be hosted and/or delivered within Mitchell Shire.</b>	Participate in the Goulburn Valley Waste and Resource Recovery Group Education Steering Committee and utilise the shared resources to deliver education programs to schools and community groups.	Attendance at GVWRRG Education Steering Committee meetings	Quarterly	Waste Project Officer
		Leverage State and regional programs targeted at safe disposal of asbestos and household and agricultural chemicals, in particular Asbestos Check, Detox Your Home, Drumuster and Chemclear and any successor programs.	Promote at least 3 programs annually	June 2016	Waste Project Officer
1.2	<b>Support and promote other organisations waste reduction and education programs and events.</b>	Support community groups to participate in Clean Up Australia Day activities.	Increase in number of participants	March 2016	Waste Project Officer
		Promote external waste related programs on Council's website.	Page created	Ongoing	Waste Project Officer
1.3	<b>Undertake targeted waste education.</b>	Develop a Mitchell Shire Waste Education Strategy.	Waste Education Strategy developed	January 2017	Waste Project Officer
1.4	<b>Develop an annual community waste education program of events.</b>	Deliver 5 community waste education workshops per annum.	Workshops delivered	June 2016	Waste Project Officer
1.5	<b>Promote on site (home) organics management and provide education information and workshops to support the promotion. Includes composting, worm farming, mulching and poultry care.</b>	Deliver 2 workshops per year.	Workshop delivered	June 2016	Waste Project Officer
		Implement an annual Compost bin and Worm farm subsidy.	Subsidy delivered	October 2016	Waste Project Officer
		Deliver 3 home organics management displays at Council libraries throughout the year.	Displays erected	December 2016	Waste Project Officer
1.6	<b>Undertake joint education campaigns for kerbside collection contract.</b>	Collaborate with other regional Council's to implement waste education as part of waste and recycling kerbside collection contracts.	Education campaigns delivered	Ongoing	Waste Project Officer
1.7	<b>Raise community awareness of issues relating to dump rubbish.</b>	Develop and implement a community education campaign that raises awareness of rubbish dumping across the Shire.	A community education campaign is developed and implemented.	February 2016	Waste Project Officer

## Year 1 Actions: January 2016 – January 2017 (continued)

Theme	Strategy	Action	Measure	Timing	Responsibility
<b>Waste Education (continued)</b>					
1.8	<b>Promote best practice waste behaviour with a focus on reuse and recycling using a combination of methods and media.</b>	Continue to develop fact sheets, publications and the like on waste avoidance and minimisation and make available on Council's website and at CSCs and RRCs.	Material developed	Ongoing	Waste Project Officer
		Utilise print and social media to promote best practice household and business waste management.	4 media releases per year	Quarterly	Waste Project Officer
			Make regular posts to Council's Facebook page on best practice waste management	Ongoing	Waste Project Officer
		Develop an annual recycling calendar and waste information booklet.	Booklet developed	December 2015	Waste Project Officer



## Year 1 Actions: January 2016 – January 2017 (continued)

Theme	Strategy	Action	Measure	Timing	Responsibility
<b>Improving Waste Operations and Infrastructure</b>					
2.1	<b>Leverage State and regional support to undertake a review of RRC infrastructure.</b>	Apply for RRC infrastructure funding when available.	1 application per annum	October 2016	Waste Management Coordinator
2.2	<b>Ensure RRCs make it easier and more convenient to divert materials for reuse and recycling.</b>	Upgrade signage at RRCs to clearly identify the location of each recycling stream.	Signage installed	March 2016	Waste Management Team Leader
		Develop a customer policy for RRCs which includes a feasibility study into allowing small quantities of commercial waste to be accepted at RRCs.	Policy developed and implemented	December 2016	Waste Management Coordinator
2.4	<b>Promotion of the Reuse shop throughout the community and expand its operational hours</b>	Actively promote the Reuse Shop throughout the community utilising a range of media such as local papers, Council's website and Facebook page.	Annual promotion undertaken at a minimum of four times per year.	October 2016	Waste Project Officer
2.5	<b>Increase the range of materials diverted from the landfill waste stream through a process of continuous improvement.</b>	Explore opportunities to divert additional waste streams from landfill by increasing waste collection streams at RRCs.	1 application per annum	October 2016	Waste Management Coordinator
2.7	<b>Manage Mitchell landfill in a way that maximises the economic value of airspace.</b>	Undertake a feasibility study into the financial viability of Mitchell landfill versus disposal options outside of the shire.	Report completed and presented to Council	March 2016	Manager Operations
		Construction of design solution.	Construction complete	June 2016	Waste Management Coordinator
2.9	<b>Reduce the liability associated with former landfills.</b>	Implement management plans for all former landfills in Shire.	Plans implemented	March 2016	Manager Operations
2.11	<b>Reduce confusion associated with current tip voucher systems</b>	Cease the sale of tip vouchers from selected retailers throughout the shire	Vouchers void	February 2016	Waste Management Coordinator
2.12	<b>Actively encourage waste processors to establish facilities in Mitchell Shire</b>	Implement management plans for all former landfills in Shire.	Plans implemented	March 2016	Manager Operations

## Year 1 Actions: January 2016 – January 2017 (continued)

Theme	Strategy	Action	Measure	Timing	Responsibility
<b>Kerbside Waste Collection Services</b>					
3.1	<b>Define the Compulsory Waste Charge Zone for kerbside collections.</b>	Develop and adopt a Compulsory Waste Charge Zone policy for the kerbside collection service.	Policy adopted for implementation	April 2016	Waste Management Coordinator
		Develop and adopt a policy for requests for services outside of the Compulsory Waste Charge Zone.	Policy adopted for implementation	April 2016	Waste Management Coordinator
3.3	<b>Conduct a kerbside collection audit</b>	Conduct a kerbside collection audit.	Kerbside audit completed	March 2016	Waste Management Coordinator
3.4	<b>Divert 50% of kerbside collected waste from landfill</b>	Implement a community kerbside recycling education program	Recycling education program implemented and 50% diversion target achieved	December 2016	Waste Project Officer
3.5	<b>Investigate the introduction of a kerbside organics collection service.</b>	Investigate options for implementing a green organics kerbside collection service.	Report completed and presented to Council	February 2016	Waste Management Coordinator
		Continue to implement the annual Compost bin/Worm farm subsidy in the absence of a green organics bin.	Annual subsidy provided	October 2016	Waste Project Officer

## Year 1 Actions: January 2016 – January 2017 (continued)

Theme	Strategy	Action	Measure	Timing	Responsibility
<b>Litter, Dumped Rubbish and Public Place Recycling</b>					
4.1	<b>Develop a Street litter bin database and infrastructure policy</b>	Develop a street litter bin database and undertake spatial mapping of all street litter bins.	All bins mapped	December 2016	Waste Project Officer
		Investigate replacing 120Lt bins with 240Lt bins in high use locations.	Review completed and recommendations implemented	December 2016	Waste Management Coordinator
4.2	<b>Actively document instances of dumped litter across the shire</b>	Partner with land management agencies to coordinate action on illegal dumping and promote compliance activity	Establish local network with land management agencies and develop a community awareness campaign	March 2016	Waste Management Coordinator
		Record data on reported incidences of dumped waste including location, action taken, waste type and tonnage collected and any further investigations undertaken.	Database developed	June 2016	Waste Project Officer
4.3	<b>Promote and support waste minimisation practices at community and Council events.</b>	Develop a clear set of guidelines outlining Council's expectations for waste management at major events including the resources that are available to assist.	Guidelines developed for implementation	February 2016	Waste Project Officer

## Year 1 Actions: January 2016 – January 2017 (continued)

Theme	Strategy	Action	Measure	Timing	Responsibility
<b>Working with the Community</b>					
5.1	<b>Council delivers sustainable and equitable waste management services.</b>	Develop a Waste Charges Policy which defines the RRC pricing schedules.	Policy developed for implementation	March 2016	Waste Management Coordinator
5.2	<b>Develop a fair, equitable and transparent policy that defines waste management support for community groups.</b>	Develop a policy that outlines the level of waste management support that Council will provide to community groups.	Policy developed for implementation	June 2016	Waste Management Coordinator
5.3	<b>Promote sharing, swapping and re-selling of goods by providing forums for promotion of these activities.</b>	Through Council's Facebook page promote items available for sale at Council's Reuse Shop.	Information promoted on Council's Facebook page	October 2016	Waste Project Officer
		Install notice boards at all RRCs for the display of information regarding re-use and recycling.	Infrastructure in place	December 2016	Waste Project Officer

Theme	Strategy	Action	Measure	Timing	Responsibility
<b>Internal Waste Management</b>					
6.3	<b>Ensure Council operations demonstrate best practice waste management.</b>	Review chemical disposal practices for Council operations and alter operational practices or infrastructure as required.	Guidelines developed for implementation	December 2016	Waste Management Coordinator



# 15. Glossary

<b>Commingled recycling</b>	A method of collecting recyclables in which all paper, plastics, metals and other containers are mixed in a collection truck, with materials being separated for reuse at a materials recovery facility (MRF).
<b>EP Act</b>	Environment Protection Act 1970 (Victoria).
<b>EPA</b>	Environment Protection Authority
<b>E-waste</b>	Electronic waste, typically waste containing circuitry such as televisions, computers and associated technology.
<b>GVWRRG</b>	Goulburn Valley Waste and Resource Recovery Group
<b>Landfill</b>	An engineered facility for the disposal of waste materials by burial.
<b>MGB</b>	Mobile garbage bin.
<b>MRB</b>	Mobile recycling bin.
<b>Recycling</b>	Materials are processed into a new material or new product.
<b>Reusing</b>	The practice of using an item more than once without reprocessing the material.
<b>Resource recovery</b>	Diversion of waste materials from the landfill stream to enable further benefit from the material through re-use or recycling.
<b>RRC</b>	Resource Recovery Centre (formerly known as transfer station).
<b>RWRRIP</b>	Regional Waste and Resource Recovery Implementation Plan.
<b>Street Litter bins</b>	Waste receptacles located in shopping strips, parks and reserves.
<b>SWRRIP</b>	Statewide Waste and Resource Recovery Infrastructure Plan.
<b>WRRS</b>	Waste and Resource Recover Strategy (this document).

*Mitchell Landfill weighbridge.*



# 16. References

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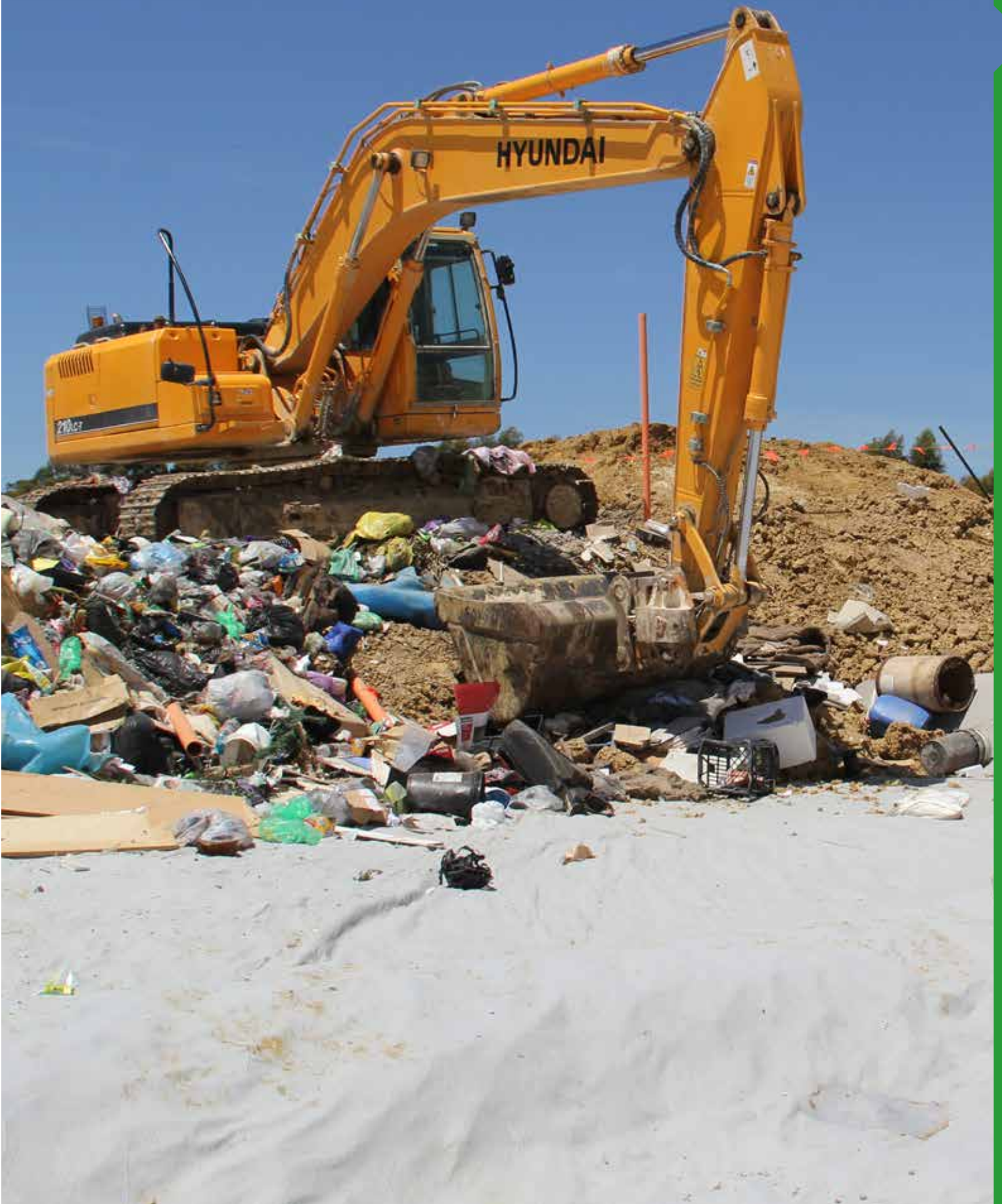
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BEVERIDGE, WALLAN, UPPER  
ENTY, CLONBINANE, HEATHCO  
NCTION, WANDONG, BYLANDS  
RBES, KILMORE, KILMORE EAST  
ERFORD PARK, SUNDAY CREE  
RANDING, WILLOWMAVIN, HI  
AMP, NULLA VALE, GLENAROUA  
SUGARLOAF CREEK, HILDENE,  
AROOK, TRAWOOL, WHITEHEA  
EEK, SEYMOUR, PUCKAPUNYA  
GHLANDS, TARCOMBE, NORTH  
HWOOD, TOOBORAC, GLENHO  
HOPE EAST, MIA MIA, HEATHC  
H BROADFORD, WALLAN, UP

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