



**GLEN EIRA
SUSTAINABILITY
ADVISORY COMMITTEE MEETING**

MINUTES

The Sustainability Advisory Committee meeting commenced at 7.05pm

23 August 2023

Location: Yarra Yarra Room, Glen Eira Town Hall, and Online via Teams

Present:

Councillors:

Cr Li Zhang (online)	Glen Eira Councillor Committee Member
Cr Sue Pennicuik	Glen Eira Councillor Committee Member
Cr Simone Zmood	Glen Eira Councillor Committee Member

Community

Representatives:

Bruce McDonald	Community Committee Member
Christopher Gatto (online)	Community Committee Member
Helen Fischer	Community Committee Member
Julie Vogrig	Community Committee Member
Rochelle Lake	Community Committee Member

Council Staff:

Niall McDonagh	Director Sustainability, Assets and Leisure
Jessica Wingad	Manager Sustainability and Infrastructure
Ryan Hughes	Circular Economy Lead
Sarah Stevenson	Team Leader Recycling and Waste Services

1. Apologies

Gina Rosenberg
Peter Petros
Bruce Paton

2. Conflicts of Interest Declaration

No conflicts of interest were declared

3. Action Items Update from last Committee Meeting

Title/Item	Action	Update	Responsible Officer	Active/Closed
5.2 Urban Greening	Share Kerry Gore's slides and supporting documents	Sent with minutes of meeting	Bruce Paton	Closed
5.4 Group discussion: How will we protect and promote biodiversity in Glen Eira?	Send a live version of the updated program logic to Committee, to edit and add comments.	Sent with minutes of meeting	Bruce Paton	Closed
5.5. General business	Investigate whether and how the Committee' scope can be expanded to include Urban Forestry and Parks and Gardens.	Bruce Paton has confirmed that the Terms of Reference can be expanded. The revised Terms of Reference will be submitted to a full Council meeting for endorsement.	Bruce Paton	Closed
	Circulate revised Terms of Reference to the Committee	The Terms of Reference will be circulated to the Committee once they have been updated	Bruce Paton	Closed
5.6 Future meeting schedule	Circulate dates to the Committee	Dates and calendar invitations have been sent to Committee members.	Bruce Paton	closed

4. Endorsement of minutes from previous meeting

Summary provided:

Yes

For Item 5.5 -Incorporate Urban Forest into terms of reference, the committee asked for more clarity in the minutes regarding revised Terms of Reference to be submitted in September. Once minutes have been updated, these will be circulated to the committee reflect the expanded scope.

Have the recommendations been adopted by council at the relevant Ordinary Council Meeting:

N/A as no recommendations came out of the last meeting

The Committee voted to endorse the minutes from the June 2023 meeting with changes noted above.

5. Items for Discussion:

5.1 Introductions

Jess Wingad

Notes:

Members of the Circular Economy Team (CE Team) Ryan Hughes and Sarah Stevenson introduced themselves to the committee.

Ryan has been working on implementing key items from the Circular Economy plan and reviewing current materials circularity within Council operations.

Sarah leads the recycling and waste team and manages the delivery of waste operation services for the community and council. The team aims to reduce waste to landfill by promoting reuse, recycling and composting options.

Actions:

None

5.2 Presentation

Ryan Hughes

Circular Economy in Glen Eira – Presentation Attached.

The Circular Economy team asked for input from committee to align SAC committee targets with Targeted Impact Areas in Circular Economy Plan.

Notes:

Ryan presented on the background to the Circular Economy Plan (CE Plan), adopted by council in October 2022. Ryan noted that as the team is in the first year of the plan, a lot of projects related to the plan items have concentrated on Data Collection, Research, Service Review, Planning and Project Design. Some key items include:

- Identifying organisational, community, and external barriers to achieving a circular economy and how design principles can be improved to ensure better materials recovery. As Council has limited influence on the product and process of design in large corporations, this item requires collaborative advocacy to key government stakeholders.
- Advocacy to state and federal Government to apply or regulate service standards that apply to all waste industry providers and contractors. Council is promoting better service standards through the collaborative Multi Unit Developments (MUDs) Better Waste Practices project.
- Messaging; how Councils communications can best promote waste reduction and reach a wider audience. The 2023 Waste Mailout was sent to over 70,000 residences and included circular economy messaging. The CE Team are looking at other channels to engage and promote waste reduction, reduce waste to landfill and achieve materials recovery for community and council.

Recent Circular Economy Actions:

- Glen Eira organisation uniform drive – old second-hand uniforms were taken to a recycling facility.
 - The committee asked if there was protentional to promote a uniform collection among local businesses

- The Nappy Project – Glen Eira has led this collaborative project with 14 other councils. The project promotes using modern reusable nappies in place of disposables.
 - The committee wanted to know if any future projects were planned that would concentrate on adult incontinence products. Julie was a source of information for a potential project that could process incontinence waste through pyrolysis for a biochar waste product.
- Data Collection – Internal council and community audits have been used to inform CE Plan projects and develop baselines for setting targets.
 - The committee had asked how feedback is provided to residents and the community particularly feedback that shows a behaviour change/ improvement or decline.

Ryan then presented on four upcoming projects and asked for advice and input from the committee to improve circular economy outcomes.

1. Demolition project

Rosstown aged care facility in Carnegie will be demolished converted to community open space

- The CE Team would like to recover material before demolition but has been involved late in the process
 - i. For future demolitions - the procurement should include contractors that have experience with materials recovery
 - ii. Challenges include; promotion, finding end markets, storage considerations, transport
- The Sustainable Building and Infrastructure Policy will consider a feasibility stage to look for materials recovery and keeping materials at their highest value.
- Rehoming and Recovery needs to be market driven. There is a platform, Aspire, that does promote materials recovery. Some furnishings could possible be rehomed within the Glen Eira community.

2. Resource Recovery Hubs

- The hubs will be located in commercial precincts.
- The project recovers different materials on top of Council's current waste services
- One aspect would be a food and garden organics recovery facility as commercial businesses cannot access this service through the current kerbside collections. Potentially this would involve an onsite dehydration process with organic fertiliser end product.
- New product specifications – design with recycle first policy.

3. Waste Management Plans (WMPs)

- The current process for MUDs at the planning stage is that a WMP will be submitted as part of the planning permit conditions.
- Often, the WMP will elect for a private waste operator to service waste collections from a basement bin room.
- There is no way of Council enforcing private waste operators to collect waste streams separately and take items sorted for recycling to a recycling facility.
- The CE team currently engages with applicants during the initial planning stage for submitted WMPs to include better waste management practices.
- The waste team will provide advice to owner's corporations when contracting private waste providers.

- The team will also advocate for more stringent regulations for private waste operators.

4. Procurement for Waste Services

- A lot of circular economy outcomes are decided during the design phase, this includes the procurement of services and contract specifications.
- The CE Team is currently finalising expressions of interest (EOIs) to go to the market for the Kerbside Collection contract and Hard Rubbish contract. The EOIs will ask for innovation around these services and the vehicles used to deliver the services.
- Procurement for servicing 6 green star facilities will also go to the market next year for the Council Building and Public Litter bin contract. As part of the 6 green star requirements, waste must be measure on collection and data recorded.
- Procurement for an alternate waste processing facility will also need to be commenced shortly and landfill availability reduces across the state.

5.3 Presentation Discussion

The following points were also raised in the discussion:

Data collection, advocacy and reporting

- How do LGAs maximise their influence?
 - Advocate for policy reform, nationwide education and improved infrastructure
 - Approach ministers directly
 - Advocate through MAV motions
 - Collaborating with other councils
 - Funding and Grants
 - Collaborative groups EAGA, CASBE etc.
 - Committee requested that the CE Plan, CE Plan target summary, MAV motions, Repair Shop report and any Container Deposit Scheme updates are included with meeting minutes.

How do we currently report back to the community about circular economy goals?

- How do we get the community invested?
 - Council could send out messages through targeted geolocation to provide feedback about certain materials and if Glen Eira are on track to meet CE Plan targets.
- How do Council promote sustainable models of living to the community and how to extend the reach of the messaging.
 - Ideas were to attend the Multicultural Advisory Community forums.
 - More community group meetings, ask for contributions and ideas from community groups to improve circular economy outcomes
 - Attend traders association meetings.
 - Stalls at community markets, waste sorting examples
 - Promote choosing items that have better reuse or recycling outcomes
 - Use some nostalgic messaging – go back to how it was done before plastic

- Celebrate businesses and community groups/ sports clubs that have adopted circular economy principles
- Engage schools and universities – attend school fetes and submit articles for school newsletters
- Add messaging to other Council mailouts (example to Rates Notices or Animal Registration reminders)
 - This could be via fiscal messaging (a smaller bin costs less, saving waste from landfill will keep waste service costs in check)
 - Environmental messaging (you can compost pet waste at home and link to pet waste composter)

Council Circular Economy and Waste Service investment considerations

- Are Council looking to implement any soft plastic processing options for the community?
- How do the CE team ensure all council departments include circular economy principles at the procurement step for services?
- Business initiatives that could supplement current waste services and improve circularity
 - A local buy swap share platform for Glen Eira businesses that could be supported as an alternative to Hard Rubbish services
 - Repair Shop Cafe
 - With skill share days for keeping items in use run by volunteers. Sewing workshops, beginner's electronics. Items can be donated for repair to sell at shop
 - Sell repaired items at market stalls to promote repair and reuse of items
 - Tool Library – sharing tools you only need once a year
 - Toy Library – Borrow toys rather than buying new toys
 - Council facilitated toy swap days
 - Connect food businesses to charities that can use end of day unwanted food
 - Work with Men's Sheds to run equipment maintenance days (how to prevent items needing repair), Skills workshops.
 - Promote sustainable business models
 - Waste to Energy solutions – instead of sending waste to landfill
 - Possibilities of Glen Eira storing construction and demolitions items for reuse at other council's transfer stations

Actions:

Circulate the following documents

- Circular Economy Plan
- Summary of CE Plan Targets
- MAV motion – advocacy of waste industry and circular economy reform
- Establishment of a Circular Economy Repair Shop Council Report

5.4 General Discussion

- Upcoming Container Deposit Scheme (CDS), council to share further details when available
- How can council improve waste services for MUDs?
 - Potential to include smaller waste collection trucks as part of new kerbside contract
- The committee will advise of further ideas to improve engagement with community including any community feedback they receive

- Cr Zmood will attend and present at the School Sustainability Festival Thursday 7 September
- Cr Zmood also offered to share photos of visiting and assisting businesses to sort waste correctly

Actions

- Distribute updated CDS information once available
- Cr Zmood offered to share business waste sorting photos

5.5 Future meeting schedule

Jess Wingad

Notes:

The next meeting will focus on the 3rd priority – energy

Proposed next meeting date of mid-October, after 17th October

Actions:

Send preferred meeting dates to the Committee.

6. Closure of meeting

The meeting closed at 9:05pm.

Note:

- Recommendations will be noted above under each Agenda Item
- Actions from this meeting

Title/Item	Action	Update	Responsible Officer	Active/Closed
4. Endorsement of minutes	Update minutes to include committees Urban Forest Terms Of Reference and expanded scope	Sent with minutes of meeting <i>Please note: these updated minutes have yet to be endorsed by Council</i>	Bruce Paton	Active
5.2 Circular Economy	Share Ryan's slides and supporting documents	Sent with minutes of meeting	Bruce Paton	Closed
5.3 Group discussion	Circulate the following documents to the committee: • Circular Economy Plan	The following documents have been circulated with the minutes: • Circular Economy Plan	Bruce Paton	Active

	<ul style="list-style-type: none"> • Summary of CE Plan Targets • MAV motion • Establishment of a Circular Economy Repair Shop Council Report 	<ul style="list-style-type: none"> • The July 2023 CE update for Council (including the update on the container deposit scheme) • The Establishment of a Circular Economy Repair Shop Council Report <p>The following items are still in development:</p> <ul style="list-style-type: none"> • The MAV motion on waste advocacy and circular economy reform is still in development. A copy of the report will be sent to the committee once it has been brought before Council. • A summary of progress on the actions outlined in the Circular Economy Plan will be prepared in late October and early November, to coincide with the first 12 months of the Plan. This will be provided to the Committee. 		
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5.4 General business	<ul style="list-style-type: none"> • Distribute information on updated Container Deposit Scheme once available • Cr Zmood offered to share business waste sorting photos 	See attached Council CE report. Additional information will be provided on the scheme once it's available.	Bruce Paton	Active
5.5 Future meeting schedule	Circulate dates to the Committee	Date and calendar invitations sent to Committee members.	Bruce Paton	Closed