

1. MONTHLY WORKS REPORT

The monthly works report for the period to Friday, 6 April 2018 is attached for information (**Attachment No. 1**).

RECOMMENDATION

That the information be noted.

2. UPDATE ON WASTE SERVICES

Introduction

The purpose of this report is to provide Council with an update on the various waste services in the Local Government Area.

Background

Council resolved at their Ordinary Meeting on 8 December, 2009 to enter into a Recycling contract for a period of 10 years, commencing 1 July, 2010, expiring 30 June, 2020.

Council resolved at their Ordinary Meeting on 15 December, 2010 to enter into a Mixed Solid Waste contract for a period of nine (9) years, commencing 1 July, 2011, also expiring 30 June, 2020.

Council resolved, at its Extraordinary Meeting held on 21 August, 2017 to expand the current waste collection service to include food and garden organics. At the conclusion of this meeting, the General Manager, under delegated authority, accepted a tender for:

- Mixed Solid Waste collection for an eight (8) year period commencing 1 July, 2020, expiring 30 June, 2028;
- Recycling collection and processing for an eight (8) year period commencing 1 July, 2020, expiring 30 June, 2028; and
- Food and Garden Organics collection and processing for a 10 year period commencing 1 July, 2018, expiring 30 June, 2028.

Issues

- Collections of food and garden organics will commence 1 July, 2018;
- Weekly mixed solid waste (MSW) and fortnightly recycling in Narromine and Trangie to continue until current contract expires 30 June, 2020.
- Recycling collection will commence in Tomingley from 1 July, 2018 under current contract in accordance with Council resolution.
- Current service areas to be reviewed, and potentially expanded, once food and garden waste service has been commenced.
- China's decision to enforce stricter rules on the acceptance of foreign waste has created an issue with Local Government kerbside collection and processing of recyclables.

2. UPDATE ON WASTE SERVICES Cont'd.**Assessment****(a) Legal Implications Including Directives and Guidelines**

Local Government Act 1993; Local Government (General) Regulation, 2005; Protection of the Environment Operations (Waste) Regulation 2014; Environment Protection Licence, number 6055.

(b) Financial Implications / Considerations

Nil

(c) Policy Provisions – Council Policy and Practice

Narromine Shire Council Landfill Environmental Management Plan (LEMP).

(d) Strategic Implications – Implications for Long Term Plans / Targets

3.1.7 Community Strategic Plan - Reduce waste to landfill through effective and efficient domestic waste and recycling services to the community;

3.1.7.3 Delivery Program - Investigate and introduce a cost effective approach to organics management to minimise impact on landfill locally and regionally;
Narromine Shire Council Waste Management Strategy 2014-2016.

(e) Environmental Impacts / Considerations

Organic matter in landfill breaks down and releases methane, a potent greenhouse gas (which has a global warming potential (GWP) of around 21 times greater than carbon dioxide) and contributes to landfill leachate that can pollute waterways. Composting of organic materials at home and in large-scale facilities is part of a growing trend in NSW to better manage and re-use organic waste material.

Discussion/Comments***Organics Collection System Grant – Waste Less Recycle More Initiative, NSW Environmental Trust***

Council was successful in receiving a grant of \$192,174 (GST exclusive) for the purposes of covering costs of kitchen caddies and liners, community education campaigns, half of the cost of the MGB (240L Green lidded bin) as well as funding to undertake:

- Waste Audit x 2;
- Community Survey;
- Development of a Communication and Education Plan.

The grant also included funds to contribute to the costs of tender evaluations, advertising and other informational material such as flyers and banners.

This grant was applied for jointly, with Dubbo Regional Council and Mid-Western Councils, for the purpose of assisting in the implementation of the Joint Regional Tender for the introduction of Food and Garden Organics (FOGO) collections. As such, all decisions made were done in conjunction with the other two (2) Councils.

2. UPDATE ON WASTE SERVICES Cont'd.

In addition to the grant, there is also a component in the Waste Contract, paid by the Contractor for the purposes of community education. There is an annual allocation for this purpose under the terms of the contract. The contractor has engaged Envirocom to facilitate this work. Council has also been working with Envirocom, and NetWaste, to ensure that all information is correct and provides the best outcome to the community.

Waste Audits

Council has also been working with NetWaste and the other Councils to engage an external consultant to undertake the waste audits, as a part of the grant.

The purpose of these waste audits is to gain an understanding of the composition of the waste in the "red" and "yellow" bins. Regular waste audits can assist Councils in focussing education to ensure that waste is going to the correct stream to reduce contamination and costs. The audit can also identify the quantity of food and garden organics that is being put in the red bin, and as such, establishes benchmark data on which to improve with diversion opportunities.

Community Surveys

As previously advised, the grant included funds to undertake a community survey. The original purpose of the grant funded survey was to ascertain from the community what they knew about organics collection and to gauge whether they wanted the service introduced or not. Due to the delays associated with the project, the initial survey undertaken by Council was prepared and funded in-house for the purposes of allowing Council to make a decision. Accordingly, the grant funds for the survey will be used to do a survey prior to the introduction of the food and garden organics collection service commencing, with another survey being undertaken after the service has been in place for a period of time.

The three (3) Councils, with the assistance of NetWaste, have engaged external consultants to undertake the surveys with the initial survey taking place from 19 March, 2018 for a period of two (2) weeks. The purpose of this survey is to determine the level of knowledge of the community with regards to "the green bin" prior to commencement of the service being introduced. Another survey will be undertaken after the service has been introduced which will allow the results to be compared and collated with the initial survey.

Development of a Communication and Education Plan.

Council, in conjunction with NetWaste and the other Councils, has engaged an external consultant to assist with the development and implementation of a communication and education plan. This plan forms the basis of the communications put out to the community and the timing of same. This consultant is also working closely with Envirocom, on Council's behalf, to expedite and simplify the process.

2. UPDATE ON WASTE SERVICES Cont'd.

Food and Garden Organics Collection and Processing

Since Council resolved to expand the waste collection service to include food and garden organics, there has been an enormous amount of collaboration and effort put into getting the service in place. The catch-phrase of "Keep it coming round" was adopted across the three (3) Councils to represent the role of food and garden organics in the nutrient cycles of the environment, while also referring to the regular collection of the bins in each of the Local Government Areas.

Several meetings have been held with the contractor, NetWaste, Envirocom and the other Councils to determine designs of truck livery, hot stamping on lids, calendars, magnets, information pamphlets, public education and consultation, media wording and timing.

There was also the need to provide the contractors with numbers of services and waste collection area maps to ensure that they would order the correct number of bins and associated information packs (including the other Councils). This information was required prior to Christmas so that the bins could be ordered in bulk and be delivered in time for distribution to the relevant Councils.

The estimated timeline for the introduction of the services is as follows:

- **Phase One** – Awareness (March, April, May) – This is to raise awareness that the service is coming and to explain what it is and why it is happening. This incorporates the survey in March, press releases (radio and online) and displays in Council buildings. Narromine Shire Council will be setting up a display in the Narromine Shire Council Customer Services Building and the Trangie Library. This display will have the three (3) bins, with the kitchen caddy (and liners) and will be about bringing awareness to the services. Dubbo Regional, Mid-Western and Narromine Shire Councils will be getting an ad-on to the existing Bathurst Regional Council ad for the organics, which will basically advise that the service is coming soon to these Council areas. A list of FAQs has been compiled and provided to Council's customer service officers so that they have all the information that is required in the event of a resident making an enquiry, either due to being surveyed, or hearing about it through the media. This phase was deemed necessary due to the time lapse from the initial consultation to the rollout of the service.
- **Phase Two** – Bins Arrive (Mid May, June) - Bins will begin arriving in mid-May, so that all bins will be delivered across the three (3) Council areas by end of June, ready for services to commence 1 July, 2018. There will be a kitchen caddy and a roll of liners as well as a start-up Information pack delivered with each bin. The start-up pack will include a fridge magnet, a calendar and an instruction flyer which provides information on what can and cannot go in the organics bin. There will also be additional press releases, as well as newspaper and radio ads to reinforce the "what" and "why" and add detail to the specifics of the bin/caddy/ liner delivery.
- **Phase Three** – Service Starts (1st July – ongoing) – Collection of the food and garden organics will commence. There will be additional newspaper and radio ads, also on social media. The "what" and "why" will be further reinforced and there will be hints and tips to improve engagement and troubleshoot usage of the service.

2. UPDATE ON WASTE SERVICES Cont'd.

Recycling Collection and Processing

China's National Sword Policy

Council will recall an email sent on 6 March, 2018, providing advice that Visy Recycling were suspending the performance of their obligations under their contract with JR Richards from 14 March, 2018 for kerbside recycling in some Council areas.

Further negotiations have been undertaken and several teleconferences held with NetWaste, member Councils, JR Richards and the EPA.

Visy have since advised that they will continue to accept kerbside recycling, at this stage, however are seeking additional processing fees in order to make this happen. In correspondence dated 8 March 2018 from Visy Recycling to JR Richards, \$60 per tonne (plus GST) was stated as an additional processing fee that would be charged under a Variation Agreement if agreed to by both parties.

The additional \$60 (plus GST) processing fee has been in effect from Thursday 15 March 2018 and applied to all recyclables delivered under the NetWaste contracts, including product from Narromine Shire Council.

The proposed Variation Agreement has recently been received, reviewed and discussed, with JR Richards and Sons indicating to the impacted Councils the terms are considered acceptable to them. JR Richards have also indicated it is their intention to pass on the additional processing fee to all relevant Councils, including Narromine Shire Council. Correspondence was received on 4 April, 2018, from JR Richards confirming this. As such, Council will be required to enter into a Formal Variation Agreement with JR Richards to reflect the increase in costs applied by Visy Recycling.

In the 2017 calendar year, Narromine Shire Council had approximately 450 tonnes of recycling processed. This equates to about \$27,000 in additional processing fees.-

The Environment Protection Authority (EPA) have recently announced a \$47million recycling rescue package, however, it remains unclear the level of support that is being offered, nor the timeframes that such support would be provided. NetWaste continues to have active discussions with the NSW EPA and is well placed to receive information and assist Council to respond once details are announced.

In the long term, it would seem that the best outcome would be if new uses for recyclable materials could be identified, improve the quality of recycled products and reduce the amount of unrecyclable material left at the end of the process. A component of the recycling rescue package has been allocated for this purpose.

Resolution from 21 August, 2017

Council determined at their Extraordinary meeting held on 21 August, 2017 that recycling services would be reinstated to the village of Tomingley, resolving:

2. UPDATE ON WASTE SERVICES Cont'd.

"That negotiations be entered into with the current recycling services contractor to provide fortnightly recycling services to all properties within the Tomingley waste collection area commencing 1 July 2018, as a variation to the current contract due to expire 30 June 2018."

These Minutes were adopted at the 13 September 2017 Ordinary Meeting.

It has been recently noted that the reference to the recycling contract expiry date is incorrect, and should be 30 June, 2020.

Review of Waste Collection Areas

When Council agreed to expand the waste collection service to include Food and Garden Organics, it was agreed that efforts should be made to ensure the cost of this additional service would be minimised over the next couple of years. While Council is currently reviewing its waste operations for this purpose, it was also suggested that there was an opportunity to also review the existing waste collection areas with a prospect to expand said collection areas.

There are two main ways in which this can be done:

- (i) Council have a workshop and work out where they believe the waste collection areas should be, and then consult the Community before it being brought back to Council for adoption; or
- (ii) Consult the community by way of Expression of Interest, then have a Council workshop and determine from community feedback where the collection areas should be before going back out to the community and coming back to Council for adoption.

The preferred option would be (i) due to:

- Possible lack of feedback from the community makes the decision difficult;
- It may be possible that people in the urban area, that already have a service, don't want the service which could skew results;
- Council can have a clear area identified before going to the community which will allow a more focussed consultation process making it more efficient.

It is anticipated that this initial workshop would take place in the new financial year, once the introduction of the food and garden organics service has been finalised. This will also allow for the budget and IP & R process to be completed as well.

While there may have been some expectation that this review take place prior to 1 July, 2018, discussions with other Councils and the contractor tended toward this not occurring for a couple of reasons:

- Other Councils and the contractor have advised that the introduction of the food and organics service, although hugely beneficial to Council and the environment, can cause some issues with some residents and lead to numerous, time consuming conversations.

2. UPDATE ON WASTE SERVICES Cont'd.

- On completion of the review, there is the potential for some residents, who do not currently get a service, to be provided a three (3) bin service. In essence, going from none, to three. This in itself could also cause some concern, if the process was rushed and not implemented correctly.
- Advice was also sought with regards to expanding services at the tail end of a current contract and the issues associated with this. While a slight increase would not cause too much drama, a significant change could cause issues with bin supply as the bins need to be hot stamped specifically for this contract. It is difficult to determine what the possible expansion would be until after the review. As such, it is recommended that the newly expanded area be included at the commencement of the new contract commencing 1 July, 2020. This will allow more than sufficient time for the consultation process to be undertaken thoroughly.

Discussion/Comments

- Weekly collections of food and garden organics for Narromine, Trangie and Tomingley will commence 1 July, 2018;
- Weekly mixed solid waste (MSW) and fortnightly recycling in Narromine and Trangie to continue until current contract expires 30 June, 2020.
- Mixed Solid Waste (MSW) and recycling will be collected on alternate fortnights from 1 July, 2020 under new contract.
- Recycling collection will commence in Tomingley from 1 July, 2018 under current contract in accordance with Council resolution.
- China's decision to enforce stricter rules on the acceptance of foreign waste has created an issue with Local Government kerbside collection and processing of recyclables. EPA has announced a \$47 million assistance package.
- Current service areas to be reviewed, and potentially expanded, once food and garden waste service has been commenced and prior to commencement of the new contract on 1 July, 2020.

RECOMMENDATION

1. That the information be noted.
2. That the resolution of the Extraordinary Meeting held on 21 August, 2017, number 2017/215 be amended to note the current recycling contract is due to expire on 30 June, 2020 and not 30 June, 2018.
3. That Council hold a Workshop in the new financial year to discuss options for waste service expansion areas.
4. That Council enter into a formal Variation Agreement with JR Richards to reflect the increase in costs applied by Visy Recycling.

3. NEW FEES AND CHARGES

Introduction

The purpose of this Report is to adopt fees and charges proposed at the February, 2018 Ordinary Council meeting for the Narromine Sport and Fitness Centre which have been on public exhibition.

3. NEW FEES AND CHARGES Cont'd-

Background

Council resolved at its Ordinary Meeting held on 14 February, 2018 to set the following fees and charges and place them on public exhibition for 28 days –

- Gymnasium use for personal training or coaching/hour \$20 inclusive GST;
- Individual stadium entry \$3 inclusive GST;
- Individual stadium entry (seniors – must show seniors or pensioners card) \$2.50 inclusive GST;
- Stadium hire/hour (commercial business) \$50 inclusive GST;
- Stadium hire/hour (not for profit or community group) \$40 inclusive GST;
- After school sporting program (6 weeks) per child \$50 inclusive GST;
- After school sporting program (single class) per child \$10 inclusive GST

Assessment

a) Legal Implications

No charge can be made to hire the facilities until Council sets the fee for the hire.

b) Financial Implications

Hire of available facilities will generate some income for the building.

c) Strategic Implications

This item refers to Item 4.3.4 of the Strategic Plan – Ensure Council's property assets are monitored and well managed.

Summary

Council set these fees at their 14 February, 2018 Ordinary Council Meeting and placed them on public exhibition for 28 days. There have not been any submissions on the fees and charges. It is now necessary for Council to adopt these new fees and charges.

RECOMMENDATION

1. That Council adopt the following fees and charges for the Narromine Sport and Fitness Centre:
 - Gymnasium use for personal training or coaching/hour \$20 inclusive GST;
 - Individual stadium entry \$3 inclusive GST;
 - Individual stadium entry (seniors – must show seniors or pensioners card) \$2.50 inclusive GST;
 - Stadium hire/hour (commercial business) \$50 inclusive GST;
 - Stadium hire/hour (not for profit or community group) \$40 inclusive GST;
 - After school sporting program (6 weeks) per child \$50 inclusive GST;
 - After school sporting program (single class) per child \$10 inclusive GST
2. FURTHER that Council's Fees and Charges be updated accordingly.

Kerrie Murphy

Director, Infrastructure and Engineering Services

 <p>Narromine SHIRE COUNCIL</p>	<p>MONTHLY WORKS REPORT</p> <p>Friday, 6 April 2018</p>	<p>Infrastructure and Engineering Services Narromine Shire Council Tel: 02 6889 9999 Fax: 02 6889 9998 mail@narromine.nsw.gov.au</p>
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*Road and Park users are to proceed with caution at all work sites and observe work signs to ensure safety.
Speed zones are enforceable with possible short delays.
For all enquiries, please contact Council's Infrastructure and Engineering Services Department on 6889 9999.*

URBAN – Narromine, Trangie, Tomingley	
Various Streets (Narromine)	Routine Maintenance Program. Pothole and edge break repairs have been completed. Narromine streets are programmed for reseals, for the month of April. Jet patching repairs have been completed on various roads.
Various Streets (Trangie)	Routine Maintenance Program. Pothole and edge break repairs have been completed.
Various Streets (Tomingley)	Routine Maintenance Program. Supply and delivery of gravel for footpath.
UNSEALED ROADS NETWORK	
Various Unsealed Roads	Allisons, Pineview, Merrinong and Mumblepeg Roads have received maintenance grades.
SEALED ROADS NETWORK	
Various Sealed Roads	Additional heavy patching repairs on the Eumungerie Road have been completed. Reseals on Tyrie, Willydah, Webb Siding, Peak Hill Railway, Dubbo-Burroway, Burroway and Bogan-Cathundril Roads have been completed.
WATER AND SEWER	
Narromine	<p>Level 2 water restrictions continue in Narromine, in accordance with the odds and evens scheme. Testing and final acceptance of the new gas chlorination system has been completed. Continued mains and house service replacement works in Dandaloo Street south and the western side of Cathundril Street.</p> <p>Commenced construction of the rising main from Bore 3 to the Tullamore Rd Aeration Reservoir to complete the disinfection system upgrade.</p> <p>Commenced quarterly water Meter Reading.</p> <p>Contractors commenced ground works and fencing at the high lift pump station.</p> <p>Interflow are continuing installation of junction sleeves as part of the current sewer relining package. Contractors have completed repairs and servicing of reuse system pivot irrigator.</p>
Trangie	Continued regular system maintenance. Commenced quarterly water meter reading.

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Tomingley	Continued regular system maintenance. Commenced quarterly water meter reading.
PARKS AND OPEN SPACE NETWORK CBD Gardens, Parks, Ovals, Villages	
Narromine CBD	General maintenance.
Narromine Parks and Reserves	General maintenance and mowing.
Narromine Sports Grounds	General maintenance. Irrigation repairs are ongoing.
Narromine Streets	General maintenance. Works continuing on laneways with clearing of vegetation and surface repairs. Continued spraying and maintenance of drains.
Trangie CBD	General maintenance and weed control ongoing.
Trangie Parks	General maintenance, mowing and irrigation system repairs being undertaken.
Trangie Sports Grounds	General maintenance and mowing.
Trangie Streets	General maintenance. Works continue on laneways with clearing of vegetation and surface repairs, continued spraying and maintenance of drains.
Tomingley Village	General maintenance, including truck stop, ongoing. Contractor slashing of vegetation.
SWIMMING POOLS	
Narromine Pool	Pools will be closing to the public on Tuesday, 3 April and will be open only to Swim Clubs for those that have qualified for State Swimming Competitions after that date. This is to allow Council to commence works on the facilities.
Trangie Pool	
AERODROME	
Narromine Aerodrome	Installing new office/store at Aerodrome.
BUILDING MAINTENANCE	
All Buildings	General maintenance as required.
Narromine Medical Centre	New signage has been ordered and will be installed in due course.
Council Administration Buildings	New carpet is to be installed in Council's Customer Service and Payments building.
PUBLIC CONVENIENCES	
Rotary Park (Narromine) Public Toilets	General maintenance and repairs. Toilet facilities cleaned daily.
Burroway Street Public Toilets (adjacent to Pool)	
Argonauts Park (Trangie)	Toilet facilities cleaned every Tuesday, Thursday and Saturday.

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Public Toilets (Goan Waterhole)	
Dandaloo Street Trangie (adjacent to Bakery)	General maintenance and repairs. Toilet facilities cleaned every Monday, Wednesday and Friday.
Wetlands	General maintenance and repairs. Toilet block secured and cleaned daily.
VANDALISM	
Narromine – Various Parks	Broken glass and litter continues. Ongoing Playground equipment damage.
Trangie	General rubbish and household waste dumped into Council waste bins and at public toilets.
CEMETERIES	
Narromine Cemetery	General maintenance, mowing and weed spraying. Topping up of graves. Irrigation and new turf to follow in the next couple of weeks.
Trangie Cemetery	General maintenance, mowing and weed spraying. Topping up of graves.