

Council Meeting Minutes

**10 July 2018 | 7.00 pm
Council Chamber
401 Greenhill Road, Tusmore**

Members Present: Mayor David Parkin
Councillors Wilkins, Lemon, Bills, Monceaux, Osterstock, Ford,
Cornish, Lord (from 7.32pm), Davey, Davis (from 7.15pm)

Staff Present: Paul Deb, Chief Executive Officer
Martin Cooper, General Manager, Corporate and Development
Barry Cant, General Manager, Urban and Community

The Mayor read the opening prayer.

The Mayor acknowledged those who gave their life for this Country and also acknowledged the Traditional Owners.

The Mayor advised of the relevant legislation and offences that address behaviour that disrupts a Council Meeting and informed all present that offences apply to both members of the gallery and Elected Members

Evacuation Procedure

The Mayor read the evacuation procedure.

Recording of Council Meetings

The Mayor advised that the Council Meeting is recorded and live streamed.

Apologies

Councillor Piggott

Leave of Absence

Leave of Absence Request – Councillor Bills (4.1)

Councillor Bills left the Chamber at 7.03pm.

Recommendation

C11742

That Leave of Absence be granted for the period 15 July 2018 to 28 August 2018 inclusive.

Moved Councillor Monceaux, Seconded Councillor Wilkins CARRIED

Councillor Bills returned to the Chamber and resumed his seat at 7.04pm.

Confirmation of Minutes**Recommendation**

C11743

That the Minutes of the meeting of Council held on 26 June 2018 be taken as read and confirmed.

Moved Councillor Davey, Seconded Councillor Cornish CARRIED

Mayor's Report**Recommendation**

C11744 That the Mayor's report be received.

Moved Councillor Monceaux, Seconded Councillor Wilkins CARRIED

Reports of Members, Delegates and Working Parties

Councillor Osterstock attended the Burnside War Memorial Hospital Board meeting on 27 June 2018.

Councillor Monceaux attended the Conyngham Street Depot Development Open Day on 30 June 2018 and the workshop prior to meeting on 10 July 2018.

Councillor Bills attended the Conyngham Street Depot Development Open Day on 30 June 2018.

Councillor Lemon attended the Awards and Grants Ceremony at the Council Community Centre on 29 June 2018; attended the Conyngham Street Depot Development Open Day on 30 June 2018 and attended a meeting with staff about the new State planning legislation on 6 July 2018.

Councillor Wilkins attended the Conyngham Street Depot Development Open Day on 30 June 2018; attended the Council Assessment Panel on 3 July 2018; attended the Adelaide Central School of Art, Graduation Ceremony at the Art Gallery of SA on 4 July 2018 and attended the workshop regarding the proposed changes to the SA planning system on 10 July 2018.

Councillor Davey attended the Burnside War Memorial Hospital Board meeting on 27 June 2018; attended the presentation ceremony for Community Grants, the Garden Awards and the Photography Awards on 29 June 2018; and had meetings with constituents in Beulah Park and Leabrook.

Councillor Cornish attended the the Eastern Health Authority Board meeting on 27 June 2018; attended the Conyngham Street Depot Development Open Day on 30 June 2018 and the DPTI Planning and Design Code Workshop on 10 July 2018.

Councillor Ford attended the DPTI Planning and Design Code Workshop on 10 July 2018.

Deputations

Nil

Petitions

Nil

Questions on Notice

10.1 Conyngham Street Depot site and Laurel Avenue Nursery

Councillor Lemon asked the following Questions on Notice:

1. What user groups were consulted regarding plans for Conyngham Depot site and when?

Staff from the Men's Shed program, the Biodiversity Conservation Nursery service, and Depot operations have been extensively involved in the design of the facilities at all stages of the project. Neighbouring residents were consulted as part of the community engagement on the draft Master Plan undertaken from 1 May to 22 May 2017 through the postal delivery of a brochure to 4,200 properties located within the Eastwood and Glenunga Ward. Ongoing discussions have also been undertaken throughout the design process with the Glenside Lions Club which has committed \$80k funding to this project.

In relation to the Men's Shed participants, an independent review was undertaken in late 2015 to explore options for the Men's Shed program. In undertaking the review, interviews were conducted with participants, staff, volunteers, carers, program partners and industry bodies and leaders. In total, interviews were undertaken with 58 stakeholders, including 32 participants in the Eastern Region Men's Shed Program, their carers, staff and volunteers during site visits to all six program groups. This accounted for more than half of the Men's Shed participants at the time. Based on this consultation, the review's final report specifically identified the existing facility as the overriding limitation in the current Men's Shed program and also provided specifications for a new facility. The new Conyngham Street Men's Shed has been designed to meet these specifications and is therefore directly based on the consultation undertaken with participants during the review.

Men's Shed participants were also able to participate in the community engagement on the draft Conyngham Street Depot Master Plan that was undertaken from 1 May to 22 May 2017 in line with the Community Engagement (Public Consultation) Policy. The opportunities for participants to provide feedback during this engagement process were explained to them in-person at the time by Men's Shed staff.

In recent weeks, staff from the Men's Shed program have been working with the participants to capture their ideas and feedback to inform the final detailed design and layout of the Men's Shed facility. This is appropriate to do at this point in the process because it is now that the project has reached the point of final detailed design.

2. Was the process of consultation regarding plans for Conyngham Depot site short circuited? If so, how?

No. This project has been in development since 2011, with the draft Master Plan for the site being subject to community engagement between 1 May to 22 May 2017 in line with the Community Engagement (Public Consultation) Policy. The adopted site plan is consistent with the results of that engagement.

3. Has there been any Motion from an elected member regarding the Laurel Avenue Nursery in the past 12 months, 24 months and 4 years?

No.

Two petitions to retain the existing Burnside Biodiversity Nursery at the Laurel Avenue site were presented to Council at its meeting on 22 August 2017 (C11350 and C11351):

1. *That the Petition be received.*
2. *That Council Administration correspond with the head petitioner and advise of the outcomes of the Nursery Review Report item being discussed at the Council meeting of 22 August 2017, noting that the scope of this report refers to service provision as opposed to specific locations; the latter of which will be managed through a separate report from the Administration in due course.*

The reasons cited for retaining the Nursery at the Laurel Avenue site in both petitions were:

1. *The "proven suitability of the site for purposes of propagating and raising plants over many years";*
2. *The site's "present use in propagating local indigenous plants in a secure and clean environment"; and*
3. *That the Nursery "epitomises 'act local think global' – contributing to a positive future for our planet".*

The new Nursery facilities included in the Conyngham Street Depot site have been specifically designed to satisfy these matters.

In addition, a Biodiversity Conservation Nursery service review Report was presented to Council on 22 August 2017, where Council resolved (C11358):

1. *That the Report be received.*
2. *That Council continue to provide the in-house nursery service, with a view to exploring an avenue for providing more suitable, contemporary facilities that are fit for purpose and able to accommodate both staff and volunteer programs, in order to continue delivering on Council's Environment and Biodiversity Strategy 2014-2019.*

3. *That Administration provide a report through Info Docs detailing the urban biodiversity sites throughout the City of Burnside, their area and if possible their estimated share of the \$160K cost of annual maintenance.*

The new nursery facility at Conyngham Street addresses part two of this resolution.

4. Has there been any Motion form and elected member regarding the Men's Shed in the past 12 months?

No.

5. What is Burnside's annual cost as a participant in the Eastern Regional Alliance Men's Shed?

The Men's Social Inclusion Program, including the Men's Shed, is currently funded by a grant under the Commonwealth Home Support Program (CHSP). Reforms to the CHSP anticipated to commence in July 2020 means that the Men's Shed program will no longer be substantially grant funded through the existing Federal Government mechanisms post 30 June 2020.

The business case analysis for the inclusion of a Men's Shed at the Conyngham Street Depot site is based on the current annual operating costs for the Men's Shed program shown in the following table. These costs represent the budget required to maintain the current level of service provision. The \$12,000 annual rent would not be incurred if the program operates from a Council-owned facility such as the Conyngham Street Men's Shed.

OPERATING COSTS	ANNUAL COST
Staff costs	\$115,425
Rent	\$12,000
Materials	\$10,000
Catering	\$3,000
TOTAL	\$140,425

10.2 Waste Management

Councillor Davey asked the following Question on Notice:

1. Has the City of Burnside undertaken kerbside waste audits to assess the effectiveness of its current waste disposal system for residual waste, recycling and green organic waste? If so, what are the results of the audit/s?

Yes. The last waste audit was undertaken by KESAB in 2014.

Earlier this year, the Administration approached KESAB to provide fees to undertake this service again. This will allow monitoring progress on a five year cycle. This audit will be performed subject to available funding.

An Executive Summary from the results of the 2014 waste audit is provided in Attachment A. The full document and report published by KESAB is available from the Administration upon request (8366 4205 or rdabrowski@burnside.sa.gov.au).

2. Does the COB undertake litter audits to monitor the various types and volumes of material e.g. cigarette butts, batteries, IT waste, paper, board, plastics, metals in its litter streams? If so, what are the audit results? If not, when will such audits be undertaken?

To date, there has been no audit of all waste (the litter stream) collected, including those in parks and streets.

However, as part of the open space recycling trial, the Administration will be auditing waste streams to help identify the type of items placed in recycle bins as well as general waste bins to identify how we can reduce contaminate rates and waste entering landfill.

3. Notwithstanding the activities of East Waste, what work is City of Burnside undertaking to actively promote community awareness and the benefits of waste avoidance; improved rates and methods of waste recycling and the re use of unwanted goods and how is this being measured?

City of Burnside Initiated Activities

Over the past year, the communication activities undertaken to promote the waste, reuse and recycle messages include:

- *Articles in the Focus newsletters (delivered to every property in the City quarterly);*
- *Advertising via Council's various Social Media platforms;*
- *Website and Latest News campaigns; and*
- *Through the Garage Sale Trail campaign.*

A complete detailed list of City of Burnside educational and promotional activities is provided as Attachment B.

KESAB initiated activities in conjunction with Council

KESAB undertook three community engagement evenings at the City of Burnside move nights:

- *Friday 15 December 2017 – Glenunga Hub;*
- *Friday 12 January 2018 – Kensington Park Oval;*
- *Friday 16 February 2018 – Kensington Gardens Reserve.*

At each event, compostable liners were provided to attendees for free, with a reminder of what can/cannot go into the green bin.

Motions on Notice

Nil

Questions without Notice

Nil

Motions without Notice

Nil

Reports of Officers**Chief Executive Officer Report – June 2018 (Operational) (14.1)****Motion**

C11745

That the Report be received.

Moved Councillor Lemon, Seconded Councillor Cornish

CARRIED

2 Benacre Close, Glen Osmond – Request To Discharge an Encumbrance (Operational) (14.4)**Motion**

C11746

1. That the Report be received.
2. That Council resolves to consent to the discharge of Encumbrance No. 3122873 (CT 5853/761) between the City of Burnside and Thomas Lancelot Lewis, Alexander Ashley Lewis and Margaret Ann Laidlaw Sands and (by default) the current owner of 4 Benacre Close, Glen Osmond.
3. That the Mayor and Chief Executive Officer be authorised to sign and affix the Common Seal of the City of Burnside to any document to give effect to the discharge of the Encumbrance.

Moved Councillor Lemon, Seconded Councillor Osterstock

CARRIED

Request for Permission to Construct a Bridge over Road Reserve (Operational) (14.5)**Motion**

C11747

1. That the Report be received.
2. That Council endorse the final plans of the Pembroke School footbridge.
3. That no charge be sought for the use of the airspace to be occupied by the footbridge.
4. That no advertising of any type (other than Pembroke School's name and logo) be permitted to be placed on the Pembroke School footbridge, with the exception of any advertising which the Council may wish to display (or allow to be displayed) on any part of the structure located over the portion of Shipsters Road vested in the Council.
5. That Council support the Chief Executive Officer to prepare an authorisation, land management agreement and/or lease with Pembroke School and the City of Norwood, Payneham and St Peters in relation to the use of the air space over Shipsters Road, Kensington Park for the Pembroke footbridge, with all associated costs in preparing and executing the authorisation, land management agreement and/or lease to be borne by Pembroke School.

Moved Councillor Osterstock, Seconded Councillor Cornish

CARRIED

Review of Parking Policy – Residential Parking Permits (Operational) (14.6)**Motion**

C11748

1. That the Report be received.
2. That the Fees and Charges for 2018/19 be amended to include the following:
 - 2.1. a \$15 charge for a tradesperson's permit;
 - 2.2. a \$15 charge for a defined period visitor (V1) permit, and a 10-individual day visitor permit (V2) card;
 - 2.3. a \$25 charge for concession card holders for all permits other than visitor (V1 and V2) and tradesperson's permits;
 - 2.4. a \$10 replacement fee for the T1, T2 and T3 permits only; and
 - 2.5. a definition of concession card holder to be a holder of a Commonwealth Pension Card, Health Care Card or Veterans Affairs Card.
3. That Council adopt the revised Parking Policy for implementation from 1 August 2018.

Moved Councillor Lemon, Seconded Councillor Osterstock

CARRIED

A Division was called by Councillor Cornish.

IN FAVOUR

Councillor Osterstock
 Councillor Monceaux
 Councillor Bills
 Councillor Lemon
 Councillor Davey
 Councillor Ford

AGAINST

Councillor Wilkins
 Councillor Cornish

The Division resulted in the Motion being

CARRIED

Glenside Road Naming Request (Operational) (14.7)**Motion**

C11749

1. That the Report be received.
2. That Council undertakes community consultation on the proposed road names within Stage 1 of the Glenside redevelopment site, being Jacaranda Boulevard, Aleppo Street, Peppercorn Lane and She-oak Lane, in accordance with Council's Naming of Public Places Policy.
3. That following the community consultation process a report is brought back to Council outlining the results and proposed next steps.

Moved Councillor Osterstock, Seconded Councillor Lemon

CARRIED

Establishment of Selection Panel to Appoint Independent Members to the City of Burnside Audit Committee (Operational) (14.2)**Motion**

C11750

The Mayor invited nominations for the Selection Panel.

Councillor Davey self-nominated.

Councillor Wilkins self-nominated.

Councillor Wilkins nominated Cr Piggott.

Councillor Wilkins nominated Cr Davis.

1. That the Report be received.
2. That Council appoint the following Elected Members to the 'Audit Committee Independent Member Selection Panel':

Councillor Wilkins

Councillor Piggott

Councillor Davey

Councillor Davis
3. That the Administration commences an open selection process for the required positions including advertising and other mechanisms as appropriate.
4. That Council note that in order to comply with the intent of the Terms of Reference for the Audit Committee, selection will occur for two independent positions, with expiry dates of one and three year periods respectively.
5. That the 'Audit Committee Independent Member Selection Panel' presents a Report to Council as soon as practicable following the interviews and in advance of the caretaker period, with recommendations for the position of Independent Member and the respective duration, to give effect to the requirements under the Terms of Reference amended by Council in November 2017 (C11512).

Moved Councillor Osterstock, Seconded Councillor Monceaux

CARRIED

Policy Review – Bushfire Hazard Management Policy (Operational) (14.3)

Councillor Davis entered the Chamber at 7.15pm.

Motion

C11751

1. That the Report be received.
2. That Council adopt the revised Bushfire Hazard Management Policy.

Moved Councillor Monceaux, Seconded Councillor Wilkins

CARRIED

Subsidiaries, Regional Subsidiaries and other Organisations/Entities

Eastern Waste Management Authority (15.1)

East Waste Management Authority Board of Management Meeting 28 June 2018 (15.1.1)

Recommendation

C11752

That the East Waste Management Authority Board of Management Meeting Agenda and Reports of the meeting held 28 June 2018 be received.

Moved Councillor Cornish, Seconded Councillor Lemon

CARRIED

Eastern Health Authority (15.2)

Eastern Health Authority Board of Management Meeting 27 June 2018 (15.2.1)

Recommendation

C11753

That the Eastern Health Authority Meeting Agenda and Reports of the meeting held 27 June 2018 be received.

Moved Councillor Cornish, Seconded Councillor Davey

CARRIED

Highbury Landfill Authority (15.3)

Nil

ERA Water (15.4)

Nil

Eastern Region Alliance (15.5)

Nil

Council Correspondence

Nil

Other Business

Councillor Lord entered the Chamber at 7.32pm.

Confidential Items

Nil

2. Executive Summary

The City of Burnside bin audit was conducted at Integrated Waste Services (IWS) from Monday May the 12th to Friday May the 23rd by KESAB *environmental solutions* according to Zero Waste SA guidelines and Council requirements. All three bin streams from the same properties were collected over a two week period to maintain consistency with the 2013 methodology. 100 each of waste, recycling and organics bins were collected and audited.

A total of 3,805.21kg of City of Burnside materials were audited over ten collection days; 766.81kg of residual waste bin materials, 1,016.85kg of recycling bin materials and 2,021.55kg from organics bins.

The table below compares the average weight per bin per collection with waste contractor data for May 2014 collections and the average weight in kilograms per household bin per week (kg/hh/wk) for the period July 2013 to April 2014. 2013 Audit data is included for comparison.

Collection	2014 Audit Data	May 2014 East Waste Data	July 2013 to May 2014 East Waste	2013 Audit Data
Waste	7.67 kg/hh/wk	7.39 kg/hh/wk	6.72 kg/hh/wk	8.63 kg/hh/wk
Recycling	5.08 kg/hh/wk	3.32 kg/hh/wk	4.23 kg/hh/wk	5.92 kg/hh/wk
Organics	10.10 kg/hh/wk	5.98 kg/hh/wk	6.18 kg/hh/wk	9.75 kg/hh/wk

Table 1: Average weight per bin; audit v. contractor data.

The 2014 kerbside audit weights are higher than the contractor records, particularly for organics. Contractor data is calculated from the number of households within the council area regardless of whether or not they have presented a bin; audit data is calculated from 100 collected bins. During the audit, organics loads were affected by rain and the weight of wet materials.

This audit shows that Council is diverting 62.25% of total bin materials across all streams (waste, recycling and organics) from landfill.

Residual Waste Bins

The average weight of residual waste bins was 7.67kg/hh/wk and consisted of 14% recyclable materials or 1.05kg/hh/wk, 52% organic materials or 3.97kg/hh/wk of which 91% or 3.60kg/hh/wk is food. The remaining 34% of materials cannot be diverted from landfill through kerbside bins and equated to 2.65kg/hh/wk.

5.6% of waste bin materials could be diverted through special collections and included electronic materials (0.09kg/hh/wk), light globes (0.02kg/hh/wk), clean film plastics (0.12kg/hh/wk), re-usable textiles (0.17kg/hh/wk) and other metal (0.03kg/hh/wk).

Materials recorded as 'other' included pet waste (39kg, 0.39kg/hh/wk) and bricks (7.22kg, 0.07kg/hh/wk). Pet waste can be disposed to organics bins if kitty litter is compostable and dog poo is not contained in plastic bags.

Recyclable materials included glass and rigid plastic food containers, cardboard food/ biscuit packaging, toilet rolls and plastic shampoo and personal care product bottles; the same materials were identified in the 2013 audit.



Photos 1, 2 & 3: Recyclable cardboard toilet rolls, rigid plastic take away food containers and a bag with a mix of materials.

Organic materials for compost were primarily food at 47% by weight of the waste bins, a total of 360.24kg and 3.60kg/hh/wk. Food was recorded as food scraps, uneaten food and bio-bags; uneaten food equates to approximately 17.4% of all food disposed to waste. In 2013 food scraps weighed 366.39kg, 42% by weight of waste bin materials and 3.66kg/hh/wk.

2014 Food in waste bins	Total kg	% weight	kg/hh/wk
Food scraps	275.66	35.95%	2.76
Uneaten food	62.88	8.20%	0.63
Food in bio-bags	21.70	2.83%	0.22
Total	360.24	46.98%	3.60

Table 2: Breakdown of food in waste bin collection, 2014.

Low quality paper suitable for composting (hand towel, tissues, serviettes and soiled takeaway paper bags) comprised 4.3% of household waste by weight and 0.33kg/hh/wk. Only 8% of compostable paper in all bin streams (waste, recycling and organics) is diverted. Garden materials contributed very little to kerbside waste bins at a total of only 0.44% of the audited materials and 0.04kg/hh/wk.

A total of 39 bio-bags were found in waste bins; 31 contained mostly food though some with contamination, 2 were used for dog poo and 6 were full of bathroom hygiene products. This indicates that some of these are being correctly used but incorrectly disposed; also that some Burnside residents find them appealing for other purposes.



Photos 4 & 5: Bio-bags in waste bins with hygiene products and food with packaging.

Recycling Bins

The average weight of recycling bins was 10.17kg/hh/fortnight or 5.09kg/hh/week; the table below shows the breakdown by main category and compares with 2013 audit results:

Category	2014 kg	2014 %	2013 kg	2013 %
Paper/cardboard	2.69	52.8%	3.58	60.4%
Glass	1.24	24.5%	1.23	20.8%
Plastics	0.29	5.8%	0.31	5.3%
Metal	0.12	2.4%	0.14	2.4%
Contamination	0.75	14.5%	0.66	11.1%
Total	5.09	100%	5.92	100%

Table 3: Breakdown of recycling bin materials by kg/hh/wk and % weight; 2014 and 2013.

Contamination in the recycling bin was recorded at 14.5%, an increase from the recorded 11% in 2013. It was influenced by the disposal of nearly 30kg of copper sulphate in hessian bags in the Monday collection. Other bagged materials are still an issue for the recycling collection including takeaway food bags with residual food and bags with a mix of recyclable and non-recyclable materials. Black bags with dog poo were also disposed in recycling bins.

There was little organic material, 1% by weight and 1.3% by volume and this was mainly compostable paper. There was one bio-bag in recycling and this contained underwear.

It was a concern to find broken fluorescent lights in this collection; in 2013 a broken fluorescent light was found in an organics bin.

The containers pictured below are considered too contaminated with food and other residue to be recyclable, though VISY recycling is happy to accept containers that have been wiped out and are largely clean.



Photo 6: Containers with residue.

Organics Bins and Bio-bags

Organics bins weighed an average of 20.22kg/hh/fortnight or 10.11kg/hh/week and recorded a total of 44.37kg (0.22kg/hh/wk) of contamination.

Contamination was counted for each collection as it must be manually removed from the loads and totalled 184 pieces including 65 pieces of plastic, 33 pieces of concrete or rock, 23 pieces of textile, 21 food packaging and 11 bags.



Photos 7, 8 and 9: Organics bin contaminants.

A total of 211 bio-bags were counted in the organics bins; 9 of these were used to contain dog poo, one had kitty litter. The remaining bio-bags with food (201) weighed 178.02kg; an average weight of 0.89kg/bag and 1 bag per week per household. There was 24.28kg of loose food in organics collections equating to a total of 1.01kg/hh/wk of food diverted to organics when added to the weight of bio-bags. The 2013 audit recorded a diversion of 0.93kg/hh/wk.

A visual inspection of all organics bins at collection showed 27 bins with bio-bags and 8 of these had only bio-bags and no garden materials, registering a bin capacity of 5 to 10% full. There were a number of quite disintegrated bio-bags found as the collections were audited, making it difficult to identify them among the garden materials.

42 pieces of contamination were found in bio-bags, comprising small pieces of plastic and foil packaging, wrapped lollies and cigarette butts. There was also a broken fork. One bio-bag was contained within a plastic bag; two had food in plastic bags contained within them.

Bio-bags contained all of the recommended compostable materials including cooked and raw meat and tissue, serviettes and hand towel.



Photos 10 & 11: Bio-bag with kitty litter and split bags with food scraps.

Recommendations

City of Burnside residents have continued to use the organics and recycling bin collections effectively aside from a few instances of significant contamination; bagged copper sulphate in the recycling bins on Monday and food in plastic bags in the Monday organics collection.

The common behaviour that accounts for the percentage of recyclable and compostable materials in waste bins is to put everything in a plastic bag and then dispose to a waste bin – food, recyclables, packaging, textiles, and personal hygiene, blister pill packs etc. It shows that while some residents are conscious of collecting materials separately, many will take the easy path and not separate materials. This is especially evident when there is an event such as a party and more to clean up.

Some residents are meticulous in their quest to recycle, albeit incorrectly (including separating the plastic nozzles from drink bladders and disposing bladders to recycling and nozzles to waste, capturing coffee pods in an ice-cream container and spray nozzles in a plastic bag), and just need some extra guidance on acceptable items and other options to capture and divert more materials.

Some residents have embraced tips to recycle; capturing metal lids in a can and capturing small pieces of paper and card in paper or card bags and boxes. There is confusion about the recyclability of takeaway food and drink containers, both plastic and paper, as well as containers with residue.

Compostable paper is notable in that very little is disposed to organics bins. It was pleasing to see pet waste including dog poo, kitty litter and bird cage waste correctly disposed to organics bins.

It is suggested that City of Burnside focus education programs that:

- Encourage residents to separate at source i.e. inside the house; maintain a three-way system with the kitchen caddy for food and compostable paper, a bin for clean and dry recycling and a bin for waste materials
- Provide tips on food collection and recycling when there is a celebration/event and more materials to dispose of
- Provide tips on how to dispose of takeaway food containers, for example; dispose of brown food bags with serviettes and scraps directly to the organics bin; use a serviette to wipe out plastic food containers and dispose the container to recycling
- Improve the diversion rate for metals; capture aluminium foil wrap, food trays and pet food tins, steel food cans, all aerosols and empty paint tins (no paint tins were disposed in any stream). Empty coffee pods are acceptable if contained and not loose
- Encourage residents to be mindful of food waste through the Food Wise program and website; if whole food cannot be consumed, remove plastic packaging and dispose directly to the organics bin

- Divert low quality contaminated paper to organics, using it to wipe out any recyclable container with residual food first so that the container is clean enough to be acceptable for recycling
- Educate residents to contain 'like with like' ie scrap paper in paper envelopes, metal lids in metal tins and plastic lids/cutlery in plastic bottles (this also explains why a foil and plastic mix like a drink bladder cannot be recycled; the same principle applies when collecting film plastic for recycling through the REDcycle program)
- Engage residents to recycle bathroom and laundry products – toilet rolls, shampoo and other personal care plastic bottles
- Remind residents that hazardous materials such as fluorescent globes and electronics have collections set up for their safe disposal
- Provide focused information on the use of the compostable bags and which bin it goes in.

City of Burnside has extensive information on its website about the three bin and caddy system and residents have been made very aware of this bin materials audit through the local Messenger newspaper. It would be timely to share the results with residents with a Messenger article as a follow up.

KESAB has performed bin audits for many councils and the results are consistent across all areas. It is clear that householders know to recycle milk bottles and cardboard (for example) and most present clean collections of garden materials. Householders also consistently dispose food and the same types of recycling to waste bins. Some initiatives other councils are employing to educate residents are:

- Bin tagging – a program to physically check bin contents at kerbside presentation and attach a simple message to acknowledge correct disposal of recycling/ food scraps and/or encourage improvement
- Doorstepping – Face to face conversations with residents at the door to encourage greater diversion of food scraps and recycling and see how the bin system is working for them.

Focus newsletter (delivered to every property in the City) quarterly

Winter 2017

- One full page on recycling, illegal dumping and e-waste disposal
- promotion of compostable bags

Spring 2017 – 33% of this publication devoted to waste messaging

- Hard waste promotion is feature story and front cover
- 2 page spread on hard waste within
- One full page on Garage Sale Trail (reuse message)

Summer 2017 – 25% of this publication devoted to waste messaging

- Two pages on the waste calendar
- One page promoting compost (as a result of organic waste), the MyServices App and broader EastWaste **Which Bin?** campaign messaging.

Winter 2018

- Green compostable bags promoted
- One page on hard waste collection
- Promotion of Chose to Reuse session hosted by EastWaste as part of the 2018 Garage Sale Trail campaign

Spring 2018 scheduled promotion

- Garage Sale Trail
- Which Bin? messaging

FaceBook posts

Does not include likes to EastWaste page

- 24 June e-waste recycling drop-off
- 13 June Which Bin? Wednesday (supporting EastWaste campaign)
- 9 May Which Bin? Wednesday (supporting EastWaste campaign)
- 24 April #WhyWasteIt (supporting EastWaste campaign)
- 29 March Kerbside Collections over Easter period

Twitter

- 3 July Hi Five for Plastic Free July! Campaign
- 20 June Which Bin? Wednesday (supporting EastWaste campaign) on 88.7 Coast FM
- 21 May Soft Plastic is not Fantastic! Which Bin? campaign
- 14 May Not in a Bag Leave it Loose. Which Bin? campaign
- 8 April AdelaideNow story on Belair man recycling tips
- 29 March Easter collections
- 28 March Easter collections
- 28 March China Sword Ban Messenger article
- 28 February Which Bin? Wednesday (supporting EastWaste campaign) on 88.7 Coast FM
- 26 February Deciphering Plastic Codes
- 12 January e-waste recycling
- 11 December 2017 reduce and reuse Christmas time

Website – latest news

- 29 March Kerbside Collection Easter - deactivated
- 9 March Recycling trial Glenunga Hub and Hazelwood Park – still online
- 2 March Hard Waste Collection – deactivated

eNews

- June Choose to Reuse (workshop part of the 2018 Garage Sale Trail campaign)
- June Hard Waste collection
- May Hard Waste collection
- March EastWaste Easter collection
- February EastWaste Easter collection
- December 2017 Annual Waste Calendar in Focus
- November 2017 Purple Compostable Bags
- October 2017 Hazardous Waste Drop-off
- October 2017 Garage Sale Trail
- October 2017 Purple Compostable Bags

Garage Sale Trail campaign – reuse and recycling messaging for our City – the 2018 event is in planning stages. The **2017 event** included:

1. In July and August 2017 Council's Community Engagement and Communications Team updated the database consisting of all local schools, kindergartens, churches, community groups, 2015 and 2016 participants in the City of Burnside local government area. Contact was also made with the Eastside Business Enterprise Centre requesting they promote the initiative through their channels to local businesses.
2. Each contact was emailed with a letter of introduction and a How to Guide. Follow up telephone calls were made to confirm their receipt of the email and to offer further assistance to take part in the program.
3. Internal engagement with Council stakeholders also took place to identify community opportunities, through Council projects, community groups or community lessees to host garage sales (eg Men's Shed and Library Book Clubs).
4. The City of Burnside was registered on the Garage Sale Trail website and online interactive sale map that shoppers could use to plan their shopping day. Each registered sale is promoted on this map.
5. Council had its own dashboard on the Garage Sale Trail website that provided real-time statistics of the number of registered sales and their locations. The dashboard also provided promotional information and artwork for use in flyers, posters, emails and online.
6. In the two-week lead up to the Sale weekend, 21 and 22 October, promotion of the program focused on encouraging buyers to attend sales via twitter and with the state promotion via the Garage Sale Trail organisation.

7. *On the Sale weekend, 21 and 22 October 2017, buyers could track locations to their nearest, or local, sales using the interactive online map. The online map promoted each sale in our council area with 'Bought to you by '.*
8. *Council ran an event for the second year as part of Garage Sale Trail. The family friendly 'Bag a Bargain in Burnside' sale day was held at Glenunga Hub on Saturday 21 October from 8 am – 1 pm. This event was managed by the Community Engagement and Communications Team. Council's Community Connections, City Development and Safety, and Urban Services Teams were also involved with, or were consulted on, the hosting of this event.*
9. *Members of our community (residents or ratepayers over 18 years of age) who did not wish to host a sale at their home, school or business, could book a table at the Council sale at no cost to them. All proceeds from their sales were kept by them and all left over items that did not sell were required to be removed by the stall holder.*
10. *The Red Cross provided four **donation bins** at the Council sale to give storeholders the option to donate unsold goods.*
11. *An **East Waste stall** was hosted at the Council sale by East Waste staff promoting waste messages and providing information to sale patrons.*
12. *To attract shoppers, the 'Bag a Bargain in Burnside' event, and the city-wide sales, were promoted heavily via the majority of the methods detailed below and with a flyer hand delivered to the suburbs of Frewville, Glenunga and Glenside.*
13. *The promotion for this initiative focused on building partnerships and using public relations to achieve the objectives of the program. Promotional activity included:*
 14. *engagement with local community groups (including sporting clubs), schools, kindergartens, preschools, child care centres, 2015 and 2016 participants, charities and churches to encourage them to be involved and host a garage sale (perhaps as a fundraiser), and to achieve media exposure that they do not normally achieve;*
 15. *contact with the Eastside Business Enterprise Centre, who included this initiative in their eNewsletter on 8 September 2017;*
 16. *engagement with internal Council stakeholders to identify community opportunities, through Council projects, community groups, or community lessees to host garage sales (eg the Men's Shed, Library, Waste);*
 17. *promotion on Council website;*
 18. *social media notifications on Twitter and on the Burnside Library, Pepper Street and Community Connections Facebook pages;*

19. *email banner on all Council emails;*
20. *outdoor banner on the Ballroom Lattice adjacent the Ballroom on Portrush Road from 4 September – 23 October;*
21. *eNews for July, August, September and October;*
22. *promotion through the Spring 2017 edition of Focus reaching approximately 21,800 properties (residential and businesses);*



23. *two media releases;*
24. *a static display comprising six colourful boxes with a 'RE USE' message was on display in the Civic Centre Atrium from the end of September until the big weekend, 21 and 22 October 2017;*
25. *pull up banner near the Civic Centre main entrance;*
26. *posters in the Civic Centre, Library and community centres;*
27. *information in the Home Support Program Social Activities Calendar newsletter/mail out in August, September and October – reaching approximately 210 households;*
28. *posters erected at the Men's Shed;*
29. *promotion of the Clear Space Decluttering Information Session where decluttering was discussed. In 2016 it was reported that 90% of sellers participated in the Garage Sale Trail to declutter;*
30. *email to engage.burnside subscribers to encourage them to host a sale or be involved with Bag a Bargain in Burnside; and*
31. *promotion through the Library area with a display and temporary 'colouring-in corner' in the Library;*
32. *the Bag a Bargain event was advertised through the majority of these channels. A flyer was also hand delivered to the suburbs of Frewville, Glenunga and Glenside promoting the event to potential shoppers;*
33. *two photographs from Bag a Bargain in Burnside 2016, were used Australia wide in the promotion of this initiative.*
34. *The City of Burnside's 2017 Council Impact Report details the data and trend outcomes. There were 40 individual sales and it is estimated there were 8 group sales (including our Hub event). There*

were a number of stalls at each group sale. In total there were approximately 93 sales/stalls with an estimated 2,097 reported shoppers in the local area on the day.

- 35. The cumulative campaign media reach (excluding social media and council activity) that linked Garage Sale with the City of Burnside was to 3,966,625 people in South Australia. Coverage in South Australia included, but was not limited to, the Messenger (10 stories across 5 mastheads), Adelaide Advertiser, Cruise Radio and ABC Radio Adelaide.*
- 36. Approximately 2,299 people in the City of Burnside reported participating in Garage Sale Trail in 2017 as either a shopper or a seller. 13,797 items were listed for sale / reuse. On average, household sales generated \$347 per sale and non-household sales generated \$358 per sale.*
- 37. 72 per cent of the City of Burnside community are more conscious about waste and understand their role in reducing it. 11 per cent are more conscious about waste, however don't know how they can reduce it.*
- 38. 44 per cent of City of Burnside sellers wouldn't have held a garage sale within the past 12 months if not for Garage Sale Trail.*
- 39. The top campaign messages understood by the Burnside community are that reusing has a positive impact, local council provides a wide range of services and that it is up to the individuals to reduce the waste they create.*
- 40. In the City of Burnside, there was an average of 40 interactions per garage sale, which is positive community engagement. This made people in the community feel happy and more connected to their community.*
- 41. 78 per cent of Burnside sellers found out about Garage Sale Trail through council and 89 per cent of Burnside residents knew that council supported the program.*
- 42. 78 per cent of Burnside sellers feel that Garage Sale Trail should always be supported by Council or is a good use of council money.*

Promotion of the 'At Call' Hard Waste Program included:

- *Advertisement in Eastern Courier Messenger – September 2017*
- *Annual waste calendar had a feature re. hard waste. Sent to all properties with December Focus magazine – December 2017*
- *Article in September Focus newsletter – Sept 2017*
- *Promotional table at the Garage Sale Trail Hub event – October 2017*
- *Social media promotions*
- *Staff email banners*
- *Flyer with October Rates notice that reach 80% of properties – October 2017*
- *Flyer with July Rates notice that will reach 100% of properties – July 2018*