
**LANDFILL FOGO COMMITTEE
TO BE HELD IN THE COUNCIL CHAMBERS ON
WEDNESDAY, 3 SEPTEMBER 2025 AT 5:00 PM**

- 1 Apologies
- 2 Confirmation of Minutes
- 3 Business Arising
- 4 Declarations of Interest
- 5 Items of Business
- CL01 p6 Food Organic Garden Organic (FOGO) Process
- CL02 p18 Responses to Action Items
- CL03 p51 Dump for Free Month
- 6 p52 Outstanding Action Report
- 7 General Business
- 8 Next Meeting

DISTRIBUTION LIST

Councillor Doug Curran (Chair), Councillor Christine Stead, Councillor Mark Dal Bon, Brian Irvin (Community Representative), Lisa Parker (Community Representative), Cate Yates (Community Representative), Stephen Violi (Community Representative), Susan Forner (Community Representative), Wendy Borg (Community Representative)

Director Utilities, Graham Gordon, Waste Operations Manager, John Roser and Minute Secretary, Antoinette Galluzzo

Quorum = 3

If you are unable to attend this meeting please notify the Minute Secretary prior to commencement of the meeting by email or by telephoning Council on 1300 176 077.

This Committee meeting may be attended remotely and recorded by audio or audio-visual means for administrative purposes. No other recording is permitted.

Acknowledgement of Country

Griffith City Council acknowledges the Wiradjuri people as the traditional owners and custodians of the land and waters, and their deep knowledge embedded within the Aboriginal community.

Council further pays respect to the local Wiradjuri Elders, past, present and those emerging, for whom we acknowledge have responsibilities for the continuation of cultural, spiritual and educational practices of the local Wiradjuri people.

**LANDFILL FOGO COMMITTEE
HELD IN THE COUNCIL CHAMBERS ON
THURSDAY, 5 JUNE 2025 COMMENCING AT 5:00 PM**

PRESENT

Councillor Doug Curran (Chair), Councillor Mark Dal Bon, Lisa Parker (Community Representative), Stephen Violi (Community Representative), Susan Forner (Community Representative), Wendy Borg (Community Representative)

Quorum = 3

STAFF

Waste Operations Manager, John Roser, Director Utilities, Graham Gordon, Governance Manager, Leanne Austin and Minute Secretary, Antoinette Galluzzo

1 APOLOGIES

RECOMMENDED on the motion of Stephen Violi and Wendy Borg that apologies be received from Councillor Christine Stead and Brian Irvin (Community Representative).

2 CONFIRMATION OF MINUTES

Nil.

3 BUSINESS ARISING

Nil.

4 DECLARATIONS OF INTEREST

Pecuniary Interests

There were no pecuniary interests declared.

Significant Non-Pecuniary Interests

There were no significant non-pecuniary interests declared.

Less Than Significant Non-Pecuniary Interests

There were no significant non-pecuniary interests declared.

John Roser, Brian Irvin and Stephen Violi declared general conflicts of interest. Committee members were advised that they would be required to complete conflicts of interest forms as required.

5 ITEMS OF BUSINESS

CL01 INDUCTION OF COMMITTEE MEMBERS – MANDATORY

Leanne Austin, Governance Manager, provided an overview of the Committee induction process which Committee members may access on Council's website. Committee members are required to read the Code of Conduct policy and procedures, Code of Meeting Practice policy, Statements to the Media Policy, Social Media Policy, Information Protection Principles and Child Safe policy. Committee members are also required to complete the online policy acknowledgment form. Explanation was provided in relation to the requirement to declare any Conflicts of Interest Committee members may have in their consideration of Committee matters.

CL02 TERMS OF REFERENCE

RECOMMENDED on the motion of Stephen Violi and Lisa Parker that the Committee adopt the Terms of Reference attached to the report.

CL03 PROPOSED MEETING DATES 2025

RECOMMENDED on the motion of Wendy Borg and Lisa Parker that the following Committee Meeting dates for 2025 be adopted.

- Thursday, 5 June 2025
- Thursday, 4 September 2025
- Thursday 4 December 2025

CL04 RECYCLING BINS FOR BUSINESSES

Waste Operations Manager, Mr John Roser informed the Committee that Griffith City Council offers a recycling service for businesses. Mr Roser explained that residential recycling services are mandated under the Local Government Act whereas commercial collection is optional. The commercial service is not mandatory however is available upon request, with appropriate commercial fees being charged.

The Committee agreed that Council should promote the commercial recycling service to local businesses and schools.

Mr Roser advised that, through available funding, Council is able to provide an education program to schools.

Mrs Forner enquired how many schools have taken up this initiative. This question was taken on notice.

Action: Council to promote the availability of the commercial recycling service to businesses and schools.

CL05 EXTENSION OF RECYCLING BINS INTO RURAL AREAS

The Committee discussed the potential extension of recycling bin services into rural areas.

Mrs Forner suggested using a poll to gather data on the potential extension of recycling services to farms and businesses. Mr Roser advised that extending recycling bin services into rural areas would depend on neighbouring properties reaching a consensus to make the additional service viable. Mr Gordon informed the Committee that a poll had previously been conducted to assess the level of interest among residents in using recycling bins along a specific rural road. Based on the feedback received, Council decided not to proceed with implementation, as the data indicated insufficient support or demand.

The Committee also raised concerns about the recycling process, noting a general lack of public education on which materials are recyclable.

Mrs Forner requested that Council provide education to the community outlining the recycling process—from yellow bin collection through to the final destination. Mr Roser advised that recyclable waste is transported to Kurrajong in Wagga Wagga.

Mr Violi enquired whether general waste bin sizes or collection frequency would be reduced as part of the FOGO bin implementation. Councillor Curran advised that this would be considered as part of the FOGO project.

Action: Council to implement an education campaign about the recycling process.

CL06 FOGO BIN PROCESS

Mr Gordon provided the Committee with an overview of the FOGO bin process, advising that the introduction of a FOGO bin service has been mandated by Parliament.

Funding is available to assist councils with community education and the purchase of FOGO bins. Council will consider the experiences and lessons learned from other councils that have already implemented the service.

Councillor Curran advised that grant funding should be applied for before the end of 2026, as it may not be available beyond that date. Mr Roser noted that Council will be meeting with grant officers next week to discuss funding options.

Councillor Dal Bon entered the meeting the time being 5:41 pm.

Councillor Curran advised that a communications plan will need to be developed for the implementation of the FOGO bin service.

Mrs Borg suggested that all promotional materials be translated into other languages to ensure all members of the community are informed about current waste collection requirements, as well as any future changes.

RECOMMENDED on the motion of Wendy Borg and Lisa Parker that Council explore the options of providing a FOGO service to the Griffith rate payers.

6 GENERAL BUSINESS

6.1 Committee Membership

RECOMMENDED on the motion of Wendy Borg and Susan Forner that Cate Yates be endorsed as a Committee member and the Terms of Reference be amended accordingly.

6.2 Access at Landfill

Mr Violi raised concerns regarding the lack of wet weather access to the landfill, particularly for businesses required to comply with the Environmental Planning and Assessment Act (EP&A).

Mr Gordon advised that while the public can still access the transfer stations, access remains problematic for larger trucks carrying commercial waste.

Councillor Curran requested that options to address this issue be investigated.

6.3 Illegal Dumping Scenic Hill / Beelbanger

Mrs Forner raised the issue of illegal dumping particularly at Scenic Hill and Beelbanger. Councillor Curran requested that members of the Committee report any illegally dumped rubbish to Council.

7 NEXT MEETING

The next meeting of the Landfill FOGO Committee is to be held on 4 September 2025 at 5:00 pm.

There being no further business the meeting terminated at 6:30 pm.

CLAUSE **CL01**

TITLE **Food Organic Garden Organic (FOGO) Process**

FROM **John Roser, Waste Operations Manager**

TRIM REF **25/97961**

SUMMARY

The following recommendation was made at the Landfill / FOGO Committee meeting held on the 5 June 2025. This report outlines and highlights the FOGO process and options.

RECOMMENDED on the motion of Wendy Borg and Lisa Parker that Council explore the options of providing a FOGO service to the Griffith rate payers.

RECOMMENDATION

For discussion.

REPORT

The introduction of a Food Organic Garden Organic (FOGO) collection service involves three equally critical components. Each element plays a vital role, and the successful implementation of all three is essential to ensure the overall success of the FOGO program.

1. Establish the Waste Collection Policy
2. Explain the Education Plan
3. Determine the Collection Service

1. Establish the Waste Collection Policy

The development of a Waste Collection Policy is essential, as it provides a clear framework for both Council and the appointed collection contractor to operate within. This policy outlines key service parameters and establishes expectations for all stakeholders involved.

It will include, but is not limited to, guidelines on:

- Collection intervals
- Bin sizes
- Service standards and the responsibilities of Council, the collection contractor, and the community
- Management of contamination

The Waste Collection Policy will be presented to the committee as a separate supporting document.

2. Education Plan

Council recommends partnering with Halve Waste to deliver the education component of the FOGO implementation program. Halve Waste brings extensive experience in this area, having successfully supported the recent FOGO rollouts in Leeton and Murray Shires in the past year.

The key advantage is that the model is proven to work. As Griffith is already a participating Halve Waste council, this approach ensures consistent messaging across the region and leverages existing resources and frameworks. This means there is no need to develop a new program from the ground up, allowing Council to maximise the value of current partnerships and achieve greater efficiency in implementation.

Council has engaged Halve Waste to assist in investigating, costing, and navigating the transition to a Food Organics Garden Organics (FOGO) collection system—an initiative that represents a significant change for the Griffith community.

It is important to note that Council already has a Memorandum of Understanding (MoU) in place with Halve Waste to support recycling education in Griffith. Under this existing framework, Halve Waste has successfully provided education and implementation support to numerous councils, including Leeton and Murray in the past year. Their expertise in public engagement, education campaigns, and regional coordination makes them a key partner in delivering a successful FOGO rollout.

A critical advantage of this partnership lies in the alignment with Halve Waste's regional education program and a joint tender process. This approach promotes consistency across councils in areas such as contamination management, messaging, and community engagement—key components for achieving long-term success and behavioural change.

For example, during the rollout of FOGO services in Leeton, Edward River Council, and Berrigan—delivered through JR Richards—the cost of bins, kitchen caddies, and liners was incorporated into the waste service contracts. Leeton's Waste Manager has expressed willingness to support Griffith with insights and share contract documentation outlining these provisions. This model allows councils to leverage EPA funding and amortize infrastructure costs across the life of the contract, considering factors such as bin replacement, standardisation of lid colours, and service upgrades.

Wentworth Shire Council is also currently exploring the transition to a three-bin system. As part of this broader transition, the NSW EPA's FOGO grant funding—currently offering \$50 per eligible tenement—presents a significant funding opportunity. Based on an estimated 10,000 tenements in Griffith, this could equate to up to \$500,000 in funding, if the EPA maintains the current grant rate.

A suggested breakdown of funding, based on the experience of the six councils that implemented FOGO through Halve Waste last year, is provided in the table below. These figures can serve as a preliminary guide to inform Griffith's approach to FOGO funding and implementation. Council may wish to tailor this model based on local community needs—for example, while TV advertising may not be suitable for a population under 10,000 (as advised in Wentworth), it may offer value in a larger community like Griffith, particularly with its proximity to Mildura.

This experience, combined with the shared resources and proven education strategies provided by Halve Waste, presents a strong foundation for Griffith City Council to proceed with a FOGO funding application in September and to plan for a successful implementation thereafter.

Suggested Budget Breakdown EPA FOGO grant	Suggested Breakdown	Griffith (10,000 tenements)
Preparation, Planning, Implementation - Halve Waste Staff support eg. Presentations, staff training, contractor	10%	\$50,000

engagement etc			Cover within contract so ongoing costs managed
Bins Caddies and Infrastructure	0%	\$0	
Education, communication, community engagement - includes all advertising, pack printing, fridge magnets etc	50%	\$250,000	
Monitoring and Evaluation including audits	10%	\$50,000	
Engagement Staff/events/staff training (employment of local casual/part time for 1 year to support community/events)	30%	\$150,000	
Contingency	10%	\$50,000	
TOTAL	100.0%	\$500,000	

3. Collection Service.

Council is currently engaged in a waste collection contract with JR Richards & Sons, which is set to conclude on 3 November 2025. The contract includes:

- An initial term of 10 years
- A minimum extension period of 3 months
- A maximum extension period of 2 years

Council recommends enacting the full two-year extension option. This approach ensures continued service consistency and is expected to be the most cost-effective option for the community.

In alignment with this recommendation, Council also proposes the integration of the Food Organics and Garden Organics (FOGO) service into the existing collection contract. This approach would provide a seamless and efficient transition while leveraging current contractual arrangements. Based on community considerations and feedback from comparable rollouts, the most community-friendly model would involve:

- Retaining existing 240L garbage bins across all households
- Maintaining weekly garbage and recycling collections
- Introducing weekly FOGO collection

This model ensures that the community perceives the change as an enhancement of services, rather than a reduction. Reducing the size or frequency of garbage collection at the

outset could lead to community dissatisfaction and resistance—particularly during the initial transition period.

Council has held preliminary discussions with JR Richards & Sons, who have expressed a willingness to incorporate the FOGO service into the current contract framework. This collaborative approach will support a smooth implementation, ensure operational efficiency, and help manage community expectations.

At the conclusion of the extended contract period, Council will have the opportunity to reassess the performance of the three-bin system and make any necessary adjustments in preparation for the next waste collection tender, ensuring the service continues to evolve with community needs.

[LINK TO STRATEGIC PLAN](#)

This item links to Council's Strategic Plan item 8.1 Investigate and adopt environmentally sustainable practices. 1.1 Provide clear, accessible, relevant information.

ATTACHMENTS

- (a) Draft Kerbside Collection Policy [↓](#)

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Kerbside Collection Policy XX-CP-000 (PUBLIC POLICY)

1 Policy History

Revision No.	Council Meeting Date	Minute No.	Adoption Date
New	dd/mm/yyyy	xx/xxxx	dd/mm/yyyy

2 Policy Objective

This policy describes how Council establishes and administers its Kerbside Collection Services in accordance with its obligations under the Local Government Act 1993 (NSW). As well as providing a transparent framework for the assessment of expansion proposals, the document also provides policy positions on:

- Service levels relative to reasonable cost.
- Fee waivers and refunds.
- Allocation of bin service routes and properties to be levied via the Domestic Waste Management Charge.
- Bin auditing and refusals of service

This policy document applies to all urban residents and some non-urban residents and businesses on the collection route within the Griffith City Council area, as well as Council employees or contractors responsible for implementing kerbside collection services or enforcing the relevant legislation for waste management services.

Clarity for customers, staff and contractors Council's kerbside collection service including a framework for future alternations. This Policy will also provide clear guidance for the charging of the Domestic Waste Management Charge on properties both residential and commercial, located within the Griffith City Council area.

3 Policy Statement

3.1 Kerbside Collection Waste Management Services

In accordance with this Policy, Council will provide a Standard Kerbside Collection Service consisting of:

Prior to (date to be determined)	Post (date to be determined), once FOGO is implemented
Fortnightly garbage waste collection (red bin)	Fortnightly garbage waste collection (red bin)
Fortnightly mixed recyclables collection (yellow bin)	Fortnightly mixed recyclables collection (yellow bin)
Weekly FOGO waste collection (red bin)	Weekly Food and Garden Organics collection (once implemented) (green bin)



The service is compulsory under the LG Act. Council has interpreted this as ensuring that households located within the bin service route are provided with a kerbside collection service. This includes households rated residential and rural residential located within Council's mandatory bin route, regardless of the size or type of the property. The Standard Kerbside Collection Service is compulsory, and the fees associated with the delivery of this service are chargeable.

3.1.1 Requesting New Bin Service

For all new bin service requests (e.g. completion of a new build) must be provided to Council in writing via admin@griffith.nsw.gov.au. Council fees and charges (as per Council's current Revenue Policy) will apply, and property must be located within Council's mandatory bin route, regardless of the size or type of the property.

3.1.2 Domestic Residential Waste

All residential properties with a domestic waste service must have one of each of the services listed in the table below. Additional services may be provided. Multi-unit developments are required to have an equivalent of one of each bin per dwelling.

Service outline	Collection Frequency	Bin Sizes	Waste Type	Notes
Recycling (Yellow Bin)	Fortnightly	240 litres (standard)	Recyclables	Additional bin may be requested and will be charged as per the current revenue policy
Garbage (Red Bin)	Fortnightly	240 litres (standard)	Residual Waste	Additional bin may be requested and will be charged as per the current revenue policy
FOGO (Green Bin)	Weekly	240 litres (standard)	Food & Garden Organic Waste	Additional bin may be requested and will be charged as per the current revenue policy

3.1.3 Industrial and Commercial Premises

It is not Council's responsibility to collect landfill waste or recyclables generated by the activities of business, industrial or commercial premises.

However where industrial and commercial properties are located on a route, businesses may be permitted access the Standard Kerbside Collection Service. A standard service represents a combination of the three (3) bins which includes landfill waste, recyclables, and organics as the minimum. Additional bins can be ordered subject to Council's approval and additional costs will apply as per Council's Revenue Policy including fees and charges.



Service outline	Collection Frequency	Bin Sizes	Waste Type	Notes
Recycling	Fortnightly	240 litres (standard)	Recyclables	Additional bin may be purchased as per the current revenue policy.
Garbage	Fortnightly	240 litres (standard)	Residual Waste	An additional bin may be purchased as per the current revenue policy.
FOGO	Weekly	240 litres (standard)	Food and Garden Organic Waste	Additional bin may be requested and will be charged as per the current revenue policy

3.2 Requesting Additional Bins

Where a resident identifies a need for additional bins at their property, the property owner can make a request to Council to have a bin added to their service. The additional bin will be charged in accordance with the current revenue policy for the financial year the service will be implemented.

Residents will not be able to substitute or swap out different types of bins. The service must always include the standard three bin service at all times.

Additional bins over and above two of each waste types (six bins) may be deemed by Council to be commercial in scale and the owner may be referred to make private commercial arrangements.

3.2.1 Medical Exemptions

A residential property may apply for a medical exemption to the Standard Kerbside Collection services. Such requests must be in writing and are subject to the provision of satisfying evidence such as a medical certificate or letter from a treating medical practitioner.

3.2.2 Commercial and Industrial Properties

Council reserves the right to decline additional services beyond 6 bins and may refer the owner to make commercial arrangements.

3.3 Ownership of Waste

Materials located within serviceable bins should not be retrieved once the bin has been placed on the road reserve. Council reserves the right to check bins for contamination, or audit the contents of a bin, to inform waste education programs and improve waste management practices in the community.



3.4 Bin Ownership, Missing, Vandalised, Damaged Bins

Bins (including any additional bins) are supplied and owned by Council's approved Contractor. They will only service bins that have been hot stamped with a unique identification number.

To ensure bins are serviced the following will apply:

- Residents must not transfer or move bins when they move properties. (i.e. they must be left at the property).
- Owners of multiple properties within Griffith City Council must ensure the bins used are the ones officially assigned to each property. For example, if a 240L bin is registered to one property but being used at another, Council may interpret this as an unlawful bin and have it removed from the property.
- Bins damaged through fair wear and tear or bins that have been lost into the collection vehicle or damaged by the collection process, will be repaired or replaced through the collection contract at no cost to the resident. Customers may report these issues through the Council Customer Services Officers.
- For stolen and damaged bins by the resident or other parties', fees and charges (as per Council's current Revenue Policy) will apply for replacement bins.

The property owner, resident, tenant or real estate agent must notify Council as soon as possible to report a damaged, stolen or missing bin via Council's Customer Service Team on 1300 176 077 or admin@griffith.nsw.gov.au

3.5 Bin Collections / Bin Placement

Bins should be placed on the kerbside the night before the collection and removed from the kerbside no later than 5:30 pm on the collection. Bins should be placed as close as possible to the kerbside with the wheels facing the property. Rural residents should place their bins one metre off the road, well clear of traffic.

Bins should be spaced one (1) metre apart from other bins, and free of obstructions such as power poles, letter boxes, trees, low hanging branches and parked cars. Where possible, bins should not be placed on the road surface (including driveway crossovers).

Residents who live on a Road/Street with restricted access may be required to take their bins to the nearest straight section of road. Where there is no verge, residents are to place them in the safest accessible location, so the collection vehicles can easily access them.

Residents living on unsealed roads may be required to take their bins to a collection point on a nearby sealed road. Council's collection contractor will determine this. Residents with any queries regarding this should contact Council.



3.6 Bin Collection Refusal / Sanctions

Kerbside Collection Services may be refused if:

- The bin being used is not a Council approved bin,
- the bin is overflowing (the lid must close properly),
- a bin is contaminated (for example landfill waste is placed in the yellow lid bin),
- part of a load is jammed within the bin, or the contents are over compacted, and will not release,
- a bins weight is more than 80kg,
- a bin is placed in an area that the collection vehicle is unable to access/reach,
- failure to present the bin prior to 5am the day of collection.

3.6.1 Incorrect Bin Placement Sanctions

Customers are expected to properly position bins for emptying as described in section 10 (Bin Collections/Bin Placement). If they default, the following sanctions apply:

- First Occurrence: If a customer doesn't present Mobile Bins suitably, Council's contractor will notify the customer with an official notice describing the issue, either posted or securely delivered.
- Second Occurrence: If the problem repeats, Council's contractor will supply the customer with another notice, following the same procedure as the first occurrence.
- Third Occurrence: If the issue persists for a third time within three months, Council's contractor may refuse to empty the bins. Council's contractor will notify the customer of this decision, using a formal letter or sticker. The customer will be advised on how to comply with service requirements. Council's contractor may specify requirements for bin placement and propose alternative collection points if needed.

3.6.2 Contamination Refusals

This section outlines the requirements and procedures for addressing contamination issues with mobile bins used for waste, recycling and food and organic collection.

First Occurrence:

- Customer will receive a letter with the date and type of contamination, along with visuals of accepted and rejected items.
- This letter will be distributed within seven days of the offense along with a brochure of the correct materials for each of the Three (3) kerbside mobile bins.



Second Occurrence:

- Customer will receive a contamination letter advising them of a second contamination offence.
- This letter will provide the resident with further information regarding the contamination and correct waste for the affected bins.

Third Occurrence:

- The Customer will receive a contamination letter advising them of a third contamination offence.
- This letter will provide the resident with further information regarding the contamination and correct waste for the affected bin. The letter will also advise the customer of the risk of losing the bin service if the issue is not resolved.

Fourth Occurrence – Suspension of Service and Possible Removal of a Bin:

- If contamination occurs a fourth time within a year, Council will notify the customer of a minimum two-week service suspension.
- The Customer must sign a pledge to follow proper bin usage before the service can be resumed.
- Failure to comply may result in permanent removal of the bin.

Cessation of Service:

- Council can request temporary service cessation if the pledge is signed, notifying the customer of the suspension and instructions for reinstatement.

3.7 Kerbside Collection Route & Days

The Standard Kerbside Collection Service will be provided to all properties except:

- Vacant allotments with no dwelling located on them,
- allotments considered inhabitable,
- commercial and industrial properties and facilities that have not requested a kerbside service.

The kerbside collection service is provided within a defined service area. Council may alter the day of collection and extend or alter the collection routes. Changes will be properly communicated to the affected properties prior to change being implemented.

Extensions in rural zones will only be considered where:

- The distance between collection points has been assessed and the service is considered economically feasible.
- The locations is within the scope of Council's contract with the service provider and where there is greater than 80% of the residents on the road requesting the service.



- Where an extension of route has been approved, all properties with dwellings on the collection route will be added as per the *Local Government Act 1993* section 496.

The request may be declined if:

- The collection vehicles cannot safely access the property,
- a property rated residential does not have a dwelling on it (vacant land),
- the property is not located on Council's bin route.

4 Definitions

Term	Definition
The Act	<i>Local Government Act 1993</i> (NSW)
Collection Period	Collection period refers to the 24-hour period of the normal service day and 12 hours prior to the normal service day.
Domestic Waste	Waste produced by a domestic premises of a kind and quantity ordinarily generated on domestic premises. This includes waste that may be recycled but does not include sewage as defined in section 3 of the Act.
Domestic Waste Management Services	Services which are the periodic collection of domestic waste from properties that have a residential component.
Domestic Waste Management Charge	The annual fees chargeable to residents where the services are available.
Dwelling	A building or part of a building that is used as a place of residence.
Non-rateable Property	A property that is exempt from rating according to the Act (s555).
Mixed Development Land	Properties that are on land rated for both business and residential use.
Properties rated residential	Properties rated for residential use by Council.
Residual Waste	Material that cannot be recycled or otherwise recovered or reused.
FOGO	Food and Organic Green Organic waste
Commercial Property	Properties that are rated for business use only.

5 Exceptions

Nil

6 Legislation

The Local Government Act 1993 Part 1 496, Making and levying of annual charges for domestic waste management services reads:



1. A council **must make and levy an annual charge** for the provision of domestic waste management services for **each parcel of rateable land** for which **the service is available**.
2. A council **may make an annual charge** for the provision of a domestic waste management service for a parcel of land that is **exempt from rating if—**
 - a. the service is available for that land, and
 - b. the owner of that land requests or agrees to the provision of the service to that land, and
 - c. the amount of the annual charge is limited to recovering the cost of providing the service to that land.

7 Related Documents

Griffith City Council's Revenue Policy.

8 Directorate

Utilities

CLAUSE **CL02**

TITLE **Responses to Action Items**

FROM **John Roser, Waste Operations Manager**

TRIM REF **25/80998**

SUMMARY

At the Landfill / FOGO Committee meeting held on 5 June 2025, the following actions were discussed. Please find the attached documents developed to support and reflect these actions.

CL04 Recycling Bins for Businesses - Action: Council to promote the availability of the commercial recycling service to businesses and schools. (Attachment A).

CL05 Extension of Recycling Bins into Rural Areas - Action: Council to implement an education campaign about the recycling process. (Attachment B & C).

RECOMMENDATION

The Committee note the report.

LINK TO STRATEGIC PLAN

This item links to Council's Strategic Plan item 1.1 Provide clear, accessible, relevant information.

ATTACHMENTS

(a)	Comms Plan - Media Campaigns ↓	19
(b)	PUD Engagement Summary ↓	24
(c)	Preliminary BIP Results ↓	26
(d)	Community Education Program - Oct 2023 ↓	27
(e)	Social Media Post - Food Waste - 25 June 2025 ↓	46
(f)	Social Media Post - Recyclables - 23 June 2025 ↓	47
(g)	Social Media Post - Lets Recycle Right - 11 June 2025 ↓	48
(h)	Social Media Post - Information Stalls - 10 June 2025 ↓	49
(i)	Social Media Posts - Your Yellow Bin - 25 Aug 2025 ↓	50

Client: Griffith City Council
Project: Media Campaigns
Round 1 (May/June)
Round 2 (July/August)
Date: May 2025
Project Number: S08-293-24-102
Attention: John Roser



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Media Campaign – Comms Plan

Under the Griffith City Council WEP 24/25 EnviroCom proposed the development of a two-part media campaign. The items and messaging of the campaign is based on the results and findings of various waste assessments, bin inspection programs, and community surveys undertaken over recent WEPs. This document outlines the plans for delivery of the media campaigns over a 4-month period (May-August 2025) in conjunction with waste education delivery outreaches.

Media Campaign – Round 1

1.1. Key Objectives

- Reducing soft plastic contamination in kerbside recycling bins
- Improving general recycling presentation behaviours

1.2. Deliverables

- Development of a Comms Plan outlining topics and key content for each media element
- Social media posts x4
- Rates notice insert x1
- Written media release (approx. 500 words) x1
- Animation-style video x1
- Status report provided in WEP 2023-24 final report

1.3. Content

- Clear and simple messaging focusing on one key recycling issue per engagement
- Visual themes that enhance engagement, using Council branding,
- A combination of media formats:
 - Text
 - Images
 - Graphics
 - Links to useful resources



Media Campaigns
S08-293-24-102

1.4. Engagement Methods & Timeline

A suggested content release schedule has been outlined below. This can be adjusted to align with Council's existing media schedules and preferences.

1.4.1. Social Media Post # 1

Week starting Monday, May 26th

- Highlight the proper preparation of recyclables for disposal
- Reinforce that recyclables should always be loose, not bagged
- Encourage rinsing containers to remove food residue before placing them in the recycling bin
- Encourage removing lids from containers before disposal as per council guidelines

1.4.2. Social Media Post # 2

Week starting Monday, June 2nd

- Identify common contaminants that often end up in the yellow-lidded bin
- Offer guidance on the correct disposal methods for these materials
- Emphasise that there are alternative options for recycling and resource recovery beyond the yellow bin

1.4.3. Social Media Post # 3

Week starting Monday, June 9th

- Reiterate and provide examples of acceptable materials for recycling
- Clarify which plastics, glass, and metals can be placed in the yellow-lidded bin

1.4.4. Social Media Post # 4

Week starting Monday, June 16th

- Highlight food waste and its impact on the environment
- Indirectly emphasise that meal planning helps reduce waste and improve sustainability

1.4.5. Cinema Advert

- Stress that soft plastics should never be placed in the yellow-lid recycling bin
- Provide examples of both soft and hard plastic items
- Explain the damage soft plastics cause to machinery and the recycling process

1.4.6. Rates Notice Insert

As per Council schedule

- Provide an overview of recycling and include a link to the Council website for more information
- Offer examples of both acceptable and non-acceptable items for recycling
- Remind residents of alternative recycling options beyond the yellow-lidded bin
- Reinforce proper disposal methods to ensure effective recycling practices



Media Campaigns
S08-293-24-102

1.5. Review of Media Campaign – Round 1

Each media deliverable was generated for the first round of the media campaign. It is recommended deliverables such as the cinema ad, and rates notes insert, can remain ongoing during the second media round (estimated delivery period of July/August).

Deliverables which are recommended for new iterations are the social media posts and animation style videos on selected topics. Accompanying educational blurbs will be generated to be posted with any social media content to expand where necessary on key points.

EnviroCom has reviewed the potential media campaign themes to be presented in the second round. The options and rationale for each has been provided in the following section. Considerations will remain ongoing pending feedback from the first round of deliverables.

1.6. Proposed initiatives for Media Campaign – Round 2

EnviroCom proposes the following options for the next round of media campaigns. The following options are provided for Council comment or approval. Whilst there is value in all topics suggested, it is recommended a single focus option be chosen for the round 2 campaign to maximise exposure and impact to direct and focused priority messaging.

Each focus option includes the flexible arrangement of deliverables offered in round one. Inclusive of, though not limited to, the following options:

- Development of a Comms Plan outlining topics and key content for each media element
- Media release development x1
- Social media posts x4
- Animation-style video x1

1.6.1. Continued focus on appropriate recycling presentation

Background

A focus on recycling presentation and soft plastic contamination was the theme of the previous media campaign. Messages on this topic was generated and delivered across various formats and platforms. This option reinforces and continues the messaging of the first round of media releases.

Key focus points

Pending feedback on the initial media campaign, a continued focus on this theme can either continue messaging on items such as batteries, foam, textiles, soft plastics lids, etc, or cover new topics for smart recycling presentation.

Materials such as the cinema ad and rates notice insert can remain as ongoing deliverables across this period.



Media Campaigns
S08-293-24-102

1.6.2. Focus on organics reduction to landfill

Background

Organics sent to landfill is a major point of resource loss sent to landfill. Based on the most recent EnviroCom assessment of the general waste stream for Griffith City Council in 2024, approximately 62% of waste was observed to be commercially compostable. This figure is inclusive of 33% garden waste and 16% food waste.

Key focus points

Community education on available Council or household organics diversion methods can assist in the reduction of this resource loss in the absence of a kerbside organics collection service. Food waste reduction education falls under this theme. Education on the accessibility of Council green waste diversion can also be explored.

1.6.3. Focus on recycling resource loss to landfill

Background

Recycling resource loss to landfill remains an ongoing issue. Based on the most recent EnviroCom waste stream analysis for Griffith City Council in 2024, metals (steel and aluminium), and plastics type 1 and 5 see high levels of resource loss compared to recovery in the recycling stream.

Key focus points

A focus on this theme will include targeted education on increasing the recovery of recyclable materials made of the highlighted material types. This will include the specific mention of common household items made of those materials. For example, meat trays and ice cream tubs for type 5 plastics, or aerosol cans for metals. This theme can also include education on the impacts of resource loss sent to landfill and the benefits of recycling.

1.6.4. Promotion of advanced recycling options

Background

This option focuses on increasing public awareness to the array of advanced recovery options available beyond the kerbside collection service. This includes resource recovery areas at Council waste facilities, or commercial recoverability initiatives available to the region such as recycling support smartphone applications or recycling programs (e.g. teracycle or B.R.A.D). An additional impact of this theme will be a reduction of 'wishcycle' contamination in the recycling stream for common contaminants such as textiles, e-waste, and non-recyclable plastics.

Key focus points

This message theme covers three key areas of focus: a reduction in common 'wishcycle' contamination items, promotion of council waste facility diversion options, and promotion of non-council recycling options. Ultimately, increasing resource recovery and minimising recycling contamination.



Media Campaigns
S08-293-24-102

1.7. Proposed timeline

EnviroCom proposes the delivery of the second media campaign take place in **July** between the scheduled education outreaches of June and August. The delivery of a media campaign between the two outreaches allows for a pre and post media campaign sentiment analysis. This opens the door for measuring the reach and effectiveness of the media campaign in the community.

Delivery of a media campaign in July also lines up with the popular Plastics Free July initiative. Considerations can also be made in this campaign package to tie into Plastics Free July messaging.

It is recommended major deliverables, such as animated videos, be published early. Other deliverables such as social media tiles can follow as ongoing, and supplementary resources to larger scale deliverables.



Media Campaigns
S08-293-24-102

Client: Griffith City Council

Project: Pop-Up Displays – June 25

Date: June 2025

Project Number: S08-293-25-023

Attention: John Roser



A division of J.J. Richards & Sons Pty Ltd
ABN 40 000 805 425
1716 Forest Road
Orange, NSW, 2800
[P] (02) 6360 5500
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PUD Engagement Summary

The following summary is a breakdown of our PUD engagements in the community. PUD engagements, summaries, and considerations will also be included in the annual report upon completion of WEP 24-25 initiatives.

Active engagements include those who engage with the educator at the display. Passive engagements include those who look at or take away information from the display and collateral.

Pop-Up Display Events

Thursday 19th June – Griffith Central

Set Up	Duration	Active Engagements	Passive Engagements
Indoor	4hrs	15	~60

Held during community services expo and included interview from a local paper.

Friday 20th June – Griffin Plaza

Set Up	Duration	Active Engagements	Passive Engagements
Indoor	3hrs	5	~60

Stall placement & smaller centre contributed to limited engagement with foot traffic.

Saturday 21st June – Griffith Central Markets

Set Up	Duration	Active Engagements	Passive Engagements
Indoor	5hrs	10	~400

High traffic event, low stall holder rate, active time impacted with fire evacuation.

Sunday 22nd June – Rotary Markets

Set Up	Duration	Active Engagements	Passive Engagements
Outdoor	5hrs	5	~150

Stall placed outside, limited PUD engagement due to cold morning.

Recommendations and expanded considerations for PUDs will be included in the annual report.



Pop-Up Displays – 24/25
S08-293-25-023

Pop-Up Display Photos

Thursday 19th June – Griffith Central



Saturday 21st June – Central Markets



Friday 20th June – Griffin Plaza



Sunday 22nd June – Rotary Markets



Pop-Up Displays – 24/25
S08-293-25-023

Client: Griffith City Council

Project: R1 Bin Inspections – June 25

Date: June 2025

Project Number: S08-293-24-099

Attention: John Roser



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Round 1 Preliminary BIP results

The following results are preliminary BIP results from the first-round of 2025 kerbside recycling inspections. These results will be reported on further in a formal report after completion of the second-round of inspections in August 2025.

This assessment investigated kerbside recycling bins in the Griffith City Council LGA as part of the strategy delivery of the GCC Waste Education Plan 2024-25.



228 Data Points
Captured



Contamination
REC Presentation
REC Fullness



Thu 19th June
Fri 20th June

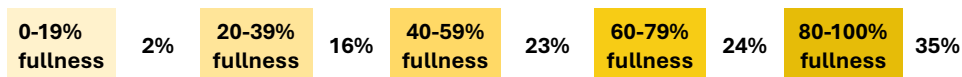


Griffith City

57% of all total Recycling presenting households observed to have nil contamination



The **average fullness** of a kerbside recycling bin was 63%



Top Contaminants Observed

1. Soft plastics – 54%
2. Bagged materials – 14%
3. Tissues – 7%

Please note this summary is inclusive of this round of inspection data only. Aggregated results may change after the inclusion of Round 2 results in a final inspection report. This data should only be used as an indicative snapshot of the waste stream.



Recycling Bin Inspection Program – Round, 1 2025
 S08-293-24-099



Griffith City Council
Community Education Program
October 2023

Document Check Off and Disclaimer

DATE	DRAFT	AUTHOR	CHECKED
23/10/2023	1 st DRAFT	SL	TF
24/10/2023	FINAL	SL	TF

Cover [image](#) from Griffith Council website.

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PART 1 BACKGROUND

Griffith City Council (Council) operates two landfills (Yenda and Tharbogang), domestic waste collection, business waste collection, 'Dump for Free' weekends, and recycling collection. Tharbogang Waste Management Centre (TWMC) includes a certified Weighbridge, Transfer Station (including a Community Recycling Centre), waste product recycling facility, and a solid waste disposal facility.

Council is currently in the planning phase to develop a new landfill at the Tharbogang quarry, adjacent to the site of the existing landfill.

This document has been prepared to meet one of the requirements as outlined in Schedule 5 Environmental Management, Monitoring, Auditing and Reporting as part of the Project Approval document (Section 75J of the Environmental Planning and Assessment Act 1979 – consolidated version) prepared by the NSW Government Department of Planning and Environment (DPE).

Section 10 of Schedule 5 details the requirements for a Community Education Program (CEP). The CEP is required to be submitted to the Secretary for approval prior to the commencement of landfill operations in the existing quarry void and is required to promote (at a minimum):

- Resource recovery activities provided at this site
- Community benefits of composting food and garden waste
- Importance of food waste recovery from all waste streams, but particularly the commercial and industrial waste stream

PART 2 STRATEGY CONTEXT

2.1 WASTE MANAGEMENT CONTEXT

Corporate Strategic Planning

Council's community strategic plan 2022-2023 reflects *community aspirations, knowledge and values* expressed by its residents through key themes. Important to Council's considerations for waste management is the theme *Valuing the environment*, which notes a key strategic direction to *Use and manage our resources wisely*. Council has identified one way to achieve this is by implementing *programs to improve sustainability*.

In relation to waste management, Council will measure this through *increased amount of waste recycled per capita*. Council's strategic plan identifies a number of broad actions that residents can take to help achieve the community's vision in relation to waste management. These include:

- Be responsible in the disposal of waste
- Recycle or dispose of garden waste carefully
- Get involved in activities that assist to protect the environment
- Reduce, reuse and recycle

Stakeholders and Collaboration

The following groups have a stake in Waste Management at Council through being interested in, concerned about, affected by, having a vested interest in, or involved in some other way with the issue of waste. Primary stakeholders include:

- Residents
- Schools and Early Learning Centres
- Businesses
- Community groups and sporting associations
- Council staff and elected members of Council.

There are also numerous government and advisory body stakeholders including, but not limited to:

- The Riverina and Murray Joint Organisation (RAMJO)
- NSW Department of Planning & Environment
- NSW Environmental Protection Authority (EPA).

The Riverina and Murray Joint Organisation (RAMJO) brings together eleven regional councils to provide a united voice for local communities on key issues. RAMJO also comprises two waste groups – the Riverina Waste Group and Murray Waste Group – that work with thirteen councils across the region to facilitate collaborative approaches to waste and resource management.

Griffith City Council is a member of the Riverina Waste Group alongside Carrathool Shire Council, Hay Shire Council, Leeton Shire Council, Murrumbidgee Council, and Narrandera Shire Council. The group's mission is to help residents in the local communities reduce waste, improve sustainability, and save money.

The Riverina Waste Group has developed the Regional Resource Recovery Strategy 2022-2027, an overarching document to guide waste management resource recovery and circular economy planning for the RAMJO region. Developed through the guiding principles of the waste hierarchy and state and regional policies to direct their objectives and goals, the strategy outlines major priorities that include "increased education and community engagement in line with the RAMJO Regional Resource Education Roadmap 2023-27", which is currently under development.

Council is committed to continued collaboration with the group and ongoing contribution to the development of educational resources and programs supporting the community to reduce waste and improve sustainability.

NSW Regulatory and Policy Context

The NSW Waste and Sustainable Materials Strategy 2041 (WaSM Strategy) outlines the strategic direction for sustainable waste management practices in the state. The WaSM Strategy has three focus areas:

1. Meeting our future infrastructure and service needs.
2. Reducing carbon emissions through better waste and materials management.
3. Building on our work to protect the environment and human health from waste pollution.

Targets have been adopted in the NSW Strategy, with a reliance on local councils contributing to meeting the targets. Key targets are as follows.

- Reduce total waste generated by 10% per person by 2030.
- Achieve an average 80% recovery rate of resources from all waste streams by 2030.
- Triple the plastics recycling rate.
- Reduce overall litter by 60% by 2030.
- Halve the amount of organic waste sent to landfill.
- Achieve net zero emissions from organics to landfill.

2.2 WASTE MANAGEMENT SERVICES

Griffith Council provides the following waste management services to the community:

- Domestic mixed waste and recycling collection
- Business mixed waste and recycling collection
- Drop-off recycling at the Tharbogang Community Recycling Centre (CRC)
- Waste disposal at landfills (Yenda and Tharbogang).

Table 1 – Griffith Collection Services

CURRENT WASTE MANAGEMENT SERVICES	
<i>Residential Collection Services</i>	
Mixed Waste Recycling	240L Weekly 240L Fortnightly
<i>Commercial Premises Collection Services</i>	
Mixed Waste Recycling	240L, 660 L or 1100 L Weekly Two 240L Fortnightly

Tharbogang Waste Management Centre (TWMC) includes a certified Weighbridge, Transfer Station (including a Community Recycling Centre), waste product recycling facility, and a solid waste disposal facility. The TWMC offers numerous options to help Griffith residents keep waste out of landfill including several resource recovery drop-off points, the Community Recycling Centre (CRC), and the drumMUSTER program for agsafe chemical containers.

Drop-off points are available at TWMC for the following waste types that are diverted from landfill and recovered for recycling and reprocessing:

- Scrap steel
- Mattresses
- E-waste
- Batteries
- Sulo bins (no longer serviceable from the bin network)
- Tyres
- Green waste (this material is mulched on-site and used as a cover material).

The community can drop off hazardous and problem wastes at the onsite CRC for free, which are then diverted from landfill. This includes paints, electronic waste, fire extinguishers, fluorescent globes and tubes, empty gas bottles, household and car batteries, oils, and smoke detectors.

Residual waste (materials unsuitable for recycling, reuse, or recovery) is deposited at the waste transfer station and is then transferred by facility staff to the landfill for disposal. Special waste types such as asbestos are also accepted and disposed to landfill.

2.3 WASTE COMPOSITION ANALYSIS

The total amount of waste materials generated by the community provides a clear picture of current waste management practices in the local community, while estimated annual tonnes of each waste stream offer an insight into potential improvements towards more sustainable waste systems. Figure 1 provides a snapshot of estimated waste generation by sector from Griffith City Council LGA from 2019 -2022. The total waste generated has decreased from 37,217.04 tonnes in 2021 to 32,912.91 tonnes in 2022. Construction & Demolition (C & D) has remained similar since 2019, while Commercial & Industrial has been decreasing since 2019. The biggest decrease has been in municipal solid waste (MSW) from 2021 to 2022. However, MSW in 2022 reflected similar totals to those reported in 2020 and 2019. This indicates a need for ongoing effort in reducing community waste generation to contribute to achieving the NSW Government target to reduce total waste generated by 10% per person by 2030.

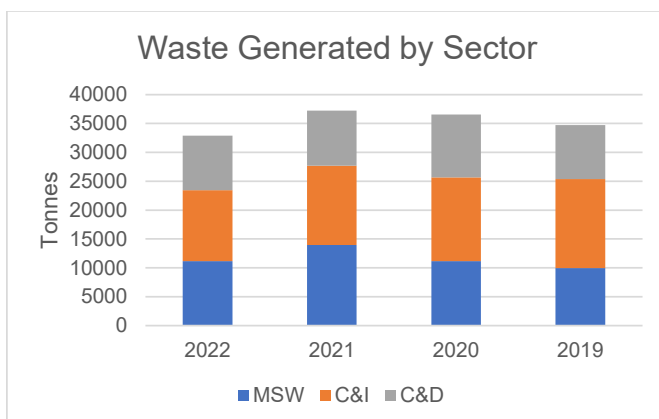


Figure 1 – Total waste generated by sector

Figure 2 shows a high percentage of waste disposed compared to the percentage recycled. Figure 3 shows a significant decrease in the recycling rate from 14% in 2021 to 7% in 2022, highlighting the need to increase recycling rates. Figure 4 shows food and garden waste is the dominant stream in the domestic general waste stream, therefore offering the greatest opportunity to increase community recycling rates and reduce overall waste disposal in landfill.

This CEP focuses on educating the community about the benefits of composting food and garden waste, and importantly, outlines practical actions to encourage food waste recovery from all waste streams, including commercial and industrial.

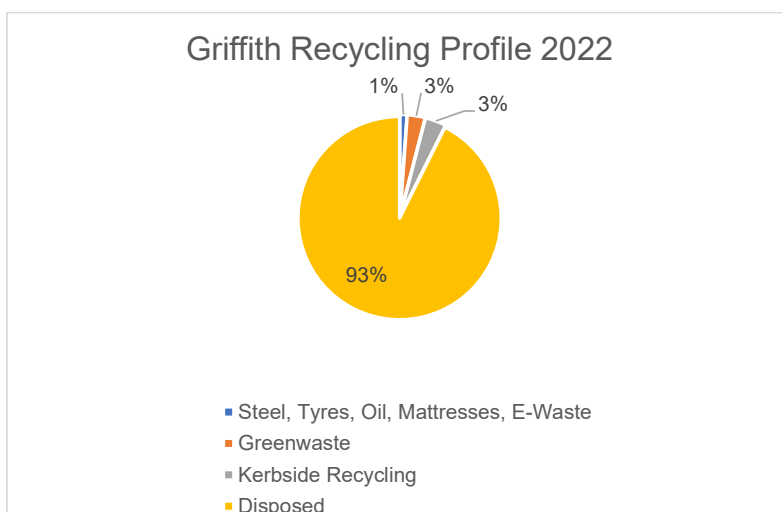


Figure 2 – Percentage of recycling streams compared to disposal

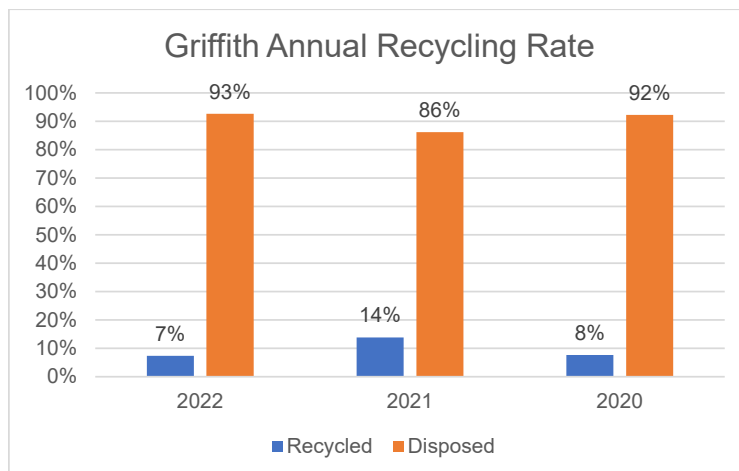


Figure 3 – Annual recycling rate

In 2022, Council engaged Envirocom to assess the domestic kerbside general waste and recycling streams. Similar assessments were conducted in 2018, 2020, and 2021.

Figure 4 shows the largest contributing material type to the assessed waste was food/kitchen (including loose and containerised food), making up 30.79% of the stream. This was closely followed by garden waste at 30.52%, with the two categories making up nearly two-thirds of the general waste stream.¹

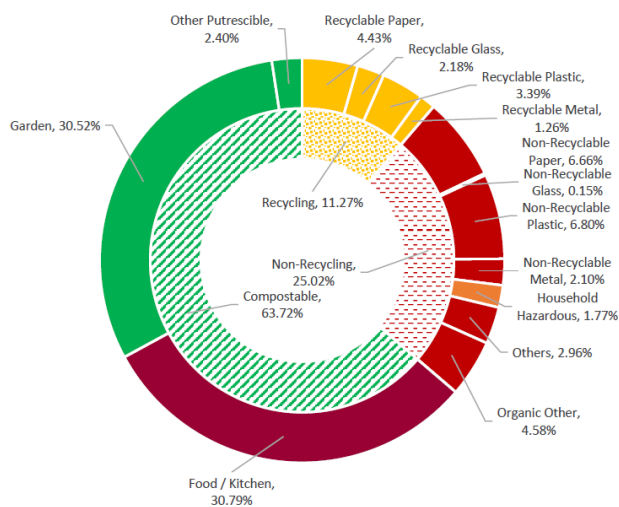
Figure 4 – Composition of the domestic kerbside general waste stream by material type 2022¹

Figure 5 shows the largest contributing material type to the assessed recycling stream was recyclable paper, making up 40.76% of the stream. This was followed by recyclable glass at 30.09% and recyclable plastic at 11.08%.

¹ Domestic Kerbside Waste Stream Composition, Envirocom September 2022

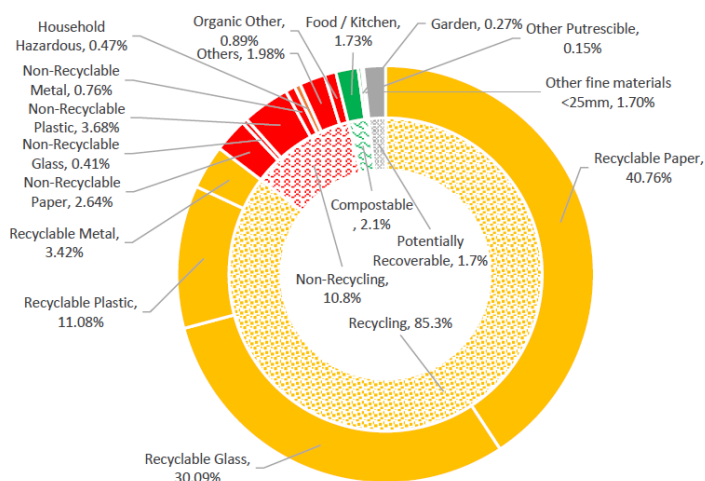


Figure 5 – Composition of the domestic kerbside recycling stream by material type 2022¹

There was a noticeable improvement in the contamination rate within the kerbside domestic recycling stream, decreasing to 12.97% in 2022 audit in comparison to 17.47% in 2021.¹

Recycling Bin Inspection Program

In 2023, Council conducted a kerbside Recycling Bin Inspection Program (BIP) that assessed residential recycling bin contamination. The BIP targeted residents living in single-unit dwellings (SUDs) and aimed to support correct recycling and increased resource recovery by providing direct feedback to residents on their waste disposal behaviours.

59% of bins contained no contaminants or one minor contaminant. 41% of bins did contain some evidence of contamination, most commonly found to be soft plastics. This was also reflected in Figure 5, with non-recyclable plastic the highest contaminant recorded in the domestic kerbside assessment in 2022. Presentation rate of recycling bins was high at 87% across all areas, indicating that the service is well utilised by residents. The majority (67%) of bins were at least 80% full.

BIP will periodically be conducted as part of Envirocom's annual education plan, with results informing the specific educational messages and actions that will be promoted and communicated with the community.

2.4 COMMUNITY ATTITUDES TO WASTE MANAGEMENT SERVICES

Reviewing community attitudes supports effective decision-making regarding waste management services. In 2021, a community waste survey was undertaken to assess waste management behaviours and satisfaction with Council's waste services and facilities. While satisfaction with Council's waste service and facilities was positive overall, and many of the survey respondents felt that they receive enough information about Council's waste services and facilities, many of the responses and additional comments suggest that further information and education would be beneficial and well received by the community.

The survey report recommended that ongoing, relevant, and consistent education and community engagement is likely to improve knowledge and understanding of preferred waste generation and disposal behaviours and, in turn, help minimise contamination, improve resource recovery rates, and maximise opportunities for landfill diversion.

Responses and comments from the community waste survey, in conjunction with data collected through kerbside bin audits and the recycling bin inspection program, should be utilised to deliver strategic and targeted community waste education to address and meet the specific needs of the Griffith community.

PART 3 COMMUNITY EDUCATION PROGRAM

3.1 PRINCIPLES AND TARGETS

The Community Education Program (CEP) is designed around key principles which are typically described as follows:

1. Minimise the waste generated.
2. Maximise resources that can be recovered for reuse, recycling or reprocessing and thereby, minimise waste to landfill.
3. Reduce contamination of the resources sought to be recovered.
4. Support households to optimise outcomes of the waste management systems.
5. Deliver efficient services that are environmentally and economically sustainable.
6. Seek circular outcomes from Council waste management ventures.

The purpose of the CEP is to support all members of the community to adopt behaviours that align with these principles. It supports Council and the community to pursue the targets set out on the NSW Waste and Sustainable Materials Strategy 2041, namely to:

- Reduce total waste generated by 10% per person by 2030.
- Achieve an average 80% recovery rate of resources from all waste streams by 2030.
- Triple the plastics recycling rate.
- Reduce overall litter by 60% by 2030.
- Halve the amount of organic waste sent to landfill.
- Achieve net zero emissions from organics to landfill.

The success of Council's CEP relies on community understanding and acceptance of the systems implemented. Any changes to waste services will require ongoing education and engagement, and the community's willingness to respond positively and adopt new strategies will be heavily reliant on clear, consistent, and continuous information. A range of delivery methods, media, and educational approaches will be employed to optimise capture of the targeted and broader audiences.

3.2 TARGET AUDIENCE

The following groups have been identified as the target audiences for the community education program:


- Residents
- Schools/Early Learning Centres
- Businesses (including all Commercial and Industrial).

3.3 ANNUAL WASTE AND EDUCATION PLAN (ENVIROCOM)

As part of Council's current kerbside collection contract, an annual Waste and Education Plan is developed and delivered by Envirocom on behalf of Council. The plan focuses on programs that promote recycling and other sustainable waste management practices through effective and inclusive education, engagement, and behavioural change programs. These plans have been integrated into, and complement, Council's CEP.

3.4 COMMUNITY EDUCATION PROGRAM ACTION PLAN

In the development of the CEP, Council has considered recent responses and comments from the community waste survey in conjunction with data collected during kerbside bin audits through the Recycling Bin Inspection Program and the legislative context informing waste management decision-making for the next decade. The following table details the comprehensive program of action items designed to achieve the desired objectives, along with the relevant audiences, timing, responsibility, and costs or funding source for each.

KEY: ✓ Action completed  Financial year action scheduled for completion

Action/deliverables	Target audience	Delivery method	Responsibility	23/24	24/25	25/26	26/27	27/28	KPI's – monitoring & evaluation	Funding/ cost
Annual community reporting										
Publish updates on overall municipal waste generation & resource recovery performance	Residents	Existing channels: social media, website, newsletters, rates notices, corporate reports	Comms department Waste department	✓					Waste data & information included in relevant corporate reports	Internal
Annual training of key staff & councillors										
Develop FAQs about waste services & facilities & distribute annually to customer service officers	Customer service staff	Online resource	Waste department						FAQs developed Distributed annually	Internal
Distribute the TWMC virtual tour to newly elected councillors	Elected councillors	Virtual tour video							Video distributed to newly elected councillors	Internal
Undertake face-to-face community engagement										
Pop-up Displays (PUDs) focusing on correct use of recycling bin services & bin audit results at high profile venues & shopping centres	Community members	PUDs with banner, recycling flyer & multilingual resources Social media post	Waste department External contractor (EnviroCom)						3 PUDs held Social media post & engagement No. of visitors & comments at PUDs	Included in annual WEP ²

² Waste Education Plan, current waste contract, JR Richards & Sons (JRR), includes an educational component, which is developed and delivered by EnviroCom Australia ® (EnviroCom) annually. Referred to as WEP throughout this table.

Action/deliverables	Target audience	Delivery method	Responsibility	23/24	24/25	25/26	26/27	27/28	KPI's – monitoring & evaluation	Funding/ cost
Community workshops at library, focused on waste services & management, accepted materials for each kerbside bin, & what happens to these materials post-collection	Community members	Face-to-face workshops Recycling flyer & multilingual postcards Social media post	Waste department External contractor (EnviroCom)						2 workshops held Social media post & engagement No. of participants & evaluation report	Included in annual WEP ²
Early Learning Centre (ELC) Waste Education Outreach Program including in-class presentations & one professional development evening session	ELC students (4-5 years) Educators, directors & support staff	In class presentations Staff consultation evening	External contractor (EnviroCom)	✓					No. of presentations delivered Post-event evaluations reporting	Included in annual WEP
RAMJO school education program – <i>Waste Mentors & Halve Waste</i>	School students	Direct face to face engagement	RAMJO Resource Recovery team	✓					No. of schools participated	Via RAMJO
Update waste & recycling calendar										
Updated annually with new dates & any service changes	Residents with waste services	Online (& limited print run)	External contractor (EnviroCom)	✓					Delivered online & limited print run made available at front counter	Included in annual WEP
Continued partnership with RAMJO										
Review RAMJO's Educational Roadmap 2023-2027 (currently draft) & promote & utilise education opportunities & resources as appropriate.	Community members Schools Teachers Businesses	As per roadmap	Waste department						No. of education opportunities & resources implemented & promoted	Internal

Action/deliverables	Target audience	Delivery method	Responsibility	23/24	24/25	25/26	26/27	27/28	KPI's – monitoring & evaluation	Funding/ cost
Undertake a community FOGO survey										
Conduct community survey assessing appetite for kerbside FOGO service	Residents (18+)	Online (link via Council website) Promoted via Council's social media & website	External contractor (EnviroCom)	✓					No. of responses Resident comments Responses inform planning & education resources	Included in annual WEP
Undertake general community waste survey										
Conduct targeted community survey assessing usage, knowledge, & satisfaction with services & opportunities provided by Council's waste services <i>*Completed in 2021</i>	Residents (18+)	Online (link via Council website) Promote via existing channels (social media, website, newsletters & rates notices)	Waste department External consultant Market research consultant (phone element)						No. of responses received Evaluation & reporting	Included in annual WEP
Update, reprint & distribute Tenancy Pack										
Update, reprint & distribute to real estate agents annually	Residents (tenants) Real estate agents	Tenancy Pack	Waste department External contractor (EnviroCom)	✓					Pack updated Distributed to real estate agents	Included in annual WEP
Develop business waste reduction flyer										
Develop a guide promoting EPA & RAMJO waste reduction resources for businesses & utilise at PUDs & workshops	Businesses/ Commercial	Flyer (hard copy – small print run for PUDs & workshops)	External contractor (EnviroCom)						Flyer Distributed via PUDs & community workshops	Included in annual WEP

Action/deliverables	Target audience	Delivery method	Responsibility	23/24	24/25	25/26	26/27	27/28	KPI's – monitoring & evaluation	Funding/ cost
Promote flyer	Businesses/ Commercial	Flyer (digital/online – promoted via Council's social media,website & Electronic Direct Mail (EDM)	Waste department Comms department						Flyer promoted to target audiences	Included in annual WEP
Review & update waste education materials										
Review existing internal materials & external resources & identify gaps in target audiences & messaging	Residents Businesses/ Commercial	Desktop review	Waste department Comms department External consultant						Gaps identified	\$15,000
Develop content & materials based on identified gaps in audience & messaging; may include: <ul style="list-style-type: none">Problem & hazardous wastePromote (CRC)Sorting & separating waste loads & covering loadsIntroduction to the TWMC (site map & facilities)Food waste avoidanceComposting & worm farming		Fact sheets, rates notice inserts & brochures Online (& printed as needed)	Waste department Comms department External consultant Graphic designer					No. of resources produced		
Distribute new materials to target audiences		Online (& printed as needed)	Waste department Comms department						Resources promoted & distributed to target audiences	

Action/deliverables	Target audience	Delivery method	Responsibility	23/24	24/25	25/26	26/27	27/28	KPI's – monitoring & evaluation	Funding/ cost
Update Council website										
Review & update content for currency & accuracy & promote upcoming events, campaigns, activities & service changes	Residents	Website	Waste department						Annual review & update completed	Internal
Consider user experience & integrate RAMJO community information webpages	Businesses/ Commercial		Comms department						Improved user experience	
Include reference to RAMJO's <i>Business in Focus</i> resources targeting commercial & industrial customers								Links & information integrated into webpages		
Identify, survey & educate food waste generating commercial & industrial businesses										
Interrogate Council databases to identify potential food waste generating businesses & provide RAMJO a list for direct promotion of commercial & Industrial food waste initiatives (<i>Halve Waste</i>)	Industrial & commercial food waste generating businesses	Database	Waste department Compliance department RAMJO	✓					Database interrogated No. of food waste generators identified	Internal
Promote food waste avoidance & recovery messages leveraging RAMJO's <i>Business in Focus</i> website resources & EPA business programs & include business waste reduction flyer developed by Envirocom		Online (promoted via Council's social media, website & EDM)	Waste department Comms department						Social media post Links on website Businesses EDM	Internal
Develop survey assessing business community's food waste generation & waste management practices		Online (promoted via Council's social media, website & EDM)	Waste department Comms department External consultant						No. of: - survey responses - EDMs - social media posts/comments	\$10,000

Action/deliverables	Target audience	Delivery method	Responsibility	23/24	24/25	25/26	26/27	27/28	KPI's – monitoring & evaluation	Funding/ cost
Promote businesses & organisations proactively engage in waste minimisation & the circular economy as 'waste champions' & promote case studies via RAMJO		Case studies Online (promoted via Council's social media & website)	Waste department Comms department External consultant						2 case studies developed & promoted	
Develop targeted education media campaign										
Design & promote a targeted education media campaign based on data, responses & outcomes from community surveys, waste audit & recycling bin inspections	Residents Businesses/ Commercial	Media release Animated waste video & cinema advertising Existing channels: social media, website, newsletters, rates notices	External contractors (Envirocom)	✓					No. of: - social media posts & comments - media releases published	Included in annual WEP
Develop media campaign (Composting & food waste recovery)										
Promote value of composting food & garden waste & diverting organic waste from landfill & opportunities available in LGA, linking to national <i>Love Food, Hate Waste & International Compost Awareness Week</i> campaigns	Residents Businesses/ Commercial	Online (promoted via Council's existing channels: social media, website, newsletters & rates notices)	External contractors (Envirocom)	✓					No. of: - posts - comments - media releases published	Included in annual WEP

Action/deliverables	Target audience	Delivery method	Responsibility	23/24	24/25	25/26	26/27	27/28	KPI's – monitoring & evaluation	Funding/cost
Truck Livery										
Design & supply interchangeable branding for existing & new collection vehicles incorporating waste minimisation messages	Residents	Branding/messaging/graphics	Waste department Graphic designer							\$1,500 per truck
Develop & promote educational messages & materials for the introduction of kerbside FOGO service										
Phased communication & education messaging pre-, during and post-implementation utilising existing EPA educational resources	Residents with kerbside FOGO service	Direct mail-out Promote via existing channels: social media, website, newsletters & rates notices	Waste department External consultant FOGO waste contractor						Targeted audience reached	To be investigated
Undertake TWMC site assessment & user survey										
Develop survey & review existing flyer (Envirocom resource) to include QR code & incentive to complete	Self-haul users Commercial & industrial users	Online user survey	Waste department Envirocom External consultant						Survey development	Included in annual WEP
Survey self-haul users & commercial & industrial users upon entry via the weighbridge		Face-to-face survey at transfer station	Waste department External consultant						No. of surveys completed No. of visual load assessments completed	\$20,000
Conduct visual assessments of loads focusing on waste types, site usage & satisfaction with waste services		Visual assessments of loads								
Interview site staff to provide input into improvements										
Review data to improve waste diversion & contamination rates, enhance site functionality & identify gaps in education		Desktop review							Improved waste diversion rates Reduced contamination New targeted education resources developed	

Action/deliverables	Target audience	Delivery method	Responsibility	23/24	24/25	25/26	26/27	27/28	KPI's – monitoring & evaluation	Funding/ cost
Update signage at transfer station to promote diversion opportunities										
Review all community instructional & educational signage and update based on TWMC site assessment & user survey results & customer feedback/ complaints	Transfer station users	Signage	Waste department Envirocom External consultant Graphic designer						Updated signage installed Improved site use & diversion rates Increased user engagement	\$10,000 (review & content creation) \$ 3,000 (design & production)



Griffith City Council
Community Education Program
October 2023



 **Griffith City Council**
23 June at 14:30 · 🌐

Recyclables

Your yellow bin - a quick recycling recap in five points:

1. Glass food and beverage containers – no kitchenware glass
2. Plastic packaging from your kitchen, laundry, and bathroom. No soft plastics or toys.
3. Any cardboard and paper that is not tissue or dirty.
4. Steel (tin) cans and aerosols. Ensure they are empty, or they might explode!
5. Aluminium cans, aerosols (emptied), and crumpled foil.

An all-round tip is to look for the ARL (Australasian Recycling Label) on the packaging.

For further tips and tricks on recycling right, visit Council's website:
www.griffith.nsw.gov.au/Residents/Waste/Recycling-services

**BOTTLES, JARS AND
CONTAINERS FROM
YOUR KITCHEN,
LAUNDRY AND
BATHROOM ARE
THE VIP'S OF
RECYCLING**

**ANYTHING ELSE?
NOT ON THE LIST!**





 1 1 comment 1 share

 Like  Comment  Share

 Griffith City Council
11 June · 🌐

Let's recycle right ♻️

Following these simple tips will make your household the role model recycler of the street.

1. Rinsing recycling keeps everything clean and ready to be turned into something new
2. Lids off bottles ensure all is empty. Reuse where possible or place into General Waste
3. Keep it loose! Bagged recycling will not be recycled. Don't waste away your recycling in a bag.

[#wearegriffith](#) [#wearesustainable](#)



Let's Recycle Right!

- 1 Rinse:** Clean your recyclables before placing them in the bin.
- 2 Separate:** Remove caps and lids.
- 3 Keep loose:** Please do not bag your recyclables. 

For more tips: <https://www.griffith.nsw.gov.au/Residents/Waste/Recycling-services>



👍 3 2 shares

👍 Like 💬 Comment ➦ Share

Griffith City Council
10 June · 🌐

Waste and recycling pop up information stalls ♻️

If you've got questions about waste and recycling, keep your eye out for waste educators from Envirocom as they pop up around Griffith.

Where you can find them:

- 📍 Griffith Central - Thursday 19 June 2025 - 9am - 3pm
- 📍 Griffin Plaza - Friday 20 June 2025 - 9am - 3pm
- 📍 Griffith Central Markets - Saturday 21 June - 8am - 12 noon
- 📍 Griffith Rotary Markets - Sunday 22 June - 8am - 12 noon



**WASTE & RECYCLING
POP-UP INFO STALLS**

We will be set up at these locations and times to answer questions and provide information:

- Thursday 19th June *9:00am - 3:00pm
Griffith Central Shopping Centre
- Friday 20th June *9:00am - 3:00pm
Griffin Plaza Shopping Centre
- Saturday 21st June *8:00am - 12:00pm
Griffith Central Markets
- Sunday 22nd June *8:00am - 12:00pm
Griffith Rotary Markets

*Information stalls will be staffed by waste educators from EnviroCom Australia

3 likes · 1 share

Like Comment Share



CLAUSE **CL03**

TITLE **Dump for Free Month**

FROM **John Roser, Waste Operations Manager**

TRIM REF **25/99331**

RECOMMENDATION

For discussion.

TITLE Outstanding Action Report

TRIM REF 25/91456

RECOMMENDATION

The report be noted.

ATTACHMENTS

(a) Action Report - Landfill FOGO Committee - 3 Sep 2025 [↓](#)

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Landfill / FOGO Committee Action Report				
Date of Meeting	Agenda Item	Action	Action Officer	Comment
5 June 2025	CL04 RECYCLING BINS FOR BUSINESSES	Mr Roser advised that, through available funding, Council is able to provide an education program to schools. Mrs Forner enquired how many schools have taken up this initiative. This question was taken on notice.	John Roser	<p>12/8/24 Goodstart Sanders St - It's a Wormy World - 20 Kindylane Preschool - Recycling Rules – 20 Dorothy Waide Preschool - It's a Wormy World – 20</p> <p>13/8/24 Community Kids Griffith - Recycling Rules – 20 Goodstart Clifton Blvd - Recycling Rules – 20</p> <p>14/8/25 Wiradjuri Preschool - Litter, Litter Everywhere - 22 Goodstart Coolah St - Recycling Rules – 25 Yenda Preschool - Litter, Litter Everywhere - 20</p> <p>Tharbogang Public School 6 June 2024 2 x K-6 Bin smart (32 students total)</p> <p>Yoogali Public School 18 June 2024 2 x K-6 Bin smart (28 students total)</p> <p>St Patrick's Primary School 10 June 2025 3 x Bin Smart</p>
5 June 2025	CL04 RECYCLING BINS FOR BUSINESSES	Action: Council to promote the availability of the commercial recycling service to businesses and schools.	John Roser	Report to Committee 3 September 2025.

5 June 2025	CL05 EXTENSION OF RECYCLING BINS INTO RURAL AREAS	Action: Council to implement an education campaign about the recycling process.	John Roser	Report to Committee 3 September 2025.
5 June 2025	CL06 FOGO BIN PROCESS	RECOMMENDED on the motion of Wendy Borg and Lisa Parker that Council explore the options of providing a FOGO service to the Griffith rate payers.	John Roser	Report to Committee 3 September 2025.
5 June 2025	GENERAL BUSINESS – ACCESS AT LANDFILL	<p>Mr Violi raised concerns regarding the lack of wet weather access to the landfill, particularly for businesses required to comply with the Environmental Planning and Assessment Act (EP&A).</p> <p>Mr Gordon advised that while the public can still access the transfer stations, access remains problematic for larger trucks carrying commercial waste.</p> <p>Councillor Curran requested that options to address this issue be investigated.</p>	John Roser	Wet Weather Pad has been constructed see photos attached.

Photos of Completed Wet Weather Pad

