

Community Waste Reference Group - Expressions of Interest

Invitation

Mount Alexander Shire Council (MASC) is seeking expressions of interest to join a Community Waste Reference Group (**CWRG**) with a focus on waste reduction and recycling opportunities. The CWRG is intended to help MASC facilitate meaningful engagement with the wider community to inform and deliver future waste management services.

Please note that the CWRG is not intended to consist of representatives from existing agencies, organisations and groups etc. MASC will be liaising with interested groups separately.

What is the future of waste management in Mount Alexander Shire?

Community input is being sought to help guide the future of waste management in the Shire. Specifically, input is required in relation to the priorities identified below.

Priority 1 - Waste reduction and recycling opportunities

The Victorian government has stated that by 2030 all councils in Victoria will have to meet certain objectives in relation to how commingled recyclables, glass and food organics and garden organics (FOGO) waste is collected and processed. This is described within the State Government's 'Recycling Victoria - A new economy' policy dated February 2020.

Key objectives of the CWRG will be to work through solutions in relation to:

- the separation of glass and FOGO waste aligned with the State Government policy.
- options to maximise a local circular economy including within our business community.
- Waste education and communication.

Priority 2 – Development of a Resource Recovery Centre

With the end of landfilling operations at the Castlemaine Waste Facility site, we are about to commence planning for a Resource Recovery Centre (RRC) on the site. We are looking for community ideas on how to make the facility something that is useful, valuable and affordable for the Shire.

Key objectives of the CWRG in relation to the RRC include:

- review, development and confirmation of the preferred functions and opportunities to be achieved through a well-designed RRC
- development of a design brief
- participation in design reviews, as well as review and comment on design documents, and
- engagement with and advocacy to the community in relation to the design

Council will be requested to consider the project at relevant milestones, and for approval once the final design and construction cost estimate is determined.

Construction of the RRC will be subject to Council and State government authority approvals, and funding availability. Pending timely progress of the design process, construction could commence in FY2022/23.

What is a Community Waste Reference Group?

This CWRG is designed to be a deliberative form of community engagement. MASC will coordinate the group, and selected members will have the opportunity to participate in a structured forum, acting as advisors and representatives of the wider community.

While the CWRG does not hold decision-making power (as this function sits with MASC), the benefits of a CWRG include:

- Providing a forum for members to discuss issues of community interest and influence outcomes for the benefit of the community in relation to project objectives.
- Drawing on local knowledge and enhanced community voice in decision making processes and outcomes.
- Building community understanding of Council's core business functions and specific projects.

The membership of this CWRG is intended to be made up of a variety of community members from various locations within the Shire across a broad age range. Members will be a diverse mix of representatives and will represent a cross section of people with different skills and backgrounds. Experience in development of infrastructure is not essential. There will also be a cross section of MASC representatives and appointed specialist consultants involved in the various milestones in the project.

Membership on this CWRG is voluntary. During the application process, applicants will be provided with opportunities to advise of any support needs such as accessibility and language.

How to apply

Interested community members are encouraged to complete the EOI application below to be considered for membership in the group. The applications will be assessed based on the eligibility and assessment criteria by a panel comprised of MASC's Waste Coordinator, Waste Management Officer, and Executive Manager Infrastructure, with approval of the successful applicants referred to Director Infrastructure and Development.

Please submit your completed application to info@mountalexander.vic.gov.au no later than 5.00pm on Monday 10 May 2021.

Before completing this application form, it is important that you read the CWRG Terms of Reference.

After reading the Terms of Reference, please tick, sign and date the checklist below.

Checklist

- I have read the CWRG Terms of Reference.
- I understand that the CWRG represents various opinions within the community.
- I understand that as a member of the CWRG I cannot make comments to the media on behalf of MASC or the CWRG.
- I understand that membership of the CWRG is voluntary and I will not be paid or reimbursed for the time, travel or costs related to my membership with the group.
- I understand I will be required to sign a formal (and legally binding) conflict of interest declaration prior to final confirmation of my appointment to the CWRG (a full definition and explanation of what constitutes a conflict of interest will be provided at the shortlisting stage of this process).
- I understand that any information shared with me during this process highlighted as confidential must not be shared or discussed with any party outside of the CWRG.

EOI Application form:

Personal Details

Given name:..... Surname:.....

Home/Company address:

Suburb: Postcode:

Phone number:.....

Email address:

Gender: Woman Man Self-described (please specify).....

Age: Under 18 18- 35 36- 54 55-69 70 and over

Please circle the statement/s below which best describes your relationship with Mount Alexander Shire:

I live in the Mount Alexander Shire Council area

I work in the Mount Alexander Shire Council area

I am a landowner/ business owner in the Mount Alexander Shire Council area

I am able to commit to attendance at CWRG meetings held bi-monthly, from 5.00pm - 6.30pm, on Mondays, unless rescheduled by agreement due to conflicts/public holidays etc.

Yes No Maybe (please elaborate below)

Comment:

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Applicant Supporting Information

1. Briefly outline what specific skills or life experiences or groups you have been involved in that you would bring to the CWRG.

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2. Briefly describe how you will garner feedback from the broader community in relation to this project? Please detail the reach and depth of your community involvement and engagement i.e. current community groups you are involved in, the size of these groups and the capacity of your involvement.

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3. Once the CWRG and community feedback has been gathered, reviewed and input into the design process briefly describe how you will actively support and advocate (in conjunction with MASC) the merits and benefits of the final RRC design?

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4. What do you think is the benefit to you as an individual being involved in this process?

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Privacy Statement

Council will comply with the Information Privacy Principles as set out in the *Privacy and Data Protection Act 2014*. Council has in place a standard operating procedure that sets out the requirements for the management and handling of personal information. If you provide your email address via this site, it will only be used to respond to your specific enquiry. Your email address will not be added to any mailings lists/databases, or otherwise used without your knowledge or consent, unless specifically required by law. The Mount Alexander Shire Council considers that the responsible handling of personal information is a key aspect of democratic governance, and is strongly committed to protecting an individual's right to privacy. Council will comply with the Information Privacy Principles as set out in the Privacy and Data Protection Act 2014. Council will receive personal information from you (or your authorised representative) via a range of means. Regardless of how it is collected, Council will use and disclose personal information:

- for the primary purpose for which is was collected;
- for a secondary purpose that an individual would reasonably expect;
- for a secondary purpose, with the consent of the individual;
- where required by law to do so; or
- for any other reason permitted by the Act, other Acts or Legislation.

Council is required to place some personal information collected on a variety of Public Registers, such as planning and building permits and animal registrations. This is a legislative requirement.

Council will protect the personal information it holds from misuse, unauthorised access, modification or disclosure. When no longer required, Council will take reasonable steps to lawfully and responsibly destroy personal information.

Signed:.....Date:.....

Assessment Criteria

Selection criteria

Applicants for the CWRG must, as part of their EOI application, respond to four questions relating to their interest in becoming a member of CWRG and their current involvement and/or activity in the local community.

Responses to these four questions will be scored (out of 4) on the following basis:

Response	Score
No or low level of interest and participation. No relevant examples provided.	1
Interest and participation demonstrated. Limited detail of relevant experiences and examples provided.	2
High level of interest and participation. Relevant examples and experiences outlined.	3
High level of interest and participation including detailed and relevant examples and experiences. Experiences, knowledge and insights linked to the groups' stated objectives.	4

Representativeness

As much as is possible, Council seeks to ensure that members of its CWRG are representative of the diversity of demographics within the Mount Alexander Shire community. The following demographics will be reviewed with a view to ensuring appropriate representativeness:

- Age
- Gender
- Background (for example LGBTQI, CALD, Disability groups, Indigenous and Torres Strait Islanders); and
- Geography of the Mount Alexander Shire Local Government Area.