



Mildura Rural City Council

## **Mildura Landfill Community Reference Group Terms of Reference**

### **Overview**

The Mildura Landfill Community Reference Group (MLCRG) has been established to provide a forum for consultation, provision of advice and information exchange in relation to Mildura Landfill, waste management and resource recovery between Mildura Rural City Council, key stakeholders and the community. It is not intended that the MLCRG will have any delegated powers to make decisions.

### **Goals and Objectives**

The objectives of the group are to:

- Provide for information exchange between residents, community groups, government agencies, Council and other stakeholders in relation to the Mildura Landfill, waste management and resource recovery generally. (A preliminary list of issues that the group considers are within the scope of this broad topic is listed in Attachment 1. The MLCRG is not limited to these matters.)
- Facilitate community awareness of the strategic planning, operations, environmental performance and any short, medium and long term development of Mildura Landfill.
- Foster understanding and cooperation between community members and Council staff in minimising the impact of Mildura Landfill on the local community; and
- Provide input into Council's planned community engagement and education activities in relation to Mildura Landfill, waste management and resource recovery generally, including recycling and waste diversion.
- Meetings will be held on the first Thursday of the month every three months at 10am. Changes can be made by agreement from all representatives.

### **Membership**

The membership of the Group will include:

- 1 Council Senior Manager (Chair)
- 1 Council Coordinator/ Team Leader/ Officer
- 1 Loddon Mallee Waste and Resource Recovery Group (LMWRRG) representative
- Representatives from Mildura Golf Resort, Mildura Base Hospital and Lower Murray Water
- Representatives from residents in the vicinity of the Mildura Landfill

Members of the committee will nominate a proxy to attend a meeting if the member is unable to attend. The Chair will be informed of the substitution at least five working days prior to the scheduled nominated meeting. The nominated proxy will provide relevant comments/feedback about the attended meeting to the Working Group member they are representing.

### **Core Values and Principles**

Members are expected and encouraged to:

- Commit the time to prepare for and attend all MLCRG meetings and actively participate in discussions. Meetings will be held in the morning during a work day. The Working Group will meet quarterly or as otherwise required. Impromptu meetings can be organised as required to discuss urgent issues.



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- Respect and value the different contributions made by members and any invited guests.
- Be an advocate for the potential outcomes
- Discuss matters raised at MLCRG meetings with their respective organisations and networks, and to bring feedback on any matters within the MLCRG's scope to the MLCRG.
- Be open to everyone's suggestions for improvement, keeping in mind constraints by regulatory requirements.
- Pass on accurate information and knowledge gained through the MLCRG process whatever their personal views may be (subject to confidentiality clause below).
- Ensure that matters that are commercial in confidence are maintained appropriately

Participation in the MLCRG does not affect participants' rights to participate in any statutory decision-making processes concerning the operation or future plans for the Mildura Landfill, or to be involved in other forums or processes for input to policy on waste management or resource recovery in general.

Members are not required to endorse any particular Council decisions or outcomes resulting from community engagement or education around waste management or resource recovery. It is important for members to be able to express different views while also being respectful of individuals and the group.

### **Public Statements**

Mildura Landfill CRG members cannot make public statements on behalf of Mildura Rural City Council as an independent group, without prior approval of the Manager Parks and Waste Services or the Council Media Unit.

Individual members are not constrained from expressing their or their interest group's opinions provided they make it clear they are not representing the whole MLCRG and they do not quote other members.

Matters identified as confidential should not be discussed outside the MLCRG.

### **Extent of Authority**

The MLCRG will be a forum for consultation, provision of advice and information exchange. The MLCRG has no power to commit Council to any decision or action or to direct Council officers in their duties. In carrying out its responsibilities, the group must at all times recognise that primary responsibility for management of the Council resides with Council and the Chief Executive Officer as defined by the Local Government Act.

The MLCRG is authorised to provide information and advice to the Council and community (subject to confidentiality clause above) on matters discussed in relation to the Mildura Landfill, to waste management and resource recovery in general.

### **Notes of meetings**

In order to ensure balanced reporting of MLCRG meetings, the notes will be reviewed by the whole group. Once confirmed by the group, they will be made available on Council's website and members are free to disseminate them to their networks.



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### **Conflict of Interest**

Group members must declare any conflicts of interest at the start of each meeting or before discussion of a relevant agenda item or topic. Details of any conflicts of interest should be appropriately minuted.

Where members or invitees are deemed to have a real or perceived conflict of interest, it may be appropriate that they be excused from group discussions on the issue where the conflict of interest may exist. The final arbiter of such a decision is the chair of the group.

### **Grievances**

If a member of the group has a concern with any aspect of the group (members, team cooperation, peer conflict, etc.), they are encouraged to approach the Chair with their concern/s. From there, the Chair will record the complaint and determine if further action needs to be taken in order to rectify the problem. The identity of any individual filing a complaint will be kept confidential.

### **Review**

This Terms or Reference has no set end date however the effectiveness and membership of the committee will be reviewed after 12 months.



## **Attachment 1**

### **Preliminary list of issues within the scope of the CRG's discussions:**

#### **The Mildura Landfill**

- the strategic context for the Mildura Landfill; its regional role and community awareness of this
- the end use of the site
- the amount of waste and recycling accepted at Mildura Landfill
- Greenwaste management on-site
- the image and stigma impacts, both locally and more broadly
- statutory requirements of landfills; e.g. re infrastructure, monitoring program (to ensure statutory compliance) and capping/ rehabilitation requirements
- 53V Environmental Audit outcomes
- the plan for the future of the Mildura Landfill.

#### **Waste management and resource recovery:**

- Council and State policy; how have these evolved over time?
- Community education in relation to recycling and resource recovery.
- The potential for an organics (green and food waste) "third bin"
- Illegal dumping
- Other waste management services Council provides (street sweeping, litter bins, kerbside services, etc).