



MINUTES OF THE WASTE AUTHORITY MEETING

held on Thursday 3 July 2008
Department of Environment and Conservation
12.00 noon – 5.00 pm

1. WELCOME & APOLOGIES

The Chairman declared the meeting open at 12.10pm and welcomed members and Department of Environment and Conservation (DEC) officers to the meeting. The Chairman advised that he has received an official letter of delegation from the A/Director General, DEC advising that the Deputy Director General – Environment, Ms Susan Hunt will attend Authority meetings as the delegate of the Director General, DEC.

MEMBERS PRESENT

Mr Barry Carbon	Chairman
Ms Jan Grimoldby	Deputy Chair
Ms Carolyn Jakobsen	
Mr Marcus Geisler	
Prof Paul Hardisty	

ATTENDEES

Ms Susan Hunt	Delegate for Director General, DEC	Left meeting between 4.00pm – 4.30pm
Mr Michael Kerr	A/Director, Sustainability, DEC	
Mr Bernard Ryan	Manager, Policy and Evaluation, DEC	
Mr Paul Ward	Senior Project Coordinator, WARRA, DEC	For items 6.1, 6.2 & 6.3
Dr Jill Lethlean	Manager, Products Programs, DEC	For item 6.1
Ms Diane McKinnon	Executive Officer	Minutes/Actions

APOLOGIES

2. CONFLICT OF INTEREST DECLARATIONS

No conflicts of interest were declared by members during the meeting.

3. CONFIRMATION OF MINUTES

The minutes of the Waste Authority meetings held on 22 May and 4 June 2008 were confirmed as true and accurate records of the meeting. Minor amendments were made to the minutes of 4 June 2008.

The Resolution Without Meeting, signed by the Chairman on 23 May 2008 was confirmed as a true and accurate statement of the resolution reached without meeting.

Moved: Ms Grimoldby
Seconded: Ms Jakobsen

The Chairman advised that although the Authority at its last meeting, resolved that the unconfirmed minutes of its meetings be placed on the *Towards Zero Waste Website* within five working days of the meeting, this had not occurred due to confusion surrounding the public use of the name Waste Smart WA / Waste Authority. Ms Hunt advised that the minutes would be placed on the website as soon as possible under the Waste Authority name.

The Chairman advised members of the tax status for local government waste services has been confirmed to carry over from the Health Act to the WARR Act. He also advised that there may be a need to hold meetings of the Waste Authority more frequently in the first few months to progress matters requiring priority attention. The Chairman advised that the Deputy Chair will assist in managing the general direction in this regard. He also advised that he would be working one full day per week on Waste Authority business.

RESOLUTIONS OF DISCUSSION:

- 3.1 The minutes of the Waste Authority meetings held on 22 May and 4 June 2008 were confirmed as true and accurate records of the meeting, subject to minor amendments to the minutes of 4 June 2008.**
- 3.2 The Resolution Without Meeting, signed by the Chairman on 23 May 2008 was confirmed as a true and accurate statement of the resolution reached without meeting.**

ACTION:

- 3.3 DEC to place the confirmed minutes of meetings held by the Waste Authority on the *Towards Zero Waste* website as soon as possible.**

4. ACTIONS FROM PREVIOUS MEETINGS

Members reviewed the actions from previous meetings. The status of actions listed were acknowledged and noted.

Mr Kerr advised that the *Waste Avoidance and Resource Recovery (WARR) Act* and *WARR Levy Act* and subsequent Regulations are now fully proclaimed and commenced on 1 July 2008. He advised that the GST exemption for local government waste services has been gazetted and notice of this is on the website. He advised that work on delegations to the department to implement the Act are being progressed.

The Chairman advised that he has requested the department to use the name 'Waste Authority' on public documents such as minutes and in acknowledgements, for instance, by recipients of grants under the Strategic Waste Initiatives Scheme (SWIS) and Community Grants Scheme (CGS). He added that he has provided a draft business card to the department, available for all members, including details of mobile telephone contacts.

The business card will carry the name 'Waste Authority', and include the phrase 'waste smart' at the bottom of the card.

RESOLUTIONS OF DISCUSSION:

- 4.1 Members resolved to use the name Waste Authority on all public documentation such as minutes, business cards and in acknowledgements, for instance, by recipients of grants.**
- 4.2 The Authority agreed to include the phrase 'waste smart' at the bottom of business cards.**

5. CHAIRMAN'S REPORT

Nil.

6. ITEMS FOR DISCUSSION AND/OR DECISION

6.1 Outline of Work Plan 2008/09

The Chairman provided background to members on the work plan for 2008/09, which had also been considered by the former Waste Management Board at its last meeting in April 2008. He advised that while the former Board set an objective of having expenditure close to the levels of income generated, this was not achieved. Approximately \$6.7 million has been expended per year, over the past 3 years in support of work plan activities.

Mr Kerr presented the draft 2008/09 work plan to the Authority. It included a table of work plan commitments with summarised achievements and outcomes, and sought the approval of budget and resources to support activities identified. He advised that commitments included projects that have a written commitment from the Minister and/or State Government to be implemented. The table also included projects that are currently underway, but have no explicit commitment by the Minister and/or State Government.

Mr Kerr advised that projects relating to communication and promotion activities were deferred by the Board to the Authority for decision. These included operating budgets in the areas of promotion, a reinvigorating recycling campaign and the Towards Zero Waste Website.

The Chairman advised that through his discussions with key staff within the Minister's office, it is understood that the Minister has made commitments to local government indicating his intention to run a 'refreshing awareness of recycling campaign' (re-invigorating recycling). The Chairman also advised that the Conservation Council of WA has approached the Minister, seeking support for an appropriate level of service, consistent with previous commitments given by the former Board in relation to funding strategic partnership placements.

In reviewing the 2008/09 work plan, the Chairman recommended that the Authority provide decisions on funding projects based on in-principle support, and capping the amount of funding provided to both local and State Government. He recommended that key senior officers within local and State Government be asked to provide specific priorities and details of how they intend to expend capped funds. The Chairman emphasised that the outcomes reached today will form the basis for the work plan to be presented to the Minister for the current financial year.

Members expressed concern about the number of projects listed that were not regarded as Authority business, but rather were considered standard Government business. It was noted that the 'business as usual' scenario requires further discussion by the Authority.

The Authority acknowledged that it would be inappropriate for it to make decisions on staff resource requirements and associated costs at this time. Members also noted that discussion and expenditure decisions on 'big picture' issues would not take place as part of the work plan discussion.

The Authority discussed in detail the summary of the work plan for 2008/09, provided as Attachment 2. DEC's briefing paper recommended that the Authority approve the budget and resources estimates for activities in the draft work plan summary. The following comments and decisions were resolved by the Authority regarding project areas listed. Note that all statements on expenditure relate to the 2008/09 year only.

Strategic Waste Initiatives Scheme (SWIS), Community Grants Scheme (CGS), Waste and Recycle Conference 2008 and WA Environment Awards 2008 - The Authority endorsed the expenditure of up to \$2,370,000. It was noted that the estimated expenditure included the allocation of \$10,000 for the Environment Awards, \$13,000 - \$15,000 for the Waste and Recycle Conference, up to \$1.8 - \$2.0 million for SWIS and up to \$150,000 for CGS (depending on the number of proposals supported by the Authority during the 2008/09 rounds).

Waste Wise Schools - The Authority endorsed the inclusion of this program for a further year (2008/09) and the expenditure of \$400,000 on the understanding that a detailed proposal be presented to the Authority within six months (by the end of 2008) if future funding beyond the current financial year is sought to continue the program. It was noted that this allocation included staff costs.

Levy Collection and Compliance – In-principle support was provided by the Authority of up to \$395,000.

Waste Strategy – In-principle support was provided by the Authority. The Authority deferred decision on budget allocation at this time.

Waste Authority Business Plan – In-principle support was provided by the Authority for this activity. The Authority deferred decision on budget allocation at this time.

Landfill Gas Regulations – The Authority did not support inclusion of this project area in the work plan. The Authority acknowledged that the recovery of methane gas from landfills is managed as part of landfill conditions and licensing requirements and covered under regulations. It was noted that no major new landfill sites would be approved without proper gas abatement processes in place.

Zero Waste Plan Development Scheme – Mr Kerr provided a brief background to members on the scheme. He advised that the scheme originated 18 months ago to assist local government in planning waste management and recycling activities. The funding scheme was developed in two stages. He advised that the first stage encouraged baseline data collection from councils across the State. A total of \$750,000 was allocated for stage 1. The remaining funds have been committed to stage 2, which relates to the development of Strategic Waste Management Plans by local governments. It is expected that \$2.25 million will be required for Stage 2, with plans due to be completed by September 2008. The Authority endorsed the provision of up to \$2.25 million to support stage 2 of the scheme.

Standards for Compost from Waste – The Authority noted that revised guidelines on an interim Standard for Organics Applied to Land was not supported by the previous Board. The Authority deferred a decision on this matter and awaits the results of a NSW study in this area, expected in July 2008. Ongoing expenditure on this valuable project will need to make budgetary distinction between commitments and cash flow out.

Regional Funding – The Chairman referred to his earlier advice regarding the Authority capping the amount of funding provided to state and local government and the need to place emphasis on organisations to provide specific priorities and details of how they intend to expend capped funds. The Authority provided its in-principle support of up to \$2.5m to support the Regional Funding Model, with a predicted \$1m cashflow.

Household Hazardous Waste – The Authority endorsed the project and allocation of up to \$1,020,000 to support it. The Authority noted that an Household Hazardous Waste Agreement with state and local government has been signed by the Minister.

Executive Support to Waste Authority – The Authority provided its in-principle support of up to \$300,000 and noted that an appropriate level of support to the executive is required, subject to further discussion and determination.

Environment Protection Heritage Council (EPHC) – The Authority agreed that the EPHC is predominately a State Government priority and financial support should be sought from consolidated fund revenue. The Chairman requested that a subsequent discussion be held on the significant references to extended producer responsibility in the WARR Act and the need for interaction between other States in this regard. He expressed an interest in discussing how this will work and how the Authority could be included in these discussions.

National Packaging Covenant (NPC) / Litter Prevention Strategy (KABC) – The Chairman referred to his earlier advice regarding the Authority capping the amount of funding provided to government organisations and the need to place emphasis on organizations providing specific priorities and details of how they intend to expend capped funds. The Chairman advised that both the NPC and the Litter Prevention Strategy fall into this category. In relation to NPC, the Chairman highlighted that the Authority is not a signatory to it, but the State Government is a signatory to the NPC. He added that if a capped amount of total funding provided to the State Government by the Authority is provided, the decision to expend this money and prioritise projects is ultimately a decision of the Minister.

The Authority provided its in-principle support to the payments of the NPC (but requested a breakdown of the requested allocation of \$1,000,000) and the Litter Prevention Strategy (including a budget of \$640,000) on the understanding that this amount will derive from part of a capped amount allocated to support State Government initiatives.

Strategic Partnerships – Mr Kerr outlined that this area provides for funding agreements with external parties. Currently this includes an allocation of \$100,000 to local government, \$120,000 to the Centre of Excellence in Cleaner Production and \$100,000 to the Conservation Council (currently no agreement is in place with the Conservation Council). He advised that it also includes an allocation to support the Green Stamp program which is currently in the second year of a three year funding arrangement. The Authority endorsed this program area on the understanding that details be provided from local government and the Green Stamp program with regards to what the allocation has been expended on so far and what it will be expended on for the current financial year.

- **Centre for Excellence in Cleaner Production** – While the Authority endorsed the inclusion of this project for a further year, along with associated expenditure, this support is provided on the understanding that a detailed report on achievements, along with a proposal, be presented to the Authority within six months (by the end of 2008) if future funding beyond the current financial year is sought to continue the program.
- **Conservation Council** – The Authority endorsed the inclusion of this project and up to \$100,000 for one year on the understanding that appropriate mechanisms be put in place to monitor and assess outcomes achieved. The Chair requested delegated authority for himself

and Ms Grimoldby to finalise the details of the allocations after a meeting with the CEO of the Conservation Council of WA. Members agreed to this delegation.

Project Promotion – This includes resources to promote the outcomes of grant projects and Waste Authority projects. The Authority deferred a decision on this matter.

Reinvigorating recycling – The Authority provided its in-principle support for this activity but requested this not be progressed at this time due to current discussions with the Minister's office. The Chair requested delegated authority for himself and Ms Grimoldby to finalise the details of the allocation in discussion with the Minister's office. Members agreed to this delegation.

Towards zero waste website – While the Authority provided its in-principle support of the website, it agreed that it needed to determine appropriate resource requirements in this area. The Authority requested that a briefing be provided, detailing a proposal for the website to enable the Authority to assess requirements accordingly.

Used Oil – The Chairman advised that the Minister has approved the former Board's allocation of \$170,000 in support of the local government used oil collection program.

Infrastructure Planning – The Authority provided its in-principle support for this project and endorsed expenditure of up to \$85,000 for the project (committed expenditure). It deferred a decision on the remaining allocation of \$115,000 and DEC officer time to manage the program/consultancy.

Recycled Organics – market development – The Authority endorsed the expenditure of up to \$120,000 for this project. It deferred a decision on the requested allocation of a further \$245,000.

Organics Communication & Industry Support – The Authority provided its conditional endorsement of expenditure of up to \$150,000 (committed expenditure) subject to confirmation that industry will provide funding towards the proposed joint government/industry initiative. The funding would support a three year program by Compost Australia. The Authority deferred a decision on the remaining request of \$185,000 for the project.

Data Program & Local Government Data Collection and Reporting Development Program – The Authority requested that a specific proposal regarding data requirements be brought back to the Authority for consideration at its next meeting. The Chairman advised that the proposal should include where current and planned projects fit in more broadly and in relation to the recent consultancy report received in this area.

The proposal should address what data collection is currently occurring, its necessity, where it fits in with data requirements overall and what data collection is currently happening/planned to happen in local government.

EPR Implementation – The Authority noted the significance of action in this area but deferred a decision on the allocation of funds.

Working with Government – C&D projects – The Authority deferred a decision on this project due to it relating to staffing requirements.

Short term policy advice to Minister's Office - The Authority agreed that this function should be supported [through consolidated fund revenue] and be considered along with staffing issues.

RESOLUTIONS OF DISCUSSION:

- 6.1.1 The Authority agreed that decisions made on funding projects for the 2008/09 work plan be based on in-principle support and that funding provided to both local and state government be capped. It was agreed that onus be placed on senior officers within local and state government to provide specific priorities and details of how they intend to expend capped funds.**
- 6.1.2 The Authority agreed that decisions not be made at this time on staff resource requirements and associated costs.**
- 6.1.3 The Authority agreed that discussion and expenditure decisions on 'big picture' issues would not take place at this time.**
- 6.1.4 The Authority endorsed expenditure of up to \$2,370,000 for the Strategic Waste Initiative Scheme (SWIS), Community Grants Scheme (CGS), Waste and Recycle Conference 2008 and the WA Environment Awards 2008 for the 2008/09 financial year.**
- 6.1.5 The Authority endorsed expenditure of up to \$400,000 for the Waste Wise Schools Program for the 2008/09 financial year on the understanding that a detailed proposal be presented to the Authority within 6 months (by the end of 2008) if future funding beyond the current financial year is sought.**
- 6.1.6 The Authority provided its in-principle support of expenditure of up \$395,000 for levy collection and compliance for the 2008/09 period.**
- 6.1.7 The Authority provided its in-principle support on the development of a Waste Strategy but deferred decision on the budget allocation at this time for this activity for the 2008/09 period.**
- 6.1.8 The Authority provided its in-principle support of the 2008/09 Waste Authority Business Plan but deferred decision on budget allocation at this time for this activity.**
- 6.1.9 The Authority did not support inclusion of the Landfill Gas Regulations work within the work plan. It was noted that the recovery of methane gas from landfills is managed as part of landfill conditions and licensing requirements.**
- 6.1.10 The Authority endorsed expenditure of up to \$2.25 million to support Stage 2 of the Zero Waste Plan Development Scheme for the 2008/09 period.**
- 6.1.11 The Authority deferred activity on the project relating to Standards for Compost from Waste at this time.**
- 6.1.12 The Authority provided its in-principle support of up to \$2.5 million to support the Regional Funding Model, with a predicted cashflow of \$1 million.**
- 6.1.13 The Authority endorsed the expenditure of up to \$1,020,000 for the Household Hazardous Waste project for the 2008/09 period.**
- 6.1.14 The Authority provided its in-principle support of up to \$300,000 for the provision of executive support to the Authority for the 2008/09 period. It was noted that this is subject to further discussion and determination.**
- 6.1.15 The Authority agreed that the work relating to the Environment Protection Heritage Council (EPHC) is predominately a State Government priority and as such, financial support should be sought from consolidated revenue.**
- 6.1.16 The Authority agreed to discuss at a future time, significant references to extended producer responsibility in the WARR Act and the interaction between other States in this regard as part of the EPHC process, including the role the Authority may play.**
- 6.1.17 The Authority provided its in-principle support to the payments of the National Packaging Covenant (but requested a break-down of the requested allocation of**

\$1,000,000 on the understanding that this amount will derive from part of a capped amount allocated to support State Government initiatives.

- 6.1.18 The Authority provided its in-principle support of the Litter Prevention Strategy (including a budget of \$640,000) on the understanding that this amount will derive from part of a capped amount allocated to support State Government initiatives.**
- 6.1.19 The Authority provided its in-principle support of activities included within the Strategic Partnership activity, including an allocation of \$100,000 to WALGA, \$120,000 to the Centre of Excellence in Cleaner Production and \$100,000 to the Conservation Council (it was noted that no agreement is currently in place with the Conservation Council). It also supported an allocation to support the Green Stamp program (currently in the second year of a three year funding arrangement). This support is provided on the understanding that details be provided from local government and the Green Stamp program regarding what allocations have been expended on so far and what it would be expended on for the current financial year.**
- 6.1.20 With regards to support by the Authority for the Centre for Excellence in Cleaner Production provided at 6.1.19, the Authority requested that a detailed report on achievements, along with a proposal, be presented to the Authority within six months (by the end of 2008) if future funding beyond the current financial year is sought.**
- 6.1.21 With regards to support by the Authority for the Conservation Council provided at 6.1.19, this support is based on the understanding that appropriate mechanisms be put in place to monitor and assess outcomes achieved.**
- 6.1.22 The Authority agreed that the Chairman and Jan Grimoldby be delegated responsibility of finalising details of the allocation to the Conservation Council, following a meeting with the Chief Executive of the Conservation Council.**
- 6.1.23 The Authority deferred decision on project promotion work to promote outcomes of grant projects and Waste Authority projects.**
- 6.1.24 While the Authority provided its in-principle support of the Reinvigorating Recycling activity, it requested work not progress at this time due to current discussions with the Minister in this regard.**
- 6.1.25 The Authority agreed that the Chairman and Jan Grimoldby be delegated responsibility of finalising details of the allocation and support of the Reinvigorating Recycling activity through discussions with the Minister's office.**
- 6.1.26 The Authority provided its in-principle support of the Towards Zero Waste Website, but agreed that further discussion occur to determine appropriate resource requirements. The Authority requested that a briefing be provided, detailing a proposal for the website to enable the Authority to assess requirements in this area.**
- 6.1.27 The Authority agreed and noted the Minister's approval of the former Board's allocation of \$170,000 in support of the local government used oil collection program.**
- 6.1.28 The Authority provided its in-principle support for work in the area of Infrastructure Planning and expenditure of up to \$85,000. The Authority deferred decision on further funds being provided at this time.**
- 6.1.29 The Authority endorsed expenditure of up to \$120,000 for the Recycled Organics – market development work area for the 2008/09 period. It deferred a decision on the requested allocation of a further \$245,000 at this time.**
- 6.1.30 The Authority provided its conditional endorsement of expenditure of up to \$150,000 for the 2008/09 period for work in the area of Organics Communication & Industry Support subject to confirmation that industry will provide funding towards the**

proposed joint government/industry initiative. The Authority deferred decision on the remaining request of \$185,000 for the project.

6.1.31 In relation to work in the area of Data and the Local Government Data Collection and Reporting Development Program, the Authority requested a specific proposal on data requirements to be brought back to the Authority for consideration at its next meeting. The proposal should include details of where current and planned projects fit in more broadly; how it fits in with recent consultancy reports received in this area and data collection currently occurring/planned to occur in local government.

6.1.32 The Authority deferred decision and allocation of funds in the area of extended producer responsibility at this time.

6.1.33 The Authority agreed that short term policy advice to the Minister's Office should be supported [through consolidated fund revenue] and be considered along with staffing issues.

6.2 Strategic Waste Initiatives Scheme Round 1/2008 – Deferred Grants

DEC's briefing paper recommended that the Authority endorse the recommendations for approval or non-approval of the SWIS applications. Mr Ward advised of five deferred applications under Round 1/2008 of the Strategic Waste Initiative Scheme (SWIS) by the former Waste Management Board. It was determined by the Board that these should be considered by the incoming Waste Authority. He advised that it would be beneficial to set up a sub-committee of two or more Authority members to assess SWIS applications in the future.

Members discussed the five deferred applications as listed at attachment 2. In order of the listing, the Authority determined the following:

Organisation 1: Not supported.

Organisation 2: Not supported.

Organisation 3: The Authority agreed to fund the project.

Organisation 4: Not supported. The Authority agreed that it may be appropriate to do some promotional work in this area and the proponent could be invited to assist in this regard.

Organisation 5: The Authority agreed to fund the project.

RESOLUTION OF DISCUSSION:

6.2.1 The Authority endorsed two of the five applications referred to it by the previous Waste Management Board for Round 1/2008 of the Strategic Waste Initiatives Scheme.

6.3 Determination of Strategic Waste Initiatives Scheme – Priority Areas for next round of funding

DEC's briefing paper recommended that the Authority endorse priority focus areas for Round 2/2008 of the Strategic Waste Initiatives Scheme. These included a focus on the areas of organics, construction and demolition waste, used tyres, plastics and household hazardous waste.

Mr Ward advised that the selection of priority focus areas was based on the stated priorities within the current work plan, contribution towards achieving the objectives of the Premier's Climate Change Statement and the ability to bring about real and measurable change in reducing waste through targeted funding and addressing current and emerging issues.

Members provided the following comments against priority focus areas recommended by DEC for Round 2/2008 of the Strategic Waste Initiatives Scheme:

Organics – The Authority did not endorse the DEC recommendation for projects that promote the source separation of greenwaste. Some members expressed concerns due to financial investments made by some local governments that rely on organics being part of their waste stream. The Authority acknowledged that the source separation of greenwaste requires long term direction and further exploration as part of the discussions on best practice collection systems.

The Authority agreed that focus in this area not be on ‘greenwaste,’ but rather the ‘wise management of organic wastes’, in line with projects highlighted in the briefing, i.e. wash-down facilities in non-metropolitan areas to facilitate back-loading; collection points for drop-off of greenwaste (residential and small commercial); and the promotion of the use of compost in private landscaping and open parkland areas.

Construction and Demolition (C&D) – The Authority supported DEC recommendations for two project areas of C&D waste to be given priority. These included the development of supply systems to deliver increased quantities of C&D waste to recyclers and the development and support of C&D waste recycling in regional areas of WA. The Authority also agreed that funding should not be provided for C&D trials in the metropolitan area due to the number of trials funded in previous SWIS rounds.

Used Tyres – The Authority supported the DEC recommendation to include used tyres as a priority focus area. The Authority noted that although used tyres was a priority area in the previous SWIS round, no tyre project applications were received. While it was noted that trials of rubber products generated from used tyres in the area of civil engineering was highlighted as the project focus, the Authority agreed that specific focus for funding should include alternative uses for waste tyres. The Chairman requested further information on a project that received a substantial SWIS grant in 2007 that has not progressed.

Plastics – The Authority supported the DEC recommendation to include plastics as a priority focus area in support of the development or adoption of new and/or enabling technologies and processes that demonstrate increase resource recovery. The Authority agreed that specific priority be given to projects that deliver value-added products with an emphasis on replacing virgin materials and which can be used as input into local markets; and projects that contribute to improved product/process design and development.

Household Hazardous Waste – The Authority supported the DEC recommendation to include paint as a priority focus area, with particular emphasis on projects that investigate alternative products and markets for used water-based paints. The Authority agreed that batteries also be included in this priority focus area.

In addition to supporting the priority focus areas proposed, the Authority agreed that e-waste and commercial and industrial waste also be included in the priority focus area list for Round 2/2008 of the Strategic Waste Initiatives Scheme.

RESOLUTIONS OF DISCUSSION:

6.3.1 The Authority supported the proposed priority focus areas for Round 2/2008 of the Strategic Waste Initiatives Scheme in the areas of construction and demolition waste, used tyres, plastics and household hazardous waste.

6.3.2 The Authority supported the inclusion of ‘greenwaste’ as a priority focus area, targeting specific project areas discussed during the meeting. The inclusion of ‘organics’ in this priority area was not supported

6.3.3 The Authority agreed that batteries also be included as a priority under household hazardous waste and that e-waste and commercial and industrial waste be included in the priority focus area listing.

6.4 Progressing Outcomes of the Landfill Levy Review Report

The DEC briefing paper recommendation asked the Authority to note the issues arising from the Landfill Levy Review Report, and associated processes that are still outstanding (as highlighted in Attachment 1) and to discuss when and how to address the issues the Authority considers still relevant. Due to time constraints, the Authority deferred discussion on this item to the next meeting.

RESOLUTIONS OF DISCUSSION:

6.4.1 The Authority deferred discussion on progressing outcomes of the Landfill Levy Review Report to the next meeting.

6.5 Landfill Levy – Category 63 and Geographical Extension

DEC's briefing paper recommended that the Authority note consultation scoping paper which aimed to clarify matters on which consultation should occur; to endorse the draft consultation process. DEC recommended that the targeted consultation process include one metropolitan forum (for discussion on predominantly Category 63 issues) and five regional forums covering Albany, Bunbury, Geraldton, Kalgoorlie and Port Hedland (covering both Category 63 and 64 issues).

The Authority agreed not to use the detail in the DEC scoping paper to communicate a position for the consultation process as members felt they should not shape or constrain the consultation process by suggesting particular positions or issues for consideration. DEC sought advice on what information, if any, should be provided to stakeholders prior to the consultation process. The Authority agreed to provide advice to DEC in that respect within the next week.

The form of the consultation process to be adopted was identified as follows: one metropolitan forum (for discussion predominantly on Category 63 issues - to run for up to two hours); and a total of six regional forums covering Albany, Bunbury, Geraldton, Kalgoorlie, Mandurah and Port Hedland (covering both Category 63 and 64 issues). The Chair requested that local governments in the affected areas be approached to host the meetings and to decide on local government attendance.

Members requested to be provided with the following information regarding landfills in regional areas prior to the meetings; the description and population of the area; which landfills that would be captured including capacity and type; and which landfills and areas were just outside of the current scope. Ms Grimoldby and Mr Carbon advised that they would like to be present at the non-metropolitan meetings.

DEC staff confirmed that to ensure that all appropriate stakeholders were advised of consultation opportunities, it would be necessary to advertise the program in the West Australian once it was finalised. Authority members agreed to this approach.

The Authority determined that consultation on Category 63 issues focus on eliciting stakeholder views on what changes should be considered for Categories 63 sites. Members suggested that the format for the metropolitan meeting should include presentations from a range of stakeholders who had been invited to speak. The Authority suggested that expressions of interest from stakeholders wanting to make short presentations should be accompanied by a half page abstract on the key issues they would address if provided with the opportunity. The half page abstract would be used by the Authority to choose which organisation or individuals were invited to present.

The Authority requested that the metropolitan forum be held in conjunction with the Waste and Recycle Conference 2008 in Fremantle for up to a maximum of two hours.

RESOLUTIONS OF DISCUSSION:

6.5.1 The Authority agreed that one metropolitan based forum (for discussion on predominantly Category 63 issues) be held at the Waste and Recycle Conference 2008 for up to a 2 hour duration.

6.5.2 The Authority agreed that six non-metropolitan forums be held in the areas of Albany, Bunbury, Geraldton, Kalgoorlie, Mandurah and Port Hedland (covering both Category 63 and 64 issues).

6.5.3 The Authority agreed that consultation on Category 63 should have a clear focus on eliciting stakeholder views on what changes should be considered for Category 63 sites.

ACTIONS:

6.5.4 The Chairman requested that relevant local governments be invited to host regional forums and to decide on local government attendance.

6.5.5 Members requested the following information regarding landfills in regional areas prior to commencement of the meetings; the description and population of the area; which landfills that would be captured including capacity and type; and which landfills and areas were just outside of the current scope.

6.6 Best Practice Waste Management Consultation

Due to time constraints, the Authority deferred discussion on this item to the next meeting.

RESOLUTION OF DISCUSSION:

6.6.1 The Authority deferred discussion on best practice waste management consultation to the next meeting.

6.7 Waste Strategy – scope, preparation, commencement etc

Due to time constraints, the Authority deferred discussion on this item to the next meeting. The Chairman advised that the Authority is committed to providing a business plan to the Minister this year and an interim waste strategy. The Chair envisaged that the interim strategy will be followed-up with a 5-year strategic direction document for release in 2009.

RESOLUTION OF DISCUSSION:

6.7.1 The Authority deferred discussion on the waste strategy to the next meeting.

6.8 Temporary Arrangements to cover expenses of Waste Management related activities

The Chairman advised that there is no authority to access funds held in the Waste Avoidance and Resource Recovery Account (which replaced the Waste Management and Recycling Account on 1 July 2008). He advised that in the interim, DEC will cover the costs of waste management activities from its consolidated fund appropriation. Moneys expended will be recouped from the WARRA, following relevant authorisation.

RESOLUTIONS OF DISCUSSION:

6.8.1 The Authority agreed that the costs for July 2008 of Waste Avoidance and Resource Recovery Account (WARRA) funded activities will be covered by DEC's consolidated fund appropriation until relevant authorisation is given to expend WARRA funds.

6.8.2 The Authority noted that appropriate delegations to access funds held in the WARRA are expected to be sought shortly.

ACTION:

6.8.3 Consolidated Fund expenditure on WARRA funded activities will be recouped from the WARRA following relevant authorisation.

7. ITEMS FOR INFORMATION AND/OR DISCUSSION

7.1 Waste Management and Recycling Account – Strategic Waste Initiatives Scheme (SWIS) and Community Grants Scheme (CGS) – Final Reports

The Authority noted the final evaluation project reports received from:

- City of Nedlands – Performance review of a 3 bin municipal waste system, SWIS 2007. Members expressed interest in seeing the results of the Nedlands trial of a 3 bin waste system;
- City of Cockburn – C&I Waste Audit at Henderson Resource Recovery Park, SWIS 2007;
- Pioneer Village School – Zero Waste With Worms, CGS 2005;
- Naragebup Rockingham Regional Environment Centre – Sustainable Living Workshops – Waste NO (more), CGS 2007;
- Lower South West Regional Group – Rural Regional Co-mingled Bulk Bin Initiative, SWIS 2006; and
- North Island (Abrolhos) Inc – North Island Waste Management, SWIS 2006.

Members expressed interest in seeing the results of the final report on the Nedlands 3-bin municipal waste system trial.

RESOLUTION OF DISCUSSION:

7.1.1 The Authority noted the final evaluation project reports received and that further advice regarding the completed projects/final reports, highlighting main outcomes, conclusions, recommendations and promotional opportunities would be provided at the next meeting.

ACTION:

7.1.2 DEC to circulate an electronic copy of the final report on the City of Nedlands 3-bin municipal waste system trial to members.

7.2 Significant Correspondence – Waste Authority/Ministerial

The Authority noted the status of recent Waste Authority correspondence addressed to the Chairman.

7.3 Breakdown of Expenditure from the Consolidated Fund (CF) and the Waste Management and Recycling Account (WMRA), as coordinated through the Waste Management Branch

The Authority noted the summary provided at Attachment 1, detailing consolidated fund and Waste Management and Recycling Account expenditure for the 2007/08 period.

7.4 Summary of Consultancies

The Authority noted the listing of consultancies undertaken within the Waste Management Branch over the past 2-3 years, provided in Attachment 1. A summary of SWIS-funded consultancy-type projects in Attachment 2 was also noted by the Authority.

7.5 Recent Consultancy Reports Received

The Authority noted the following consultants' reports recently received by DEC:

- **Total Recycling Activity Review 2006/07** – the report presents an overview of the recycling industry in WA, including the quantity of different materials collected and their destination.
- **Review of Local Government Waste Data 2006/07** – the report provides an audit of the data reported to DEC in the Zero Waste Plan Phase 1 survey. An independent audit was a Ministerial requirement of the scheme.
- **Review of Kerbside Collection Systems and Drop-off Facilities for Recyclables and Development of Preferred Service Models** – the report is a review of different kerbside and drop-off collection systems for domestic recycling.
- **Civil Works and Recycled Content – Economic Assessment of options for increasing the use of Recycled Content in WA** – the report provides an economic assessment of options for increasing the use of recycled content in civil works in WA.

RESOLUTION OF DISCUSSION:

7.5.1 Due to time constraints, the Authority deferred to a future meeting a decision on how it wishes to deal with consultants' reports.

7.6 Conflicts of Interest Declarations and Registered Lobbyist Information

The Authority noted the information provided on conflict of interest declarations highlighted within the *Environmental Protection Act (1986) Part 2*; the *Waste Avoidance and Resource Recovery Act 2007* and the State public sector template *Code of Conduct for Government Boards and Committees*. The Authority also noted information provided on the *Contact with Lobbyists Code* and the current listing of registered lobbyists.

The Chairman expressed a particular interest in adopting by the Authority the EPA definition of disclosure of interest, which is as follows:

“A member who has a direct or indirect pecuniary interest in a matter that is before a meeting shall, as soon as possible after the relevant facts have come to his knowledge, disclose the nature of his interest to Authority members who are at that meeting, and that disclosure shall be recorded in the minutes of the proceedings of that meeting”.

Members agreed that incidental associations, or perceived conflict of interest should be formally noted in the minutes and that when it doubt, interests should be declared.

In regards to the list of registered lobbyists, members requested to be provided with a regular update of the list and a copy of the form to complete should they come into contact with a registered lobbyist. Members agreed that having a third person present at such meetings and maintaining notes summarising the meetings would be good practice.

Ms Hunt advised that she would be happy to arrange for an officer from the Department of Premier and Cabinet (DPC) to talk to the Authority about conflict of interest matters and provide information regarding their work in integrity and ethics in the decision making process. The Chairman advised that the Authority has a tight workload over the coming months, but would welcome a DPC officer briefing at a later date.

RESOLUTIONS OF DISCUSSION:

7.6.1 The Authority noted the information provided on conflict of interest declarations and favoured the EPA definition to be adopted for its guidelines in this regard.

7.6.2 The Authority noted the Contact with Lobbyists Code and the current listing of registered lobbyists.

7.6.3 The Authority agreed that it would be good practice to invite a third person to any meeting with a registered lobbyist, and to keep notes summarising meeting outcomes.

7.6.4 The Authority agreed that a briefing from the Department of Premier and Cabinet regarding conflict of interest matters would be welcomed at a later date.

ACTION:

7.6.5 DEC to circulate an updated listing of registered lobbyists to members on a regular basis and a copy of the form to complete if they come into contact with registered lobbyists.

7.7 Environmental Protection Heritage Council National measures, including container deposits

The Authority noted the information provided on the Environment Protection and Heritage Council (EPHC) investigation into national measures, including container deposits.

7.8 Queensland media article on container deposits

The Authority noted the media article provided; printed in the Courier Mail on 24 June 2008 regarding concerns expressed by a member of the Brisbane City Council should a national drink container deposit scheme be introduced.

8. OTHER BUSINESS

Nil.

9. PRESENTATIONS

Nil.

10. NEXT MEETING

The next meeting of the Waste Authority will be held on Wednesday 6 August, commencing at the special time of 10.00am to 4.00pm at the Department of Environment and Conservation Atrium Office, 4th Floor Board room, 168 St Georges Terrace, Perth.

Professor Hardisty tendered his apology for not being able to attend this meeting.

11. CLOSE

The meeting closed at 4.40pm.

APPROVED / APPROVED WITH AMENDMENT

A handwritten signature in black ink, appearing to read 'Barry Carbon', written in a cursive style.

Barry Carbon, Chairman
WASTE AUTHORITY

6 August 2008