



Waste Authority

CONFIRMED MINUTES OF THE WASTE AUTHORITY MEETING

held on Wednesday 5 August 2009
Department of Environment and Conservation
11.00 am – 5.05pm

Meeting No. 09/2009

1. WELCOME, APOLOGIES & INTRODUCTIONS

MEMBERS PRESENT

Ms Jan Grimoldby	Deputy Chair (A/Chair for purpose of meeting)
Ms Carolyn Jakobsen	Attended between 11.00am to 4.05pm
Mr Marcus Geisler	
Prof. Paul Hardisty	Attended between 11.50am to 5.05pm

ATTENDEES

Mr Robert Atkins	A/Deputy Director General – Environment, DEC (Delegate for Director General, DEC)	
Mr Bernard Ryan	A/Manager, Waste Management Branch	
Mr Tony Beeson	Manager, WARRA	
Ms Jill Lethlean	Manager, Programs, DEC	
Mr Peter Schneider	A/Chief Executive Officer, EMRC	For item 7.5
Mr Stephen Fitzpatrick	Manager, Project Development, EMRC	For item 7.5
Ms Diane McKinnon	Executive Officer, Waste Authority	Minutes/Actions

APOLOGIES

Mr Barry Carbon

The Acting Chair, Ms Jan Grimoldby declared the meeting open at 11.05am and welcomed members and staff to the meeting. She advised that the Chairman was unable to attend the meeting due to speaking commitments at a funeral service.

2. DECLARATIONS OF INTEREST

Marcus Geisler – declared an interest in a funding request to the Authority from the Waste Management Association of Australia (WA Branch) due to his role as Treasurer for the Association. This item was discussed at item 7.18 – Partnership Proposal – Waste Management Association of Australia (WA Branch).

3. ANNOUNCEMENTS BY THE CHAIRMAN

The A/Chair advised that the draft MoU between the Authority and DEC is close to being finalised. The latest version has reached the point where the Director General seeks to meet with the Authority, DEC and the consultant to finalise. She advised that staff will provide a briefing on the MoU and resourcing as part of the work plan/budget discussion at 7.1.

The A/Chair advised that Mr Carbon chaired a Commonwealth (EPHC) public forum meeting on e-waste regarding product stewardship – televisions and computers on 31 July. The forum was held to assist the EPHC in determining a preferred option for managing end-of-life televisions and computers.

In relation to the Draft Waste Strategy, the A/Chair advised that she would be meeting with the Minister within the next week. The Minister's comments on the Strategy (once received) will be forwarded to the Authority for its consideration out-of-session. She advised that Mr Geisler would also seek to meet with the Minister within the next week to inform her of progress of the market support scheme.

4. MINUTES OF THE PREVIOUS MEETING

RESOLUTION OF DISCUSSION:

4.1 The minutes of the Waste Authority meeting held on 1 July 2009 were confirmed as a true and accurate record of the meeting subject to minor amendments.

Moved: Ms Jakobsen
Seconded: Mr Geisler
CARRIED

5. REPORT ON ACTIONS FROM PREVIOUS MEETINGS

Members reviewed the actions from previous meetings. The status of actions listed were acknowledged and noted. The following items required clarification or an update on status during the meeting:

Actions from 1 July 2009 meeting:

6.1 Release of Quotation Documentation for MoU between Authority and AIIA. The Authority queried the status of this item. Staff advised of discussion between Minister's Office and Communications staff which resolved not to launch e-waste at this time.

6.6 Release of Authority Submission on the draft National Waste Policy to the Minister. The Authority queried whether the submission has been provided to the Minister. Staff advised that this has been provided. The A/Chair advised that representatives from DEWHA intend to meet with the Chair (subject to his availability) and staff on 6 August to discuss the Draft National Waste Policy Framework.

8.1.2 Appointment of consultant to focus on promotion of waste minimisation initiatives. The A/Chair advised that consultant Ms Donna Cole will commence work with the Authority within the next week, working 2 days per week to progress this.

8.3.1 Market Support Scheme for Recycling. The A/Chair and Marcus Geisler advised that Mr Geisler will contact the Minister's Office as soon as possible to arrange a time to meet with the Minister regarding the scheme.

8.4.2 Draft Sponsorship Policy – release for 6 week public comment via website. The A/Chair queried why the draft sponsorship policy had taken 4 weeks to release on the website for public comment following its approval to release at the July meeting. Staff advised that amendments were made to the document and feedback from the department on whether constraints on Government advertising and promotion in relationship to sponsorship was required prior to the document being released on the website.

Actions from 3 June 2009 meeting:

2 Meeting with FORC – Establishment of Working Group to assist in the implementation of the market support scheme and e-waste. The Authority queried the status of this item. Staff advised that FORC has nominated its representatives to participate on the standing working group. The Authority agreed that Mr Bernard Ryan would continue liaison with Mr John Stevenson and bring specific issues back to the Authority as they arise.

9.7.1 Incentives for Local Government to complete on-line annual survey. The Authority queried the status of this item. Staff advised that they would write to every local government body when the survey opens, which was anticipated to happen prior to now. The Authority agreed that a letter be forwarded to MWAC advising that local government funding is conditional on the participation and completion of the annual on-line survey – and seeking MWAC to make its members aware of this.

ACTIONS:

5.1 Mr Geisler to contact the Minister's Office to arrange a time to meet with the Minister regarding the market support scheme for recycling.

5.2 Staff (Mr Bernard Ryan) to continue liaison with Mr John Stevenson (FORC) and bring specific issues back to the Authority as they arise.

5.3 Staff to prepare a letter to MWAC advising of local government funding being conditional on the participation and completion of the annual on-line survey.

6. OUT OF SESSION ITEMS

6.1 KPI's for Measuring Diversion of Waste from Landfill

Staff advised that an out-of-session briefing for determining KPIs for measuring the diversion of waste from landfill has been prepared and is currently with the Chair for his consideration to release.

The A/Chair provided a short presentation to the Authority demonstrating the Waste Management Association of Australia's national database – C&D online (NSW).

In accordance with decision 9.8.1 at the 3 June meeting, the Authority agreed to proceed with seeking quotes to undertake a review of the total recycling activity in WA for a 5 year period, commencing 2007/08 for an initial 3 year term with the possibility of extension for a further 2 years. The Authority noted the potential to vary contract conditions in relation to KPIs if required.

RESOLUTION OF DISCUSSION:**The Authority:**

6.1.1 Agreed to proceed with seeking quotes to undertake a review of the total recycling activity in WA in accordance with decision 9.8.1 at the June meeting and noted the potential to vary contract conditions in relation to KPIs if required.

7. DISCUSSION / DECISION ITEMS**7.1 Waste Authority Work Plan 2009/10**

The Authority discussed at its July meeting, a proposed work plan/budget for the 2009/10 financial year. Some work plan areas and subsequent budget requirements remained unresolved at that time and were included in a revised 2009/10 work plan/budget tabled at Attachment 1 of the briefing for the Authority's consideration.

The A/Chair highlighted various items included within the meeting agenda and brought forward these items for inclusion in the work plan discussion. The outcomes of these discussions are included within this section as it relates to the 2009/10 work plan and budget. The detailed discussion for each activity is included within the respective areas of the agenda, namely:

- 7.3 Household Hazardous Waste Program
- 7.7 Compost WA Funding Request
- 7.8 Environment Protection Heritage Council (EPHC) Funding
- 7.9 National Packaging Covenant - Action Plan
- 7.10 Conservation Council WA Sponsorship
- 7.13 Green Stamp Program
- 7.18 Waste Management Association of Australia (WA Branch) – Partnership Proposal

The Authority considered the draft 2009/10 work plan/budget at Attachment 1 of the briefing. The Authority adopted the 2009/10 work plan/budget as presented with the exception of the following amendments.

2009/10 Waste Authority Work Plan / Budget

Project Title	Project No.	Waste Authority Determination
Household Hazardous Waste Program	4.2	Agreed to fund up to \$2.5 million (includes infrastructure and existing program). Authority agreed to arrange meeting with WALGA and Chairman, MWAC to discuss review of the HHW Agreement and to develop some transition strategies to cost sharing. Agenda Item 7.3 provides further detail of this funding decision.
Recycled Organics Market Development	3.4	Agreed to allocate \$50,000 for this project. The Authority noted that the current contract expires in February 2010.
Organics communication and industry support (includes Compost WA proposal)	3.5	Agreed to allocate \$135,000 to 30 June 2010. Agreed to invite Mr Andrew Gulliver to attend upcoming Authority meeting to discuss the future work of Compost WA and planned activities prior to consideration of further support. Agenda Item 7.7 provides further detail of this funding decision.

2009/10 Waste Authority Work Plan / Budget continued

Project Title	Project No.	Waste Authority Determination
WMAA Partnership Proposal	3.6 (new project)	Agreed to allocate \$100,000 to 30 June 2010. Funding subject to development of an agreement to provide for appropriate KPIs; a quarterly report of activity outcomes to the Authority; and a review in 6-8 months time of overall achievements/outcomes prior to consideration of further support. Agenda Item 7.18 provides further detail of this funding decision.
Environment Protection Heritage Council (EPHC)	6.1	Agreed to include an allocation of \$150,000 for EPHC activities subject to Authority receiving EPHC working group briefs on a regular basis. The Authority sought a briefing paper for its September meeting, to highlight relevant EPHC working groups focus are currently activity. The Authority agreed to review budget allocation as part of its mid-year budget review. Agenda Item 7.8 provides further detail of this funding decision.
National Packaging Covenant (NPC)	5.10	Agreed to include an allocation of \$500,000 for the NPC for the 2009/10 period (including \$300,000 carryover). Funding subject to 1) the NPC Action Plan referencing the Waste Authority; 2) preparation of advice to the Minister outlining Authority concerns re ongoing partnership with the NPC and advising of the preparation of a report for the Minister; 3) staff preparing a draft position paper exploring benefits/non-benefits of policy issues associated with the NPC as it relates to Western Australia; 4) inviting the Chairman of the NPC to attend a Waste Authority meeting (possibly Nov 09) to provide an overview of the NPC and benefits to WA. Agenda Item 7.9 provides further detail of this funding decision.
Levy Refunds	5.12	Agreed to delete project area.
Waste Wise Schools Program & Waste Wise Schools Grants	5.11 3.2	Agreed to allocate \$400,000 for the Waste Wise Schools Program. (staffing and operation costs) and \$175,000 for the school grants program. The Authority agreed to amend the process for the Waste Wise Schools Grants program with a view to the administration of the schools grants being undertaken by staff of the Waste Branch and the Waste Wise Schools Program. The Authority requested this project (5.11) be removed from the 'Waste Authority' section within the 2009/10 budget and placed under 3 – Partnership Funding. Agenda Item 7.17 provides further detail of this decision.
Levy Collection & Compliance	6.2	Agreed to allocate \$45,000 for levy collection and compliance. The Authority noted that this would need to be reviewed in the light of amendments to the WARR Act.
WARR Act Implementation	(former 6.3)	Agreed to delete WARR Act Implementation and include allocation in former 6.4 below (now new 6.3).
Enforcement of WARR Act	former 6.4 (changed to 6.3)	Agreed to allocate \$25,000 for 2009/10.
Community Engagement and Waste Minimisation	5.14	Agreed that \$300,000 be allocated for 2009/10. The Authority agreed that the 4 sub-set areas of this project be deleted within the table and shown as one project budget. It was noted that one sub-set area was already included within sponsorship.

2009/10 Waste Authority Work Plan / Budget continued

Project Title	Project No.	Waste Authority Determination
Staffing	8.1	Agreed that \$3,483,303 be allocated for 2009/10. The Authority discussed the draft staffing costs at length, comparing the costs and allocations to the 08-09 figures. It was noted that while the budget was for a total of 25 staff for a full year at the top of each level applicable, in reality this was not the case as there were a number of positions vacant and it would take some time to fill the positions. While the salary costs would be debited to the WARR Account on the basis of actuals, the indirect costs of \$841,676 would be debited as though the Waste Branch had its full complement of staff throughout the year.

The Authority agreed that the amended 2009/10 work plan/budget be presented to and confirmed by the Chair and Deputy Chair and following their approval, agreed to forward it to the Minister for her consideration and approval.

RESOLUTIONS OF DISCUSSION:

The Authority:

- 7.1.1 Adopted the 2009/10 budget as amended and subject to final confirmation of the amended budget by the Chair and Deputy Chair, agreed to forward the proposed budget to the Minister for her consideration and approval.**
- 7.1.2 Requested explanatory note descriptions to be inserted against each item.**
- 7.1.3 Did not support the establishment of a finance sub-committee to prepare appropriate financial reporting information.**

ACTION:

- 7.1.4 Staff to prepare for the Chair's consideration a request to the Manager, Waste Management Branch regarding staff actuals and indirect costs to take into account that not all positions would be filled for the full financial year.**

7.2 End-of-Life Tyres

The Authority discussed a proposal to establish a tyre processing plant in Western Australia. Details of this proposal cannot be included in the public minutes for commercial-in-confidence reasons.

The process by which these types of proposals were presented to and assessed by the Authority was discussed. The Authority determined that like proposals should be viewed on an ad-hoc basis and unless specifically urgent or under exceptional circumstances, they should be referred through the SWIS process, providing an open, transparent and fair process.

RESOLUTION OF DISCUSSION:

The Authority:

- 7.2.1 Agreed that all large-scale infrastructure proposals would be reviewed on an ad-hoc basis and unless specifically urgent or under exceptional circumstances, these should be referred through the SWIS process.**

7.3 Household Hazardous Waste Program – Third Quarter Report

MWAC's Household Hazardous Waste Program 4th Quarter Report was tabled at the July meeting. At that meeting, the Authority agreed to consider the report and its recommendations and review payments made under the program at the August meeting. The Authority noted that an allocation of \$2 million for the operational budget for the program in addition to the \$1 million infrastructure budget for 2009/10 was being sought.

Staff informed that the original allocation of \$1 million per year to run the program was insufficient to run a comprehensive Household Hazardous Waste Program. The investigation of cheaper methods for paint and an approach to the Water Corporation is unlikely to reduce the cost of the program within the current financial year.

It was noted that the Household Hazardous Waste Program is a contractual agreement between the Waste Authority and WALGA based on figures provided by WALGA.

The Authority considered options for reducing costs of the program including disposal costs and the number of collection days. It discussed the possibility of varying the contract to allow for a subsidy being provided based on toxicity and the total amount collected each quarter (therefore only paying for what is collected and disposal of). An amount of \$300,000 per quarter for WALGA to deliver was discussed.

The Authority agreed to arrange a meeting with WALGA and the Chairman of MWAC to discuss a review of the Household Hazardous Waste Agreement and to develop some transition strategies to cost sharing. The Authority agreed to follow up issues associated with paint with the Water Corporation.

In terms of the 2009/10 budget allocation for the program, the Authority agreed to fund up to \$2.5 million (includes \$1 million for infrastructure).

RESOLUTIONS OF DISCUSSION:

The Authority:

- 7.3.1 Noted the 4th Quarter Report on the Household Hazardous Waste Program.**
- 7.3.2 Allocated \$2.5 million for the 2009/10 budget for the Household Hazardous Waste Program (including \$1 million carried forward from 08-09 for infrastructure as had previously been resolved).**
- 7.3.3 Agreed to arrange a meeting with WALGA and the Chairman of MWAC to discuss a review of the Household Hazardous Waste Agreement and to develop some transition strategies to cost sharing.**
- 7.3.4 Agreed to follow up on issues associated with paint with the Water Corporation.**

7.4 Waste & Recycle Conference – Proposed Forum for Waste Strategy

The Authority briefly discussed the proposed forum for the *Draft Waste Strategy* at the upcoming Waste and Recycle Conference. The Authority had previously agreed that the consultation forum would be held in the afternoon of 16 September rather than as a breakfast session.

The Authority agreed that the forum should be facilitated by a consultant, who should be asked to provide options of how best to coordinate the forum. The Authority briefly discussed particulars for the forum, outlining that the forum should commence with a half hour presentation by the Authority discussing the bigger picture, where the Authority is coming from and workshop input into

current/future focus. It was noted that the Deputy Chairperson was unable to attend at the time scheduled.

RESOLUTION OF DISCUSSION:

The Authority:

7.4.1 Agreed that the proposed forum for the Draft Waste Strategy at the Waste and Recycle Conference should be facilitated by a consultant.

7.5 Resource Recovery Facility for the Eastern Region - Presentation

The Authority at its July meeting, resolved to invite the Eastern Metropolitan Regional Council (EMRC) to its August meeting to provide a presentation on its Resource Recovery Project for the Eastern Region.

The A/Chair welcomed Mr Peter Schneider, the A/Chief Executive Officer, EMRC and Mr Stephen Fitzpatrick, Manager Project Development, EMRC to the meeting.

The EMRC advised that EOIs for the resource recovery project had recently closed and a report is currently being prepared. Technology options for the facility included anaerobic digestion, gasification, pyrolysis, combustion and plasma. The EMRC briefly outlined the process for each option and outlined the environmental, social and economic benefits. Site options currently include EMRC's Red Hill and Hazelmere locations.

The EMRC advised that the financial implications to establish the plant remains the biggest hurdle. Bank guarantees from member Councils for the project would be required, but the WA Treasury Corporation limits what each Council can borrow.

The Authority discussed the project; the need for a rational analysis to quantify benefits; decision making tools and ways to improve processes to take into account community values. The EMRC advised that a triple bottom line assessment had been undertaken. Ways to reduce gate fees for local councils would assist greatly. The need for legislation that allows for MSW to be treated prior to going to landfill would also assist. A critical mass of waste for the plant is required, along with Council commitment to make it work.

The Authority thanked the EMRC for its informative presentation. The project provides an opportunity for State and local government, the Forum of Regional Councils (FORC) etc to look at best practice with regards to resource recovery facilities. The Authority advised that research is currently being undertaken by WALGA and Curtin University exploring alternative waste technologies. The outcome of this research will assist the process. Staff also informed of choice modelling methodologies being undertaken by the EPHC, most recently for televisions and computers.

RESOLUTIONS OF DISCUSSION:

7.5.1 The Authority noted the presentation by the EMRC on its proposed regional resource facility for the eastern region.

7.5.2 The Authority requested staff provide at a future meeting, a paper identifying options on how the AWT decision making process could be improved.

7.6 Australian Battery Recycling Initiative – Request for Funding

The Authority considered a request to part fund a National market study on batteries by the Australian Battery Recycling Initiative (ABRI). The study intends to undertake an assessment of the Australian battery products market and identify current recycling and recovery rates to serve as a baseline measure for ABRI initiatives and the effectiveness of product stewardship.

The overall cost to undertake the study is \$150,000, of which the Commonwealth is being asked to provide \$55,000 with the balance being distributed throughout various jurisdictions. The commitment sought from the Authority is \$5,000.

The Authority noted that a three year SWIS grant has been awarded to the SMRC for the collection and recycling of used household batteries, which will be officially launched on 1 September 2009. The Authority also noted that some jurisdictions have not provided support for the proposal and that the EPHC's National Product Stewardship process would possibly be better placed to undertake the study.

RESOLUTION OF DISCUSSION:

7.6.1 The Authority advise the ABRI that it will not support part funding of the National market study as it is committed to other initiatives relating to battery recycling.

7.7 Compost WA Funding Request

The Authority considered a strategic partnership request from Compost WA provided at Attachment 1 of the briefing. The proposed partnership offers to continue the current level of activity currently supported by the Authority, which provides an opportunity to work directly with and influence the compost industry and guide the implementation of a market development strategy. The current arrangement with Compost WA expires in February 2010.

The Authority noted the amount of activity in the compost industry at the local level and nationally and the financial support provided from industry. The Authority also noted that longer term support would allow for the establishment of a development officer position to deliver a dedicated action plan to facilitate long term growth and achievement.

The Authority agreed to support the extension of the current Compost WA partnership arrangement to 30 June 2010 and provide an additional \$35,000 to allow for the additional 4 months. The Authority agreed to extend an invitation to Mr Andrew Gulliver, Chair of Compost WA to an upcoming Authority meeting to outline where Compost WA is going with its work (in extending the current contract) and discuss future planned activities. The Authority noted that this would provide continuity and allow for an opportunity to review reporting relationships prior to considering any longer term partnership arrangement.

The Authority noted that an allocation of \$135,000 has been included within the proposed 2009/10 budget (outlined at item 7.1) to cover the existing contract to February 2010 and an extension to the end of the June 2010.

RESOLUTIONS OF DISCUSSION:

The Authority:

7.7.1 Agreed to support an extension of the current Compost WA partnership arrangement to 30 June 2010 (an additional 4 months) and provide an additional \$35,000 for the extended period.

7.7.2 Prior to considering any longer term partnership arrangement, agreed to extend an invitation to Mr Andrew Gulliver, Chair of Compost WA to an upcoming Authority

meeting to outline where Compost WA is going with its work (in extending the current contract) and discuss future planned activities.

7.8 Environment Protection Heritage Council (EPHC) Funding

The Authority noted the current waste activities undertaken by the Environment Protection and Heritage Council (EPHC). The majority of EPHC waste projects are aimed at achieving a nationally consistent approach on product stewardship, including; end of life tyres, computers, televisions, compact fluorescent lights, used packaging and plastic bags.

Staff advised that the Commonwealth funds 50% of the EPHC project costs and States share the remaining costs based on a funding formula based on population. Western Australia's contribution is approximately 5% of the total costs. An allocation of \$150,000 from the Waste Authority was sought to cover EPHC waste activities for the 2009/10 period. The Authority noted that previous costs for EPHC activities had been met through the WARR Account as projects are consistent with functions under the Waste Avoidance and Resource Recovery Account.

The limited opportunity for the Authority to provide timely input into EPHC briefings was discussed, along with the various working groups assisting the EPHC process. Staff advised that working group representatives from Western Australia should report to the Authority through regular reports. Opportunities for the Authority to provide input into working groups at the time matters were being progressed was considered favourable along with staff feeding Authority comments into subsequent discussion paper briefs.

RESOLUTIONS OF DISCUSSION:

The Authority:

- 7.8.1 Agreed to allocate \$150,000 for EPHC waste activities in the 2009/10 budget subject to the Authority receiving EPHC working group briefings on a regular basis.**
- 7.8.2 Agreed to review the EPHC budget allocation as part of its mid-year budget review.**
- 7.8.3 Requested staff to provide a briefing to the September meeting highlighting relevant EPHC working groups focus and current activities and that such a briefing form a regular part of Authority agendas.**

7.9 National Packaging Covenant (NPC) Action Plan

The WA Government is a signatory to the National Packaging Covenant and is required to submit an annual report against a 3-5 year Action Plan. As waste management and recycling fall under the Environment portfolio, the Department of Environment and Conservation and the Waste Authority are charged with implementing the Covenant on behalf of the Western Australian Government.

Staff presented a *Western Australian Government Action Plan 2009–2014* at Attachment 1 of the briefing and sought the Authority's endorsement of it. Subject to the Authority's endorsement, the Action Plan will be submitted to the Minister for final endorsement and forwarded to the Covenant Secretariat thereafter.

Staff advised that NPC costs, sourced from the WARR Account for WA Covenant commitments, are in the order of \$450,000 annually. Current outstanding commitments by way of contracts for grant funding is \$709,000. The Authority queried carryover funding for the Covenant and the need to allocate \$1 million for the 2009/10 period when this amount is typically not spent. Staff advised that expenditure would be closer to \$1 million due to Covenant commitments for 2009/10, over \$700,000 in project contracts (some of which would be spent in 2009/10), travel, secretariat costs, enforcement costs and a brand name survey.

The Authority discussed the Covenant in relation to benefits to Western Australia and the proposed Action Plan. The Authority expressed difficulty in determining outcomes relevant to Western Australia and suggested that a rigorous review of the Covenant should be undertaken prior to any consideration of Western Australia signing off on the Mark III Covenant. The Authority agreed to include comment on this within the Action Plan.

It was noted that Western Australia has significantly reduced its recycling capacity through the loss of industries in packaging, cardboard, glass and plastics, with limited Covenant assistance being made available to help alleviate the situation.

The Authority discussed Schedule 2 (provided at Attachment 2 of the briefing) which outlines performance goals for the Covenant and overarching targets and KPIs, used to analyse and report on the effectiveness of the Covenant. It was noted that targets set should be balanced at a National and State level and weighted accordingly to ensure KPIs are more useful to WA.

The Authority agreed to outline its concerns regarding the ongoing partnership with the Covenant to the Minister, advising that a draft position paper exploring benefits/non-benefits to Western Australia regarding policy issues associated with the Covenant would be prepared for the Minister's consideration. The Authority requested staff to prepare this for the Chair's consideration.

While the Waste Authority endorsed the WA Action Plan for the Covenant, it noted that this was something that the Authority would do anyway as part of its draft State Waste Strategy which is its priority. The Authority requested that the Action Plan reference the Waste Authority throughout the document.

The Authority also agreed to extend an invitation to the Chairman of the National Packaging Covenant to attend the November Authority meeting, to provide an overview of the Covenant and benefits to WA. The Authority noted that this could coincide with the EPHC meeting due to be held in Perth in November.

RESOLUTIONS OF DISCUSSION:

The Authority:

7.9.1 Endorsed the *Western Australian Government Action Plan* for the National Packaging Covenant and an allocation of \$500,000 for the 2009/10 period (including \$300,000 carryover), subject to:

- the Action Plan referencing the Waste Authority;
- The Action Plan containing no work or expenditure additional to the Waste Authority's adopted budget;
- preparation of advice to the Minister outlining concerns regarding the ongoing partnership with the Covenant and advising of the preparation of a report for the Minister;
- staff preparing a draft position paper exploring benefits/non-benefits of policy issues associated with the NPC with respect to WA.

7.9.2 Agreed to extend an invitation to the Chairman of the NPC to attend the November meeting of the Authority, to provide an overview of the Covenant and benefits to WA.

7.10 Conservation Council of WA – Sponsorship Request for ‘WA Transformed Series’

The Conservation Council of Western Australia has invited the Authority to become a sponsor of its *WA Transformed Series – Materials and Resource Futures Summit*. Details of the sponsorship proposal were provided at Attachment 1 of the briefing. The *WA Transformed Series* consists of 7 summits to define a sustainable prosperous future for Western Australia, involving the WA community and key institutions to engage in a process to develop a 50 year blueprint for WA.

The *Materials and Resource Futures Summit* explores the WA waste crisis and options to develop new sustainable jobs and economic opportunities in a low carbon economy.

The Authority agreed to provide sponsorship to the Conservation Council of WA for its *Materials and Resource Futures Summit* to the value of \$10,000 for the 2009/10 period. The Authority noted that the sponsorship partnership would provide an opportunity for the Authority to present a keynote speech at the summit and receive recognition through media coverage and promotional material.

RESOLUTION OF DISCUSSION:

7.10.1 The Authority agreed to sponsor the Conservation Council of WA’s Materials and Resource Futures Summit to the value of \$10,000 and debit this amount to the 2009/10 sponsorship budget.

7.11 Waste Authority Annual Report

The Authority briefly discussed its requirements for the Waste Authority Annual Report. It agreed that the report should include information on meetings, operational structure, work plan and work plan programs, future plan for the coming year and subsequent years, partnerships, new initiatives, directions from the Minister, the landfill levy (including where it is going in terms of volumes). It was agreed that a group photo of the Authority also be included in the report.

The Authority sought feedback from staff on what is required to be included in the Report in terms of statutory matters such as EEO, disability service plans etc and queried whether this is covered within the department’s Annual Report on behalf of the Authority. The Authority noted that the Annual Report is required to be provided by the Minister by 31 October.

RESOLUTIONS OF DISCUSSION:

7.11.1 Staff to provide advice on what statutory matters need to be included in the Annual Report.

7.11.2 Staff to arrange for a group photo of the Waste Authority to be taken at the next meeting.

7.11.3 Staff to prepare a draft of Waste Authority activities for the Chair’s consideration.

7.12 Draft Waste Strategy - Progress

The Authority noted that the Minister’s Office has advised the Deputy Chair that they intend to have a final response on the Draft Waste Strategy by 10 August 2009 for the Waste Authority’s consideration. Further discussion in relation to this item was addressed at item 8.6 – Draft Waste Strategy Consultation.

RESOLUTION OF DISCUSSION:

7.12.1 The Authority noted the advice provided by the Deputy Chair in relation to the status of the Draft Waste Strategy.

7.13 Green Stamp Inclusion in Request for Tenders

Staff informed of current developments in Department of Treasury and Finance (DTF) (Health Department) Request for Tender (RFT) documentation with regards to Green Stamp participation now being a pre-requisite for selection to service provider panel contracts.

The Authority noted that the Department of Health's RFT for the provision of printing services provided at Attachment 1 of the briefing specifically calls for tenderers to comply with current Green Stamp certification levels for printing businesses.

Staff informed that this development will improve awareness of the Green Stamp Program and increase government agencies requirement of participation in the program. Staff sought the authorisation of the Authority to discuss further with DTF, the circulation of details to all government agencies of how Green Stamp certification can be included in relevant contract documentation. The Authority agreed that staff discuss this matter further with DTF.

RESOLUTIONS OF DISCUSSION:

The Authority:

7.13.1 Noted the current developments in Department of Treasury and Finance (Health Department) Request for Tender documentation in relation to Green Stamp participation becoming a pre-requisite for selection to service provider panel contracts.

7.13.2 Agreed that staff liaise further with the Department of Treasury and Finance regarding the circulation of details to all government agencies of how to include Green Stamp certification in relevant contract documentation.

7.14 Glass Plant EOI

The Authority at its June meeting, resolved to provide its in-principle support to fund a glass reprocessing plant in WA and to progress the development of a suitable contract that would protect the substantial investment by the Authority.

Staff advised that a meeting with the State Solicitor's Office to discuss contract clauses has occurred and that the development of a contract may take some time.

The Authority noted that in order to secure the continued good will and cooperation of the joint funding body (the National Packaging Covenant Industry Association), it is necessary to obtain in-principle support for funding from the Minister for \$1.95 million. Staff advised that support would be subject to an agreement of contract details, State Solicitor's confirmation and associated matters.

RESOLUTIONS OF DISCUSSION:

The Authority:

7.14.1 Noted the information provided on the proposed glass reprocessing plant in WA.

7.14.2 Agreed to seek the in-principle approval of the Minister to allocate \$1.95 million towards funding of a glass reprocessing plant in WA (subject to agreement of contract details).

7.14.3 Requested staff to prepare a letter to the Minister for the Chair's consideration.

7.15 Review of AS 4454 Compost Standard – Representation on Compost Standards Committee

Staff advised of an invitation received from Standards Australia to nominate a representative to sit on the committee reviewing the Australian Standard for Composts, Soil Conditioners and Mulches (AS4454-2003). Options for representation on the committee included a Waste Authority member, a staff member or a third party through a sponsorship arrangement.

The Authority briefly discussed the level of standards required for AWT compost.

The Authority requested further details be provided to the next meeting regarding the Committee reviewing the standard, including who was represented on the group, its objectives, an indication of time commitments required and anticipated duration to complete the review.

RESOLUTION OF DISCUSSION:

7.15.1 The Authority deferred the matter to the next meeting for decision following circulation of further details regarding representatives on the Committee, objectives, time commitments and duration of review.

7.16 Financial Report 2008/09

Staff presented a report detailing the levels of expenditure and revenue for the 2008/09 financial year. The overall result of budget against expenditure is that expenditure and revenue are both lower than expected due to reduced activity. The WARR Account as at 30 June 2009 is \$16,048,189.

Staff advised that the April – June 2009 levy returns shows inert landfill down by \$82,000 on the previous quarter and putrescible down by \$168,000 on the previous quarter. The total levy for the quarterly period is \$2,779,053.

The Authority noted inconsistencies in figures provided in the financial report and reports presented for the 2009/10 budget (at item 7.1). The Authority requested that the categories and carryovers be reviewed for the 2008/09 financial report and circulated out-of-session for the Authority's consideration.

RESOLUTION OF DISCUSSION:

7.16.1 The Authority noted the 2008/09 financial report and requested it be reviewed in line with the discussion and circulated out-of-session for approval.

7.17 Waste Wise Schools Funding 2009 - 2014

The Authority discussed a proposal for funding to support the Waste Wise Schools Program and the Waste Wise Grants Program.

Three options for staff, plus operational funding and Waste Wise Schools Grants funding were outlined. The Authority queried possible funding support provided for the schools program from other sources such as the Commonwealth and the State Education Department.

The Authority discussed costs associated with the management of the grants program. Members discussed various options in relation to this, including the possibility of making it a component of the Community Grants Scheme; grants being administered through the waste branch and/or the Waste Wise Schools team.

While supportive of the Waste Wise Schools Program, the Authority resolved to review the process for funding of the Waste Wise Schools Grants Program with a view to the administration of the schools grants being undertaken by staff of the waste branch and/or staff of the Waste Wise Schools Program.

The Authority agreed to allocate \$400,000 for the Waste Wise Schools Program for staffing costs and \$175,000 for the school grants program, the administration to be managed by the Waste Wise Schools staff in partnership with the Waste Branch grants officers within the proposed 2009/10 budget.

RESOLUTIONS OF DISCUSSION:

The Authority:

- 7.17.1 Agreed to allocate \$400,000 within the 2009/10 budget for the Waste Wise Schools Program staff.**
- 7.17.2 Agreed to allocate \$175,000 for the schools grants funding program.**
- 7.17.3 Noted that the Waste Wise Schools Grants Program staff recommend and administer grants.**

7.18 Partnership Proposal – Waste Management Association of Australia (WA Branch)

The Authority had previously noted Mr Geisler's declaration of interest in relation to this item. The Authority members requested that Mr Geisler remain in the room during the discussion but not to take part in the decision.

The Authority considered a partnership proposal from the Waste Management Association of Australia (WA Branch) to enable consultation and facilitation of debate with its membership and provide informed comment on waste related issues in WA.

The proposal outlined areas of interest including the review and amendment of the WMAA(WA) Waste Industry Best Practice Guidelines; review of recommendations of the Standing Committee Inquiry into Municipal Waste Management; review of landfill license conditions for WA landfills; investigating the impact of the Carbon Pollution Reduction Scheme; guidelines for rural landfill closure and alternative waste technologies. An allocation of \$120,000 was sought to cover proposed activities for the 2009/10 period.

The Authority noted that the application for sponsorship is consistent with other partnership arrangements, covers areas of interest for the Authority and complements the work of Compost WA.

RESOLUTION OF DISCUSSION:

The Authority:

- 7.18.1 Agreed to allocate \$100,000 for a partnership arrangement with the Waste Management Association of Australia (WA Branch) within the 2009/10 budget (amount discounted due to not being a full financial year), subject to the following:**
 - the development of an agreement to provide for appropriate KPIs;**
 - a quarterly report of activity outlining achievements; and**
 - a review in 6-8 months of overall achievements/outcomes prior to consideration of further support.**

8. INFORMATION ITEMS

8.1 Waste Oil - Update

Staff advised that issues surrounding the storage of used oil in Western Australia has been resolved in the short to medium term. Storage tanks from an alternative export facility have been found. The proposed 'lube to lube' facility in Bunbury remains the long term solution as long as international markets exist. The Authority noted that initial discussions with the Bunbury Port Authority have commenced in terms of the need to put in place contracts to support a long term business for used oil (which would be subject to go through relevant approvals processes).

RESOLUTION OF DISCUSSION:

8.1.1 The Authority noted the update provided on used oil storage issues in Western Australia.

8.2 Market Support Scheme - Update

Staff provided a brief update on the market support scheme. The Authority noted that Mr Geisler would arrange to meet with the Minister regarding the scheme.

RESOLUTION OF DISCUSSION:

8.2.1 The Authority noted that Mr Geisler would arrange to meet with the Minister regarding the market support scheme.

8.3 E-waste Recycling Program - Update

Staff advised that the Minister released an e-waste statement on 31 July and informed that a draft MoU between the Authority and the AIIA is currently with the AIIA who is circulating it to brand owners for input. The Authority noted that the expectation of the Minister is to have the funding agreement, terms and conditions and MoU for e-waste recycling finalised by the end of September (excluding televisions).

RESOLUTION OF DISCUSSION:

8.3.1 The Authority noted the status of the proposed E-waste Recycling Program.

8.4 Establishment of the Office of the Waste Authority

Staff advised of the preparation of job descriptions for positions for the Office of the Waste Authority. It was noted that these were currently with the Chair for his consideration and sign-off prior to progressing further. The Authority noted that positions classified at Level 9 and above are required to be progressed by the Department of Premier and Cabinet. Staff advised that appropriate accommodation to house the Office of the Waste Authority is currently being investigated.

RESOLUTION OF DISCUSSION:

8.4.1 The Authority noted the progression of establishing staff positions for the Office of the Waste Authority.

8.5 National Waste Policy - Update

The Authority had previously provided a submission to the Commonwealth Government Department of the Environment, Water, Heritage and the Arts (DEWHA) on the consultation paper (*A National Waste Policy: Managing Waste to 2020*). The Authority noted the current *Draft National Waste*

Policy Framework released by DEWHA provided at Attachment 3 of the briefing and the comparative review of the Authority's consultation paper in relation to the draft framework provided at Attachment 1 of the briefing. An outline of the proposed National Waste Policy consultation and development process was also provided and noted by members at Attachment 2.

The Authority noted that representatives from DEWHA hoped to meet with the Chair of the Waste Authority and waste staff on 6 August to discuss the *Draft National Waste Policy Framework*.

RESOLUTION OF DISCUSSION:

8.5.1 The Authority noted the current *Draft National Waste Policy Framework* and associated matters as presented with the briefing.

8.6 Draft Waste Strategy Consultation - Update

The Authority noted that the *Draft Waste Strategy* is currently with the Minister for her consideration and approval to release.

Staff advised that the successful applicant to undertake Phase II of the *Draft Waste Strategy* has requested amendments to the Request Conditions and General Conditions of Contract, which have been accepted by DEC. Staff informed that the contract cannot be awarded until Ministerial approval of the *Draft Waste Strategy* occurs. The Authority noted the validity period for tenders and possible consequences affecting contract award should delays continue beyond 27 August 2009.

The A/Chair advised that she would be meeting with the Minister within the next week regarding the draft Waste Strategy. She advised that the final draft will be circulated out-of-session for the Authority's approval. Item 8.6 (Draft Waste Strategy Consultation update) refers.

RESOLUTIONS OF DISCUSSION:

The Authority:

8.6.1 Noted that the Draft Waste Strategy is currently with the Minister for her consideration and approval to release.

8.6.2 Noted possible consequences affecting award of the contract for Phase II of the *Draft Waste Strategy* should delays continue beyond 27 August 2009.

8.6.3 Noted that the Deputy Chair would be meeting with the Minister within the next week regarding the draft Waste Strategy and the Strategy would be circulated for out-of-session approval of members thereafter.

9. CORRESPONDENCE FOR INFORMATION

9.1 Strategic Waste Initiatives Scheme & Community Grants Scheme – Final Reports

The Authority noted the listing of completed and terminated projects from the following organisations, as provided at Attachment 1 of the briefing:

Final Reports Received for Completed Projects:

- **Gascoyne Development Commission – Biodegradable Alternative for PVC Film and T-Tape (SWIS 2008, \$24,810 plus GST).** The project investigated options for the re-use of plantation agricultural polyethylene mulch film, polyethylene drip irrigation tape and crop netting used in the Gascoyne horticultural industry. While the investigation revealed that alternative degradable agriculture mulch film products are available in Australia, growers in the region attending a community meeting were largely favourable of EPR to progress recycling of waste

plastics in the region. A change to degradable mulch alternatives was considered unlikely in the near future.

- **Rockingham Regional Environment Centre (Naragebup) – Sustainable Living Workshops – Waste No (more) (CGS 2007, \$10,070 plus GST).** The project involved the coordination of a series of Sustainable Living workshops. The workshops provided practical hands-on community education demonstrating easy options for recycling organic waste within a home/school/workplace environment and illustrated environmental and economic benefits of consumer organic waste recycling. Feedback survey results showed that 100% of attendees would recommend the workshops to others, with 90% believing that they would maintain their changes.

RESOLUTION OF DISCUSSION:

9.1.1 The Authority noted the final evaluation project reports received for completed projects from the following organisations:

- **Gascoyne Development Commission – Biodegradable Alternative for PVC Film and T-Tape (SWIS 2008); and**
- **Rockingham Regional Environment Centre (Naragebup) – Sustainable Living Workshops – Waste No (more) (CGS 2007).**

9.2 Correspondence – Waste Authority/Ministerial

The Authority noted the list of incoming and outgoing correspondence outlined in the briefing and discussed some items of correspondence.

The Authority considered correspondence received from Planet Ark regarding a *'Business Recycling Near You'* sponsorship proposal for a website resource, which sought a three year funding commitment. The Authority did not support the application as the request sought more sponsorship funds than was available and the Waste Authority is considering providing similar information via the Zero Waste website and requested staff to prepare a draft response to Planet Ark in this regard for the Chair's consideration.

The Authority considered correspondence received from Good Samaritan Industries regarding implications of proposed changes in landfill levy rates affecting the operation of charitable organisations. The letter was forwarded to the Authority from the Minister for consideration.

The Authority resolved that it was not in a position to provide a response as individual charitable organisations would need to speak to relevant local councils regarding their facilities in this regard. The Authority was of the general view that no exemptions should be provided and organisations should look at other mechanisms for reducing their costs. It was noted that the same issue had been considered at length in other States and the decision made to not provide exemptions. The Authority requested staff to prepare advice in this regard to the Minister for the Chair's consideration.

RESOLUTIONS OF DISCUSSION:

The Authority:

- 9.2.1 Noted the list of incoming and outgoing correspondence outlined in the briefing.**
- 9.2.2 Did not support a sponsorship proposal from Planet Ark and requested staff to prepare a draft response for the Chair's consideration.**
- 9.2.3 Requested staff prepare advice to the Minister in relation to its discussion on correspondence received from Good Samaritan Industries.**

10. CLOSE

The meeting closed at 5.05pm.

11. NEXT MEETING

The next scheduled meeting of the Waste Authority will be held on 2 September 2009 at DEC's Atrium Office, commencing at 11.00am.

APPROVED / APPROVED WITH AMENDMENT



Barry Carbon, Chairman
WASTE AUTHORITY

2 September 2009