

MINUTES OF THE WASTE MANAGEMENT BOARD MEETING

Thursday 12 April 2007
Level 4 Boardroom, Department of Environment & Conservation
The Atrium, Level 4, 168-170 St Georges Terrace, Perth
9.00 AM – 12.30 PM

1. WELCOME & APOLOGIES

The Chair declared the meeting open at 9.05am and welcomed all present.

MEMBERS PRESENT

Mr Barry Carbon	Chair
Mr Geoff Richards	A/Chair during Chair's absence (10.00am – 11.00am)
Mr Graham Slessar	
Ms Anne Nolan	
Ms Carolyn Jakobsen	

ATTENDEES

Dr Jill Lethlean	A/Manager, Waste Management Branch	
Mr Tony Beeson	Manager, Waste Management and Recycling Account	
Mr Bernard Ryan	Manager, Policy and Evaluation	
Mr David Healy	Manager, Stakeholder Programs	
Dr Anne-Marie Bremner	A/Manager, Products Programs	
Mr David D'Arcy-Burke	Manager, Communications	
Ms Diane McKinnon	Executive Officer	Minutes/Actions
Mr Paul Ward	Senior Project Coordinator, WMRA	For items 7.3 & 7.5
Dr John Ottaway	Assistant Director, Office of the Deputy Director General, Environment	For item 7.6
Mr David Srdarov	Synovate	Presentation – 8.1

APOLOGIES

Mr Barry Carbon	1 hour absence between 10.00am – 11.00am
Mayor Paddi Creevey	
Ms Fleur Newman	
Mr Robert Atkins	
Mr Michael Kerr	

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 Management Board meeting held on 9 March 2007 were confirmed as a true and accurate record.

RESOLUTION OF DISCUSSION:

3.1 The minutes of the 9 March 2007 meeting were confirmed as a true and accurate record of the meeting.

ACTION:

3.2 A copy of the signed minutes to be provided to the DEC Library for public interest.

4. ACTIONS FROM PREVIOUS MEETING – 02/2007

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

Actions from 9 March 2007 meeting:

6.1.1 Advice to Minister of the proposed merger of the WMRA and DEC bank accounts. Dr Lethlean advised that a contentious issues briefing had been submitted to the Minister regarding this issue. It was unknown if this was still in transmission to the Minister's Office – Dr Lethlean to follow up.

Actions from 9 February 2007 meeting:

6.1.1 SWIS Contract for Reclaim Industries. The Board was advised that this action is now complete; the appropriate documentation was signed off by the Director General, DEC on 11 April 2007.

7.2 Organics Strategy and the Interim Standards for Organics Applied to Land. The Organics Sub-committee met on 11 April. The Chair highlighted this issue as a significant work area which requires interaction with relevant stakeholders including those delivering standards throughout the process, but most importantly during the setting of direction stage.

7.3 Household Hazardous Waste Program – Future Direction. The Board was advised that Local Government has recently formed a Committee which is keen to meet and discuss issues prior to interacting with the DEC. The Chair requested to meet with the Chair of MWAC in July regarding the progress made on the issue.

7.4 Draft Policy on Disposal of Tyres to Landfill. A mechanism for developing the regulation needs to be put in place. At this stage the responsibility for developing this requires determination. It was noted that the Minister will make an announcement on this matter following his return from leave. The Chair requested a short briefing on progress.

Actions from 15 December 2006 meeting:

6.5 Green Stamp Funding. The Board was advised that the Minister has signed off on the funding to Green Stamp participants.

Actions from 13 October 2006 and all earlier actions:

The Chair sought authorisation from members to discuss all actions from October 2006 and earlier with appropriate officers in an endeavour to clear the backlog of work. Members agreed.

RESOLUTIONS OF DISCUSSION:

4.1 DEC to confirm if the briefing regarding the proposed merger of WMRA and DEC Bank Accounts has been forwarded to the Minister.

- 4.2 DEC to arrange a meeting between the Chair of the Waste Management Board and Chair of MWAC in July 2007 to follow up on progress made on the Household Chemical Waste Program.
- 4.3 The Board requested a briefing note on the draft policy on Disposal of Tyres to Landfill, and in particular, progress made on the mechanism for developing the regulation.
- 4.4 The Chair and Manager, Waste Management Branch to determine status and relevant action of all outstanding Board actions listed prior to (and including) 13 October 2006.

5. ITEMS FOR DECISION ONLY

Nil

6. ITEMS FOR DISCUSSION & DECISION

6.1 Board Priorities and Strategic Planning Session – Bernard Ryan

The Board discussed and determined priority actions for the remainder of the 2006/07 financial year and the next full financial year. Mr Ryan referred to Attachment 1 - Summary of Issues and Sources. The following criteria for assessing the relevance of issues were determined:

- mitigate direct environmental impacts (i.e. Regulations, advice);
- avoidance system or market collapse (infrastructure);
- enhance the efficiency of existing systems (best practice);
- move focus away from tonnes to landfill towards Triple Bottom Line/sustainability approach; and
- seek balance between tangible short/medium term outcomes and strategic direction for the longer term.

Feedback from the Board was sought on whether or not the summary provided an accurate snapshot of current issues/commitments, or if other issues required inclusion. It was noted that the summary should also include any potential issues raised during the recent discussion between the Chair and Minister. In summary, the Board provided the following comments:

- Triple Bottom Line reporting may create potential credibility problems in instances where you are left with large surpluses in the budget. Some projects should support capital works or be utilised effectively in another manner. Options should be explored to develop strategies to avoid road blocks that lead to non-expenditure of funds.
- The Chair provided the Board with feedback from his meeting with the Minister. He advised that the clear message from the Minister to the Board is to 'make a difference'. It was noted by the Minister that the Board needs to look at the way it does business. Funds need to be spent in areas that are deliverable and make a real difference.
- **Organics (committed)** – A Terms of Reference/scope for the Organics sub-committee was discussed. The Chair advised that in order to meet commitments, the scope of the Committee should include (but not be limited to) the following:
 - Completion of the standards for compost from waste as per the government's election commitment.
 - Drive policy advice regarding the management of organics (to include diversion, collection, separation, treatment and markets/uses). This may include charging of a special levy or bans to landfill etc.
 - Explore the issue of the management of greenwaste.
 - Report back on whether to include the management of bio-solids associated with large producers, such as sewage, waste fruit, brewery waste etc in the Organics Strategy.

- Report back on whether the committee should include interaction with the landfill industry concerning the management of emissions associated with organics (capping, methane) and other relevant issues (small landfills need careful consideration in this context).
- **Legislation/WARR Bill/EPR/Container Deposit Scheme (committed)** - The Board agreed that a sub-committee be formed as a matter of urgency to look at the issue of legislation, regulation, container deposit systems and Extended Producer Responsibility (EPR). It is viewed as vital that the Board has input into the process rather than just at the end of it. It was agreed that Mr Carbon would Chair this group. Ms Jakobsen also volunteered to be part of it. The Chair will seek another participant from the Board. It was noted that managing EPR will be part of the process, along with managing the proper involvement of senior players in the industry.
- **Landfill Regulations and Guidelines (level of involvement to be determined)** - The Board requested that a briefing note be prepared seeking the Minister's views on this matter. It was noted that the previous Minister sought advice on tyres and climate change and the regulation of landfills. The Board did not decide the level of involvement it should have on the issue. However, it agreed issues need to be addressed and advice provided to the Board regarding possible timeframes.
- **Household Hazardous Waste** – This matter was discussed at item 4 (7.3) – Actions from previous meeting.
- **Zero Waste Plans (Stage 1 committed, Stage 2 to be decided)** – It was noted that there are options for a whole series of opportunities relating to Zero Waste Plans, which is the case for going beyond Stage 1. However, Stage 2 will need to be defended in a competitive context along with other Board priorities.
- **National Packaging Covenant (committed)** – It was noted that NPC regulations would be forthcoming.
- **Government Practices, including purchasing (commitment to be determined)** – The Chair indicated that he would discuss this matter with the Minister. A previous discussion between the Chair and the former Minister had been promising.
- **C&D Waste** – Discussions currently underway.
- **Markets for Recyclables** – Opportunities currently being identified.
- **Used Tyres** – Options for regulation currently being explored. Refer to discussion on this matter at 4 (7.4) – Actions from previous meeting.
- **Behaviour Change/Education** – Predominantly the recycling awareness campaign. It was noted that the DEC is in the process of developing an overall awareness campaign, of which the recycling campaign would be a subset. The Chair request that if WMRA funds were to utilised in the development of the overall campaign that the Board should have appropriate input.
- **Landfill Levy Quantum** – Program includes the setting and justifications of setting the Levy – incremental rise to 2011. The Chair requested an update briefing on the status of the Levy review recommendations, as tabled in Parliament. Agenda item 6.3 refers (Landfill Levy Extension Review).
- **Communications with Stakeholders – Single bins** – The Board requested a brief update on the use of single bins in other States, including effectiveness along with trends.

The Board requested that the summary include a breakdown of budget, staff and program costs for tabling at the next meeting.

RESOLUTIONS OF DISCUSSION:

- 6.1.1** The Board determined a Terms of Reference for the Organics Sub-committee. It was agreed that the sub-committee's scope would include the following:
- complete standards for compost from waste;
 - drive policy advice regarding the management of organics;
 - explore the issue of managing greenwaste;
 - advice on the inclusion of the management of bio-solids associated with large producers within the Organics Strategy; and
 - advice on the inclusion of interaction with the landfill industry regarding the management of emissions associated with organics and other relevant issues.
- 6.1.2** In addition to the Organics Sub-committee, the Board agreed to establish three new sub-committee as a matter of urgency to look into the issues of 1) Waste Avoidance and Resource Recovery Bills, 2) policy issues that exist around the Landfill Levy and 3) Extended Producer Responsibility.
- 6.1.3** The Board requested a briefing note be prepared for the Minister on Landfill Regulations and Guidelines, seeking the Minister's views on this matter.
- 6.1.4** The Chair agreed to initiate discussion with the Minister on Government Practices (including Purchasing) in the near future.
- 6.1.5** The Board requested a briefing note summarising the Landfill Levy Review Recommendations and an update on the status of the Recommendations.
- 6.1.6** The Board requested a briefing note on the use of single bins in other States, including their effectiveness, along with trends.

6.2 "Lessons Learnt" – Review of 2006/07 Business Plan – Jill Lethlean

The Board noted the following principles as forming the basis of the 2007/08 Business Plan:

- Total workload within the Business Plan not to be more than 80% theoretical staff capacity.
- Where possible, work should be outsourced to other organisations, either through consultancies, grants, negotiated contracts with other organisations or other legally binding mechanisms.
- The Business Plan should have very clear, narrowly-focused objectives.

The principles formed part of the discussion at agenda items 6.1 – Board Priorities and Strategic Planning Session and 6.3 – Proposed Outline for 2007/08 Business Plan.

RESOLUTION OF DISCUSSION:

- 6.2.1** The Board noted principles forming the basis of the 2007/08 Business Plan.

6.3 Proposed Outline for 2007/08 Business Plan – Jill Lethlean

Dr Lethlean presented an initial outline detailing the proposed work program for 2007/08, highlighted in Attachment 1. Under the guidance of the Board, the Branch will continue preparing a draft business plan for discussion with the Board. The Board made the following comments on the proposed work program:

- The Board needs to receive all available information in relation to program areas to ensure all decisions are made in an informed manner. The outline should therefore address all programs relating to specific heading categories.
- In relation to the proposed outline, the Board requested a breakdown of staff costs (including on-costs) and program funding.

- **INFRASTRUCTURE AND SERVICES** - It was noted that items highlighted in this area may sit in the work plan in specific program areas.

Household Hazardous Waste Work area (current commitment until end of 2007) approved by Board.

- **LEGISLATION AND REGULATION**

WARR Bill / WARR Levy Bill are a top priority for the Minister, who wants them passed in the Spring Session of this year. The Chair requested that a briefing note be prepared and presented to each Board meeting, providing an update on where we are at in meeting key milestones and timing (agenda item 7.6 refers). Work area approved by Board.

Container Deposit Systems (CDS) – The Chair advised that the Minister is keen to look at mechanisms for assessing CDS or alternatives. There needs to be a coordinated approach between this work and the WARR Bill and Regulations. Consultation needs to continue with key stakeholders on CDS. Any consultancy looking at CDS needs to focus on looking at the best mechanism to implement Government policy in this area. Agenda item 6.1 refers - in relation to the creation of a new sub-committee in this area. Work area approved by Board.

Landfill Levy Compliance and WMRA Administration – The Chair requested a short briefing note on the on-costs associated with this area (clarification of on-costs) and a detailed breakdown of how the proposed \$860,000 budget is allocated. Work area approved by Board.

Landfill Levy Extension Review – In relation to the Levy Review Recommendations Report tabled in Parliament, the Chair requested a summary of the decisions and their current status to be provided to all members, prior to a final decision being made in this area. Mr Beeson advised that an increase in the Levy is legislated to 2011 and that the only outstanding action in relation to the recommendations is to explore the extension of the Levy beyond the metropolitan area. Agenda item 6.1 refers (Landfill Levy Quantum).

National Environment Protection Measure for Product Stewardship Schemes. Work area approved by Board.

Guidelines for Compost from Municipal Solid Waste. Work area approved by Board.

Product Stewardship Schemes/Extended Producer Responsibility. Work area approved by Board.

The Board queried the breakdown of funds in this area in relation to staff and program costs. Dr Lethlean advised that staff costs represented around \$150,000 of the proposed \$450,000 budget. Refer to item 6.1 in relation to the creation of a new sub-committee in this area.

New Regulation (EP Act) on Tyres, Landfills and other materials – It was noted that new regulations were not committed to as yet.

- **MARKETS AND ECONOMIC INCENTIVES**

SWIS, CGS. Work area (current contracts) approved by Board.

It was noted that 59 applications were received in the latest round, seeking \$9.6 million; 50 applications were considered worthy for second stage (detailed) project development and assessment.

Zero Waste Plan (ZWP) Development Scheme. Work area (Stage 1) approved by Board.

It was noted that the program provides \$2.3 million for Local Government to work regionally or individually to develop Zero Waste Plans, consistent with the Board's objectives and outcomes.

Rural Recycling Cost Offset Scheme. Work area approved by Board.

Development of new Zero Waste Incentive Schemes; Zero Waste Plan Scheme (Stage 2); Zero Waste Incentive Schemes; Glass, Organics, Oil, C&D waste, tyres market development, and Government Purchasing – work areas and funding to be determined by the Board.

- **EDUCATION AND STAKEHOLDER ENGAGEMENT**

GreenStamp. Work area approved by Board.

The Minister recently signed off on funding to Green Stamp participants.

Litter Strategy. Work area approved by Board.

Centre for Excellence in Cleaner Production; Rural, Regional, Remote Coordination.
Work area approved by Board.

Waste Wise Schools Program. Work area approved by Board.

The Board requested a short briefing on what the area is achieving. It was noted that a report on the effectiveness of the program was undertaken in 2006. A copy of this report can be circulated to interested members if required.

- **AWARENESS AND INFORMATION – work area and funding to be determined by the Board.**

Data Strategy – Dr Bremner provided a brief outline of the anticipated work of the Data Strategy to firstly define the ways in which data will be managed and secondly to measure the impacts of both direct Board intervention and general waste management activity in Western Australia, in particular to evaluate the performance of projects in order to provide feedback for the Minister and to inform policy decisions. The Board requested a short briefing note on the work involved in collecting and managing waste related data in 2007/08.

RESOLUTIONS OF DISCUSSION:

- 6.3.1 The Board requested a breakdown of staff costs, program funding and clarification of on-costs associated with WMRA Administration / Landfill Levy Compliance.
- 6.3.2 The Board requested a briefing note outlining achievements in the Waste Wise Schools area.
- 6.3.3 The Board requested a briefing note outlining the work program for collecting and managing waste related data in 2007/08.

6.4 Proposed Landfill Gas Capture Regulations – Bernard Ryan

The Board endorsed the Public Policy Objectives of a Landfill Gas Management Regulation and agreed that a Regulation be developed in line with recommendations outlined in the briefing note provided to the Board.

RESOLUTIONS OF DISCUSSION:

- 6.4.1 The Board endorsed the Public Policy Objectives of a Landfill Gas Management Regulation and agreed that a Regulation be developed.
- 6.4.2 DEC to undertake further investigations into landfills in the 5,000 – 50,000 and 50,000 to 100,000 tonnes per year licence categories, with a view to identifying and developing any specific requirements for these facilities, consistent with policy objectives.

7. ITEMS FOR INFORMATION ONLY

7.1 Significant Correspondence – WMRA – Tony Beeson

The Board noted that the following final evaluation project report had been received:

- o Fairbridge WA Inc – Eco-ing of Fairbridge Village (Ref: C1121).

7.2 Significant Correspondence - Ministerial

A copy of a Premier's Circular dated 20 March 2007 regarding a Contact with Lobbyists Code and the Register of Lobbyists was circulated to members. The Code will be included where appropriate, in the revised Code of Conduct for the Board.

7.3 Quarterly Financial Report – March 2007 – Paul Ward

The Board noted the Quarterly Financial Report tabled with the meeting papers.

7.4 Zero Waste Forum – Waste and Climate Change – David D-Arcy-Burke

The Board noted the information provided regarding the proposed Zero Waste Forum on Waste and Climate Change and noted that Dr Clive Hamilton, CEO of the Australian Institute has been approached as a keynote speaker.

7.5 Community Grant Scheme Recommendations – Paul Ward

The Board noted the recommended projects for the February 2007 round of the Community Grant Scheme for grants totalling \$107,198 to be awarded to 14 projects. The Chair indicated that he would like to be involved in providing feedback to successful candidates.

RESOLUTION OF DISCUSSION:

- 7.5.1 DEC to liaise with the Chair in providing feedback to successful Community Grant Scheme candidates.**

7.6 Waste Avoidance & Resource Recovery Bill – Update – John Ottaway

Dr Ottaway provided a brief update on the status of the Waste Avoidance and Resource Recovery Bill. He advised that the 10 April deadline had not been met for a number of reasons, including the complexity of issues raised in public submissions, changes of Minister and the change of Board membership. This is expected to delay the proposed schedule by up to 3 weeks.

Dr Ottaway advised that the Director General, DEC is currently having a final look at the key issues associated with the Bill. A meeting between the Director General and Chair of the Board needs to occur as a matter of priority to resolve issues relating to the Bill. The Chair agreed to meet with the Director General as a matter of urgency to resolve outstanding issues.

The Chair requested that a briefing note be prepared and presented to each Board meeting, providing an update on where we are at in meeting key milestones and timing for the Bill.

RESOLUTIONS OF DISCUSSION:

- 7.6.1 DEC to arrange a meeting between the Chair and Director General DEC as a matter of urgency to resolve issues relating to the Board within the Bill.**
- 7.6.2 The Board requested a briefing note be prepared and presented to each Board meeting on the WARR Bill/WARR Levy Bill progress, providing an update on where we are at in meeting key milestones and timing.**

7.7 Organics Sub-committee – Update – Graham Slessar

Mr Slessar provided a brief update on the initial meeting of the Organics Sub-committee on 11 April 2007. This item was discussed at agenda item 4 (7.2) – Actions arising from the previous meeting.

7.8 Update on negotiations with Local Government on the future of the Household Hazardous Waste Program – Jill Lethlean

Dr Lethlean provided a brief update on this matter at agenda item 4 (7.3) – Actions arising from the previous meeting.

8. PRESENTATION

8.1 Results of Synovate State-wide Survey on Recycling, Attitudes and Behaviour

The Board received a presentation on the results of a State-wide recycling, attitudes and behavioural survey, made by Mr David Srdarov from Synovate. The following comments were provided by members following the presentation:

- It was noted that the whole debate of climate change may force people to consider issues addressed in the survey.
- Trend information over a period of time was considered worthwhile to see if behaviours and attitudes change.
- It was noted that the survey results may be overclaimed due to social acceptances of recycling. How much of this is discounted within the results was discussed. It was noted that it would be good to compare the results with Local Council's to get a view of what is being recycled at their end.
- Members discussed 'thinking outside the square' and being clever in the way resources are developed from waste. Advances in technology have predominantly been developed through necessity rather than forward planning.
- A clear message coming from the survey was that people were recycling because they know they are doing the right thing – not to just stop landfilling - if made easy people will participate.

9. OTHER BUSINESS

9.1 Metropolitan Landfill Capacity Issues – Bernard Ryan

Mr Ryan mentioned briefly that the closure of the Southern Metropolitan Regional Council's waste management facility had raised the spectre of inadequate landfill capacity in the metropolitan area and a potential need to plan for adequate landfill in the future. The Board requested a briefing on this issue at the next meeting.

RESOLUTION OF DISCUSSION:

- 9.1.1 The Board requested a briefing note on metropolitan landfill capacity issues at the next meeting.**

10. NEXT MEETING

The next Board meeting will be held on Thursday 10 May 2007 – 9.00am to 12.30pm at DEC offices.

11. CLOSE

The meeting closed at 1.00 pm.

APPROVED / APPROVED WITH AMENDMENT

A handwritten signature in black ink, appearing to read 'Barry Carbon'.

Barry Carbon, Chair

WASTE MANAGEMENT BOARD

10 May 2007