

MINUTES OF THE WASTE MANAGEMENT BOARD MEETING

Friday 15 June 2007

Level 4 Boardroom, Department of Environment & Conservation

The Atrium, Level 4, 168-170 St Georges Terrace, Perth

9.00 AM – 12.30 PM

1.1 WELCOME & APOLOGIES

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

MEMBERS PRESENT

Mr Barry Carbon	Chair
Mr Geoff Richards	
Mr Graham Slessar	
Ms Fleur Newman	
Ms Anne Nolan	
Ms Carolyn Jakobsen	Arrived 9.30am
Mayor Paddi Creevey	

ATTENDEES

Mr Michael Kerr	Manager, Waste Management Branch	
Dr Jill Lethlean	Manager, Products Programs	
Mr Tony Beeson	Manager, Waste Management and Recycling Account	
Mr Bernard Ryan	Manager, Policy and Evaluation	
Mr David Healy	Manager, Stakeholder Programs	
Mr James Milne	A/Manager, Communications	
Ms Diane McKinnon	Executive Officer	Minutes/Actions
Mr Paul Ward	Snr Project Coordinator, WMRA	For items 5.1 & 5.2
Dr Anne-Marie Bremner	Snr Project Coordinator, Data Management	For item 5.1

APOLOGIES

Mr Robert Atkins

1.2 CHAIRMAN'S REPORT

The Chair advised members of a series of incoming and outgoing letters and other relevant issues during the meeting as outlined below.

Invitation to attend the Municipal Waste Advisory Council (MWAC) meeting on 20 June 2007

An invitation for Board members to attend MWAC's next meeting on 20 June 2007 was discussed. Members confirmed their availability to attend the meeting with the exception of Fleur Newman who is unavailable to attend. The Chair asked that confirmation of member attendance be provided to MWAC.

Invitation for the Board to visit the Southern Metropolitan Regional Council's Recycling Facility

An invitation from Southern Metropolitan Regional Council (SMRC) to tour the Regional Resource Recovery Centre was discussed. It was suggested that the 12 July 2007 Board meeting be held at the SMRC, with a tour of facility on the same day. Michael Kerr agreed to discuss this with SMRC. The Chair noted the opportunity for the Board to rotate meetings around Local Governments to promote the business of the Board and keep informed of matters of interest to Local Government. A briefing note on this will be provided to the next meeting.

Request from the Municipal Waste Advisory Council to have MWAC member on the Board's Organics sub-committee

The Chair advised of a letter from MWAC about a request for a MWAC member to sit on the Board's Organics sub-committee. Graham Slessar advised that the request was recently forwarded to the Organics sub-committee for comment. The sub-committee determined that it would decline the request. It was noted that the sub-committee was formed as a committee of the Board that is dealing with issues that have been identified by an Organics Working Group, on which local government was represented. Requests from other groups to join the current sub-committee have also been declined. A letter confirming the Board's position regarding this will be forwarded to MWAC shortly.

Tyre Management in Western Australia

The Chair advised that the Minister has received advice from a number of areas across industry on tyres. A position has been recommended to the Minister that accommodates the need for the safe management of tyres and discourages the disposal of tyres in landfill. Any action taken should discourage the open dumping of tyres in landfill and give industry time to prepare itself prior to new regulations commencing.

Container Deposit Scheme for WA

The Chair advised that the Government has announced its intention to introduce a deposit based scheme for containers and deliver on implementing such a scheme. Following several meetings with the Minister, the Chair has conveyed three options to industry: 1) oppose the approach; 2) take up an invitation to make direct submissions on how to make the proposed scheme work; and 3) industry to advise the Board on how it would implement a deposit based scheme.

Waste Management Board – Minutes of Meetings and Strategic Partnership Placements

The Chair advised of a concern expressed to the Minister regarding the Board minutes not being available in the DEC Library or through the 'zerowaste' website and requested that this occur as soon as possible. Concern was also conveyed to the Minister regarding the non-availability of strategic partnership funding. DEC advised that proposals have been included in the 2007/08 Business Planning (Agenda Item 5.1) to provide further funding to the Municipal Waste Advisory Council and the Conservation Council. The previous Board decided to fund 'strategic partnership placements' in the current year and \$50,000 had been allocated to each of those organisations. The Chair agreed to facilitate meetings between DEC and relevant organisations regarding strategic partnership placements.

Climate Change

The Chair advised that the Minister is looking to make some major decisions regarding climate change. The Government has written to its agencies requesting progress in this area. The Chair advised that the Minister has invited the Board to be involved in providing advice on decisions regarding triple bottom line reporting in Government purchasing. Criteria for consideration include asking contractors to comment on their contribution towards the triple bottom line with respect to their use of recycled materials etc.

The Board agreed that it was an area that it should be involved in as it would provide strategic opportunities for the Board to discuss issues that would not normally be within the ambit of the Board such as promoting discussion on the sustainability agenda. It is seen as consistent with the Board's 2007/08 business planning in the area of Government purchasing.

Waste Oil Update

The Chair advised that a recent meeting of the Environment Protection and Heritage Council has identified that Western Australia and South Australia are experiencing problems with waste oil. New South Wales and Victoria are coping and Queensland is breaking even on its demand for waste oil. An outcome of the meeting was to establish a working party between Western Australia and South Australia (Chaired by WA) and for the working party to report back to the EPHC.

The Oil Stewardship Advisory Committee met on 6 June 2007 after reviewing the situation and determined that it was an issue for Western Australia to resolve. The Chair advised that the storage of waste oil is nearing capacity and that some collections have not occurred for 6 months. Markets for low grade oil (for fuel) in the Middle East are currently being explored. However, shipment of this product currently triggers Basel Convention guidelines which are lengthy and onerous to work through. The A/Federal Minister for the Environment is currently determining clauses that may allow for the export of waste oil as there are examples where this does occur elsewhere.

RESOLUTION OF DISCUSSION:

1.2.1 The Board resolved that it would be involved in providing advice on triple bottom line reporting in Government purchasing as part of the Government's Climate Change reform and, as part of this process, promote discussion on the sustainability agenda.

ACTIONS:

1.2.2 DEC to confirm with the Municipal Waste Advisory Council (MWAC), Board members' attendance at MWAC's 20 June 2007 meeting.

1.2.3 DEC to confirm with the Southern Metropolitan Regional Council (SMRC) that the Board will tour its facility and hold its 12 July meeting at SMRC offices.

1.2.4 DEC to provide a briefing note to the July meeting, outlining the proposal to conduct Board meetings at Local Government offices.

1.2.5 The Organics sub-committee to draft a letter responding to MWAC's request seeking representation on the Organics sub-committee.

1.2.6 DEC to provide public access to Waste Management Board minutes via the Board's Zero Waste Website as soon as possible.

1.2.7 The Chair to facilitate a meeting between DEC and relevant organisations regarding strategic partnership placements.

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 10 May 2007 were confirmed as a true and accurate record subject to the following minor amendments:

4. Actions for Previous Meeting – 03/2007**4.2 Meeting between Chair and Chair of the Municipal Waste Advisory Council regarding Household Hazardous Waste Program negotiations.**

'The Chair advised that he has met with Mayor Creevey (include: 'in her capacity as Chair of the Municipal Waste Advisory Council) ...'

6.1.2 Board Priorities and Strategic Planning Session – Establishment of new sub-committees.

It was clarified that all four sub-committees were established as temporary sub-committees. The word *'temporary'* was included within the text to highlight this.

Item 3 was amended to read as follows: *'A new sub-committee to look at policy issues associated with the levy including, its objective, scope of application and the Levy rate ...'*

RESOLUTION OF DISCUSSION:

3.1 The minutes of the 10 May 2007 meeting were confirmed as a true and accurate record of the meeting subject to minor amendment.

4. ACTIONS FROM PREVIOUS MEETING – 04/2007

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 10 May 2007 meeting:

- 4.1 Independent report on the use of Levy funds.** The Chair clarified that the Board is not looking for an audit report, rather a report from an independent entity providing formal comment on how funds from the Waste management and recycling Account are spent, looking at the 2006/07 financial year only. It is believed that commissioning an independent report will help to remove perceptions of funds mal-appropriation and provide a point from which to move forward. Mayor Creevey was asked if MWAC may know of suitable persons to undertake the report. Mayor Creevey undertook to advise the Chair accordingly.
- 4.2 Sustainability Division of DEC.** The Chair advised that through his discussion with the Director General of DEC, the position of Director of the Sustainability Division is currently being considered by the Department of Premier and Cabinet. The position is expected to be advertised shortly. It is also anticipated that there will not be significant changes to the Waste Management Branch in the new Division.
- 5.1.5 Staff on-costs statement.** The Chair requested that a clear statement detailing staff on-costs relating to the WMRA be provided to the Board.
- 6.8 Tyre Regulations.** The Chair advised that he has held discussions with the Minister's Office on this issue advising him that the Board is keen to see action in this area as soon as possible.

ACTIONS:

- 4.1 Mayor Creevey to propose a list of suitable persons to undertake the independent report on the use of Levy funds to the Chair.**
- 4.2 DEC to provide details of staff on-costs relating to the Waste Management and Recycling Account at the July Board meeting.**

5. ITEMS FOR DISCUSSION AND/OR DECISION**5.1 2007/08 Business Planning – Michael Kerr**

At the May meeting, the Board endorsed committed projects for the 2007/08 business plan and requested that further projects be considered at the June meeting. Michael Kerr outlined nine 'theme' areas and associated theme elements for the 2007/08 business plan. Theme elements were in most instances, related to specific projects for which outcomes will be delivered. The Board was asked to endorse themes and theme elements, and associated expenditure as outlined in Attachments 1 and 2 as a basis for preparing the draft 2007/08 business plan.

An updated Attachment 1 was circulated during the meeting which included the addition of two columns, one identifying theme element expenditure that had been approved by the Board at the May meeting and another column which highlighted uncommitted or 'new' theme element funding that required the Board's endorsement.

The Chair proposed that prior to endorsing allocation of funds, the Board discuss the proposed themes. It was noted that the Board would need time to reach a position on all areas highlighted and that it needed to be taken step by step through the process.

The following observations/comments were provided by members regarding Attachment 1 and the proposed approach:

- The Board sought clarification on particular funding requirements for the committed projects, as some activities did not appear to have an allocation of funds identified.
- The 'new activities' column identifies some good examples of what could be considered worthy of funding. Clarification was sought on the areas identified to determine if the activity is for DEC/Board, others or 'high profile projects'. Michael Kerr advised that it covers in the main, activities for DEC/Board.

- The Board expressed concerns that if the remaining 'uncommitted funds' were allocated in accordance with DEC recommendations, it would not allow the Board to engage in discussion on its aspirations for 'high profile projects' or activities for others. It was suggested that the Board should have a reserve amount allocated for extraordinary projects. The Board briefly discussed what this could include.
- The Board agreed that by allocating a 'reserved amount' of funding, it would provide an opportunity for the Board to provide strategic leadership in areas that required assistance with respect to identifying, planning and implementing.
- It was agreed that the Board needs to focus on areas that change behaviour and support for initiatives already in place should be encouraged. It was seen as a better environmental outcome to do something local in WA and do it well. It was noted that WA faces some unique difficulties of which oil and glass were cited as examples.
- The Board agreed that future budgets include provision for capital projects (infrastructure development).

Michael Kerr introduced the nine theme areas and outlined the major expectations of each.

Theme 1: Extended Producer Responsibility

Theme 1 outlines the implementation of the Government's Extended Producer Responsibility (EPR) Policy Statement and includes the WARR Bills and Regulations, Industry Product Stewardship Schemes and the Container Deposit Scheme (both implementation planning and Government processes). It involves four major projects and four project teams.

It was noted that EPR is an area to which the Government has a high level of commitment.

The Board discussed the critical importance of delivering the WARR Bills and Regulations. It was agreed that should this area fall behind in meeting any proposed targets to allow its passage into Parliament, that the Board be advised as soon as possible.

The Board agreed that this area appears under-funded to achieve the proposed outcomes, particularly in relation to Industry Product Stewardship Schemes and the Container Deposit Scheme. It was noted that in relation to Industry Product Stewardship Schemes, the onus is on industry to take the lead in participating in voluntary schemes.

Theme 2: Informing Strategy/Emerging Priorities

Theme 2 outlines provision of Strategic information to the Board on the state of waste management in WA that is used to develop approaches to solving direct and indirect environmental impacts. It includes policy interventions, recovery and disposal capacity, Waste Management Board support, and the provision of information and evidence of delivery.

The Board agreed that this theme would be best titled Emerging Priorities.

Members agreed the importance of improving recovery and disposal capacity and identifying areas for possible 'capital funding.' It was agreed that whatever specific direction is taken, that it needs to have a major impact and 'make a difference.'

The Board discussed the inclusion of an area within Theme 2 for infrastructure provision/assessment. Michael Kerr advised that the previously identified Waste & Resource Recovery Infrastructure Planning has now shifted its focus from the broader and longer term needs to more immediate needs such as landfill infrastructure.

It was agreed that Theme 2 proposes projects relevant to today's issues, as well as preparing for tomorrow and the longer term with a strategic view. It was noted that the area of recovery and disposal capacity appears under-resourced.

It was also noted that many proposals put forward under the Strategic Waste Initiative Scheme do not appear strategic and that funding could be better utilised by supporting innovative, strategic projects or through advertising of tenders for priority works the Board believe should be done.

Within this theme area, the Board requested that the emphasis specifically should be on projects and activities that service the Board's priorities.

Theme 3: Organics

Theme 3 provides for the development and implementation of policies and projects for recycled organics. It includes standards for compost from waste, recycled organics future direction and WMAA Compost Committee – support and implementation.

The Board discussed the work highlighted in this area and the supporting resource allocations. It was generally accepted that the area provides achievable deliverables and adequate budget requirements. The Organics sub-committee was requested to provide feedback on whether the overall allocation of funding within this area was sufficient.

Theme 4: Working with Government (National, State and Local)

Theme 4 includes working with all levels of Government to lead the advancement of waste management in WA. It includes coordination of Environment Protection and Heritage Council advice, contributing to development of the Product Stewardship National Environmental Protection Measure, coordination of National Packaging Covenant activity, roll out of Local Government – Strategic Waste Planning, Household Hazardous Waste program, Government purchasing and DEC leading by example.

Work in this area requires engaging the three levels of Government. It provides the Government with an opportunity to take action at every level and is significant enough to be a theme in its own right.

The proposed allocation of \$2.32 million to Local Government – Strategic Waste Planning roll out (as committed at the May meeting) was discussed. With respect to the proposed additional funding to this area of \$1.443 million, it was noted that this includes \$700,000 carryover for the local government survey and \$700,000 due to the re-allocation of the regional rural remote project which includes three regional coordinators being allocated to the waste planning project.

The Board supported the general direction and thrust of the area and overall funding but wanted to revisit the allocation of funding within those areas not previously committed.

Theme 5: Strategic Partnerships

Theme 5 outlines Strategic Partnerships, linking the Board with strategically placed organisations to directly contribute to advancing waste management in WA. It includes the Green Stamp Program, Strategic Waste Initiatives Scheme (SWIS) projects and the possibility of direct funding for external organisations.

Currently the MWAC and the Conservation Council are supported and this support is proposed to continue in 2007/08. The Board noted and agreed that it is strategically important to stay close to SWIS projects. DEC proposes that up to 5% of staff time be allocated within this area to keep up with progress of projects and project outcomes. The option of undertaking a project interactively with these groups should be explored. It was noted that moving towards joint projects between DEC and 'partners' would take more time to manage and that proposed allocations to 'strategic partners' does not necessarily indicate that those groups would be given an allocated amount of funds.

Theme 6: Waste Management and Recycling Account / Contract Management

Theme 6 includes Landfill Levy collection, compliance and administration; operation of the Waste Management and Recycling Account; WMRA budget development; management of WMRA expenditure; and contract management.

The Board requested clarification on committed funding and new funding and it was noted that costs associated with the administration of the levy should be committed. DEC explained that although this area is committed, the exact amount of funding required for this purpose is a decision for the Board.

It was noted that there needs to be a clear separation between management of the WMRA and grant and scheme contract management, as a large percentage of funding relates to managing contracts for funding that is provided to others, not funds relating to administration costs.

Theme 7: Waste Wise

Theme 7 proposes programs including a sustainable workplace project, ongoing management of the Zero Waste WA Website, a sustainable household project, Waste Wise Schools Program and the new Waste Wise Schools Grants Program. The Theme is based on a program that has been operating successfully in Victoria for some time.

The Board generally supported the proposed work in this area but resolved to have further discussion regarding the theme name 'Waste Wise' and funding allocations / project areas identified, especially in relation to Waste Wise Households.

The Board agreed that the Theme 7 should promote a behavioural change focus and efforts should be put into programs other than schools, such as households. It was noted that DEC has a strong focus on communications and has the capacity to undertake mainstream communication works.

Theme 8: Litter Prevention Strategy

Theme 8 outlines the Litter Prevention Strategy detailing a three year plan to provide a holistic and proactive approach to litter prevention and management in WA. The Litter Prevention Strategy is a 3 year funding commitment, subject to a review of the Strategy's progress following year 1. It was noted that the proposed Waste Authority would have minimal involvement in the this area.

The Board supported the theme area and budget allocation.

Theme 9: Thematic Tenders and New Grants

Theme 9 includes allocation of operational expenditure for major initiatives throughout the year, including those not anticipated at the time of preparing the Business Plan. It also includes funds that could be allocated to new SWIS projects and other schemes. The Board supported the theme area and budget allocation.

The Chair commended DEC staff for the level of detail and effort put into the business planning work for the Board.

RESOLUTIONS OF DISCUSSION:

The Board:

- 5.1.1 Supported Theme 1: Extended Producer Responsibility (EPR) and Legislation but commented that the EPR element appears under-funded.**
- 5.1.2 Supported Theme 2: Informing Strategy/Emerging Priorities but requested that emphasis specifically should be on projects and activities that service the Board's priorities and the theme area be changed to 'Emerging Priorities.'**
- 5.1.3 Supported Theme 3: Organics but requested the Organics sub-committee to provide advice on whether the overall allocation of funding required within this area is sufficient.**
- 5.1.4 Supported Theme 4: Working with Government (National, State and Local) subject to further discussion on the allocation of funding within the overall Theme area.**
- 5.1.5 Supported Theme 5: Strategic Partnerships on the proviso that it is made clear that groups identified would not necessarily be granted an allocated amount of funds due to the possibility of the Board exploring alternative options for partnership arrangements.**

- 5.1.6 Supported Theme 6: WMRA/Contract Management subject to clear separation of management of the WMRA and grant / scheme management.
- 5.1.7 Supported the overall allocation to Theme 7: Waste Wise but questioned the detail of current allocations and requested that this be discussed further at the July meeting, particularly in relation to Waste Wise Households.
- 5.1.8 Supported Theme 8: Litter Prevention Strategy and the supporting budget allocation.
- 5.1.9 Supported the allocation of resources to Theme 9: Thematic Tenders and New Grants.
- 5.1.10 Recommended that future budgets include provision for capital projects (infrastructure development).

5.2 2007 Round of Strategic Waste Initiatives Scheme Recommendations – Tony Beeson

The Board reviewed the results of the assessment of applications from the latest round of the Strategic Waste Initiative Scheme (SWIS) as outlined in Attachment 1.

Members expressed concern that the information tabled did not provide enough information to enable the Board to make a decision. It was noted the large number of proposals (45) received for this round of SWIS, if approved, would build up a bank of projects to undertake. This would be compounded by another round of SWIS due to be advertised soon. The Chair requested that Michael Kerr and relevant DEC officers meet with the Chair to discuss the future of SWIS as soon as possible.

The Board agreed that further information on SWIS proposals of up to \$50,000 within the first 16 be circulated to members as soon as possible, seeking out-of-session approval. Proposals over \$50,000 require the circulation of criterion along with a description of the project for decision at the next meeting.

RESOLUTIONS OF DISCUSSION:

- 5.2.1 The Board resolved to discuss the future of the Strategic Waste Initiative Scheme (SWIS) prior to the next round being advertised.
- 5.2.2 The Board requested that further details on SWIS proposals of up to \$50,000 (within the first 16 projects) be circulated to members as soon as possible, seeking out-of-session approval.
- 5.2.3 The Board resolved to discuss and decide on SWIS proposals above \$50,000 at the next meeting, following the circulation of assessment criteria and project descriptions.

ACTION:

- 5.2.4 The Chair and relevant DEC officers to meet to discuss the future of the Strategic Waste Initiative Scheme as soon as possible.

6. ITEMS FOR INFORMATION AND/OR DISCUSSION

6.1 Waste Avoidance and Resource Recovery Bills Update – John Ottaway

Michael Kerr provided an update on the Waste Avoidance and Resource Recovery (WARR) Bills. DEC is aiming to have the two Bills ready for introduction into Parliament by 27 September 2007, which is two months before the end of the 2007 Spring Session. A schedule for the tabling of the two WARR Bills in Parliament was outlined in Attachment 1 to the briefing note.

7. PRESENTATION

7.1 Feedback from recent Study Tour of the United States and Canada – Michael Kerr

Michael Kerr provided the Board with a presentation on the recent study tour of the United States and Canada in which he participated. A copy of the presentation slides was circulated to members with the meeting papers.

8. OTHER BUSINESS

Nil

9. NEXT MEETING

The next Board meeting will be held on Thursday 12 July 2007 at the Southern Metropolitan Regional Council, and a tour of the SMRC facility will be arranged. Further details will be provided prior to the meeting.

10. CLOSE

The meeting closed at 1.10pm.

APPROVED / APPROVED WITH AMENDMENT

A handwritten signature in black ink, appearing to read 'Barry Carbon', is written over a horizontal line.

Barry Carbon, Chair

WASTE MANAGEMENT BOARD

12 July 2007