Hon Albert Jacob MLA, Minister for Environment

In accordance with section 63 of the Financial Administration Act 2006, we submit the Waste Authority Annual Report for the period 1 July 2013 to 30 June 2014, for presentation to Parliament.

The report has been prepared in accordance with the provisions of the Financial Management Act 2006.

Marcus Geisler
Chairman

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The report conforms with State Government requirements for accessibility and ease in downloading and can be viewed in HTML and PDF formats. The report can be downloaded from our website, www.wasteauthority.wa.gov.au.

ISSN 1838-3009
Waste Authority Annual Report 2013/2014
Published by the Western Australian Government
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2013/14 was another busy and productive year for the Waste Authority.

One of the Authority’s significant achievements was the progress made on the Strategic Waste Infrastructure Planning Project. This aims to provide advice on the waste management infrastructure required to meet the needs of the Perth and Peel regions in achieving the Waste Strategy targets, and will be used to guide ongoing reform in the waste management sector. A number of information and consultation sessions informed this project, culminating in a final consultation workshop in April 2014 attended by over 100 stakeholders.

Planning for reform in the waste sector through this and other projects has been an important area for the Waste Authority’s consideration in order to ensure increased efficiency in waste collection and processing, and greater investment certainty for preferred facilities and services. Reform has also meant reform of the landfill levy.

As foreshadowed in the Waste Strategy, it has always been the Waste Authority’s intention to provide advice to the Minister on the landfill levy rates that will contribute to achieving the State’s landfill diversion targets. The Authority was very pleased when Government announced a new five-year schedule of landfill levy rates as part of its State Budget. The Authority recognises that the announcement provided industry with certainty for planning and investment in alternative waste treatment and recycling infrastructure. The Minister for Environment, Hon Albert Jacob MLA, launched the Better Bins pilot program in January 2014 with a $7.5 million funding commitment. Better Bins aims to assist in achievement of the waste targets for municipal solid waste. The funding round was very popular and decisions about allocations are due to be determined early in the term of the new Waste Authority.

This initiative has been developed to ensure increased diversion of municipal solid waste (MSW) from landfill. During the past year landfill diversion of MSW in the metropolitan area has risen from 39% to 45%, and we expect the Better Bins Kerbside Collection program to help considerably in moving the State closer to our 2015 target of 50% diversion. Providing the additional infrastructure for increased separation of waste by households is essential. Equally important has been planning for strong engagement with the community on how to do it and why it is important to source separate waste for higher recovery rates, which has been a key undertaking during the past year.
The 2013 Infinity Awards were once again a highlight of the year. The quality of applications continues to increase each year and it is particularly encouraging to see organisations using the awards process to improve their practices. A number of the successful 2013 entrants had entered the 2012 Infinity Awards and used the experience to develop and enhance their programs. I thank all the entrants for their interest and the quality of the applications we received.

The Waste Authority members – Deputy Chair Jenny Bloom, Anne-Marie Bremner, Neil Foley and Glen McLeod – have continued to be a dedicated and hard-working team. I thank them all for their valuable contributions.

I also acknowledge the efforts of the staff of the former Office of the Waste Authority and Waste Management Branch of the Department of Environment Regulation. Work to formally amalgamate the two entities commenced in May 2014, and I am hopeful that the ensuing structure will enhance our ability to continue to work effectively with stakeholders and progress implementation of the Waste Strategy.

Finally, I would like to acknowledge Hon Albert Jacob MLA for his support for the work of the Waste Authority.

Marcus Geisler
Chairman
Achieved additional landfill diversion in support of the targets outlined in the Waste Strategy (see table 1 right)

The Better Bins Kerbside Collection Program was launched by the Minister in January 2014 and 16 local governments submitted expressions of interest for funding support by the closing date of 30 June

Provided a report on the findings of the Strategic Waste Infrastructure Planning Project to the Minister for Environment in June

Published key documents laying out broad principles on fundamental waste considerations -- Waste Authority Communication on the Waste Hierarchy, June 2013; Waste Authority Position Statement: Source Separation, January 2014; and Waste Authority Position Statement: Waste to Energy (Thermal Treatment), May 2013


The Waste Wise Schools program, which has been funded by the Waste Authority over many years, formally joined the Waste Authority in November 2013

The Pilbara Waste Infrastructure Planning Project has achieved great progress with the publication of waste data specifically related to the region and an interactive data model, relevant to local government and industry stakeholders in the Pilbara, to afford them access to up-to-date information to guide their future planning

Undertook a strategic overhaul of data collection and developed Guidance Notes for use by industry and local government on key aspects of data collection and management

Provided the final consultant’s report on attitude and behaviour research to the Minister and presented the findings at the Waste and Recycle Conference

Provided advice to the Minister on a five-year plan for increases in the landfill levy to help drive material away from landfill and create a stable investment environment for the development of the waste sector

Entered into a significant new Strategic Partnership with the Master Builders Association to address greater recycling and waste avoidance in the construction and demolition sector

Provided significant funding support to external organisations for improved communications on waste and recycling, such as the Southern Metropolitan Regional Council’s Recycle Right App, the Town of East Fremantle’s Resource Kit for Recycling C&D Waste at domestic demolition projects, and Western Australian Local Government Association’s ‘That’s Rubbish’ campaign
### Table 1 – Landfill Diversion

<table>
<thead>
<tr>
<th>Waste Stream</th>
<th>2011 Baseline</th>
<th>2013 Milestone</th>
<th>2015 Target</th>
</tr>
</thead>
<tbody>
<tr>
<td>MSW Metro</td>
<td>31%</td>
<td>45%</td>
<td>50%</td>
</tr>
<tr>
<td>MSW Regional</td>
<td>19%</td>
<td>N/A*</td>
<td>30%</td>
</tr>
<tr>
<td>C&amp;D</td>
<td>29%</td>
<td>40%</td>
<td>60%</td>
</tr>
<tr>
<td>C&amp;I</td>
<td>32%</td>
<td>45%</td>
<td>55%</td>
</tr>
</tbody>
</table>

* The Recycling Activity in Western Australia 2012-13 report states that insufficient data were available at the time of publication. Work is currently under way to address the barriers to full data collection.
Operational Structure

The Waste Authority is a State Government statutory body established under the *Waste Avoidance and Resource Recovery Act 2007* (WARR Act).

Its primary roles include developing a waste strategy for Western Australia, providing strategic and policy advice to the State Government, implementing policies, plans and programs consistent with the Waste Strategy, and applying funding from the Waste Avoidance and Resource Recovery Account to strategic initiatives.

It does this through the programs in its annual Business Plan and by working closely with the community, government and industry. The Authority seeks to understand their operating contexts and issues and provide information, advice and clear policies for reducing the amount of waste delivered to landfill. In this leadership role it advocates a collaborative approach to encourage open and frank dialogue with local government, regional councils, peak bodies, the waste management sector and the general public to derive economic and environmental benefits from sound resource recovery practices.

It also works with these organisations to ensure that the community understands the considerable benefits derived by the State from avoiding the generation of waste and recovering resources from the waste that has been produced. The Waste Authority is funded from income from the landfill levy. Administrative support and management of funded programs is provided by the Department of Environmental Regulation (DER) through a service agreement.

Enabling Legislation

Assent was given to the *Waste Avoidance and Resource Recovery Act 2007* on 21 December 2007. The Act establishes the Waste Authority and provides for waste avoidance and resource recovery and waste services by local government as well as making provision for levies on waste.

The *Waste Avoidance and Resource Recovery Levy Act 2007* (WARR Levy Act) was also assented to on 21 December 2007. It is an Act to impose a levy in respect of certain waste.

The Minister has discretionary powers in the allocation of funds.

Responsible Minister

The Waste Authority reports to Hon Albert Jacob MLA, Minister for Environment. The Minister for Environment exercises authority under the WARR Act.

Organisational Structure

The Office of the Waste Authority (OWA) was established in 2010 to provide representation for the Authority on a full-time basis. The Minister also provided services and facilities from the Department of Environment Regulation, including staff of the Waste Management Branch. Work to formally amalgamate the two entities commenced in May 2014.

Legislation administered by the Waste Authority

- *Waste Avoidance and Resource Recovery Regulations 2008*
- *Waste Avoidance and Resource Recovery Levy Regulations 2008*
3-bin kerbside collection in Town of Cottesloe

Transition Towns Guildford
Backyard chooks workshop
Waste Authority members were appointed in 2012 for a two-year term by the Governor on the recommendation of the former Minister for Environment, Hon Bill Marmion MLA. Members are appointed in accordance with their skills, experience and knowledge in matters relating to sustainability, waste services or waste avoidance and resource recovery, or have particular function or vocational interest relevant to the functions of the Authority.

Marcus Geisler has extensive corporate experience in the waste and recycling industry in Australia and overseas, particularly in the recycling of construction and demolition waste, having been central to the development of the industry in The Netherlands. Currently Executive General Manager for Western Australia, Northern Territory, South Australia and Indonesia for Coates Hire, Marcus has also held senior management positions with Thiess Services and SITA Australia. Marcus has been an Authority member since 2008 and was Deputy Chairman in 2011/12. As Chairman he has been instrumental in developing a strong and broad engagement platform to bring together State and local government, industry and community to enable implementation of the State’s Waste Strategy and to cater for Western Australia’s waste infrastructure, governance, management and engagement needs for the next 30 years and beyond.

Jennifer Bloom is a director of a change management and strategic planning consultancy, owner and operator of small to medium sized enterprises and a Broome Shire Councillor. Jenny adds a regional perspective to the Authority and has a strong interest in how waste will be processed regionally. This includes the growing resources industry and the delivery of municipal services to remote communities.
Anne-Marie Bremner is a founding Director at Encycle Consulting which specialises in providing waste management and recycling advice to industry, commercial buildings, architects and to local, State and federal government. Her previous roles include policy advisor on recycling to the UK Government and reporting directly to the Chairman of Shell International for a G8 Task Force on Renewable Energy. She is passionate about raising the profile of resource efficiency and minimising environmental impacts.

Neil Foley is a town planning consultant having previously worked as a planner for State and local government. He also teaches at the University of Western Australia. Neil has promoted the integration of planning for waste infrastructure to be included in the State planning framework. He is Co-Chairman of the Strategic Waste Infrastructure Planning Working Group.

Glen McLeod is a consulting lawyer with more than 35 years’ experience who advises in environmental, town planning, land valuation and government law. Prior to establishing his legal consultancy in 2012, he was a senior partner in major Australian, UK and US law firms. Glen is also an Adjunct Professor at Murdoch University where he teaches Environment and Town Planning Law. He is also a member of the Advisory Group to the Dean of Law at Murdoch University. He has had a long association with waste through client work and professional organisations. In particular, he has chaired the Legal Issues Working Group of the International Solid Waste Association, is currently Senior Vice Chair of the Environmental Health and Safety Committee of the International Bar Association and is a former Federal President of the National Environmental Law Association. Glen is also a member of the Advisory Group to the Dean of Law at Murdoch University. He has had a long association with waste through client work and professional organisations. In particular, he has chaired the Legal Issues Working Group of the International Solid Waste Association, is currently Senior Vice Chair of the Environmental Health and Safety Committee of the International Bar Association and is a former Federal President of the National Environmental Law Association. Glen is the Co-Chairman of the Strategic Waste Infrastructure Planning Working Group.
Performance Management Framework

Contribution to Government Goals


In addition, the Waste Authority contributes to the State Government Goal 4: Stronger Focus on the Regions through programs, grants and other support to regional local government and community groups to improve regional waste management.

Ardross PS students with their Waste Wise mural

Chairman addresses WALGA Forum for Mayors ‘Waste in the Metro Area’ in March 2013

3-bin collection in City of Cambridge
<table>
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<tbody>
<tr>
<td>5. Social and environmental responsibility</td>
<td>Objective 1 – Initiate and maintain long-term planning for waste and recycling processing, and enable access to suitably located land with buffers sufficient to cater for the State’s waste management needs. Objective 2 – Enhance regulatory services to ensure consistent performance is achieved at landfills, transfer stations and processing facilities. Objective 3 – Develop best practice guidelines, measures and reporting frameworks and promote their adoption. Objective 5 – Communicate messages for behaviour change and promote its adoption, and acknowledge the success of individuals and organisations that act in accordance with the aims and principles in the Strategy and assist in its implementation.</td>
<td>• Intergenerational equity – ensuring that the health, diversity and productivity of the environment is maintained or enhanced for the benefit of future generations. • Waste minimisation and waste avoidance – in which all reasonable and practicable steps should be taken to minimise the generation of waste and its discharge to landfill and the environment. • Considering management options against the waste hierarchy of avoidance, recovery (including reuse, reprocessing, recycling and energy recovery) and disposal. • User pays and polluter pays – where those who generate waste bear the full life cycle cost of managing their waste. • Open dialogue with community, industry, government and others. • Government leading by example. • Promoting the most efficient use of resources, including resource recovery.</td>
</tr>
<tr>
<td>2. Financial and Economic Responsibility</td>
<td>Objective 1 – Initiate and maintain long-term planning for waste and recycling processing, and enable access to suitably located land with buffers sufficient to cater for the State’s waste management needs. Objective 2 – Enhance regulatory services to ensure consistent performance is achieved at landfills, transfer stations and processing facilities. Objective 3 – Develop best practice guidelines, measures and reporting frameworks and promote their adoption. Objective 4 – Use existing economic instruments to support the financial liability of actions that divert waste from landfill and recover.</td>
<td>• Intergenerational equity – ensuring that the health, diversity and productivity of the environment is maintained or enhanced for the benefit of future generations. • Promoting the most efficient use of resources, including resource recovery. • User pays and polluter pays – where those who generate waste bear the full lifecycle cost of managing their waste. • Open competition and fostering innovation. Benchmarking and demonstrated best practice. Continuous improvement.</td>
</tr>
<tr>
<td>4. Stronger focus on the regions</td>
<td>Objective 1 - Initiate and maintain long-term planning for waste and recycling processing, and enable access to suitably located land with buffers sufficient to cater for the State’s waste management needs. Objective 2 - Enhance regulatory services to ensure consistent performance is achieved at landfills, transfer stations and processing facilities. Objective 3 - Develop best practice guidelines, measures and reporting frameworks and promote their adoption. Objective 5 – Communicate messages for behaviour change and promote its adoption, and acknowledge the success of individuals and organisations that act in accordance with the aims and principles in the Strategy.</td>
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</tr>
</tbody>
</table>
Financial Operation

The Waste Avoidance and Resource Recovery Account (WARR Account) is to be allocated funds of not less than 25 per cent of the forecast landfill levy revenue for the financial year.

The forecast landfill levy amount in 2013/14 was $43.2 million, from which $10.8 million was approved by the Minister to be allocated to the WARR Account. As in previous years, the levy was paid to the operating account of DER in accordance to the Financial Management Act 2006 (FMA) section 16(1) (a). The prescribed amount of $10.8 million was allocated to the WARR Account accordingly.

In addition to the landfill levy, the WARR Account received a calculated interest on the Account balance and other program refunds. The Account had an opening balance of $17.7 million.

WARR Account expenditure is consistent with the approved Business Plan and any programs approved by the Minister. The WARR Account revenue and expenditure is summarised in the Statement of Cash Flows in Appendix A.

Financial Snapshot

As stated above, the WARR Account was credited with $10.8 million from landfill levy receipts and $0.6 million of account interest and other miscellaneous revenue. The 2013/14 WARR Account expenditure was $13 million, which was 85 per cent of the operational budget. The shortfall was due to timing of program announcements and start dates. The 42 programs in the Business Plan were on schedule. Taking into account the $17.7 million opening balance, the WARR Account was left with a balance of $16.1 million at 30 June 2014.

Totals of the WARR Account’s revenue, expenditure and opening/closing balances are disclosed in DER’s Annual Report under the Special Purpose accounts of the Financial Statements. The Auditor General provided an independent audit opinion on DER’s financial statements and key performance indicators that included the WARR Account.

Financial Governance

Processes are in place within DER to monitor and audit the financial performance of the WARR Account, as required by section 81 of the WARR Act and in accordance with the FMA. The administration of the WARR Account is regarded as a DER service for the purposes of section 52 of the FMA Performance Management Framework.
Agency Performance

Report on Operations

During 2013/14 the Authority progressed implementation of the State Waste Strategy aligned to its five Strategic Objectives.

Strategic Objective 1

Initiate and maintain long-term planning for waste and recycling processing and enable access to suitably located land with buffers sufficient to cater for the State’s waste management needs.

Strategic Waste Infrastructure Planning Project

The Strategic Waste Infrastructure Planning Project commenced in December 2012 to guide waste management infrastructure requirements to meet the needs of the Perth and Peel regions for achieving the Waste Strategy targets. It was led by the Strategic Waste Infrastructure Planning Working Group, co-chaired by Waste Authority members, Neil Foley and Glen McLeod. A number of stakeholder information and consultation sessions informed this project, culminating in a final consultation workshop in April 2014 attended by over 100 stakeholders.

The Waste Authority submitted advice on its findings to the Minister for Environment in June. This advice is intended to guide future waste and recycling infrastructure planning for the Perth metropolitan and Peel regions. The Authority’s advice identifies a number of issues associated with the way waste and recycling infrastructure is developed in these regions and identifies potential options for improvements that would lead to better waste management and improved landfill diversion.

Planning Horizons Project

The Planning Horizons Project seeks to increase the recovery of recyclable construction waste by WALGA to develop Model Waste Management Plans (WMPs) which will be available for local governments to incorporate into the planning process. The plans will assist the building industry by clearly identifying consistent expectations for waste management across the metropolitan area and reducing processing time by local governments.

A project steering committee was established, headed by Neil Foley, with Office of the Waste Authority staff and WALGA staff to scope and develop the project.

WALGA has produced a draft Model Local Planning Policy and a series of draft Guidelines with templates and checklists to provide uniform waste management plans across the State. WALGA is currently trialling the Policy and WMP Guidelines with a number of local governments and, following feedback, will finalise them later in 2014.

Strategic Objective 2

Enhance regulatory services to ensure consistent performance is achieved at landfills, transfer stations and processing facilities.

Compliance Operations

The landfill levy applies to waste collected within the Perth Metropolitan Region that is received at any Category 63, 64 or 65 landfill premises licensed under Part V of the Environmental Protection Act 1986 (EP Act). The levy requirements also apply to non-metropolitan landfills which receive waste from the metropolitan area and to unlicensed landfill premises that would, by the nature of the activities taking place, be required to hold a Part V licence for one of the above categories.

The annual business plan provides resources for a team of four Compliance Officers to conduct inspections of landfill premises within and outside the Perth Metropolitan Region which are likely to receive waste from the metropolitan area.

Officers also conduct inspections of other waste-related industries which have the potential to produce residues or by-products that will be directed to landfill to determine where waste is being transported and ensure it is disposed of appropriately and there is no avoidance of the landfill levy.

In 2013/14 the compliance team undertook 226 landfill inspections and 145 inspections of other waste-related industries, for a total of 371 premises inspections. It should be noted that delivery of the 2013/14 Compliance Program was impacted by high levels of staff turnover and prolonged periods of vacancy across positions.

The 2013/14 Landfill Levy Compliance Program highlights are outlined below:
- Identification of breaches of waste acceptance criteria at inert landfills and solid waste depots. In these cases the non-conforming waste was ordered to be removed from site
- Identification of a number of skip bin companies operating unregulated transfer stations, which have been reported to licensing and continue to be monitored
- Identification of an unregulated landfill operation. Intervention by compliance officers working in conjunction with DER enforcement and licensing officers has resulted in these activities being suspended
- A solid waste depot and a landfill facility had their licence conditions amended after compliance inspections identified that the licence conditions did not effectively manage the operations of the premises
- Identification of metropolitan waste being transported outside the metropolitan zone. Monitoring of the regional disposal facility to ensure the landfill levy is being correctly applied

Following the restructure of the Department of Environment Regulation into function groups on 1 May 2014, the landfill levy compliance activity was relocated into the Environmental Compliance area, to be incorporated with the Department’s other compliance functions.

2013/14 expenditure: Nil

Program highlights:
- Better Bins Kerbside Collection Guidelines developed and released
- 16 Expressions of Interest from metropolitan and non-metropolitan local governments were received and continue to be assessed

The program has attracted positive public support and media attention. It is ongoing to 2016.

Wellington Waste Group bins showing correct waste disposal to shoppers in a regional shopping centre

**Strategic Objective 3**

*Develop best practice guidelines, measures and reporting frameworks and promote their adoption.*

**Better Bins Kerbside Collection**

The $7.5 million Better Bins Kerbside Collection Program for Local Government provides guidance and funding to support better practice kerbside collection systems and increased resource recovery. The program encourages local governments to transition towards a three bin system (general waste, co-mingled recycling and green waste) to improve source separation and achieve higher recovery.
Regional Funding Program

The Waste Authority established the Regional Funding Program in 2011 to:
- encourage local governments to work together to provide regional waste management solutions and increase efficiencies
- facilitate improved local government waste management infrastructure and services throughout the State, with measurable progress towards meeting Waste Strategy targets
- facilitate continuous improvement in waste avoidance, resource recovery and disposal for solid waste managed by local government in line with the relevant targets within the Waste Strategy.

2013/14 expenditure: $1,561,824

The first stage funding round, the Fixed Funding program, closed on 28 June 2013. Twenty of the 33 applications submitted were funded, totalling over $3.74 million.

Submissions to the Program’s Competitive Funding round opened on 10 January 2014 and closed 27 June 2014. Twenty-five project applications were received and are to be determined in 2014/15.

Household Hazardous Waste

The Household Hazardous Waste (HHW) program funds the collection and recycling/disposal of hazardous waste from the home. Materials were collected at permanent facilities and through temporary collection days.

2013/14 expenditure: $2,439,328 (ex GST)

Program highlights:
- 737 tonnes of HHW was recovered and safely recycled / disposed, including approximately:
  - 460 tonnes of paint
  - 101 tonnes of batteries
  - 70 tonnes of gas bottles
- 81 tonnes HHW was collected at nine Temporary Collection Days
- $114,000 of infrastructure upgrades were supported across 11 sites
- Staff training was delivered at three sites (Rockingham, Balcatta and Toodyay).

The program is funded until June 2015. A program review is underway to assess program performance and inform future options.

Introduction of a Kerbside Recycling Service in the Shire of Northam and Shire of Toodyay

One of the projects funded through the Regional Funding Fixed Funding round was to facilitate the introduction of kerbside recycling service for the Shires of Northam and Toodyay. The Avon Group of Councils received $383,000 for:
- the purchase of 7000 240L mobile garbage bins (MGB) for kerbside recycling (yellow lids)
- an education and advertising program including newspaper advertisements, local displays, information on the Shire websites and radio advertisements
- the development, production and distribution of 7000 recycling education calendars to be issued with each recycling bin.

The project has now been operating for more than a year and has been successful in increasing the Municipal Solid Waste diversion rate to 19 per cent in Shire of Northam and 18 per cent in Shire of Toodyay.
Western Australian Transitional E-Waste Program

The Western Australian Transitional E-Waste Program (WATEP) was introduced to provide funding support for television and computer recycling prior to, and in the early stages of, the implementation of the National Television and Computer Recycling Scheme.

2013/14 expenditure: $263,444 (ex GST)

Program highlights:
• over 3,000 tonnes of e-waste collected
• total expenditure (2011-13) approx $642,000
• participation by seven metropolitan local councils / regional councils
• participation by nine non metropolitan local councils.

Funding was provided to the WATEP program until 31 December 2013. (The National Television and Computer Recycling Scheme is now established in Western Australia).

Asbestos Sampling and Testing Subsidy Scheme

The Asbestos Sampling and Testing Subsidy Scheme (ASTSS) provides Construction and Demolition (C&D) recycling operators with financial support towards the cost of the sampling and testing requirements consistent with the Department of Environment Regulation's (DER) Guidelines for managing asbestos at construction and demolition waste recycling facilities. The program provided 50 per cent funding for limited periods of continuous testing at a high frequency to determine that no asbestos can be detected in samples.

2013/14 expenditure: $47,388 (ex GST)

Program highlights:
• seven C&D recycling operators received financial support for 'high level' (40 sampling locations per 4,000 tonnes) sampling and testing under the scheme
• almost 4,000 tests were completed for over 406,000 tonnes of materials received over the life of the program
• no asbestos was detected above the Guidelines 0.001%w/w limit in any of the tests funded through the program.

Funding was provided to 30 June 2014.

Asbestos Levy Subsidy Scheme

The Asbestos Levy Subsidy Scheme (ALSS) refunds the Waste Avoidance and Resource Recovery Levy applied to asbestos disposed at licensed landfills.

The Asbestos Levy Subsidy Scheme will continue to operate until a new regulation is introduced to exempt waste asbestos materials from the Waste Avoidance and Resource Recovery Levy Regulations 2008.

2013/14 expenditure: $363,146 (ex GST)

• levy reimbursement was paid for nearly 5,000 tonnes of waste asbestos disposed to landfill in 2013-14
• reimbursements were claimed by eight landfill operators.
Australian Packaging Covenant

The Government of Western Australia is a signatory to the Australian Packaging Covenant, an agreement between the packaging industry and governments to manage the environmental impacts of packaging. The Government supports the Covenant primarily by:

- implementing the Environmental Protection (NEPM-UPM) Regulations 2013 to provide a level playing field for Covenant signatories
- providing a funding contribution to support the APC Secretariat and projects

2013/14 expenditure: $24,500 (ex GST) (Projects $6,855; Secretariat $17,645)

Program highlights:

- Environmental Protection (NEPM-UPM) Regulations 2013 were enacted on 25 September 2013.

The following projects were active during the period:

Introduction to Cardboard Recycling

- This project provided funding to the Mid West Regional Council to purchase infrastructure, including four sheds, two generators and four cardboard balers to increase cardboard recycling.

- Four tonnes of cardboard were recycled during the financial year.

Mobile Glass Crusher Regional WA

- This project funded the purchase of a mobile glass crusher to increase glass recycling amongst ROEROC (Corrigin, Kulin, Kondinin and Narembeen) councils
- The project aimed to divert 800 tonnes of glass per annum by supporting the use of crushed glass in civil applications
- 900 tonnes of glass were successfully recycled.

Clean Clubs: a Clean Game’s a Good Game

- This project funded infrastructure, including 1,300 collapsible bins and 45,000 litter bags, to assist 42 sports clubs to better manage litter at events, and to educate approximately 20,000 members about litter and recycling
- An estimated 5,000 bags of rubbish and 3,000 bags of recyclable materials were collected.

Increasing Access to Away-from-Home Recycling

- The project funded the installation/upgrade of recycling facilities in 29 Colonial First State Shopping Centres around Australia, including Rockingham
- The project included installation of signage and the education of staff, cleaners and consumers about the proper use of the bin system and was launched by the Chairman of the Waste Authority at Midland Gate on 5 June 2014.

Participation in the APC is ongoing.
Strategic Objective 4

Use existing economic instruments to support the financial viability of actions that divert waste from landfill and recover it as a resource.

Landfill Levy

The Waste Strategy positioned the Waste Authority to commission research to establish the link between landfill price increases and a reduction in waste to landfill. The Waste Authority was pleased to provide advice to the Minister in March on a five-year plan for a schedule of levy increases, in accordance with section 4(2A) of the Waste Avoidance and Resource Recovery Levy Act 2007. The Authority’s advice was based on the Acil-Allen report to the Authority, Economic Drivers of Waste, which is available on the Waste Authority’s website. The report is the most comprehensive assessment to date of the economic factors impacting the landfill levy.

The Waste Authority was pleased with the Government’s decision, announced earlier this year, to establish a schedule of new landfill levy rates from 1 January 2015 and anticipates the increased levies will contribute to strong reductions in waste to landfill in the future.

Grant Schemes

The Strategic Waste Initiatives Scheme (SWIS) and Community Grants Scheme (CGS) were established to fund projects to assist the State in achieving the landfill diversion targets in the Waste Strategy and ensure better environmental outcomes for waste management. Funding is allocated to projects that are consistent with the goals and objectives of the Waste Authority and more specifically to projects that address the strategic waste focus areas detailed in the Waste Strategy.

Strategic Waste Initiatives Scheme (SWIS)

In May 2013, a SWIS Expression of Interest was called for a Mattress Recycling project. This followed the receipt of a report outlining options for increasing recycling of mattresses from the residential sector in the Perth and Peel regions. After a two-stage application process, the Waste Authority awarded grants to two organisations to develop and test methods that could increase the number of mattresses being recycled.

Garbologie and the Eastern Metropolitan Regional Council (EMRC) were awarded funding to the value of $100,000 each in November 2013. Garbologie received funding towards the purchase of a mattress spring press and EMRC received funding towards the purchase of shredding plant to process steel springs into saleable components for recycling.

The Ardyaloon community in the Kimberley received a community grant to design and make reusable bags with the aim of replacing the use of plastic bags at the local store.

Mattress recycling at Garbologie
The Electrical Utilities and Public Administration (EUPA) Training Council

The Electrical Utilities and Public Administration (EUPA) Training Council progressed well in Year 1 of their two-year $180,000 SWIS grant for the Waste Industry Workforce Development Project. EUPA is working with the waste industry to address workforce participation issues and promote the employment of underrepresented groups.

EUPA has produced a number of resources to attract and retain a capable skilled workforce, and simple practical tools for career advisory services to increase the profile of the waste industry to attract more school leavers.

Liaison has commenced with training providers to establish the provision of specifically tailored training services for the waste sector.

Community Grants Scheme (CGS)

The first round for community waste grants was advertised in May 2013. Thirteen projects were awarded grants to a total value of $156,780.85. These projects included establishing waste conscious community gardens, community backyard chooks and waste education projects, and the introduction of recycling in a remote Aboriginal community.

Full details of these projects can be found on the website at http://www.wasteauthority.wa.gov.au/programs/grants.

A second round of CGS funding was advertised in April 2014, with final recommendations announced early in the term of the next Waste Authority.

Strategic Objective 5

Communicate messages for behaviour change and promote its adoption, and acknowledge the success of individuals and organisations that act in accordance with the aims and principles in the Strategy and assist in its implementation.

Communications and engagement continued to be an important focus for the Waste Authority in 2013/14.

Major achievements include:

- in 2013 the Infinity Awards were again enthusiastically embraced across the waste industry. The Awards showcased excellence in waste reduction and recycling by business, community groups, State and local government, and Waste Wise Schools. A highlight was seeing the progress many organisations had made since entering in a previous year.
- the Chairman and Authority members, along with staff, increased engagement and consultation with stakeholders. The well attended Strategic Waste Infrastructure Planning Program final consultation session and the workshop to inform the development of a consultation draft State Waste Communications Strategy were two of the particularly well supported events.
- the Chairman, Authority members and staff made a number of presentations at the 2014 Waste and Recycle Conference to share the Authority’s vision, research findings and future direction for waste communications, engagement and
education. The Authority’s display booth was also well attended and provided opportunities for staff to share the ‘reduce’ message with attendees.

- through the Engagement in Action: Communications and Promotion Program the Waste Authority:
  - supported the Town of East Fremantle with a trial to encourage renovators to reuse or recycle Construction and Demolition waste
  - supported the Southern Metropolitan Regional Council with funding for communications to support the roll-out of kerbside recycling in Toodyay and Northam.
- 27 local governments were supported to participate in Garage Sale Trail 2013, an initiative to support change in attitudes and ultimately behaviour change around the re-use of items that otherwise would end up in landfill.
- the Authority submitted to the Minister a draft Communications Framework based on its own and WALGA’s research and broad stakeholder consultation.
- continuing to share case studies and updates on the work of the Authority through its website and a range of publications, including seven editions of the Waste Authority e-newsletter Too good to waste.

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Infinity Awards 2013

The Western Metropolitan Regional Council (WMRC) was one of six winners in the 2013 Infinity Awards, winning the competitive local government category.

The WMRC won for its Plastic Free July program, which encourages people to consider the amount of single-use plastic they use and to avoid single-use disposable plastic during July.

Plastic Free July demonstrated that it is possible to achieve behaviour change around the ‘Avoid’ and ‘Reduce’ levels of the Waste Hierarchy, the most important yet the least understood behaviour category.

Plastic Free July took a negative message (don’t buy this, don’t use that) and changed it into a set of positive behaviours as diverse as remembering your cloth bag to learning how to preserve your own food or make your own toothpaste.

Plastic Free July not only reduced the net amount of plastic being consumed, it also raised awareness of the issue and allowed participants to discover how easy it is to say no to unnecessary plastic via events and online forums.

In 2013 over 4,000 people participated. Around 70 per cent of participants were from Australia, with people from Brazil, Canada, New Zealand, USA, UK, Taiwan and Hungary also joining in.

Ongoing social media engagement has shown that many participants are maintaining their avoidance of single-use plastics throughout the year and the program is set for another big increase in participants for 2014.
Renovation Focus for Construction and Demolition Waste

Like many older suburbs, there are a lot of home renovations happening in the Town of East Fremantle. The Town was increasingly seeing old kitchens and bathrooms and other building waste placed out for verge collection. All ratepayers were, in effect, paying to dispose of waste that should have been disposed of by the building contractor.

With the support from the Waste Authority’s Engagement in Action: Communications and Promotion Program, the Town of East Fremantle trialled a program aimed at reusing and recycling Construction and Demolition (C&D) waste.

Consultation with builders working in the region and of residents who had done renovations in the previous six months showed that a lack of communications contributed to poor practice. Builders tended not to discuss recycling, believing that home renovators were only concerned with reducing costs and getting the job done quickly. The home owners tended not to ask about recycling as they presumed that the builder would be taking care of it.

At the first trial site, 75 per cent of waste material was able to be reused or recycled. At the other, 55 per cent of demolition material was reused or recovered (this was lower as there was a possibility of asbestos contamination in some of the waste).

The trial showed that once people understand the steps they can take to reduce the amount of waste that goes to landfill, they are happy to make an effort to ensure that materials are recovered.

A Resource Kit, which includes a directory of the most conveniently located recycling facilities for commonly generated C&D waste materials, was also produced as part of this program. The information is available on the Waste Authority website.

Waste Wise Schools Program

The Waste Wise Schools program (WWS), which has been funded by the Waste Authority over many years, formally joined the Waste Authority in November 2013.

Developments in 2013/14 included:
- an expansion of Waste Wise Schools into secondary schools including the development and trialling of high school curriculum on plastic waste lessons
- the development of a new Waste Free lunch student incursion
- providing support for schools to establish recycling systems with permaculture principles
- supporting local and regional council waste educators or sustainability officers to further support schools with their Waste Wise projects
- developing and publishing two primary school curriculum teacher guides on worm farming and composting, linked to the new Australian Curriculum
- producing a Plastic Free July teacher guide consultation draft for primary and secondary schools in collaboration with the Western Metropolitan Regional Council Earth Carers
- refreshing the WWS branding for a more modern appeal.

Partnerships continued to be developed and maintained, including with the Wellington Waste Group, Rivers Regional Council, the Department of Parks and Wildlife Bush Rangers in the Kimberley, the Healthy Schools Project, the Australian Sustainable Schools Initiative-WA and the Waste Educators Network. A new partnership project was
established with the Australian Association of Environmental Education, Little Green Steps Early Childhood program.

During 2013/14, the Waste Wise Schools team ran 50 workshops or presentations in regional and metropolitan areas, which were attended by 670 teachers from 321 schools with a total student population of 109,210 students. In addition, 61 school incursions for waste audits and lessons were run with 2,451 students. This represents about 30 per cent of all WA primary and secondary schools. The small Waste Wise Schools team of 4.4 FTE has a significant reach and impact, including whole school communities, as participating students share their knowledge with their families and contribute to a broader community participation in waste avoidance and recycling.

Strategic Partnerships

Strategic partnerships are formal alliances between the Authority and key stakeholders to enable delivery of mutual goals and commitments to the Waste Strategy objectives and diversion targets. The Authority had five strategic partnerships in place in 2013/14.

WALGA

Increasing Residential Kerbside Recycling Rates

WALGA ran a communication campaign aimed at increasing recycling rates by reducing contamination in kerbside recycling. Engagement focused on an overarching campaign using simple key messages about what can go in (and should not go in) the recycling bin.

Results showed that some households were still unclear about how to correctly dispose of their waste in order to ensure it can be recycled. Further engagement will centre on specific suburbs which currently have relatively low recovery rates and high contamination.

Better Practice Bulk Waste Collections

This project aimed to maximise recovery from material traditionally collected by verge side collections through a review to ascertain better practice solutions to increase recycling of this resource. WALGA produced a Better Practice Guideline outlining better practice approaches for recovery solutions of verge side waste and options on how Local Governments can optimise this service delivery.

Compost Trial

The intent of this project was to build the market for organic material derived from local government sources, such as alternative waste treatment facilities. WALGA has produced a report on market identification, current practice, drivers and barriers to the use of local government derived organic products. WALGA led by example and used local government derived compost product in the landscaping of its new building in March 2014. WALGA will run a trial with three local governments to show the range of products available and the considerable advantage of local governments using material from their own sources.

Proforma Waste Local Law

The Authority funded WALGA to commission legal services to draft a proforma waste local law. Under the Waste Avoidance and Resource Recovery Act 2007, a local government may, with DER consent, make local laws in accordance with the Local Government Act 1995 for waste management services. The proforma will enable local governments to adopt an appropriate, well drafted proforma waste local law that is within the scope of the WARR Act.

Keep Australia Beautiful Council

Keep Australia Beautiful Council (KABWA) receives funding for its Litter Prevention Strategy for Western Australia 2009-2014. In implementing the Strategy, it investigated 77 cases of illegal dumping and issued 3,938 litter infringement notices in 2013/14.
The Tidy Towns annual awards program acknowledges regional communities that foster sustainable behaviours and a litter-free environment. Albany won the Waste Management and Litter Prevention Award in 2013.

KABWA also reported a high level of participation in community pride programs such as educational litter programs, Adopt-a-Spot and Clean Schools, Beaches and Clubs.

Greenstamp

Representing the motor trade, printing and cleaning industry sectors, the Green Stamp program continues to accredit businesses which operate better practice waste management systems above their obligations under environmental regulations. A new initiative in 2013/14 has been the establishment of a pilot accreditation program for mobile mechanical businesses.

Wide recognition of the benefits to individual businesses to have Greenstamp accreditation is a key driver to build membership. Printing member Abbott & Co Printers was recognised for its environmental achievements and awarded the City of Belmont Small Business Environmental Award for Recycling in 2013.

Waste Management Association Australia (WA)

The Authority has a strategic partnership with the Western Australian branch of the Waste Management Association of Australia (WMAA), which represents key stakeholders in the waste management industry sector.

A Recycled Sand Mini-Symposium was held on 25 July 2013, which presented a range of opportunities for the manufacturing of sand from waste and recycled materials as well as the emerging need for new sources mining, irrigation, waste management and training organisations.

A supply chain workshop was held in Perth on 16 December 2013, which focused on improving waste management at events. The workshop - Improving Event Management through Minimising Waste – was attended by a range of stakeholders from State Government, local governments, regional councils and businesses.

A workshop on commercial and industrial waste management was held in Manjimup on 6 December 2013, which explored opportunities on improving waste management in businesses. The workshop - Improving Business Efficiency through Minimising Waste - was attended by a diverse range of industry sectors including government departments, local governments, regional councils, agriculture, mining, irrigation, waste management and training organisations.

Master Builders Association

The Master Builders Association (MBA) was successful in receiving funding for a two-year strategic partnership, which commenced in December 2013. The partnership is centred on driving behaviour change in the construction industry, leading to an increase in waste avoidance and resource recovery of construction and demolition (C&D) waste.

Smart Waste Guide

To assist industry, the MBA produced the Master Builders Smart Waste Guide to provide information on the use of recycled materials and aid the resource recovery of waste materials with a directory of recycling facilities and contractors in WA.

Hon Albert Jacob, MLA, Minister for Environment, with Kymberley Alexander, Housing and Communications Officer, Master Builders Association, launching the Smart Waste Guide at Alkimos
Construction Site Engagement Project

Master Builders commenced a program of construction site visits across the Perth and Peel regions to identify opportunities to boost waste reduction strategies. A dedicated Waste Reduction Consultant was appointed in February 2014 and has begun highly successful face-to-face consultations with builders and subcontractors.

Awards Sponsorship

The Authority sponsored the MBA Excellence in Recycling awards to provide positive incentives and recognition to industry leaders who initiate and commit to long-term cultural change in the reduction and recycling of waste.

- The Perth Metropolitan Residential Excellence in Recycling was won by Homebuyers Centre and held on 22 February 2014, presented by the Chairman, Marcus Geisler

- The South West Regional Excellence in Recycling was held in Bunbury on 8 March 2014, won by BGC Construction and represented by Authority member Neil Foley

- The Kimberley and Pilbara Regional Excellence in Recycling was held in Broome on 3 May 2014, won by Broad Construction Services, and was represented by the Deputy Chair, Jenny Bloom.

Table 3 - Strategic Partnership Funding

<table>
<thead>
<tr>
<th>Strategic Partner</th>
<th>$ Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Waste Management Association of Australia - WA Branch</td>
<td>60,000</td>
</tr>
<tr>
<td>Greenstamp: Printing Industries Association</td>
<td>74,906</td>
</tr>
<tr>
<td>Greenstamp: Motor Trade Association</td>
<td>97,222</td>
</tr>
<tr>
<td>Master Builders Association</td>
<td>82,810</td>
</tr>
<tr>
<td>Keep Australia Beautiful Council</td>
<td>801,760</td>
</tr>
<tr>
<td>WA Local Government Association</td>
<td>107,066</td>
</tr>
<tr>
<td>Waste Wise Schools</td>
<td>700,000</td>
</tr>
<tr>
<td>Conservation Council of WA</td>
<td>10,000</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>1,933,764</strong></td>
</tr>
</tbody>
</table>
Sponsorships

In keeping with strategic alliances and support for initiatives that support waste reduction and recycling, as well as developing and extending networks, the Authority sponsors events that enhance its profile and support the Waste Strategy.

The Authority is a gold sponsor of the Waste and Recycle Conference, held in Fremantle each year.

Other sponsorships were:

- local governments and community groups for Composting in May events
- Housing Industry Association’s Greensmart Awards
- Skyworks and NAIDOC Perth for Australia Day waste messages
- WMRA workshops on Commercial and Industrial, and Construction and Demolition waste
- KABC’s Clean Clubs.

<table>
<thead>
<tr>
<th>Sponsored Recipient</th>
<th>$ Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>SMRC &amp; MRC - Perth Royal Show exhibitions</td>
<td>20,000</td>
</tr>
<tr>
<td>KABC - Clean Clubs</td>
<td>1,000</td>
</tr>
<tr>
<td>Various organisations hosting Compost in May</td>
<td>5,735</td>
</tr>
<tr>
<td>Waste &amp; Recycle Conference - Gold Sponsor</td>
<td>18,000</td>
</tr>
<tr>
<td>City of Rockingham – Castaways</td>
<td>2,000</td>
</tr>
<tr>
<td>WMRC - WWS Plastic Free July workshop</td>
<td>8,693</td>
</tr>
<tr>
<td>Skyworks 2014 - Australia Day</td>
<td>20,000</td>
</tr>
<tr>
<td>NAIDOC Perth Inc – Australia Day</td>
<td>3,000</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>78,428</strong></td>
</tr>
</tbody>
</table>

Table 4 - Sponsorships

Recycling on Australia Day
Shared Responsibilities with Other Agencies

Planning has commenced for a Memorandum of Understanding and Service Level Agreement between the Authority and DER, following the restructure of the former Department of Environment and Conservation (DEC) and internal restructure of the Waste Management Branch and the Office of the Waste Authority. It will include the provision of corporate services to the Waste Authority by DER and the Department of Parks and Wildlife.

Strategic Waste Infrastructure Planning Working Group

The Authority committed to developing a Waste and Recycling Infrastructure Plan for the Perth metropolitan and Peel regions in the Waste Strategy. The aim of the plan is to determine the waste management infrastructure required to meet the needs of the future ‘Perth and Peel 3.5 million city’ and to assist in achieving the landfill diversion targets set out in the Waste Strategy. The Waste Authority established the Strategic Waste Infrastructure Planning Working Group to ensure the plan would draw on expertise from relevant associated agencies. The Waste Authority acknowledges the Government’s assistance in this task by making available the following agencies for their expert input:

- Water Corporation
- Western Australian Local Government Association
- Chamber of Commerce and Industry
- Forum of Regional Councils.

Waste Industry Alliance participated in meetings in the latter part of the process.

Australian Packaging Covenant

The Australian Packaging Covenant is an initiative of government and industry to reduce the environmental impacts of packaging. Covenant objectives include increasing recycling rates and reducing litter.

The Waste Authority provides funds from the WARR Account to deliver projects that support Covenant objectives. During the 2013/14 financial year there were four Covenant projects being delivered in WA. These projects are managed by the Covenant Secretariat and are aimed at reducing packaging waste to landfill.
Significant issues impacting the Authority

Current and Emerging Issues/Strategic Focus in 2014/15

Priorities for 2014/15 include:

• continuing work with government and other stakeholders to reform the waste sector
• work with local government to support the implementation of waste management plans for domestic and commercial construction
• support the development of a framework under which waste materials can be classified as products and no longer treated as waste
• support the rollout of the Better Bins Kerbside Collection Program
• allocate the second round of infrastructure funding from the Regional Funding Program
• undertake the first phase of implementation of the State Waste Communications Framework
• develop communications resources to support the implementation of local government, regional council and other stakeholder projects that support the Waste Strategy
• maintain and grow our strategic partnerships
• deliver the Community Grants Scheme and Engagement in Action projects.

The Authority will seek to build and extend its engagement opportunities with stakeholders towards a shared direction for achieving the landfill diversion targets in the Waste Strategy.
Disclosures and Legal Compliance

Ministerial Directives

Under s.21 of the Waste Avoidance and Resource Recovery Act 2007 (WARR Act) the Minister may give written directions to the Waste Authority either generally or in relation to particular matters. The Waste Authority received no Ministerial directives in the 2013/14 reporting period.

Pricing Policies

The Waste Authority is funded out of the landfill levy collected under the Waste Avoidance and Resource Recovery (Levy) Act 2007. The Waste Authority is a statutory body that has responsibility for administering the WARR Account. The Authority does not apply fees or charges for goods or services.

Landfill Levy Collection

In 2013/14, the total amount of landfill levy collected was $45.995 million, inclusive of penalties incurred. There are 31 landfill premises currently being monitored in relation to the landfill levy, with the majority of those sites located within the metropolitan area. Over the year, the disposal of metropolitan waste to regional landfill facilities has remained at around 8%, up from approximately 5% two years ago.

Remuneration

The remuneration of the Waste Authority members is determined by the Governor on recommendation of the Public Sector Commissioner in accordance with the Public Sector Management Act 1994. Authority members received a small increase to their annual remuneration, following advice to the Governor on 13 November 2013, and the new amount is outlined in the table below:

<table>
<thead>
<tr>
<th>Position</th>
<th>Name</th>
<th>Period of appointment</th>
<th>Annual remuneration</th>
<th>* Gross remuneration</th>
</tr>
</thead>
<tbody>
<tr>
<td>Chair</td>
<td>Marcus Geisler</td>
<td>12 July 2012 – 11 July 2014</td>
<td>$41,055</td>
<td>$43,706</td>
</tr>
<tr>
<td>Deputy Chair</td>
<td>Jennifer Bloom</td>
<td>26 June 2012 – 25 June 2014</td>
<td>$25,515</td>
<td>$27,163</td>
</tr>
<tr>
<td>Member</td>
<td>Neil Foley</td>
<td>26 June 2012 – 25 June 2014</td>
<td>$20,425</td>
<td>$21,820</td>
</tr>
<tr>
<td>Member</td>
<td>Glen McLeod</td>
<td>30 Oct 2012 – 25 June 2014</td>
<td>$20,425</td>
<td>$22,099</td>
</tr>
<tr>
<td>Member</td>
<td>Anne-Marie Bremner</td>
<td>26 June 2012 – 25 June 2014</td>
<td>$20,425</td>
<td>++ $17,206</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td></td>
<td><strong>$131,994</strong></td>
<td></td>
</tr>
</tbody>
</table>

* Includes benefits such as superannuation or GST
++ Anne-Marie Bremner had leave of absence April to June
Directors and Officers Liability Insurance

Insurance cover for Waste Authority members is provided under DER’s cover, with arrangements for public liability, professional indemnity and employment practices insurance.

Employment and Industrial Relations

Staff in the Waste Authority Unit are employed by DER and are subject to DER’s industrial agreements, staffing policies, recruitment practices and professional development opportunities. Workers compensation statistics are included in the DER Annual Report for 2013/14.

Table 6 - Meeting Attendance

<table>
<thead>
<tr>
<th>Members</th>
<th>No. of meetings attended</th>
</tr>
</thead>
<tbody>
<tr>
<td>Marcus Geisler</td>
<td>13</td>
</tr>
<tr>
<td>Jennifer Bloom</td>
<td>13</td>
</tr>
<tr>
<td>Neil Foley</td>
<td>13</td>
</tr>
<tr>
<td>Anne-Marie Bremner</td>
<td>8</td>
</tr>
<tr>
<td>Glen McLeod</td>
<td>14</td>
</tr>
</tbody>
</table>

1 There were 14 meetings of the Waste Authority during 2013/14
2 Anne-Marie Bremner had leave of absence from April 2014

Table 7 - Staff as at 30 June

<table>
<thead>
<tr>
<th>Staff Status</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Full Time Permanent</td>
<td>14</td>
</tr>
<tr>
<td>Part Time Permanent</td>
<td>5</td>
</tr>
<tr>
<td>Full Time Contract</td>
<td>2</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>21</strong></td>
</tr>
</tbody>
</table>

There were no records of ‘Resolution without meeting’ pursuant to Schedule 1, Division 2, clause 11 of the WARR Act.
Other Legal Requirements

Advertising

Section 175ZE of the *Electoral Act 1907* requires the inclusion of a statement detailing all advertising expenditure incurred by the Authority.

<table>
<thead>
<tr>
<th>ADVERTISING DESCRIPTION</th>
<th>Supplier</th>
<th>$ Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>C&amp;D recycling</td>
<td>Civil Contractors Federation</td>
<td>652</td>
</tr>
<tr>
<td>Community Grants Scheme</td>
<td>Adcorp Australia</td>
<td>5,477</td>
</tr>
<tr>
<td>NEPM-UPM Regulations</td>
<td>Government Gazette</td>
<td>2,785</td>
</tr>
<tr>
<td>WALGA’s Kerbside Recycling campaign</td>
<td>Community Newspapers</td>
<td>9,335</td>
</tr>
<tr>
<td>Nominations for Infinity Awards</td>
<td>Adcorp Australia</td>
<td>1,310</td>
</tr>
<tr>
<td>Infinity Awards</td>
<td>Adcorp Australia</td>
<td>7,639</td>
</tr>
<tr>
<td><strong>Grand Total</strong></td>
<td></td>
<td><strong>27,197</strong></td>
</tr>
</tbody>
</table>
Public Sector Principles

Government and Public Sector Relationship

A Communication Agreement between the Waste Authority and the Minister for Environment was signed on 14 May 2013.

Governance Disclosures

The Authority’s corporate governance arrangements ensure transparency in decision making and operation, as well as accountability to stakeholders by promoting strong leadership, sound management and effective planning and review. Disclosures of potential conflicts of interest were made by Waste Authority members regarding five matters during the 2013/14 financial year. Members either abstained from voting or withdrew from involvement as per the Authority’s Conflict of Interest policy.

Ethics and Integrity

The Waste Authority has an approved Conflict of Interest policy which was developed with the guidance of the Office of the Public Sector Standards Commissioner.

Procurement practices follow Government guidelines and procurement policy.

The Waste Authority Charter was endorsed by the Waste Authority in March 2011.

The Waste Authority’s Code of Conduct, Charter and Conflict of Interest Policy are available on the website.

Organisational Structure

The restructure of the Department of Environment Regulation on 1 May 2014 included the creation of the Waste Authority Services Unit (WASU). Sections 16(1) and 17(1) of the WARR Act provide for the Minister to ensure that the Waste Authority is provided with services and facilities to enable it to perform its functions.

The WAU combines the staff of the former Office of the Waste Authority and Waste Management Branch, who are employed by DER under the provisions of the Public Sector Management Act 1994 and as provided for pursuant to section 16(1) of the WARR Act. Officers are subject to DER human resources policy, information technology, administrative processes and other policy matters regulated by the Financial Management Act 2006 and the Treasurer’s Instructions, but are otherwise subject to the direction of the Authority.

Communication

The Waste Authority’s Code of Conduct comprehensively outlines how the Authority ensures that official information remains confidential to the Authority, describes the process for public interest disclosure and provides guidelines on freedom of information.

The Waste Authority ensures that records of decisions and all other documentation are securely retained. Minutes of Authority meetings are circulated to members with meeting agenda papers. In addition to maintaining the website, the Authority communicates through media releases, a newsletter and other publications prepared by the Waste Authority Services Unit.

Record Keeping Plans

Waste Authority compliance with the State Records Act 2000 is currently through the DER Record Keeping Plan. The Waste Authority follows a range of procedures required under the State Records Act 2000.

In addition a Customer Relationship Management system was developed to track correspondence and provide access to records of client interactions. This system was assessed by former Department of Environment and Conservation (DEC) records staff as being robust and in keeping with the overall requirements of audit trails, protection of data and backup routines.

Waste Authority Publications

- Western Australian Waste Strategy: Creating the Right Environment
- Annual Business Plans
- Annual Reports
- Waste Authority Communication on the Waste Hierarchy
- Waste Authority Position Statement on Source Separation of Waste
- Waste Authority Position Statement on Waste to Energy
- Annual Western Australian Local Government Waste and Recycling Census
- Annual Recycling Activity in Western Australia Report
- Too Good to Waste newsletter
### Table 11 - Statement of cash flows

<table>
<thead>
<tr>
<th>Description</th>
<th>2013</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>CASH FLOWS FROM WASTE LEVY</strong></td>
<td></td>
</tr>
<tr>
<td>Landfill Levy</td>
<td>10,800,000</td>
</tr>
<tr>
<td>Net cash received from the landfill operators</td>
<td>10,800,000</td>
</tr>
<tr>
<td><strong>Utilised as follows:</strong></td>
<td></td>
</tr>
<tr>
<td><strong>CASH FLOWS FROM OPERATING ACTIVITIES</strong></td>
<td></td>
</tr>
<tr>
<td>Payments</td>
<td></td>
</tr>
<tr>
<td>Planning</td>
<td></td>
</tr>
<tr>
<td>Infrastructure Planning</td>
<td>(400,584)</td>
</tr>
<tr>
<td>Planning Horizons</td>
<td>(48,750)</td>
</tr>
<tr>
<td>Regulation</td>
<td></td>
</tr>
<tr>
<td>Waste and Recycling Inspection and Compliance</td>
<td>(441,531)</td>
</tr>
<tr>
<td>Best Practice</td>
<td></td>
</tr>
<tr>
<td>Best Practice Outcomes and Systems Identification</td>
<td>(936)</td>
</tr>
<tr>
<td>Best Practice Implementation Incentive Scheme</td>
<td>(2,342)</td>
</tr>
<tr>
<td>Funded Programs</td>
<td>(4,689,534)</td>
</tr>
<tr>
<td>Economic Instruments</td>
<td></td>
</tr>
<tr>
<td>Economic Drivers Assessment - Waste &amp; Recycling</td>
<td>(88,200)</td>
</tr>
<tr>
<td>Grant Programs (SWIS/CGS)</td>
<td>(296,248)</td>
</tr>
<tr>
<td>Communication and Promotion</td>
<td></td>
</tr>
<tr>
<td>Attitude and Behaviour Research</td>
<td>(4,795)</td>
</tr>
<tr>
<td>State Waste Communication Strategy</td>
<td>(57,532)</td>
</tr>
<tr>
<td>Practitioner Networks</td>
<td>(3,611)</td>
</tr>
<tr>
<td>Engagement in Action</td>
<td>(123,021)</td>
</tr>
<tr>
<td>Strategic Partnership</td>
<td>(1,959,218)</td>
</tr>
</tbody>
</table>
Table 11 - Statement of cash flows continued

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Awards and Sponsorships</td>
<td>(142,975)</td>
</tr>
<tr>
<td>Marketing, Corporate Communications and Website</td>
<td>(103,069)</td>
</tr>
<tr>
<td>Data and Measurement</td>
<td></td>
</tr>
<tr>
<td>Annual Local Government Waste &amp; Recycling Census</td>
<td>(2,250)</td>
</tr>
<tr>
<td>Total Recycling Activity in WA</td>
<td>(62,084)</td>
</tr>
<tr>
<td>Local Government Waste and Recycling Data Collection and Reporting</td>
<td>(67,657)</td>
</tr>
<tr>
<td>Administrative and Program Service Provision and Support</td>
<td></td>
</tr>
<tr>
<td>Waste Management Branch</td>
<td>(2,078,000)</td>
</tr>
<tr>
<td>Office of the Waste Authority</td>
<td>(961,872)</td>
</tr>
<tr>
<td>DER Indirect Costs</td>
<td>(1,451,055)</td>
</tr>
<tr>
<td>Strategy and Policy Development and Review</td>
<td></td>
</tr>
<tr>
<td>Waste Strategy Review and Evaluation</td>
<td>(6)</td>
</tr>
<tr>
<td>National Waste Policy and Initiatives (APC/NPC)</td>
<td>(34,810)</td>
</tr>
<tr>
<td>Net cash provided by/(used in) operating activities</td>
<td>(13,019,880)</td>
</tr>
<tr>
<td>CASH FLOWS FROM FINANCING ACTIVITIES</td>
<td></td>
</tr>
<tr>
<td>Receipts</td>
<td></td>
</tr>
<tr>
<td>Interest received</td>
<td>600,540</td>
</tr>
<tr>
<td>Other receipts</td>
<td>76,200</td>
</tr>
<tr>
<td>Net cash provided by (used in) financing activities</td>
<td>676,740</td>
</tr>
<tr>
<td>Net increase/(decrease) in cash and cash equivalents</td>
<td>(1,543,140)</td>
</tr>
<tr>
<td>Cash and cash equivalents at the beginning of the period</td>
<td>17,688,793</td>
</tr>
<tr>
<td>CASH AND CASH EQUIVALENTS AT THE END OF THE PERIOD</td>
<td>16,145,653</td>
</tr>
</tbody>
</table>