



Waste Authority

Towards
ZERO WASTE
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WASTE AUTHORITY

ANNUAL REPORT

2009/2010



Hon Donna Faragher, MLC
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 2009 to 30 June 2010, for presentation to Parliament.

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

Jan Grimoldby (Ms)
Acting Chairperson

Contact

Address: Level 4, 168 St George's Terrace, PERTH WA 6000
Post: Locked Bag 104, Bentley Delivery Centre, WA 6983
Phone: 08-64675325
Email: Waste.Authority@dec.wa.gov.au

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

ISSN 1838-3009

Waste Authority Annual Report 2009/2010

Published by the Western Australian Government

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Acting Chairperson's Report

The Waste Authority's second full year of activity has focused on developing our strategic direction. The 2009/2010 year saw the establishment of the Office of the Waste Authority, with the creation of a small, high level team of professional positions created to assist the Authority in its business.

The Authority was pleased to be able to appoint a small team to support its day-to-day operations and represent the Authority in government. They form the Office of the Waste Authority.

The membership of the Authority changed when Chairman, Barry Carbon AM, retired towards the end of February, leaving the remaining four members of the Authority with the ongoing task of ensuring that wise waste management coupled with value for money was at the core of our activities. The year saw three key threads of activity:

- Undertaking the establishment of the Office of Waste Authority and all that entails in terms of staffing, support and administrative processes
- Delivery of the Draft Waste Strategy for Western Australia (versions I and II) for public consideration
- Continuing the ongoing work program aimed at addressing core waste issues across the state.

The Authority was particularly pleased to commit significant funding towards the establishment and operation of a glass reprocessing plant in Western Australia, which is now near completion. It is estimated that approximately 22,000 tonnes of glass will be reprocessed in the first year of operation, and nearly double that figure when at full capacity.

With additional funding from the National Packaging Covenant Agreement, the glass plant will be the first step in the Authority's strategy of bringing back

sustainable infrastructure to Western Australia. It is expected that the plant will contribute significantly towards building community and stakeholder confidence in the Western Australian recycling industry.

The launch of the extensive consultation process accompanying the first draft of the Waste Strategy for Western Australia coincided with the very important Waste & Recycle Conference 2009, for which the Authority is a Gold sponsor. Over the course of the three month consultation period, the Authority hosted thirteen public workshops and gave financial support to three stakeholder groups to undertake their own consultation program.

The outcome was the receipt of nearly 70 individual submissions raising a total of 1,400 issues for the Authority to consider. The second iteration of the Strategy released in April 2010 was available for a further four weeks for requests for amendments.

The final Draft Waste Strategy for Western Australia (the strategy), is being considered by the Minister. The business plan that derives from the strategy is being finalised by the Waste Authority.

We extended our partnership approach to problem sharing in late 2009, when the Waste Authority sought Ministerial approval to establish a short term committee and created a Household Hazardous Waste Committee, charged with considering the issues surrounding the collection and disposal from the Household Hazardous Waste (HHW) program, funded by the Waste Authority.

The program's costs had more than doubled over the course of the previous twelve months to a level which was unsustainable without a clear strategy for future management.

The committee, with representation from the Western Australian Local Government Association, reached agreement on the shape and future of



the HHW program and reported its findings and recommendations to the Authority in May 2010.

This approach to problem solving was considered very successful and was refined for use in addressing e-waste, an increasingly problematic waste stream for which an interim solution is needed pending the rollout of a national extended producer responsibility program.

The Minister approved the creation of the E-Waste Committee comprising around fourteen representatives of key stakeholders. This group is providing recommendations to the Authority on the roll-out of an interim e-waste collection program.

The increase in the landfill levy at the beginning of 2010 produced a short term response from the waste industry. Higher disposal fees initially appeared to result in increased resource recovery, especially in the construction and demolition waste stream. Further analysis of the trends will produce more robust information about this.

The Waste Authority has also commissioned some research into the socially optimal cost of the landfill levy, in order to contribute to our future work advising government on this.

Authority members will continue to focus on delivering a strategic approach to wise waste management, communicating and consulting with stakeholders and the broader community, ensuring that future planning for improved waste management in Western Australia continues.

Jan Grimoldby (Ms)
Acting Chairperson



Waste Authority Profile

Enabling legislation

Assent was given to the *Waste Avoidance and Resource Recovery Act 2007* (WARR Act) on 21 December 2007. The Act establishes the Waste Authority and provides for waste avoidance and resource recovery and waste services by local government and it makes 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 reported for the full reporting period to the Hon Donna Faragher JP MLC, Minister for Environment, who exercises authority under the WARR Act.

What is the Waste Authority?

The Waste Authority is a statutory body comprising five members appointed by the Governor, on the recommendation of the Minister for Environment.

The Waste Authority was established on 6 May 2008 with the appointment of its five members. The Authority, replaced the [Waste Management Board](#), and commenced full operation on 1 July 2008.

The main areas of responsibility for the Authority include:

- Managing the Waste Avoidance and Resource Recovery Account
- Advising the Minister on matters relating to waste in Western Australia
- Developing and implementing the state waste strategy

- Promoting resource efficiency.

The Waste Authority is funded through the Waste Avoidance and Resource Recovery Account. The Department of Environment and Conservation (DEC) provides administrative and contract management support to the Authority. The DEC also coordinates project specific activities on behalf of the Authority as required.

The retirement earlier this year of the Chairman leaves four current members.

Current Members



Marcus Geisler has 21 years experience in the waste industry at both an operational and management level and three years in the Melbourne Corporate Office of a waste management

multinational, developing national and state strategies.

Marcus has direct experience in waste resource processing, recovery and subsequent marketing of secondary materials ranging from construction and demolition waste to kerbside recyclables, composting of organic waste and alternative waste treatment processes.

He is currently the Executive General Manager for Coates Hire West and Indonesia. During 2003 – 2008, Marcus was elected President of the Waste Management Association WA and a Director and Board member of that Association.

From 2002 to 2006 he was a member of the Core Consultative Committee on waste, a government advisory committee on the siting of hazardous waste precincts. His interest in the Waste Authority is to progress the work in a sustainable manner, meeting economic, social and environmental best practice.



Jan Grimoldby has held senior positions in local government for over 20 years, specialising in strategic planning, regional development and waste management. Jan has also worked as an independent consultant, undertaking a range of studies and projects for both local government and the non-government sector.

In 2007 she was appointed as a Commissioner for the amalgamation of Geraldton-Greenough and in 2008 she was appointed as sole Commissioner for the amalgamation of Broomehill-Tambellup. In 2009 she was invited by the Minister for Local Government to take on the honorary role of Ambassador for Women in Local Government

A Waste Authority member since its creation in 2008, Jan was appointed as the Deputy Chairperson and has been in the position of Acting Chairperson since February 2010.



Professor Paul Hardisty is Executive Director of Sustainability and EcoNomics™ for Worley Parsons, one of the world's largest engineering and project delivery companies.

Paul has over 20 years experience in the environmental field, focusing on large multi-disciplinary projects, advising corporations and government on environmental and social sustainability. He has particular expertise in environmental strategy and decision making and the financial and economic aspects of sustainability, climate change, water resources and waste management.

He is a recognised expert in the investigation and remediation of

contaminated sites and groundwater and the behaviour of organic chemical wastes in the natural environment.



Carolyn Jakobsen migrated to Australia from New Zealand in 1969 and has been a community activist and advocate in the Perth area for more than 30 years. In the early 1970s her

concern about the long-term health effects of pollution and pesticides in the Swan River and the wider metropolitan environment fostered a keen interest in backyard permaculture, organic gardening, composting, poultry-keeping and apiary.

From 1990-1993 Carolyn was Chair of the Federal Parliamentary Labor Party Caucus and chaired the Caucus Committee on Community Services and Welfare.

She is currently finishing her doctoral thesis at Murdoch University. Carolyn was a previous member of the Waste Management Board and was appointed an inaugural member of the Waste Authority in May 2008.

Former Chairman



Barry Carbon AM, FTSE has a Master in Agricultural Science, a Degree in Biochemistry and was previously the longest serving chair of the Western Australian Environmental Protection

Authority. Mr Carbon is the Principal for consultants Barry Carbon and Associates. In the past year he filled a three month gap as Chair of the WA EPA. He was also Chair of WA Waste Management Board that preceded the Waste Authority, and is Chair of State Marine Policy Stakeholder Group.



Our Role

The functions of the Waste Authority, as detailed in Schedule 2 of the WARR Act, include, but are not limited to:

- Providing advice and making recommendations to the Minister on matters relating to the WARR Act
- Developing, promoting and reviewing a waste strategy for Western Australia and coordinating its implementation
- Monitoring and assessing the adequacy of, and reporting to the Minister on the operation of, the waste strategy, product stewardship plans and extended producer responsibility schemes
- Promoting resource efficiency, waste avoidance and resource recovery
- Providing advice and making recommendations to the CEO of DEC on the regulation of waste services.

The operations of the Waste Authority are funded through a portion of the proceeds from the landfill levy collected via the WARR Levy Act and are apportioned to the Authority as specified by the Minister for Environment. The Authority is responsible for applying these funds to fulfil its required functions on the approval of the Minister.

The Waste Authority acts on the principle that we should as a society be moving “*towards zero waste*”. This concept extends to every aspect of our lives and has the potential to fundamentally affect the complete product and action “cycles” of our daily routines and choices.

From the food that begins its life on the farm to the old TV we have just replaced and the choices we make when we

undertake DIY tasks around the house – they all have a “waste signature”.

State and Federal governments have recognised that we all need to drastically reduce our waste signature - a problem that gets bigger every year. Each state government has its own unique set of circumstances and challenges to face.

In Western Australia, the size of our state and its mix of mining and agriculture, together with the small number of regional centres outside Perth, combine to form our particular waste footprint.

Some solutions to waste management challenges can best be achieved through a national approach; others require a focus solely on Western Australia. In both cases, the Authority has the responsibility for providing independent advice to the State Government on the best ways to reduce waste and increase recycling. It also has a role in facilitating research, encouraging business and the community to trial solutions as well as supporting existing programs with a track record of success.

The Authority consults with all levels of government, business, the community and individuals to better inform itself about waste issues.



Financial Operation

Prior to January 2010, the WARR Account was credited with the landfill levy, received quarterly. From 1 January 2010, amendments to the WARR Act resulted in the landfill levy being paid to DEC and the WARR Account being credited with at least 25% of the expected landfill levy revenue.

In the 2009/2010 State Budget, the landfill levy was expected to raise \$52 million, and thus \$13 million was allocated to the WARR Account.

Additionally, interest on bank balances, and overdue payments plus penalties can contribute to the WARR Account. Expenditure is approved by the Minister and relates to relevant programs. At the commencement of the financial year, on 1 July 2009 the WARR Account contained \$11,116,987.

Expenditure from the WARR Account has been in accordance with an approved work plan and is summarised in the financial summary statement in the [Appendix](#).

The financial review has been prepared in accordance with the requirements of the *Financial Management Act 2006* from

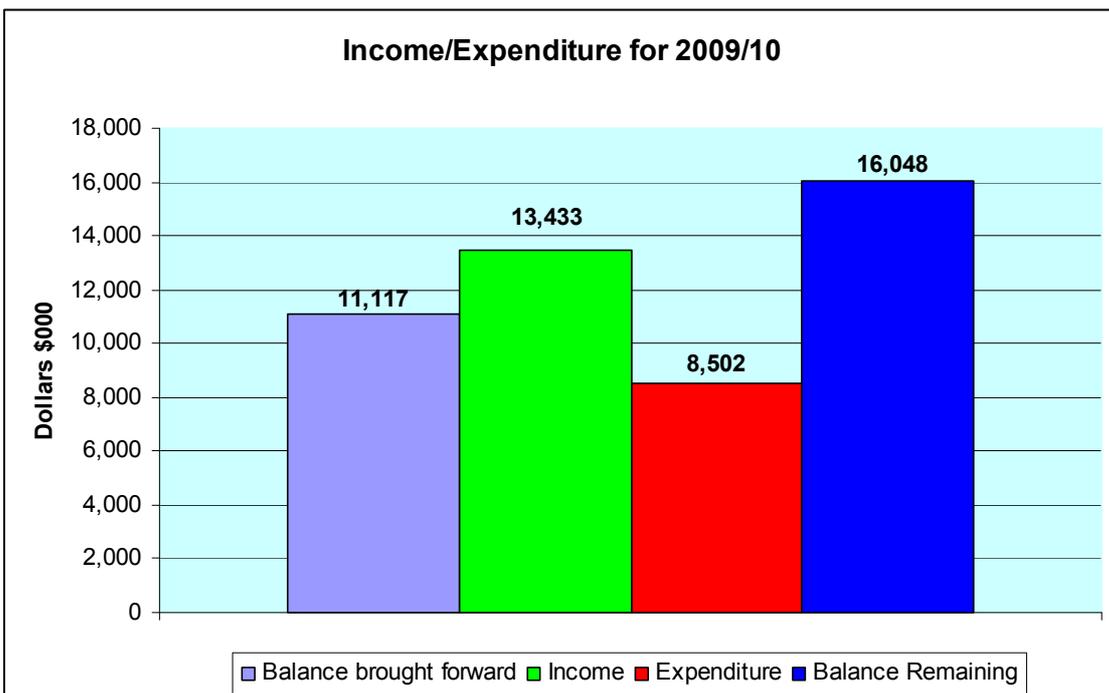
proper accounts and records for the financial year ended 30 June 2010.

Financial Snapshot as at 30 June 2010

During 2009/2010 \$13,433,373 was credited to the WARR Account as income. Expenditure totalled \$8,502,171 leaving a balance of \$16,048,189 at the end of 2009/2010.

Balances and transactions of the WARR Account are included in DEC's overall financial statements, which are available in their annual report. The Auditor General provides an opinion about DEC's financial statements, which includes the Waste Authority finances.

The opinion can not be reproduced in isolation from DEC's financial statements.





Our Staff

During 2010 the Authority achieved the long-term aim of securing approval to appoint a small team of professionals to service its day-to-day business and represent the Authority with stakeholders. In April the first appointment was made, with a General Manager commencing duties. Subsequent staff positions continue to be filled.

There are 5.2 Full Time Equivalent positions in the Office of the Waste Authority (OWA) - General Manager, Executive Officers (1.2 job share) and a Manager each for Policy; Strategic Partnerships and Communications.

It is expected that the full complement of staff will be in place for the 2010/2011 year of operation, with the last appointment commencing in August 2010.

Through a formal agreement with the DEC Waste Management Branch (WMB), the work of the Authority is

actioned.

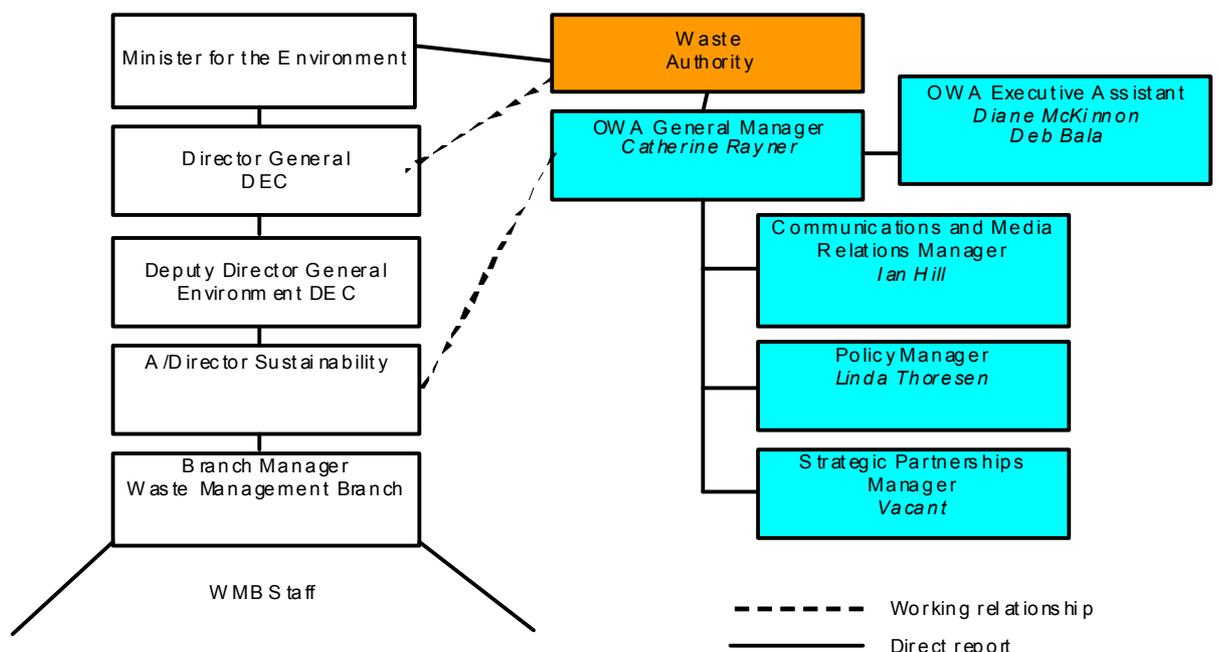
OWA staff fulfil specialist roles that harness the expertise of the team within the WMB, as well as obtain additional advice from external sources.

This collaborative structure ensures that there is a natural link between policy advice and the mechanisms of delivery of associated programs and strategic partnerships, the bulk of which are carried out by the WMB staff.

This structure permits the Authority to provide independent advice to the Minister, enabling the Minister to consider alternative views on issues of waste management and make informed decisions.

Organisation Chart

As detailed below, the Authority and its administrative support staff sit outside the DEC structure but interact at the executive level.



Office of the Waste Authority

June 2010

Waste Authority Annual Report 2009/2010

Shared Responsibilities with Other Agencies

A Memorandum of Understanding and Service Level Agreement was signed by the Chairman of the Waste Authority and Director General of the Department of Environment and Conservation in September 2009.

The document confirms the principles of a constructive and valued working relationship between the two organisations. It establishes working arrangements governing the efficient and effective operation of a Waste Management Branch, established within DEC to support the Waste Authority, and an Office of the Waste Authority (OWA) to give representation and presence for the Waste Authority, and is structured to assist the Authority with governance and servicing roles.

Stakeholders

A variety of organisations and groups share responsibility for the management of waste either through regulation, policy and advice or the direct management of waste. In undertaking its responsibilities, the Waste Authority liaises with many organisations to enhance progress towards zero waste.

Those involved in regulation, policy and advice within Western Australia include the Waste Authority itself; DEC, which is responsible for regulatory, compliance and enforcement functions with regard to waste and the Environmental Protection Authority.

Waste management responsibilities are undertaken by a number of entities:

- Local government and Regional Councils have a primary role in managing municipal waste and developing and operating waste infrastructure

- The waste and resource recovery industry provides privately funded collection, sorting, reprocessing and disposal services
- Waste generators, including households and businesses, through their use of recycling and disposal systems
- A number of not-for-profit, industry and government groups provide community and commercial perspectives that contribute to Waste Authority planning and decisions. These include the Metropolitan Waste Advisory Council, Waste Management Association of Australia, Forum of Regional Councils, Conservation Council of Western Australia and Compost WA.

Some of these relationships are formalised through strategic partnership arrangements that benefit from funding from the Waste Authority for the provision of reliable information and stakeholder consultation.

The Authority also provides independent advice to the Minister for Environment on national issues being addressed through the Environment Protection and Heritage Council.



Performance Management Framework

Contribution to Government Goals

The work of the Waste Authority aligns with the State Government's goals of financial and economic responsibility, encouraging economic activity and efficient service delivery. It focuses on outcomes-based service delivery to achieve results which reflect both social and environmental responsibility, while ensuring that economic activity is managed in a socially and environmentally responsible manner.

Progress towards zero waste is a long-term goal that will be achieved through continuous improvement in technical processes and capabilities, improved waste management systems and community partnerships to increase awareness and change behaviours.

Achieving zero waste requires a cooperative effort by all levels of government together with industry, community groups, households and individuals.

Towards Zero Waste and the Waste Hierarchy

The Waste Authority continues to build on the insights and experience of stakeholders and aims for consistency with national approaches towards zero waste.

In the implementation of its functions, the Waste Authority has been guided by the waste hierarchy which provides a pathway from a waste generating society to one that values resources and uses them in sustainable ways.

In September 2009 the Waste Authority provided the first draft of a State Waste Strategy for a 12-week period of public comment. There were 13 workshops held during this period which aimed to elicit the most comprehensive range of responses possible from stakeholders and the wider public.

The Waste Authority's analysis of the public responses to the draft strategy recognised strong themes for the Waste Authority to consider and support in its final draft. These included:

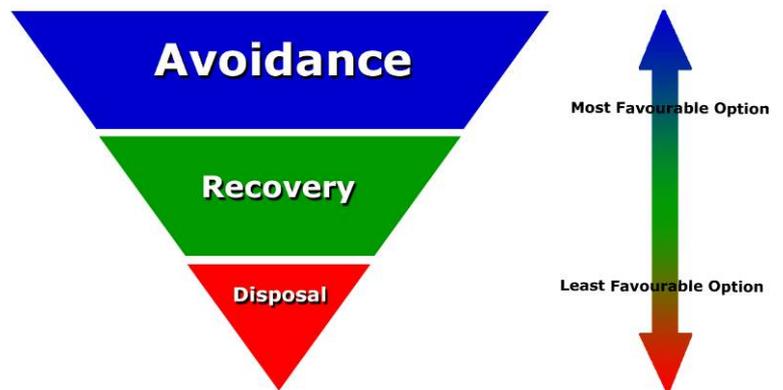
- Education as a key tool for changing behaviours regarding waste avoidance, recovery and disposal and for raising public awareness of contemporary waste treatment options
- Developing a network of infrastructure for waste treatment and the industry's ability to manage long-term planning together with the State Government
- Support for resource recovery through the development of stable markets for end products
- The unique challenges Western Australia faces in addressing waste management in remote communities
- The need for clarity regarding landfill standards and regulation
- The need for data collection and analysis was an important element to underpin effective waste management and resource recovery in Western Australia.
- The landfill levy and how it is used.

The Authority's work program focuses on the following:

Avoidance - the non-creation of waste

Recovery - the treatment and management of waste for re-use through recycling and re-processing

Disposal - the responsible management of waste into the environment.



Achievements and Activities

1. Overarching

1a. Monitoring

The Waste Authority commissioned an annual survey of recyclers and reprocessors in Western Australia. To cover a data gap from the previous year, the survey obtained information on recycling activity in Western Australia for 2007/08 and 2008/09. The report and a summary of the report are available on the Authority website. The survey will be conducted each year for the next two years.

1b. Grants and Partnerships

The Strategic Waste Initiatives Scheme (SWIS) and Community Grants Scheme (CGS) have been established to fund projects that better assist the State achieving environmental outcomes.

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 draft Waste Strategy.

During 2009/2010, the Waste Authority provided funding support for Strategic Partnerships. The purpose of the Strategic Partnerships is to provide partner organisations with the capacity to represent the views of their members and constituents to the Waste Authority on relevant waste issues.

Partnership	Details	Amount \$
Curtin University of Technology	Funding for the Centre of Excellence in Cleaner Production	136,364
Motor Trade Association of Aust	Greenstamp funding	84,745
Western Aust Local Govt Assoc (WALGA)	Strategic partnership funding	100,000
Printing Industries Assoc of Aust	Greenstamp project	37,250
Conservation Council of WA Inc	Strategic partnership funding	100,000
Waste Management Assoc of Aust	Partnership funding	100,000
	TOTAL \$	558,359



2. Avoidance

Avoidance programs supported through the Waste Authority include the Waste Wise Schools program which offers resources and support to schools to plan, implement and maintain waste minimising projects. One of the features of the program is targeted grants and forty seven schools have received funding, reaching 17,635 students. Of monies granted 87% was for organic recycling projects, directly diverting organics waste from landfill, avoiding methane production and thus reducing the schools' carbon footprints.

The Keep Australia Beautiful Council's litter prevention strategy sets out a framework for litter and illegal dumping prevention and management, and provides strategic direction for the efforts of community, industry and government throughout the State.

The work of the Waste Authority also contributed to the Environment Protection and Heritage Council (EPHC) commitment. Western Australia's financial contributions to inter-jurisdictional projects conducted under the auspices of the EPHC includes investigation into product stewardship initiatives.

3. Recovery

The Zero Waste Plan Development Scheme (ZWPDS) continued in 2009/2010, with the majority of local governments completing Strategic Waste Management Plans (SWMPs). Under the Scheme, the Waste Authority provided funding to local governments towards preparation of SWMPs.

This was followed up by a pilot in the form of the Regional Funding Program, which provided funding to local governments towards implementation of their Strategic Waste Management Plans.

A review of the pilot program was conducted. The findings of this review will inform any future funding scheme.

The Waste Authority and the National Packaging Covenant jointly granted Colmax Glass \$3.9 million to establish a used glass reprocessing plant in Perth. The plant will mainly process glass fines from Material Recovery Facilities (MRFs).

The Waste Authority continued to support the monitoring of a compost-use demonstration site along the new Perth Bunbury Highway. It provided funding to support the activities of Compost WA, the local composting industry association and through its SWIS grant program, the development of a food waste reduction program at Burswood Casino.

4. Disposal

This financial year was the second of a three year funding agreement with Western Australian Local Government Association to support a comprehensive Household Hazardous Waste (HHW) program for Perth. The amount of material collected, particularly paint, far exceeded expectations.

While this was positive for the environment, it did lead to a substantial expenditure beyond the budget. As a result, a Household Hazardous Waste Committee of the Waste Authority was formed under s.18 of the *WARR Act* to review the program.

The Committee completed its deliberations in May 2010 and made recommendations regarding the future configuration and funding levels for the program.

In 2009/2010 there were 19 HHW temporary collection days. These were attended by more than 2,533 vehicles, and 86,212kg of HHW was collected and disposed of appropriately.

An E-Waste Committee was formed under s.18 of the WARR Act which will report on a preferred transitional collection model for e-waste in Western Australia by October 2010. The transitional program will run prior to the introduction of a national e-waste product stewardship scheme, which is expected to commence in 2011/2012.

The Authority has provided funds to support continued e-waste collections from metropolitan and non-metropolitan areas while the work of the E-Waste Committee is carried out. A highly successful e-waste collection day was run by Apple Inc. with assistance from WALGA to which the Authority contributed \$10,000.



Minister Donna Faragher MLC, at an e-waste collection facility

Under a 3-year agreement with WALGA, the Waste Authority subsidise the cost of recycling used oil collected through local government depots.

During 2009/2010 the Waste Authority contributed \$38,000 to local governments across Western Australia.



Current and Emerging Issues/Strategic Focus in 2010/2011

In moving waste management in Western Australia towards best practice, the Waste Authority will investigate and pursue initiatives that assist selected industry sectors to improve the level of recovery.

The Authority will provide advice to the Minister on the future of the levy as an instrument in driving a reduction in disposal and an increase in recovery and avoidance. There is a need to ensure that market economics for the waste management industry are better understood to ensure that interventions initiated by the Authority have the best chance of succeeding.

Developing a range of product stewardship approaches for priority waste streams will also be a focus and may include components of the household hazardous waste stream and e-waste, among others. Initially these approaches are likely to be pursued through voluntary means, through industry groups or other partners.

Product stewardship approaches that require a regulatory underpinning will be explored within the unfolding regulatory impact assessment process recently introduced by the Government. This will require a cost-benefit analysis to determine which policy approaches can be supported by a regulation.

The Authority recognises the need to engage relevant government agencies and stakeholders in considering and addressing the need for long-term infrastructure planning for waste management. This provides certainty with respect to investment decisions.

Strategic communications is another area where the Authority has identified a need for increased collaboration and cooperation. The Authority recognises the requirement for a more unified approach to education planning which

respects the roles and responsibilities of stakeholders.

The Waste Authority will continue to work closely with all levels of government and stakeholders in pursuing its strategic focus during 2010/2011.

Disclosures and Legal Compliance

Comment on events occurring after the reporting period

The Minister for Environment approved the preliminary Work Plan for 2010/2011 on 8 July 2010.

Pricing Policies

The Waste Authority is funded from a proportion of the landfill levy imposed under the *WARR 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.

Ministerial Directives

There were no Ministerial directives received by the Waste Authority in 2009/2010.

Capital projects

Colmax Glass was granted a National Packaging Covenant grant of \$3.9 million, \$1.95 million of which was allocated from the Waste Avoidance and Resource Recovery Account, to establish a glass reprocessing plant in Western Australia.

Levy Collection and Compliance

Until amendments were made to the WARR Act in December 2009, the Waste Authority had a statutory role in the setting of the landfill levy and relevant regulations.



The landfill levy is collected from 26 individual sites, most of which are located within the metropolitan area. The landfill levy only applies to waste disposed at metropolitan landfills, or for waste disposed to landfill anywhere in the State which is generated in the metropolitan area.

The levy changes that were announced by the Government in May 2009 as part of the 2009/2010 State Budget, and which came into effect on 1 January 2010, do not include any changes to the geographic area where the levy is applied.

At the present time, about five per cent of waste that is subject to the levy is disposed to landfill in regional areas, and

the levy is being collected in these instances. Monitoring the movement of waste beyond the metropolitan boundaries is part of DEC's landfill levy compliance monitoring function.

Landfills located in regional areas which receive metropolitan waste as part of their total waste are not required to have weighbridges or to undertake volumetric surveys. In these instances, the landfill levy liability is established by transport mode in accordance with DEC's Landfill Levy Administration Policy 2006.

Disputes with three landfill operators over landfill levy payments for 2009/2010 are currently being pursued by DEC.

Employment and Industrial Relations

Table 1 represents the full-time equivalent employees as at 30 June.

UNIT	Waste Management		Office of the Waste Authority		Waste Authority Members	
	2008/09	2009/2010	2008/09	2009/2010	2008/09	2009/2010
Full Time Permanent	21	18	0	3	0	0
Part Time Permanent	3	2	0	2	0	0
Full Time Contract	0	0	0	0	0	0
Part Time Contract	0	0	0	0	5	4

The Office of the Waste Authority was established in March 2010 and comprises the General Manager, Manager Communications and Media Relations, Manager Policy and 1.2 FTE Executive Assistants. A Manager Strategic Partnerships was appointed in June to begin in August 2010.

The DEC Waste Management Branch provides specialist advice as well as supporting the implementation of Waste Authority projects.

Staff in the Office of the Waste Authority are employed by DEC and are subject to DEC's industrial agreements, staffing policies, recruitment practices and development opportunities.

Workers Compensation statistics are included in the DEC annual report 2009/2010.



Governance Disclosures

The following disclosures of interest were made by Waste Authority members during the 2009/2010 financial year:

Marcus Geisler declared a standing conflict of interest arising from his position as Treasurer of the Waste Management Association of Australia (WA Branch). He did not participate in financial decisions regarding the Association that were before the Authority.

Carolyn Jakobsen declared a standing conflict of interest in her capacity as a member of the Swan River Trust. She did not participate in decisions regarding the Swan River Trust that were before the Authority.

Barry Carbon declared a standing conflict of interest in his capacity as Chairman, Bauxite Resources Ltd as at 16 November 2009. Any matters regarding Bauxite Resources Ltd were henceforth to be dealt with by another Authority member.

There were no declarations of gifts and gratuities, invitations or meetings with personal contacts with matters before the Authority.

Directors and Officers Liability Insurance

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

Authority Members' Remuneration and Attendance at Meetings

Authority members received the following remuneration:

Waste Authority Positions	\$ per annum
Chairman	\$39,100
Deputy Chairman	\$24,300
Members	\$19,600

There were 12 Authority meetings during 2009/2010.

Barry Carbon* retired from his position as Chairman of the Waste Authority on 3 March 2010. Deputy Chairman, Ms Jan Grimoldby, is currently the Acting Chairperson.

Table 3 - Meeting Attendance

Member	No. of meetings attended
Barry Carbon* (Chairman)	6
Jan Grimoldby (Deputy Chairman)	12
Paul Hardisty (Member)	7
Marcus Geisler (Member)	10
Carolyn Jakobsen (Member)	12

There was a special meeting of the Waste Authority on 17 March 2010 to progress the terms of reference for the E-Waste Committee for the Minister's consideration.

There are three records of 'Resolution without meeting' pursuant to Schedule 1, Division 2, clause 11 of the WARR Act for the 2009/2010 financial year.



Other Legal Requirements

Advertising

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

Details of the Waste Authority's advertising is as follows:

TYPE	Total \$	Details		Amount
Advertising Agencies	89,386	Adcorp Australia	Advertising-Draft Waste Strategy State wide	29,007
			Advertising-grant schemes (SWIS & CGS)	24,397
			Advertising-Recycling Activity Review	191
			Advertising-Staff recruitment	33,122
		Dept of the Premier & Cabinet-Government Gazette	Advertising Public Sub-Waste Strategy	469
		Marketforce	Notice of review-landfill levy	440
			Advertising-SWIS	1,610
		Email Media	Advertising-Staff recruitment	150
Media advertising organisations	104	WA Newspaper	Bereavement message	104
Direct Mail	1,107	Campaign Monitor	Bulk emailing subscribers	412
		Australia Post	Bulk mail	695
Polling	0			
Market Research	0			
		TOTAL \$		90,597



Sponsorships

Annual Waste Conference

The Authority was a gold sponsor of the Waste and Recycling Conference 2009, and held a very popular breakfast session where delegates were able to meet and discuss a range of waste issues with the members of the Authority.

Keynote Conferences	Waste & Recycle 2009 Conference Gold Sponsor	\$13,500
Keynote Conferences	Waste & Recycle 2010 Conference Gold Sponsor	\$14,500
Waste & Recycle Conference-sponsor various individuals		\$2,564
Waste Management Sponsorship Environment Awards		\$10,000
Total sponsorship reported YTD		\$40,564

Disability Access and Inclusion Plan Outcomes

The DEC Disability Access and Inclusion Plan outcomes apply to the Waste Authority.

Compliance with Public Sector Standards and Ethical Codes

The Waste Authority operates in a compliant manner with the Public Sector Standards and Ethical codes, albeit without yet having formalised a number of key aspects of the governance framework.

The Waste Authority reviewed its code and approved a revised Code of Conduct on 2 June 2010. Drafts of a charter and communication agreement with the Minister’s Office will be considered for approval by the Waste Authority during the early part of the next financial year.

Some elements of governance are managed by the Department of Environment and Conservation on behalf of the Waste Authority.

Public Sector Principles

Government and public sector relationship

A draft Communication Agreement will be considered by the Waste Authority in the early part of the 2010/2011 financial year for approval by the Minister for Environment.

The agreement signed between the previous Minister and former Chairman was of a standard nature and has continued.

Communication with the Minister’s Office is along standard lines, whereby matters of substance are decided between the Minister and the Acting Chairperson and the General Manager responds to day-to-day requests for information and provides updates on matters that have previously been decided between the Minister and the Acting Chairperson.

Management and Oversight

A draft Waste Authority Charter will be considered by the Waste Authority in the early part of the 2010/2011 financial year.

Organisational Structure

The Authority has no explicit employer role. 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 OWA and the WMB are staffed by officers employed by DEC 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 DEC 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.

Operations

The Office of the Waste Authority comprises the General Manager, Manager Strategic Partnerships, Manager Communications and Media Relations, Manager Policy and Executive Officers who support and implement the intentions of the Waste Authority. An interim work plan has been developed and submitted to the Minister for consideration.

Ethics and Integrity

The Waste Authority adopted a Code of Conduct on 2 June 2010. The document was peer reviewed by the Office of the Public Sector Standards Commissioner and was based on the Public Sector Code of Ethics and model documents provided by the Public Sector Commissioner. The Code of Conduct expresses the Waste Authority's commitment to ethical decision making and professional behaviour and includes details of the process for public interest disclosures.

The Waste Authority recently approved a conflict of interest policy with guidance

from the Office of the Public Sector Standards Commissioner. To date, conflicts of interest have been addressed in meetings by verbal reminders of standing conflicts of interest and verbal notification of conflicts arising out of agenda papers, with members abstaining from contributing to decisions where they have a conflict of interest.

Procurement practices follow Government guidelines via the DEC procurement policy.

People

Members of the Waste Authority are appointed by the Governor on the recommendation of the Minister for Environment.

All matters of recruitment, retention and management of the officers who support the Waste Authority are managed by DEC.

Finance

Structured processes are in place within DEC to monitor and audit the financial performance of the Waste Avoidance and Resource Recovery Account, as required by section 81 of the WARR Act and in accordance with the *Financial Management Act 2006* (FMA). The administration of the WARR Account is regarded as a DEC service for the purposes of section 52 of the FMA.

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 is securely retained. Minutes of Authority meetings are promptly circulated to members and



subsequently posted on the Authority's website.

In addition to maintaining the website, the Authority communicates via its newsletter, *Zeroing In*, and through media releases and other communications prepared by the Manager Communications and Media Relations.

Risk Management

The DEC Risk Management Section is responsible for developing and implementing risk management policies and procedures in regard to occupational safety and health, general liability and the corporate insurance portfolio.

Recordkeeping Plans

Waste Authority compliance with the *State Records Act 2000* is currently by association with the DEC Record Keeping Plan. The Waste Authority follows a range of procedures required under the *State Records Act 2000*, although a Record Keeping Plan has yet to be developed and submitted to the State Records Commission. Work on this aspect of governance will proceed in the early part of the 2010/2011 financial year.

Government Policy Requirements

Substantive Equality

As the employing body, DEC has carriage of a Policy Framework for Substantive Equality. The DEC Substantive Equality Statement/Statement Flexible Working *Arrangements* is an element of job advertisement text. It states that DEC is an equal opportunity employer and encourages Indigenous Australians, young people, people with disabilities, people from culturally diverse backgrounds and women to apply for positions within the agency. It also promotes flexible working arrangements.

Occupational Safety, Health and Injury Management

DEC is responsible for the provision of occupational safety, health and injury management for all employees, including those in the Office of the Waste Authority. The provision of a safe and hygienic working environment also applies for the Waste Authority.

Appendix

Audited Financial Statements

Balances and transactions for special purpose accounts such as the WARR Account are separately identified in a note to the financial statements included in [DEC's Annual Report](#). A summary appears below:

Statement of Cash Flows For the Year Ended 30 June 2010

	\$
Payments	
Staffing	
Waste Management Branch direct costs	1,818,505
Waste Management Branch indirect costs 09/10	908,104
Waste Management Branch indirect costs 08/09	1,119,556
	3,846,165
Grants	
Strategic Waste Initiatives Scheme and Community Grants Scheme	1,477,348
Sponsorship	
Sponsorship	40,564
Partnership Funding	
Partnership Funding	567,359
Waste Wise Schools Grants	175,000
Waste Wise Schools	400,000
Litter Prevention Strategy through KABC	732,000
Recycled Organics Market Development	47,561
Organics Communication and Industry Support	92,413
	2,014,333
Local Government	
Zero Waste Plan Development Scheme	639,527
Household Hazardous Waste	3,252,883
Used Oil Management	37,687
Regional Funding Program	1,769,292
	5,699,389
Waste Authority	
Waste Strategy and Work Plan	261,004
Major Initiatives	2,731,051
Web Authority Site	1,293
Operational Activities of the Office of the Waste Authority	3,325
Policy and Issue advice for Government	4,264
Governance, Operations and Executive Support	202,443
Data Program	73,019
National Packaging Covenant (NPC)	330,097
Staffing of Office of the Waste Authority	38,455
	3,644,951
Other	
Environment Protection and Heritage Council	40,975
Levy collection and compliance	35,502
WARR Act Implementation	485
	76,962



Waste Strategy Implementation

E-Waste	<u>17,125</u>
Total Payments	<u>16,816,836</u>
Receipts	
WARRA Landfill Levy	13,000,000
Interest and Miscellaneous	637,583
Miscellaneous (NPC)	<u>1,549,180</u>
Total Receipts	<u>15,186,763</u>
Net decrease in cash	(1,630,073)
CASH AT 1 JULY 2009	15,938,376
TOTAL CASH AT 30 JUNE 2010	<u>14,308,303</u>