Hon Stephen Dawson  
Minister for Environment  
12th Floor, Dumas House  
2 Havelock Street  
WEST PERTH WA 6005

Dear Minister

STATEMENT OF INTENT

Thank you for providing your statement of expectation dated 1 June 2017. This statement of intent outlines how the Waste Authority will aim to implement your expectations and doing what we are able to assist with the realisation of the Government's key strategic waste priorities.

The Waste Authority will work to maintain and strengthen community confidence in the Authority and that, in our activities, we will operate in a way that promotes collaboration, and is accountable and transparent in supporting the Government's priorities.

Our strategic priorities include:

- **Advising the Minister for Environment**

  The Waste Authority understands its statutory role as an adviser to the Minister for Environment and others. It will provide you with frank and fearless advice and recommendations in relation to waste matters including as detailed in the approved business plan or as you otherwise request or approve.

  On an annual basis, the Waste Authority will submit a draft business plan to you for your consideration and approval. All proposed expenditure included in the draft business plan will be supported by a business case.

  During 2017 and 2018, the Waste Authority will review the Waste Strategy having regard to the Government's priorities and prepare a draft revised waste strategy for your consideration in accordance with the Waste Avoidance and Resource Recovery Act 2007 (WARR Act).

- **Administering the Waste Avoidance and Resource Recovery Account**

  The Waste Authority recognises the State's financial position and members will always use public resources including departmental staff, accommodation and other financial and physical resources prudently.

  The Waste Authority recognises that departmental resources, grants and other expenditure funded from the WARR Account must be applied in accordance with the

The Waste Authority will, as far as it is able to within its statutory role and powers, ensure that all WARR Account funds and resources, including all member and staff time, funded from the WARR Account are strictly applied:

- to deliver the approved business plan or as you have approved in accordance with the WARR Act;
- to provide you with high quality advice and recommendations in response to your request for advice on a specific matter; or
- following your approval of a request from the Waste Authority to apply funds or resources to the development of advice on a specific matter.

The Waste Authority is anxious to finalise the service level agreement and work has recommenced for the Waste Authority to enter into a service level agreement with the department responsible for the administration of the WARR Act for the delivery of services under sections 16 and 80 of the WARR Act replacing the MoU currently in place. The service level agreement will underpin the Waste Authority’s and department’s commitments to work collaboratively at all times with the aim of ensuring that Government waste priorities as outlined in the business plan or as requested by you are managed and delivered in an efficient, effective and ethical manner. Without the full support and commitment of the responsible department and its resources as agreed in a service level agreement the Authority will be constrained in undertaking its role and responsibilities.

The Waste Authority will seek your approval prior to committing WARR Account funds through funding agreements or contracts.

- Complying with the public sector accountability framework

The members of the Waste Authority understand and will continue to comply with their obligations as public officers under the Public Sector Management Act 1994, Premier’s Circulars, Public Sector Commissioner’s Instructions, Circulars and Guides, Corruption, Crime and Misconduct Act 2003, Financial Management Act 2006, Auditor General Act 2006, Freedom of Information Act 1992, Public Interest Disclosure Act 2003, State Supply Commission policies and procedures and State Records Act 2000. We will be kept up to date on changes to these by the department responsible for the administration of the WARR Act.

As chairman, I will ensure that all members of the Waste Authority are aware of their responsibilities under the Waste Authority Code of Conduct. The Waste Authority will pay particular attention to the management of potential conflicts of interest given its role in recommending significant funding from the WARR Account to a range of public and private entities.

All members of the Waste Authority will exercise due diligence in their consideration of the matters before the Waste Authority and the provision of advice to you. Waste Authority members will carefully consider whole-of-government objectives, priorities and impacts when identifying future actions and initiatives for your consideration.
All communications will be conducted in accordance with the communications agreement made pursuant to section 74 of the Public Sector Management Act 1994.

- Working on the Government's priority areas

The 2017-18 business plan submitted by the Waste Authority for your consideration includes initiatives to address the priority issues you have listed in your statement of ministerial expectation including food waste; construction and demolition waste; the statutory review of the Western Australian Waste Strategy; and cross-government collaboration, as well as continuing the source separation programs to promote better and more efficient resource recovery and general messaging regarding avoidance of waste.

The Waste Authority will implement a formal risk management strategy and will revise it annually. The Waste Authority will also be subject to regular performance reviews, which I will oversee as chair. I will report to you directly on the outcomes of the reviews annually and in any event by September in 2017.

The Waste Authority looks forward to working with you, including to deliver the Government's strategic priorities.

Yours sincerely

Marcus Geisler
CHAIRMAN

19 June 2017

☐ NOTED

MINISTER FOR ENVIRONMENT

DATE: 31/7/17