

Part 1 - Services and performance

7.0 Summary

The purpose of *Part 1* of the waste plan is to consolidate information about current waste management practices, to enable you to assess and identify:

- current waste management performance
- alignment between current waste management practices and the Waste Strategy
- strengths and successes, as well as gaps and opportunities for improvement.

Table 20 provides space to analyse the data and information presented in *Part 1*, and should be used to determine waste management priorities for the short, medium and long term, and translate these priorities into actions in *Part 2 – Implementation plan (Table 21)*.

Table 20: Assessment of current waste management performance and prioritisation of future actions (Completing this table is optional)

Waste management achievements (for example, performance/achievement against Waste Strategy targets or objectives or where particular waste management objectives have already been met)	Watkins Road Transfer Station and Recycling Centre has been operational since November 2020. Rollout of 360L recycling bins has commenced February 2021.
Opportunities for improvement (for examples, where performance against Waste Strategy targets or objectives could be improved or where waste management objectives have not been met)	
Priority areas for action in Part 2 – Implementation plan	Ongoing (activities currently under way and/or continuously undertaken)
	Short term (within the next 1-2 years)
	Medium term (within the next 3-5 years)
	Long term (more than five years)

Part 2 -Implementation plan

Table 21: Implementation plan

Waste Management Tool	Action (OR link to existing local government plan/document that details this activity)	Is the action new or existing?	Detailed actions/sub-actions (OR link to existing local government plan/document that details this activity)	Milestones (SMART - Specific, Measurable, Achievable, Relevant, Timed)	Target (SMART)	Timeframe for delivery (completion date)	Cost of implementation incorporated into annual budget and Corporate Business Plan? Y/N - (if not, why?)	Aligns to Waste Strategy Objective/s			Responsibility for implementation (branch, team or officer title, not the names of individual officers)	Identified Risks (Impact/consequences and mitigation strategies)
								Avoid	Recover	Protect		
Waste services	Introduce a FOGO kerbside collection service	New	<ol style="list-style-type: none"> Review the State Government better practice guidance on 3 bin FOGO (Better Bins Plus - Go FOGO). Develop a project plan covering service options and specifications, performance measures and implementation plan Secure collection and processing services through RFT. Roll out the service including a supporting behaviour change program. Implementation will be staged across the Shire. Undertake monitoring and evaluation of program 	<ol style="list-style-type: none"> Better practice kerbside guidance reviewed by Dec 2020. Project Plan developed by March 2021. Collection and processing services secured by Jun 2021. Education and behaviour change program developed by July 2021. Roll out of program to 6000 residents from July 2021. Roll out of program to 5500 residents from July 2022. Ongoing monitoring and evaluation completed. 	All residents have access to FOGO by end of 2022/2023 financial year	2022/2023 financial year. Monitoring ongoing	Project part funded through grants. Other costs to be allocated through 21/22 and 22/23 budget processes.		✓	✓	Manager Waste and Fleet	<p><i>Risks</i> : project dependent upon budget allocation, community push back, high contamination rates, transitioning to smaller bins/less frequent collection, cost overruns.</p> <p><i>Mitigation</i>: education and engagement of Council and community as to benefits of the service</p>
	Provide a Household Hazardous Waste program in the Shire	New	<ol style="list-style-type: none"> Incorporate infrastructure requirements into masterplan/site layout for Watkins Road transfer station. Obtain budget funding for costs associated with provision of collection receptacles and processing/recycling costs for material streams (if required). Procure equipment. Implement program. Implement supporting education and awareness program to the Community. 	<ol style="list-style-type: none"> Incorporate infrastructure requirements into masterplan/site layout for Watkins Road transfer station by June 2021. Obtain any additional budget funding for costs associated with collection receptacles and processing/recycling costs for material streams (if required) as part of by annual budget processes (July 2021). Commence delivery of the program by December 2021. Provide ongoing supporting education and awareness campaign to the Community as part of community waste education strategy (see action under behaviour change programs and initiatives). 	HHW program is fully operational by Dec 2021	Dec 2021	Yes		✓	✓	Manager Waste and Fleet	<p><i>Risks</i> : site capacity and constraints in terms of services to be offered, low participation rates, high contamination, higher than anticipated processing costs, lack of resources to implement project</p> <p><i>Mitigation</i>: education and engagement of community, project incorporated in annual operational plans</p>
Waste infrastructure	Investigate the potential to establish a FOGO processing facility within Shire.	New	<ol style="list-style-type: none"> Develop a project scope to undertake an analysis of the options available to the Shire for processing of FOGO (including external and internal delivery options) and a site scoping assessment. Secure funds for project delivery. Deliver project (including develop RFQ and appointing consultant). Review project report. Determine preferred approach for FOGO processing within the Shire. 	<ol style="list-style-type: none"> Project planning completed by June 2021. Project delivery by December 2021. Outcomes reviewed and preferred path for Shire determined by June 2022. 	A decision on whether the Shire is to proceed with development of a FOGO processing facility within the Shire is determined by Jun 2022	Jun 2022	Yes		✓		Manager Waste and Fleet	<p><i>Risks</i>: insufficient resources capacity to undertake project <i>Mitigation</i>: ensure sufficient funds allocated to engage consultant or ensure project incorporated into annual operational plan</p>
	Develop a FOGO processing facility	New	This action will be further developed in future years dependent upon outcomes of feasibility assessment and council approval for any capital works required.				No, costs will be allocated in appropriate financial year		✓			
	Open the Watkins Road Waste Transfer Station	Existing	<ol style="list-style-type: none"> Design the Transfer Station to match the current and future throughput of materials, safety requirements, environmental protection, better practice flexibility/adaptability for future expansion needs, and user friendliness. Obtain funding for construction. Obtain relevant approvals. Develop construction documentation including design drawings, technical specifications, procurement documents. Construct the Transfer Station and procure equipment 	<ol style="list-style-type: none"> The Transfer Station design is finalised by March 2020. Funding and approvals for construction obtained by June 2020. Construction of transfer station completed by October 2020. Facility is operational by December 2020. 	The Watkins Road Waste Transfer Station is operational by Dec 2020	Dec 2020	Yes		✓	✓	Manager Waste and Fleet	<p><i>Risks</i> : Low visitation rates, high contamination rates, higher than anticipated operational and capital costs, lack of resources to implement project</p> <p><i>Mitigation</i>: education and engagement of community, Project incorporated in annual operational plans, whole of life costing undertake for operation and management of facility and reflected in the Shire's long term financial plans</p>
Policies and procurement	Review the Shire procurement policy to incorporate preferences for the use of recyclable materials for infrastructure projects within the region	New	<ol style="list-style-type: none"> Identify the outcomes required of the policy. Research and gather relevant information to inform the development on the policy. Draft the policy. Consult with impacted stakeholders. Finalise and approve policy. Develop procedures to support policy implementation if required. Implement policy(including communication and training of staff where required) Review policy as per Shire requirements. 	<ol style="list-style-type: none"> Existing procurement policy is reviewed and new policy drafted by December 2022. New procurement policy submitted to Council for endorsement by March 23. New procurements policy implemented following endorsement by Council. 	The Shire's procurement policy aligns with the outcomes of the Waste strategy 2020 by June 2023	Jun 2023	No, will utilise existing in-house staff resources	✓	✓		Manager Waste and Fleet	<p><i>Risks</i>: Lack of resources to undertake project, stakeholders unaware of changes to the procurement policy to include preferences for use of recyclable materials in Shire projects</p> <p><i>Mitigation</i>: Project incorporated in annual operational plans, consultation with impacted stakeholders</p>

Data	Improve waste data collection within the Shire	New	<ol style="list-style-type: none"> 1. Establish waste data requirements including Shire needs and DWER mandatory waste data reporting requirements. 2. Audit current data collection processes and outputs for alignment with data needs identified in action 1 (above). 3. Establish a system to generate accurate and consistent waste data that meets Shire and mandatory reporting requirements. 3. Seek continual improvement of data collection processes where possible. 	<ol style="list-style-type: none"> 1. Establish waste data needs by March 2021. 2. Audit current data collection processes by June 2021. 3. Develop and implement a new waste data collection system by Dec 2021. 	A system to generate accurate and consistent waste data that aligns with waste data reporting requirements and Shire needs is established by Dec 2021	Dec 2021	No, will utilise existing in-house staff resources	✓	✓	✓	Manager Waste and Fleet	<p><i>Risks:</i> Lack of resources to undertake project <i>Mitigation:</i> Project written into annual operational plans</p>
Behaviour change programs and initiatives	Conduct a resource review to inform the need for a dedicated waste education position within the Shire	New	<ol style="list-style-type: none"> 1. Review existing waste resource capacity in relation to current and future service requirements and identify shortfalls and funding options to fill gaps. 2. Prepare report on outcomes. 	Resource review completed by February 2021. Report on outcomes completed by March 2021	Internal waste resource capacity reviewed and report prepared for Director by March 2021	Mar 2021	No, will utilise existing in-house staff resources				Manager Waste and Fleet	<p><i>Risks:</i> Lack of resources to undertake project <i>Mitigation:</i> Project written into annual operational plans</p>
	Develop and implement a 5 year community waste education strategy including a schools based program	New	<ol style="list-style-type: none"> 1. Obtain/identify suitable resourcing to develop the strategy. 2. Develop the strategy. 3. Implement the strategy providing relevant additional resourcing where required. 4. Provide for reporting of outcomes within the Shire's annual reporting to the community. 	<ol style="list-style-type: none"> 1. Resourcing to develop strategy identified by June 2021. 2. Resources to develop and implement strategy obtained as part of budget processes (21/22). 3. Draft community waste education strategy completed by December 2021. 4. Waste education program implemented Jan - Mar 2022. 5. Program annually reviewed and amended as required. 	A 5yr community waste education strategy is developed and implemented by Jan-Mar 2022.	2021 - 2025	No, not costed in current budget, will be allocated in 2021/22 budget	✓	✓	✓	Manager Waste and Fleet	<p><i>Risks:</i> lack of stakeholder commitment, lack of Councillor support, lack of interest in community <i>Mitigation:</i> develop robust stakeholder communications plan, ensure clear communication of project objectives</p>

Bin Audit Composition Category Details

Recyclable Components						
1	2	3	4 Descriptors			
Recyclables	Paper	Recyclable Paper	Newspaper	Newspapers, Newspaper like pamphlets,		
			Glossy Paper	magazines (glossy) pamphlets, present wrapping paper,		
			Office Paper	A4 document paper, writing pads, letters, stationery papers, Print / Writing Paper, envelopes		
			Coloured Paper	Coloured Paper		
		Non-Recyclable Paper	Composite Paper	Composite paper items where the weight of the paper is estimated to be greater the weight of the other materials, envelopes with transparent windows		
			Contaminated Paper	Paper towel, Paper Napkins, Contaminated Paper - soiled not recyclable		
			Other Paper	Non-Recyclable Paper, greaseproof paper, paper with wax coating, high wet strength papers, telephone books		
			Cardboard	Recyclable Cardboard	Corrugated Cardboard	Corrugated cardboard boxes,
					Packaged Flat Cardboard	packing boxes etc, cereal boxes, business cards, folding cartons
					Liquid Paper Board Foil Lined and Other	UHT / Long life milk, Soy Milk Cartons, some fruit juice cartons, Carbon barriers, Milk Cartons, Cardboard with wax coating, paper/disposable cups including biodegradable cups
	Non-Recyclable Cardboard	Composite cardboard	Composite cardboard items where the weight of the cardboard is estimated to be greater the weight of the other materials, e.g. pringle boxes etc,			
		Contaminated Cardboard	Contaminated Cardboard e.g. pizza boxes			
		Other Cardboard	Non-Recyclable Cardboard			
		Plastics	Recyclable Plastics	PET #1	Soft drink bottles, juice bottles, some food & mouthwash containers (e.g. jam & sauce bottles, peanut butter jars) including coloured PET	
				HDPE#2	Milk and cream bottles, shampoo and cleaner bottles, HDPE bottles, including coloured HDPE	
				PVC#3	Cordial and juice bottles, blister packs, plumbing pipes and fittings, PVC labels	
				LDPE#4	Ice cream container lids, cream bottle lids, squeeze bottles, lids, builder's black plastic, black mulch film, plant nursery bags	
				Polypropylene#5	Ice cream containers, drinking straws, pot plant pots, some bottle caps, plastic garden settings, potato crisp bags, compost bins	
				Polystyrene #6	Yoghurt / sour cream containers, hot drink cups, take away containers, plastic cutlery, video/CD boxes, packaging foam, any foam	
				Plastic#7 Other	Tupperware, Mixed unidentifiable plastics, all other resins and multi-blend plastic materials	
	Non-Recyclable Plastics	Plastic Bags	Plastics Shopping Bags, Plastic Produce/Food Bags, Resealable Plastic Bags, Bin liners, Garbage bin liners, Compostable Plastics Bags			
		Plastic Film	Cling film			
		Composite (Mostly Plastic)	Composite plastic items where the weight of the plastic is estimated to be greater than the other material items			
	Glass	Recyclable Glass (CDS Glass)	Glass Bottles	Beer/Cider Mixed Drinks, Soft drink bottles, not broken glass		
		Recyclable Glass	Glass Other	wine bottles, food and sauce jars,		
		Non-Recyclable Glass	Miscellaneous/Other Glass	Plate glass (window and windscreen), broken light globes glass, glass particles, Black or ceramic lined glass, Including broken glass that is recyclable more than 50mm in size		
	Ferrous (Steel)	Steel	Steel Cans	Food cans, pet food cans, tins, empty paint tins,		
			Steel Aerosols	Aerosol cans		
			Composite Ferrous (Mostly Ferrous)	Composite ferrous items where the weight of the metal is estimated to be greater than the other material items		
			Ferrous Other	Beer bottle tops, 100% ferrous items that are not cans / tins / packaging materials		
	Non Ferrous (Aluminium)	Aluminium	Aluminium Cans	Beer and soft drink cans,		
			Aluminium Aerosols	Aluminium aerosol cans		
			Aluminium Foil	clean foil		
			Composite Non-Ferrous (Mostly Non-Ferrous)	Composite non-ferrous metal items where the weight of the metal is estimated to be greater than the other material items		
			Non-Ferrous Other	Copper / brass / bronze items, other metals (not ferrous / aluminium), Aluminium tamper proof seals		
	Contaminants/Non-Recyclable Components					
	Organic	Organic	Organic	Food Waste	Vegetable scraps, meat scraps, animal food, leftover food, Food particles, Bones	
				Green Waste	Grass clippings, tree trimmings / pruning's, flowers, tree wood	
				Packaged Food Waste	(Liquid containers - quarter full or more) and (Food Waste in containers or bags)	
				Other Putrescible	Animal excrement, mixed compostable items	
		Other Organics	Other Organics	Wood/Timber	Milled wood / timber, wooden skewers	
		Textiles	Textiles	Textiles	(Natural/Synthetic - Apparel/Bedding etc.), (Leather and Rubber)	
	Earth	Earth	Earth	Soil/Dust 'n' Dirt and Inert and Broken Glass, Ash/Coal	Vacuum bag contents, soil, rocks, dirt, grit, mud, Broken Glass less than 50mm in size	
				Ceramics, Rocks/Stones, Bricks, Concrete	Bricks and stones, Cups, bowls, pottery items, concrete	
	Hazardous	Medical	Medical Waste	Pharmaceuticals	Unused prescription medicine, vitamins and Minerals	
				Medical Waste	Band aids, Bandages, Used surgical gloves, Surgical Instruments, Medical aids/kits, Medical devices and radioactive materials, any solid waste generated from a diagnosis, treatment of humans or animals, /Medical Other	
				Hypodermic Syringes	Hypodermic Syringes, Epi Pens	
		Pathogenic Infectious	Pathogenic Infectious	Sanitary / Hygiene	used tissues (items with any bodily fluids), tampons/pads, cotton buds)	
				Nappies	Adult and Child disposable nappies	
Hazardous		Hazardous	Hazardous	Chemicals	Bleach, Shampoo, Cleaning Products, (where the weight of the product is estimated to be greater than the weight of the container)	
				Paint	Wet/Dry Paint	
				Batteries Household	Batteries (Single Use and Rechargeable), Mobile phone battery	
				Batteries Other	Vehicle Batteries e.g. Car/Boat, Industrial batteries e.g. Power Supply (UPS)	
				Fluorescent Tubes/Light Bulbs		
				Oil Household, Motor & Other		
Other	Electronic Waste	Electronic Waste	Building Material			
			Hazardous Other	Uncategorized hazardous waste		
			Toner Cartridges	Toner Cartridges		
			Computer Equipment	Computer Components, Peripheral Devices/Computer Printer or Photocopier/Printer		
Miscellaneous	Miscellaneous	Miscellaneous (Specify)	Mobile Phones	Mobile phones		
			Electrical Items	Electrical Products		
				Any items not applicable to other categories		

GLOSSARY

Avoidance	Avoidance refers to the prevention or reduction of waste generation and is the most preferred option in the waste hierarchy.	
Better practice	Better practice refers to practices and approaches that are considered by the Waste Authority to be outcomes-focussed, effective and high performing, which have been identified based on evidence and benchmarking against comparable jurisdictions	
Commercial and industrial waste (C&I)	Solid waste generated by the business sector, State and Federal Government entities, schools and tertiary institutions.	
Commercial waste services	<ul style="list-style-type: none"> Refers to drop-off, kerbside, vergeside or other waste services provided by the local government to commercial premises. Discretionary service, not offered by all local governments 	
Construction and demolition waste (C&D)	Solid waste produced by demolition and building activities, including road and rail construction and maintenance, and excavation of land associated with construction activities.	
Disposal	<ul style="list-style-type: none"> Disposal refers to the discharge of waste into the environment, either into landfill or another disposal route. Disposal is the least preferred option in the waste hierarchy. 	
Drop-off facilities and services	<ul style="list-style-type: none"> Drop-off collections are where reportable waste is delivered to the waste depot (drop-off facility) by the residents of the local government i.e. self-hauled waste. Services are provided to collect waste or recyclable materials. May be temporary or permanent standalone drop-off points for one or more materials, or may form part of other waste facilities (such as landfills or transfer stations). Note: this does not include HHW drop-off points 	
Energy recovery	The process of extracting energy from a waste stream through re use, reprocessing, recycling or recovering energy from waste	
Household hazardous waste (HHW) facility	<ul style="list-style-type: none"> Refers to facilities for the drop-off and storage of HHW Includes consideration of the drop-off and storage procedures and infrastructure, staffing and resourcing, layout, operation and management HHW facilities, etc. 	
Illegal Dumping	Illegal dumping is the unauthorised discharging or abandonment of waste and is an offence under Section 49A of the <i>Environmental Protection Act 1986</i> .	
	Illegally dumped waste is generally considered to have the following attributes:	
	Volume	> 1 cubic metre
	Environmental impact	Contains items/substances that are potentially noxious or hazardous; potential for environmental harm if material leaks, spreads or degrades
	Type of waste	Commercial or industrial waste; larger-scale household waste
	Reason for offence	Premeditated decision; commercial benefit or avoidance of fee
Kerbside waste services	<ul style="list-style-type: none"> A regular, containerised collection service (often a wheelie bin) where the waste or recycling is collected from outside a resident's dwelling. Can apply to either recycling or general waste (and in a few instances green waste). 	
	<ul style="list-style-type: none"> Refers to inert or putrescible waste, registered or licenced landfills 	

Landfill	<ul style="list-style-type: none"> • Activities related to the layout, operation, management and post closure of a landfill. • Includes consideration of the technology and infrastructure on site, staffing and resourcing, and any other waste facilities or services at the landfill site (e.g. greenwaste or recycling drop off, mulching, tip shop, etc.) 										
Litter	<p>Litter is defined in the <i>Litter Act 1979</i> as including:</p> <ul style="list-style-type: none"> • all kinds of rubbish, refuse, junk, garbage or scrap; and • any articles or material abandoned or unwanted by the owner or the person in possession thereof, <p>but does not include dust, smoke or other like products emitted or produced during the normal operations of any mining, extractive, primary or manufacturing industry.</p> <p>Litter is generally considered to have the following attributes:</p> <table border="1"> <tr> <td>Volume</td> <td>< 1 cubic metre</td> </tr> <tr> <td>Environmental impact</td> <td>Nil or minor actual or potential environmental impact</td> </tr> <tr> <td>Type of waste</td> <td>Personal litter</td> </tr> <tr> <td>Reason for offence</td> <td>Unpremeditated, convenient disposal</td> </tr> <tr> <td>Mode of deposition</td> <td>Deposited by hand (includes dropping by hand from a vehicle)</td> </tr> </table>	Volume	< 1 cubic metre	Environmental impact	Nil or minor actual or potential environmental impact	Type of waste	Personal litter	Reason for offence	Unpremeditated, convenient disposal	Mode of deposition	Deposited by hand (includes dropping by hand from a vehicle)
Volume	< 1 cubic metre										
Environmental impact	Nil or minor actual or potential environmental impact										
Type of waste	Personal litter										
Reason for offence	Unpremeditated, convenient disposal										
Mode of deposition	Deposited by hand (includes dropping by hand from a vehicle)										
Local government waste management	<ul style="list-style-type: none"> • Refers to waste generated by a local government in performing its functions • Includes materials such as construction and demolition waste from road and footpath building and maintenance; greenwaste from parks maintenance; waste generated at local government offices, depots, and facilities 										
Municipal solid waste (MSW)	Solid waste generated from domestic (residential) premises and local government activities										
Peel region	The Peel region is the area defined by the Peel Region Scheme.										
Perth metropolitan region	The Perth metropolitan region or the Perth region is the area defined by the Metropolitan Region Scheme.										
Public place services	Public place waste services refers to permanent bins provided by local government in public places to collect waste and/or recycling.										
Recovery	The process of extracting materials or energy from a waste stream through re use, reprocessing, recycling or recovering energy from waste.										
Reuse	Reuse refers to using a material or item again.										
Reprocessing	Reprocessing refers to using an item or material that might otherwise become waste during the manufacturing or remanufacturing process.										
Recycling	The process by which waste is collected, sorted, processed (including through composting), and converted into raw materials to be used in the production of new products.										
Residual Waste	<ul style="list-style-type: none"> • Waste that remains after the application of a better practice source separation process and recycling system, consistent with the waste hierarchy as described in section 5 of the WARR Act. • Where better practice guidance is not available, an entity's material recovery performance will need to meet or exceed the relevant stream target (depending on its source - MSW, C&I or C&D) for the remaining non-recovered materials to be considered residual waste under this waste strategy. 										
Special event waste services	Special event waste management refers to temporary bins and/or waste collection services provided by local government to manage waste generated at events such as fireworks displays, music festivals, sports events, markets etc.										

Sustainable procurement	Sustainable procurement involves meeting a need for goods and services in a way that achieves value for money and generates benefits not only to the organisation, but also to society and the economy, while minimising damage to the environment.
Transfer station	<ul style="list-style-type: none"> • Refers to facilities which undertake large scale consolidation of waste or recyclable materials for transfer to another facility for processing or disposal • Activities related to the layout, operation and management of a transfer station • Includes consideration of the technology and infrastructure on site, staffing and resourcing, and any other waste facilities or services available at the site (e.g. greenwaste or recycling drop off, mulching, tip shop, etc.)
Vergeside waste services	<ul style="list-style-type: none"> • Vergeside collection services are bulk, infrequent (~every 4-6 month or on demand) services. • Material is collected from residential 'vergesides' either non-containerised or in a skip provided by the local government. Vergeside services may relate to green waste or hard waste • Includes waste and/or recyclable materials that may be mixed or separated and the source and can include green waste or hard waste.
Waste services	<p>Waste services are defined by the <i>Waste Avoidance and Resource Recovery Act 2007</i> as the:</p> <ul style="list-style-type: none"> • the collection, transport, storage, treatment, processing, sorting, recycling or disposal of waste; or • the provision of receptacles for the temporary deposit of waste; or • the provision and management of waste facilities, machinery for the disposal of waste and processes for dealing with waste.