Ordinary Council Meeting 24/11/20

Item 12.2 refers

Attachment 1

Local Government Waste Plan – City of Belmont

Local Government Waste Plan
City of Belmont

Part 1 - Services and Performance
1.0 Introduction

Part 1 of the City of Belmont waste plan establishes the City's waste profile and baseline information in relation to the objectives and targets set out in the Waste Avoidance and Resource Recovery Strategy 2030 (Waste Strategy):

Avoid - Western Australians generate less waste.

Recover - Western Australians recover more value and resources from waste.

Protect - Western Australians protect the environment by managing waste responsibly.

Where data was available, the Department of Water and Environmental Regulation (DWER) has pre-filled sections of Part 1.

If any of the pre-filled information is incorrect, please amend accordingly and advise of the changes.

Please take the time to ensure that you complete each section, where relevant. In some tabs, you may need to scroll down to ensure that you have not missed any sections.

Part 1 - Services and performance

2.0 Integrated planning and reporting

All local governments plan for the future[1] through the development of strategic community plans and corporate business plans. Waste plans form part of local government integrated planning and reporting as an issue-specific informing strategy.

Table 1: Links between plan for the future and waste management (Please complete the table, even if the answer is "waste isn't mentioned in our SCP or CBP")

STRATEGIC COMMUNITY PLAN	
Title:	**Strategic Community Plan 2020-2040**
Came into force:	28-April-2020
Date of next review:	2022 (Major review every 4 years, Minor review every 2 years)
Waste-related priorities:	Goal 3: Natural Belmont - We care for and enjoy our Environment.
	3.3 Keep our city clean
	3.5 Promote energy and water efficiency, renewable energy sources and reduce waste
CORPORATE BUSINESS PLAN	
Title:	**Corporate Business Plan 2020-2024**
Came into force:	TBA - currently under development
Date of next review:	2021 (Reviewed annually)
Waste-related priorities:	Liaise with Waste Services Provider & EMRC to be aware of and implement new waste strategies that improve services, provide value for money and are consistent with environmental requirements.
	Effectively manage the waste services contract.
	Develop and implement a Waste Management Plan that is consistent with the Waste Avoidance and Resource Recovery Strategy 2030.
	Review energy consumption, emissions and waste generation data and implement relevant actions of the Environment and Sustainability Strategy.

[1] 'Plan for the future' means a plan made under section 5.56 of the *Local Government Act 1995* and Division 1 and 3 of Part 5 of the Local Government (Administration) Regulations 1996.

Part 1 - Services and performance

3.0 Avoid

Avoidance of waste generation is the preferred waste management option in the waste hierarchy. This section looks at waste generation rates and the reduction required to contribute to the State's waste generation reduction targets - **2025**: Reduction in MSW generation per capita by 5%, **2030:** Reduction in MSW generation per capita by 10%.

Reviewing this data is a critical element of waste planning as it can show how waste generation has changed, identify potential reasons for changes and indicate areas to target in *Part 2 – Implementation plan* (Table 21).

Table 2: City of Belmont population, households and waste generation compared with state averages and targets for 2025 and 2030

(Local government to review prefilled data)

	Actual				Targets	
	2014-15 (baseline)	**2015-16**	**2016-17**	**2017-18**	**2024-25**	**2029-30**
Population (1)	40,792	41,448	42,095	42,977	49,162	54,983
Households (1)	16,997	17,164	17,432	17,797	20,433	22,910
Total domestic waste generated(2)	21,221	21,704	22,326	21,111		
Waste generation per capita/year (kg) (2)	520	524	530	491	494	468

(1) Population and Household data is sourced from a Forecast .id report prepared in May 2019 on behalf of the City of Belmont. The data within the report ranges from 2016 to 2041.

(2) Source: Local Government Census data - domestic waste

Additional comments (*local government to insert any additional comments that may be applicable)*

The City of Belmont has reviewed the data entered in the Annual Waste Census for the four years 2014/2015 to 2017/2018 and all figures appear to be correct and consistent.

Population and household data has been taken from a report by Forecast .id from 2016 to 2041. Waste generated figures reflect those in the Annual Census. This information also appears in the City's Strategic Community Plan 2020 - 2040.

There are some amendments in the Per/Capita by year due to the updated population figures used.

Part 1 - Services and performance

4.0 Recover

Where waste generation is unavoidable, efforts should be made to maintain the circulation of materials within the economy. Table 3 gives the overall recovery rate for your local government compared to Waste Strategy targets and the state average. This is broken down into the proportion of the recovery which was materials recovery (reuse, reprocessing or recycling) or energy recovery. The Waste Strategy includes a target that from **2020,** energy should only be recovered from residual waste (see *Guidance Document – Table 1*, for more information).

Table 3: City of Belmont population, households and recovery rate compared with state averages and targets for 2020, 2025 and 2030.

(LG to review the pre-filled data and amend/update if necessary. Add additional comments if necessary.)

	2014-15	2015-16	2016-17	2017-18	*2020 target*	*2025 target*	*2030 target*
Population(1)	40,792	41,448	42,095	42,977			
Households(1)	16,997	17,164	17,432	17,797			
Overall recovery (%)(2)	20%	26%	26%	23%	***25%***	***67%***	***70%***
Materials recovery	20%	26%	26%	23%	***25%***	***>80%***	***>80%***
Energy recovery	0%	0%	0%	0%	***<20%***	***<20%***	***<20%***
Perth metro average(3)	36%	38%	40%	41%			

(1) Population and Household data is sourced from a Forecast .id report prepared in May 2019 on behalf of the City of Belmont. The data within the report ranges from 2016 to 2041.

(2) Source: Local Government Census data - domestic

(3) Source: Waste Authority data fact sheets http://www.wasteauthority.wa.gov.au/programs/data/data-fact-sheets/

Additional comments (*local government to insert any additional comments that may be applicable)*

The City of Belmont, along with the EMRC and SUEZ, are constantly looking for ways to improve processes and communications to promote greater recovery and recycling rates from all services and waste streams. It is known that the general waste bin contains a significant amount of recyclables which can be recovered with greater education to improve separation. This is likely to be promoted through social media platforms in the short term however the longer term goal for improvement would be in conjunction with the implementation of the three bin collection system.

The City offers most of its residents access to skip bins for the removal of bulk green and hard waste. The green waste is almost totally recovered (depending on contamination levels) while the material from the hard waste is sorted at the SUEZ Materials Recovery Facility (MRF) with only residual waste being sent to landfill.

Following the implementation of the three bin kerbside collection service to separate food organics and garden organics (FOGO) by 2025 the City aims to meet the recovery targets set. Residual waste from recycling processing and from the general kerbside waste stream will be taken to the East Rockingham Waste to Energy Plant following its successful commissioning phase in late 2022.

Population and household data has been taken from a report by Forecast.id from 2016 to 2041.

Part 1 - Services and performance

5.0 Protect

Objective 3 of the Waste Strategy is to protect the environment by managing waste responsibly, with targets for achieving better practice, reducing litter and illegal dumping.
By 2030 all waste is managed by and/or disposed to better practice facilities, by 2030 move towards zero illegal dumping and zero littering.

5.1 Better practice

Adoption of better practice approaches to waste management is an important way in which local government can better protect the environment from the impacts of waste, and contribute to achievement of the targets under objective 3 of the Waste Strategy. See *Guidance Document - 5.0 Better Practice, Table 4* for a summary of the Waste Authority's current and planned better practice guidelines.

Table 4: Better practice approaches and programs adopted by the City of Belmont (LG to complete the table)

Waste management activity/service	Waste Authority better practice guideline or program	Date of adoption/ implementation	Comment
Kerbside Waste Services	Better Bins - transition to three-bin FOGO kerbside service.	The City aims to implement the FOGO service by 2025.	The City has signed an agreement with the Waste Authority to receive Better Bins funding.
Kerbside Waste Services (FOGO)	Better Bins Plus: Go FOGO	FOGO by 2025	The City has signed an agreement with the Waste Authority to receive Better Bins Plus funding.
Behaviour Change Programs & Initiatives	Waste Sorted Communications Toolkit	To be used in line with the FOGO implementation schedule.	The City's marketing team will use the resources within the toolkit to promote the change to FOGO.

5.2 Litter

The data in Table 5 was reported by the local government in the 2017-18 local government census. Additional information to be provided by the local government in Table 6 if available.

Table 5: 2017-18 litter data (LG to review prefilled and complete the table)

	Response and comments	
Litter hotspot used on a regular basis for littering in 17-18	Parks, reserves, well patronised bus stops, around fast food premises and street shopping precincts.	
What are the main items littered at these hotspots?	General litter items - food wrappers, drink containers and cigarette butts.	
Current measures aimed at contributing towards the zero littering target	The provision of adequate public litter bins with appropriate collection frequencies to present the opportunity for correct disposal of litter.	
Estimated cost of cleanup (due to collection, disposal, education, infrastructure and enforcement)	$229,136	This figure includes public litter bin servicing and disposal costs.

Source: Local government Census data 2017-18

5.0 Protect

5.2 Litter *(Continued)*

Table 6: Additional litter information (LG to complete the table where information is available)

Is littering increasing or decreasing in your local government authority?	There is no evidence to confirm either, however the level appears to be reasonably consistent.
How were the costs associated with cleaning up litter calculated? Employee time? Dollar value? Both?	Costs were calculated using the number of bins, their servicing frequency and the tendered rate. Then adding the cost of disposal to landfill.
Does the city have a litter strategy? If not, what is the estimated timeframe for completing one?	The City does not have a formal litter strategy.
Have any of the city's compliance and waste education officers undergone training on litter prevention? If so, what training?	The City does not have Waste Education Officers or any other officer trained in litter prevention.
What current policies and guidelines does your council enact to prevent litter? E.g. Event planning guidelines on the use of balloons in council facilities and the release of helium balloons; no cigarettes on the beach; no single use plastics at events.	The City's conditions for the hire of parks and facilities includes restrictions on the use of helium balloons, confetti, glitter and other similar items.
How does your local government measure the effectiveness and impact of programs designed to reduce littering and illegal dumping?	No
Which division/unit/section of your organisation is responsible for litter management/prevention? Waste services? Compliance (e.g. Rangers)? Infrastructure?	The provision of litter bins and collection falls under contract within the Works Department (Infrastructure Services). Investigation and enforcement is a task undertaken by Ranger Services, while education and prevention sits with several business units.
How important is litter management to your organisation? (1 - Not at all important; 5 - Highly important).	5 - Highly Important

Additional comments *(local government to insert any additional comments that may be applicable)*

The City provides information to its customers in relation to litter and waste minimisation via its public website as follows; *Waste and litter management is to be considered when planning a public event*. The Public Event Application Information Pack outlines responsibilities in 3.2 Rubbish. If the event includes food stalls additional information is provided in the "Guidelines for Temporary Food Premises" in relation to rubbish disposal.

The City also promotes initiatives within the Keep Australia Beautiful (KAB) program including "Adopt A Spot" which aims to encourage individuals, community groups and businesses to keep their local community litter free.

In its Biodiversity and Foreshore Stabilisation page the City encourages visitors to its parks and natural areas to thoughtfully consider their waste in an effort to minimise opportunities for Australian White Ibis to feed on food scraps.

5.0 Protect

5.3 Illegal dumping

The data in Table 7 was reported by your local government in the 2017-18 local government census. Additional information to be provided by the local government in Table 8 if available.

Table 7: 2017-18 Illegal dumping data (LG to review prefilled data and complete the table)

	Response and Comments	
Cost of cleaning up illegally dumped waste during 2017-18	$40,000	This is a budget figure, illegal dumping costs are not isolated.
Sites used on a regular basis for illegal dumping in 2017-18. Where possible, please provide site address/es	None in particular.	Illegal dumping within the City is usually on verges.
What are the main items dumped at these sites?	Mattresses, Lounges, White Goods and various other bulk items. Also general household rubbish.	
Current measures aimed at contributing towards the zero illegal dumping target	Current services include an On-demand bulk collection service. Bulk Bin (Skip) service. (See below)	

Source: Local government Census data 2017-18

Table 8: Additional illegal dumping information (LG to complete the table where data is available)

Is illegal dumping increasing or decreasing in your local government authority?	Neither.
How does your local government measure the effectiveness and impact of programs designed to reduce illegal dumping?	In the 2020/2021 budget the City has allocated a specific location account to track all costs relating to the recovery and disposal of illegally dumped materials.
Which division/unit/section of your organization is responsible for illegal dumping management/prevention? Waste services? Compliance (e.g. Rangers)? Infrastructure?	Ranger services are responsible for the investigation and enforcement of illegal dumping issues. Works are responsible for the recovery and disposal of materials.

Additional comments *(local government to insert any additional comments that may be applicable)*

In November 2018 the City introduced a new "On-demand" Collection Service where residents can request the collection of one of each of the following items every financial year; mattress, fridge or freezer, bed base, lounge suite or other white goods. Since its introduction this service has increased in popularity and has likely reduced the instances of dumping around the City. Currently collection occurs once at the end of the month, however this service could be improved by introducing a more convenient fortnightly collection service.

The City's sanitation service also includes a bulk bin service where residents can order up to 4 Bulk Bins per annum to dispose of either green waste or general waste. Residents living in a high density property also have access to a bulk waste collection service up to two times per year when arranged by the appointed caretaker.

5.0 Protect

5.3 Illegal dumping

Table 9 indicates the type of detailed data local governments may collect to enable better targeted monitoring and enforcement of illegal dumping. Please provide this information here, if available.

Table 9: Detailed illegal dumping data collection by the City of Belmont (LG to complete the table if data available)

Date of data collection: ***No data available***

Waste Type	**# of incidents**	**Total approximate Weight (tonnes)**	**Change from previous year**	**Regulatory notices issued**
C&I				
C&D				
E-waste				
Household waste				
Mulch & green waste				
Scrap metal				
Soil & excavated material				
Hazardous/Problem Waste				
Other				
TOTAL				
Cleaned up by	**% of total incidents**		**Cleanup costs ($)**	
Local government				
Land owner				
Offender				
TOTAL				

Part 1 - Services and performance

6.0 Waste management tools

6.1 Waste services

Local government data relating to the waste collected, recovered and landfilled is presented in Table 10. It is important to review this data when developing *Part 2 – Implementation Plan*, as it can:

- provide an understanding of how different systems are performing (e.g. recovery levels)
- highlight the need for any new collection systems or infrastructure
- identify the timing and capacity of any new collection systems or facilities required to meet the changing needs of local governments.

In working towards alignment with the Waste Strategy, the local government should focus on the materials resources with the greatest potential to support the objectives and targets of the Waste Strategy.

NB: DWER is currently developing a range of better practice guidelines. Better practice rates will need to be updated as the guidelines are released.

Table 10: Significant sources and generators of waste in 2017-18 (LG to review pre-filled data and amend/update if necessary. Add additional comments if necessary)

Service/Sources		Tonnes collected	Tonnes recovered	Recovery rate	Better Practice rate	Target rate 2025	Target rate 2030
Kerbside	Mixed waste	12,662	-	18%	%	55% major regional centres 67% Perth and Peel	60% major regional centres 70% Perth and Peel
	Comingled recyclables	3,442	2,925				
	Green waste	-	-				
	Fogo	-	-				
Verge Side	Green waste	830	830	44%	%		
	Hard waste	3,624	1,127				
Drop-off	Mixed waste	-	-		%		
	Dry recyclables	-	-				
	Green waste	-	-				
	Hard waste	201	70				
	Hazardous waste			35%			
Public place	Mixed waste	352	-	0%	%		
	Comingled recyclables	-	-				
Special event	Mixed waste	-	-	0%	%		
	Comingled recyclables	-	-				
Commercial	Mixed waste	504	-	20%	n/a		
	Comingled recyclables	127	127				
	Paper/cardboard	-	-				
Local government waste	Illegal dumping clean up			0%	%		
	Street sweepings						
	Roadworks						
	Other C&D activities						
	Roadside pruning						
	Other						
TOTAL Source: Local Government Census Data 2017/18		21,742	5,079	23%			

6.0 Waste management tools
6.1 Waste services *(Continued)*

Table 11: Compositional audit data for kerbside waste services (Complete if data is available. Add additional comments if necessary).

General waste bin	
Yield per household (kg/hhl/week)	**16**
Per capita (kg/per capita/week)	**6.67**
Audit year	**2019/2020**
Composition	**Total %**
Recyclables (paper, cardboard, plastics, steel, aluminium, glass)	27.4
Organics (organics, wood/timber, textiles, earth)	64.9
Hazardous (medical, sanitary/ hygiene, nappies, chemicals, paint, batteries, fluorescent tubes, light bulbs, oil, building material)	5
Other (electronic waste, miscellaneous)	2.7
Recycling bin	
Yield per household (kg/hhl/week)	
Per capita (kg/per capita/week)	
Audit year	
Composition	
Recyclables (paper, cardboard, plastics, steel, aluminium, glass)	
Organics (organics, wood/timber, textiles, earth)	
Hazardous (medical, sanitary/ hygiene, nappies, chemicals, paint, batteries, fluorescent tubes, light bulbs, oil, building material)	
Other (electronic waste, miscellaneous)	
Garden organics or FOGO bin	
Yield per household (kg/hhl/week)	
Per capita (kg/per capita/week)	
Audit year	
Composition	
Recyclables (paper, cardboard, plastics, steel, aluminium, glass)	
Organics (organics, wood/timber, textiles, earth)	
Hazardous (medical, sanitary/ hygiene, nappies, chemicals, paint, batteries, fluorescent tubes, light bulbs, oil, building material)	
Other (electronic waste, miscellaneous)	
Additional comments (local government to insert any additional comments that may be applicable)	
The waste data shown in Table 11 was collected in November 2019 by the SMRC on behalf of the EMRC and its member Councils to gain an understanding of the composition of waste in the general bin. MGB's from 100 single unit properties were audited from suburbs that represented the social-economic average of the City.	

Part 1 - Services and performance

6.0 Waste management tools

6.2 Waste infrastructure

The number, type, capacity and location of key existing local government owned and/or operated waste and resource recovery infrastructure is required to understand the future need for different facility types. **This section is not relevant to local governments that do not own/operate waste facilities.**

Table 12: Current waste and resource recovery infrastructure operated by the local government (LG to complete the table)

Facility name (and licence number if applicable)	Facility Type	Location	Managed by	Licence category and approved production or design capacity	Material type	Service/activity	Remaining Capacity (if applicable)	Anticipated Closure (year)
Other								

6.0 Waste management tools

6.2 Waste infrastructure

Table 13 provides space for local governments to provide information about planned waste and resource recovery infrastructure, if relevant.

Table 13: Planned waste and resource recovery infrastructure (LG to complete the table)

Location	Managed by	Licence category and approved production or design capacity (if known)	Waste type	Service/activity	Estimated operation start date

Additional comments *(local government to insert any additional comments that may be applicable)*
The City of Belmont does not own or operate any waste and recovery facilities. The City's Operations Centre at 180 Planet Street in Carlisle is used as a temporary store point for items that are delivered during drop off days and for materials that have been collected from illegal dumping. When developing an improved system for the collection, separation and recording of dumped materials additional bins may be constructed for materials storage prior to disposal.

Part 1 - Services and performance

6.0 Waste management tools

6.3 Policy and procurement

6.3.1 Contracts

Information on your local government's existing waste contracts should be detailed in Table 14. When reviewing services, it is a good opportunity to evaluate how they are performing, opportunities for regional collaboration and to identify any opportunities for improvement, review or renegotiation.

Table 14: Existing waste management contracts (LG to complete the table)

Contractor	Services		Notes/comments
SUEZ Australia Pty. Ltd.	Kerbside General Waste	Bulk Bin General Waste	The City conducts drop off days for white goods and asbestos twice yearly on consecutive Sundays in September and March. In the 2020/2021 year the City will also allow residents to bring E-waste to be recovered.
	Kerbside Mixed Recyclables	Bulk Bin Green Waste	
	On Demand Bulk Waste and White Goods	Drop off days for White Goods and Asbestos.	
	Public Litter Bin Collection Service.	Specialized electronic vehicle to reduce emissions, General Kerbside Waste. (weekly)	
	Specific Truck for larger bins at a higher frequency to service MUD's.	Front Loading Truck service.	

6.3.2 Waste local laws and policies

Information on your local government's existing local laws, strategies or policies that may complement/support this waste plan and contribute to the Waste Strategy objectives should be detailed in Table 15.

Table 15: Existing waste-related local laws, strategies and policies (LG to complete the table)

Type of local law, strategy or policy	Name of local law, strategy or policy	Came into force	Comments
The City of Belmont Health Local Laws 2002	Part 4 - Waste Food and Refuse	2002	
City of Belmont Consolidated Local Law 2020	Part 12 - Waste	Has been progressed for Gazettal.	The City of Belmont Consolidated Local Law 2020 was adopted by Council at the 24 October 2020 Ordinary Council Meeting (OCM) and is expected to be gazetted by the end of 2020.

6.0 Waste management tools

6.3 Policy and procurement *(Continued)*

6.3.3 Land use planning instruments

Information on your local government's existing local planning instruments which contribute to the management of waste should be detailed in Table 16.

Table 16: Existing waste-related land use planning instruments related to waste management (LG to complete the table)

Local Planning Strategy	TITLE:	**"Scheme Report - Local Planning Scene No 15. (Incorporating Local Planning Strategy)".**	
	ENDORSED BY WAPC:	Yes	
	NEXT REVIEW DUE:	2021	
	Is waste considered and reflected in the Local Planning Strategy?		NO **Please provide details below:**
	Does the Local Planning Strategy identify current and future waste facility sites?		NO **Please provide details below:**
	Does the Local Planning Strategy identify buffers around existing and/or future sites to avoid land use conflict?		NO **Please provide details below:**
Local Planning Scheme	TITLE:	**Local Planning Scheme No 15.**	
	GAZETTED:	1/12/2011	
	NEXT REVIEW DUE:	2021	
	Are resource recovery facilities, waste disposal facility and waste storage facility defined as land uses (as per *Planning and Development (Local Planning Schemes) Regulations 2015*) and included in the council Local Planning Scheme zoning table, with either a P/I/D/A/X permissibility?		YES ✓ In the LPS a waste storage facility is defined as: a premises used to collect, consolidate, temporary store or sort waste before transfer to a waste disposal facility or a resource recovery facility on a commercial scale. Waste Storage Facility has its own "use class" with discretionary approval in an industrial area only.
	If these land uses are not defined and not in the zoning table, how does the Scheme deal with such land uses (i.e. is an alternative definition used to that in the *Regulations 2015*? Or are these land uses zoned as "Use not listed")?		**Please provide details below:**
	Does the Local Planning Scheme identify statutory buffers as Special Control Areas for strategic waste infrastructure facilities to avoid encroachment by incompatible land uses?		YES ✓ **If NO please provide comments below:**

6.3 Policy and procurement *(Continued)*

6.3.3 Land use planning instruments

Local planning policies	TITLE:	**LPP7 - The Springs Design Guidelines**
	ADOPTED BY COUNCIL:	14/11/11
	RELATIONSHIP TO WASTE STRATEGY OBJECTIVES:	To provide design guidance for the built form to encourage waste minimisation, including source separation, reuse and recycling.
	Does the local government have any local policies which relate to the objectives of the Waste Strategy (reduce generation, increase recovery, protect the environment)?	YES **Refer to LPP7 above.**
Other	TITLE:	**City of Belmont Policy Manual**
	ADOPTED BY COUNCIL:	26-June-2020
	RELATIONSHIP TO WASTE STRATEGY OBJECTIVES:	Natural Belmont 2.1 - The City of Belmont will maintain an effective Environmental Management System that incorporates a continuous improvement philosophy in order to protect and enhance the natural environment. While focusing on City operations, the City will also engage with the wider Belmont residential and business community to promote and encourage involvement in environmental programmes, sustainable behaviour change and minimise risk of pollution incidence. The Environmental Management System shall continue to be integrated into the culture of our organisation and commitment will be demonstrated through effective leadership and communication to staff and those working under the City's control.

6.3 Policy and procurement *(Continued)*

6.3.4 Sustainable procurement

Local governments can be significant consumers whose purchasing decisions and procurement policies can have positive impacts. This section reviews activities relating to procurement of infrastructure, goods and services that avoid waste, promote resource recovery or encourage greater use of recyclable and recycled products. Information on existing sustainable procurement policies or practices that may contribute to the Waste Strategy objectives should be detailed in Table 17.

Table 17: Existing sustainable procurement policies and practices (LG to complete the table)

Sustainable procurement policy or practice	**Date adopted by council**	**Actions implemented** e.g. switching to recycled printer paper	**Alignment with Waste Strategy targets, objectives or focus materials**
City Of Belmont Policy Manual - BEXB7.1 Purchasing	10/12/2019	See below in additional comments	Environmental Purchasing Policy: Purchasing decisions will be considered in the context of the reduce, reuse, recycle and recover hierarchy for waste management.

Additional comments (*local government to insert any additional comments that may be applicable)*

Policy Statement:

The Policy:

1. Establishes a framework of operational standards for contracts to purchase goods and services;
2. Sets out the requirements for acceptable forms of quotation, and the recording of documents and information, for contracts to purchase goods and services; and
3. Is designed to ensure that the City receives value for money as a result of its purchasing activities. When purchasing goods and services consideration should be given to NB1.1 Environmental Purchasing Policy. The Environmental Policy (NB1.1) clarifies the principles, considerations and responsibilities for considering life cycle environmental impacts when purchasing or procuring goods and services relating to:
   i. waste
   ii. energy and water efficiency and climate change
   iii. habitat destruction
   iv. pollution
   v. soil degradation

NB1.1 sets an acceptable premium cost of 15% for environmentally preferable products or services above the cost of equivalent, non-preferable products or services.

Part 1 - Services and performance

6.0 Waste management tools

6.4 Behaviour change programs and initiatives

Communication and engagement with waste generators and managers underpins many local government waste management activities, and are vital in driving behaviour change needed to achieve the objectives and targets of the Waste Strategy.

Behaviour change programs and initiatives refers to activities that increase awareness, skills and knowledge; provide consistent messaging; help people to use waste infrastructure; and encourage the adoption of specific, positive waste behaviours and attitudes.

Most local governments have existing behaviour change programs and initiatives and it is important to evaluate their effectiveness. This section includes an opportunity for a high level qualitative assessment process to understand what has worked and what has not. The results can be used to inform actions for *Part 2 – Implementation plan (Table 21).*

Information on the local government's existing waste behaviour change programs or initiatives should be detailed in Table 18. This may include participation in Waste Authority funded programs, or programs/initiatives run by the local government.

Table 18: Behaviour change programs and initiatives, including Waste Authority programs and other local government initiatives (LG to complete the table)

Local government program/initiative	Description	Outcomes achieved as a result of the program (Qualitative/quantitative)	Evaluation method	What's worked/not worked	Suggested improvements
Waste education to facilitate recovery and diversion from landfill	In buildings within the Civic Centre Precinct improve resource recovery and reduce landfill by ensuring easy access to bins for recyclables, organics and general waste. Educate employees and visitors using consistent bin lid colours and messaging. The induction process for third party leasing to include waste education component.	Greater participation through education and practice in the workplace could be transferred to the home. Increased diversion of material from landfill.	Volumes can be measured with data reported following an annual audit.		The City's new Belmont Hub (Community Facility) opens in October which will be the start point for this initiative.
Waste Wise Schools	The City has within its Waste Services contract provision for 60 hours of waste education which is available to schools or at community events.	Greater awareness of waste impacts on the next generation and opportunities to provide consistent messaging at well patronised events.	Monthly report identifies the schools visited.	The program works well however in recent months visitations have been low due to the COVID-19 restrictions.	Include new initiatives like FOGO into the education pack.

Local government program/initiative	Description	Outcomes achieved as a result of the program (Qualitative/quantitative)	Evaluation method	What's worked/not worked	Suggested improvements
Waste Education	Annual Waste and Recycling Calendar	Local residents are informed of all waste separation and disposal opportunities.	Annual Catalyse Community Perceptions Survey	This is a popular and effective resource for residents looking for information on the waste services available.	Continue to update and improve the content on the City's website.
Recover and reuse	On as many projects as possible separate recyclable materials on site to be taken to a C&D recycling facility. When opportunities arise buy back materials for use in construction projects ie; recycled road base, asphalt containing materials such as Recycled Asphalt Pavement (RAP).	Using recycled materials has reduced the reliance on virgin materials quarried from the ground. The quality of the products have remained high and within specifications.	Materials sent to C&D for processing are recorded in tonnes annually.	Using recycled roadbase has been very economical and reports suggest the material is workable on site with good qualities.	Keep abreast of improvements in materials development particularly with recyclables added to asphalt ie; glass fines and plastics.
Recover and reuse	Use the City's street tree pruning's as mulch for landscaping and environmental restoration projects. Make mulch available for collection to residents during the first weekend in October annually and at other times by request. The City is currently advertising on its website and in the Bi-monthly Belmont Bulletin (delivered to all residents) two collection days for mulch on 3 & 4 October 2020 from its Operations Centre. This will be preceded by notifications on Twitter and Facebook.	This program contributes to a circular economy by reusing mulch created by City activity and maintenance. It also improves customer service.	A visitor count on both days would provide a gauge on the popularity of the service.	One weekend per year while appreciated may not be enough. Consider opportunities for additional mulch open days.	Alignment with the Asbestos and White Goods drop off days would allow customers to backload with mulch using trailer or utility vehicle they came in.

Local government program/initiative	Description	Outcomes achieved as a result of the program (Qualitative/quantitative)	Evaluation method	What's worked/not worked	Suggested improvements
Minimisation and recycling	Specifying contractual requirements for food vendors at City events to ensure waste minimisation and recycling	The City's events calendar includes a schedule for the appropriate number of bins for the event. Bins for recyclables, general waste and organics are provided. This assists visitors and vendors to separate waste reducing landfill and increasing recovery. Vendors also need to consider the non-use of single use plastics and responsible packaging.	The waste collected or recovered at these events is not measured. The feedback from event staff is that visitors appear to be separating and residual litter levels are very low.	Providing bins for specific waste streams is popular and effective.	In the absence of data collection Earth Carers placed at bin stations could provide a higher level of education and appropriate separation.
Litter prevention	Keep Australia Beautiful (KAB) WA's community litter prevention program - Adopt-a-Spot. Residents and local businesses encouraged to participate.	Litter is collected regularly from 17 locations within the City increasing the amenity of the immediate community and reducing the potential for harm to local wildlife.	The City currently has 17 registered sites in the Adopt-a-spot program. While there is some volunteer collected data submitted to KAB WA, this data is not currently available to the City.		The City could enter into an MOU with KAB using their template for a partnership that promotes the program using cross sharing of media platforms. The MOU also encourages LGA's to dedicate resources to the ongoing growth and success of the program including evaluation tools to keep accurate data.

Local government program/initiative	Description	Outcomes achieved as a result of the program (Qualitative/quantitative)	Evaluation method	What's worked/not worked	Suggested improvements
Waste education to facilitate recycling and to foster industrial/civic relationships	The City is affiliated with several established and emerging companies to promote their recycling capabilities and to advise on resident access dates/times	The City has built a working relationship with Total Green Recycling for the disposal of E-waste. Capital Recycling also recycle C&D materials which are used by the City.	Total Green provide a high level report outlining the materials recovered and the diversion of waste from landfill.		Continue to promote E-waste recycling opportunities. Provide a return market for recycled road building products.
Garage Sale Trail	The City has been a regular supporter of the Garage Sale Trail initiative encouraging residents to participate and reduce/recycle waste.	Participation levels generated a waste reduction of 8,998 kg in the 2019 trail through reuse.	Impact report specific to the City.		Ongoing participation.

Additional comments *(local government to insert any additional comments that may be applicable)*

Please provide comment if your regional council is undertaking the waste education function for your local government

The City of Belmont has an Environment Management System (EMS) accredited to ISO 14001:2015 standard. This system assists the organisation to achieve the intended outcomes of the EMS, which provides improved outcomes for the environment and maximises value for the organisation and its external stakeholders. Consistent with the organisation's Environment and Sustainability Policy, the intended outcomes of an Environmental Management System includes:
· Protection and enhancement of the natural environment and improvements in environmental performance;
· Promote a continuous improvement philosophy;
· Achievement of environmental objectives.
Section 5 of the EMS, Resource Use, Waste and Greenhouse Gas Emissions specifically relates to Waste Reduction.

6.0 Waste management tools

6.5 Data

Table 19 provides an opportunity to assess existing waste data practices, identify strengths and gaps and consider the kinds of data activities which could be included in the *Part 2 – Implementation Plan* to improve the local government's waste data. It should be completed based on the data/information covered in *Part 1* of this document, as well as the individual experience of the officer/s responsible for collecting and using waste data.

Where 'no', please comment on:

- the kinds of data that is missing, where data gaps exist
- barriers to collecting or accessing adequate data
- the kinds of data collection, analysis or reporting practices that are not currently in place which would assist local government waste management functions.

Table 19: Assessment of waste data (LG to complete the table)

	Please ✓		
	YES	NO	Comment
Does the local government have access to adequate waste data to complete Part 1 of the waste plan?	✓		The City receives monthly reports from its waste contractor SUEZ to capture data for reporting. The EMRC facilities of Red Hill Waste Management Facility and Hazelmere Resource Recovery Park also provide an excellent level of reporting for the processing of material.
Does the local government use waste data when undertaking planning activities for waste projects/programs?	✓		Waste data is being used to plan for the implementation of FOGO. The same data has been beneficial when assessing development applications that need to include appropriate bin numbers, particularly in light of the upcoming post FOGO era.
Does the local government have access to adequate waste data for this purpose?	✓		
Does the local government use waste data when monitoring or assessing waste projects/programs?	✓		The City's ongoing improvements to its "On-demand" and bulk waste collection service relies heavily on the data presented. The levels of service for these services can be addressed quickly if data shows a trending increase or decrease in demand.
Does the local government have access to adequate waste data for this purpose?	✓		
Does the local government use adequate waste data to measure progress toward the targets and objectives of the Waste Strategy?	✓		The City's data collection will enable the measurement of progress towards the targets and objectives of the waste strategy in the future, particularly after the implementation of FOGO. Currently data shows how much waste is generated, recycled or sent to landfill which is generally consistent from year to year. Only minor improvements can be expected until these major initiatives are underway.
Does the local government have access to adequate waste data for this purpose?	✓		
Does the local government have access to adequate waste data to fulfil annual data reporting obligations under the WARR Regulations? (previously undertaken through the Waste and Recycling Census)	✓		All data collected contributes towards the annual waste census as required by DWER.
Are there any types of waste data that the local government does not currently collect or have access to that would be helpful/useful?	✓		The City can improve the data collection in relation to illegal dumping. This will require the development of a checklist or form for staff to fill out at the point of collection to describe the material and if it can be separated.

Are there any ways which local government waste data collection, storage or use could be improved?	✓		If DWER can produce a standard user friendly template to record individual LGA annual waste data, then perhaps a similar monthly template would be useful in the interests of consistency and could automatically feed into the annual template.				
Is the data collected by the local government accurate? Are any new strategies needed to improve accuracy?	✓		The data provided by SUEZ is accurate. Regular operational meetings provide the opportunity to raise any issues that arise in relation to anomalies in data. The City receives reports from the EMRC almost daily which are reconciled at months end, lines of communication are always open to discuss any arising issues.				
Does the pre-filled data provided in this template align with the data the local government has? i.e. is this pre-filled data accurate?	✓		No issues.				
Any additional comments?		✓					

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)	The City currently provides a well received range of efficient waste services that provide opportunities for separation at the source and all within a very economical sanitation fee to its residential customers. The accreditation of the Environmental Management System to ISO 14001:2015 standard provides excellent guidance and direction for continuous improvement in waste management and recycling to reduce the impact on the environment. Continue to work closely with waste management stakeholders to maintain data control and accuracy.
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)	Review the branch area within the Infrastructure Services Division of the organisation responsible for the delivery of waste management and the implementation of new initiatives to assess the resources required for continuous improvement and success. Continue to improve kerbside and bulk waste recycling and recovery rates. Develop an improved methodology for the capture of costs and data relating to illegal dumping and littering within the City of Belmont. The WALGA; Model Process - Illegal Dumping can assist in this process. Develop and implement behavioural change programs and waste programs targeting waste education, litter and illegal dumping.
Priority areas for action in Part 2 – Implementation plan	**Ongoing (activities currently under way and/or continuously undertaken)** Continue to work towards the implementation of the three bin kerbside collection system by no later than 2025. Develop the City's Waste Plan and submit the Council adopted plan to the CEO of DWER for approval. Continuous improvement of the Waste and Recycling guide adding new and updated information relating to services and resource recovery.
	Short term (within the next 1-2 years) Develop an internal City of Belmont action plan for Waste Management (inc. Waste Plan) to guide the organisation through and beyond the next five (5) years, post FOGO and Waste to Energy (WtE). Educate and consult with both internal/external customers taking them on the journey towards Better Practice. Progress the acceptance, endorsement and gazetting of the Consolidated Local Waste Laws 2020. Conduct a review of the location of public litter bins (PLBS) and their frequency of collection to inform a more efficient network, including consideration for the separation of recyclables.
	Medium term (within the next 3-5 years) Complete the transition to a three bin FOGO system including single unit dwellings (SUD's) and Medium Density Dwellings (MUD's).
	Long term (more than five years) Transition as many high density properties to FOGO as possible. This will be dependent on the amount of storage available, however all residents within the City of Belmont should be given the opportunity to contribute towards the targets within the Waste Strategy.

Part 2 - Implementation plan

This implementation plan outlines the actions which your local government will take over the next 5+ years to contribute to the achievement of relevant Waste Strategy targets and objectives. It is where the priorities described in the summary (*Part 1 – 7.0 Summary, Table 20*) are translated into actions. Please refer to the *Guidance Document* under sections:
4.0 How to complete Part 2 – implementation plan,
5.0 Better practice and 6.0 Waste management tools, when developing this 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, Measureable, 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	Introduction of three bin FOGO kerbside collection service	New	1. In accordance with Better Practice Guidance - Go FOGO and Better Bins Plus Go FOGO develop a Business Case to identify the capital costs for the first year, ongoing costs and service options. 2. Finalise an implementation plan based on the completion and commissioning of a FOGO processing plant in a location accessible to the City. 3. Present the Business Case and implementation timeline to the Executive Leadership Team (ELT) and Elected Members. 4. Conduct a community engagement process to introduce the concept and gain feedback on the implementation of FOGO. 5. Develop a Communications Plan using Waste Sorted as a template to provide consistent messaging to educate the community so they are fully informed and engaged in the process. 6. Roll out the FOGO service. 7. Undertake monitoring and evaluation. (Bin Tagging)	1. Apply for Better Bins Plus - GO FOGO funding, July 2020. 2. Develop and present Business Case, October 2020. 3. Implement FOGO service in the second half of 2022. 4. Annual monitoring and data collection August 2023.	All residents in SUD's and MUD's will have access to FOGO by 2025. Residents in High Density Dwellings to have access to FOGO by 2026.	Jul-05	Yes	✓	✓		Works: Waste Operations and Waste Education	**Risks:** Community resistance to change, high contamination rates, transitioning to smaller bins/less frequent collection. **Mitigation:** education, behaviour change program for pre/during/post roll-out, consider alternative options for people with nappies/large families that meet criteria, plan carefully using long lead times, larger recycling bin by request (360L)

	Undertake a branch area review of Works to determine the resourcing needs for the implementation of FOGO and the ongoing delivery waste services.	New	1. With respect to the FOGO implementation schedule, identify the roles and responsibilities required to achieve success. 2. Develop a strategy within the team to allocate tasks relating to customer service, planning, procurement and ongoing monitoring and compliance.	1. Branch area review to be undertaken 2. Completion of a Waste Management Plan.	A Works section that has clearly defined roles and has fully integrated and embraced the management of Waste Services.	Nov-21	Yes		✓		Manager Works	**Risks**: Insufficient staff knowledge/resources to undertake contract management, implementation of new initiatives and the ongoing auditing and monitoring. **Mitigation**: Inform and engage with existing staff so that they are fully aware of the FOGO initiative and the workload required.
Policies and procurement	Develop Waste Local Law (using WALGA's Guidance notes and templates)	New	1. Ensure all employees within the Waste Management branch are aware of the laws, their intent and enforcement capabilities to enable improved customer service and behaviour. 2. Waste Local Law adopted.	Ensure full awareness of new laws. Enforce compliance by an officer with the approved delegation.	Waste Local Law is included in the City's systems and available on the Intranet for information and in the compliance calendar for regular review.	End 2020	Officer time, some minor costs for professional legal advice.	□	✓	✓	Legal & Compliance Officer Manager Governance	**Risks:** Employees not trained or following the correct procedures and present inconsistent messaging resulting in poor customer service. **Mitigation:** Ensure a consistent approach in the application of the laws. Staff training if required. **Risk:** There is also a risk that the Joint Standing Committee on Delegated Legislation could potentially disallow the law. **Mitigation:** Develop the laws using the WALGA Guidelines and templates provided for consistency.
Waste Infrastructure	Conduct an audit of Public Litter Bins (PLBS)	New	1. Design a process to conduct an audit of public litter bins to inform steps 2 and 3 below. 2. Review and determine the appropriate locations for bins throughout the City. 3. Consider the capacity, frequency of collection and opportunities for separation at the source. 4. Review the City's style guide relevant to bin surround infrastructure.	Milestones for the project could be: 1. Designing audit 2. Staff training to conduct audit 3. Running audit 4. Analysing data 5. Identifying infrastructure changes and associated costs to support improved outcomes 6. Recommend changes to be made 7. Changes and budget approved 8. Changes implemented 9. Communication to enable effective use 10. Data collection and evaluation	This audit will inform a potential Litter Strategy or at the least provide an efficient and cost effective network of PLBS that are well utilised.	Jun-21	Officer time.		✓		Manager Works Coordinator Works Coordinator	**Risks:** Inconsistent spread of bins available to the public resulting in overflows or illegal littering. **Mitigation:** Ensure popular locations are appropriately serviced providing adequate capacity at all time..

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, Measureable, 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)
Data	Improve Data Collection relating to Illegal Dumping.	New	1. Develop a methodology to improve the capture of information relating to illegal dumping. 2. Create a specific location account to accrue all costs associated with the recovery of dumped materials. 3. Refer to the WALGA Model Process - Illegal Dumping for assistance. 4. Communicate with the community providing information relating to the costs and the environmental benefits of responsible disposal. 5. Consider storage facilities at the Operations Centre to improve materials separation.	1. Stakeholder engagement and review of the WALGA Illegal Dumping Model Process - November 2021. 2. Implement new procedures for improved data capture.	Appropriate data can be fed into the City's Environment and Sustainability Strategy actions as well as providing accurate information supporting the Waste Data Online annual return.	Oct-21	Officer time.	✓	✓		Manager Works Coordinator Works Coordinator Marketing & Communications	**Risks:** A lack of credible data masks the magnitude of the issue of illegal dumping resulting in inaction to improve. **Mitigation:** Ensure a consistent approach in the application of the laws. Staff training if required.
Data	Establish a cross functional working group (identifying roles and responsibilities) to consider and implement the promotion of initiatives and events within the WALGA Annual Waste Promotion Calendar	New	Use the City's website, publications and social media platforms to promote events to the community increasing awareness and encouraging participation.	Using the calendar as a base create a schedule for instigation, activity, tasks and recording.	In conjunction with WALGA through the Consistent Communications Collective participate in monthly surveys to assess how circulated materials were used and how successful the reach of the communications were.	Annually	Officer time, minor consumables.	□	✓	✓	Environment section of Parks & Environment within the Infrastructure Services Division.	**Risks:** Lack of response and community participation. **Mitigation:** Ensure a good level of community engagement using social media platforms.
Other	Develop a Waste Minimisation Plan for the Faulkner Civic Buildings to achieve green star rating of 5. (Civic Centre, Belmont Hub and Previous Library to be repurposed)	Existing	1. Identify the site boundary. 2. Identify the waste streams. 3. Set landfill diversions targets (refer to targets set in the State Waste Avoidance and Recovery Strategy 2030). 4. Outline monitoring and measurement procedures. 5. Outline methods for encouraging separation of waste streams at the source. 6. Incorporate a review process.	1. Draft Waste Minimisation Plan. 2. Draft Work Instruction for Annual Waste Audit. 3. Green Star certification for design. 4. Green Star certification for As-built.	With occupancy scheduled for October 2020 undertake an audit of waste to establish a baseline.	Every 12 months, in October depending on initial occupancy.	Officer time.	✓	✓		Coordinator Environment Manager - Building Services Manager Works Environmental Officer - Light Industry	**Risks:** Building occupants and visitors do not participate in appropriate materials separation of waste streams at the source. **Mitigation:** Provide information to increase education and awareness. Include waste minimisation within the induction process for third party occupants.

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)
			Other Textiles	Shoes, handbags, millinery etc
	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**	**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	
			Building Material	
			Hazardous Other	Uncategorized hazardous waste
Other	**Electronic Waste**	**Electronic Waste**	**Toner Cartridges**	Toner Cartridges
			Computer Equipment	Computer Components, Peripheral Devices/Computer Printer or Photocopier/Printer
			Mobile Phones	Mobile phones
			Electrical Items	Electrical Products
	Miscellaneous	**Miscellaneous**	**Miscellaneous (Specify)**	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	• Refers to drop-off, kerbside, verge side 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	• 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	• 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	• 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 *Environmental Protection Act 1986*.	
	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
	Mode of deposition	Deposited using a vehicle
Kerbside waste services	• 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).	
Landfill	• Refers to inert or putrescible waste, registered or licenced landfills	
	• 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	Litter is defined in the *Litter Act 1979* as including: • 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, 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.	
	Litter is generally considered to have the following attributes:	
	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	• Refers to waste generated by a local government in performing its functions	
	• Includes materials such as construction and demolition waste rom 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	• 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	• 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.)
Verge side waste services	• 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	Waste services are defined by the W*aste Avoidance and Resource Recovery Act 2007* as the:
	• the collection, transport, storage, treatment, processing, sorting, recycling or disposal of waste;
	• The provision of receptacles for the temporary deposit of waste;
	• The provision and management of waste facilities, machinery for the disposal of waste and processes for dealing with waste.