

WASTE EDUCATION AND COMMUNITY ENGAGEMENT STRATEGY

2017



**Bunbury Wellington Group
Regional Waste Education Program**



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Objective

The objective of this strategy is to plan and prioritise a range of Waste Education activities that will address the goals of the Bunbury Wellington Group and the current priorities as identified in each of the seven Councils.

These Waste Education activities and priorities are outlined in the following Operations Schedule (pages 7 to 15) which will drive the activities of the Waste Education staff for the next two year period and will form the basis of quarterly and annual reporting to the Bunbury Wellington Group (BWG).

Background

The Bunbury Wellington Group was formed in 2012 and consists of six Councils in the South West Region and the Bunbury Harvey Regional Council who have collaborated to identify and implement best practices in Waste Education across the region. The Bunbury Wellington Group consists of the following Councils:

- City of Bunbury
- Shire of Capel
- Shire of Collie
- Shire of Dardanup
- Shire of Donnybrook-Balingup
- Shire of Harvey
- Bunbury Harvey Regional Council

Previously the Waste Education Strategy had a strong focus of introducing the Organics service to the BWG Councils. Of the six BWG Councils, four have succeeded in introducing the Organics service (Bunbury, Capel, Collie and Donnybrook-Balingup). The Shires of Harvey and Dardanup are yet to implement the service.

Because of the varying levels and types of waste services across the current BWG Councils, 2017 seemed to be an appropriate time to update the BWG Waste Education and Community Engagement Strategy.

The previous BWG Waste Education Strategy (September 2013) will remain as the guiding document for Council's wishing to undertake community consultation. The Communications Plan within this document is an exceptionally detailed plan and it is the intention for Waste Education Staff to refer to this document in any future roll out of the Organics kerbside service.

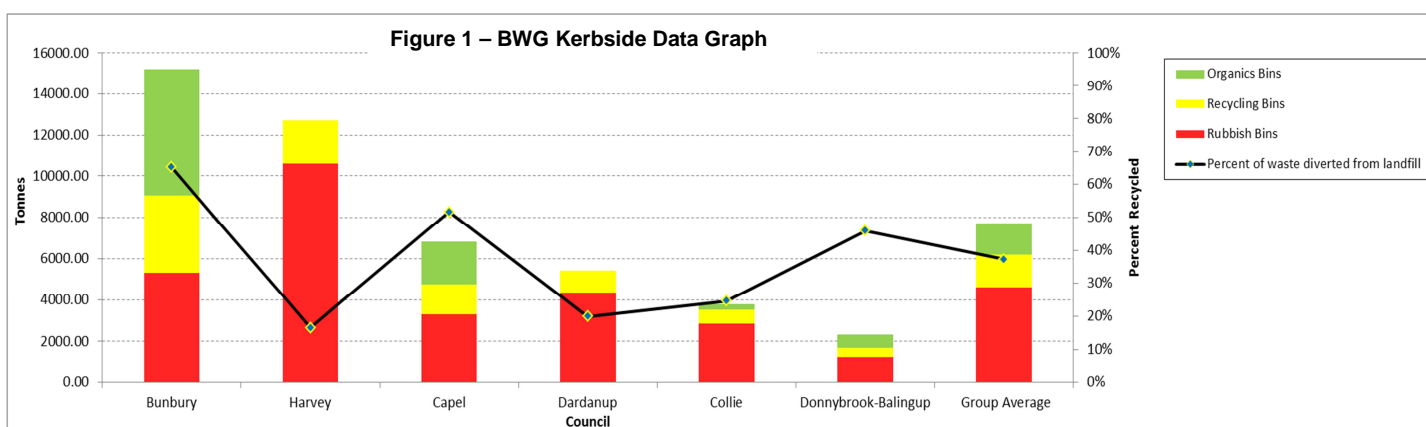
Where to from here?

The Waste Authority through its Waste Strategy has set ambitious waste recovery targets for Western Australian Councils:

The targets are expressed as the proportion of waste recovered compared to that generated. Recovery targets for municipal solid waste in the Perth Metropolitan Region are 50% by 2015 (up from 36% in 2009/10) and 65% by 2020 and in major regional centres 30% by 2015 (up from 15% in 2009/10) and 50% by 2020. Statewide targets for the commercial and industrial sector are 55% by 2015 (up from 46% in 2009/10) and 70% by 2020. Construction and demolition waste Statewide targets are 60% by 2015 (up from 29%) and 75% by 2020.

A snap shot of the current kerbside recovery rates of the BWG Councils is shown in table 1 and figure 1 (July 2016):

		Bunbury	Harvey	Capel	Dardanup	Collie	Donnybrook-Balingup	Group Average	Totals
Rubbish Bins	tonnes	5314.56	10599.00	3290.00	4326.86	2856.09	1247.89	4605.73	27634.40
Recycling Bins	tonnes	3764.58	2105.37	1447.94	1077.80	648.26	433.56	1579.59	9477.51
Organics Bins	tonnes	6137.24	0.00	2072.88	0.00	283.45	629.99	1520.59	9123.56
Percent of waste diverted from landfill	%	65%	17%	52%	20%	25%	46%	37%	
Greenhouse gas reduction from composting organic waste instead of landfilling	tonnes CO ₂ equivalent	8598.27	0.00	2904.10	0.00	397.11	882.62	2130.35	12782.11



As the kerbside recovery rates depict, there are some Councils already exceeding the Waste Authorities 2020 Targets (Bunbury and Capel), while others are yet to meet the 2015 targets. The introduction of the Organics Service has been a successful Council initiative which has seen a significant increase in recovery rates, however there is more work to be done with the BWG Councils, with only 50% meeting the 2015 targets (as at July 2016). So where does



Waste Education and Community Engagement fit in now? How can a collaborative approach to Waste Education and Community Engagement benefit all six BWG Councils?

Consultation

In the months leading up to the development of this plan, an extensive consultation program was undertaken across all six Councils to ensure that Waste Education activities are directed to the areas most needed. Consultation methods included:

- Community waste knowledge survey
- Discussion and Feedback from BWG CEO Group and BHRC Councillors
- Discussions and feedback from Council Officers, Managers and Executive staff
- Tours of Council landfill and Transfer Station sites
- Audits of current services
- Circulation of draft strategy for comment

Key findings

As a result of the consultation process undertaken in January and February 2017, the following priorities were identified:

- Diverting rubbish from away from Landfill is of great importance to the general public.
- Each Council's transfer stations operate a little differently and education in this area will need to be Council Specific
- Most people are not aware of all items that can be diverted at landfill / transfer station sites
- There is confusion over Household Hazardous Waste – many people are unsure what it is or unsure where to dispose of it or both
- A vast majority of people (over 90% surveyed) see plastic bags as being an environmental issue in the South West
- Most people are unaware of what happens to their organics bin contents once collected
- There is still a significant number of people using incorrect plastic bags in their compost bins
- Confidence is growing in recycling behaviour at home, but there are some areas of doubt that need addressing
- There is still a large proportion of people who are unsure or don't believe that recycling in the yellow top bin actually gets recycled
- A vast majority of people (almost 90% surveyed) think that more should be done to educate the community on recycling and waste issues
- Social Media, School Visits, Flyers in the mail and Newspaper/radio are viewed by the public as the best platforms to get waste education messages out there



- Information about the Waste Education program's achievements is not always received by Councils when or to who it's needed

Implementation

Following the consultation period, an Operations Schedule was developed that meets the following criteria:

- Addressed and actions the goals of the BWG as identified in the MOU and the Project Management Plan
- Addresses the key findings resulting from the consultation process
- Prioritises the tasks as based on community and Council feedback and biggest knowledge gaps
- Schedules activities fairly based on the funding arrangement of the Waste Education program and outlined within the MOU.

Reporting

The Waste Education team will report on the actions, targets and timeframes as identified in the Operations Schedule. Reporting will be circulated to nominated staff at each Council and presented at the quarterly Bunbury Wellington Group meetings.

Where an adjustment is required to the activities, targets or hours within the Operations Schedule, this revision will be presented to the attendees of the Bunbury Wellington Group meetings.

Administration and governance hours will be included in the hours specified for each task.

All other reporting requirements as outlined in the MOU will continue as stated.

Referenced Documents

Memorandum of Understanding (MOU) – Regional Waste Education Program, signed July 2015

Project Management Plan – Regional Waste Education Program, last revision June 2012

Bunbury-Wellington Waste and Recycling Survey, 2011

Western Australian Waste Strategy: Creating the Right Environment, 2012, The Waste Authority

Operations Schedule

Goal: 1. Engaging the community on waste and recycling related issues

Outcome	Strategy	Action	Targets	BWG Council	Officer Hours	Timeframe
Households continue to be engaged in waste diversion at the source, with diversion rates from landfill continuing to grow	Educate the community in best practice recovery methods and the importance of preventing contamination in recycling, organics and waste bins	Back to basics: Stalls at Events and shopping Centres	1.1 Attendance at least one shopping centre or event every two months (one per Council area)	ALL	100 per annum	Ongoing
		Plastic bags: Survey of businesses already doing the right thing Research alternatives and make contact with suppliers of the most common bags contaminating the Organics facility compost providing alternative options	1.2 At least one major retailer undertakes a trial of compostable plastic bags	ALL	112	31/12/2017
		Research organisations that recycle soft plastics and lobby for the implementations of drop off points in the SW region	1.3 Contact REDcycle and lobby the case for bins in SW Coles and Woolworths stores	ALL	8	30/04/2017
		Investigate feasibility and funding for a 'Boomerang Bag' type program in smaller supermarkets (borrowable bags for when shoppers forget their green bags).	1.4 Speak with the Arts Centre in Donnybrook currently providing the service. Develop a proposal and Project Management Plan for upcoming funding opportunities	ALL	32	31/12/2017
		Assist with community education surrounding the introduction of the Container Deposit Scheme including advertising of collection points	1.5 Issue media release and share CDS promotional material via Facebook, Council websites newspapers prior to start date of Scheme. Update BHRC website with scheme info and collection point details.	ALL	32	31/12/2018
Monitor waste metrics		Monitor and update the WWG with kerbside waste statistics for each Council	1.6 Kerbside waste data is collected and circulated to the BWG quarterly (subject to approval)	ALL	16 per annum	Ongoing
		Undertake bin audits in areas with higher contamination rates (subject to funding or Council resources)	1.7 Auditing of least one Council area every 12 months. Note: First Council to be completed by 30/12/2017 (subject to funding or Council resources)	ALL	160 per annum	Ongoing
		Organics contamination monitoring - Publicise contamination issues and achievements to keep the issue in the forefront of the public's mind	1.8 At least one media circulation (eg. Facebook / Newsletter article / Radio interview) every six months	Bunbury, Capel, Donnybrook-Balingup, Collie	6 per annum	Ongoing
		Monitor Transfer Station diversion stats – Publicise positive messages congratulating Transfer Station users on their diversion efforts	1.9 At least one media circulation regarding Stanley Road diversion stats (eg. Facebook / Newsletter article / Radio interview) every six months	ALL	6 per annum	Ongoing
		Audit the Waste practices of the participating Council head offices (upon approval) and provide Council Staff with feedback on current practices and recommendations for improvement	1.9 Audit each Council head office and provide recommendations. Return to each Council Office in 2 months and re-audit. Share findings with the Wellington Group for all Councils.	ALL	24 per audit	30/06/2018
Engage the community in unique and artistic ways to view waste differently		Develop a Recycled Sculpture Art competition culminating in an outdoor exhibition event (subject to funding)	1.10 Develop a Project Management Plan and seek letters of support from Schools, Art Centres and Councils. Apply for at least one round of	ALL	64	30/06/2017

			funding for the project			
		Develop a mascot for the Waste Education program. PR material to be produced including videos, costumes, props, activity books, stickers (subject to funding)	1.11 Develop design brief and project management plan and seek quotations for funding opportunities. Apply for at least one funding round	ALL	64	30/06/2017
	Assist Councils wishing to implement organics service	Community consultation – intro of residential organics bin. Community consultation is undertaken as per the previously documented communications plan	1.12 Outlined within the Communications Plan	Harvey and Dardanup	tba	Subject to Council approval
		Community consultation – intro of commercial organics bin. Community consultation is undertaken as per the previously documented communications plan	1.13 Outlined within the Communications Plan	Collie and Donnybrook to begin with	tba	Subject to Council approval
Waste Education is targeted in the areas most needed in each Council	Undertake community consultation	Assist Councils to undertake Customer satisfaction surveys to identify where gaps in service or waste education exist (including door to door in each town)	1.14 A minimum of 100 survey results from various locations/towns within the Council with survey results and recommendations emailed back to Councils	As per Council request	64 per survey	Subject to request
		Undertake a regional Customer knowledge survey to identify areas where Waste Education should be targeted (including door to door in each town)	1.15 At least 50 survey results from each Council are received, with higher numbers proportionately for those Councils with the higher populations with survey results and recommendations emailed back to Councils	ALL	64	February 2017
		Undertake Council specific Transfer station surveys to identify knowledge gaps in customers who use each station and where improvements can be made	1.16 At least 50 surveys are undertaken of customers at various days and times during the week (including weekends) with survey results and recommendations emailed back to Councils	ALL as per Council request	32 per site	Stanley Rd completed by 30/06/2017
	Undertake Council staff / Councillor consultation	Research each Council's Strategic Plans and identify any Waste Education actions that could be assisted with.	1.17 Each Council's Strategic plan is reviewed prior to finalisation of reviewed Waste Education and Community Engagement Strategic Plan	ALL	7	February 2017
		Assist Councils by reviewing the Waste education sections of Strategic plans or Waste Management Plans as they are due for updating (as requested)	1.18 Waste Education sections are reviewed with recommendations returned to Council's as per their individual timeframe requirements	ALL – as per request	16 per plan	As requested
	Future generations are educated in importance of waste minimisation	Provide opportunities for children to learn about waste minimisation	Plan and develop a Regional Waste Education Centre at the Stanley Road site	1.19 Tour the Rockingham Waste Education Facility and speak with staff about their programs		
			1.20 Specific design requirements are communicated to BHRC and the contracted builder within the timeframes required for inclusion in the construction	ALL	8	tba
Presenting at school assemblies a “Back to basics” presentation on recycling and organics (if applicable)			1.21 An invitation is sent to all schools within the region. Subject to demand, assembly presentations will be scheduled up to once per month.	ALL	8 (invite and booking)	March 2017
Upcycling craft - At the new Regional Waste Education Facility, a variety of upcycling craft stations are set up with materials wholly sourced from the Transfer Facility. These craft activities			1.22 At least four different upcycling craft stations are set up. All schools, daycares and school holiday programs within the region are invited to tour	ALL	48	3 per assembly Subject to construction completion.

		form part of the Stanley Road tours and the tour and activities are linked to school curriculum. Tours and craft project services are readvertised to education providers and relevant community organisations				
		Loose parts play - Set up a Loose Parts Play calendar, offering (or re-offering) the service to schools, school holiday programs and early childhood education centres within the region.	1.23 Obtain Loose Parts Play bookings across various Council areas at least once per month	ALL	4 - 8 per booking	Ongoing
Engage schools/tertiary campuses to develop best practice waste management within the school		Assist schools to become "Waste Wise" as requested. Assist schools with auditing, waste wise applications and student/teacher education	1.24 Respond to all Waste Wise queries within one week. Provide assistance within the school's individual requirements as required.	ALL	1 (queries) Tba (per school)	As requested As requested
		Undertake waste audits at school/campus sites. Invitations are sent to each school offering a waste audit service (engaging students) to better understand current processes and areas for improvement. Waste audits are undertaken with findings and recommendations communicated to students, teachers and management (possibly fee for service)	1.25 Invitations are sent to campuses in order of student numbers aligned with Council population ratios Waste Audits are undertaken within a month of being requested and findings/recommendations are distributed within a month of undertaking the audit	ALL	2 per month Tba (per school)	Ongoing As requested
		Where schools are already provided with services (recycling and organics), ensure that they are being utilised effectively	1.26 Examine the behaviours at least two schools and provide recommendations for behavioural change and follow up 3 months later	tba	32	31/12/2017
		Provide media and information that can be shared with staff, students and parents eg. Newsletter stories	1.27 A mailing list is developed that includes a newsletter contact at each school in the region. A small waste/recycling/reusing fact or story is circulated at least once every two months for inclusion in school newsletters	ALL	8 (mailing list) 2 per story	March 2017 Ongoing

Goal: 2. Raising awareness about waste minimisation and resource recovery

Outcome	Strategy	Action	Targets	BWG Council	Officer Hours	Timeframe
The Community is easily and effectively made aware of Waste minimisation and recovery strategies	Improve reach of current ICT and Social Media platforms in order to increase awareness to more community members throughout the SW region	Increase Facebook and Instagram followers through competitions and promotions	2.1 Double the number of people who like our Facebook and Instagram pages (currently 142 for FB and 14 for Instagram)	ALL	12	February
		Ensure all PR media including press releases refer readers to our Facebook and Instagram pages	2.2 At least 6 press releases/articles are published with the link or reference back to the Facebook and Instagram pages.	ALL	1.5 per annum	Ongoing
	Messages about waste minimisation and resource recovery are consistent and current across the region	The Waste Education and Community Engagement Strategic Plan is presented to each Council at Council Meetings	2.3 Present the Waste Education and Community Engagement Strategy to each Council	ALL	24	30/06/2017
		Maintain information sharing and collaboration through regular group meetings at the Officer/Manager level	2.4 Coordinate quarterly BWG Meetings Ensure each Council is provided at least two weeks to submit Agenda items prior to circulating	ALL	48 per annum	Quarterly
			2.5 Assist the six member Councils to identify opportunities for resource sharing and cost savings or new recycling initiatives (eg. Agricultural)	ALL	32 per annum	Quarterly
			2.6 Attend at least six Waste Educators Networking Group meetings in Perth per annum	ALL	48 per annum	Ongoing
		Council websites waste pages to link back to the BHRC website	2.7 All BWG Websites have a link back to the BHRC Waste Education page	ALL	8	30/06/2017
		Investigate smartphone Apps that could be utilised in addition to the Waste Calendars and traditional PR to send out messages about waste including notifications on bin days, verge collections, etc. (subject to funding)	2.8 Put forward a proposal to the BWG for the implementation of an App (either purchase of existing App or development of specific to BWG)	ALL	40	31/12/2017
		The sharing of existing programs and campaigns that are aligned with the BWG goals eg. KAB campaigns	2.9 Source and seek permission from at least three campaigns or programs that BHRC can align/partner with (eg. Plastic Free July)	ALL	40	31/12/2017
			2.10 Approach Waterwise and Landcare about forming partnerships	ALL	16	30/06/2017
Community members are positive and pro-active about minimising waste in the home	PR media is regular, contemporary and interesting which community members want to read, follow and act upon	Did you know? Campaign. Create monthly small media grabs that contain interesting facts and photos about waste	2.11 The "Did you know" grabs are distributed each month to: <ul style="list-style-type: none"> - Facebook and Instagram - School Newsletters - Real Estate Newsletters 	ALL	36	Ongoing
		South West OP Shop guide. Create an A3 foldable guide with a map outlining all second hand shops within the BWG region	2.12 Guide available on website Printed version of guides available in second hand shops	ALL	120	September 2017
		Regular radio sessions publicising the BWG successes in Waste management and any upcoming	2.13 Radio sessions at least twice per year	ALL	32	Ongoing

		Waste Education initiatives				
	Community members are more informed of what happens to their waste after its recycled	Waste Education staff undertake tour of Suez facility	2.14 Undertake tour as early as possible in 2017	ALL	17	February 2017
		Waste Education Staff undertake tour of ToxFree site in Perth	2.15 Undertake tour as early as possible in 2017	ALL	17	February 2017
		Circulate information / pictures of recycled waste / HHW Waste	2.16 Develop display materials for events / school visits	ALL	24	April 2017
		Circulate information / pictures of composting waste	2.17 Develop display materials for events / school visits	ALL	24	April 2017
Awareness of Landfill and transfer station processes are improved	Provide customers with site knowledge before entering the site	Develop Transfer station maps outlining which items can be recovered and where to place them	2.18 Electronic versions of maps available on each Council website with links on the BHRC Waste Education page Printed maps available at all Landfill sites (subject to funding) Printed Maps sent to residents with rates / tip passes (subject to funding) Fabrication of sign for site (subject to funding)	ALL	120	31/12/2017
		Publicise what happens to the recovered transfer station items	2.19 Create at least three “Did you know” post for some common items that are dumped, like fridges, gas bottles, batteries	ALL	12	31/12/2017
	Improve awareness once at the site	Undertake a signage audit at each Transfer Station Site. Compile results and recommendations and circulate to BWG	2.20 To be undertaken in concurrently with Transfer Station Customer Knowledge surveys	ALL	16 per site	Stanley Rd by 30/06/2016
		Group tours of Stanley Road and Banksia Road Facilities. Waste Education staff are trained in each facility’s operations and undertake Educational tours of alternate sites in order to provide a fun, interactive and educational tour experience	2.21 Undertake Educational tour at City of Rockingham’s Landfill site	ALL	8	30/06/2017
			2.22 All reasonable requests for tours are undertaken within one month of request	ALL	4 per tour	Ongoing
			2.23 Develop Pre-tour and Post-tour Fact Sheets/resources to enhance tour experiences. Make available on website.	ALL	24	31/12/2017
BHRC is recognised as a leader in waste education, waste minimisation and resource recovery	Actively seek participation in trials, pilots and permanent programs in waste education and source funding where required	Subscribe to waste innovation circulations, continuously researching new ideas for implementation or sharing	2.24 At a minimum maintain subscriptions and read circulations from: - WasteNews (WALGA) - eNews (Waste Authority)	ALL	24 per annum	Ongoing
		Develop register of prior and upcoming funding and campaign opportunities	2.25 Research into available funding completed. Register completed	ALL	24	30/03/2017
		Develop a library of potential projects suitable for each funding stream	2.26 Complete a folder for at least four possible projects for upcoming funding which includes all information required for a funding application such as:	tba	32	30/06/2017

			<ul style="list-style-type: none"> - Photos - Drawings - Quotes - Planning / strategies - Surveys/community consultation - Data / statistics - Letters of support 			
		Investigate annual award winners (eg. Infinity Awards) and tour sites/facilities to gain further info on new initiatives and/or best practice	2.27 Research award winners. Meet with at least one innovative winner. Share findings with BWG	ALL	24	30/06/2017
	Increase the public profile of BHRC	Monitor and implement Waste Industry developments. Wherever appropriate, make submissions or apply for positions on boards with the objective of driving better practice in the region	2.28 Complete at least two submissions per annum	ALL	32 per annum	31/12/2017
		Update BHRC Waste Education pages to be a detailed resource for other Councils and organisations to link to on their own websites	2.29 Update the BHRC website with more detailed info on: <ul style="list-style-type: none"> - Household Hazardous Waste - Ewaste - Organics And provide each Council with summary information that they can add to their own websites with the link back to BHRC page	ALL	72	31/12/2017
	Promote achievements of BHRC	Publicise the organics certification of the BHRC compost	2.30 Circulate Media Release provided by consultant and run a Facebook competition congratulating residents on their success	Bunbury, Donnybrook-Balingup, Capel, Collie	16	31/03/2017

Goal: 3. Facilitating the correct use of household recycling bins

Outcome	Strategy	Action	Targets	BWG Council	Officer Hours	Timeframe
Households continue to be engaged in waste diversion at the source, with diversion rates from landfill continuing to grow	Provide tools and information to improve knowledge for existing and new residents	New bin pack. Develop electronic "New Bin Pack" specific to each Council that includes: <ul style="list-style-type: none"> - Calendar - Children's Waste Guide - Printable indoor bin labels - "what happens to your waste" info - Guide to compostable plastic bags 	3.1 Circulate electronic "New Bin Packs" to Councils for inclusion on each website, real estate agents and holiday accommodation providers	ALL	32	31/12/2017
			3.2 Develop hard copies in a waterproof envelope that Councils can attach to New Bins when delivering and real estate agents can hand out to new tenants (subject to funding)	ALL	24	Subject to funding
		Further roll out bin stickers and magnets	3.3 Circulate existing quotes for publication to Councils for consideration Hand out existing prototypes at events, displays and tours	ALL	16	30/06/2017
		Engage with highschool to develop media (videos) about the tricky items eg. Glad wrap, alfoil, food contamination, mixed plastics	3.4 Contact high schools within each Council with a brief of requirement to see if this is something they would like to engage in	ALL	16	30/06/2017
		Tip Shops: Where requested, include Tip Shops in the SW Opshop guide. Audit Council's current Tip Shops and provide recommendations to create better public engagement	3.5 Provide Councils with recommendations for Tip Shops (where requested)	ALL	16	As requested
Waste diversion at events is implemented and continues to grow	Increase the number of events that choose to use the recycling and organics bin toppers	Develop an Events Register identifying all upcoming events in the region including which have used bin toppers or been environmentally aware previously	3.6 Develop Events Register	ALL	4	30/06/2017
		Make contact with each event organiser prior to events offering use of bin toppers	3.7 Contact all event organisers listed in the Event Register at least 3 months prior to each event (wherever possible). Assist with organising trailer	ALL	60 per annum	Ongoing
		Research previous "Greener Festivals" initiatives develop a guideline that Councils can choose to adopt for their own events including: <ul style="list-style-type: none"> - Targets (100% Waste Free) - Audits - Communications Plan - Waste management plan 	3.8 Research and develop guideline	ALL	48	31/12/2017
	Improve the knowledge and actions of stall holders at public events	Stall holder communication. Seek out contact details of stall holders prior to events and circulate information prior to events including: <ul style="list-style-type: none"> - How to use bin topper bins - Which disposable items are best to use - Examples of compostable products/suppliers 	3.9 Develop standard email with info that can be sent out to stall holders	ALL	8	30/06/2017
			3.10 Send out standard info to stall holders at least two weeks prior to an event	ALL	2 per event	Ongoing

		Undertake stall holder audits and publicly identify stall holders who are doing the right thing	3.11 Audit stall holders from at least one event in each Council per annum. Circulate congratulatory email of stall holders doing the right thing to Event organisers and where appropriate, also publicise via social media	ALL	30 per annum	Ongoing
	Improve the knowledge and behaviour of the general public who attend events	Hold a variety of displays at events eg: <ul style="list-style-type: none"> - difference between types of takeaway cutlery and containers - What happens to your waste - Greener festivals 	3.12 Hold a display in at least one event per Council per annum	ALL	96	Ongoing
		Encourage event goers to choose stalls that do the right thing by publically identify stall holders that do the right thing via posters or stickers at their stalls	3.13 Trial a stall holder sticker identification system at least one event	tba	12	31/12/2018

Goal: 4. Encouraging the appropriate disposal of household hazardous waste

Outcome	Strategy	Action	Targets	BWG Council	Officer Hours	Timeframe
Diversion of Household Hazardous Waste is increased across the region	Improve awareness of what HHW is and disposal options	Inclusion of HHW info on Council Calendars	4.1 Council Waste Collection Calendars contain HHW disposal information	ALL	12	30/06/2017
		Signage. Install signage at Landfill sites that do not currently separate HHW referring customers to Stanley Rd or Bunbury (subject to funding)	4.2 Signage installed at all Landfill sites that do not accept HHW (subject to funding)	Collie, Dardanup, Capel	24	31/12/2017
		Develop a detailed information media story relating to household hazardous waste including facts and statistics when HHW enters landfill. Place detailed story on BHRC website and provide a short summary and link to the 6 Councils	4.3 Story is uploaded to website and links sent to Councils	ALL	8	30/06/2017
		Circulate at least one "Did you Know" for HHW per annum	4.4 "Did you know" about HHW is circulated to all schools, early learning facilities and uploaded to BHRC Facebook and website	ALL	8	30/06/2017
		Undertake survey at Transfer Station site to see if Transfer Station users bring in their HHW and what they think could make it easier to dispose	4.5 Include HHW questions in Transfer Station surveys	ALL	4	30/06/2017
		Create a mobile HHW display that can be taken to events and also used within the Waste education Facility showing the harmful effects of HHW in landfill as well as disposal options within the region	4.6 Create HHW Display	ALL	24	31/12/2017
	Look into alternate disposal options or events for those Council's currently not collecting HHW	Investigate the feasibility / option of an annual drop off day in each Council for HHW	4.7 Contact the Waste Authority and Toxfree to obtain cost / logistics of a six monthly collection. Present proposal to Councils.	Collie Dardanup Capel	16	30/06/2017
			4.8 If implemented, assist Councils with PR and advertising surrounding the collection event.	Collie Dardanup Capel	24	tba
		Assist Councils to apply for funding for HHW storage infrastructure (as requested)	4.9 At least one funding application is submitted for HHW storage infrastructure (subject to request)	Collie Dardanup Capel	24	31/12/2017