



BUNBURY HARVEY
REGIONAL COUNCIL
HARVESTING RESOURCES FROM YOUR WASTE

WASTE PLAN

This Waste Plan has been prepared in accordance with the Department of Water and Environmental Regulations notice to prepare under section 40(4) of the Waste Avoidance and Resource Recovery Act 2007.

In accordance with the request to prepare, this plan has received approval from the DWER prior to seeking resolution from the council of the Bunbury Harvey Regional Council.

Regional Council Waste Plan - Bunbury-Harvey Regional Council

Part 1 - Services and Performance

1.0 Introduction

Part 1 of the Bunbury-Harvey Regional Council waste plan establishes a 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):

Avoid¹ - 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.

NB: Regional local government² (commonly referred to as regional councils) waste plans are designed to cover the myriad of different operational/education/service functions offered. As a result, some sections of regional council waste plan templates may/may not be applicable to a regional council.

² *The definition in section 3(1) of the Waste Avoidance and Resource Recovery Act 2007 of local government includes “a regional local government established for the purpose of providing waste services”. A regional local government is established under section 3.61 of the Local Government Act 1995, which provides in section 3.61(1):*

Two or more local governments (referred to in this Division as the participants) may, with the Minister’s approval, establish a regional local government to do things, for the participants, for any purpose for which a local government can do things under this Act or any other Act.

Part 1 - Services and performance

2.0 Integrated planning and reporting

All local governments, including Regional Councils, plan for the future¹ through the development of strategic community plans and corporate business plans. Waste plans for part of local government integrated planning and reporting as an issue-specific informing strategy.

Strategic Community Plan	
Title:	Strategic Community Plan 2018-2022
Came into force:	2018
Date of next review:	2022
Waste-related priorities:	Please reference Key Focus Area, Page 13 as part of the Strategic Community Plan. bhrc.wa.gov.au/council-plans-and-strategies/strategic-community-plan-2018-2020
Corporate Business Plan	
Title:	Business plans exist specific to each major trading undertaken as required by the Local Government Act. Further information on request.
Came into force:	
Date of next review:	
Waste-related priorities:	

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. The state's waste generation reduction targets from the baseline year of 2014-15 are - **2025**: Reduction in MSW generation per capita by 5%, and **2030**: Reduction in MSW generation per capita by 10%.

At this stage, Regional Councils are not required to provide baseline information related to the 'avoid' targets. However, if there is specific information collected by your regional council that provides a baseline for future waste planning and is related to the 'avoid' strategy and targets, please provide this in the "Additional comments" box below. For example, a regional council may be part of a committee/group that focuses on waste avoidance; or may implement programs that encourage community behaviour change in terms of waste generation. Such information may indicate how waste generation has changed, identify potential reasons for change and indicate areas to target in *Part 2 - Implementation plan (Table 17)*.

Additional comments

Bunbury-Harvey Regional Council (BHRC) only maintains and operates a landfill and recycling facility for general waste and an Organics Processing Facility for FOGO and Greenwaste, no recycling from MSW collections arrives on our site.

We have no control over vergeside collections which remain the responsibility of the relevant Local Government and this information would therefore be on their individual Waste Plans.

BHRC maintains an Educational Program, Watch your Waste, for the South West Region. Through Facebook© and the Watch Your Waste Website a consistent message for the region is promoted which includes Reduce, Re-use, Recycle.

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. The overall recovery rate of each facility operated by Bunbury-Harvey Regional Council should be provided in Table 2 and compared with the overall recovery target rate contained in the Waste Strategy.

Table 2: Overall recovery rate (%) of each facility operated by Bunbury-Harvey Regional Council compared with targets for 2020, 2025 and 2030

	2014-15	2015-16	2016-17	2017-18	2020 target	2025 target	2030 target
Stanley Road Waste Management Facility	37%	47%	43%	52%	Perth and Peel: 65%	Perth and Peel: 65%	Perth and Peel: 65%
Banksia Road Organics Processing Facility	91%	90%	90%	91%	Major regional centers: 50%	Major regional centers: 50%	Major regional centers: 50%

The Waste Strategy includes a target that from **2020**, energy should only be recovered from residual waste. Regional councils should explain how they plan to meet this target in *Part 2 - Implementation plan* (Table 17).

Table 3: Overall recovery rate (%) from services provided directly to households by Bunbury-Harvey Regional Council compared with targets for 2020, 2025 and 2030

	2014 2015	2015 2016	2016 2017	2017 2018	Comments	2020 target	2025 target	2030 target
Service X					BHRC does not deal directly with the householder	Perth and Peel: 65%	Perth and Peel: 65%	Perth and Peel: 65%
Service Y								
Service Z								

Additional comments

Bunbury-Harvey Regional Council does not supply any waste services directly to the householder, this remains the responsibility of the local member council although it will be reflected in our Recovery Rate above.
Refer to the City of Bunbury Waste Plan.

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 based on better practice, 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 Regional Councils 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 Bunbury-Harvey Regional Council

Waste management activity/service	Waste Authority better practice guideline or program	Date of adoption/ implementation	Comment
Household Hazardous Waste Program	Currently under development	2010	All HHW collected, sorted, and stored in accordance with HHW program requirements until collected for processing off site. The program is funded by the Waste Authority through the Waste Avoidance and Resource Recovery Levy and is administered by the Western Australian Local Government Association (WALGA).
Trash and Treasure Re-use Store	WALGA Better Practice Reuse Shop Guidelines	2012	Funded by BHRC
Education – Watch Your Waste	Better Bins Kerbside Collection Guidelines		Funded by the Wellington Regional Group of Councils
	Waste Wise Schools		
	WALGA Bin Tagging Program		
	Waste Sorted Communications Toolkit		
	Plastic Free July		
Paintback Stewardship Program	Currently under development	2018	Product Stewardship program operated by Paintback Ltd funded by levy collection on sale of product.

Tyre Recycling	<p>Waste Authority Position Statement on Source Separation. <i>NOTE: "Direct delivery of specific waste to drop off center's"</i></p> <p>Source separation involves separating waste into common material streams or categories for separate collection. This may be achieved using separate bin services or vergeside collections, or through direct delivery of specific wastes to drop-off facilities. Source separation may be applied to any waste, including municipal solid waste, commercial and industrial waste, and construction and demolition waste.</p>	2008	Funded by BHRC
E-Waste Recycling		2009	Funded by BHRC
Used Motor Oil Recycling		2010	Funded by BHRC
Used Cooking Oil Recycling		2019	Funded by BHRC
Mattress Recycling		2017	Funded by BHRC
Refrigeration Recycling		2014	Funded by BHRC
Drum Muster		2008	Collection Point only. Stewardship program funded by an ACCC authorized levy.
Vehicle Batteries		2010	Funded by BHRC
Metal Recycling		2008	Funded by BHRC
Wood Waste / Greenwaste Recycling		2018	Funded by BHRC
Mobile Phones		2014	Product Stewardship Funded by BHRC
Soft Plastic Collection		2018	Product Stewardship Funded by BHRC

Various Recycling Collection		2018	Terracycle Funded by BHRC
Bottle tops		2018	Funded by BHRC
Cardboard Recycling		2014	Funded by BHRC
C & D Recycling including Clean Fill		2018	Funded by BHRC
FOGO Processing		2012	Funded by BHRC
Implemented Container Deposit Scheme	Litter Prevention Strategy for WA 2015-2020	2020	Funded by BHRC.

5.2 Litter

Information on littering within Bunbury-Harvey Regional Council should be detailed in Table 5 where available.

Table 5: Litter information

	Response and comments
Current measures aimed at contributing towards the zero-littering target	Responsibility of the individual local council
How, if at all, does your Regional Council measure the effectiveness and impact of programs designed to reduce littering?	Responsibility of the individual local council
How high a priority is litter management to your organization? (1 - Not important at all; 5 - Highly important). If you have additional comments in relation to this rating, include these.	Responsibility of the individual local council

Additional comments
<p>BHRC works with the Department of Biodiversity, Conservation and Attractions on Point Douro Clean-Up Day. During the day 50 cubic metres of rubbish was recovered and the Stanley Road Waste Management Facility accepts this waste free of charge.</p> <p>Refer to the City of Bunbury Waste Plan for current measures aimed at zero littering.</p>

5.3 Illegal dumping

Information on illegal dumping within Bunbury-Harvey Regional Council should be detailed in Table 6 where available.

Table 6: Illegal dumping data

	Response and Comments
Current measures aimed at contributing towards the zero illegal dumping target	Responsibility of the individual local council.
How does your Regional Council measure the effectiveness and impact of programs designed to reduce illegal dumping?	Responsibility of the individual local council.
How high a priority is illegal dumping management to your organization? (1 - Not important at all; 5 - Highly important). If you have additional comments in relation to this rating, include these.	Responsibility of the individual local council.

Additional comments
<p>Illegal dumping is the responsibility of the individual councils and BHRC has no control over the process.</p> <p>Refer to the City of Bunbury Waste Plan.</p>

Part 1 - Services and performance

6.0 Waste management tools

6.1 Waste services

Regional council data relating to the waste collected, recovered, and landfilled should be presented in Table 7. These figures reflect the waste that is received at all facilities operated by Bunbury-Harvey Regional Council, apart from "Special household services"¹. It is important to review this data when developing *Part 2 - Implementation Plan* (Table 17), 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 council 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.

Additional comments
Waste collected from Public Places, Special Events or Special Services are the responsibility of the individual council and the Bunbury Harvey Regional Council does not have access to this information. Tonnages are collected and included in our tonnages received to site but may also be recorded in the local governments plan.

Table 7: Significant sources and generators of waste in 2017-18

Service/Sources		Tonnes collected	Tonnes recovered	Recovery rate	Better Practice rate	Target rate 2025	Target rate 2030
Drop-off	mixed waste	83,035	39,714	57%		55% major regional centers	60% major regional centers
	dry recyclables	0	0				
	green waste	17,012	17,012				
	hard waste	0	0				
	hazardous waste	250	250				
Public place	mixed waste	N/A	N/A				
	comingled recyclables	N/A	N/A				
Special event	mixed waste	N/A	N/A		67% Perth and Peel	70% Perth and Peel	
	comingled recyclables	N/A	N/A				
Special services	hard waste	N/A	N/A				
	green waste	N/A	N/A				
	specific product collection (e.g. e-waste, mattresses, white goods)	N/A	N/A				
TOTAL		100,297	56,976				

¹ The figures for special household services should reflect services provided directly to households by the Regional Council on behalf of member councils that do not result in that waste being transported to or processed by a facility operated by the regional facility.

Table 8 provides space for the Regional Council to include bin audit information for kerbside waste services, if available. Bin audits can help councils understand the material composition in kerbside bins, highlight where additional efforts are required to increase performance and assist in planning for future service options such as FOGO collection.

See Appendix for full breakdown of composition categories.

Table 8: Compositional audit data for kerbside waste services.

General waste bin	
Yield per household (kg/hhl/week)	
Per capita (kg/per capita/week)	
Audit year	
Composition	Total %
Recyclables (paper, cardboard, plastics, steel, aluminum, 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)	
Recycling bin	
Yield per household (kg/hhl/week)	
Per capita (kg/per capita/week)	
Audit year	

Composition	Total %
Recyclables (paper, cardboard, plastics, steel, aluminum, 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	
Per capita (kg/per capita/week)	
Audit year	
Composition	Total %
Recyclables (paper, cardboard, plastics, steel, aluminum, 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
<p>Table 8 information on Kerbside bin audit information will be in the individual council's plan.</p> <p>Refer to the City of Bunbury Waste Plan.</p>

Part 1 - Services and performance

6.0 Waste management tools

6.2 Waste infrastructure

The number, type, capacity, and location of key existing regional council owned and/or operated waste and resource recovery infrastructure is required to understand the future need for different facility types. The range of infrastructure used by Bunbury-Harvey Regional Council to manage waste is detailed in Table 9.

Table 9: Current waste and resource recovery infrastructure operated by the regional council

Facility name (and license number if applicable)	Facility Type	Location	Managed by	Licence category and approved production or design capacity	Material type	Service/activity	Remaining Capacity	Anticipated Closure (year)
							(if applicable)	
Banksia Road Compost Facility L8746/2013/1	Compost facility	Lot 1 Banksia Road, Crooked Brook 6236	Bunbury-Harvey Regional Council	Category 67A: 20,000 tonnes per annual period	<i>Mixed food/putrescible and vegetative food waste</i>	<i>Compost manufacturing and soil blending.</i>	<i>Nil</i>	<i>Ongoing</i>
					<i>Greenwaste</i>	<i>Mulching</i>		
					<i>Contamination</i>	<i>Dirty MRF</i>		

Stanley Road Waste Management Facility L8949/2016/1	Class II landfill Transfer station	51 Stanley Road, Australind 6233	Bunbury-Harvey Regional Council	Category 64:	<i>Clean Fill</i>	<i>Daily Cover</i>	40 years	2080
				100,000 tonnes per annual period	<i>Metal Recycling</i>	<i>Offsite Disposal</i>		
				Category 62: 10,000 tonnes per annual period	<i>Wood Waste/Greenwaste</i>	<i>Shredding</i>		
					<i>C & D</i>	<i>Crushing</i>		
					<i>HHW Program</i>	<i>Offsite Disposal</i>		
					<i>Landfill Gas</i>	<i>Capture/Flare</i>		

Table 10 provides space for regional councils to provide information about planned waste and resource recovery infrastructure, if relevant.

Table 10: Planned waste and resource recovery infrastructure

Location	Managed by	Licence category and approved production or design capacity (if known)	Waste type	Service/activity	Estimated operation start date
<i>Stanley Road Waste Management Facility</i>	BHRC	Category 62, 64 100,000 T pa	Category 62, 64 100,000 T pa	Installation Lined Cells	2022
		Category 13	C&D	Waste Crushing	2021
		Category 62, 64, 13	All	MRF	2021
		Category 67A	FOGO Greenwaste	Compost Manufacturing and processing	Draft Approval received to move Organics Processing from Banksia Road to Stanley Road.
			FOGO Greenwaste	MRF	Trials conducted. MRF to be implemented in new facility.

Part 1 - services and performance

6.0 Waste management tools

6.3 Policy and procurement

6.3.1 Contracts

Information on Bunbury-Harvey Regional Council's existing waste contracts should be detailed in Table 11. 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 11: Existing waste management contracts

Contractor	Services		Contract commencement and expiry	Notes/comments
Shire of Capel	FOGO Processing	Compost manufacturing and soil blending.	1 July 2019 - 30 June 2023	BHRC accepts the vergeside collected FOGO from the Shire of Capel under Tender Agreement.
Wellington Regional Group of Councils	Education	See <i>Comments section</i> below	30-Jun-19	Provided under MOU

6.3.2 Waste local laws and policies

Information on Bunbury-Harvey Regional Council'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 12.

Table 12: Existing waste-related local laws, strategies, and policies

Type of local law, strategy, or policy	Name of local law, strategy, or policy	Came into force	Due for review	Comments
Strategy	Strategic Community Plan	2016	2022	https://bhrc.wa.gov.au/council-plans-and-strategies/strategic-community-plan-2018-2020/
Policy	Environmental Management	2015	2022	Aligns with Objective 3: Protect of the Waste Avoidance and Resource Recovery Strategy 2030.
	Procurement	2017	2022	Aligns with the three objectives of the Waste Strategy: Avoid - Don't purchase unless unavoidable, Recover - Purchase recycled supplies, Protect - Local Area Benefit reduces environmental footprint.
	Quality Management	2016	2018	Due for review. Aligns with all Objectives of the Waste Avoidance and Resource Recovery Strategy 2030. By maintaining quality systems, we will generate less waste, recover more value from resources and aid in protecting the environment.

Plan	Bushfire Management Plan	2019	2021	Aligns with Objective 3: Protect of the Waste Avoidance and Resource Recovery Strategy 2030.
	Asset Management Plan	2019	2021	Aligns with Objective 3: Protect of the Waste Avoidance and Resource Recovery Strategy 2030.
	Environmental Management Plan	2017	2021	Aligns with Objective 3: Protect of the Waste Avoidance and Resource Recovery Strategy 2030.
	HHW Operational Management Plan	2017	2021	The purpose of this plan is to ensure that all HHW is stored and disposed of in line with legislation and in accordance with WALGA's HHW program. Aligns with Objective 2: Recover and Objective 3: Protect of the Waste Avoidance and Resource Recovery Strategy 2030.
	C&D Waste Management Plan	2019	2021	The purpose of this plan is to ensure that C&D waste that arrives to site can be recycled into usable product for road base of internal road network. Aligns with Objective 2: Recover of the Waste Avoidance and Resource Recovery Strategy 2030.
	Community Engagement	2018	2020	Aligns with all Objectives of the Waste Avoidance and Resource Recovery Strategy 2030 by keeping the community informed in ways to Avoid, Recover and Protect.

6.3.2 Waste local laws and policies

Information on Bunbury-Harvey Regional Council'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 12.

Table 12: Existing waste-related local laws, strategies, and policies

Type of local law, strategy, or policy	Name of local law, strategy, or policy	Came into force	Due for review	Comments
Strategy	Strategic Community Plan	2016	2022	https://bhrc.wa.gov.au/council-plans-and-strategies/strategic-community-plan-2018-2020/
Policy	Environmental Management	2015	2022	Aligns with Objective 3: Protect of the Waste Avoidance and Resource Recovery Strategy 2030.
	Procurement	2017	2022	Aligns with the three objectives of the Waste Strategy: Avoid - Don't purchase unless unavoidable, Recover - Purchase recycled supplies, Protect - Local Area Benefit reduces environmental footprint.
	Quality Management	2016	2018	Due for review. Aligns with all Objectives of the Waste Avoidance and Resource Recovery Strategy 2030. By maintaining quality systems, we will generate less waste, recover more value from resources and aid in protecting the environment.

Plan	Bushfire Management Plan	2019	2021	Aligns with Objective 3: Protect of the Waste Avoidance and Resource Recovery Strategy 2030.
	Asset Management Plan	2019	2021	Aligns with Objective 3: Protect of the Waste Avoidance and Resource Recovery Strategy 2030.
	Environmental Management Plan	2017	2021	Aligns with Objective 3: Protect of the Waste Avoidance and Resource Recovery Strategy 2030.
	HHW Operational Management Plan	2017	2021	The purpose of this plan is to ensure that all HHW is stored and disposed of in line with legislation and in accordance with WALGA's HHW program. Aligns with Objective 2: Recover and Objective 3: Protect of the Waste Avoidance and Resource Recovery Strategy 2030.
	C&D Waste Management Plan	2019	2021	The purpose of this plan is to ensure that C&D waste that arrives to site can be recycled into usable product for road base of internal road network. Aligns with Objective 2: Recover of the Waste Avoidance and Resource Recovery Strategy 2030.
	Community Engagement	2018	2020	Aligns with all Objectives of the Waste Avoidance and Resource Recovery Strategy 2030 by keeping the community informed in ways to Avoid, Recover and Protect.

6.3.3 Sustainable procurement

Regional councils 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 13.

Table 13: Existing sustainable procurement policies and practices

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
Procurement Policy	2017	Purchasing preferences: Sustainable suppliers, Local Area Benefit.	Avoid - Don't purchase unless unavoidable, Recover - Purchase recycled supplies and Protect - Local Area Benefit reduces footprint.

Additional comments
<p>Educational services across all the councils in the Wellington Regional Group of Councils.</p> <p>Educational Activities include: Waste avoidance, recycling, and composting. It provides a consistent message across the region with hints and tips on how best to use your 3 bins and where to recycle items that aren't recycled through the kerbside collection.</p> <p>Up to date news is shared on new initiatives such as CDS.</p> <p>All printed material across the region is coordinated so that if you move from one suburb to another, the message is the same saving confusion.</p> <p>More information can be found on Facebook @ Watch Your Waste South West or watchyourwaste.wa.gov.au and bhrc.wa.gov.au.</p>

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 Regional Councils 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 17).

Information on Bunbury-Harvey Regional Council's existing waste behaviour change programs or initiatives should be detailed in Table 14. This may include participation in Waste Authority funded programs, or programs/initiatives run by Bunbury-Harvey Regional Council.

Table 14: Behaviour change programs and initiatives, including Waste Authority programs and other Regional Council initiatives

Regional Council program/initiative	Description	Details of evaluation method e.g. qualitative/quantitative assessment	What's worked/not worked	Suggested improvements
Source Separation FOGO	BHRC implemented the 3-bin service for the City of Bunbury in 2012 and accepts this waste at the Banksia Road Organics Processing Plant. Extensive and ongoing engagement conducted by BHRC for the community.	Quantitative Waste Audits conducted.	Constant social media presence has achieved good results in behaviour change. Percentage of contamination varies from 0.6% to 3% over the years it has been implemented. The social media hints and tips reminds all of what is accepted in the FOGO bin and what is not.	This is an ongoing program. Constant reminders to local residents are required.
Social Media	BHRC implemented and maintains the Watch Your Waste South West website and social media accounts.	Qualitative Page statistics reveal audience participation and reach.	Regular hints and tips posts have been well received and create a lot of community involvement.	Consistent messaging required.

<p>Site Tours</p>	<p>Site tours are run for the Stanley Road site and Banksia Road site.</p>	<p>Qualitative</p> <p>Site tours provide a unique insight into the inner workings of a waste management site and highlight the recycling initiatives undertaken. Feedback from participants is always positive.</p>		
<p>Earth Carer's Community Program</p>	<p>Education staff run Earth Carer's workshops to enable the community to learn better ways to reduce, reuse or recycle. Alternative options for everyday non-recyclable items including Bees wax wraps instead of cling film enable the community to be better informed on choices.</p>	<p>Quantitative</p> <p>Numbers of members.</p>	<p>Bees wax wrap workshops create a lot of interest.</p>	

School Waste Education Programs	Direct contact with local schools, teachers and parents with talks and displays on recycling initiatives, use of the 3-Bin system and best practice for waste in the school and home.	Quantitative	School based programs are always highly sort after and follow the Education Departments Curriculum Guidelines in line with the Waste Wise Schools Program.	
---------------------------------	---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	--------------	------------------------------------------------------------------------------------------------------------------------------------------------------------	--

6.5 Data

Table 15 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 15: Assessment of waste data

	YES	NO	Comment
Does the Regional Council have access to adequate waste data to complete Part 1 of the waste plan?	√		Only have data for the sites that we manage not for households as this remains the responsibility of the Local Government. Refer to City of Bunbury Waste Plan.
Does the Regional Council use waste data when undertaking planning activities for waste projects/programs?	√		Data collected underpins the viability of all projects that the BHRC undertakes.
Does the Regional Council have access to adequate waste data for this purpose?	√		
Does the Regional Council use waste data when monitoring or assessing waste projects/programs?	√		Waste data is examined to verify the accuracy of targets and to ensure KPI's are reached.
Does the Regional Council have access to adequate waste data for this purpose?	√		
Does the Regional Council use adequate waste data to measure progress toward the targets and objectives of the Waste Strategy?	√		Bunbury-Harvey Regional Council already exceeds waste targets that have been set.
Does the Regional Council have access to adequate waste data for this purpose?	√		DWER approval received to expand our Stanley Road Waste Management Facility to include Best Practice lined landfill cells.
Does the Regional Council have access to adequate waste data to fulfil annual data reporting obligations under the WARR Regulations? (previously undertaken through the Waste and Recycling Census)	√		

<p>Are there any types of waste data that the Regional Council does not currently collect or have access to that would be helpful/useful?</p>	<p>√</p>		<p>No verge side data available. This remains the responsibility of the individual LG. Refer to City of Bunbury Waste Plan.</p>
<p>Are there any ways which Regional Council waste data collection, storage or use could be improved?</p>		<p>√</p>	<p>Have just updated computer system and IT Management allowing BHRC to maintain control of all data captured.</p>
<p>Is the data collected by the Regional Council accurate? Are any new strategies needed to improve accuracy?</p>	<p>√</p>		<p>Only pre-filled data was Name of Facility.</p>
<p>Does the pre-filled data provided in this template align with the data the Regional Council has? i.e. is this pre-filled data accurate?</p>	<p>√</p>		<p>Only pre-filled data was Name of Facility.</p>
<p>Any additional comments?</p>	<p>√</p>		<p>As a Regional Council, we only have access to our own data that relates to the facilities that we maintain and we have no control over or information from the verge side collection which remains the responsibility of the LG, in this case, the City of Bunbury. Therefore, you will find that some of the information will overlap and create inconsistencies.</p>

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 16. 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 17).

Table 16: Assessment of waste management performance and prioritization of future actions

<p>Waste management achievements (for example, performance/achievement against Waste Strategy targets or objectives or where particular waste management objectives have already been met)</p>	<p>Bunbury Harvey Regional Council already exceeds the waste targets that we have control over as set by the Waste Avoidance and Resource Recovery Strategy 2030. The targets involving the reduction in waste generated per capita remains the control of the local government body although behaviour change programs implemented by the BHRC on behalf of its member councils is aimed at improving performance against this target Recovery targets of 70% by 2025 will be achieved by further introduction of the FOGO bin and additional crushing infrastructure for reprocessing C&D waste for re-use on site.</p>
<p>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)</p>	<p>BHRC is always looking forward with planning objectives that further develop recycling initiatives. The focus on education will continue across the Wellington Regional Group of Councils, providing a consistent message throughout the community on recycling and improvement of recovery rates. A new innovative recycling station has been implemented for the disposal of problematic waste which is recyclable but not through the verge side recycling service. Items accepted at this station include bottle tops, bread tags, coffee pods, X-Rays, mobile phones and printer cartridges. These are recycled through various programs such as Terracycle and Planet Ark. Soft plastics are also collected and recycled through Redcycle and clothing and textiles are donated to various charities in our local region. This station is located inside the Transfer Station at the Stanley Road Waste Management Facility to allow for easy access. It has been well received by consumers and has received quite a few enquiries from local governments and businesses. This initiative is fully funded by the BHRC with no fees charged to dispose of these waste streams. We plan to set up a MRF for commercial waste and a Crushing Facility for the processing of C&D Waste to be used on site for road maintenance and rehabilitation, located at the Stanley Road Waste Management Facility.</p> <p>It is intended that the Stanley Road Waste Management Facility will become a Regional Waste Precinct for all waste stream in the South West area and the relocation of the Banksia Road Organics Processing Facility to Stanley Road forms an integral part of this process.</p>

Priority areas for action in Part 2 – Implementation plan	Ongoing (activities currently under way and/or continuously undertaken) Finalize Cell 1 and Phase 2 and 3 of the Post Closure Plan for the Stanley Road Waste Management Facility. Complete works for implementing the CDS, also located at Stanley Road. Continue to investigate alternatives to landfill.
	Short term (within the next 1-2 years) Investigate options available for a MRF at the Stanley Road Waste Management Facility. Finalize plans for the closure management of Phase 3 and Cell 1. Finalize plans for the installation of Cell 2. Review data from temporary flare at Stanley Road and assess viability of power production versus permanent flare. Undertake infrastructure review. Continue to investigate alternatives to landfill.
	Medium term (within the next 3-5 years) Investigate options for Cell 3 at Stanley Road including licencing amendment. Continue to investigate alternatives to landfill.
	Long term (more than five years) Continue to investigate alternatives to landfill.

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

Kerbside waste services	<ul style="list-style-type: none"> • A regular, containerised collection service (often a wheelie bin) where the waste or recycling is collected from outside a resident's dwelling. • Can apply to either recycling or general waste (and in a few instances green waste). 	
Landfill	<ul style="list-style-type: none"> • Refers to inert or putrescible waste, registered or licensed 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 <i>Litter Act 1979</i> as including: <ul style="list-style-type: none"> • all kinds of rubbish, refuse, junk, garbage, or scrap; and • any articles or material abandoned or unwanted by the owner or the person in possession thereof, 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	<ul style="list-style-type: none"> • Refers to waste generated by a local government in performing its functions • Includes materials such as construction and demolition waste from road and footpath building and maintenance; greenwaste from parks maintenance; waste generated at local government offices, depots, and facilities 	
Municipal solid waste (MSW)	Solid waste generated from domestic (residential) premises and local government activities	
Peel region	The Peel region is the area defined by the Peel Region Scheme.	
Perth metropolitan region	The Perth metropolitan region or the Perth region is the area defined by the Metropolitan Region Scheme.	
Public place services	Public place waste services refer to permanent bins provided by local government in public places to collect waste and/or recycling.	
Recovery	The process of extracting materials or energy from a waste stream through re-use, reprocessing, recycling or recovering energy from waste.	
Reuse	Reuse refers to using a material or item again.	
Reprocessing	Reprocessing refers to using an item or material that might otherwise become waste during the manufacturing or remanufacturing process.	
Recycling	The process by which waste is collected, sorted, processed (including through composting), and converted into raw materials to be used in the production of new products.	

Residual Waste	<ul style="list-style-type: none"> • Waste that remains after the application of a better practice source separation process and recycling system, consistent with the waste hierarchy as described in section 5 of the WARR Act. • Where better practice guidance is not available, an entity's material recovery performance will need to meet or exceed the relevant stream target (depending on its source - MSW, C&I or C&D) for the remaining non-recovered materials to be considered residual waste under this waste strategy.
Special event waste services	Special event waste management refers to temporary bins and/or waste collection services provided by local government to manage waste generated at events such as fireworks displays, music festivals, sports events, markets etc.
Sustainable procurement	Sustainable procurement involves meeting a need for goods and services in a way that achieves value for money and generates benefits not only to the organisation, but also to society and the economy, while minimising damage to the environment.
Transfer station	<ul style="list-style-type: none"> • Refers to facilities which undertake large scale consolidation of waste or recyclable materials for transfer to another facility for processing or disposal • Activities related to the layout, operation, and management of a transfer station • Includes consideration of the technology and infrastructure on site, staffing and resourcing, and any other waste facilities or services available at the site (e.g. greenwaste or recycling drop off, mulching, tip shop, etc.)
Vergeside waste services	<ul style="list-style-type: none"> • Vergeside collection services are bulk, infrequent (~every 4-6 month or on demand) services. • Material is collected from residential 'vergeside' either non-containerised or in a skip provided by the local government. Vergeside services may relate to green waste or hard waste • Includes waste and/or recyclable materials that may be mixed or separated and the source and can include green waste or hard waste.
Waste services	<p>Waste services are defined by the <i>Waste Avoidance and Resource Recovery Act 2007</i> as the:</p> <ul style="list-style-type: none"> • the collection, transport, storage, treatment, processing, sorting, recycling, or disposal of waste; or • the provision of receptacles for the temporary deposit of waste; or • the provision and management of waste facilities, machinery for the disposal of waste and processes for dealing with waste.

Part 2 – Implementation Plan

Waste Management Tool	Action (or link to existing local government plan/document that details this activity)	Is the action new or existing?	Detailed actions/sub-actions (OR link to existing local government plan/document that details this activity)	Milestones: (SMART - Specific, Measurable, Achievable, Relevant, Timed)	Target (SMART)	Timeframe for delivery (completion date)	Cost of implementation incorporated into annual budget and Corporate Business Plan? Y/N - (if not, why?)	Aligns to Waste Strategy Objective/s			Responsibility for implementation (branch, team, or officer title, not the names of)	Identified Risks (Impact/consequences and mitigation strategies)
								Avoid	Recover	Protect		
Waste services	Establish an aggregation point for the Container Deposit Scheme	New	Complete Application as required.	Complete application by October 2019	Application submitted within timeframe	Oct-20	Budget review is required as the budget was set for the financial year prior to acceptance of BHRC's application to become an aggregation point. Council have been encouraging of our intent to be part of the Containers for Change Program and are well aware of what is required. Budget review completed and sufficient funding allocated to establish the aggregation point.	√	√	√	CEO responsible for allocating funds.	<i>Risk:</i> Budget review required. <i>Mitigation:</i> Council have been advised of our desire to maintain a refund point and have been fully supportive.
			Review Infrastructure needs.	Infrastructure review complete by February 2020	Final needs analysis approved by CEO	Mar-20					Compliance Officer	<i>Risk:</i> As the amount of containers presented for refund is unknown, infrastructure requirements are hard to finalise. <i>Mitigation:</i> Compliance Officer attended the WARRRL trip to Queensland to learn more on what may be required to minimise the risk of obtaining incorrect infrastructure.
			Attend Induction Training with WARRRL.	Attend Induction 5th & 6th February	Induction completed.	Feb-20					CEO Compliance Officer	<i>Risk:</i> Breach of contract with WARRRL for non-attendance. <i>Mitigation:</i> CEO and Compliance Officer attended training sessions as required.
			Request for quotations for infrastructure and IT requirements.	Quotations received by March 2020	Approved by CEO	Mar-20					Contractor	<i>Risk:</i> Trouble finding a contractor to design and make what is required within the time frame. <i>Mitigation:</i> Local, small contractor used.

			Complete set up and run training.	Comprehensive education and induction program completed by September 2020	100% of new staff completed education and training sessions.	Sep-20					Safety Advisor to complete inductions and training for new employees.	<i>Risk:</i> Failure to complete will mean that BHRC is not compliant with WARRRL contract obligations and Safe Work guidelines. <i>Mitigation:</i> Induction Presentation and training scheduled for week prior to commencement of the scheme.
Waste infrastructure	Assess the viability of a MRF for the BHRC	New	Determine forecast population and identify waste needs.	Conduct review and needs analysis	Completed analysis approved by CEO	Nov-20	Review and needs analysis completed using in house resources. Cost of infrastructure will require additional funds not budgeted for. Investigate funding options and complete a budget review.	v	v	CEO Compliance Officer		<i>Risk:</i> Failure to identify relevant guidelines and population expectations will result in compromised information and requirements may not be identified correctly. <i>Mitigation:</i> Engage consultants if required.
			Identify relevant State and/or Federal Government policies and guidelines	Review guidelines and complete Business Case	Business case approved by CEO.	Dec-20						
			Review licencing requirements	Apply for amendment if required	Application completed	Jan-21						
			Investigate the viability of a MRF	Implementation Plan complete. Review schedule	Approved by CEO	Mar-21						
			Recommendation made on the viability of the MRF	Recommendation made to CEO	Recommendation approved by CEO	May-21						

	Undertake energy recovery options assessment	Existing	Review current arrangements for Gas Collection and assess viability of power production against flare only option	Review and decide if there are enough gas collection for power generation or is a permanent flare the best option.	CEO to approve which option	Dec-20	Budget review required		√	√	CEO Consultant	<i>Risk:</i> Cost implications may be greater than benefits provided. <i>Mitigation:</i> Speak with more than one provider and seek opinion from those that have already installed systems.
	Undertake a waste infrastructure needs analysis to inform future waste infrastructure requirements.	New	Identify waste infrastructure in the LGA including current capacity/remaining capacity and infrastructure performance	Existing infrastructure assessment complete by Jan 2021	CEO to complete review	Jun-21	Infrastructure needs analysis undertaken using in house resources. Future requirements identified will require funding.	√	√	√	CEO	<i>Risk:</i> Failure to follow all steps will result in compromised information and requirements may not be identified correctly. <i>Mitigation:</i> Thorough investigation and consultation required to ensure correct information. BHRC will use the best information available to underpin the assessment.
			Determine historical and forecast population and waste projections	Consultation conducted with member councils and surrounding LGA's	Consultant engaged to complete consultation							
			Identify future challenges and opportunities with current waste infrastructure	Assessment completed by March 2021	CEO review completed April 2021							

			Forecast future waste infrastructure needs for a regional waste precinct at Stanley Road	Draft needs analysis completed by March 2021								
Undertake analysis of current services provided with a view on future waste requirements.	New		Confirm waste priorities in accordance with the Waste Avoidance and Resource Recovery Strategy 2030	Forecast future waste infrastructure needs and undertake a needs analysis	Needs analysis completed	Jun-22	In house resources	√	√	√	Operations	<i>Risk:</i> Without all this information we will not be confident in the services we provide being what the community requires. <i>Mitigation:</i> Thorough investigation and consultation required to ensure correct information.
			Identify future challenges and opportunities with current waste infrastructure									
			Identify how to respond to these challenges and how they may affect the BHRC									

Policies and procurement	Sustainable Procurement Policy. Reduce the amount of waste created with purchasing	Existing	Review current plan and update in line with LG Act and the Waste Avoidance and Resource Recovery Strategy 2030	Policy update complete	Council Resolution	Jul-21	In house resources	√	√		Compliance Officer	<p><i>Risk:</i> Procurement may not be in-line with best practices and the Waste Avoidance and Resource Recovery Strategy 2030</p> <p><i>Mitigation:</i> Updating policy will bring it into line with the Waste Avoidance and Resource Recovery Strategy 2030</p>
Data	Improve data collection across the LG	Existing	Create a centralized database for recording all information required to enable easier collection. BHRC currently utilise some of the City of Bunbury data management and it is preferable that all this is brought in under 1 BHRC database.	Determine database needs and implement	New IT Management consultant engaged, and database implemented	Dec-19	Fully budgeted item	√			Compliance Officer	<p><i>Risk:</i> Data controlled by others is not always readily available.</p> <p><i>Mitigation:</i> All data controlled by BHRC without relying on others.</p>
Behaviour change programs and initiatives	Continue to develop, deliver, and evaluate waste related education	Existing	Review, revise and implement MOU with member councils in the	MOU reviewed and revised as required. Implement MOU	New MOU signed	Jun-20	In house education officers	√	√	√	Education Officer	<p><i>Risk:</i> If MOU is not agreed to by all councils in the Wellington Regional Group there is a risk of the information being delivered will be inconsistent across the region.</p>

	programs for member councils of the Wellington Regional Group		Wellington Regional Group to provide consistent waste messages across the region												<i>Mitigation:</i> Discussion being held with individual councils to determine if their needs are being met and if there is something more they need.
--	---------------------------------------------------------------	--	----------------------------------------------------------------------------------	--	--	--	--	--	--	--	--	--	--	--	-------------------------------------------------------------------------------------------------------------------------------------------------------

DOCUMENT CONTROL				
DOCUMENT OWNER			Chief Executive Officer	
RESPONSIBLE FOR REVIEW			Compliance Officer	
DATE	DOCUMENT	VERSION	DESCRIPTION OF CHANGE	RESOLUTION No.
07/10/2020	Waste Plan	V01	New Document	DWER Draft Approval received 07/10/2020
26/11/2020			BHRC Council Resolution required	