



Waste Authority

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# ***Regional Funding Program for Local Government Authorities 2011/2012 - 2015/2016***

## ***Regional Investment Plan***

***(Western Metropolitan Regional Council)***

***(Bulky Waste Sorting)***

***An initiative of the Waste Authority***

## Acronyms

DEC	Department of Environment and Conservation
LGA	Local Government Authority
RIP	Regional Investment Plan
RIPAG	Regional Investment Plan Assessment Group
RCG	Regional Council Group
RFP	Regional Funding Program
SWMP	Strategic Waste Management Plan
WALGA	Western Australian Local Government Association
WARR Account	Waste Avoidance and Resource Recovery Account
Waste Authority	Waste Authority of Western Australia

## Definitions

**Regional Council Group (RCG);** *two or more Local Government Authorities within metropolitan and non-metropolitan Western Australia working together to deliver regional waste management priorities identified within Strategic Waste Management Plans (SWMP).*

**Waste Strategy priorities;** for the purpose of this document Waste Strategy priorities include the priorities, aims, objectives, targets and strategies outlined within the *Western Australian Waste Strategy: "Creating the Right Environment"* (Waste Strategy)

## Contact Details

### **Regional Funding Program Co-ordinator - Brendan Mohr**

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**Please complete all sections of this form to access funding through the Regional Funding Program (RFP). Additional information in support of proposed project can be provided as an attachment.**

## **PART A – REGIONAL COUNCIL GROUP**

**Regional Council Group (RCG) Name:** Western Metropolitan Regional Council

### **Local Government Authority (LGA) Members:**

- |                        |                              |
|------------------------|------------------------------|
| 1. Town of Claremont   | 4. City of Nedlands          |
| 2. Town of Cottesloe   | 5. Shire of Peppermint Grove |
| 3. Town of Mosman Park | 6. City of Subiaco           |

### **List your RCG's regional priorities (as indicated in its SWMP):**

The SWMP doesn't specifically identify "regional priorities" but states the goals of the plan are to:

- Minimise the direct and indirect environmental impact of waste and its management in the region over five years.
- Manage waste in a sustainable manner.
- Increase community awareness of the impact of waste issues on the environment.

The three focus areas of the SWMP are listed as:

1. Introduction of the DiCOM Alternative Waste Treatment Facility [note: this is complete].
2. Cooperation through the Technical Committee to maximise opportunities to share resources and improve productivity and economic synergies across the region.
3. Promote waste reduction initiatives to the local communities to educate, foster a caring ethos and encourage ownership in creating a sustainable society by:
  - Promoting programmes such as living smart, waste wise schools, event recycling, partnerships with charities and end user responsibility.
  - Instigate recycling in all Council controlled premises.
  - Incorporate in Council policies the need to address sustainability, recycling and accountability for activities undertaken by the Councils, residents, communities and developers in the WMRC region.

Additionally, the plan identifies a series of priority actions that could be undertaken at the Brockway Waste Transfer Station if additional land is acquired. These actions include:

- Expanding greenwaste recycling
- Introducing wood waste recycling
- Introducing C&D recycling
- Expanding the e-waste drop-off zone
- Expanding plastic recycling

**Is the lead organisation that will administer the grant funds registered for GST purposes?**

Yes

## PART B – PROJECT INFORMATION

**Project Name:** Bulky Waste Sorting

**Project Manager / Contact Person details:**

Ms Rebecca Goodwin

Business Development Manager

Western Metropolitan Regional Council

Phone: (08) 9384 4003; Mobile: 0419 979 516

Email: Rebecca.Goodwin@wmrc.wa.gov.au

**Project duration (start and finish dates):**

From: 1 February 2013

To: 31 August 2013

**Summary of Project (Key Features):**

The WMRC operates the Brockway Waste Transfer Station in Shenton Park. Funding is sought for civil works to:

1. Expand the residential / self-haul recycling drop-off area; and
2. Construct a new internal road and hardstand to receive and sort bulky waste.

**1. Expand the residential/self-haul recycling drop-off area.**

A number of free recycling and disposal services are available to local residents at the Waste Transfer Station (including batteries, cardboard, e-waste, hazardous waste and scrap metal). Expansion of this area will:

- Encourage increased use of the area as more parking bays will be available.
- Increase the number of services available to residents.
- Improve access for recycling contractors' vehicle / container access.

**2. Construct a new internal road and hardstand to receive and sort bulky waste.**

For many years, WMRC has unsuccessfully sought to acquire additional land adjacent to the Waste Transfer Station to provide space for bulky waste sorting and resource recovery activities. A new design has been developed that will allow WMRC to sort bulky waste without the need to acquire additional land.

The works will provide an area for approximately 5,500 tonnes of bulky waste per annum to be sorted and recyclables recovered. Under the current set-up, less than 2% of bulky waste received is separated for recycling. Bulky waste includes:

- Council collected verge (hard) waste
- Self-haul waste (e.g. tip passes)
- Bulky waste delivered in 2-3m<sup>3</sup> skip bins

**Project Methodology (align with Projected Milestone Schedule – Part D):**

*Expand residential/self-haul recycling drop-off area:*

1. Appoint head contractor.
2. Demolish existing landscaping and bitumen.
3. Lay new kerbing and bitumen.
4. Install new landscaping.
5. Install electrical connection for cardboard compactor bin.
6. Coordinate new bins / collection systems.
7. Complete directional line painting.
8. Install directional and materials signage.
9. Promote new recycling services.

*Construct internal road and hardstand*

1. Install drainage.
2. Lay new bitumen and concrete.
3. Replace existing retaining wall.
4. Construct 'hut' for attendant/s.
5. Connect electricity to hut.
6. Coordinate new bins/collection systems.

**Project Investment**

Regional Funding Program funds requested for this project (Excluding GST)	\$208,708
Amount of funding contributed by RCG (in-kind)	\$-
Amount of funding contributed by RCG (cash)	\$413,129
Other funding program investment (list)	\$-
Total	\$620,837

## PART C - FUNDING CRITERIA

### Project alignment with SWMP:

Is the project identified as a regional priority within the RCG's SWMP?

The SWMP identifies a series of priority actions if additional land is acquired at the Waste Transfer Station. Additional land has not been acquired, but the works proposed will allow the priority actions to be achieved on the existing land. This includes:

- Action 25: Additional plastic recycling available at Brockway Transfer Station.
- Action 28: Development of an expanded greenwaste recycling facility on a portion of the acquired land adjoining the Brockway facility.
- Action 29: Establish wood waste recycling as part of the redevelopment of Brockway.
- Action 30: Establish C&D recycling as part of the redevelopment of Brockway Waste Transfer Station.
- Action 33: Investigate changes to materials separation and collection frequencies [for Council bulk waste] to improve waste diversion from landfill.

Additionally the following actions are identified in the WMRC's Corporate Business Plan and regional priorities:

- 1.1.5 Provide expanded waste recycling services
- 3.3.1 Sort waste from residents for recycling

### Outline the regional priority(s), objectives and deliverables that this project will achieve or contribute towards achieving:

#### At implementation:

##### Regional Priorities:

- Manage waste in a sustainable manner.
- Provide expanded waste recycling services.
- Sort waste from residents for recycling.

##### Objectives:

- To establish a suitable area to sort bulky waste received at the Brockway Waste Transfer Station.
- To provide the necessary equipment and personnel to sort bulky waste received at the Brockway Waste Transfer Station.

##### Deliverables:

- The residential/self-haul recycling drop-off area at the Brockway Waste Transfer Station is increased in area, capacity and use.
- At least one additional free recycling or disposal services is available to residents at the Brockway Waste Transfer Station.
- An area is available to sort bulky waste received at the Brockway Waste Transfer Station to increase the quantity of waste recovered for recycling.

Five years from implementation:

Regional Priorities:

- Divert increased quantities of bulky waste from landfill.

Objectives:

- By 2017, over 50% of all bulky waste received at the Brockway Waste Transfer Station is recovered for recycling.
- By 2017 65% of residential self-haul waste is sorted for recycling in the residential/self-haul drop off area.

Deliverables:

- WMRC LGA members have highest waste recovery rates among Australia.
- Increased quantities of waste from the Brockway Waste Transfer Station diverted from landfill.

**Indicate the Waste Strategy target(s) that this project will contribute towards achieving:**

The introduction of the DiCOM Waste Processing System at the Brockway Waste Transfer Station in mid-2013 will see the WMRC LGA members' diversion from landfill reach between 72% and 74%. This is already well above the Waste Strategy's targets for MSW of:

- 50% diversion from landfill of material presented for collection in the metropolitan region by 30 June 2015 and 65% diversion by 30 June 2020.

Currently no material is sorted from the bulky hard waste received at the Brockway Waste Transfer Station. A study by Mindarie Regional Council (*Best Practice Bulky Hard Waste and Greenwaste verge collections*, Hofstede and Associates) identifies the largest types of waste disposed through verge collections are scrap metal, timber, cardboard and mattresses. A visual audit at the WMRC's site on 15 November 2012 confirmed this. By 2015, WMRC expects to be recovering at least 60% of Council bulk waste. This will lift the LGA members' diversion from landfill to between 77% and 80%; well above the 2015 diversion target for MSW and among the best performing Councils in Australia.

The proposed bulky waste sorting area will also sort approximately 2,000 tonnes of commercial and industrial (C&I) waste delivered in small skip bins. The Waste Strategy identified targets for C&I waste of 55% by 30 June 2015 and 70% by 2020. This project will contribute towards achievement of these C&I targets.

**Indicate how the project will acknowledge the contribution that RFP funding will make towards improvement in waste avoidance, resource recovery or disposal:**

Signage will be erected stating "recycling services provided with assistance of the Waste Authority."

**Outline if the project is a new initiative or if it will add value to an existing activity:**

The proposed project will value-add to the existing sorting/recycling services provided at the Waste Transfer Station.





**Briefly outline how the project will meet Project Criteria and how it will impact on the region.**

(Section 7: Regional Funding Program for Local Government Authorities 2011-2016 Funding Guidelines)

If required this form can be completed in A3 format.

Fixed Funding Stream and Competitive Funding Stream - Project Criteria	How project meets criteria
Makes a measurable contribution towards meeting Waste Strategy targets.	<p>The proposed project works towards achieving the Waste Strategy targets for MSW and C&amp;I. The project will drive WMRC's LGA members anticipated MSW diversion rates to over 75% by 2015. This is well above the 65% diversion target of the Waste Strategy.</p> <p>The proposed project will achieve actual waste diversion. It is not yet another study on how to achieve diversion.</p>
Project identified in regional SWMP	The proposed project will allow WMRC to achieve the regional priorities identified in the SWMP for activities to complete if extra land is acquired, without the need to acquire additional land.
Meets or makes significant advance towards meeting current industry best practice in waste management services and infrastructure.	<p>The project makes advancement towards setting the best practice for the management of bulky waste. WMRC is unaware of other Councils investing significant effort into the recovery bulky waste post-collection.</p> <p>The expected recovery of 50-60% from Council collected bulk hard waste will place the WMRC LGA's with a total waste diversion of &gt;75%, placing them among the leading Councils in Australia.</p>
Clearly identifies the contribution that the proposed project will make towards improvement in waste avoidance, resource recovery or disposal	<p>The proposed project is focussed on resource recovery.</p> <p>As stated above, the project <u>will</u> divert increased quantities of waste from landfill ongoing.</p> <p>The current recovery rate of bulky waste received at the Waste Transfer Station is less than 2%. It is anticipated that 50-60% of bulky waste can be diverted from landfill after five years.</p>
Provides or will lead to a benefit to the whole region.	<p>The Transfer Station is utilised by every WMRC LGA member and their residents; therefore the project deliverables are region-wide.</p> <p>The recovery of Council collected bulk hard waste will increase every WMRC's LGA members' waste recovery rates without increased costs to each Council.</p>
Achieves continuous improvement in waste avoidance, resource recovery or disposal.	<p>The project will create a system for the ongoing diversion of bulky wastes from landfill.</p> <p>The ongoing recycling/sorting will be funded through recycling revenue and disposal gate fees.</p>
Demonstrates resource use efficiency.	<p>The project aims to recover valuable resources from material currently sent to landfill. This reduces the reliance on virgin materials.</p> <p>The project utilises land already identified for waste management.</p>
Demonstrates that end markets have been or can be established (where applicable).	Recycling services will only be established where viable recycling markets are available. Strong markets currently exist for batteries, cardboard, e-waste, hazardous/chemical mattresses and timber.
Outlines the environmental, social and economic impacts (both positive and negative).	<p><u>Environmental benefits:</u></p> <ul style="list-style-type: none"> <li>• Increased waste diversion from landfill (not generating methane and not consuming valuable landfill airspace).</li> <li>• Promotes the reuse of valuable resources.</li> </ul> <p><u>Economic</u></p> <ul style="list-style-type: none"> <li>• Recovers revenue generating material (scrap metal and cardboard).</li> <li>• Recovers materials that can be recycled at a cost lower to landfill (timber).</li> <li>• Removes bulky materials to increase quantity of waste in each truck/bin which reduces transport costs (mattresses).</li> <li>• Improved recovery is expected to reduce overall bulky waste management costs as the cost of landfill continues to rise.</li> </ul>

	<p><u>Social</u></p> <ul style="list-style-type: none"><li>• More recycling services will be available at the Waste Transfer Station for residents.</li><li>• Councils will achieve higher waste diversion from landfill on behalf of residents.</li></ul>
Outlines how the benefits of the project will be communicated to relevant stakeholders.	<p>Recycling / waste diversion rates are reported in the WMRC's Annual Report each year.</p> <p>WMRC Councillors and member Council officers are provided with waste receipt statistics on a monthly basis. Once waste is being recovered from the bulk hard waste, this data will be added to the report.</p>
Other (describe)	

## Resources / Approvals

**What time and skills, or other resources (including, staff; services; materials; equipment; technology; intellectual property rights / access; etc) will be required to complete the project on time and within budget?**

Please provide details (including how these resources will be funded / sourced):

The preliminary design has been completed by WMRC's Engineer.

All works will be carried out by specialised contractors, under the supervision of a Head Contractor. The Head Contractor will be responsible for ensuring the project is completed on time and within budget.

The required materials will be supplied by contractors.

**Are any planning, environmental or other approvals required for this project?**

TBC

Provide details:

The proposed works form part of site-wide refurbishment. Planning approval was received from the City of Nedlands in October 2011; however the design has been amended and WMRC is in discussions with the City of Nedlands as to whether a new planning permit is required.

Have these approvals been issued? *(Please provide a copy of the relevant approval/s)*

TBC

See above.

## Project stakeholders

**List the LGAs directly involved in this project and a summary of their involvement.**

1. City of Nedlands	The Waste Transfer Station is located in the City of Nedlands Planning approval for the works may be required (see above).
2. Town of Claremont	All LGAs in the region will promote the sorting/recycling services to their residents.
3. Town of Cottesloe	
4. Town of Mosman Park	
5. Shire of Peppermint Grove	
6. City of Subiaco	

**List any partner organisations and their role in the project (including other funding programs, consultants, sub contractors etc), where known.**

1. Q3 Architecture	<ul style="list-style-type: none"><li>• AutoCAD drawings for incorporation into tender and contract documents.</li></ul>
2. Head Contractor for Civil Works (to be appointed)	<ul style="list-style-type: none"><li>• Detailed design</li><li>• Contract documentation</li><li>• Contract administration</li></ul>

3. Geotechnical consultant (to be appointed)	<ul style="list-style-type: none"><li>• Obtain geotechnical information required for the project design</li></ul>
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## PART D – PROJECT MILESTONES

If required the following forms can be submitted in A3 format.

**Note:** This table provides a projection of the Regional Funding Program funding that will be required on completion of project milestones.

Projected Milestone Schedule – Regional Funding Program contribution				
Project Name:				
Activity	Milestone		Anticipated Milestone Completion Date	Regional Funding Program payment on completion of milestone (Excluding GST)
Contract agreement	No. 1	Submission and approval of RIP	31/12/2012	20% being: \$41,741.60
Civil works	No. 2	Demolish existing landscaping & bitumen		40% being:
	No. 3	New drainage, bitumen, concrete and landscaping		\$83,483.20
Structural works	No. 4	Replace retaining wall		10% being:
	No. 5	Construct hut for attendant		\$20,870.80
Electrical works	No. 6	Install electrical needs		10% being: \$20,870.80
Signage	No. 7	Complete directional line painting		10% being:
	No. 8	Install services signage		\$20,870.80
Final Project Evaluation Report		Submission and approval of Final Project Evaluation Report	31/08/2013	10% being: \$20,870.80
<b>Total Regional Funding Program Funding (Excluding GST)</b>				<b>\$208,708</b>

## PART E - PROJECT BUDGET

If required, the following tables can be submitted in A3 format.

This table outlines the projected costs and how the project will be funded.

### Projected Expenditure

Item	Projected Expenditure			
	Regional Funding Program (Excluding GST)	RCG (in-kind)	RCG (cash)	Funds from other sources
<b><u>Salaries/Wages/Fees</u></b>				
In house labour costs				
Consultant & Subcontractor fees				
Demolish existing bitumen and landscaping	\$9,824			
Lay new kerbing, bitumen and concrete	\$145,179		\$140,396	
Install drainage	\$47,705			
Install new landscaping			\$1,233	
Install electrical connections	\$4,000			
Line marking / painting	\$1,000			
<b><u>Direct Project Costs</u></b>				
Capital items (list)				
Construct hut for attendants			\$50,000	
Directional signage	\$1,000			
Replace retaining wall			\$220,500	
Equipment hire (list)				
Expendables (list)				
Freight & transport				
Vehicle expenses				
Insurance/s				
Printing, advertising, distribution			\$1,000	

(promote new recycling services)				
Accounting / Legal fees				
Administration costs (list)				
Other (detail)				
<b>Sub - total</b>	<b>\$208,708</b>	<b>\$</b>	<b>\$413,129</b>	<b>\$</b>
<b>Total Projected Expenditure</b>	<b>\$620,837</b>			

<b>Regional Investment Plan Checklist</b>	
<b><i>Please complete this checklist to ensure that the project meets the required funding and assessment criteria.</i></b>	✓
You have read and understand the <i>Regional Funding Program for Local Government Authorities 2011-2016: Funding Guidelines - January 2012</i> (Funding Guidelines).	✓
Your RCG has lodged a Strategic Waste Management Plan with Department of Environment and Conservation (DEC) and it has been endorsed.	✓
All LGAs within your RCG have completed and submitted the most recent DEC local government census of waste services and recycling.	✓
The project was identified as a regional priority within the RCG's DEC endorsed SWMP.	✓
The project will clearly identify and recognise the contribution that RFP funding makes towards improvement in waste avoidance, resource recovery or disposal.	✓
You have provided proof of delegation of decision making powers from all LGAs to the nominated lead authority of the RCG for the current RFP (Section 8.1.1 Funding Guidelines) and The RIP has been signed by the delegated authority; <b>or</b> the RIP has been signed by all LGA member Chief Executive Officers (CEOs).	✓
The project will make a measurable contribution towards meeting Waste Strategy targets.	✓
The project will achieve continuous improvement in waste avoidance, recovery or disposal.	✓
The project meets all applicable Project Investment Criteria, (Section 7: Funding Guidelines).	✓
The Regional Investment Plan (RIP) includes all details of project funding, including details of funding under other funding programs (including Waste Authority programs).	✓
The project includes a recipient contribution totalling 20% of the overall project cost (cash if a competitive bid funding application).	✓
The RIP is submitted within the applicable funding period (Section 1 Funding Guidelines).	✓
You have completed all applicable sections of the RIP template.	✓
You have submitted one electronic and one signed hard copy of your RIP.	✓



**Note:** This report must be signed by the CEO of the regional council, lead local government representing the RCG or all group CEOs as applicable.

**Add declarations as required.**

<b>PART F - DECLARATION</b>	
I, Carl Askew, Chief Executive Officer of the Town of Cottesloe, declare that the information given in this <i>Regional Investment Plan</i> and all attached documents are complete and correct to the best of my knowledge, information and belief.	
<b>Signature of Chief Executive Officer:</b>	.....(signature) Mr Carl Askew ..... (date)
<b>Witnessed by:</b>	.....(signature) Mrs Lydia Halim Executive Officer ..... (date)