

No.	Action	Description / Further Detail	Role of the Town	Responsible Service Area	Support Service Area	Priority	Estimate Cost	Timing
THEME / OUTCOMES #1: Waste services								
1.1	Maintain rolling long term (5-10 year) waste services budget			Infrastructure Operations	Finance	moderate	nil	Ongoing
1.2	Three bin system: Lime green lid - Garden Organics (GO) to Food organics and garden organics (FOGO)	State Government Policy requires all councils to move to FOGO by the end of 2025. TVP currently has GO for households on land greater than 400m2 and those on less than 400m2 who have opted in. FOGO bins will need to be delivered to all households by mid 2025.	The Town is currently conducting a bin audit to determine how many FOGO bins and red lids need to be ordered and delivered. Once completed, the Town will procure the FOGO bins and kitchen caddy bins. Bins will be delivered by mid 2025. Investigating the additional option of caddy bins being collected from allocated points upon presentation of caddy voucher to be found in FY25/26 waste calendar. FY24/25 education campaign.	Infrastructure Operations- currently using contractors to audit bins on bin collection day to determine number of bins we need to order and who have authorised bins. Separate mattress collection upon request.	Stakeholder Relations (Comms) - develop authorised bin stickers or similar materials.	High	Anticipated Cost - Waste education activity. Additional cost associated with promotional material. \$50,000. Budget of \$600,000 for bin supply. Significant amount needed to secure bins, caddies and contractor to deliver bins.	FY 24/25 - rollout FY 2025/26 - fully operational
1.3	Red lid -Waste to Energy (WtE)	All general waste bins will have a red lid fitted by 2026 and waste will be diverted from landfill to a WtE facility south of Perth.	Use contractors to fit red lids to bins, education campaign to explain new WtE stream and collection service which will change to fortnightlyH+D5	Waste Management Coordinator or similar role, Infrastructure Operations	Stakeholder Relations (Comms)	High	Budget of \$600,000. Significant amount needed to secure bins, caddies and contractor to deliver bins.	FY 24/25 - rollout FY 2025/26 - fully operational
1.4	Yellow lid - recycling bin	Focused campaign to maintain and improve the high level of recyclable materials entering yellow bins with minimal contamination. Consider QR codes on waste calendar designed to provide most update recycling information	Focused and ongoing education campaign to encourage correct segregation of waste. Consider publishing recovery results in rates notice and/or annual report.	Waste Management Coordinator or similar role, Comms	External contractors eg Peg Davis + Earth Carers course.	Medium	Nil	ongoing - concerted campaign FY24/25 to coincide with new 3 bin system.
1.5	Bulk waste verge collections	Review effectiveness of current bulk waste verge side collection services and seek alternatives where feasible. Continue to engage with charities and other service providers to explore opportunities to minimise waste to landfill.	Provide effective and timely verge waste collection. Source charity organisations and various service providers to maximise reuse, recycling and avoid waste entering landfill. Examine feasibility of pre booked collection for all bulk waste not just e-waste.	Infrastructure Operations, External service providers	Waste Management Coordinator or similar role, Stakeholder Relations (Comms) esp waste calendar and website	Medium	Nil	Ongoing
1.6	Prebooked verge collection for Bulk hard waste	Evaluate options for pre booked verge collection and tender for the service	Improve verge collection services to adapt to current and future requirements	Infrastructure Operations	Elected Members, Procurement, Asset and Environment	High	\$700,000	FY 24/25
1.7	Schedule or Prebooked verge collection for Green waste	Evaluate options for pre booked verge collection and tender for the service	Improve verge collection services to adapt to current and future requirements	Infrastructure Operations	Elected Members, Procurement, Asset and Environment	High	\$300,000	FY 24/25
1.8	Prebooked white good collection and processing	Evaluate options for pre booked verge collection and tender for the service	Improve verge collection services to adapt to current and future requirements	Infrastructure Operations	Elected Members, Procurement, Asset and Environment	High	\$40,000	FY 24/25
1.9	Prebooked mattress collection and processing	Evaluate options for pre booked verge collection and tender for the service	Improve verge collection services to adapt to current and future requirements	Infrastructure Operations	Elected Members, Procurement, Asset and Environment	High	\$40,000	FY 24/25
1.10	Processing of Hard waste	Evaluate processing options for collected items and tender for the service	Improve verge collection services to adapt to current and future requirements	Infrastructure Operations	Elected Members, Procurement, Asset and Environment	High	\$150,000	FY 24/25
1.11	Processing of Green waste	Evaluate processing options for collected green waste and tender for the service	Improve verge collection services to adapt to current and future requirements	Infrastructure Operations	Elected Members, Procurement, Asset and Environment	High	\$40,000	FY 24/25
1.12	Drop off for E waste at the Depot at least 2 times a year	Evaluate drop off options	Improve verge collection services to adapt to current and future requirements	Infrastructure Operations	Elected Members, Procurement, Asset and Environment	High	\$20,000	FY 24/25
1.13	Processing of E waste	Evaluate processing options and tender for the service	Improve verge collection services to adapt to current and future requirements	Infrastructure Operations	Elected Members, Procurement, Asset and Environment	High	\$20,000	FY 24/25
1.14	Charity drop off day	Continue stationery donation station at the Administration Office and investigate feasibility of a charity drop off day at the depot	An annual charity drop off day may reduce issues will bin contamination and illegal dumping. May also reduce the amount of waste being dumped on bulk verge collection days	Infrastructure Operatins, external charities	Waste Management Coordinator or similar role, Comms	Medium	Nil	FY 25/26
1.15	Hazardous waste collection	Currently annual dropoff in October which now includes E-waste. Needs to be reviewed to see if biannual collection is needed now that we take e-waste.	Provide advertising and collection point for public hazardous waste. External service provider collects and processes this waste for processing and disposal. Work with organisations such as Totally Green Recycling and Southern E-Waste who could collect and process the Town's e-waste.	Infrastructure Operations + external provider to process and dispose of waste.	Waste Management Coordinator or similar role, Comms	High for e waste Medium for other hazardous waste	officer time for desktop research and adjustment to website	Ongoing with emphasis on collection days. Review demand after October 24 collection and implement change in FY 25/26 to adapt to the new requirements
1.16	Monitoring and reporting of services delivered.	Work in collaboration with waste collection service providers to organise bin tagging teams to monitor and review waste collection activities for improvement opportunities. Deliver authorised bin stickers or similar materials for extra bins that are registered with the Town and manage unregistered bins. Also use these services to monitor contamination rates. Consider appropriate education services to assist those who may not be familiar with Town requirements. See 2.1	Work closely with service providers to monitor and facilitate correct segregation of waste to reduce waste destined to landfill	Waste Operations, external service providers	Waste Management Coordinator or similar role, Stakeholder Relations (Comms)	High	Nil	FY24/25 Review the 2024/2025 waste audit results and work with Service providers to analyse contamination in FY25/26 and beyond.
THEME / OUTCOMES #2 Community Participation and Engagement								
2.1	Bin audit and bin tagging	Bin audit and tagging will commence within 6 months of FOGO bin roll out and WtE service commence	Hire and oversee contractors. Consider reward for people who do the right thing after first audit. Trial appropriate actions for repeat offenders who ignore targeted education campaign.	Waste Management Coordinator or similar role, Infrastructure Operations	Stakeholder Relations (Comms)	High	\$5,000	Q2 FY 2025/26. Q4 FY 2025/26.

2.2	Correct segregation of waste to minimise waste entering landfill	Targeted and continuous education campaign to assist community members to correctly segregate waste to minimise contamination and the risk of waste being sent to landfill. Campaign will be offered in different languages and include bin poster for MUD's. This aligns with the 2019 National Action Plan and the State Waste Strategy to achieve an 75- 80% average recovery rate from all waste streams by 2030.	Use variety of methods to assist education campaign to spread information about the correct segregation of waste and the circular economy.	Waste Management Coordinator or similar role, external providers, comms.	Infrastructure Operations, Customer service, external providers like strata managers and business owners.	High	\$5,000	Targetted FY24/25 then ongoing	
2.3	QR codes or similar methods on waste calendar to provide updated recycling information	QR codes or similar distributed to ratepayers with waste calendar. QR code links to most recent recycling information including recycle right and info-graphics.	Use QR code or similar in waste calendar to provide latest information about correct segregation of wastes and drop off points for difficult products like e-waste, aerosols, light globes etc.	Waste Management Coordinator or similar role, external providers, comms.	Infrastructure Operations, Customer service, external providers like strata managers and business owners.	High	\$5,000	25/26	
2.4	Home Composting Initiative	Town provides workshops to residents . First workshop provides an overview and introduction to composting and the different systems available. Second workshops explains to residents how to use their compost. This aligns with the 2019 National Action Plan	Advertise and facilitate workshops. Provide rebate for composting system or assist with reuse of materials and ongoing support through social media platform. Consider offering other workshops such as cooking with leftovers and excess garden produce.	Waste Management Coordinator or similar role, Comms, external educators and suppliers.	Infrastructure Operations, Customer service, comms.	moderate	Anticipated cost aproximately \$30,000. Investigating the option of charging participants \$25 to recover some of the costs associated with the program.	ongoing.	
2.5	Hazardous waste collection	1. Monitor public open space and consider installing more collection points for containers, batteries, aerosols etc.	Heavily advertise hazardous waste collection day and consequences of not disposing of this waste correctly	Waste Management Coordinator or similar role, Infrastructure Operations,	comms	High	\$5,000	ongoing	
2.6	Illegal dumping	Containers	Monitor current containers for change drop off points and recycling stations around the town. Increase avialability as required.	Waste Management Coordinator or similar role, Infrastructure Operations,	community health +safety	Medium	Nil	ongoing	
		2. Work with charities, Property Strata bodies, and universities to investigate ways to reduce unwanted household goods being dumped.	Usula Frayne have expressed interest in using Town properties where available as a community recycling hub and drop off centre where students with disabilities can be trained to work in the centre.	Waste Management Coordinator or similar role	Infrastructure Operations, Property Development and Leasing, external organisations.	Medium	Nil	ongoing	
		End of life waste	Explore options beyond recycling and resource recovery	Waste Management Coordinator or similar role	Infrastructure Operations	Medium	Nil	ongoing	
2.7	grants	Encourage and assist the community in applying for external funding when available. Use external funding to assist with education campaigns.	Currently applying for waste sorted grant to provide public education in different language for new 3 bin system which will be introduced FY 25/26	Waste Management Coordinator or similar role	Infrastructure Operations	moderate	Officer time research and complete the grant application or assist community applications	Ongoing	

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THEME / OUTCOMES #3: Research and Development

3.1	Explore expansion of FOGO collection to large MUD's using EDGE as a case study	The Town has been approached by Edge appartments to trial FOGO. They have asked for targetted education including bin posters.	Town to determine if this is feasible and start working Edge appartments on the trial in 2025 if viable.	Waste Management Coordinator or similar role, Infrastructure Operations.	Edge Appartments	High	Nil	2025	
3.2	Identify key drivers that are likely to impact on the future cost of verge collection services and develop strategies to minimise the financial and reputational risk.	1. Town is currently exploring ways to manage white goods and e-waste as well as other waste streams like soft plastics. 2. Annual minor review and revision as necessary of the SWMP implementation plan and remain aligned with the SWMP as endorsed by Council. 3. increasing financial burden affecting residents and businesses 4. highly transient nature of the Town's residents	Officers to keep up to date with changing expectations from all levels of government and the community. Also to keep abreast of changes affecting the waste sector.	Infrastructure Operations	Assets and Environment, Procurement	High	Nil	On going	
3.3	Waste data collection	Continue to record waste collection and processing data in line with DWER requirements. Analyse the annual trend of segregated waste tonnage for recycling and resource recovery. <i>Aligns with the 2019 National Action Plan to make comprehensive, economy wide and timely data publicly avialable.</i>	Collect and assess data to determine effectiveness of education campaigns and waste services provided.	Waste Management Coordinator or similar role, Infrastructure Operations, Consultants	Stakeholder Relations (Comms)	high	\$5,000	On going	
3.4	Develop sustainability Hub within the Town or resource share with other LGA's	The Town is currently working with organisations such as Ursula Frayne, Community Garden group and Good Sammy's to explore using Town properties to train students of various abilities to run a recycling centre including waste collection drop off facilities, compost and gardening and potentially repair café for the community. The Town is also exploring with other LGA's on resource sharing options. Teh City of South Perth is in discussion with The Town on the potential of the use of their transfer station for E waste drop off. A repair cafe and donation centre supports the state governments waste avoidance intiaitve intitutiative 2.1 to increase reuse and repair of products like household and commercial e-waste and whitevgoods.2.3 WA is empowered to avoid waste	Explore suitable arrangements with third parties to run the proposed services. Explore potential synergies that facilitate peer mentor support for youth and young adults with various abilities.	Waste Management Coordinator or similar role, external agencies	Property Development and Leasing,	Medium	\$100,000 annually (being reviewed)	after 24/25	
3.5	Keep abreast of changing government strategies and waste management industry associated with waste management services	The various government strategies are aimed at promoting circular economy outcomes by increasing recyclin and resource recovery and phasing out difficult to recycle product like single use plastics, complex multi-material products like tetra packs, and illegal dumping and litter.	Officers within the Town will keep up to date with the changing waste management environment and develop flexible and agile waste education programs to adapt to the fast changing waste sector.	Waste Management Coordinator or similar role, Infrastructure operations, Consultants	Stakeholder relations (Comms)	Medium	Nil	On going	
3.6	Annual review and continuous improvement in meeting the State Waste Strategy Targets	Annually review waste streams and service. Are we on track to meet these targets	data collection and monitoring to ensure the relevant actions implemented and appropriate level of resource provided in a timely manner.	Infrastructure Operations	Waste Management Coordinator or similar role	Medium	Nil	Ongoing	

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THEME / OUTCOMES #4: Stakeholders and Partnerships									
No.	Action	Description / Further Detail	Role of the Town	Responsible Service Area	Support Service Area	Priority	Estimate Cost	Timing	
4.1	FOGO Bin supply contract	FOGO bins to be rolled out in 2025. Existing GO processing contract has provision for FOGO processing. RFT for supply of FOGO bins to be finalised	Finalise RFT documents for FOGO bin supply in 2024/25 and secure service by mid 2025.	Infrastructure Operations	Procurement	High	\$600,000	24/25	
4.2	Servicing laneways and ROW	Review development applications with a view of ensuring that appropriate waste services can be provided	Ensuring all new developments will have safe and flexible access to waste services and minimise serious OSH incidents experienced in other LGs.	Technical Services	Planning Services, Building Services	High	Nil	On going	
4.3	Servicing commercial and high density residential units	Explore support options for businesses and residential including high density commercial and residential units	Assist businesses and applicants (prior to construction commencing, preferable at development application stage) to continue to operate sustainably where possible and not burdened by impractical or unnecessarily rigid or onerous restrictions. Review existing development assessment practices with a view of continuous improvement to make the Town as development friendly as practical and producing the optimal yield to maximise tenure affordability and diversity of services to be offered to the community.	Infrastructure Operations	Technical Services, Urban Planning and Place Planning Building Services.	Medium	Nil	On going	
4.4	Charges for waste related services	Review current charge rate for additional bins	Ensuring the right balance of cost recoup and discouragement of illegal dumping and encouragement of correct segregation of waste.	Infrastructure Operations	Finance	Medium	Nil	Ongoing	
4.5	Supporting businesses	Investigate potential support that local communities including offices and hospitality businesses may benefit from	Sharing of and exploring innovative circular economy ideas with local businesses, esp hospitality businesses to reduce waste and energy consumption.	Waste Management Coordinator or similar role, Environmental Management Officer	Infrastructure Operations	low	Nil	Ongoing	
4.6	Review the future functions of the MRC	With the closure of the Neerabup RRF, the diversion of waste from landfill and the anticipated closure of Tamala Park within a decade	The ToVP will have minimal reliance on the MRC for its waste disposal. The future functions of the MRC will continue to be reviewed. E.g. procurement of various services with the leveraging advantage of bulk buying power	Assets and Environment	Infrastructure Operations, Finance, Property Development and Leasing.	High	Nil	Ongoing	
4.7	Encourage schools to participate in the Waste Authority's WasteSorted Schools program	Promote the WasteSorted schools program amongst local schools, including information sharing and networking opportunities.	Schools were notified of grants program when it opened in 2024. Drink bottle campaign aimed at reducing dependence on single use containers and promoting alternative modes of transport.	Waste Management Coordinator or similar role	Infrastructure Operations	Medium	Nil	Ongoing	
4.8	Work with MRC to procure strategic services- Waste to Energy contract	Share resources with staff from 7 MRC member councils to prepare tender documents, to evaluate tender submissions and to negotiate the best value WTE contract for the Town	Provision of strategic waste management services	Manager Assets and Environment	Infrastructure Operations	High	Nil	24/25	
THEME / OUTCOMES #5: Circular Economy									
5.1	Cooking with leftovers	Run workshops to show people how to use excess produce to create meals and preserves. Living on a budget.	Promote waste minimisation	Waste Management Coordinator or similar role	Town chef, Consultants	Medium	\$5,000	25/26	
5.2	Recycling stations and sustainability hub.	Increase the type and number of recycling stations around the Town to make recycling easy. See 3.4	Work with contractors and install collection stations at numerous locations across the Town	Waste Management Coordinator or similar role	Infrastructure Operations	Low	\$5,000	25/26	
5.3	Repurposing textile waste and slow mending workshop.	Run a collaborative workshop with waste educators from City of Armadale to repurpose textiles for longevity and/or craft	waste education to see textiles as a resource not a waste stream.	Waste Management Coordinator or similar role, External providers including supplier and school staff.	Events team, Stakeholder Relations (Comms)	Medium	\$5,000	ongoing	
5.4	Three bin system at community events	Town working with contractors/volunteers to manage bin stations and promote correct separation of waste at events.	Demonstrate correct segregation of waste and circular economy - practice what we preach	Waste Management Coordinator or similar role	Events team, Infrastructure Operations	High	\$5,000	annually	
5.5	Garage Sale Trail + cloth nappy workshops and rebate.	Garage sale trail annual national event . Cloth nappy workshops are currently held every 2 months	Promote community self empowering activities and waste minimisation	Environmental Officer + external provider + community	Library staff, Comms.	High	\$15,000 pa	ongoing	
5.6	Plastic free July	Town currently joint member with CREW (MRC), which gives reduced rate of membership and access to relevant resources	Town has used this event in combination with bike month to print metal drink bottles with ToVP and schools to go for two participating local schools to discourage purchasing of single use drink containers and uptake of cycling to school.	Waste Management Coordinator or similar role, Comms, External providers including supplier and school staff.	Comms, Elected Members, Event Staff, Place Planning	moderate	Approx \$5000 for 600 printed metal drink bottles + cost of promotion	annual to coincide with PFJ or bike month	
5.7	Town's website actively promotes humane governance and circular economy	Website promotes community friendly reuse and recycling options with locations highlighted through its webpage, waste calendar and QR code which links to relevant organisations such as recycle right	Keep abreast of changes to recycling streams and government by-laws regarding waste eg ban on e-waste in landfill, waste contractors not collecting batteries and aerosol cans	Waste Management Coordinator or similar role, Infrastructure Operations,	Comms,	High	Nil	On going	
5.8	Sustainable purchasing within the Town	Town to further review the sustainability criteria in all of its procurement practices.	Town leads by example in sustainable procurement	Procurement	Environmental Management Officer	moderate	nil	Ongoing	
5.9	ISO14001 accreditation	Town considers working toward ISO14001 accreditation to demonstrate its commitment to the circular economy and best practice environmental management	Recommendation from recent audit of the Environmental Plan. Town to consider embedding the relevant standards and ISO management practices	Environmental Management Officer	Infrastructure Operations	low	nil	24/25	
5.10	Investigate feasibility of drink refill stations within the Town	Focus on re-education to reduce dependence on single use drink containers and purchased drinks esp water.	Town currently investigating options to trial these stations	Waste Management Coordinator or similar role, Environmental Management Officer	Comms	moderate	\$5,000	25/26	
5.11	Long term FOGO processing contract	Work with staff from 7 MRC member councils to prepare tender documents, to evaluate tender submissions and to negotiate the best value FOGO processing contract for the Town	Provision of strategic waste management services	Manager Assets and Environment	Infrastructure Operations	High	Nil	24/25	