

# FNQR Regional Waste Management Plan (RWMP) Implementation Technical Committee

## Minutes

|                        |  |
|------------------------|--|
| <b>Meeting No</b>      | 4  |
| <b>Meeting Name</b>    | FNQR Regional Waste Management Plan (RWMP) Technical Committee |
| <b>Date</b>            | 24 <sup>th</sup> April 2025                                    |
| <b>Time</b>            | 9.30am-11.00am   |
| <b>Venue (Virtual)</b> | Teams Meeting  |

### 1. ATTENDANCE

| Name   | Organisation                |
|--|-----------------------------|
| Nigel Crumpton                               | Cairns Regional Council     |
| Kristina Davidson                            | Cook Shire Council          |
| Raju Ranjit                                  | Etheridge                   |
| Liam Bradford                                | Mareeba Shire Council       |
| Gary Wedel                                   | Tablelands Regional Council |
| Bhakti Devi (Meeting Convenor & Facilitator) | FNQROC                      |

### 2. GUESTS

None

### 3. APOLOGIES

| Name           | Organisation                         |
|----------------|--------------------------------------|
| Steve Cosatto  | Cairns Regional Council              |
| Geoff Allnutt  | Cassowary Coast Regional Council     |
| Ryan Francis   | Croydon Shire Council                |
| Tim O'Brien    | Douglas Shire Council                |
| Mark Lawson    | Hope Vale Aboriginal Shire Council   |
| Kiley Hounslow | Wujal Wujal Aboriginal Shire Council |
| Sam Bann       | Yarrabah Aboriginal Shire Council    |

#### 4. UPDATE ON IMPLEMENTATION PLAN ACTIONS (REFERENCE DOCUMENT)

| # | Implementation Action  | Status   | Actions Arising/Pending/Update   |
|---|--|--|--|
| 1 | Regional Education & Engagement Plan (REEP) Engaging Contractor for Delivery of REEP | A) Funding application for EBCI Regional Coordinator was discussed   | <ol style="list-style-type: none"> <li>1. Letter of Support (Members)</li> <li>2. Incorporate the suggestions (Members)</li> <li>3. Draft (reverse) scope of work for contractor (FNQROC)</li> <li>4. Share a list of contractors to get the quotes from (Members)</li> </ol>  |
| 2 | Waste Data Management Capability Enhancement   | <p>A) <a href="#">An Excel-based Survey</a> to assess the current state of waste data management capability maturity has been drafted for taking a trial assessment and provide feedback to know if any changes are required.</p> <p>B) <a href="#">The Excel-based survey file</a> is available on FNQROC Shared Folder so that each member council can access and complete it</p> <p>C) Following Councils have submitted their assessment</p> <ol style="list-style-type: none"> <li>a. CRC</li> <li>b. DSC</li> <li>c. MSC</li> <li>d. YASC</li> </ol> | <ol style="list-style-type: none"> <li>1. Following members the submission is pending. Request to submit the self-assessment by <b>30<sup>th</sup> May 2025</b> <u>if you wish your Council to be included in Funding request</u> in the Implementation Plan report to DETSI.</li> <li>2. A short report prepared on Waste Data Capability Maturity Assessment making a fundable action within RWMP Implementation Plan report to DETSI by 15 June 2025 (FNQROC).</li> </ol> |
| 3 | Regional Resource Recovery   | <p>A) Commenced drafting Excel based survey to get the baseline of current recovery process &amp; infrastructure, plans that each member council has for the following critical resource streams</p> <ul style="list-style-type: none"> <li>• C &amp; D Waste</li> <li>• Green Organics</li> <li>• E-waste</li> <li>• Batteries</li> <li>• Mattresses</li> </ul> <p>B) TRC have invited tenders for End-of-life Tyre collection</p> <p>C) ESC also interested in exploring to save costs on Tyre collection services.</p>                                  | <ol style="list-style-type: none"> <li>3. Data collected by ARUP has been located and reviewed. The data has quantities of each resource stream and its end point of disposal.</li> <li>4. FNQROC to share an excel sheet for councils to update the data derived from ARUP (FNQROC).</li> </ol>   |
| 3 | Waste Infrastructure   | A) Commenced working on an Excel based Input File to be uploaded on the shared folder for each member council to input information on any waste management or resource recovery project or program that may have been recently initiated or in planning esp. if they are aligned to the RWMP key actions and/or State set targets. As this will be included in the   | <ol style="list-style-type: none"> <li>1. Upload the Excel based input sheet to capture info on Individual Council waste infrastructure initiatives recently completed or in planning (FNQROC)</li> <li>2. Members Councils to submit the info in the Excel based input sheet.</li> </ol>  |

| # | Implementation Action  | Status   | Actions Arising/Pending/Update   |
|---|--|--|--|
|   |  | Implementation Plan report to be submitted by 30 <sup>th</sup> June 2025.  |  |
| 4 | Enhanced Kerbside Recycling  | A) Remote & smaller councils have requested access to Container for Change service.<br>B) FNQROC is investigating the options given that most service providers are provide pick up service.   | <ol style="list-style-type: none"> <li>1. Document the options &amp; share with remote &amp; smaller councils (FNQROC)</li> <li>2. Remote &amp; smaller councils implement the most feasible options</li> <li>3. Monitor &amp; evaluate the implementation experience and performance</li> </ol> |
| 5 | Organic Waste Recovery   | No action yet.   | No next steps yet.   |
| 6 | Energy from Waste (EfrW)/Waste to Energy (WTE) for Residual Waste Management | Rationale for forming a WTE Working Group was explained by Bhakti (FNQROC) – which is to have an informed collective position on the potential of the new emerging technology Pyrolysis to help inform the Councilors of the reasons behind our collective position. | <ol style="list-style-type: none"> <li>1. Terms of Reference was shared with members.</li> <li>2. Members were invited to be part of the working group.</li> <li>3. CRC and TRC have expressed their interest in being the members of the WTE Working group.</li> </ol>                          |

## 5. SHARING WINS & HIGHLIGHTS

### Construction of a new Waste Transfer Station at Etheridge Shire Council (ESC)

Raju Ranjit (ESC) shared about successful completion of a new Waste Transfer station construction in Forsyth. The Waste Transfer Station was formally declared open to the residents from 23<sup>rd</sup> April 2025 (just a day before the meeting).

The new waste transfer station enables Etheridge Shire Council (ESC) to optimise its waste management performance by making improvements in resource recovery. The new facility brings ESC up to a standard level of service, enabling segregation of waste and suitable to support future initiatives such as hub and spoke transfer station arrangements.

## 6. COLLABORATIVE PROBLEM-SOLVING

### Standard Operating Process (SOP) for a Waste Transfer Facility

Raju (ESC) is getting ready to operate a newly constructed waste transfer facility and is keen to implement standard and best practice before it gets too busy.

Hence Raju requested if any of the fellow RWMP members would be willing to share an SOP they may have for operating their waste transfer station. Kristina Davidson (CSC) and Nigel Crumpton (CRC) offered to share a copy of their SOP for waste transfer station.

Action Arising – CSC and CRC to email FNQROC & Raju (ESC) a copy of the requested SOP.