

## **National Waste Policy Strategy Cluster 3**

### **Landfill Management Working Group**

#### **Terms of Reference**

#### **Background**

On 5 November 2009, the Environment Protection and Heritage Council (EPHC) endorsed the *National Waste Policy: Less waste, more resources* (the NWP).

At the 5 July 2010 meeting of the EPHC, the NWP Implementation Plan was endorsed. The Implementation Plan contains a number of high level priorities and timeframes that have been agreed by EPHC. It also sets out priority initiatives and milestones for each of the sixteen strategies for the first five years. These strategies are grouped into seven clusters and a working group is to be established to implement the work program for each strategy cluster.

The Landfill Management Working Group, Chaired by the Victorian Government, is responsible for progressing strategies 7, 8 and 9 of the NWP. The objective of these strategies is to enhance biodegradable (organic) resource recovery and reduce greenhouse gas emissions from landfills.

The Landfill Management Working Group will report to the Environment Protection and Heritage Standing Committee (EPHSC) and the EPHC<sup>1</sup> through the NWP Implementation Working Group (IWG).

The Implementation Plan acknowledges that in addition to these priority initiatives, individual jurisdictions will continue to manage waste in line with their strategic objectives and constitutional responsibilities. This may include developing and funding their own initiatives in addition to initiatives within the Work Plan of the Landfill Working Group.

#### **Role of the Landfill Management Working Group**

The role of the Landfill Management Working Group is to provide a collaborative forum which:

- Assists state and territory governments to build on existing commitments to continue the phase down in the amount of biodegradable material sent to landfill
- Assists state and territory governments to ensure that health and safety risks arising from landfill gas emissions are managed across all landfills
- Supports and enables the Australian Government to develop a strategy for measures to address emissions from disposal of waste to landfills and other waste activities
- Regularly reports progress and emerging issues to the EPHSC and Ministers (see reporting section below)
- Submits requests to fund cross-jurisdictional projects under the agreed work plan for the Landfill Management Working Group to the EPHSC for approval prior to proceeding
- Shares knowledge and progresses opportunities for improved landfill management between jurisdictions over the short and long term.

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<sup>1</sup> All references in this document to EPHC and EPHSC can be read to mean any other forum that may be created following the 2009 COAG Review of Ministerial Councils.

## **Work Plan**

The IWG will provide an annual Work Plan template to the Landfill Management Working Group. The substance of the Work Plan will be developed and endorsed by the Landfill Management Working Group at their inaugural meeting. This Work Plan will include a template for seeking EPHSC approval for cross-jurisdictional funding requests.

A number of initiatives under the NWP landfill management strategies have been agreed by all jurisdictions in the NWP Implementation Plan. These initiatives will form the basis of the Work Plan for the Landfill Management Working Group and are available at [Attachment A](#). The Work Plan will include a breakdown of key activities, associated timeframes and costs, funding sources, responsibilities, stakeholder engagement, and risk management strategies.

Where funding is required for cross-jurisdictional projects to implement elements of this work program and cost sharing is agreed by the Working Group members, a draft proposal using the funding template provided by the IWG is to be submitted for approval to the EPHSC through the IWG.

Once finalised, this Work Plan must be provided to EPHSC for endorsement, and will form an attachment to these Terms of Reference.

## **Membership**

The Landfill Management Working Group is chaired by Victoria and will comprise representatives from the Australian Government and other state, territory and local governments.

If the Landfill Management Working Group requires expert advice, participation of an expert will be at the discretion of the Chair. The Chair may invite representatives to attend meetings from relevant government departments, organisations or businesses as required.

Where a member cannot attend, a nominated proxy will be accepted. Observers may attend at the Chair's discretion. Members fund their own participation.

## **Administrative support**

The National Environment Protection Council Service Corporation (NEPSC) may provide administrative support to the group<sup>2</sup>.

Administrative support may involve arranging meetings and distributing papers, as well as managing Landfill Management Working Group cross-jurisdictional contracts and coordinating reports for EPHSC and EPHC. The Landfill Management Working Group members will be provided with an agenda prior to each meeting, and a summary record of the meeting and actions arising will be distributed to all working group members as soon as practicable after each meeting.

Other options for administrative support may include one of the chairs, co-chairs or meeting hosts providing some of these services.

## **Frequency and conduct of meetings**

The Landfill Management Working Group will meet as required to progress its work. Where appropriate, teleconferences will be used to minimise time and expense to members and other participants.

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<sup>2</sup> NEPSC's role in providing administrative support to working groups will be subject any changes to EPHC arrangements arising from the 2009 COAG Review of Ministerial Councils.

## **Reporting**

The Chair of the Landfill Management Working Group is responsible for providing timely and accurate advice to the IWG, using the reporting templates that will be provided by the IWG. The IWG is responsible for co-ordinating reports and funding requests from the seven Working Groups for EPHSC and EPHC on the activities and progress of the NWP.

## **Confidentiality**

Discussions of the Landfill Management Working Group are 'government-in-confidence'. The Working Group will agree on what, if any, information should be released publicly.

## **Contacts**

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**National Waste Policy Priority Initiatives and Major Milestones  
Strategy Cluster 3: Landfill Management Working Group**

**Strategy 7**

Building on existing commitments, continue to phase down the amount of biodegradable material sent to landfill.

- Markets for biodegradable waste:
  - Progressed through the development of national standards (see strategy 5 of the NWP)
  - The 2013 National Waste Report includes up to date information on jurisdictional policies and programs.

**Strategy 8**

Ensure the safety and health risks arising from landfill gas emissions are managed across all landfills through appropriate regulation and license requirements.

- Risk management:
  - Approaches for assessment of risk from landfills across all jurisdictions identified and national guidance prepared by 2015
  - The 2013 National Waste Report includes up to date information on jurisdictional policies and programs.

**Strategy 9**

To develop a strategy for measures to address emissions from disposal of waste to landfills and other waste activities and these support the operation of a future Carbon Pollution Reduction Scheme.

- Scoping:
  - Scope opportunities, costs and benefits of beneficial and/or innovative use of organic waste to increase productivity of the land, provide a source of energy and reduce greenhouse gas emissions
  - Agree an approach by 2011.