Recycling and Waste Management Stakeholder Advisory Group
(Advisory Group) Terms of Reference

Purpose

To provide strategic advice to the Queensland Government to help inform the development of a comprehensive resource recovery, recycling and waste management strategy that is underpinned by a waste disposal levy and complemented by legislative reforms and other companion measures.

The Advisory Group is not a decision-making body and has been established to provide advice and guidance to the Government to help shape the development of a new waste strategy and waste disposal levy.

The Advisory Group will be requested to consider options to:

- Help shape the proposed direction for the new waste strategy and final levy design to be informed by the issues outlined in the forthcoming Transforming Queensland’s Recycling and Waste Industry – Directions Paper.
- Identify industry and market development opportunities to help realise job creation and investment.
- Identify regional economic development and employment opportunities through the development of resource recovery and recycling infrastructure and local markets.
- Advise on the establishment of funding programs to assist with the delivery of improved recycling and waste management practices across business, industry, local governments and the community.
- Provide advice on appropriate land-use planning measures and infrastructure coordination initiatives.
- Inform the development of an integrated new resource recovery, recycling and waste management framework with whole-of-government approaches such as procurement and the Biofutures Roadmap.
- Identify opportunities for Extended Producer Responsibilities schemes with potential for national harmonisation.
- Co-design a waste disposal levy model that incorporates measures to avoid direct costs for households.
- Examine and review emerging requirements for strengthening regulation and enforcement activities.

In providing advice on these matters it is expected that representatives will seek feedback from their respective memberships, except where material is to be kept confidential and has been explicitly stated as such.

Membership and roles

Membership to the Advisory Group will be by invitation of the Minister for Environment and the Great Barrier Reef, Minister for Science and Minister for the Arts.

Representation will consist of relevant peak bodies at the Senior Executive level. Members will not be renumerated for their participation and will undertake an advisory role that does not include decision-making responsibilities.
External representation

- Local Government Association of Queensland Inc
- Australian Council of Recycling Inc
- Waste Recycling Industry Association (Qld)
- Waste Management Association of Australia Ltd
- Australian Industry Group
- Chamber of Commerce and Industry Queensland
- Sustainable Business Australia Limited
- Master Builders Queensland
- Housing Industry Association

Observer representation

As well as the nominated representative, each peak body will be invited to bring one observer to attend meetings.

Queensland Government agencies will be present at Advisory Group meetings to ensure the development of the resource recovery, recycling and waste management framework incorporates a whole of government perspective.

Government representation

- Department of Environment and Science
- Department of Premier and Cabinet
- Department of State Development, Manufacturing, Infrastructure and Planning
- Queensland Treasury
- Department of Employment, Small Business and Training
- Department of Local Government, Racing and Multicultural Affairs

Proxy representation

Each member is also encouraged to nominate a proxy representative if they are unable to attend a meeting to ensure continuity of information and to allow the position of the organisation to be provided.

Dedicated technical support

The Queensland Treasury Corporation (QTC) provides a range of finance services that support the overall financial success of the State. QTC will support the development of the new comprehensive resource recovery, recycling and waste management strategy with economic and other expert advice.

Technical Working Groups

Technical Working Groups (TWG) may be established to provide advice and guidance on particular matters. TWGs would be expected to have representation at a level that is able to provide practical and operational advice and would be chaired by a representative of the Advisory Group.
TWGs may be established around themes that may include: Business and industry adjustment; Resource recovery and waste management infrastructure investment; Priority waste; Regional capacity building; Waste disposal levy framework; Community and industry collaboration; and other companion measures such as funding programs.

**Governance**

*Secretariat*

The Deputy Director-General of the Environmental Policy and Planning Division of the Department of Environment and Science (DES) will chair the meetings. Administration and other secretariat support including preparation of agendas, minutes and meeting papers will be provided by DES.

*Frequency of meeting*

A schedule of regular meeting dates will be provided for the Advisory Group with at least one meeting held in a regional area outside South East Queensland if possible.

TWG meetings will be organised depending on need and issues to be discussed. The first meeting will discuss timeframes, milestones and deliverables.

*Confidentiality and probity*

Advisory Group members will be expected to observe and maintain the confidentiality of documents or information that is advised to be ‘commercial-in-confidence’ or ‘cabinet-in-confidence’.

*Endorsed 14 May 2018*