



## Bin Tagging Program 2023-24 Expression of Interest Application Form

(Please type your responses. All fields must be completed.)

### Applicant Details

Name: \_\_\_\_\_

Position: \_\_\_\_\_

Local Government: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Email: \_\_\_\_\_

### Knowledge

1. Have you read the *Bin Tagging Program Guidelines for Local Government\** available from the WasteNet [website](#)?  
 Yes  No
2. Did you attend the *Bin Curious? Bin Tagging Program Information Session* held on Tuesday, 22 August 2023?  
 Yes  No
3. Have you had experience implementing a Bin Tagging Program for Local Government?  
 Yes  No

If you responded yes, please specify the Local Government: \_\_\_\_\_

*\*The Guidelines provide a general outline of how to undertake bin tagging however please note they are currently being updated.*

### Implementation

#### Timeframe

Bin tagging is usually best undertaken during late summer/autumn to minimise the risk of precipitation.

Is your Local Government able to implement a Bin Tagging Program between **February to May in 2024**?

Yes  No

If you responded no, please specify an alternative timeframe for consideration: \_\_\_\_\_

## Number of Households

The Waste Authority have indicated a minimum number of households to be audited per Local Government for bin tagging. However, if your Local Government is not able to commit to this it does not preclude your Local Government from the Program.

Is your Local Government able to commit to auditing at least **2,200 households**?

Yes  No

If you responded no, please specify an alternative number of households for consideration: \_\_\_\_\_

\_\_\_\_\_

## Information for Bin Tags

### Bin System & Bin Lid Colours

Please select your Local Government kerbside bin system and corresponding bin lid colours.

**3-bin FOGO:** GENERAL WASTE  Red or  Dark Green | RECYCLING Yellow | FOGO Lime Green

**3-bin GO:** GENERAL WASTE  Red or  Dark Green | RECYCLING Yellow | GO Lime Green

**2-bin:** GENERAL WASTE  Red or  Dark Green | RECYCLING Yellow

Other, please specify: \_\_\_\_\_

### Local Government Logo

Your Local Government logo will feature in the **bin tag design**. Please provide logos that meet the requirements indicated below. If you are unsure of what file types to submit with your application, please check with the relevant officer within your Local Government or contact **Candy Wong on (08) 9213 2086**.

1. **Full colour logo** – Stacked and horizontal files with transparent backgrounds
2. **Grayscale logo** – Stacked and horizontal files with transparent backgrounds. Mono logos may be accepted if grayscale logos are not available.
3. **EPS files are preferred.** High-resolution PNG or JPG may be accepted.

**Local Government logos** meeting the above requirements have been provided in the same email with this application form.

### Drop-off Points

A number of materials cannot be collected through Local Government kerbside bin systems. If your Local Government has the following facilities this information is included in the **bin tag design** to assist residents.

**Household Hazardous Waste** (e.g. light globes, paint, household and garden chemicals etc.)

Facility Name: \_\_\_\_\_

Address: \_\_\_\_\_

#### E-waste

Facility Name: \_\_\_\_\_

Address: \_\_\_\_\_

## Local Government Contact

A contact phone number is included in the **bin tag design**. Please provide the most appropriate phone number for residents to call seeking more information on disposal options or to enquire about the Program.

Phone Number: \_\_\_\_\_

## Container Deposit Scheme

Container Deposit Scheme (CDS) materials are still being disposed of in kerbside General Waste bins. Information about the CDS is included in the **bin tag design** with the aim of encouraging households to collect and return their CDS materials to a Refund Point. If your Local Government operates a Containers for Change Refund Point and would like to advise residents of its location, please provide details as indicated below.

Facility Name: \_\_\_\_\_

Address: \_\_\_\_\_

## Local Government Contribution

WALGA has funding from the Waste Authority to assist Local Governments to implement the Bin Tagging Program, however this funding will not cover all costs. Each Local Government will need to provide an in-kind contribution to assist with bin tagging.

What will be your Local Government's in-kind contribution? Consider the resources required for implementing the Program including staffing, administration costs, vehicles etc.

## Terms of Agreement

In the table below, please mark the check boxes in the Local Government column to indicate that you have read and agree to each of the statements. In signing this Expression of Interest your Local Government agrees to the following terms.

Local Government as a WALGA partner commits to:	WALGA as the Program Administrator commits to:
<p><input type="checkbox"/> <b>Stakeholder Engagement</b></p> <ul style="list-style-type: none"> <li>• Holding a briefing session/providing information on the Program to internal stakeholders, including Elected Members, Senior Management, Customer Service staff, and Media and Public Relations staff.</li> </ul>	<p><b>Stakeholder Engagement</b></p> <ul style="list-style-type: none"> <li>• Working with your Local Government to engage Elected Members and other staff, where required.</li> <li>• Presenting to your Local Government outlining the research which supports the Bin Tagging Program and answer questions on how the Program will work, where required.</li> </ul>
<p><input type="checkbox"/> <b>Bin Tagging Materials and Delivery</b></p> <ul style="list-style-type: none"> <li>• Using the bin tagging resources and any associated promotional material developed by WALGA.</li> <li>• Undertaking the Bin Tagging Program in accordance with the guidance provided by WALGA.</li> </ul>	<p><b>Bin Tagging Materials and Delivery</b></p> <ul style="list-style-type: none"> <li>• Customising the bin tagging resources for your Local Government.</li> <li>• Providing the bin tag artwork for approval by your Local Government.</li> <li>• Printing the bin tags once final approval for the artwork has been received by WALGA.</li> <li>• Providing access to the Bin Tagging App to undertake data collection.</li> <li>• Providing guidance on how to undertake the Bin Tagging Program.</li> </ul>
<p><input type="checkbox"/> <b>Logistics of the Bin Tagging</b></p> <ul style="list-style-type: none"> <li>• Ensuring value for money by conducting the bin inspections in an efficient and accurate manner. Local Government will need to:             <ol style="list-style-type: none"> <li>1. Provide WALGA with an implementation timeline for the bin tagging.</li> <li>2. Provide staffing to undertake the bin tagging.</li> <li>3. Nominate audit zones, focusing on areas with higher contamination rates.</li> <li>4. Ensure the kerbside collector can delay collections on nominated inspection dates.</li> <li>5. Provide permission to the bin taggers to:                 <ul style="list-style-type: none"> <li>[i] visually inspect kerbside bins for data collection, and [ii] authorise enforcement actions i.e. not collect heavily contaminated bins after two instances of severe non-compliance.</li> </ul> </li> </ol> </li> </ul>	<p><b>Logistics of the Bin Tagging</b></p> <ul style="list-style-type: none"> <li>• Organising training for Local Government staff and bin taggers.</li> <li>• Providing bin tags for bin inspections.</li> <li>• Providing funding to assist with staffing/employing staff to undertake bin tagging. Funding allocations will be based on your Local Government kerbside bin system, and the number of households being tagged.</li> <li>• Assisting Local Government with data analysis.</li> </ul>

## CEO Approval

This Expression of Interest will be regarded as a **Memorandum of Understanding between WALGA and your Local Government/Regional Council**. If selected, you must commit to implementing the Program and agree to the terms indicated within this document.

**Name:** \_\_\_\_\_

**Position:** \_\_\_\_\_

**Local Government:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Signature:** \_\_\_\_\_

## Additional Comments

## How to Submit Your Application

### By Email

To register your interest, email your completed *Bin Tagging Program 2023-24 Expression of Interest Application Form*, and Local Government logos, to the WALGA [Waste Management Team](#) by 5:00pm on Tuesday, **26 September 2023**.

### Submission Checklist

Before submitting your application, ensure that the following fields have been completed in the *Bin Tagging Program 2023-24 Expression of Interest Application Form*. Please include your Local Government/Regional Council logos as attachments in the same email with your application form.

- Application Form** approved by your CEO.
- Local Government logo** meeting the following requirements:
  1. Full colour & grayscale logos (stacked and horizontal with transparent backgrounds)
  2. EPS files are preferred. High-resolution PNG or JPG may be accepted.
- Bin system and bin lid colours**
- Drop-off points** for materials that cannot be collected through Local Government kerbside bin systems.
- Local Government contact** phone number for residents to call seeking more information.

For more information, contact [Rebecca Brown](#) on (08) 9213 2063 or [Candy Wong](#) on (08) 9213 2086.