1. Identify the need for the legislation
   Confirm there is waste management funding problem.

2. Pre-feasibility
   Identify what overarching purpose/outcome is sought from the introduction of sustainable financing, identify products to target, identify stakeholders, identify “parent” legislation (or need to develop), who will be “owner” of system.

3. Political Support
   Undertake internal processes to ensure there is political support to investigate the introduction of sustainable financing legislation further.

4. Establish a Working Group
   Bring together key stakeholders to assist in the design of the sustainable financing system. Consider including people from:
   - Attorney General’s Office / Crown Law
   - Department of Customs
   - Department of Finance
   - Department of Community / Women’s Affairs
   - Department of Local Government
   - Local Government
   - Waste management industry

5. Feasibility Study
   Review current situation for recycling, and “true cost” for recycling each product; consider items to include and phases of implementation; identify current/possible infrastructure, equipment, systems, contracts, etc, understand legacy waste and seed funding requirements; understand fees/deposits; identify required

6. Legislative Assessment
   Determine how the sustainable financing system will fit into the existing legislative environment

7. Consultation
   Develop and implement a consultation process designed to engage with stakeholders to inform them of the initial system design, and the current understanding of how the system will operate. Seek feedback and issues to improve the design and operations. Consultation is recommended with the following sectors:
   - Government / stakeholders
   - Community
   - Private sector – importers

8. Confirm Sustainable Finance System Design
   Utilising consultation feedback, complete system design.

9. Sustainable Financing Policy
   Develop the Policy that will drive the introductions of the sustainable financing system, and be the basis for cabinet submissions, and drafting guidance.

10. Legal Drafting
    Utilise the Policy Note to develop Drafting notes, and undertake initial drafting of the legislative instruments. If needed develop parent legislation to enable to creation of the sustainable financing system. Where needed also complete necessary amendments for existing legislation that will interact with the sustainable financing legislation (e.g. customs, finance, criminal, etc.).

11. Consultation
    Develop and implement consultation activities to test the policy and draft legislative instruments.

12. Political Support
    Following the outcomes of the consultation on the Policy and Legislative Draft, confirm continued political support to introduce the system.

13. Confirm System Needs and Expenses
    Utilising the design of the system, and the outcomes of the feasibility study, confirm the infrastructure and equipment needed to implement the system. If the system is to be government implemented, commence procurement, if to be delivered through a Public Private Partnership, or service contract, draft documents and seek approval to release to the market.
14. Legislative Adoption Process
Once the sustainable financing system is designed and confirmed through stakeholder consultation, the Policy is developed, the initial legislation drafted, and a clear understanding of the various infrastructure and contracts needed. Seek the formal government adoption of the legislative instruments and the approval to implement the system. Approval is needed at this point, as past here, funding is required to engage contracts, build infrastructure, purchase equipment, implement training, and commence widespread community and industry engagement and awareness of the soon to be implemented system.

15. Customs and Finance System Creation
Develop and implement any system design needs to enable customs officials to impose the system on imports; environmental compliance staff to undertake necessary industry compliance inspections; and the national finance system to ensure the sustainable financing system fund is operational, the funds are protected, and able to be accessed as needed to collect fees, pay for services, and return consumer deposits.

16. Training
Provide necessary training to government officials to implement the system (e.g. customs officials, finance officers, compliance officers, etc.).

17. Seed Funding and Legacy Waste Management
If possible secure seed funding from international donors, otherwise seed funding to manage legacy waste items will need to be generated from government investment or early commencement of charges to industry, but no provision of the consumer deposit until system funds are sufficient to manage the collection and processing of legacy waste (redeemable items that have had no deposit paid on them).

18. Community & Industry Awareness
Implement a widespread targeted awareness campaign so that consumers know about the new fee & deposit system, and how they can ensure they 'redeem' the deposits they are paying when they purchase an eligible product. Awareness campaigns should focus on the behaviour of the consumer to ensure they understand where and how to redeem their deposits.

19. System Implementation
Implement the system as designed. Ensure open and transparent processes and continue to actively engage with the general public, and waste industry on the operation and use of the system.

20. Monitoring, Evaluation & Auditing
Implement the monitoring, evaluation and auditing system to ensure the sustainable financing system is operating as expected, and that the required funding is available to ensure the waste products are diverted from landfill.

21. System Expansion & Improvement
Once the system has been operating successfully, review the system to see if improvements can be made, and determine if the system can be extended to outer island communities, or if additional problematic waste items should be added to the system.

For more information on setting up sustainable financing systems please contact:

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