

## MINUTES

### CERTIFICATION OF CONFIRMATION OF COUNCIL MEETING MINUTES

17 September 2020

I, Cr Jai Wilson, hereby certify that the minutes from the Council Meeting held on 17 September 2020 pages (1) to (143) were confirmed at a meeting of Council held on 22 October 2020.



Signature

Cr Jai Wilson  
Person presiding at Meeting

# ORDINARY MEETING OF COUNCIL

## MINUTES

17 September 2020

(REF: D2020/16197)

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## 1 DECLARATION OF OPENING AND ANNOUNCEMENT OF VISITORS

The Chairman opened the meeting at 6:00pm, and acknowledged the traditional custodians of the land on which the meeting was held and paid respects to the elders past, present and future.

Kaya Maaman, Kaya Yorga, Kaya Bridia  
 Ngalak kaartitj windji ngalak nynininy  
 Nagalak kaartitj nidja boodja baal Whadjuk Noongar Boodja ngalak nyininy  
 Koorah, Nitja yeyi, Boordahwan

### Translation

Greetings everyone

We all understand where we are meeting.

We know that we meet on the lands of the Whadjuk Noongar people

Always was, always will be.

## 2 ATTENDANCE, APOLOGIES AND LEAVE OF ABSENCE (PREVIOUSLY APPROVED)

### **Councillor Attendance**

Cr Jai Wilson (Chairman)	EMRC Member	Town of Bassendean
Cr Doug Jeans (Deputy Chairman) (from 6:23pm)	EMRC Member	Shire of Mundaring
Cr Kathryn Hamilton	EMRC Member	Town of Bassendean
Cr Lorna Clarke (from 6:21pm)	EMRC Member	City of Bayswater
Cr Giorgia Johnson	EMRC Member	City of Bayswater
Cr Janet Powell	EMRC Member	City of Belmont
Cr Steve Wolff	EMRC Member	City of Belmont
Cr Lesley Boyd	EMRC Member	City of Kalamunda
Cr Dylan O'Connor	EMRC Member	City of Kalamunda
Cr John Daw	EMRC Member	Shire of Mundaring
Cr Mel Congerton	EMRC Member	City of Swan
Cr Charlie Zannino	EMRC Member	City of Swan

### **EMRC Officers**

Mr Marcus Geisler	Chief Executive Officer
Mr Hua Jer Liew	Chief Financial Officer
Mr Steve Fitzpatrick	Chief Project Officer
Mrs Wendy Harris	Chief Sustainability Officer
Mr Brad Lacey	Chief Operating Officer
Ms Theresa Eckstein	Executive Assistant to the Chief Executive Officer
Mrs Lee Loughnan	Personal Assistant to Chief Financial Officer (Minutes)

### **EMRC Observers**

Mr David Ameduri	Manager Financial Services
Ms Izabella Krzysko	Manager Procurement and Governance
Mr David Schmidt	Manager Information Services

### **Observer(s)**

Cr Ian Johnson	EMRC Deputy Member	City of Swan
Mr Doug Pearson	Director Works and Infrastructure	City of Bayswater
Mr Brett Jackson	Director Asset Services	City of Kalamunda



### 3 DISCLOSURE OF INTERESTS

Nil

### 4 ANNOUNCEMENTS BY THE CHAIRMAN OR PRESIDING MEMBER WITHOUT DISCUSSION

#### 4.1 DILIGENT BOARDS

The Chairman announced that following the Council resolution adopting Diligent Boards for the distribution of agendas and minutes, the Agenda for tonight's meeting of Council is available on this new system.

Councillors would have received email instructions regarding one on one remote training. The Chairman encouraged all Councillors to organise their training and utilise the new platform.

The Council Portal will still continue to run for another six months to accommodate the transition.

### 5 RESPONSE TO PREVIOUS PUBLIC QUESTIONS TAKEN ON NOTICE

#### 5.1 RESPONSE TO QUESTIONS FROM MS JANE BREMMER

Following the receipt of the response to the initial 8 questions [see minutes from 23 July 2020 Ordinary meeting of Council], Ms Bremmer has sent through follow up questions which were taken on notice at the last meeting. The responses to the follow up questions are as follows:

Question 1: In response to Question 4.

Please provide the report detailing the substantial implementation of the project as required in Ministerial statement 1028 submitted in July 2017?

*Response: The initial Compliance Assessment Report from July 2017 is attached.*

Question 2: In response to Question 5.

Please provide the Compliance Assessment Plan submitted to the CEO in July 2016?

*Response: The Compliance Assessment Plan from July 2016 is attached.*

Question 3: Further does the EMRC consider that such reports should be publicly available on the EMRC website? If yes when will such information be provided?

*Response: The EMRC is required to make Compliance Assessment Reports publicly available in accordance with the OEPA Post Assessment Guideline for Making Information Publicly Available. This Guideline states that all information and/or documentation required to be made publicly available must be made available to stakeholders, including members of the public, upon request and within 7 days of the proponent receiving the request.*

Question 4: When and where will the EMRC provide the detailed information identified in the Community Partnership Agreement about the HRRP and particularly the WWTEP?

*Response: The Community Partnership Agreement relates to the East Rockingham Waste to Energy Plant, not the HRRP. The Community Partnership Agreement was included in the tender documents for the Resource Recovery Facility and tenderers were required to include statements in their submission about compliance with the CPA.*

Question 5: When will the EMRC provide the report detailing the project milestones, given the wood waste to energy incinerator's imminent operation?

*Response: A report was provided to Ms Bremmer.*



*Item 5 continued*

**Question 6:** Will the EMRC correct some of the false and misleading claims made on the Frequently Asked Question page? I refer to claims made that waste incineration does not adversely impact the recycling sector and also claims that Pyrolysis technologies are not incineration?

**Response:** *The statement regarding the impact of waste incineration on the recycling sector was independent advice provided by Dr Robin Davidov. This is the evidence from overseas. The East Rockingham Waste to Energy plant will use residual waste as feedstock.*

*The statement in the Frequently Asked Questions section of our website which we believe you are referring to states as follows:*

**Question 7:** Is the Wood Waste to Energy Plant the same thing as a biomass incinerator?

**Response:** *The proposed Hazelmere Wood Waste to Energy Plant is not an incinerator. The Plant will use pyrolysis technology, which involves the indirect heating of the residual wood waste. In the absence of oxygen, the process will produce the valuable resources of syngas and biochar. Emissions modelling shows that the Plant will meet ambient air quality standards and health standards for the public.*

*The Australian Government has determined that energy from biomass is renewable energy and is therefore carbon neutral. Pyrolysis of biomass to produce a fuel gas is not incineration, as evidenced by the emission standards in the EU Waste Incineration Directive, which states syngas is a fuel not a waste material.*

*We stand by this statement, pyrolysis technologies are not waste incineration, there is no waste combustion occurring.*

*In 2013, the EPA sought independent strategic advice on waste to energy technologies and their published report "Environmental and health performance of waste to energy technologies (Report 1468)" details the differences between the different types of waste to energy technologies (refer pages 7 and 8 of Report 1468).*

## **6 PUBLIC QUESTION TIME**

Nil

## **7 APPLICATIONS FOR LEAVE OF ABSENCE**

### **7.1 CR LORNA CLARKE - LEAVE OF ABSENCE**

#### **COUNCIL RESOLUTION(S)**

MOVED CR HAMILTON

SECONDED CR POWELL

THAT COUNCIL APPROVE APPLICATIONS FOR LEAVE OF ABSENCE FOR CR CLARKE FROM 18 SEPTEMBER TO 22 SEPTEMBER 2020 INCLUSIVE.

**CARRIED UNANIMOUSLY**

## **8 PETITIONS, DEPUTATIONS AND PRESENTATIONS**

Nil



## **9 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS**

### **9.1 MINUTES OF ORDINARY MEETING OF COUNCIL HELD ON 23 JULY 2020**

That the minutes of the Ordinary Meeting of Council held on 23 July 2020 which have been distributed, be confirmed.

#### **COUNCIL RESOLUTION**

MOVED CR CONGERTON                      SECONDED CR ZANNINO

THAT THE MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON 23 JULY 2020 WHICH HAVE BEEN DISTRIBUTED, BE CONFIRMED.

**CARRIED UNANIMOUSLY**

## **10 QUESTIONS BY MEMBERS OF WHICH DUE NOTICE HAS BEEN GIVEN**

Nil

## **11 QUESTIONS BY MEMBERS WITHOUT NOTICE**

Cr Johnson suggested that the formatting and writing of the agendas and financial reports need to be reviewed for easier reading and presentation. Feedback to be provided.

Cr Johnson queried what was being done at an organisational level for the provision of recycling services for polystyrene and solar panels. Clarification was also sought on battery collection.

The CEO advised that the EMRC applied for a State Government Waste Sorted grant application.

The CEO also advised that due to the low volume of batteries collected in WA there was not enough to create a battery recycling facility.

The CEO took Cr Johnson's question regarding solar panels on notice.

Cr Johnson also queried how Baywaste was going.

The CEO advised it is receiving great accolades that it is clean and offers great customer service - a win for the EMRC, City of Bayswater and the community. Comparisons of budgeted costs, patronage and tonnage are currently being reviewed.

## **12 ANNOUNCEMENT OF CONFIDENTIAL MATTERS FOR WHICH MEETINGS MAY BE CLOSED TO THE PUBLIC**

NOTE: Section 5.23(2) of the *Local Government Act 1995*, details a number of matters upon which Council may discuss and make decisions without members of the public being present. These matters include: matters affecting employees; personal affairs of any person; contractual matters; legal advice; commercial-in-confidence matters; security matters; among others.

The following report items are covered in Section 19 of this agenda:

- 12.1    ITEM 14.1 OF THE WASTE ADVISORY COMMITTEE MINUTES  
          CLASS IV WASTE CELL (PRELIMINARY DESIGN & APPROVALS)

## **13 BUSINESS NOT DEALT WITH FROM A PREVIOUS MEETING**

Nil

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## **14 REPORTS OF EMPLOYEES**

- 14.1 *LIST OF ACCOUNTS PAID DURING THE MONTH OF JULY 2020*
- 14.2 *FINANCIAL REPORT FOR PERIOD ENDED 30 JUNE 2020*
- 14.3 *FINANCIAL REPORT FOR PERIOD ENDED 31 JULY 2020*
- 14.4 *REVIEW OF COUNCIL POLICY 3.5 – PURCHASING POLICY*
- 14.5 *REVIEW OF COUNCIL POLICY 7.3 – RECORDS MANAGEMENT*
- 14.6 *REQUEST FOR TENDER RFT2020-006 EMRC STRATEGIC REVIEW*
- 14.7 *EMRC'S DRAFT WASTE PLAN*
- 14.8 *ITEMS CONTAINED IN THE INFORMATION BULLETIN*

## **QUESTIONS**

The Chairman invites questions from members on the reports of employees.

Councillors requested that Item 14.6 Request For Tender RFT2020-006 EMRC Strategic Review be withdrawn and dealt with as a confidential item.

## **RECOMMENDATION(S)**

That with the exception of items ....., which are to be withdrawn and dealt with separately, Council adopts the recommendations in the Reports of Employees (Section 14).

Cr Clarke entered the meeting at 6:21pm.

Cr Jeans entered the meeting at 6:23pm.

## **COUNCIL RESOLUTION(S)**

MOVED CR JOHNSON

SECONDED CR O'CONNOR

THAT WITH THE EXCEPTION OF ITEM 14.6, WHICH IS TO BE WITHDRAWN AND DEALT WITH SEPARATELY, COUNCIL ADOPTS THE RECOMMENDATIONS IN THE REPORTS OF EMPLOYEES (SECTION 14).

**CARRIED UNANIMOUSLY**

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## 14.1 LIST OF ACCOUNTS PAID DURING THE MONTH OF JULY 2020

REFERENCE: D2020/19887

### PURPOSE OF REPORT

The purpose of this report is to present to Council a list of accounts paid under the Chief Executive Officer's delegated authority during the month of July 2020 for noting.

### KEY POINTS AND RECOMMENDATION(S)

- As per the requirements of regulation 13(1) of the *Local Government (Financial Management) Regulations 1996*, the list of accounts paid during the month of July 2020 is provided for noting.

#### Recommendation(s)

That Council notes the CEO's list of accounts for July 2020 paid under delegated power in accordance with regulation 13(1) of the *Local Government (Financial Management) Regulations 1996*, forming the attachment to this report totalling \$8,160,155.51.

### SOURCE OF REPORT

Chief Financial Officer

### BACKGROUND

Council has delegated to the Chief Executive Officer (CEO) the exercise of its power to make payments from the Municipal Fund and Trust Fund. In accordance with regulation 13(1) of the *Local Government (Financial Management) Regulations 1996*, a list of accounts paid by the CEO is to be provided to Council, where such delegation is made.



Item 14.1 continued

## REPORT

The table below summarises the payments drawn on the funds during the month July 2020. A list detailing the payments made is appended as an attachment to this report.

<b>Municipal Fund</b>	EFT Payments	EFT44718 – EFT44818	
	Cheque Payments	220518– 220523	
	Payroll EFT	PAY 2021-1 & PAY 2021-2	
	Direct Debits		
	- Superannuation	DD20511.1 – DD20511.26, DD20512.1 – DD20512.26 & DD20513.1 – DD20513.27	
	- Bank Charges	1*JUL20	
	- Other	1749 – 1766	\$8,160,155.51
	Less Cancelled EFT's & Cheques:		Nil
<b>Trust Fund</b>	Not Applicable		Nil
<b>Total</b>			<b>\$8,160,155.51</b>

<b>Summary of Expenditure for the Month of July 2020</b>	
Payroll	\$592,733.82
Term Deposit Investments	\$2,500,000.00
Capital Expenditure	\$982,182.86
Operating Expenditure	
- Landfill Levy *	\$3,343,649.93
- Other	\$741,588.90
<b>Total</b>	<b>\$8,160,155.51</b>

\* Note: The Landfill Levy is paid quarterly in July, October, January and April.

## STRATEGIC/POLICY IMPLICATIONS

Key Result Area 3 – Good Governance

- 3.3 To provide responsible and accountable governance and management of the EMRC
- 3.4 To continue to improve financial and asset management practices



*Item 14.1 continued*

## **FINANCIAL IMPLICATIONS**

As detailed within the report.

## **SUSTAINABILITY IMPLICATIONS**

Nil

## **MEMBER COUNCIL IMPLICATIONS**

<b>Member Council</b>	<b>Implication Details</b>
Town of Bassendean	} Nil
City of Bayswater	
City of Belmont	
City of Kalamunda	
Shire of Mundaring	
City of Swan	

## **ATTACHMENT(S)**

CEO's Delegated Payments List for the month of July 2020 (Ref: D2020/20093)

## **VOTING REQUIREMENT**

Simple Majority

## **RECOMMENDATION(S)**

That Council notes the CEO's list of accounts for July 2020 paid under delegated power in accordance with regulation 13(1) of the *Local Government (Financial Management) Regulations 1996*, forming the attachment to this report totalling \$8,160,155.51.

## **COUNCIL RESOLUTION(S)**

MOVED CR JOHNSON

SECONDED CR O'CONNOR

THAT COUNCIL NOTES THE CEO'S LIST OF ACCOUNTS FOR JULY 2020 PAID UNDER DELEGATED POWER IN ACCORDANCE WITH REGULATION 13(1) OF THE *LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996*, FORMING THE ATTACHMENT TO THIS REPORT TOTALLING \$8,160,155.51.

**CARRIED UNANIMOUSLY**



## Eastern Metropolitan Regional Council

CEO's DELEGATED PAYMENTS LIST  
FOR THE MONTH OF JULY 2020

Cheque / EFT No	Date	Payee		Amount
EFT44718	03/07/2020	AUSTRALIA POST - ASCOT PLACE	POSTAL CHARGES	2.12
EFT44719	03/07/2020	CIVIL AUTO ELECTRICS PTY LTD	PLANT REPAIR	547.80
EFT44720	03/07/2020	IT VISION AUSTRALIA PTY LTD	CONSULTING - CRYSTAL REPORTING	11,935.00
EFT44721	03/07/2020	KLB SYSTEMS	COMPUTER HARDWARE PURCHASES	264.00
EFT44722	03/07/2020	MARSH PTY LTD	ASSET VALUATION - PLANT, FURNITURE & EQUIPMENT	15,199.80
EFT44723	03/07/2020	NATIONWIDE FABRICATIONS - TIGER PLAINS P/L ATFT ROGERS FAM TST TAS	REPLACE DUCTING ON GRINDER	990.00
EFT44724	03/07/2020	NEVILLE REFRIGERATION & AIRCONDITIONING	DEGASSING OF FRIDGES & AIRCONDITIONERS - HAZELMERE	880.00
EFT44725	03/07/2020	PIRTEK MIDLAND (M & B HYDRAULICS PTY LTD)	HYDRAULIC HOSE SUPPLIES & REPAIRS	108.93
EFT44726	03/07/2020	SETON AUSTRALIA - BRADY AUSTRALIA PTY LTD T/AS	ANTI SLIP TAPE	158.90
EFT44727	03/07/2020	TELSTRA CORPORATION LTD	TELEPHONE CHARGES	354.56
EFT44728	07/07/2020	AUSCO MODULAR PTY LTD	PLANT HIRE - HAZELMERE	2,594.27
EFT44729	07/07/2020	CATALYSE PTY LTD	STAKEHOLDER SURVEY	4,950.00
EFT44730	07/07/2020	DILIGENT BOARD SERVICES AUSTRALIA PTY LTD	DILIGENT BOARDS	43,175.00
EFT44731	07/07/2020	EKTIMO PTY LTD	NOSE CALIBRATION	1,100.00
EFT44732	07/07/2020	HITACHI CONSTRUCTION MACHINERY (AUSTRALIA) PTY LTD	PLANT SERVICE & MAINTENANCE & REPAIR	3,412.20
EFT44733	07/07/2020	STRATA CORPORATION P/L T/A STRATAGREEN	HARDWOOD STAKES FOR TREE PLANTING	2,249.50
EFT44734	07/07/2020	TUTT BRYANT EQUIPMENT (BT EQUIPMENT PTY LTD)	PLANT PURCHASE	76,175.00
EFT44735	07/07/2020	WEST FORCE PLUMBING AND GAS	PLUMBING REPAIR AT RED HILL	1,380.50
EFT44736	10/07/2020	A & B CANVAS AUSTRALIA	WWtE PAYMENT RE EMRC / ANERGY AGREEMENT	3,839.00
EFT44737	10/07/2020	BLACKWOODS CANNINGVALE	WWtE PAYMENT RE EMRC / ANERGY AGREEMENT	566.36
EFT44738	10/07/2020	CORROCOAT ENGINEERING (AUSTRALIA) PTY LTD	WWtE PAYMENT RE EMRC / ANERGY AGREEMENT	2,750.00
EFT44739	10/07/2020	HAYS SPECIALIST RECRUITMENT	WWtE PAYMENT RE EMRC / ANERGY AGREEMENT	22,259.88
EFT44740	10/07/2020	MATT COOK TRANSPORT	WWtE PAYMENT RE EMRC / ANERGY AGREEMENT	1,863.57
EFT44741	10/07/2020	NATURAL POWER SOLUTIONS PTY LTD	WWtE PAYMENT RE EMRC / ANERGY AGREEMENT	5,270.10
EFT44742	10/07/2020	NV ENGINEERING PTY LTD	WWtE PAYMENT RE EMRC / ANERGY AGREEMENT	932.80
EFT44743	10/07/2020	PROCESS SYTEMS PTY LTD	WWtE PAYMENT RE EMRC / ANERGY AGREEMENT	5,649.42
EFT44744	10/07/2020	UNIQUE METALS LASER	WWtE PAYMENT RE EMRC / ANERGY AGREEMENT	3,561.04
EFT44745	10/07/2020	iSOL8 PTY LTD	WWtE PAYMENT RE EMRC / ANERGY AGREEMENT	643.50
EFT44746	10/07/2020	AMP BANK	BANK AUDIT FEE	25.00
EFT44747	10/07/2020	COLONIAL PRINT & PROMOTIONS	DOOR NAME SIGN INSERTS	92.40
EFT44748	10/07/2020	EASTERN HILLS SAND SUPPLIES P/L	REFUND OF OVERPAYMENT	157.27
EFT44749	10/07/2020	EDERLINE PTY LTD T/A CAVERSHAM PLANT HIRE	REFUND OF OVERPAYMENT	80.00
EFT44750	10/07/2020	KLB SYSTEMS	COMPUTER HARDWARE PURCHASES	13,860.00
EFT44751	10/07/2020	NEVILLE REFRIGERATION & AIRCONDITIONING	DEGASSING OF FRIDGES & AIRCONDITIONERS - RED HILL	1,012.00
EFT44752	10/07/2020	PROSPEC GROUP PTY LTD	REFUND OF OVERPAYMENT	32.00
EFT44753	10/07/2020	RURAL BANK	BANK AUDIT FEE	30.00
EFT44754	10/07/2020	SPARTEL PTY LTD	ODOUR EXTRACTION SYSTEM	35,200.00
EFT44755	10/07/2020	TELSTRA CORPORATION LTD	TELEPHONE CHARGES	497.92
EFT44756	14/07/2020	CHILD SUPPORT	EMPLOYEE DEDUCTION	352.70
EFT44757	14/07/2020	DEPARTMENT OF WATER AND ENVIRONMENTAL REGULATION (DWER)	RED HILL - LICENCE AMENDMENT	680.00
EFT44758	14/07/2020	MOTORCHARGE PTY LTD	FLEET FUEL PURCHASES	1,912.63
EFT44759	14/07/2020	NEVILLE COLLARD	PRESENTATION FEE FOR NAIDOC WEEK EVENT CEP GRANT WANGALLA BROOK	1,500.00
EFT44760	14/07/2020	PAYG PAYMENTS	PAYG TAXATION PAYMENT	80,698.00
EFT44761	14/07/2020	RAMAL TISSERA	STAFF REIMBURSEMENT	32.45
EFT44762	14/07/2020	TELSTRA CORPORATION LTD	TELEPHONE CHARGES	240.49



## Eastern Metropolitan Regional Council

CEO's DELEGATED PAYMENTS LIST  
FOR THE MONTH OF JULY 2020

Cheque / EFT No	Date	Payee		Amount
EFT44763	14/07/2020	YOGA BY LAUREN CATALANO	STAFF HEALTH PROMOTION	330.00
EFT44764	17/07/2020	AMER SAABI	STAFF REIMBURSEMENT	35.68
EFT44765	17/07/2020	BP AUSTRALIA PTY LTD	FUEL PURCHASES	46,507.43
EFT44766	17/07/2020	BP AUSTRALIA PTY LTD	OIL PURCHASES	1,010.82
EFT44767	17/07/2020	DANAE WARDEN	STAFF REIMBURSEMENT	461.65
EFT44768	17/07/2020	DC COMPUTERS	COMPUTER HARDWARE PURCHASES	1,559.92
EFT44769	17/07/2020	DOWN TO EARTH TRAINING & ASSESSING	STAFF TRAINING	3,100.00
EFT44770	17/07/2020	KLB SYSTEMS	SOFTWARE LICENCE RENEWAL	4,598.00
EFT44771	17/07/2020	NGIS (AUSTRALIA) PTY LTD	STAFF TRAINING	2,536.05
EFT44772	17/07/2020	SERCUL - SOUTH EAST REGIONAL CENTRE FOR URBAN LANDCARE INC	STAFF TRAINING	220.00
EFT44773	17/07/2020	SETON AUSTRALIA - BRADY AUSTRALIA PTY LTD T/AS	PLANT PARTS	212.36
EFT44774	17/07/2020	SYNERGY	ELECTRICITY CHARGES - HAZELMERE	1,324.26
EFT44775	23/07/2020	MARKETFORCE	ADVERTISEMENT - FEES & CHARGES FOR VARIOUS SITES	4,881.56
EFT44776	23/07/2020	PERTH ENERGY PTY LTD	GAS SUPPLY - WWtE	99.96
EFT44777	23/07/2020	TELSTRA CORPORATION LTD	TELEPHONE CHARGES	6,129.63
EFT44778	23/07/2020	WEATHERWORKS AUSTRALIA	PURCHASE OF WINDSOCKS, POLE & BASE	3,553.00
EFT44779	24/07/2020	ADVANCED ELECTRICAL EQUIPMENT	WWtE PAYMENT RE EMRC / ANERGY AGREEMENT	4,862.07
EFT44780	24/07/2020	BLACKWOODS CANNINGVALE	WWtE PAYMENT RE EMRC / ANERGY AGREEMENT	1,017.56
EFT44781	24/07/2020	CORROCOAT ENGINEERING (AUSTRALIA) PTY LTD	WWtE PAYMENT RE EMRC / ANERGY AGREEMENT	4,128.30
EFT44782	24/07/2020	GLOBAL AUTO COAT PTY LTD	WWtE PAYMENT RE EMRC / ANERGY AGREEMENT	370.68
EFT44783	24/07/2020	HAYS SPECIALIST RECRUITMENT	WWtE PAYMENT RE EMRC / ANERGY AGREEMENT	17,669.23
EFT44784	24/07/2020	IBEX AUSTRALIA	WWtE PAYMENT RE EMRC / ANERGY AGREEMENT	5,835.36
EFT44785	24/07/2020	KLINGER LIMITED	WWtE PAYMENT RE EMRC / ANERGY AGREEMENT	429.10
EFT44786	24/07/2020	NV ENGINEERING PTY LTD	WWtE PAYMENT RE EMRC / ANERGY AGREEMENT	1,278.20
EFT44787	24/07/2020	ROOF SAFETY SOLUTIONS PTY LTD	WWtE PAYMENT RE EMRC / ANERGY AGREEMENT	14,886.85
EFT44788	24/07/2020	STAINLESS FASTENER SUPPLIES	WWtE PAYMENT RE EMRC / ANERGY AGREEMENT	624.30
EFT44789	24/07/2020	THE AIR CON DUDE	WWtE PAYMENT RE EMRC / ANERGY AGREEMENT	1,305.00
EFT44790	24/07/2020	TOOLMART AUSTRALIA PTY LTD	WWtE PAYMENT RE EMRC / ANERGY AGREEMENT	925.00
EFT44791	24/07/2020	UNITED CRANE SERVICES PTY LTD	WWtE PAYMENT RE EMRC / ANERGY AGREEMENT	544.50
EFT44792	24/07/2020	VULCAN STEEL PTY LTD (VULCAN STAINLESS)	WWtE PAYMENT RE EMRC / ANERGY AGREEMENT	1,661.53
EFT44793	24/07/2020	iSOL8 PTY LTD	WWtE PAYMENT RE EMRC / ANERGY AGREEMENT	1,881.00
EFT44794	27/07/2020	AIR-MET SCIENTIFIC PTY LTD	EQUIPMENT RENTAL	121.00
EFT44795	27/07/2020	CHILD SUPPORT	EMPLOYEE DEDUCTION	352.70
EFT44796	27/07/2020	CIVIL AUTO ELECTRICS PTY LTD	PLANT REPAIRS	1,539.45
EFT44797	27/07/2020	CSIRO-COMMONWEALTH SCIENTIFIC INDUSTRIAL RESEARCH ORGANISATION	ANALYSE AND REPORT ON FIRE RISK ON WOODCHIPS	440.00
EFT44798	27/07/2020	DEPARTMENT OF WATER AND ENVIRONMENTAL REGULATION (DWER)	JUNE 2020 QUARTER LANDFILL LEVY	3,343,649.93
EFT44799	27/07/2020	FOSTER PLUMBING AND GAS	PLUMBING WORKS AT HAZELMERE - WWtE	3,983.10
EFT44800	27/07/2020	HARVEY NORMAN MIDLAND	COMPUTER CONSUMABLES & MICROWAVE OVEN	514.05
EFT44801	27/07/2020	KLB SYSTEMS	COMPUTER HARDWARE PURCHASES	4,697.00
EFT44802	27/07/2020	LGIS	2020/2021 INSURANCE PREMIUMS	273,527.29
EFT44803	27/07/2020	LGIS INSURANCE BROKING	2020/2021 INSURANCE PREMIUMS	41,020.00
EFT44804	27/07/2020	NEVILLE REFRIGERATION & AIRCONDITIONING	DEGASSING OF FRIDGES & AIRCONDITIONERS - MATHIESON ROAD	616.00
EFT44805	27/07/2020	PAYG PAYMENTS	PAYG TAXATION PAYMENT	85,405.60
EFT44806	27/07/2020	WEST FORCE PLUMBING AND GAS	PLUMBING REPAIR AT RED HILL	385.00
EFT44807	31/07/2020	AUSCO MODULAR PTY LTD	PLANT HIRE - HAZELMERE	2,594.27



## Eastern Metropolitan Regional Council

CEO's DELEGATED PAYMENTS LIST  
FOR THE MONTH OF JULY 2020

Cheque / EFT No	Date	Payee		Amount
EFT44808	31/07/2020	AUSTRALIA POST - ASCOT PLACE	POSTAL CHARGES	68.60
EFT44809	31/07/2020	DIAMOND LANDSCAPING AND DESIGNING	CONSULTING FEE - HRRP	1,641.20
EFT44810	31/07/2020	DNR CONTRACTING PTY LTD	CONSTRUCT CRC ENTRANCE UPGRADE & OTHER	76,903.24
EFT44811	31/07/2020	FUJI XEROX AUSTRALIA PTY LTD	EARTHWORK ON C& I AT HAZELMERE PHOTOCOPIER MAINTENANCE & SUPPLIES	883.34
EFT44812	31/07/2020	IT VISION AUSTRALIA PTY LTD	ANNUAL LICENCE FEE	44,642.40
EFT44813	31/07/2020	RAUBEX CONSTRUCTION	PROGRESS CLAIM - DEVELOPMENT OF LOTS 8,9 & 10 AT RED HILL	269,168.71
EFT44814	31/07/2020	SEEK LIMITED	ADVERTISEMENT - RECRUITMENT	2,530.00
EFT44815	31/07/2020	SOUTHERN CROSS PROTECTION	COURIER SERVICE	275.00
EFT44816	31/07/2020	SPUDS GARDENING SERVICES	TREE PLANTING	528.00
EFT44817	31/07/2020	WA HINO SALES AND SERVICE	PLANT PURCHASE	270,945.40
EFT44818	31/07/2020	WESTRAC EQUIPMENT PTY LTD	PLANT REFURBISHMENT	140,228.28
220518	01/07/2020	EMRC PETTY CASH - BELMONT	PETTY CASH RECOUP	200.00
220519	08/07/2020	EMRC PETTY CASH - BELMONT	PETTY CASH RECOUP	598.25
220520	08/07/2020	EMRC PETTY CASH - COPPIN ROAD	PETTY CASH RECOUP	44.05
220521	08/07/2020	EMRC PETTY CASH - HAZELMERE	PETTY CASH RECOUP	78.00
220522	08/07/2020	EMRC PETTY CASH - MATHIESON ROAD	PETTY CASH RECOUP	18.30
220523	08/07/2020	EMRC PETTY CASH - RED HILL	PETTY CASH RECOUP	120.05
PAY 2021 - 1	07/07/2020	PAYROLL FE 7/7/2020	PAYROLL	224,345.33
PAY 2021 - 2	21/07/2020	PAYROLL FE 21/7/2020	PAYROLL	231,619.18
1*JUL20	01/07/2020	BANK CHARGES 1885 - 1889	BANK FEES & CHARGES	1,792.04
DD20511.1	01/07/2020	WALGS PLAN	SUPERANNUATION	26,899.99
DD20511.2	01/07/2020	RETAIL EMPLOYEES SUPERANNUATION TRUST	SUPERANNUATION	1,117.74
DD20511.3	01/07/2020	AUSTRALIAN ETHICAL SUPER	SUPERANNUATION	261.32
DD20511.4	01/07/2020	ONEPATH MASTERFUND (ANZ)	SUPERANNUATION	181.52
DD20511.5	01/07/2020	PLUM SUPERANNUATION FUND ( MLC )	SUPERANNUATION	1,229.82
DD20511.6	01/07/2020	MARANI SUPER FUND	SUPERANNUATION	997.11
DD20511.7	01/07/2020	AMP - SIGNATURESUPER	SUPERANNUATION	1,110.39
DD20511.8	01/07/2020	HUB24 SUPER FUND	SUPERANNUATION	197.39
DD20511.9	01/07/2020	NORTH PERSONAL SUPERANNUATION	SUPERANNUATION	1,092.26
DD20511.10	01/07/2020	MERCER SMART SUPER PLAN	SUPERANNUATION	312.77
DD20511.11	01/07/2020	ING LIVING SUPER	SUPERANNUATION	272.27
DD20511.12	01/07/2020	AMP FLEXIBLE LIFETIME SUPER	SUPERANNUATION	621.15
DD20511.13	01/07/2020	BT LIFETIME SUPER - EMPLOYER PLAN	SUPERANNUATION	277.22
DD20511.14	01/07/2020	CBUS INDUSTRY SUPER	SUPERANNUATION	1,112.98
DD20511.15	01/07/2020	TELSTRA SUPERANNUATION SCHEME	SUPERANNUATION	232.41
DD20511.16	01/07/2020	COMMONWEALTH ESSENTIAL SUPER	SUPERANNUATION	267.33
DD20511.17	01/07/2020	MY NORTH SUPER A/T WEALTH PERSONAL SUPERANNUATION & PENSION FUN	SUPERANNUATION	446.20
DD20511.18	01/07/2020	MTAA SUPERANNUATION FUND	SUPERANNUATION	220.92
DD20511.19	01/07/2020	BT SUPER FOR LIFE	SUPERANNUATION	217.36
DD20511.20	01/07/2020	A&S HUGHES-D'AETH PTY LTD ATF A&S HUGHES-D'AETH SUPERANNUATION FUND	SUPERANNUATION	533.67
DD20511.21	01/07/2020	HOSTPLUS SUPERANNUATION FUND	SUPERANNUATION	2,549.01
DD20511.22	01/07/2020	AUSTRALIAN SUPER	SUPERANNUATION	2,729.19
DD20511.23	01/07/2020	MLC SUPER FUND	SUPERANNUATION	923.29
DD20511.24	01/07/2020	LEGALSUPER	SUPERANNUATION	401.92
DD20511.25	01/07/2020	SUNSUPER	SUPERANNUATION	675.49



## Eastern Metropolitan Regional Council

CEO's DELEGATED PAYMENTS LIST  
FOR THE MONTH OF JULY 2020

Cheque / EFT No	Date	Payee	Amount
DD20511.26	01/07/2020	ZURICH MASTER SUPERANNUATION FUND	296.53
DD20512.1	07/07/2020	WALGS PLAN	26,603.16
DD20512.2	07/07/2020	RETAIL EMPLOYEES SUPERANNUATION TRUST	1,117.74
DD20512.3	07/07/2020	AUSTRALIAN ETHICAL SUPER	256.73
DD20512.4	07/07/2020	ONEPATH MASTERFUND (ANZ)	193.21
DD20512.5	07/07/2020	PLUM SUPERANNUATION FUND ( MLC )	1,229.82
DD20512.6	07/07/2020	MARANI SUPER FUND	997.11
DD20512.7	07/07/2020	AMP - SIGNATURESUPER	1,095.95
DD20512.8	07/07/2020	HUB24 SUPER FUND	215.31
DD20512.9	07/07/2020	NORTH PERSONAL SUPERANNUATION	1,137.37
DD20512.10	07/07/2020	MERCER SMART SUPER PLAN	312.77
DD20512.11	07/07/2020	ING LIVING SUPER	272.27
DD20512.12	07/07/2020	AMP FLEXIBLE LIFETIME SUPER	621.15
DD20512.13	07/07/2020	BT LIFETIME SUPER - EMPLOYER PLAN	277.00
DD20512.14	07/07/2020	CBUS INDUSTRY SUPER	1,125.50
DD20512.15	07/07/2020	TELSTRA SUPERANNUATION SCHEME	231.98
DD20512.16	07/07/2020	COMMONWEALTH ESSENTIAL SUPER	262.59
DD20512.17	07/07/2020	MY NORTH SUPER A/T WEALTH PERSONAL SUPERANNUATION & PENSION FUN	452.80
DD20512.18	07/07/2020	MTAA SUPERANNUATION FUND	250.66
DD20512.19	07/07/2020	BT SUPER FOR LIFE	217.25
DD20512.20	07/07/2020	A&S HUGHES-D'AETH PTY LTD ATF A&S HUGHES-D'AETH SUPERANNUATION FUND	533.67
DD20512.21	07/07/2020	HOSTPLUS SUPERANNUATION FUND	3,013.38
DD20512.22	07/07/2020	AUSTRALIAN SUPER	2,685.46
DD20512.23	07/07/2020	MLC SUPER FUND	924.29
DD20512.24	07/07/2020	LEGALSUPER	401.92
DD20512.25	07/07/2020	SUNSUPER	678.03
DD20512.26	07/07/2020	ZURICH MASTER SUPERANNUATION FUND	296.53
DD20513.1	21/07/2020	WALGS PLAN	26,466.18
DD20513.2	21/07/2020	RETAIL EMPLOYEES SUPERANNUATION TRUST	1,117.74
DD20513.3	21/07/2020	AUSTRALIAN ETHICAL SUPER	252.84
DD20513.4	21/07/2020	ONEPATH MASTERFUND (ANZ)	181.52
DD20513.5	21/07/2020	PLUM SUPERANNUATION FUND ( MLC )	1,229.82
DD20513.6	21/07/2020	MARANI SUPER FUND	997.11
DD20513.7	21/07/2020	AMP - SIGNATURESUPER	1,081.52
DD20513.8	21/07/2020	UNISUPER	78.75
DD20513.9	21/07/2020	HUB24 SUPER FUND	223.86
DD20513.10	21/07/2020	NORTH PERSONAL SUPERANNUATION	1,104.42
DD20513.11	21/07/2020	MERCER SMART SUPER PLAN	312.77
DD20513.12	21/07/2020	AMP FLEXIBLE LIFETIME SUPER	621.15
DD20513.13	21/07/2020	ING LIVING SUPER	146.88
DD20513.14	21/07/2020	BT LIFETIME SUPER - EMPLOYER PLAN	277.33
DD20513.15	21/07/2020	CBUS INDUSTRY SUPER	1,151.87
DD20513.16	21/07/2020	TELSTRA SUPERANNUATION SCHEME	231.60
DD20513.17	21/07/2020	COMMONWEALTH ESSENTIAL SUPER	263.52
DD20513.18	21/07/2020	MY NORTH SUPER A/T WEALTH PERSONAL SUPERANNUATION & PENSION FUN	449.70



## Eastern Metropolitan Regional Council

CEO's DELEGATED PAYMENTS LIST  
FOR THE MONTH OF JULY 2020

Cheque / EFT No	Date	Payee		Amount
DD20513.19	21/07/2020	MTAA SUPERANNUATION FUND	SUPERANNUATION	288.70
DD20513.20	21/07/2020	BT SUPER FOR LIFE	SUPERANNUATION	219.13
DD20513.21	21/07/2020	A&S HUGHES-D'AETH PTY LTD ATF A&S HUGHES-D'AETH SUPERANNUATION FUND	SUPERANNUATION	270.98
DD20513.22	21/07/2020	HOSTPLUS SUPERANNUATION FUND	SUPERANNUATION	3,094.48
DD20513.23	21/07/2020	AUSTRALIAN SUPER	SUPERANNUATION	2,763.39
DD20513.24	21/07/2020	MLC SUPER FUND	SUPERANNUATION	925.56
DD20513.25	21/07/2020	LEGALSUPER	SUPERANNUATION	401.92
DD20513.26	21/07/2020	SUNSUPER	SUPERANNUATION	680.49
DD20513.27	21/07/2020	ZURICH MASTER SUPERANNUATION FUND	SUPERANNUATION	296.53
1749	14/07/2020	WBC - CORPORATE MASTERCARD - BRADLEY LACEY	CREDIT CARD PURCHASES	1,144.20
1750	14/07/2020	WBC - CORPORATE MASTERCARD - D AMEDURI	CREDIT CARD PURCHASES	1,707.59
1751	14/07/2020	WBC - CORPORATE MASTERCARD - DAVE BERESFORD	CREDIT CARD PURCHASES	17.00
1752	14/07/2020	WBC - CORPORATE MASTERCARD - DAVID SCHMIDT	CREDIT CARD PURCHASES	5,404.94
1753	14/07/2020	WBC - CORPORATE MASTERCARD - DOUGLAS DARMAGO	CREDIT CARD PURCHASES	2,038.99
1754	14/07/2020	WBC - CORPORATE MASTERCARD - FRANK HUA HIM KUA	CREDIT CARD PURCHASES	17.00
1755	14/07/2020	WBC - CORPORATE MASTERCARD - H LIEW	CREDIT CARD PURCHASES	17.00
1756	14/07/2020	WBC - CORPORATE MASTERCARD - IZABELLA KRZYSKO	CREDIT CARD PURCHASES	422.00
1757	14/07/2020	WBC - CORPORATE MASTERCARD - MARCUS GEISLER	CREDIT CARD PURCHASES	32.00
1758	14/07/2020	WBC - CORPORATE MASTERCARD - S FITZPATRICK	CREDIT CARD PURCHASES	576.63
1759	14/07/2020	WBC - CORPORATE MASTERCARD - T BEINHAUER	CREDIT CARD PURCHASES	1,350.91
1760	14/07/2020	WBC - CORPORATE MASTERCARD - T ECKSTEIN	CREDIT CARD PURCHASES	1,317.60
1761	14/07/2020	WBC - CORPORATE MASTERCARD - W HARRIS	CREDIT CARD PURCHASES	486.00
1762	14/07/2020	WBC - CORPORATE MASTERCARD - Z WILLIAMSON	CREDIT CARD PURCHASES	430.85
1764	21/07/2020	AUSTRACLEAR LIMITED (ASX)	FINANCIAL SERVICES FEE	16.50
1765	06/07/2020	BLUE ENGINEERING S.R.L	WWE PAYMENT RE EMRC / ANERGY AGREEMENT	795.77
1766	29/07/2020	ANZ BANKING GROUP	TERM DEPOSIT INVESTMENT	2,500,000.00
<b>SUB TOTAL</b>				<b>8,160,155.51</b>
<b>LESS CANCELLED EFTs &amp; CHEQUES</b>				<b>Nil</b>
<b>TOTAL</b>				<b>8,160,155.51</b>

All Employee Superannuation obligations for the period July 2020 has been paid by the EMRC.





## 14.2 FINANCIAL REPORT FOR PERIOD ENDED 30 JUNE 2020

**REFERENCE: D2020/19584**

### PURPOSE OF REPORT

The purpose of this report is to provide Council with an overview of the EMRC's financial performance for the period ended 30 June 2020.

### KEY POINTS AND RECOMMENDATION(S)

- Significant year to date budget variances greater than 10% or \$20,000, whichever is the greater, within each nature and type category on the Statement of Financial Activity as at 30 June 2020 have been identified and are reported on in the body of the report.

#### **Recommendation(s)**

That Council receives the Statement of Comprehensive Income, Capital Expenditure Statement, Statement of Financial Position, Statement of Cash and Investments and the Investment Report for the period ended 30 June 2020.

### SOURCE OF REPORT

Chief Financial Officer

### BACKGROUND

It is a requirement of the *Local Government (Financial Management) Regulations 1996* (r.34) that a Local Government is to prepare and present to Council financial reports in such a form as the Local Government considers to be appropriate.

The 2019/2020 Budget was presented in a format that separated operating income and expenditure from other revenue and expenses to provide improved disclosure of Council's underlying operating result.

Submitted to each meeting of Council is a financial report and summaries which provide an overview of year to date budget performance for operating activities and capital works. Variances greater than 10% or \$20,000, whichever is the greater, within each nature and type category on the Statement of Comprehensive Income are reported on in the body of the report. Also included are end of year forecasts by nature and type for operating activities and end of year forecasts for each capital works project. These forecasts are reviewed regularly in order to provide an accurate forecast of the end of year result.

The half year budget review was undertaken during January/February 2020 and is reflected in this report.

### REPORT

Outlined below are financial statements for the period ended 30 June 2020. The audit of the 2019/2020 Annual Financial Report is currently in progress and may require adjustments to be made to the financial statements attached. It is anticipated that the audited 2019/2020 Annual Financial Report will be presented to Council following the October 2020 Audit Committee meeting.

The EMRC ended the 2019/2020 financial year with an operating deficit of \$6,061,721. This is primarily as a result of the payment to member councils in June 2020 for the FOGO contribution totalling \$13,789,200. A dividend distribution of \$5,000,000 was also made to Member Councils however this is only reflected as a reduction in the total equity and not in the Statement of Comprehensive Income. Excluding these payments to member Councils the EMRC would have ended the 2019/2020 financial year with an operating surplus of \$7,727,479 and a total equity of \$203,241,080 compared to the actual total equity of \$184,451,880.



Item 14.2 continued

### Statement of Comprehensive Income - Nature and Type (refer Attachment 1)

The operating result from normal activities as at 30 June 2020 is an unfavourable variance of \$2,821,718 (74.42%) against budget. The following information is provided on key aspects of Council's year to date financial performance:

<b><u>Operating Income</u></b>	<i>Actuals for the Year</i>	An unfavourable variance of \$1,345,075 (5.50%).
	<i>End of Year Forecast</i>	A favourable variance of \$84,720 (0.35%).

#### Operating Income variances previously reported to Council:

1. Operating Grants is below the annual budget by \$54,752 (19.21%). The variance is due to the carried forward of unspent grant funds totalling \$81,406 from the 2019/2020 financial year relating to various projects as required by changes in AASB 15 (*Revenue from Contracts with Customers*) and AASB 1058 (*Income of Not-for-Profit Entities*). The full year Operating Grants was forecast to be above the annual budget by \$51,929 (18.22%).
2. The full year forecast for Reimbursements was forecast to be \$311,630 (39.43%) above the budget of \$790,259. This was primarily attributable to a forecast insurance reimbursement of \$300,000 relating to an insurance claim for plant damaged as a result of a fire at the Hazelmere Resource Recovery facility and is off-set by a corresponding expenditure in Insurance Expenses. However, as at 30 June 2020 the repairs are yet to be completed and as no payment has been made no reimbursement from the insurance company has been received.
3. Other Income is below the annual budget by \$895,052 (33.45%). The variance is mainly attributable to lower ferricrete sales (\$253,518 compared to a budget of \$780,000), a lower level of Greenwaste products sales (\$65,830 compared to a budget of \$280,904) and the timing of royalty payments and Large-Scale Generation Certificate (LGC) sales relating to the sale of electricity generated from landfill gas (\$385,626 compared to a budget of \$700,000).

This is offset by additional income from the sale of products from the Hazelmere timber recycling plant (\$660,884 compared to a budget of \$569,936), the sale of products from the Coppin & Mathieson Transfer Stations (\$98,408 compared to a budget of \$83,000) and additional diesel fuel rebate income (\$201,326 compared to a budget of \$165,000).

The full year for Other Income was forecast to be below the annual budget by \$721,791 (26.98%). The variance was mainly attributable to lower ferricrete sales (\$400,000 compared to a budget of \$780,000), a lower level of Greenwaste products sales (\$63,000 compared to a budget of \$280,904) and the timing of royalty payments and Large-Scale Generation Certificate (LGC) sales relating to the sale of electricity generated from landfill gas (\$225,000 compared to a budget of \$700,000).

#### Operating Income variances not previously reported to Council:

4. Contribution Income is below the annual budget by \$114,504 (20.32%). The variance is primarily due to the carried forward of unspent contribution funds totalling \$86,283 from the 2019/2020 financial year relating to various projects as required by changes in AASB 15 (*Revenue from Contracts with Customers*) and AASB 1058 (*Income of Not-for-Profit Entities*). The full year Contribution Income was forecast to be below the annual budget by \$41,492 (7.36%).

There were no further significant Operating Income variances as at 30 June 2020.



*Item 14.2 continued*

<b><u>Operating Expenditure</u></b>	<i>Actuals for the Year</i>	An unfavourable variance of \$1,476,643 (7.15%).
	<i>End of Year Forecast</i>	An unfavourable variance of \$595,725 (2.88%).

Operating Expenditure variances previously reported to Council:

1. Contract Expenses of \$4,000,794 is \$665,588 (14.26%) below the budget of \$4,666,382 due to various projects from different business units that have either been completed below budget or not completed as at year end and provisions made in the 2020/2021 year for completion. It should also be noted that during the period of the COVID-19 lockdown certain activities were unable to be undertaken which has resulted in reduced expenditure.

Projects where the expenditures are lower than budget for various directorates/business units include: Waste Services projects (\$279,109), Corporate Services (\$227,797), Environmental Services (\$78,340) and the Regional Development (\$77,823).

2. Materials Expenses of \$1,175,547 is \$61,278 (5.50%) above the budget of \$1,114,269. The full year Material Expenses was forecast to be above the annual budget by \$197,231 (17.70%). This is primarily due to the purchase of binding material required as part of waste acceptance approval requirements which has resulted in an unfavourable variance of \$155,706 for Waste Services. This is offset by an increase in income for commercial tonnages at the Red Hill Waste Management Facility.
3. Fuel Expenses of \$697,750 is \$36,938 (5.03%) below the budget of \$734,688. The full year Fuel Expenses was forecast to be above the annual budget by \$86,500 (11.77%). The variance is attributable to the on-going use of leachate evaporators and generators on the new leachate evaporation ponds not previously provided for.
4. The full year forecast for Insurance Expenses was forecast to be \$307,130 (118.79%) above the budget of \$258,545. This is primarily attributable to a forecast expenditure of \$300,000 relating to an insurance claim for plant damaged as a result of a fire at the Hazelmere Resource Recovery facility. This is off-set by corresponding insurance income in Reimbursement Income. However, as at 30 June 2020 the repairs are yet to be completed and as no payment has been made no reimbursement from the insurance company has been received.
5. Miscellaneous Expenses (excluding the Landfill Levy expenses) is \$148,301 (15.84%) below the budget of \$936,306. Projects where the expenditures are lower than budget for various directorates/business units include: Corporate Services (\$203,351), Regional Development (\$24,596) and Environmental Services (\$3,315). This is off-set by expenditure greater than budget in the Waste Services business unit (\$82,961).

The full year Miscellaneous Expenses (excluding the Landfill Levy expenses) was forecast to be \$98,650 (10.54%) above the budget of \$936,306. This variance is primarily attributable to the Hazelmere site being now classified as a commercial site for rating purposes (\$136,800 compared to a budget of \$3,590).

6. Cost Allocated Expenses of \$471,241 is \$1,721,564 (78.51%) below the budget of \$2,192,805. This variance relates to internal costs allocated between the Hazelmere C&I Plant and the Red Hill Landfill Facility Class III cell as a result of lower activity at the C&I Plant, as well as the low level of capital works undertaken to-date involving internal resources. The full year for Cost Allocated Expenses was forecast to be below the annual budget by \$832,549 (37.97%).

Operating Expenditure variances not previously reported to Council:

7. Salary Expenses of \$8,625,340 is below the annual budget by \$1,019,733 (10.57%). The variance is attributable to the filling of vacant positions and budgeted positions that were not filled by year end. The full year Salary Expenses was forecast to be 948,627 (9.84%) below the budget.



*Item 14.2 continued*

8. Depreciation Expenses is below the annual budget by \$1,176,658 (23.90%). This was attributable to the lower level of actual capital expenditure as at year end (actual as at 30 June 2020 of \$13,781,612 compared to a budget of \$26,940,712) together with the write back of minor equipment less than \$5,000 as at 30 June 2019 as required by regulation 17A(5) of the *Local Government (Financial Management) Regulations 1996*, and the lower amortisation value of the Class III cell due to the lower level of Class III tonnages received compared to budget (205,090 tonnes received compared to a budget of 225,428 tonnes) which have contributed to the lower level of depreciation expense.
9. Provision Expenses of \$2,946,987 is \$2,710,166 above the annual budget of \$236,821. The accounting standard AASB 137 requires the provision for Post Closure Site Rehabilitation and Post Closure Site Monitoring, which is measured at the estimated Present Value (PV) of future cash flows (NPV) as at the balance date, to be recognised in the Annual Financial Report.

This value is calculated annually and is subject to the current economic data as at 30 June. For the 2019/2020 financial year this value was based on the Australian Bureau of Statistics CPI of 2.2% over the 12 month period to 31 March 2020 together with the WA Treasury Corporation borrowing rates over a 55 year period in order to calculate the required discount rates. As these rates fluctuate in line with the market conditions it is not possible to accurately budget for these provisions, especially within recent global events.

There were no further significant Operating Expenditure variances as at 30 June 2020.

<b>*Other Revenues and Expenses (Net)</b>	<i>Actuals for the Year</i>	An unfavourable variance of \$13,188,176 (265.52%).
	<i>End of Year Forecast</i>	An unfavourable variance of \$14,180,068 (285.49%).

The unfavourable variance is primarily due to the \$13,789,200 FOGO contribution paid to member Councils. Following discussions with the Office of the Auditor General (OAG), this distribution is to be treated as an expense payment by the EMRC and a grant receipt by member Councils.

Other Revenues and Expenses variances previously reported to Council:

1. User Charges (Other Revenues) is below the annual budget by \$776,258 (95.19%). The variance is due to the lower level of tonnages received at the Hazelmere C&I facility. This is offset by a reduction in expenditure relating to this project. The full year User Charges (Other Revenues) was forecast to be below the annual budget by \$770,500 (94.48%).
2. Operating Grants (Other Revenues) is below the annual budget by \$240,000 (100.00%). The variance is due to unsuccessful grant applications applicable to the FOGO project. The full year Operating Grants (Other Revenues) was forecast to be below the annual budget by \$240,000 (100.00%).
3. Interest Restricted Cash Investments of \$1,882,908 is \$277,949 (17.32%) above the budget of \$1,604,959. This is attributable to the higher level of funds available for investment as at 30 June 2019, and a higher average interest rate received for the 2019/2020 financial year (2.122% compared to the budgeted rate of 1.78%). The full year for Interest Restricted Cash Investments has been forecast to be above the annual budget by \$255,610 (15.93%).
4. Reimbursements (Other Revenues) is \$27,362 above the budget of \$50. This is attributable to a reimbursement relating to an insurance claim for damage to the C&I building as a result of a fire at the Hazelmere Resource Recovery facility. This is off-set by a corresponding expenditure in Insurance Expenses (Other Expenses). The full year Reimbursements (Other Revenues) was forecast to be above the annual budget by \$35,000.



*Item 14.2 continued*

5. Proceeds from Sale of Assets of \$326,136 is \$121,136 (59.09%) above the budget of \$205,000. The variance relates specifically to the timing of various items of plant and vehicles previously budgeted for change over during the 2018/2019 financial that did not attain the specified change over criteria until the 2019/2020 financial year. The full year Proceeds from Sale of Assets (Other Revenues) was forecast to be \$96,795 (47.22%) above the budget of \$205,000.
6. Other Revenues is below the annual budget by \$948,368 (99.17%). This variance relates to the low sale of products (\$7,894 compared to a budget of \$204,434) from the Hazelmere C&I Project due to the lower level of tonnages received through the facility and resulting recoverable material available for sale, as well as \$0 electricity sales (compared to a budget of \$751,828) due to the delay in the commissioning of the Wood Waste to Energy (WWtE) facility. The full year Other Revenues was forecast to be \$948,262 (99.16%) below the budget of \$956,262.
7. Salary Expenses (Other Expenses) is below the annual budget by \$443,896 (42.68%). The variance is primarily attributable to the low level of activity in the Hazelmere C&I facility (\$55,148 compared to a budget of \$497,333) due to the lower level of tonnages forecast to be received through the facility. The full year Salary Expenses (Other Expenses) was forecast to be \$302,195 (29.06%) below the budget of \$1,040,075.
8. Contract Expenses (Other Expenses) is \$618,220 (69.43%) below the budget of \$890,463. The variance relates primarily to the delay in the completion of the WWtE Project (\$9,050 compared to a budget of \$556,000) which is now due to be commissioned in approximately February 2021, and the Hazelmere C&I project (\$6,821 compared to a budget of \$116,827) due to the lower level of tonnages received through the facility. The full year Contract Expenses (Other Expenses) was forecast to be \$231,058 (25.95%) below the budget.
9. Material Expenses (Other Expenses) is \$63,045 (83.53%) below the budget of \$75,475. The variance relates principally to the delay in the completion of the WWtE Project (\$1,552 compared to a budget of \$53,500) which is now due to be commissioned in approximately February 2021, together with the lower level of expenditure at the Hazelmere C&I facility (\$1,764 compared to a budget of \$13,225) due to the lower level of tonnages received through the facility. The full year Material Expenses (Other Expenses) was forecast to be \$36,823 (48.79%) below the budget.
10. Depreciation Expenses (Other Expenses) is \$425,921 (84.63%) below the budget of \$503,290. The variance is due to the delay in the completion of the WWtE Project (\$0 compared to a budget of \$163,670) which is now due to be commissioned in approximately February 2021 as well as the timing and/or carry forward of capital expenditure associated with the Hazelmere Resource Recovery Park projects. The full year Depreciation Expenses (Other Expenses) was forecast to be \$314,138 (62.42%) below the budget.
11. Carrying Amount of Assets Disposed Of (Other Expenses) of \$254,408 is \$100,409 (65.20%) above the budget of \$153,999. The variance relates specifically to the timing of various items of plant and vehicles not previously budgeted for change over during the 2019/2020 financial year that attained the specified change over criteria. The full year Carrying Amount of Assets Disposed Of (Other Expenses) was forecast to be \$37,836 (24.57%) below the budget.
12. Costs Allocated (Other Expenses) of \$301,988 is \$427,127 (58.58%) below the budget of \$729,115. This variance relates specifically to internal costs allocated between the Hazelmere C&I Plant and the Red Hill Landfill Facility Class III cell due to lower than budget levels of activity at the C&I Plant.

Other Revenues and Expenses variances not previously reported to Council:

13. Miscellaneous Expenses (Other Expenses) is \$13,773,345 above the budget of \$133,350. This variance relates specifically to the \$13,789,200 FOGO contribution paid to member Councils during June 2020.

There were no further significant Other Revenues and Expenses variances as at 30 June 2020.



*Item 14.2 continued*

<b><u>Other Comprehensive Income</u></b>	<i>Actuals for the Year</i>	A favourable variance of \$1,189,840.
	<i>End of Year Forecast</i>	n/a.

The Revaluation of Assets total of \$1,189,840 represents the increase in the valuation of the EMRC's Plant and Equipment class of assets that was undertaken during the 2019/2020 financial year.

**Capital Expenditure Statement (refer Attachment 2)**

<b><u>Capital Expenditure</u></b>	<i>Actuals for the Year</i>	A favourable variance of \$13,159,100.
	<i>End of Year Forecast</i>	A favourable variance of \$7,022,643.

Capital Expenditure variances:

A favourable variance of \$13,159,100 existed as at 30 June 2020 when compared to the budget of \$26,940,712.

Major capital expenditures to 30 June 2020 include:

- Construct Class III Cell - Stage 14 - Red Hill Landfill Facility - \$4,081,160;
- Purchase / Replace Plant - Red Hill Landfill Facility - \$2,591,225;
- Develop Lots 8, 9 and 10 for Future Waste Activities - Red Hill Landfill Facility - \$1,550,832;
- Construct and Commission Resource Recovery Park - WWtE Building - \$1,364,344;
- Purchase Resource Recovery Park - WWtE Plant and Equipment - \$1,094,435;
- Construct and Commission Resource Recovery Park - Site Infrastructure - \$1,019,998;
- Purchase Vehicles - Ascot Place and Red Hill Landfill Facility - \$378,733;
- Purchase / Replace Minor Plant and Equipment Plant - Red Hill Landfill Facility - \$275,560.
- Construct Class III Cell - Stage 16 - Red Hill Landfill Facility - \$263,583; and
- Refurbish Plant - Hazelmere - \$214,571.

The Capital Expenditure budgets as at year end were reviewed as part of the half year budget review undertaken during January/February 2020 in order to reflect the actual timing of various projects and match expenditure requirements in relation to tonnage forecasts. Full Year Capital Expenditure was forecast to be \$7,022,643 (26.07%) below the budget of \$26,940,712.

Significant reductions to capital budgets where savings have been achieved, or where project expenditure has been deferred due to delays and/or carried forward or not required include the following:

- Construct Resource Recovery Park - Site Infrastructure - \$1,550,000 (c/fwd);
- Liquid Waste Project - Red Hill Landfill Facility - \$1,550,000 (c/fwd);
- Construct Resource Recovery Park - Site/Administration Office - \$800,000;
- Construct Resource Recovery Park - Site Workshop - \$600,000;
- Construct Resource Recovery Park - Community Recycling Centre - \$529,182 (\$100,000 c/fwd);
- Construct Resource Recovery Park - Community Reuse Store - \$500,000;
- Purchase Resource Recovery Park - C&I Building, Plant and Equipment - \$500,000;
- Liquid Waste Project Plant - Red Hill Landfill Facility \$450,000 (c/fwd);
- Design and Construct Class IV Cell Stage 2 - Red Hill Landfill Facility - \$420,000 (\$30,000 c/fwd);



*Item 14.2 continued*

- Purchase Resource Recovery Park Transfer Station, Plant & Equipment - \$300,000;
- Construct Resource Recovery Park - Reuse Store Infrastructure - \$250,000 (c/fwd);
- Construct Drainage Diversion & Infrastructures - Red Hill Landfill Facility - \$250,000 (c/fwd);
- Construct Stormwater Infrastructure/Siltation Ponds - Red Hill Landfill Facility - \$200,000 (c/fwd);
- Capital Improvement - Ascot Place Administration Building - \$155,750 (c/fwd);
- Purchase Vehicles - Ascot Place - \$110,000;
- Construct Litter Fence - Red Hill Landfill Facility - \$100,000 (\$50,000 c/fwd); and
- Purchase / Replace Plant - Hazelmere - \$100,000 (c/fwd).

This is offset by an increase in the following Capital Expenditure budget provision following a review of the capital expenditure program:

- Resource Recovery Park - WWtE, Building, Plant & Infrastructure - \$1,015,702;  
 This was subject to a confidential report submitted to Council and approved by Council at its meeting held on 19 September 2019 (Reference: D2019/13752).
- Purchase / Replace / Refurbish Plant - Red Hill Landfill Facility - \$531,475; and  
 This relates to committed capital expenditure for the purchase of a loader and a truck at the Red Hill Landfill Facility which were ordered and expected to be received in the 2018/2019 financial year. The plant items were however not received until early 2019/2020 and as the 2019/2020 Annual Budget had been finalised and adopted a carried forward provision for these purchases was not able to be undertaken.
- Purchase Vehicles - Red Hill Landfill Facility - \$86,000.  
 This relates specifically to the timing of the replacement of various items of plant and vehicles not previously budgeted for change over during the 2019/2020 financial year that have now been forecast to be changed over as they will have attained the specified change over criteria as per the EMRC Fleet Policy and 10 Year Plant Replacement Schedule.

**Statement of Financial Position (refer Attachment 3)**

The Statement of Financial Position shows the overall impact of actual balances compared with budget provisions and end of year forecasts for operating and capital works activities.

Total Equity as at 30 June 2020 totals \$184,451,880. This is a decrease of \$11,061,722 from the 30 June 2019 equity of \$195,513,602. This decrease is as a result of the \$13,789,200 FOGO contribution paid to member Councils together with a Dividend payment of \$5,000,000 made to member Councils.

It was forecast that Total Equity as at 30 June 2020 will be below the original budget of \$204,640,131 by \$19,691,073.

**Statement of Cash and Investments (refer Attachment 4)**

The level of cash and investments in the Municipal Fund as at 30 June 2020 is \$10,134,035 and Restricted Cash amount to \$76,292,697.

The net movement for the month is a decrease of \$19,391,677. This is primarily as a result of a \$13,789,200 FOGO contribution and a \$5,000,000 Dividend distribution made to member Councils during June 2020.

It was forecast that Total Cash and Investments as at 30 June 2020 will be below the original budget of \$90,373,880 by \$13,127,666. This is primarily as a result of the proposed payments by 30 June 2020 to member councils for the FOGO contribution totalling \$13,789,200 and a dividend distribution of \$5,000,000 to Member Councils. This was off-set by the lower level of forecast capital expenditure compared to budget that was forecast for 2019/2020.



*Item 14.2 continued*

### **Investment Report (refer Attachment 5)**

Term deposits valued at \$27,000,000 matured during June 2020 which was reinvested into further term deposits.

With the payment to Member Councils of the FOGO contribution totalling \$13,789,200 and the Dividend distribution of \$5,000,000, the overall investment portfolio has reduced which has subsequently resulted in 2 breaches of the EMRC's Investment Policy. The Investment Policy provides for a total investment in A2 rated ADI's of 15% of the total portfolio. As at 30 June 2020 a total of 15.88% was held in A2 rated ADI's.

The Investment Policy also provides for a total investment in individual A2 rated ADI's of 5% of the total portfolio. As at 30 June 2020 a total of 5.29% was held with ME Bank, an A2 rated ADI.

As term deposits mature during July and August 2020 in the A2 rated ADI's these will be redeemed in order to rectify the breaches to the Investment Policy

### **STRATEGIC/POLICY IMPLICATIONS**

Key Result Area 3 - Good Governance

- 3.3 To provide responsible and accountable governance and management of the EMRC
- 3.4 To continue to improve financial and asset management practices

### **FINANCIAL IMPLICATIONS**

As outlined within the report and attachments.

### **SUSTAINABILITY IMPLICATIONS**

Nil

### **MEMBER COUNCIL IMPLICATIONS**

<b>Member Council</b>	<b>Implication Details</b>
Town of Bassendean	} As outlined in the report.
City of Bayswater	
City of Belmont	
City of Kalamunda	
Shire of Mundaring	
City of Swan	

### **ATTACHMENT(S)**

1. Statement of Comprehensive Income by Nature and Type (Ref: D2020/19585)
2. Capital Expenditure Statement (Ref: D2020/19587)
3. Statement of Financial Position (Ref: D2020/19588)
4. Statement of Cash and Investments (Ref: D2020/19589)
5. Investment Report (Ref: D2020/19590)





*Item 14.2 continued*

**VOTING REQUIREMENT**

Simple Majority

**RECOMMENDATION(S)**

That Council receives the Statement of Comprehensive Income, Capital Expenditure Statement, Statement of Financial Position, Statement of Cash and Investments and the Investment Report for the period ended 30 June 2020.

**COUNCIL RESOLUTION(S)**

MOVED CR JOHNSON

SECONDED CR O'CONNOR

THAT COUNCIL RECEIVES THE STATEMENT OF COMPREHENSIVE INCOME, CAPITAL EXPENDITURE STATEMENT, STATEMENT OF FINANCIAL POSITION, STATEMENT OF CASH AND INVESTMENTS AND THE INVESTMENT REPORT FOR THE PERIOD ENDED 30 JUNE 2020.

**CARRIED UNANIMOUSLY**

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## STATEMENT OF COMPREHENSIVE INCOME

### Nature and Type

Year to Date			JUNE 2020				Full Year		
Actual	Budget	Variance			Forecast	Budget	Variance		
<b>Operating Income</b>									
\$33,360,403	\$34,022,683	(\$662,280)	(U)	User Charges	\$34,659,733	\$34,022,683	\$637,050	(F)	
(\$14,326,231)	(\$14,607,723)	\$281,492	(F)	<u>Less</u> Landfill Levy Charges	(\$14,770,011)	(\$14,607,723)	(\$162,288)	(U)	
<b>\$19,034,172</b>	<b>\$19,414,960</b>	<b>(\$380,788)</b>	<b>(U)</b>	<b>Net User Charges</b>	<b>\$19,889,722</b>	<b>\$19,414,960</b>	<b>\$474,762</b>	<b>(F)</b>	
\$459,529	\$442,603	\$16,926	(F)	Special Charges	\$460,285	\$442,603	\$17,682	(F)	
\$448,943	\$563,447	(\$114,504)	(U)	Contributions	\$521,955	\$563,447	(\$41,492)	(U)	
\$230,248	\$285,000	(\$54,752)	(U)	Operating Grants	\$336,929	\$285,000	\$51,929	(F)	
\$274,849	\$270,000	\$4,849	(F)	Interest Municipal Cash Investments	\$262,000	\$270,000	(\$8,000)	(U)	
\$868,505	\$790,259	\$78,246	(F)	Reimbursements	\$1,101,889	\$790,259	\$311,630	(F)	
\$1,780,545	\$2,675,597	(\$895,052)	(U)	Other	\$1,953,806	\$2,675,597	(\$721,791)	(U)	
<b>\$23,096,791</b>	<b>\$24,441,866</b>	<b>\$1,345,075</b>	<b>(U)</b>	<b>Total Operating Income</b>	<b>\$24,526,586</b>	<b>\$24,441,866</b>	<b>\$84,720</b>	<b>(F)</b>	
<b>Operating Expenditure</b>									
\$8,625,340	\$9,645,073	\$1,019,733	(F)	Salary Expenses	\$8,696,446	\$9,645,073	\$948,627	(F)	
\$4,000,794	\$4,666,382	\$665,588	(F)	Contract Expenses	\$4,854,576	\$4,666,382	(\$188,194)	(U)	
\$1,175,547	\$1,114,269	(\$61,278)	(U)	Material Expenses	\$1,311,500	\$1,114,269	(\$197,231)	(U)	
\$349,843	\$327,525	(\$22,318)	(U)	Utility Expenses	\$332,144	\$327,525	(\$4,619)	(U)	
\$697,750	\$734,688	\$36,938	(F)	Fuel Expenses	\$821,188	\$734,688	(\$86,500)	(U)	
\$267,080	\$258,545	(\$8,535)	(U)	Insurance Expenses	\$565,675	\$258,545	(\$307,130)	(U)	
\$3,746,973	\$4,923,631	\$1,176,658	(F)	Depreciation Expenses	\$4,749,975	\$4,923,631	\$173,656	(F)	
\$788,005	\$936,306	\$148,301	(F)	Miscellaneous Expenses	\$1,034,956	\$936,306	(\$98,650)	(U)	
\$2,946,987	\$236,821	(\$2,710,166)	(U)	Provision Expenses	\$239,956	\$236,821	(\$3,135)	(U)	
(\$471,241)	(\$2,192,805)	(\$1,721,564)	(U)	Costs Allocated	(\$1,360,256)	(\$2,192,805)	(\$832,549)	(U)	
<b>\$22,127,078</b>	<b>\$20,650,435</b>	<b>(\$1,476,643)</b>	<b>(U)</b>	<b>Total Operating Expenditure</b>	<b>\$21,246,160</b>	<b>\$20,650,435</b>	<b>(\$595,725)</b>	<b>(U)</b>	
<b>\$969,713</b>	<b>\$3,791,431</b>	<b>(\$2,821,718)</b>	<b>(U)</b>	<b>OPERATING RESULT FROM NORMAL ACTIVITIES</b>	<b>\$3,280,426</b>	<b>\$3,791,431</b>	<b>(\$511,005)</b>	<b>(U)</b>	
Surplus	Surplus				Surplus	Surplus			

Notes:

1. User Charges - include member Councils and casual users pertaining to waste, risk management and environmental services fees and charges;
2. Special Charges - Waste Education Levy;
3. Contributions - member Councils' contributions to projects and services;
4. Operating Grants - grant income predominantly from government agencies; and
5. Other Operating Income - includes income from the sale of products;

(F) denotes Favourable variance and (U) denotes Unfavourable variance



## STATEMENT OF COMPREHENSIVE INCOME Nature and Type

Year to Date			JUNE 2020			Full Year		
Actual	Budget	Variance		Forecast	Budget	Variance		
<b>Other Revenues</b>								
\$39,242	\$815,500	(\$776,258)	(U)	User Charges	\$45,000	\$815,500	(\$770,500)	(U)
\$4,989,166	\$4,756,004	\$233,162	(F)	Secondary Waste Charge	\$4,997,380	\$4,756,004	\$241,376	(F)
\$525	\$0	\$525	(F)	Contributions	\$0	\$0	\$0	(F)
\$0	\$240,000	(\$240,000)	(U)	Operating Grants	\$0	\$240,000	(\$240,000)	(U)
\$1,882,908	\$1,604,959	\$277,949	(F)	Interest Restricted Cash Investments	\$1,860,569	\$1,604,959	\$255,610	(F)
\$27,412	\$50	\$27,362	(F)	Reimbursements	\$35,050	\$50	\$35,000	(F)
\$326,136	\$205,000	\$121,136	(F)	Proceeds from Sale of Assets	\$301,795	\$205,000	\$96,795	(F)
\$7,894	\$956,262	(\$948,368)	(U)	Other	\$8,000	\$956,262	(\$948,262)	(U)
<b>\$7,273,284</b>	<b>\$8,577,775</b>	<b>(\$1,304,491)</b>	<b>(U)</b>	<b>Total Other Revenues</b>	<b>\$7,247,794</b>	<b>\$8,577,775</b>	<b>(\$1,329,981)</b>	<b>(U)</b>
<b>Other Expenses</b>								
\$596,179	\$1,040,075	\$443,896	(F)	Salary Expenses	\$737,880	\$1,040,075	\$302,195	(F)
\$272,243	\$890,463	\$618,220	(F)	Contract Expenses	\$659,405	\$890,463	\$231,058	(F)
\$12,430	\$75,475	\$63,045	(F)	Material Expenses	\$38,652	\$75,475	\$36,823	(F)
\$24,963	\$28,700	\$3,737	(F)	Utility Expenses	\$17,670	\$28,700	\$11,030	(F)
\$0	\$1,000	\$1,000	(F)	Fuel Expenses	\$500	\$1,000	\$500	(F)
\$48,283	\$55,406	\$7,123	(F)	Insurance Expenses	\$56,745	\$55,406	(\$1,339)	(U)
\$77,369	\$503,290	\$425,921	(F)	Depreciation Expenses	\$189,152	\$503,290	\$314,138	(F)
\$13,906,695	\$133,350	(\$13,773,345)	(U)	Miscellaneous Expenses *	\$13,877,255	\$133,350	(\$13,743,905)	(U)
\$254,408	\$153,999	(\$100,409)	(U)	Carrying Amount of Assets Disposed Of	\$191,835	\$153,999	(\$37,836)	(U)
\$301,988	\$729,115	\$427,127	(F)	Costs Allocated	\$691,866	\$729,115	\$37,249	(F)
<b>\$15,494,558</b>	<b>\$3,610,873</b>	<b>(\$11,883,685)</b>	<b>(U)</b>	<b>Total Other Expenses</b>	<b>\$16,460,960</b>	<b>\$3,610,873</b>	<b>(\$12,850,087)</b>	<b>(U)</b>
<b>\$8,221,274</b>	<b>\$4,966,902</b>	<b>(\$13,188,176)</b>	<b>(U)</b>	<b>OPERATING RESULT FROM OTHER ACTIVITIES</b>	<b>\$9,213,166</b>	<b>\$4,966,902</b>	<b>(\$14,180,068)</b>	<b>(U)</b>
Deficit	Surplus			Surplus	Surplus			
<b>\$7,251,561</b>	<b>\$8,758,333</b>	<b>(\$16,009,894)</b>	<b>(U)</b>	<b>NET RESULT</b>	<b>\$5,932,740</b>	<b>\$8,758,333</b>	<b>(\$14,691,073)</b>	<b>(U)</b>
Deficit	Surplus			Surplus	Surplus			
<b>Realised/Unrealised (Gain)/Loss From Change in Fair Value of Investments</b>								
\$0	\$0	\$0	(F)	Unrealised (Gain)/Loss	\$0	\$0	\$0	(F)
\$0	\$0	\$0	(F)	Realised (Gain)/Loss	\$0	\$0	\$0	(F)
<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>(F)</b>	<b>Total (Gain)/Loss from change in Fair Value of Investments</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>(F)</b>
<b>Other Comprehensive Income</b>								
(\$1,189,840)	\$0	\$1,189,840	(F)	Revaluation of Assets/Accumulated Depreciation Reversal	\$0	\$0	\$0	(F)
<b>(\$1,189,840)</b>	<b>\$0</b>	<b>\$1,189,840</b>	<b>(F)</b>	<b>Total Other Comprehensive Income</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>(F)</b>
<b>\$6,061,721</b>	<b>\$8,758,333</b>	<b>(\$14,820,054)</b>	<b>(U)</b>	<b>CHANGE IN NET ASSETS FROM OPERATIONS</b>	<b>\$5,932,740</b>	<b>\$8,758,333</b>	<b>(\$14,691,073)</b>	<b>(U)</b>
Deficit	Surplus			Deficit	Surplus			

\* Note: Actual and Forecast "Other Expenses - Miscellaneous Expenses" is inclusive of a \$13,789,200 FOGO contribution to member Councils.



## CAPITAL EXPENDITURE STATEMENT

### JUNE 2020

Year to Date						Full Year		
Actual	Budget	Variance		On Order	(F) = Favourable variation (U) = Unfavourable variation	Forecast	Budget	Variance
<b>Governance and Corporate Services</b>								
\$177,346	\$337,000	\$159,654 (F)	\$0	<b>Purchase Vehicles - Ascot Place</b> ( 24440/00 )		\$227,000	\$337,000	\$110,000 (F)
\$25,037	\$25,000	(\$37) (U)	\$0	<b>Purchase Furniture Fittings &amp; Equipment - Corporate Services</b> ( 24510/01 )		\$0	\$25,000	\$25,000 (F)
\$165,365	\$336,000	\$170,635 (F)	\$0	<b>Purchase Information Technology &amp; Communication Equipment</b> ( 24550/00 )		\$256,000	\$336,000	\$80,000 (F)
\$0	\$20,000	\$20,000 (F)	\$0	<b>Purchase Art Works</b> ( 24620/00 )		\$20,000	\$20,000	\$0 (F)
\$6,299	\$160,000	\$153,701 (F)	\$0	<b>Capital Improvement Administration Building - Ascot Place</b> ( 25240/01 )		\$4,250	\$160,000	\$155,750 (F)
\$0	\$4,500	\$4,500 (F)	\$0	<b>Upgrade Security Equipment - Ascot Place</b> ( 25530/01 )		\$0	\$4,500	\$4,500 (F)
<b>\$374,046</b>	<b>\$882,500</b>	<b>\$508,454 (F)</b>	<b>\$0</b>			<b>\$507,250</b>	<b>\$882,500</b>	<b>\$375,250 (F)</b>



# CAPITAL EXPENDITURE STATEMENT

## JUNE 2020

Year to Date					Full Year		
Actual	Budget	Variance	On Order	(F) = Favourable variation (U) = Unfavourable variation	Forecast	Budget	Variance
<b>Resource Recovery</b>							
\$1,364,344	\$0	(\$1,364,344)	(U)	\$0	<b>Construct Wood Waste to Energy Building - HRRP ( 24259/05 )</b>	\$1,495,000	\$0 (\$1,495,000) (U)
\$57,394	\$550,000	\$492,606	(F)	\$98,779	<b>Construct Community Recycling Centre (CRC) - HRRP ( 24259/06 )</b>	\$20,818	\$550,000 \$529,182 (F)
\$0	\$800,000	\$800,000	(F)	\$0	<b>Construct Site/Administration Office - HRRP ( 24259/07 )</b>	\$0	\$800,000 \$800,000 (F)
\$0	\$500,000	\$500,000	(F)	\$0	<b>Construct Community Reuse Store - HRRP ( 24259/08 )</b>	\$0	\$500,000 \$500,000 (F)
\$0	\$10,000	\$10,000	(F)	\$0	<b>Construct MRF Building - HRRP ( 24259/09 )</b>	\$0	\$10,000 \$10,000 (F)
\$83,325	\$210,000	\$126,675	(F)	\$0	<b>Construct Commercial Transfer Station - HRRP ( 24259/10 )</b>	\$210,000	\$210,000 \$0 (F)
\$69,725	\$78,055	\$8,330	(F)	\$0	<b>Construct Weighbridge Office - HRRP ( 24259/12 )</b>	\$78,055	\$78,055 \$0 (F)
\$0	\$600,000	\$600,000	(F)	\$0	<b>Construct Site Workshop - HRRP ( 24259/13 )</b>	\$0	\$600,000 \$600,000 (F)
\$52,625	\$115,337	\$62,712	(F)	\$0	<b>Construct Weighbridges (x2) - HRRP ( 24392/02 )</b>	\$115,337	\$115,337 \$0 (F)
\$37,693	\$100,000	\$62,307	(F)	\$493,607	<b>Construct FOGO Processing Area - Red Hill Landfill Facility ( 24395/05 )</b>	\$100,000	\$100,000 \$0 (F)
\$1,019,998	\$2,550,000	\$1,530,002	(F)	\$242,619	<b>Construct Site Infrastructure - HRRP ( 24399/01 )</b>	\$1,000,000	\$2,550,000 \$1,550,000 (F)
\$0	\$250,000	\$250,000	(F)	\$0	<b>Construct Reuse Store Infrastructure (Car Park) - HRRP ( 24399/07 )</b>	\$0	\$250,000 \$250,000 (F)
\$14,350	\$123,685	\$109,335	(F)	\$5,493	<b>Wood Waste to Energy Utilities/Infrastructure - HRRP ( 24399/11 )</b>	\$50,000	\$123,685 \$73,685 (F)
\$1,094,435	\$1,240,613	\$146,178	(F)	\$143,838	<b>Purchase Wood Waste to Energy Plant &amp; Equipment - HRRP ( 24410/03 )</b>	\$835,000	\$1,240,613 \$405,613 (F)



# CAPITAL EXPENDITURE STATEMENT

## JUNE 2020

Year to Date					Full Year		
Actual	Budget	Variance	On Order	(F) = Favourable variation (U) = Unfavourable variation	Forecast	Budget	Variance
<b>Resource Recovery</b>							
\$0	\$500,000	\$500,000 (F)	\$0	Purchase C & I Building - Plant & Equipment - HRRP ( 24410/04 )	\$0	\$500,000	\$500,000 (F)
\$0	\$300,000	\$300,000 (F)	\$0	Purchase Transfer Station - Plant & Equipment - HRRP ( 24410/05 )	\$0	\$300,000	\$300,000 (F)
\$85,090	\$600,000	\$514,910 (F)	\$400,890	Purchase FOGO Processing Plant - Red Hill Landfill Facility ( 24410/10 )	\$600,000	\$600,000	\$0 (F)
<b>\$3,878,979</b>	<b>\$8,527,690</b>	<b>\$4,648,711 (F)</b>	<b>\$1,385,225</b>		<b>\$4,504,210</b>	<b>\$8,527,690</b>	<b>\$4,023,480 (F)</b>

## Waste Management

\$0	\$110,000	\$110,000 (F)	\$0	Construct Waste Management Facility Buildings - Red Hill Landfill Facility ( 24250/01 )	\$110,000	\$110,000	\$0 (F)
\$0	\$63,000	\$63,000 (F)	\$0	Construct Storage Shed - Hazelmere ( 24250/05 )	\$63,000	\$63,000	\$0 (F)
\$6,018	\$80,000	\$73,982 (F)	\$0	Upgrade Power Supply to Transfer Station - Red Hill Landfill Facility ( 24259/14 )	\$80,000	\$80,000	\$0 (F)
\$0	\$80,000	\$80,000 (F)	\$0	Upgrade Power Supply to Workshop No 2 - Red Hill Landfill Facility ( 24259/15 )	\$80,000	\$80,000	\$0 (F)
\$4,081,160	\$4,974,352	\$893,192 (F)	\$6,244	Construct Class III Cell Stage 14 - Red Hill Landfill Facility ( 24310/12 )	\$4,974,352	\$4,974,352	\$0 (F)
\$263,583	\$0	(\$263,583) (U)	\$3,765	Construct Class III Cell Stage 16 - Red Hill Landfill Facility ( 24310/19 )	\$0	\$0	\$0 (F)
\$10,370	\$83,000	\$72,630 (F)	\$0	Leachate Project - Red Hill Landfill Facility ( 24320/02 )	\$83,000	\$83,000	\$0 (F)
\$0	\$450,000	\$450,000 (F)	\$0	Design and Construct Class IV Cell Stage 2 - Red Hill Landfill Facility ( 24330/04 )	\$30,000	\$450,000	\$420,000 (F)



# CAPITAL EXPENDITURE STATEMENT

## JUNE 2020

Year to Date				Full Year			
Actual	Budget	Variance	On Order	(F) = Favourable variation (U) = Unfavourable variation	Forecast	Budget	Variance
<b>Waste Management</b>							
\$0	\$200,000	\$200,000 (F)	\$0		\$0	\$200,000	\$200,000 (F)
\$7,945	\$123,690	\$115,745 (F)	\$0		\$123,690	\$123,690	\$0 (F)
\$3,420	\$500,000	\$496,580 (F)	\$58,121		\$450,000	\$500,000	\$50,000 (F)
\$0	\$250,000	\$250,000 (F)	\$0		\$0	\$250,000	\$250,000 (F)
\$0	\$100,000	\$100,000 (F)	\$0		\$0	\$100,000	\$100,000 (F)
\$0	\$55,000	\$55,000 (F)	\$0		\$0	\$55,000	\$55,000 (F)
\$0	\$40,000	\$40,000 (F)	\$0		\$40,000	\$40,000	\$0 (F)
\$2,968	\$75,000	\$72,032 (F)	\$0		\$0	\$75,000	\$75,000 (F)
\$0	\$1,550,000	\$1,550,000 (F)	\$0		\$0	\$1,550,000	\$1,550,000 (F)
\$1,550,832	\$1,500,000	(\$50,832) (U)	\$1,077,119		\$1,500,000	\$1,500,000	\$0 (F)
\$2,591,225	\$3,595,000	\$1,003,775 (F)	\$0		\$3,996,475	\$3,595,000	(\$401,475) (U)
\$118,435	\$2,075,000	\$1,956,565 (F)	\$323,271		\$1,975,000	\$2,075,000	\$100,000 (F)
\$0	\$450,000	\$450,000 (F)	\$0		\$0	\$450,000	\$450,000 (F)



# CAPITAL EXPENDITURE STATEMENT

## JUNE 2020

Year to Date				On Order	(F) = Favourable variation (U) = Unfavourable variation	Full Year			
Actual	Budget	Variance	Forecast			Budget	Variance		
<b>Waste Management</b>									
\$5,652	\$0	(\$5,652)	(U)	\$0	Repairs to Materials Handler (Asset 3254) - Fire Insurance Claim ( 24410/12 )	\$0	\$0	\$0	(F)
\$275,560	\$880,000	\$604,440	(F)	\$0	Purchase / Replace Minor Plant and Equipment-Red Hill Landfill Facility ( 24420/00 )	\$880,000	\$880,000	\$0	(F)
\$9,080	\$14,000	\$4,920	(F)	\$0	Purchase / Replace Minor Plant and Equipment - Hazelmere ( 24420/02 )	\$27,502	\$14,000	(\$13,502)	(U)
\$201,387	\$86,000	(\$115,387)	(U)	\$0	Purchase / Replace Vehicles - Red Hill Landfill Facility ( 24430/00 )	\$172,000	\$86,000	(\$86,000)	(U)
\$0	\$100,000	\$100,000	(F)	\$0	Purchase / Replace Security System - Red Hill Waste Management Facility ( 24530/08 )	\$100,000	\$100,000	\$0	(F)
\$22,250	\$36,480	\$14,230	(F)	\$0	Purchase / Replace Security System - Hazelmere ( 24530/10 )	\$36,480	\$36,480	\$0	(F)
\$25,194	\$20,000	(\$5,194)	(U)	\$9,300	Purchase / Replace Other Equipment - Red Hill Landfill Facility ( 24590/00 )	\$20,000	\$20,000	\$0	(F)
\$11,457	\$0	(\$11,457)	(U)	\$0	Purchase / Replace Miscellaneous Equipment - Hazelmere ( 24590/02 )	\$8,572	\$0	(\$8,572)	(U)
\$0	\$20,000	\$20,000	(F)	\$0	Purchase Office Furniture and Fittings-Hazelmere ( 24610/10 )	\$6,538	\$20,000	\$13,462	(F)
\$127,480	\$20,000	(\$107,480)	(U)	\$0	Refurbish Plant - Red Hill Landfill Facility ( 25410/00 )	\$150,000	\$20,000	(\$130,000)	(U)
\$214,571	\$0	(\$214,571)	(U)	\$0	Refurbish Plant - Hazelmere ( 25410/01 )	\$0	\$0	\$0	(F)
<b>\$9,528,587</b>	<b>\$17,530,522</b>	<b>\$8,001,935</b>	<b>(F)</b>	<b>\$1,477,820</b>		<b>\$14,906,609</b>	<b>\$17,530,522</b>	<b>\$2,623,913</b>	<b>(F)</b>
<b>\$13,781,612</b>	<b>\$26,940,712</b>	<b>\$13,159,100</b>	<b>(F)</b>	<b>\$2,863,045</b>	<b>TOTAL CAPITAL EXPENDITURE</b>	<b>\$19,918,069</b>	<b>\$26,940,712</b>	<b>\$7,022,643</b>	<b>(F)</b>





## STATEMENT OF FINANCIAL POSITION

JUNE 2020

Actual June 2019	Actual Year to Date		Full Year		
			Forecast	Budget	Variance
		(F) = Favourable variation (U) = Unfavourable variation			
<b>Current Assets</b>					
\$1,498,764	\$1,102,124	Cash and Cash Equivalents	\$4,719,638	\$4,277,914	\$441,724 (F)
\$103,399,001	\$85,324,608	Investments	\$72,526,576	\$86,095,966	(\$13,569,390) (U)
\$2,716,470	\$2,987,058	Trade and Other Receivables	\$2,426,402	\$2,426,402	\$0 (F)
\$54,739	\$39,035	Inventories	\$29,845	\$29,845	\$0 (F)
\$42,555	\$67,382	Other Assets	\$21,377	\$21,377	\$0 (F)
<b>\$107,711,529</b>	<b>\$89,520,206</b>	<b>Total Current Assets</b>	<b>\$79,723,838</b>	<b>\$92,851,504</b>	<b>(\$13,127,666) (U)</b>
<b>Current Liabilities</b>					
\$5,541,725	\$6,160,299	Trade and Other Payables	\$3,604,991	\$3,604,991	\$0 (F)
\$1,629,324	\$1,835,255	Provisions	\$1,587,746	\$1,600,159	\$12,413 (F)
<b>\$7,171,049</b>	<b>\$7,995,554</b>	<b>Total Current Liabilities</b>	<b>\$5,192,737</b>	<b>\$5,205,150</b>	<b>\$12,413 (F)</b>
<b>\$100,540,480</b>	<b>\$81,524,652</b>	<b>Net Current Assets</b>	<b>\$74,531,101</b>	<b>\$87,646,354</b>	<b>(\$13,115,253) (U)</b>
<b>Non Current Assets</b>					
\$50,570,000	\$50,570,000	Land	\$50,570,000	\$50,570,000	\$0 (F)
\$7,282,047	\$7,292,678	Buildings	\$9,633,644	\$10,683,789	(\$1,050,145) (U)
\$17,270,648	\$21,123,020	Structures	\$23,037,557	\$27,371,536	(\$4,333,979) (U)
\$10,479,107	\$12,895,549	Plant	\$18,245,638	\$19,411,090	(\$1,165,452) (U)
\$310,204	\$606,150	Equipment	\$910,564	\$918,978	(\$8,414) (U)
\$143,201	\$135,079	Furniture and Fittings	\$109,746	\$124,441	(\$14,695) (U)
\$13,411,331	\$17,736,763	Work in Progress	\$11,954,052	\$11,954,052	\$0 (F)
<b>\$99,466,539</b>	<b>\$110,359,239</b>	<b>Total Non Current Assets</b>	<b>\$114,461,201</b>	<b>\$121,033,886</b>	<b>(\$6,572,685) (U)</b>
<b>Non Current Liabilities</b>					
\$4,493,417	\$7,432,011	Provisions	\$4,043,244	\$4,040,109	(\$3,135) (U)
<b>\$4,493,417</b>	<b>\$7,432,011</b>	<b>Total Non Current Liabilities</b>	<b>\$4,043,244</b>	<b>\$4,040,109</b>	<b>(\$3,135) (U)</b>
<b>\$195,513,602</b>	<b>\$184,451,880</b>	<b>Net Assets</b>	<b>\$184,949,058</b>	<b>\$204,640,131</b>	<b>(\$19,691,073) (U)</b>
<b>Equity</b>					
\$54,062,507	\$72,414,347	Accumulated Surplus/Deficit *	\$64,541,479	\$69,541,479	(\$5,000,000) (U)
\$91,958,292	\$75,968,089	Cash Backed Reserves	\$85,093,239	\$85,093,239	\$0 (F)
\$41,247,080	\$42,131,165	Asset Revaluation Reserve	\$41,247,080	\$41,247,080	\$0 (F)
<b>\$8,245,723</b>	<b>(\$6,061,721)</b>	<b>Net change in assets from operations</b>	<b>(\$5,932,740)</b>	<b>\$8,758,333</b>	<b>(\$14,691,073) (U)</b>
<b>\$195,513,602</b>	<b>\$184,451,880</b>	<b>Total Equity</b>	<b>\$184,949,058</b>	<b>\$204,640,131</b>	<b>(\$19,691,073) (U)</b>

\* Note: Accumulated Surplus/Deficit is reduced by \$5,000,000 as at 30 June 2020 as a result of a Dividend distribution to member Councils.



## CASH AND INVESTMENTS JUNE 2020

Actual June 2019	Actual Year to Date		Full Year		
			Forecast	Budget	Variance
<b>Municipal Cash and Investments</b>					
1,495,314	1,098,174	Cash at Bank - Municipal Fund 01001/00	2,031,837	1,590,113	441,724 (F)
3,450	3,950	Cash on Hand 01019/00 - 02	3,450	3,450	0 (F)
11,251,348	9,031,911	Investments - Municipal Fund 02021/00	4,363,732	2,684,351	1,679,381 (F)
<b>12,750,112</b>	<b>10,134,035</b>	<b>Total Municipal Cash</b>	<b>6,399,019</b>	<b>4,277,914</b>	<b>2,121,105 (F)</b>
<b>Restricted Cash and Investments</b>					
1,937,863	141,856	Restricted Investments - Plant and Equipment 02022/01	925,660	564,514	361,146 (F)
2,709,862	4,986,647	Restricted Investments - Post Closure Site Rehabilitation Red Hill 02022/02	2,906,123	2,900,531	5,592 (F)
20,180,980	18,263,389	Restricted Investments - Future Development 02022/03	16,884,694	21,861,282	(4,976,588) (U)
1,098,527	2,350,987	Restricted Investments - Environmental Monitoring Red Hill 02022/04	1,205,674	1,203,445	2,229 (F)
37,510	46,892	Restricted Investments - Environmental Insurance Red Hill 02022/05	44,553	62,696	(18,143) (U)
15,192	15,631	Restricted Investments - Risk Management 02022/06	15,494	15,461	33 (F)
602,871	649,866	Restricted Investments - Class IV Cells Red Hill 02022/07	645,477	220,591	424,886 (F)
312,586	321,607	Restricted Investments - Regional Development 02022/08	318,789	476,800	(158,011) (U)
57,994,036	45,240,494	Restricted Investments - Secondary Waste Processing 02022/09	43,737,791	54,682,074	(10,944,283) (U)
6,031,536	2,873,244	Restricted Investments - Class III Cells 02022/10	2,818,288	2,753,548	64,740 (F)
76,706	78,920	Restricted Investments - Building Refurbishment (Ascot Place) 02022/11	78,463	78,297	166 (F)
189,362	324,608	Restricted Investments - Accrued Interest 02022/19	274,000	274,000	0 (F)
0	0	Restricted Investments - Unrealised Loss/Gain on Investments 02022/20	0	0	0 (F)
960,622	998,556	Restricted Investments - Long Service Leave 02022/90	992,189	1,002,727	(10,538) (U)
<b>92,147,653</b>	<b>76,292,697</b>	<b>Total Restricted Cash</b>	<b>70,847,195</b>	<b>86,095,966</b>	<b>(15,248,771) (U)</b>
<b>104,897,765</b>	<b>86,426,732</b>	<b>TOTAL CASH AND INVESTMENTS</b>	<b>77,246,214</b>	<b>90,373,880</b>	<b>(13,127,666) (U)</b>

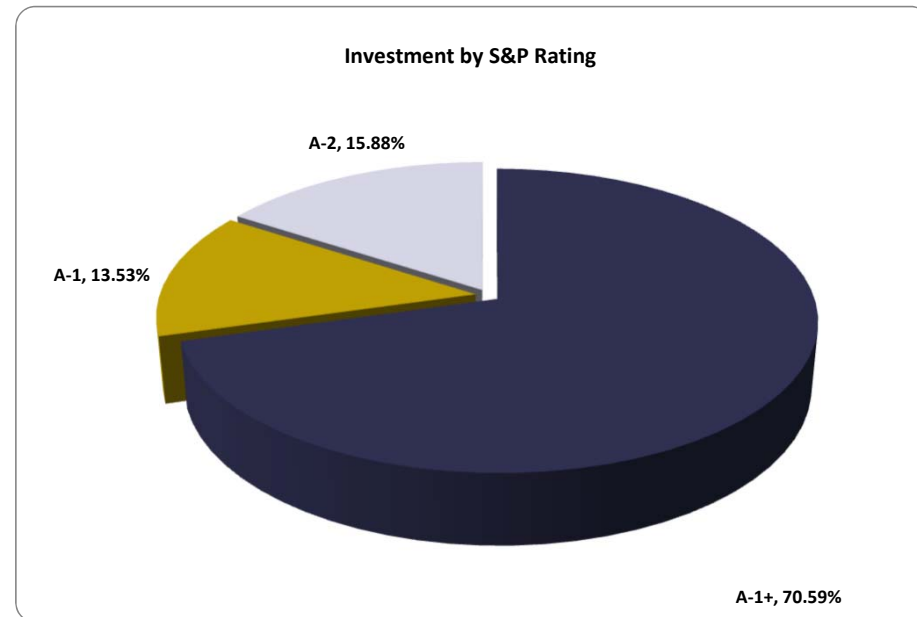
The Cash at Bank - Municipal Fund represents the balance on the last day of the relevant month. Any portion of the balance available for investment is transferred into the Investment - Municipal Fund account in the following period. Funds held in the Cash at Bank - Municipal Fund continue to accrue interest as per the Westpac commercial rates.

## EMRC Investment Report

June 2020

## I. Overall Portfolio Limits

S&P Long Term Rating	S&P Short Term Rating	% Portfolio	Investment Maximum %
AAA	A-1+	70.59%	100.00%
AA	A-1	13.53%	100.00%
BBB	A-2	15.88%	15.00%
		<u>100.00%</u>	



## II. Single Entity Exposure

	S&P Long Term Rating	S&P Short Term Rating	% Portfolio	
AMP	BBB	A-2	4.12%	
ANZ Banking Group	AAA	A-1+	8.82%	
ME Bank	BBB	A-2	5.29%	*
NAB	AAA	A-1+	35.89%	
Rural Bank	BBB	A-2	2.94%	*
Westpac / St. George Bank	AAA	A-1+	25.88%	
Suncorp	AA	A-1	3.53%	*
Bank of Queensland	BBB	A-2	3.53%	
Macquarie Bank	AA	A-1	10.00%	
			<u>100.00%</u>	

\* Non-Fossil Fuel ADI (Authorised Deposit Taking Institution)

## III. Term to Maturity Framework

Maturity Profile	Investment Policy Guidelines		
	% Portfolio	% Min	% Max
Less Than 1 Year	100.00%	40%	100%
Greater than 1 year & less than or equal to 3 years	0.00%	0%	60%
		<u>100.00%</u>	

## IV. Fossil Fuel Divestment

	% Portfolio
Non-Fossil Fuel ADI's	11.77%
Fossil Fuel ADI's	88.23%
<u>100.00%</u>	

NB: This report is consistent with the reporting requirements of the Policy 3.3 - Management of Investments Policy



### 14.3 FINANCIAL REPORT FOR PERIOD ENDED 31 JULY 2020

REFERENCE: D2020/20056

#### PURPOSE OF REPORT

The purpose of this report is to provide Council with an overview of the EMRC's financial performance for the period ended 31 July 2020.

#### KEY POINTS AND RECOMMENDATION(S)

- Significant year to date budget variances greater than 10% or \$20,000, whichever is the greater, within each nature and type category on the Statement of Financial Activity as at 31 July 2020 have been identified and are reported on in the body of the report.

#### Recommendation(s)

That Council receives the Statement of Comprehensive Income, Capital Expenditure Statement, Statement of Financial Position, Statement of Cash and Investments and the Investment Report for the period ended 31 July 2020.

#### SOURCE OF REPORT

Chief Financial Officer

#### BACKGROUND

It is a requirement of the *Local Government (Financial Management) Regulations 1996* (r.34) that a Local Government is to prepare and present to Council financial reports in such a form as the Local Government considers to be appropriate.

Submitted to each meeting of Council is a financial report and summaries which provide an overview of year to date budget performance for operating activities and capital works. Variances greater than 10% or \$20,000, whichever is the greater, within each nature and type category on the Statement of Comprehensive Income are reported on in the body of the report. Also included are end of year forecasts by nature and type for operating activities and end of year forecasts for each capital works project. These forecasts are reviewed regularly in order to provide an accurate forecast of the end of year result.

#### REPORT

Outlined below are financial statements for the period ended 31 July 2020. Where possible the year to date monthly budget allocations will be reviewed in order to match the appropriate timing for the various projects budgeted to be undertaken. This will provide a better comparison between the year to date actual and year to date budget figures.

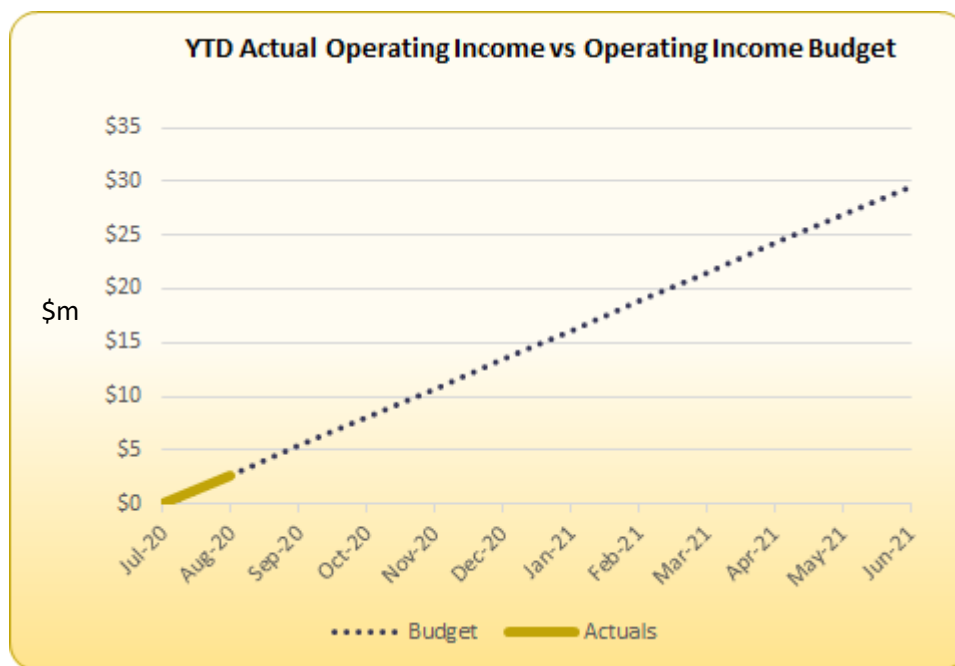


Item 14.3 continued

### Statement of Comprehensive Income - Nature and Type (refer Attachment 1)

The net operating result as at 31 July 2020 is a favourable variance of \$164,827 (17.60%) against budget. The following information is provided on key aspects of Council's year to date financial performance:

<b><u>Operating Income</u></b>	<i>Actuals for the Year</i>	An unfavourable variance of \$63,333 (2.37%).
	<i>End of Year Forecast</i>	As per budget - not yet due to be reviewed.



#### Operating Income variances not previously reported to Council:

1. Year to date Contributions is \$32,068 (26.60%) above the budget of \$120,557. This is attributable to contributions totalling \$86,283 received in advance during the 2019/2020 financial year relating to the Flood Risk project and the Environmental Building Benchmarking project that have been carried forward into the 2020/2021 financial year.
2. Year to date Operating Grants is \$24,662 (34.02%) above the budget of \$72,500. The variance is due to the carried forward of unspent grant funds totalling \$81,406 from the 2019/2020 financial year relating to various projects.

There were no further significant Operating Income variances as at 31 July 2020.



Item 14.3 continued

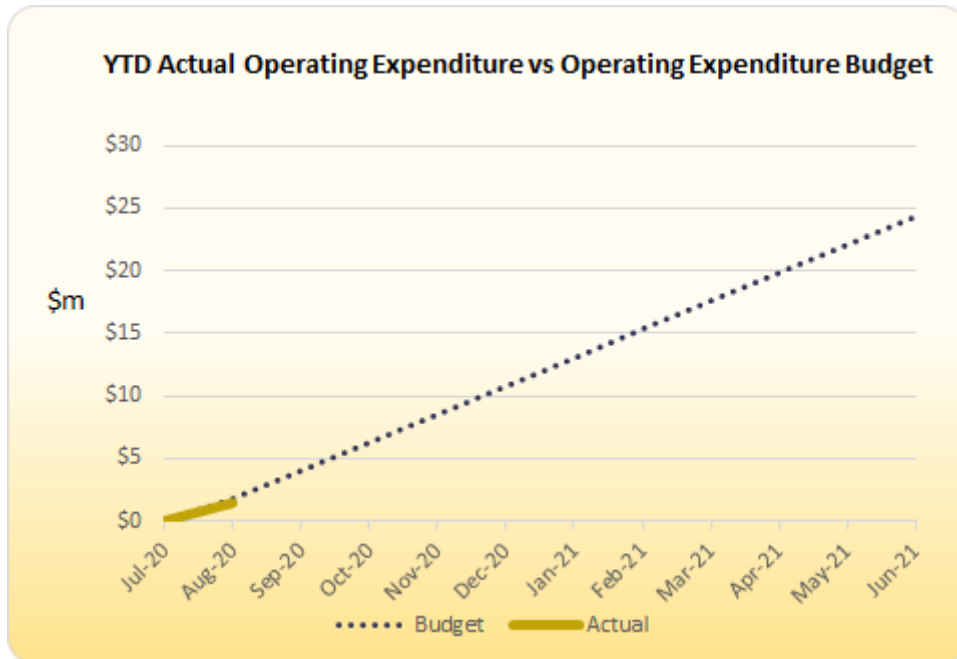
**Operating Expenditure**

Actuals for the Year

A favourable variance of \$228,160 (13.18%).

End of Year Forecast

As per budget - not yet due to be reviewed.



Operating Expenditure variances not previously reported to Council:

1. Year to date Salary Expenses of \$612,311 is below the budget by \$86,458 (12.37%). The variance is attributable to the vacant positions and newly budgeted positions for 2020/2021 yet to be filled.
2. Year to date Contract Expenses of \$292,508 is \$49,407 (14.45%) below the budget of \$341,915 due to the timing of various projects from different business units. Areas where the expenditures are lower than budget for various directorates/business units include: Business Support (\$40,853), Projects (17,297), and Sustainability (\$7,785).

This is offset by Contract Expenses in the Operations directorate which is \$16,527 higher than budget.

3. Year to date Material Expenses of \$50,616 is \$30,903 (37.91%) below the budget of \$81,519 due to the timing of various projects from different business units. Areas where the expenditures are lower than budget for various directorates/business units include: Operations (\$31,906), Business Support (\$8,613) and Sustainability (\$740).

This is offset by Material Expenses in the Projects directorate which is \$10,286 higher than budget and Environmental Services which is \$69 higher than budget.

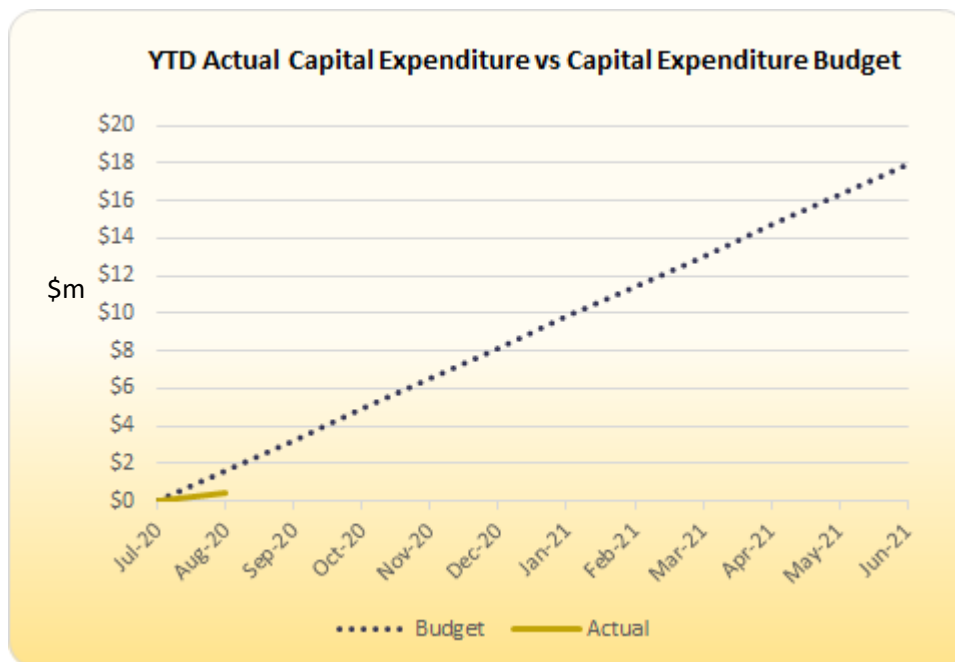
There were no further significant Operating Expenditure variances as at 31 July 2020.



Item 14.3 continued

### Capital Expenditure Statement (refer Attachment 2)

<b><u>Capital Expenditure</u></b>	<i>Actuals for the Year</i>	A favourable variance of \$1,147,877.
	<i>End of Year Forecast</i>	As per budget - not yet due to be reviewed.



#### Capital Expenditure variances:

A favourable variance of \$1,147,877 existed as at 31 July 2020 when compared to the budget of \$1,622,808.

Major capital expenditures to 31 July 2020 include:

- Purchase / Replace Plant - Red Hill Landfill Facility - \$246,777;
- Construct FOGO Processing Area - Red Hill Landfill Facility - \$72,300;
- Construct Access Road to Lots 8, 9 and 10 - Red Hill Landfill Facility - \$58,121;
- Construct and Commission Resource Recovery Park - WWtE Building - \$52,995;

The capital expenditure budget spread for 2020/2021 is currently being reviewed to provide a more accurate indication of when capital expenditure projects and purchases have been programmed to be undertaken.

### Statement of Financial Position (refer Attachment 3)

The Statement of Financial Position shows the overall impact of actual balances compared with budget provisions and end of year forecasts for operating and capital works activities.

Total Equity as at 31 July 2020 totals \$185,553,193. This is an increase of \$1,101,313 from the 30 June 2020 equity of \$184,451,880 and represents the net change in assets from operations.

As end of year forecasts are yet to be reviewed, the forecast balances as at 31 July 2020 are as per the budget estimates.



*Item 14.3 continued*

**Statement of Cash and Investments (refer Attachment 4)**

The level of cash and investments in the Municipal Fund as at 31 July 2020 is \$8,123,969 and Restricted Cash amount to \$76,371,432.

The net movement for the month is a decrease of \$1,931,331. This is predominantly due to the payment of the landfill levy for the June 2020 quarter (\$3,343,650).

As end of year forecasts are yet to be reviewed, the forecast balances as at 31 July 2020 are as per the budget estimates.

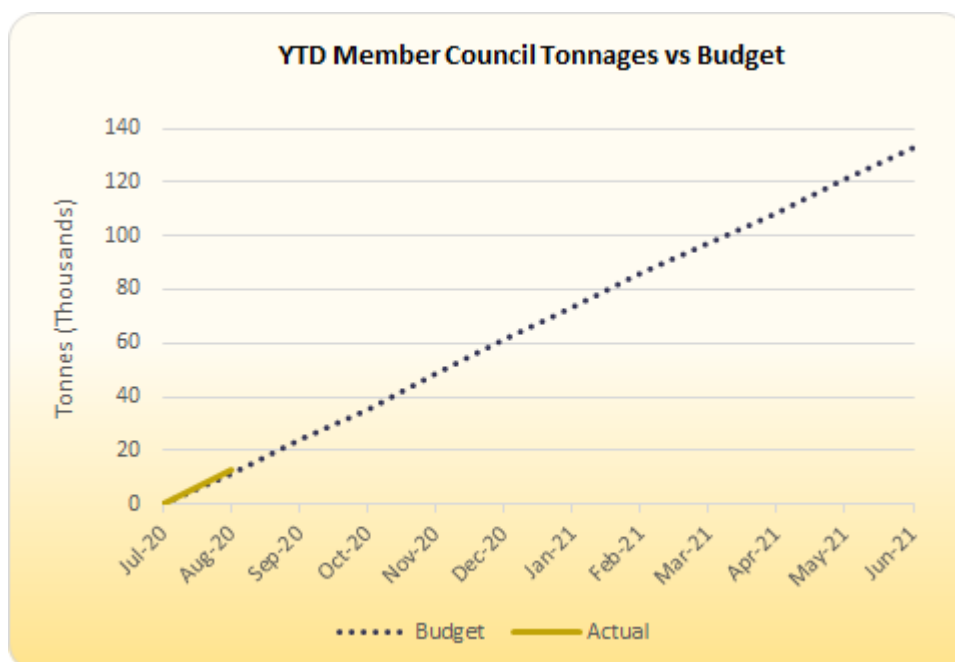
**Investment Report (refer Attachment 5)**

Term deposits valued at \$8,000,000 matured during July 2020 of which \$3,500,000 was reinvested into further term deposits.

With the payment in June 2020 to Member Councils of the FOGO contribution totalling \$13,789,200 and the Dividend distribution of \$5,000,000, the overall investment portfolio was reduced resulting in 2 breaches of the EMRC's Investment Policy. One of the breaches was rectified during July 2020, however, currently 1 breach of the EMRC's Investment Policy still exists. The Investment Policy provides for a total investment in individual A2 rated ADI's of 5% of the total portfolio. As at 31 July 2020 a total of 5.59% was held with ME Bank, an A2 rated ADI.

As term deposits held with ME Bank mature during August 2020 these will be redeemed in order to rectify the breach to the Investment Policy

**Tonnages - Member Councils**



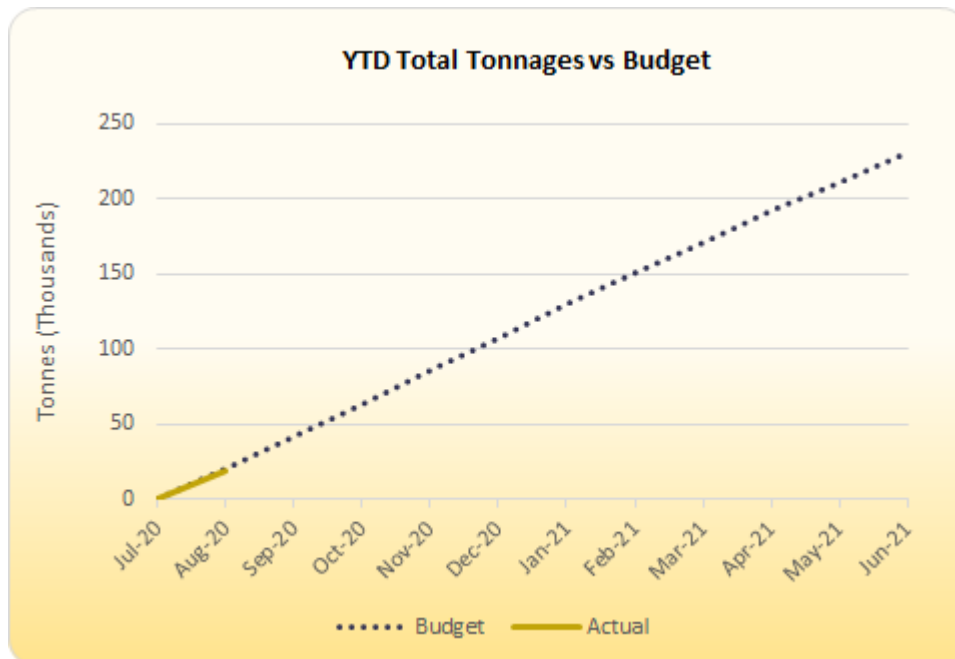
YTD tonnages received from member Councils total 12,774 compared to the budget of 11,624. As at the same period in 2019/2020 tonnages from member Councils totalled 11,657.





Item 14.3 continued

### Tonnages - Total Tonnages



YTD total tonnages received from all source total 18,571 compared to the budget of 19,573. As at the same period in 2019/2020 tonnages received from all sources totalled 19,928.

### STRATEGIC/POLICY IMPLICATIONS

Key Result Area 3 - Good Governance

- 3.3 To provide responsible and accountable governance and management of the EMRC
- 3.4 To continue to improve financial and asset management practices

### FINANCIAL IMPLICATIONS

As outlined within the report and attachments.

### SUSTAINABILITY IMPLICATIONS

Nil



*Item 14.3 continued*

## MEMBER COUNCIL IMPLICATIONS

<b>Member Council</b>	<b>Implication Details</b>
Town of Bassendean	} As outlined in the report.
City of Bayswater	
City of Belmont	
City of Kalamunda	
Shire of Mundaring	
City of Swan	

## ATTACHMENT(S)

1. Statement of Comprehensive Income by Nature and Type (Ref: D2020/20057)
2. Capital Expenditure Statement (Ref: D2020/20081)
3. Statement of Financial Position (Ref: D2020/20059)
4. Statement of Cash and Investments (Ref: D2020/20060)
5. Investment Report (Ref: D2020/20061)

## VOTING REQUIREMENT

Simple Majority

## **RECOMMENDATION(S)**

That Council receives the Statement of Comprehensive Income, Capital Expenditure Statement, Statement of Financial Position, Statement of Cash and Investments and the Investment Report for the period ended 31 July 2020.

## **COUNCIL RESOLUTION(S)**

MOVED CR JOHNSON

SECONDED CR O'CONNOR

THAT COUNCIL RECEIVES THE STATEMENT OF COMPREHENSIVE INCOME, CAPITAL EXPENDITURE STATEMENT, STATEMENT OF FINANCIAL POSITION, STATEMENT OF CASH AND INVESTMENTS AND THE INVESTMENT REPORT FOR THE PERIOD ENDED 31 JULY 2020.

**CARRIED UNANIMOUSLY**



## STATEMENT OF COMPREHENSIVE INCOME

### Nature and Type

Year to Date

JULY 2020

Full Year

Year to Date			Full Year				
Actual	Budget	Variance		Forecast	Budget	Variance	
<b>Operating Income</b>							
\$2,680,389	\$2,900,333	(\$219,944)	(U)	User Charges	\$35,838,110	\$35,838,110	\$0 (F)
(\$1,113,856)	(\$1,208,698)	\$94,842	(F)	<u>Less Landfill Levy Charges</u>	(\$14,504,393)	(\$14,504,393)	\$0 (F)
\$1,566,533	\$1,691,635	(\$125,102)	(U)	Net User Charges	\$21,333,717	\$21,333,717	\$0 (F)
\$41,571	\$38,209	\$3,362	(F)	Special Charges	\$482,683	\$482,683	\$0 (F)
\$451,341	\$443,028	\$8,313	(F)	Secondary Waste Charge	\$4,738,691	\$4,738,691	\$0 (F)
\$152,625	\$120,557	\$32,068	(F)	Contributions	\$423,955	\$423,955	\$0 (F)
\$97,162	\$72,500	\$24,662	(F)	Operating Grants	\$415,000	\$415,000	\$0 (F)
\$14,725	\$14,166	\$559	(F)	Interest Municipal Cash Investments	\$170,000	\$170,000	\$0 (F)
\$78,735	\$77,493	\$1,242	(F)	Interest Restricted Cash Investments	\$929,974	\$929,974	\$0 (F)
\$62,562	\$62,361	\$201	(F)	Reimbursements	\$1,060,390	\$1,060,390	\$0 (F)
\$138,703	\$147,341	(\$8,638)	(U)	Other	\$2,440,311	\$2,440,311	\$0 (F)
\$0	\$0	\$0	(F)	Proceeds from Sale of Assets	\$275,000	\$275,000	\$0 (F)
<b>\$2,603,957</b>	<b>\$2,667,290</b>	<b>\$63,333</b>	<b>(U)</b>	<b>Total Operating Income</b>	<b>\$32,269,721</b>	<b>\$32,269,721</b>	<b>\$0 (F)</b>
<b>Operating Expenditure</b>							
\$612,311	\$698,769	\$86,458	(F)	Salary Expenses	\$10,801,281	\$10,801,281	\$0 (F)
\$292,508	\$341,915	\$49,407	(F)	Contract Expenses	\$5,627,716	\$5,627,716	\$0 (F)
\$50,616	\$81,519	\$30,903	(F)	Material Expenses	\$1,555,489	\$1,555,489	\$0 (F)
\$21,322	\$29,402	\$8,080	(F)	Utility Expenses	\$356,911	\$356,911	\$0 (F)
\$40,737	\$53,922	\$13,185	(F)	Fuel Expenses	\$827,183	\$827,183	\$0 (F)
\$31,270	\$25,540	(\$5,730)	(U)	Insurance Expenses	\$318,484	\$318,484	\$0 (F)
\$342,819	\$368,208	\$25,389	(F)	Depreciation Expenses	\$5,537,697	\$5,537,697	\$0 (F)
\$44,464	\$56,476	\$12,012	(F)	Miscellaneous Expenses	\$1,293,451	\$1,293,451	\$0 (F)
\$66,597	\$75,053	\$8,456	(F)	Provision Expenses	\$900,658	\$900,658	\$0 (F)
\$0	\$0	\$0	(F)	Costs Allocated	(\$854,401)	(\$854,401)	\$0 (F)
\$0	\$0	\$0	(F)	Carrying Amount of Assets Disposed Of	\$252,738	\$252,738	\$0 (F)
<b>\$1,502,644</b>	<b>\$1,730,804</b>	<b>\$228,160</b>	<b>(F)</b>	<b>Total Operating Expenditure</b>	<b>\$26,617,207</b>	<b>\$26,617,207</b>	<b>\$0 (F)</b>
<b>\$1,101,313</b>	<b>\$936,486</b>	<b>\$164,827</b>	<b>(F)</b>	<b>NET RESULT BEFORE OTHER COMPREHENSIVE INCOME</b>	<b>\$5,652,514</b>	<b>\$5,652,514</b>	<b>\$0 (F)</b>
Surplus	Surplus				Surplus	Surplus	
<b>Realised/Unrealised (Gain)/Loss From Change in Fair Value of Investments</b>							
\$0	\$0	\$0	(F)	Unrealised (Gain)/Loss	\$0	\$0	\$0 (F)
\$0	\$0	\$0	(F)	Realised (Gain)/Loss	\$0	\$0	\$0 (F)
<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>(F)</b>	<b>Total (Gain)/Loss from change in Fair Value of Investments</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0 (F)</b>
<b>Other Comprehensive Income</b>							
\$0	\$0	\$0	(F)	Revaluation of Assets/Accumulated Depreciation Reversal	\$0	\$0	\$0 (F)
\$0	\$0	\$0	(F)	Other Comprehensive Income	\$0	\$0	\$0 (F)
<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>(F)</b>	<b>Total Other Comprehensive Income</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0 (F)</b>
<b>\$1,101,313</b>	<b>\$936,486</b>	<b>\$164,827</b>	<b>(F)</b>	<b>CHANGE IN NET ASSETS FROM OPERATIONS</b>	<b>\$5,652,514</b>	<b>\$5,652,514</b>	<b>\$0 (F)</b>
Surplus	Surplus				Surplus	Surplus	

## Notes:

1. User Charges - include member Councils and casual users pertaining to waste, risk management and environmental services fees and charges;
2. Special Charges - Waste Education Levy;
3. Contributions - member Councils' contributions to projects and services;
4. Operating Grants - grant income predominantly from government agencies; and
5. Other Operating Income - includes income from the sale of products;

(F) denotes Favourable variance and (U) denotes Unfavourable variance



## CAPITAL EXPENDITURE STATEMENT

### JULY 2020

Year to Date						Full Year		
Actual	Budget	Variance		On Order	(F) = Favourable variation (U) = Unfavourable variation	Forecast	Budget	Variance
<b>Governance and Corporate Services</b>								
\$0	\$16,666	\$16,666	(F)	\$81,385		\$200,000	\$200,000	\$0 (F)
\$0	\$5,166	\$5,166	(F)	\$0		\$62,000	\$62,000	\$0 (F)
\$0	\$33,750	\$33,750	(F)	\$0		\$405,000	\$405,000	\$0 (F)
\$368	\$25,666	\$25,298	(F)	\$0		\$308,000	\$308,000	\$0 (F)
\$0	\$416	\$416	(F)	\$0		\$5,000	\$5,000	\$0 (F)
<b>\$368</b>	<b>\$81,664</b>	<b>\$81,296</b>	<b>(F)</b>	<b>\$81,385</b>		<b>\$980,000</b>	<b>\$980,000</b>	<b>\$0 (F)</b>



# CAPITAL EXPENDITURE STATEMENT

## JULY 2020

Year to Date						Full Year		
Actual	Budget	Variance		On (F) = Favourable variation Order (U) = Unfavourable variation		Forecast	Budget	Variance
<b>Resource Recovery</b>								
\$52,995	\$15,144	(\$37,851)	(U)	\$0	<b>Construct Wood Waste to Energy Building - HRRP ( 24259/05 )</b>	\$181,750	\$181,750	\$0 (F)
\$0	\$8,333	\$8,333	(F)	\$0	<b>Construct Community Recycling Centre (CRC) - HRRP ( 24259/06 )</b>	\$100,000	\$100,000	\$0 (F)
\$3,358	\$8,333	\$4,976	(F)	\$0	<b>Construct Commercial Transfer Station - HRRP ( 24259/10 )</b>	\$100,000	\$100,000	\$0 (F)
\$0	\$12,500	\$12,500	(F)	\$0	<b>Resource Recovery Park - Noise Control Fencing ( 24394/06 )</b>	\$150,000	\$150,000	\$0 (F)
\$72,300	\$0	(\$72,300)	(U)	\$0	<b>Construct FOGO Processing Area - Red Hill Landfill Facility ( 24395/05 )</b>	\$0	\$0	\$0 (F)
\$0	\$5,208	\$5,208	(F)	\$0	<b>Undertake FOGO Reference Site Tours ( 24395/06 )</b>	\$62,500	\$62,500	\$0 (F)
\$22,806	\$25,000	\$2,194	(F)	\$18,744	<b>Construct Site Infrastructure - HRRP ( 24399/01 )</b>	\$300,000	\$300,000	\$0 (F)
\$0	\$20,833	\$20,833	(F)	\$0	<b>Construct Reuse Store Infrastructure (Car Park) - HRRP ( 24399/07 )</b>	\$250,000	\$250,000	\$0 (F)
\$1,976	\$42,916	\$40,941	(F)	\$0	<b>Wood Waste to Energy Utilities/Infrastructure - HRRP ( 24399/11 )</b>	\$515,000	\$515,000	\$0 (F)
\$32,650	\$71,249	\$38,599	(F)	\$167,303	<b>Purchase Wood Waste to Energy Plant &amp; Equipment - HRRP ( 24410/03 )</b>	\$855,000	\$855,000	\$0 (F)
\$38,942	\$12,500	(\$26,442)	(U)	\$5,992	<b>Purchase FOGO Processing Plant - Red Hill Landfill Facility ( 24410/10 )</b>	\$150,000	\$150,000	\$0 (F)
<b>\$225,025</b>	<b>\$222,016</b>	<b>(\$3,009)</b>	<b>(U)</b>	<b>\$192,038</b>		<b>\$2,664,250</b>	<b>\$2,664,250</b>	<b>\$0 (F)</b>
<b>Waste Management</b>								
\$0	\$186,250	\$186,250	(F)	\$2,670	<b>Purchase Waste Management Land ( 24150/02 )</b>	\$2,235,000	\$2,235,000	\$0 (F)



# CAPITAL EXPENDITURE STATEMENT

## JULY 2020

Year to Date					Full Year		
Actual	Budget	Variance	On Order	(F) = Favourable variation (U) = Unfavourable variation	Forecast	Budget	Variance
<b>Waste Management</b>							
\$0	\$16,666	\$16,666 (F)	\$0		\$200,000	\$200,000	\$0 (F)
\$0	\$66,708	\$66,708 (F)	\$86,810		\$800,500	\$800,500	\$0 (F)
\$0	\$20,833	\$20,833 (F)	\$0		\$250,000	\$250,000	\$0 (F)
\$1,755	\$310,189	\$308,434 (F)	\$0		\$3,746,002	\$3,746,002	\$0 (F)
\$0	\$20,833	\$20,833 (F)	\$0		\$250,000	\$250,000	\$0 (F)
\$0	\$33,333	\$33,333 (F)	\$284,074		\$400,000	\$400,000	\$0 (F)
\$0	\$10,366	\$10,366 (F)	\$0		\$124,401	\$124,401	\$0 (F)
\$58,121	\$4,166	(\$53,955) (U)	\$0		\$50,000	\$50,000	\$0 (F)
\$0	\$20,833	\$20,833 (F)	\$0		\$250,000	\$250,000	\$0 (F)
\$0	\$4,166	\$4,166 (F)	\$0		\$50,000	\$50,000	\$0 (F)
\$0	\$4,582	\$4,582 (F)	\$0		\$55,000	\$55,000	\$0 (F)
\$0	\$1,666	\$1,666 (F)	\$0		\$20,000	\$20,000	\$0 (F)
\$0	\$6,250	\$6,250 (F)	\$0		\$75,000	\$75,000	\$0 (F)



# CAPITAL EXPENDITURE STATEMENT

## JULY 2020

Year to Date			On (F) = Favourable variation Order (U) = Unfavourable variation	Full Year		
Actual	Budget	Variance		Forecast	Budget	Variance
<b>Waste Management</b>						
\$0	\$137,500	\$137,500 (F)	\$0	Liquid Waste Project - Red Hill Landfill Facility ( 24399/16 )	\$1,650,000	\$1,650,000 \$0 (F)
\$510	\$139,123	\$138,613 (F)	\$0	Develop Lots 8 9 & 10 For Future Waste Activities - Red Hill Landfill Facility ( 24399/19 )	\$1,787,961	\$1,787,961 \$0 (F)
\$246,777	\$161,250	(\$85,527) (U)	\$0	Purchase / Replace Plant - Red Hill Landfill Facility ( 24410/00 )	\$1,935,000	\$1,935,000 \$0 (F)
(\$30,958)	\$49,583	\$80,541 (F)	\$0	Purchase / Replace Plant - Hazelmere ( 24410/01 )	\$595,000	\$595,000 \$0 (F)
\$0	\$45,833	\$45,833 (F)	\$0	Liquid Waste Project Plant - Red Hill Landfill Facility ( 24410/11 )	\$550,000	\$550,000 \$0 (F)
\$0	\$43,750	\$43,750 (F)	\$14,370	Purchase / Replace Minor Plant and Equipment-Red Hill Landfill Facility ( 24420/00 )	\$525,000	\$525,000 \$0 (F)
\$0	\$2,833	\$2,833 (F)	\$0	Purchase / Replace Minor Plant and Equipment - Hazelmere ( 24420/02 )	\$34,000	\$34,000 \$0 (F)
\$0	\$10,750	\$10,750 (F)	\$118,832	Purchase / Replace Vehicles - Red Hill Landfill Facility ( 24430/00 )	\$129,000	\$129,000 \$0 (F)
\$0	\$833	\$833 (F)	\$0	Purchase Fire Fighting System/Equipment - Hazelmere ( 24520/07 )	\$10,000	\$10,000 \$0 (F)
\$0	\$14,166	\$14,166 (F)	\$0	Purchase / Replace Security System - Red Hill Waste Management Facility ( 24530/08 )	\$170,000	\$170,000 \$0 (F)
\$0	\$6,666	\$6,666 (F)	\$11,356	Purchase / Replace Other Equipment - Red Hill Landfill Facility ( 24590/00 )	\$80,000	\$80,000 \$0 (F)
(\$26,668)	\$0	\$26,668 (F)	\$0	Refurbish Plant - Hazelmere ( 25410/01 )	\$0	\$0 \$0 (F)
<b>\$249,538</b>	<b>\$1,319,128</b>	<b>\$1,069,590 (F)</b>	<b>\$518,112</b>		<b>\$15,971,864</b>	<b>\$15,971,864 \$0 (F)</b>
<b>\$474,931</b>	<b>\$1,622,808</b>	<b>\$1,147,877 (F)</b>	<b>\$791,535</b>	<b>TOTAL CAPITAL EXPENDITURE</b>	<b>\$19,616,114</b>	<b>\$19,616,114 \$0 (F)</b>



## STATEMENT OF FINANCIAL POSITION

JULY 2020

Actual June 2020	Actual Year to Date	(F) = Favourable variation (U) = Unfavourable variation	Full Year		
			Forecast	Budget	Variance
<b>Current Assets</b>					
\$1,102,124	\$3,714,763	Cash and Cash Equivalents	\$1,109,530	\$1,109,530	\$0 (F)
\$85,324,608	\$80,780,638	Investments	\$71,082,961	\$71,082,961	\$0 (F)
\$2,987,058	\$3,169,603	Trade and Other Receivables	\$2,716,470	\$2,716,470	\$0 (F)
\$39,035	\$20,581	Inventories	\$54,739	\$54,739	\$0 (F)
\$67,382	\$313,859	Other Assets	\$42,555	\$42,555	\$0 (F)
<b>\$89,520,206</b>	<b>\$87,999,443</b>	<b>Total Current Assets</b>	<b>\$75,006,255</b>	<b>\$75,006,255</b>	<b>\$0 (F)</b>
<b>Current Liabilities</b>					
\$6,160,299	\$3,603,739	Trade and Other Payables	\$5,541,725	\$5,541,725	\$0 (F)
\$1,835,255	\$1,835,255	Provisions	\$1,676,448	\$1,676,448	\$0 (F)
<b>\$7,995,554</b>	<b>\$5,438,994</b>	<b>Total Current Liabilities</b>	<b>\$7,218,173</b>	<b>\$7,218,173</b>	<b>\$0 (F)</b>
<b>\$81,524,652</b>	<b>\$82,560,449</b>	<b>Net Current Assets</b>	<b>\$67,788,082</b>	<b>\$67,788,082</b>	<b>\$0 (F)</b>
<b>Non Current Assets</b>					
\$50,570,000	\$50,570,000	Land	\$52,805,000	\$52,805,000	\$0 (F)
\$7,292,678	\$7,283,325	Buildings	\$11,071,240	\$11,071,240	\$0 (F)
\$21,123,020	\$20,928,588	Structures	\$30,764,213	\$30,764,213	\$0 (F)
\$12,895,549	\$12,799,832	Plant	\$18,788,644	\$18,788,644	\$0 (F)
\$606,150	\$594,893	Equipment	\$1,080,598	\$1,080,598	\$0 (F)
\$135,079	\$134,346	Furniture and Fittings	\$158,299	\$158,299	\$0 (F)
\$17,736,763	\$18,180,369	Work in Progress	\$13,411,330	\$13,411,330	\$0 (F)
<b>\$110,359,239</b>	<b>\$110,491,353</b>	<b>Total Non Current Assets</b>	<b>\$128,079,324</b>	<b>\$128,079,324</b>	<b>\$0 (F)</b>
<b>Non Current Liabilities</b>					
\$7,432,011	\$7,498,608	Provisions	\$5,634,031	\$5,634,031	\$0 (F)
<b>\$7,432,011</b>	<b>\$7,498,608</b>	<b>Total Non Current Liabilities</b>	<b>\$5,634,031</b>	<b>\$5,634,031</b>	<b>\$0 (F)</b>
<b>\$184,451,880</b>	<b>\$185,553,193</b>	<b>Net Assets</b>	<b>\$190,233,375</b>	<b>\$190,233,375</b>	<b>\$0 (F)</b>
<b>Equity</b>					
\$58,106,903	\$66,352,626	Accumulated Surplus/Deficit	\$75,379,157	\$75,379,157	\$0 (F)
\$75,968,089	\$75,968,089	Cash Backed Reserves	\$67,070,539	\$67,070,539	\$0 (F)
\$42,131,165	\$42,131,165	Asset Revaluation Reserve	\$42,131,165	\$42,131,165	\$0 (F)
<b>\$8,245,723</b>	<b>\$1,101,313</b>	<b>Net change in assets from operations</b>	<b>\$5,652,514</b>	<b>\$5,652,514</b>	<b>\$0 (F)</b>
<b>\$184,451,880</b>	<b>\$185,553,193</b>	<b>Total Equity</b>	<b>\$190,233,375</b>	<b>\$190,233,375</b>	<b>\$0 (F)</b>



## CASH AND INVESTMENTS JULY 2020

Actual June 2020	Actual Year to Date		Full Year		
			Forecast	Budget	Variance
<b>Municipal Cash and Investments</b>					
1,098,174	3,710,813	Cash at Bank - Municipal Fund 01001/00	1,105,580	1,105,580	0 (F)
3,950	3,950	Cash on Hand 01019/00 - 02	3,450	3,450	0 (F)
9,031,911	4,409,206	Investments - Municipal Fund 02021/00	2,988,240	2,988,240	0 (F)
<b>10,134,035</b>	<b>8,123,969</b>	<b>Total Municipal Cash</b>	<b>4,097,270</b>	<b>4,097,270</b>	<b>0 (F)</b>
<b>Restricted Cash and Investments</b>					
141,856	142,085	Restricted Investments - Plant and Equipment 02022/01	267,120	267,120	0 (F)
4,986,647	4,994,701	Restricted Investments - Post Closure Site Rehabilitation Red Hill 02022/02	3,525,256	3,525,256	0 (F)
18,263,389	18,292,888	Restricted Investments - Future Development 02022/03	15,072,575	15,072,575	0 (F)
2,350,987	2,354,785	Restricted Investments - Environmental Monitoring Red Hill 02022/04	1,545,172	1,545,172	0 (F)
46,892	46,968	Restricted Investments - Environmental Insurance Red Hill 02022/05	57,268	57,268	0 (F)
15,631	15,656	Restricted Investments - Risk Management 02022/06	15,699	15,699	0 (F)
649,866	650,916	Restricted Investments - Class IV Cells Red Hill 02022/07	710,295	710,295	0 (F)
321,607	322,127	Restricted Investments - Regional Development 02022/08	322,511	322,511	0 (F)
45,240,494	45,313,567	Restricted Investments - Secondary Waste Processing 02022/09	44,803,335	44,803,335	0 (F)
2,873,244	2,877,885	Restricted Investments - Class III Cells 02022/10	482,686	482,686	0 (F)
78,920	79,047	Restricted Investments - Building Refurbishment (Ascot Place) 02022/11	79,259	79,259	0 (F)
324,608	280,638	Restricted Investments - Accrued Interest 02022/19	189,362	189,362	0 (F)
0	0	Restricted Investments - Unrealised Loss/Gain on Investments 02022/20	0	0	0 (F)
998,556	1,000,169	Restricted Investments - Long Service Leave 02022/90	1,024,683	1,024,683	0 (F)
<b>76,292,697</b>	<b>76,371,432</b>	<b>Total Restricted Cash</b>	<b>68,095,221</b>	<b>68,095,221</b>	<b>0 (F)</b>
<b>86,426,732</b>	<b>84,495,401</b>	<b>TOTAL CASH AND INVESTMENTS</b>	<b>72,192,491</b>	<b>72,192,491</b>	<b>0 (F)</b>

The Cash at Bank - Municipal Fund represents the balance on the last day of the relevant month. Any portion of the balance available for investment is transferred into the Investment - Municipal Fund account in the following period. Funds held in the Cash at Bank - Municipal Fund continue to accrue interest as per the Westpac commercial rates.

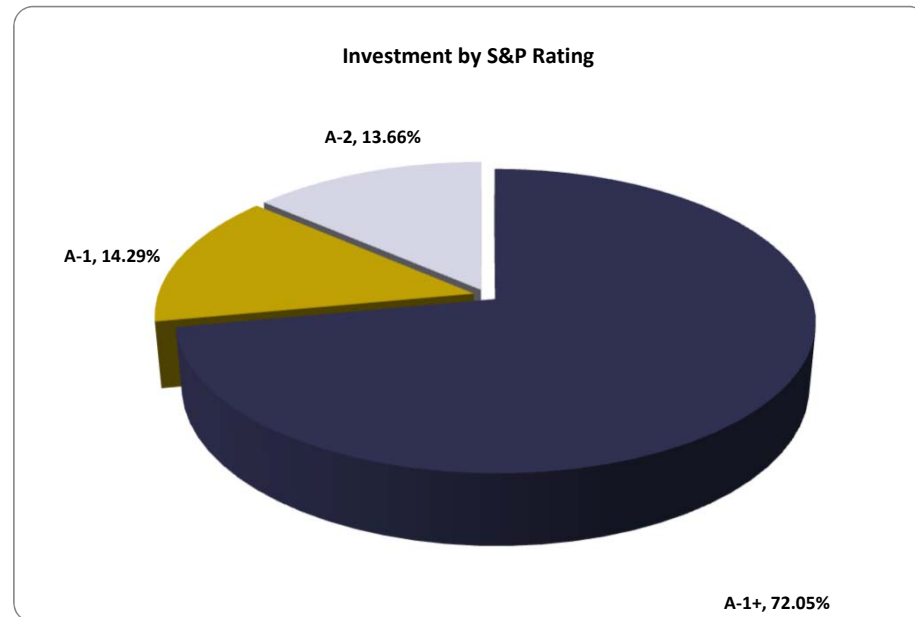
## EMRC Investment Report

July 2020

## I. Overall Portfolio Limits

S&P Long Term Rating	S&P Short Term Rating	% Portfolio	Investment Maximum %
AAA	A-1+	72.05%	100.00%
AA	A-1	14.29%	100.00%
BBB	A-2	13.66%	15.00%
		<u>100.00%</u>	

Investment by S&amp;P Rating



## II. Single Entity Exposure

	S&P Long Term Rating	S&P Short Term Rating	% Portfolio	
AMP	BBB	A-2	4.35%	
ANZ Banking Group	AAA	A-1+	12.42%	
ME Bank	BBB	A-2	5.59%	*
NAB	AAA	A-1+	37.88%	
Rural Bank	BBB	A-2	0.00%	*
Westpac / St. George Bank	AAA	A-1+	21.74%	
Suncorp	AA	A-1	3.73%	*
Bank of Queensland	BBB	A-2	3.73%	
Macquarie Bank	AA	A-1	10.56%	
			<u>100.00%</u>	

\* Non-Fossil Fuel ADI (Authorised Deposit Taking Institution)

## III. Term to Maturity Framework

Maturity Profile	Investment Policy Guidelines		
	% Portfolio	% Min	% Max
Less Than 1 Year	100.00%	40%	100%
Greater than 1 year & less than or equal to 3 years	0.00%	0%	60%
		<u>100.00%</u>	

## IV. Fossil Fuel Divestment

	% Portfolio
Non-Fossil Fuel ADI's	9.33%
Fossil Fuel ADI's	90.67%
<u>100.00%</u>	

NB: This report is consistent with the reporting requirements of the Policy 3.3 - Management of Investments Policy



## 14.4 REVIEW OF COUNCIL POLICY 3.5 - PURCHASING POLICY

REFERENCE: D2020/19979

### PURPOSE OF REPORT

The purpose of this report is for Council to review Council Policy 3.5 Purchasing Policy with a view to harmonising it with the *Local Government (Functions and General) Regulations 1996* as amended on 9 April 2020.

### KEY POINTS AND RECOMMENDATION(S)

- The *Local Government (Functions and General) Regulations 1996* were amended on 9 April 2020.
- The amendments include:
  - Increasing the public tender threshold from \$150,000 to \$250,000 to align with State Government tender thresholds;
  - Two further exemptions have been introduced when tenders do not have to be publicly invited.
  - The first new exemption ensures the formal tender process does not need to be undertaken when sourcing and securing essential goods and services to respond to a state of emergency [r.11(2)].
  - The other exemption gives a local government the discretion to renew or extend a contract that expires when a state of emergency declaration is in force, even though this option is not included in the original contract [r.11(2)(aa)].
  - A further exemption is being updated to encourage local governments to purchase goods or services supplied by Aboriginal businesses [r.11(2) (h)].

#### Recommendation(s)

That the revised EMRC Policy - 3.5 Purchasing Policy forming attachment 2 of this report be adopted by Council.

### SOURCE OF REPORT

Chief Financial Officer

### BACKGROUND

The policies of the EMRC, determined by Council as required by section 2.7(2)(b) of the *Local Government Act 1995* (the Act), guide and inform management and the public about key Council principles.

The purpose of Council Policy 3.5 is to maintain compliance with section 3.57 of the Act and the *Local Government (Functions and General) Regulations 1996* (the Regulations) in relation to inviting tenders. In accordance with regulation 11A of the Regulations, a local government is to "...prepare or adopt, and is to implement, a purchasing policy in relation to contracts for other persons to supply goods or services where the consideration under the contract is, or is expected to be, \$250,000 or less or worth \$250,000 or less."

The policy seeks to ensure consistency and value for money outcomes for all purchasing activities for the supply of goods or services.

This policy was last reviewed by Council on 6 December 2018.



*Item 14.4 continued*

## **REPORT**

The objective of the EMRC's purchasing policy is to ensure compliance with the Act and its associated regulations and to provide policy and guidance to all of the EMRC's employees to allow consistency and robust control over the EMRC's procurement activities. The policy is designed to provide guidance on ethical behaviour and to ensure probity, transparency, effective competition and the avoidance of conflicts of interest in the EMRC's procurement and contracting activities.

In the past the EMRC has adopted and continues to adopt a best value for money approach for the procurement of goods and services. Value for money is an overarching principle governing purchasing that allows for the most advantageous outcome to the EMRC and price is not the sole factor when assessing value for money.

Amendments to the Regulations were published in the Government Gazette on 9 April 2020. The amendments are predominantly in response to the COVID-19 pandemic. The primary purpose of these amendments was to increase the flexibility of the local government sector to contract with local suppliers during, and in the aftermath of, the State of Emergency Declaration under the *Emergency Management Act 2005*.

### ***Tender Threshold***

Regulation 11(1) was amended to increase the tender threshold to \$250,000 to align with the State Government tendering thresholds. The change was made to allow local governments to extend the use of their own purchasing policy to acquire goods and services acquired via written quotes.

### ***New Tender Exemptions***

Regulation 11(2) of the Regulations contains two further exemptions when tenders do not have to be publicly invited:

- The first exemption, in new regulation 11(2)(aa), ensures that the formal tender process does not need to be undertaken when sourcing and securing essential goods and services to respond to a state of emergency.
- The other exemption in regulation 11(2)(ja) gives a local government the discretion to renew or extend a contract that expires when a state of emergency declaration is in force, even though this option is not included in the original contract.

As outlined in regulation 11(3), there must be a state of emergency declaration in force for the local government district or part of the district and the goods or services must be required to address needs arising from, or impacts or consequences of, the hazard to which the emergency relates.

The second exemption will overcome the practical difficulty of businesses responding to a formal tender process while they are shut down or in the transition period when normal business resumes. Limits on this apply: the original contract must have less than three months left to run, the renewal or extension cannot be for more than twelve months, and there must be a state of emergency declaration applying to the district or part of the district when the renewal or extension is entered into.

### ***Updated Tender Exemptions***

A further exemption in regulation 11(2)(h) has been updated to encourage local governments to purchase goods or services supplied by Aboriginal businesses. The exemption will now reflect the fact that the Chamber of Commerce and Industry administers the Aboriginal Business Directory. A new exemption has been added recognising that goods or services may also be supplied by Supply Nation.

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*Item 14.4 continued*

As part of the review of this policy, the amendments to the Regulations have been reflected in the attached revised policy 3.5 Purchasing Policy, forming attachment 2 of this report.

A summary of the key changes included in the revised and updated 3.5 Purchasing Policy are as follows:

- A new “Ethics and Integrity” statement has been added under heading “Policy Statement”;
- The procurement thresholds table has been updated to include the new \$250,000 tender threshold limit and that at least two (2) written quotes must be sought for purchases of \$5,000 to \$10,000, instead of the previous three (3) verbal quotes. It also includes clarification that a specific number of quotations must be obtained and if that specific number of quotations could not be obtained then best endeavours must be used to obtain that number of quotes;
- Under heading “Tender Exemptions” a tender exemption has been updated in accordance with r.11(2)(h) of the Regulations to encourage the purchase of goods or services supplied by Aboriginal and Torres Strait Islander owned businesses;
- A new heading “Value for Money” has been added to highlight that value for money is an overarching principle governing procurement that allows for the most advantageous purchasing outcomes to be achieved for the EMRC;
- Under heading “Anti-Avoidance” the paragraph in relation to the EMRC setting up its own panels of pre-qualified suppliers has been removed. The EMRC does not have its own panel of suppliers and instead has relied on the WALGA panel of pre-qualified suppliers. Further, provisions dealing with the set-up of a panel of pre-qualified suppliers is dealt with in Division 3 – Panels of pre-qualified suppliers in the Regulations, should this avenue be pursued by the EMRC in the future;
- A statement has been added under heading “Sustainable Procurement” whereby the EMRC is encouraged to adopt a “WA buy local” policy in procuring best value for money supplies from WA local and Aboriginal and Torres Strait Islander owned businesses;
- A few key points have been added under heading “Record Keeping” regarding record keeping best practices;
- A new heading “Contract Management” has been added to specify that the EMRC’s contract management system is managed by the EMRC’s procurement team; and
- All other minor amendments as required.

The changes included in the revised policy will provide compliance with the Act and the Regulations and will deliver a best practice approach to ensure procurement procedures for the EMRC are aligned to the EMRC’s strategic objectives for all operational areas.

## **STRATEGIC/POLICY IMPLICATIONS**

Key Result Area 3 – Good Governance

3.3 To provide responsible and accountable governance and management of the EMRC

## **FINANCIAL IMPLICATIONS**

Nil

## **SUSTAINABILITY IMPLICATIONS**

Nil



*Item 14.4 continued*

## **MEMBER COUNCIL IMPLICATIONS**

<b>Member Council</b>	<b>Implication Details</b>
Town of Bassendean	} Nil direct implications
City of Bayswater	
City of Belmont	
City of Kalamunda	
Shire of Mundaring	
City of Swan	

## **ATTACHMENT(S)**

- 1 Original Council Policy 3.5 Purchasing Policy with tracked changes (Ref: D2020/20095)
- 2 Proposed revised Council Policy 3.5 Purchasing Policy (Ref: D2020/20096)

## **VOTING REQUIREMENT**

Simple Majority

## **RECOMMENDATION(S)**

That the revised EMRC Policy - 3.5 Purchasing Policy forming attachment 2 of this report be adopted by Council.

## **COUNCIL RESOLUTION(S)**

MOVED CR JOHNSON

SECONDED CR O'CONNOR

THAT THE REVISED EMRC POLICY – 3.5 PURCHASING POLICY FORMING ATTACHMENT 2 OF THIS REPORT BE ADOPTED BY COUNCIL.

**CARRIED UNANIMOUSLY**



## 3.5 Purchasing Policy

### 1 STRATEGIC PLAN OBJECTIVE

3.3 To provide responsible and accountable governance and management of the EMRC.

### 2 PURPOSE

- a) To ensure consistency and value for money outcomes for all purchasing activities for the supply of goods or services.
- b) To maintain compliance with the Local Government Act 1995 and the Local Government (Functions and General) Regulations 1996.

### 3 LEGISLATION

- a) Local Government Act 1995 ~~s.3-57~~
- b) Local Government (Functions and General) Regulations 1996

### 4 POLICY STATEMENT

#### 4.1 Ethics and Integrity

All EMRC officers shall observe the highest standards of ethics and integrity in undertaking purchasing activities and act in an honest and professional manner that supports the standing of the EMRC.

The following principles, standards and behaviours must be observed and enforced through all stages of the purchasing process to ensure the fair and equitable treatment of all parties:

- a) All purchasing practices shall comply with relevant legislation, regulations and requirements consistent with the EMRC's policies, procedures and Code of Conduct;
- b) Full accountability shall be taken for all purchasing decisions;
- c) All processes, evaluations and decisions shall be transparent, free from bias and fully documented to provide a clear audit trail; and
- d) Any actual or perceived conflicts of interest are to be identified, disclosed and appropriately managed.

#### 4.2 Procurement Thresholds

The purchasing thresholds below makes provision for the process to be followed by the EMRC where the total value of goods and/or services (excluding GST) subject of or the contract or purchase order (inclusive of purchasing orders), over the full contract period (including options to extend) is, or is expected to be:-



Amount of Purchase <u>(ex GST)</u>	<del>Form of Quotation (Policy</del> (minimum requirements)
Up to \$5,000	Multiple quotations are not required when purchasing. <u>A single written or verbal quotation must be obtained.</u>
\$5,001 - \$10,000	<del>Obtain</del> <u>Seek at least two</u> <del>three</del> <del>(3)</del> <u>written</u> <del>verbal</del> quotes
\$10,000 - \$49,999	<del>Obtain</del> <u>Seek at least</u> three (3) written quotes
\$50,000 - <del>\$</del> 49,999	<del>Obtain</del> <u>Seek</u> at least three (3) <u>formal</u> written quotes containing price and specification of goods or services
<del>\$</del> 150,000 and above	Conduct public tender process.

Where this policy requires a certain number of quotations to be obtained, but it is not possible to obtain that number of quotations, then best endeavours must be used to obtain as many quotes as possible.

### 4.3 Tender Exemptions

In the following instances public tenders are not required (regardless of the value of expenditure):

- a) When the purchase or supply is obtained through the Council Purchasing Service of WALGA (Preferred Supplier Arrangements), or supplied by or obtained through the government of the State or the Commonwealth or any of its agencies, or by a local government or a regional local government.
- b) Where it can be demonstrated that there is good reason to believe that, because of the unique nature of the goods or services required or for any other reason, it is unlikely that there is more than one potential supplier.
- ~~e)a)~~ Where the goods or services are to be supplied by a person registered on the Aboriginal Business Directory WA published by the Chamber of Commerce and Industry of Western Australia Limited or a person registered with the Australian Indigenous Minority Supplier Office Limited (trading as Supply Nation) Small Business Development Corporation established under the Small Business Development Corporation Act 1983; and
  - (i) the consideration under the contract is \$250,000 or less, or worth \$250,000 or less; and
  - (ii) the local government is satisfied that the contract represents value for money.
- ~~—~~ Where the goods or services are to be supplied by an Australian Disability enterprise as registered on www.ade.org.au. This is contingent on the demonstration of value for money.
- e) If the purchase is from a pre-qualified supplier under a Panel established by the EMRC Council.





~~c) f)~~—If any other exclusions under Regulation 11 of the [Local Government \(Functions and General\) 1996 Regulations](#) apply.

#### 4.4 Value for Money

~~Value for money is an overarching principle governing purchasing that allows the best possible outcome to be achieved for the EMRC. Compliance with the specification is more important than obtaining the lowest price. An assessment of the best value for money outcome for any purchasing should consider the following: Price is not the sole factor when assessing value for money. When conducting a procurement, an official the Officer must consider the relevant financial and non-financial costs and benefits of each submission including, but not limited to:~~

- ~~a) the quality of the goods and services;~~
- ~~b) fitness for purpose of the proposal;~~
- ~~c) the potential supplier's relevant experience and performance history;~~
- ~~d) flexibility of the proposal (including innovation and adaptability over the lifecycle of the procurement);~~
- ~~e) environmental sustainability of the proposed goods and services (such as energy efficiency, environmental impact and use of recycled products); and~~
- ~~f) whole-of-life costs.~~

~~Where a higher priced conforming offer is recommended, there should be clear and demonstrable benefits over and above the lowest total priced conforming offer.~~

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#### 4.5 Waiver of Quotation:

The Chief Executive Officer may at their discretion, waive the requirements to obtain quotes providing that written, justifiable reasons for such waiver are provided by the responsible officer, and file noted accordingly.

#### 4.6 Anti-Avoidance

The EMRC shall not enter into two or more contracts or create multiple purchase order transactions of a similar nature for the purpose of "splitting" the value of the purchase or contract to take the value of the purchase below a particular purchasing threshold, particularly in relation to Tenders and to avoid the need to call a public Tender.

##### ~~Panels of Pre-Qualified Suppliers~~

~~In accordance with Regulation 24AC of the Local Government (Functions and General) Regulations 1996, a Panel of Pre-qualified Suppliers ("Panel") may be created where most of the following factors apply:~~

- ~~• The EMRC determines that a range of similar goods and services are required to be purchased on a continuing and regular basis;~~
- ~~• There are numerous potential suppliers in the local and regional procurement related market sector(s) that satisfy the test of 'value for money';~~
- ~~• The purchasing activity under the intended Panel is assessed as being of a low to medium risk;~~
- ~~• The Panel will streamline and will improve procurement processes; and~~
- ~~• The EMRC has the capability to establish, manage the risks and achieve the benefits expected of the proposed Panel.~~



~~The EMRC will endeavour to ensure that Panels will not be created unless most of the above factors are firmly and quantifiably established.~~

#### 4.7 Sustainable Procurement:

The EMRC will consider the environmental and social impact in the procurement process when undertaking the purchase of goods and services and disposal of goods. The governing principle for goods and services procurement is the achievement of value for money. In determining value for money, whole of life costs will be considered inclusive of the environmental impact of the goods being purchased and their ultimate disposal.

~~The EMRC shall identify adopt the WA “buy local” policy and procure best value for money supplies from WA local, and Aboriginal and Torres Strait Islander owned businesses where appropriate.~~

#### 4.8 Record Keeping:

Documentation is essential in achieving accountability and transparency. It provides a record of procurement activities and how they've been conducted.

A record related to decision to award must be maintained on file.

Written notes supporting quotation details are to be noted in the purchase order.

All records associated with direct purchases or tender processes must be recorded and retained as follows:

- a) Direct purchasing records include:
  - Quotation documentation both verbal and written;
  - Internal documentation; and
  - Requisitions and purchase orders.
- b) Tender records include:
  - Tender documentation;
  - Internal documentation;
  - Evaluation documentation;
  - Enquiry and response documentation; and
  - Notification and award documentation.

Record retention shall be in accordance with the requirements of the State Records Act, and the EMRC Record Keeping Plan. All requisitions and purchase orders are recorded in the EMRC on-line financial system.

## 5 CONTRACT MANAGEMENT

The EMRC procurement department will manage all procurement contracts during their life cycle. The EMRC procurement team department is responsible for the administration and maintenance of the EMRC's contract management system.



## 6 FINANCIAL CONSIDERATIONS

Nil

Adopted/Reviewed by Council

1. 29 March 2007
2. 18 September 2008
3. 23 September 2010
4. 18 September 2014
5. 03 December 2015
6. 06 December 2018
- ~~6.7. 17 September 2020~~

Next Review

Following the Ordinary Elections in 2021

Responsible Directorate

Corporate Services  
Business Support



## Council Policy 3.5

### Purchasing Policy

#### Strategic Plan Objective

3.3 To provide responsible and accountable governance and management of the EMRC.

#### Purpose

- To ensure consistency and value for money outcomes for all purchasing activities for the supply of goods or services.
- To maintain compliance with the Local Government Act 1995 and the Local Government (Functions and General) Regulations 1996.

#### Legislation

*Local Government Act 1995*

*Local Government (Functions and General) Regulations 1996*

#### Policy Statement

##### Ethics and Integrity

All EMRC officers shall observe the highest standards of ethics and integrity in undertaking purchasing activities and act in an honest and professional manner that supports the standing of the EMRC.

The following principles, standards and behaviours must be observed and enforced through all stages of the purchasing process to ensure the fair and equitable treatment of all parties:

- All purchasing practices shall comply with relevant legislation, regulations and requirements consistent with the EMRC's policies, procedures and Code of Conduct;
- Full accountability shall be taken for all purchasing decisions;
- All processes, evaluations and decisions shall be transparent, free from bias and fully documented to provide a clear audit trail; and
- Any actual or perceived conflicts of interest are to be identified, disclosed and appropriately managed.

## Procurement Thresholds

The purchasing thresholds below make provision for the process to be followed by the EMRC where the total value of goods and/or services (excluding GST) for the contract or purchase order (, over the full contract period (including options to extend) is, or is expected to be:

Amount of Purchase Ex. GST	Policy Minimum Requirement
Up to \$5,000	Multiple quotations are not required when purchasing. A single written or verbal quotation must be obtained
\$5,000 - \$10,000	Seek at least <b>two (2)</b> written quotes
\$10,000 - \$49,999	Seek at least <b>three (3)</b> written quotes
\$50,000 - \$249,999	Seek at least <b>three (3)</b> formal written quotes containing price and specification of goods or services
\$250,000 and above	Conduct public tender process

Where this policy requires a certain number of quotations to be obtained, but it is not possible to obtain that number of quotations, then best endeavours must be used to obtain as many quotes as possible.

## Tender Exemptions

In the following instances public tenders are not required (regardless of the value of expenditure):

- When the purchase or supply is obtained through the Council Purchasing Service of WALGA (Preferred Supplier Arrangements), or supplied by or obtained through the government of the State or the Commonwealth or any of its agencies, or by a local government or a regional local government.
- Where it can be demonstrated that there is good reason to believe that, because of the unique nature of the goods or services required or for any other reason, it is unlikely that there is more than one potential supplier.
- Where the goods or services are to be supplied by a person registered on the Aboriginal Business Directory WA published by the Chamber of Commerce and Industry of Western Australia Limited or a person registered with the Australian Indigenous Minority Supplier Office Limited (trading as Supply Nation) and
  - ⇒ the consideration under the contract is \$250,000 or less, or worth \$250,000 or less; and
  - ⇒ the local government is satisfied that the contract represents value for money.
- Where the goods or services are to be supplied by an Australian Disability enterprise as registered on [www.ade.org.au](http://www.ade.org.au). This is contingent on the demonstration of value for money.
- If the purchase is from a pre-qualified supplier under a panel established by the EMRC.
- If any other exclusions under Regulation 11 of the Local Government (Functions and General) Regulations 1996 apply.

## Value for Money

Value for money is an overarching principle governing purchasing that allows the best possible outcome to be achieved for the EMRC. Compliance with the specification is more important than obtaining the lowest price. An assessment of the best value for money outcome for any purchasing should consider the following:

- the quality of the goods and services;
- fitness for purpose of the proposal;
- the potential supplier's relevant experience and performance history;
- flexibility of the proposal (including innovation and adaptability over the lifecycle of the procurement);

- environmental sustainability of the proposed goods and services (such as energy efficiency, environmental impact and use of recycled products); and
- whole-of-life costs.

Where a higher priced conforming offer is recommended, there should be clear and demonstrable benefits over and above the lowest total priced conforming offer.

### Waiver of Quotation

The Chief Executive Officer may at their discretion, waive the requirements to obtain quotes providing that written, justifiable reasons for such waiver are provided by the responsible officer, and file noted accordingly.

### Anti-Avoidance

The EMRC shall not enter into two or more contracts or create multiple purchase order transactions of a similar nature for the purpose of "splitting" the value of the purchase or contract to take the value of the purchase below a particular purchasing threshold, particularly in relation to Tenders and to avoid the need to call a public Tender.

### Sustainable Procurement

The EMRC will consider the environmental and social impact in the procurement process when undertaking the purchase of goods and services and disposal of goods. The governing principle for goods and services procurement is the achievement of value for money. In determining value for money, whole of life costs will be considered inclusive of the environmental impact of the goods being purchased and their ultimate disposal.

The EMRC shall adopt the WA "buy local" policy and procure best value for money supplies from WA local and Aboriginal and Torres Strait Islander owned businesses where appropriate.

### Record Keeping

Documentation is essential in achieving accountability and transparency. It provides a record of procurement activities and how they've been conducted.

A record related to decision to award must be maintained on file.

Written notes supporting quotation details are to be noted in the purchase order.

All records associated with direct purchases or tender processes must be recorded and retained as follows:

- Direct purchasing records include:
  - ⇒ Quotation documentation both verbal and written;
  - ⇒ Internal documentation; and
  - ⇒ Requisitions and purchase orders.
- Tender records include:
  - ⇒ • Tender documentation;
  - ⇒ • Internal documentation;
  - ⇒ • Evaluation documentation;
  - ⇒ • Enquiry and response documentation; and
  - ⇒ • Notification and award documentation.

Record retention shall be in accordance with the requirements of the State Records Act, and the EMRC Record Keeping Plan. All requisitions and purchase orders are recorded in the EMRC on-line financial system.

## Contract Management

The EMRC procurement department will manage all procurement contracts during their life cycle. The EMRC procurement team is responsible for the administration and maintenance of the EMRC's contract management system.

## Financial Considerations

Nil

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Adopted/Reviewed by Council	29 March 2007 18 September 2008 23 September 2010 18 September 2014 03 December 2015 06 December 2018 17 September 2020
Next Review	Following the Ordinary Elections 2021
Responsible Unit	Business Support



## 14.5 REVIEW OF COUNCIL POLICY 7.3 – RECORDS MANAGEMENT

REFERENCE: D2020/20018

### PURPOSE OF REPORT

The purpose of this report is to seek Council's endorsement of a Records Management Policy.

### KEY POINTS AND RECOMMENDATION(S)

- The EMRC Records Management Policy has been developed under the requirements of the *State Records Act 2000*.
- The policy provides a framework for the EMRC's recordkeeping and defines the responsibility of employees, contractors and Councillors relating to recordkeeping.

#### Recommendation(s)

That Council adopts EMRC Policy 7.3 – Records Management forming the attachment to this report.

### SOURCE OF REPORT

Chief Financial Officer

### BACKGROUND

The policies of the EMRC, as determined by Council as required by s.2.7(2)(b) of the *Local Government Act 1995*, guide and inform management and the public about key Council principles.

### REPORT

The EMRC is a government organisation that is subject to the *State Records Act 2000*. Part 3 of the act specifies record keeping plans (RKPs) for government organisations. Section 16.2 of Part 3 specifies that:

16. Content of plans
  - (2) A government organization's record keeping plan must —
    - (a) comply with principles and standards established by the Commission under section 61

These principles and standards are expanded in the State Records Commission (SRC) Standard 2 – RKPs – Principle 2 – Policies and Procedures which details that:

**Government organisations (sic) ensure that recordkeeping programs are supported by policy and procedures.**

#### Rationale

A government organization's (sic) recordkeeping program is to be compliant with legislative requirements. It should be reliable, systematic and well managed within a framework for consistent and accountable implementation. To achieve this, policies and procedures governing recordkeeping matters in the organization should be in place.





*Item 14.5 continued*

The EMRC Records Management Policy has been developed to comply with the requirements of the SRC Standard 2, Principle 2. The policy provides a framework for the EMRC's recordkeeping and defines the responsibility of employees, contractors and Councillors relating to recordkeeping.

The policy will deliver a best practice approach to ensure records management procedures for the EMRC are aligned to the EMRC's legislated obligations.

**STRATEGIC/POLICY IMPLICATIONS**

Key Result Area 3 – Good Governance

3.3 To provide responsible and accountable governance and management of the EMRC

**FINANCIAL IMPLICATIONS**

Nil

**SUSTAINABILITY IMPLICATIONS**

Nil

**MEMBER COUNCIL IMPLICATIONS**

<b>Member Council</b>	<b>Implication Details</b>
Town of Bassendean	} No direct implications
City of Bayswater	
City of Belmont	
Shire of Kalamunda	
Shire of Mundaring	
City of Swan	

**ATTACHMENT(S)**

Council Policy 7.3 Records Management (Ref: D2020/20098)

**VOTING REQUIREMENT**

Simple Majority

**RECOMMENDATION(S)**

That Council adopts EMRC Policy 7.3 – Records Management forming the attachment to this report.



*Item 14.5 continued*

**COUNCIL RESOLUTION(S)**

MOVED CR JOHNSON

SECONDED CR O'CONNOR

THAT COUNCIL ADOPTS EMRC POLICY 7.3 – RECORDS MANAGEMENT FORMING THE ATTACHMENT TO THIS REPORT.

**CARRIED UNANIMOUSLY**



## Council Policy 7.3

### Records Management

#### Strategic Plan Objective

3.3 To provide responsible and accountable governance and management of the EMRC.

#### Purpose

The purpose of this policy is to provide a framework for the EMRC's recordkeeping to accurately record the business transactions and decisions directed at protecting EMRC staff and property, and other people who may interface with EMRC and ensure compliance with legislative obligations.

#### Legislation and Standards

- *State Records Act 2000*
- *Freedom of Information Act 1992*
- *Local Government Act 1995*
- *Criminal Code 1913*
- *Evidence Act 1906*
- *Public Sector Management Act 1994*
- *Financial Management Act 2006*
- *National Trade Measurement Regulations 2009*
- *State Records Commission Standards 2002*
- *AS ISO 15489.1:2017 Information and Documentation – Records Management Concepts and Principles*

#### Policy Statement

The EMRC, in order to be compliant with the aforementioned legislation and standards, has a responsibility to produce accurate and complete records, in the course of conducting its business operations and administration.

The EMRC is defined in *sch. 1.12* of the *State Records Act 2000 (SRA)* as a government organisation, and the *SRA* requires each government organisation to have an approved Recordkeeping Plan. This plan requires reviewing every five years or sooner if the need arises or directed by the State Records Commission. The Recordkeeping Plan details the records created and held by an organisation in undertaking its lawful business, the policies and procedures applied in the management of records and how they are maintained and destroyed.

All EMRC officers including councillors and contractors employed under a contract of service or otherwise are individually and personally liable and responsible for adhering to the approved EMRC Recordkeeping Plan, and its associated policies and procedures.

All EMRC records are to be recorded in the Electronic Document and Records Management System (EDRMS), other than the financial transaction records that are to be held in the EMRC Finance System.

- Where possible, all paper correspondence is to be scanned and stored in the organisation's EDRMS. This is the responsibility of all EMRC staff and includes the scanning and registration of hardcopy records produced by contractors and consultants under EMRC staff's supervision and management.
- All contracts and agreements containing a wet signature must be scanned into the EDRMS, with the original hardcopy document being held in a secure repository by the Information Team.
- Electronic records will be identified as the primary record of the EMRC's business decisions, transactions, operations and administration. This will enable the organisation to develop greater efficiencies in the access to corporate records, the assigning of access to corporate records, the backing up of and the recovery of records during incidents of disaster and the identification of vital records necessary for business continuity, also in the event of a disaster. Further, this will assist the organisation in creating mechanisms to cope, manage and succeed with the challenges faced with technological obsolescence of business systems.
- All records created by Council Members, acting on behalf of the EMRC, must be recorded in the EMRC's EDRMS, through the Chief Executive Officer.
- The Information Team will perform the delegated responsibility of the internal administration and application of the approved Recordkeeping Plan, and its associated policies and procedures.

## Financial Considerations

Nil

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Adopted/Reviewed	September 2020
Next Review	Following the Ordinary Elections in 2021
Responsible Team	Business Support Team



## 14.6 REQUEST FOR TENDER RFT2020-006 EMRC STRATEGIC REVIEW

**REFERENCE: D2020/20033**

### PURPOSE OF REPORT

The purpose of this report is to advise Council of the results of Tender RFT2020-006 for the EMRC Strategic Review and recommend acceptance of the Tender from Tenderer E.

### KEY POINTS AND RECOMMENDATION(S)

- Council at its 5 December 2019 ordinary meeting endorsed the tender document for the EMRC Strategic Review. It is proposed that the EMRC hire an external consultant through an RFT process to jointly explore strategic options, timing and scenario modelling for both Waste and Regional Services.
- Tender RFT2019-005 was advertised in December 2019 and submissions closed on 31 January 2020. However, following the evaluation of all tenders a decision was made to not accept any tender and to issue a re-tender for the EMRC Strategic Review.
- The request for re-tender (RFT2020-006) was advertised on 1 July 2020 and the submissions closing date was 23 July 2020.
- A total of seven (7) conforming submissions were received and the evaluation process has been concluded and the preferred tenderer has been selected subject to Council approval.

#### Recommendation(s)

That:

1. Council award Tender RFT2020-006 EMRC Strategic Review to Tenderer E for \$298,535 (ex GST) based on a fixed price schedule.
2. The CEO be authorised on behalf of the EMRC to enter into a contract with Tenderer E in accordance with their submitted tender, subject to any minor variations that may be agreed between the EMRC and Tenderer E.
3. Council authorise a 10% contingency based on the tendered price schedule for any contract variations that may arise in relation to Tender RFT2020-006.
4. The identity of the successful tenderer and the awarded amount be redacted for legal reasons and remain confidential until such time that the resultant contract has been formed.

### SOURCE OF REPORT

Chief Executive Officer

### BACKGROUND

On 18 August 2016, Council adopted the 10 Year Strategic Plan – 2017 to 2027 which took effect from 1 July 2017 (Ref: D2016/10193). The 10 Year Strategic Plan is an element of an Integrated Planning Framework which has been developed to ensure that strategic priorities drive operational activities. The framework is based on the guidelines developed by the Department of Local Government and Communities (DLC) and is used to implement regional projects that will benefit the community that lives, works, plays and does business within Perth's Eastern Region.

Since the adoption of the 10 Year Strategic Plan in 2016, there has been significant progress on various projects and changes in the waste industry.



*Item 14.6 continued*

With the upcoming structural changes due to the Resource Recovery Facility (RRF) Project as well as new opportunities such as FOGO as a result of the Western Australian Waste Avoidance and Resource Recovery Strategy 2030 and Action Plan, it is imperative that the EMRC take this opportunity to seek and review its position.

The purpose of this review is to make an informed assessment regarding the way forward for the EMRC, including evaluating all strategic options and consider scenarios to ensure it continues to deliver on the objectives for the benefit of our member Councils.

At the 22 August 2019 meeting, Council resolved (Ref: D2019/11134):

1. *COUNCIL ENDORSES A STRATEGIC REVIEW OF THE EMRC.*
2. *THE TERMS OF REFERENCE FOR THE STRATEGIC REVIEW IS TO INCLUDE, BUT NOT NECESSARILY BE LIMITED TO, SERVICE PROVISION, FACILITIES, INFRASTRUCTURE, PROJECTS, ACTIVITIES, FUNDING AND CONTRACTS.*
3. *THE TERMS OF REFERENCE AND THE REVIEW BE DEVELOPED IN CONSULTATION WITH THE CEOAC, MEMBER COUNCIL STAFF AND COUNCILLORS.*
4. *COUNCIL BY ABSOLUTE MAJORITY, IN ACCORDANCE WITH SECTION 6.8(1)(B) OF THE LOCAL GOVERNMENT ACT 1995, AUTHORISES EXPENDITURE UP TO THE AMOUNT SPECIFIED IN THE REPORT FOR A STRATEGIC REVIEW.*
5. *THE REPORT REMAINS CONFIDENTIAL AND TO BE CERTIFIED BY THE CHAIRMAN AND CEO.*

Tender RFT2019-005 was advertised on 11 December 2019 with a closing date for submissions on 31 January 2020. Four (4) submissions were received and an evaluation panel was established. Following the completion of the evaluation it was decided to not accept any tender and to issue a re-tender for the EMRC Strategic Review after consultation with the CEO Advisory Committee.

## **REPORT**

The new request for tender RFT2020-006 was advertised on 1 July 2020 and the closing date for submissions was 23 July 2020. The evaluation panel comprised of the EMRC Executive Leadership Team, two (2) member Council CEOs and three (3) members of the EMRC's procurement team. The evaluation was completed on 27 August 2020 and a recommendation report was prepared.

A total of seven (7) conforming tender submissions were received from:

Tenderer A	Curtin University;
Tenderer B	Deloitte Access Economics Pty Ltd;
Tenderer C	Encycle Consulting Pty Ltd;
Tenderer D	Ernst & Young;
Tenderer E	GHD Pty Ltd;
Tenderer F	Ricardo Energy Environment and Planning Pty Ltd; and
Tenderer G	Talis Consultants Pty Ltd.

A detailed fixed price schedule was submitted by each tenderer under the following tasks:

- Regional market assessment;
- Circular economy horizon scan and opportunities analysis;
- Scenario modelling and options analysis;
- Vision setting, strategy and implementation plan;



*Item 14.6 continued*

- Stakeholder engagement;
- Establishment agreement governance and risk model;
- Service provision; and
- Key deliverables.

The evaluation panel assessed the submissions on the following criteria:

<b>Assessment Criteria</b>	<b>Weighting</b>
(a) Previous experience in providing similar services within the waste industry	20%
(b) Proposed Methodology and Implementation Plan	25%
(c) Scenario modelling and forecasting	25%
(d) Relevant experience and qualification of personnel	10%
(e) Pricing	20%

After combining the weighted scores for both the qualitative criteria and price, Tenderer E represented the highest rated overall assessment due mainly to a combined score comprising of the qualitative and quantitative (pricing) scores.

Based on the panel's evaluation, the submission from Tenderer E demonstrated the most advantageous submission and is considered to offer the best value for money. The total fixed price schedule submitted by Tenderer E amounted to a fixed price total value of \$298,535 (ex GST).

The total duration of the project is expected to be approximately 6-8 months excluding actual delivery of the stakeholder engagement plan.

A contingency allowance of 10% of the contract sum is recommended to allow for any unforeseen circumstances that may arise during the contract.

## **STRATEGIC/POLICY IMPLICATIONS**

Key Result Area 1 – Environmental Sustainability

- 1.1 To provide sustainable waste disposal operations
- 1.2 To improve regional waste management

## **FINANCIAL IMPLICATIONS**

The total fixed price of the submission is within the amount authorised by Council at its 22 August 2019 meeting.


## **SUSTAINABILITY IMPLICATIONS**

Nil



*Item 14.6 continued*

## **MEMBER COUNCIL IMPLICATIONS**

<b>Member Council</b>	<b>Implication Details</b>
Town of Bassendean City of Bayswater City of Belmont City of Kalamunda Shire of Mundaring City of Swan	 <p>The outcome of the EMRC Strategic Review may impact on the future services that the EMRC provides to its member Councils.</p>

## **ATTACHMENT(S)**

Nil

## **VOTING REQUIREMENT**

Simple Majority

## **RECOMMENDATION(S)**

That:

1. Council award Tender RFT2020-006 EMRC Strategic Review to Tenderer E for \$298,535 (ex GST) based on a fixed price schedule.
2. The CEO be authorised on behalf of the EMRC to enter into a contract with Tenderer E in accordance with their submitted tender, subject to any minor variations that may be agreed between the EMRC and Tenderer E.
3. Council authorise a 10% contingency based on the tendered price schedule for any contract variations that may arise in relation to Tender RFT2020-006.
4. The identity of the successful tenderer and the awarded amount be redacted for legal reasons and remain confidential until such time that the resultant contract has been formed.

## **COUNCIL RESOLUTION(S)**

MOVED CR CONGERTON

SECONDED CR O'CONNOR

THAT:

1. COUNCIL AWARD TENDER RFT2020-006 EMRC STRATEGIC REVIEW TO TENDERER E FOR \$298,535 (EX GST) BASED ON A FIXED PRICE SCHEDULE.
2. THE CEO BE AUTHORISED ON BEHALF OF THE EMRC TO ENTER INTO A CONTRACT WITH TENDERER E IN ACCORDANCE WITH THEIR SUBMITTED TENDER, SUBJECT TO ANY MINOR VARIATIONS THAT MAY BE AGREED BETWEEN THE EMRC AND TENDERER E.
3. COUNCIL AUTHORISE A 10% CONTINGENCY BASED ON THE TENDERED PRICE SCHEDULE FOR ANY CONTRACT VARIATIONS THAT MAY ARISE IN RELATION TO TENDER RFT2020-006.
4. THE IDENTITY OF THE SUCCESSFUL TENDERER AND THE AWARDED AMOUNT BE REDACTED FOR LEGAL REASONS AND REMAIN CONFIDENTIAL UNTIL SUCH TIME THAT THE RESULTANT CONTRACT HAS BEEN FORMED.

**CARRIED UNANIMOUSLY**





## 14.7 EMRC'S DRAFT WASTE PLAN 2020/2021

REFERENCE: D2020/20172

### PURPOSE OF REPORT

The purpose of this report is to provide Council with the draft waste plan, prepared in response to the notice received from the Department of Water and Environmental Regulation (DWER) in December 2019, for endorsement.

### KEY POINTS AND RECOMMENDATION(S)

- All local governments and regional local governments located in the Perth metropolitan region and Peel region (Perth and Peel regions), are required to develop waste plans and perform their functions in respect of waste management in accordance with their waste plans.
- DWER has given notice to the EMRC to prepare and submit a waste plan under section 40(4) of the Waste Avoidance and Resource Recovery (WARR) Act 2007;
- Within the notice DWER gave an option to submit a draft for review and feedback prior to final submission.
- Due to COVID-19 the closing periods were extended by six months: for draft submissions 30 September 2020 and final submissions by 31 March 2021.
- EMRC staff have prepared a draft waste plan.
- The draft submission is now presented to Council for endorsement.

#### Recommendation(s)

That:

1. Council endorses the draft waste plan forming Attachment 1 of this report.
2. The EMRC draft waste plan to be submitted DWER for comment.

### SOURCE OF REPORT

Chief Sustainability Officer

### BACKGROUND

Western Australia's Waste Avoidance and Resource Recovery Strategy 2030 is the second strategy to be developed under the WARR Act. It was released in 2019 after extensive community consultation and has three objectives: avoid the generation of waste; recover more value and resources from waste; and protect the environment by managing waste responsibly. The Strategy includes a headline strategy to "*Implement local government waste plans, which align local government waste planning processes with the Waste and Resource Recovery Strategy 2030*".

Under section 3(1) of the WARR Act the definition of local government includes "*a regional local government established for the purpose of providing waste services*", and so regional councils are required to prepare waste plans. Developing waste plans gives local and regional governments the opportunity to map their current waste management performance in relation to the new Waste Strategy targets, and identify and implement the strategies needed to achieve these targets.



*Item 14.7 continued*

## **REPORT**

The waste plan consists of three parts:

### **Part 1 – Services and Performance**

The aim of Part 1 is to identify how the EMRC is performing in relation to the three objectives of the Waste Strategy; to identify the major waste management challenges; to identify strategic waste and resource recovery infrastructure needs; to provide a baseline to compare progress when annually reviewing and updating the waste plan; and to establish an evidence base to inform decision-making and target setting when developing the implementation plan (Part 2)

### **Part 2 – Implementation Plan**

The aim of the Implementation plan is to include both existing/ongoing waste policies and programs, and new actions. The EMRC has determined the actions that best suit the circumstances and needs and which contribute to the achievement of Waste Strategy targets and objectives. The actions contained in the Implementation Plan are SMART: specific, measurable, attainable, realistic and time-bound, and are largely derived from the Key Actions outlined in the Corporate Business Plan 2020/2021 to 2024/2025.

### **Part 3 – Self-assessment Checklist**

The self-assessment checklist is completed to ensure that all the key information is included in the Waste Plan. Parts 1, 2 and 3 are then submitted to the CEO for review and sign-off.

The EMRC instigated the role of Project Officer Waste Plans to “*Develop Waste Plans for the EMRC and Member Councils*” as a Key Action under Objective 1.2 of the Corporate Business Plan. The Project Officer Waste Plans has facilitated the generation of the Waste Plan using contributions from all relevant departments and stakeholders. The Waste Plan will fit within the regional & local governments Integrated Planning and Reporting framework.

Progressing the actions within the waste plan is required to be reported under section 44 of the WARR Act to the CEO of the Department of Water and Environmental Regulation (DWER). Reports will be provided annually with reporting due by the 1 October each year, beginning with the 1 October 2022 for the 2021/2022 financial year.

It is envisaged that waste plan reporting will be completed online as an add-on to the upcoming online system for annual mandatory waste and recycling data reporting under Part 3A of the *Waste Avoidance and Resource Recovery Regulations 2008*.

The format of the waste plans template is provided by DWER with the aim to ensure consistency and to allow flexibility.

The draft waste plan is now presented to Council for review and approval.

## **STRATEGIC/POLICY IMPLICATIONS**

Key Result Area 1 – Environmental Sustainability

- 1.1 To provide sustainable waste disposal operations
  - 1.2 To improve regional waste management
  - 1.3 To provide resource recovery and recycling solutions in partnership with member councils
  - 1.4 To investigate leading edge waste management practices
-



*Item 14.7 continued*

Key Result Area 3 – Good Governance

- 3.1 To provide advice and advocacy on issues affecting Perth's Eastern Region
- 3.2 To manage partnerships and relationships with stakeholders

**FINANCIAL IMPLICATIONS**

As reflected in the attachment and Corporate Business Plan 2020/2021 to 2024/2025

**SUSTAINABILITY IMPLICATIONS**

Sustainability implications include provision of best waste practices by the EMRC and its member Councils.

**MEMBER COUNCIL IMPLICATIONS**

<b>Member Council</b>	<b>Implication Details</b>
Town of Bassendean	} As reflected in the attachment
City of Bayswater	
City of Belmont	
City of Kalamunda	
Shire of Mundaring	
City of Swan	

ATTACHMENT(S)

Draft EMRC Waste Plan (Ref: D2020/20554) (to be provided)

VOTING REQUIREMENT

Simple Majority

**RECOMMENDATION(S)**

That:

1. Council endorses the draft waste plan forming Attachment 1 of this report.
2. The EMRC draft waste plan to be submitted DWER for comment.

**COUNCIL RESOLUTION(S)**

MOVED CR JOHNSON

SECONDED CR O'CONNOR

THAT:

1. COUNCIL ENDORSES THE DRAFT WASTE PLAN FORMING ATTACHMENT 1 OF THIS REPORT.
2. THE EMRC DRAFT WASTE PLAN TO BE SUBMITTED DWER FOR COMMENT.

**CARRIED UNANIMOUSLY**

## Regional council waste plan

### Eastern Metropolitan Regional Council

#### Part 1 - services and performance

##### 1.0 Introduction

Part 1 of the Eastern Metropolitan Regional Council waste plan establishes a waste profile and baseline information in relation to the objectives and targets set out in the *Waste Avoidance and Resource Recovery Strategy 2030* (Waste Strategy):

**Avoid**<sup>1</sup> - Western Australians generate less waste.

**Recover** - Western Australians recover more value and resources from waste.

**Protect** - Western Australians protect the environment by managing waste responsibly.

**NB:** Regional local government<sup>2</sup> (commonly referred to as regional councils) waste plans are designed to cover the myriad of different operational/education/service functions offered. As a result, some sections of regional council waste plan templates may/may not be applicable to a regional council.

Where data was available, the Department of Water and Environmental Regulation (DWER) has pre-filled sections of Part 1. If any of the pre-filled information is incorrect, please amend accordingly and advise of the changes.

Please take the time to ensure that you complete each section, where relevant. In some tabs, you may need to scroll down to ensure that you have not missed any sections.

<sup>1</sup> As explained in tab 'P1 - 3 Avoid', baseline information relating to the 'avoid' strategy is not required from regional councils at this stage.

<sup>2</sup> The definition in section 3(1) of the *Waste Avoidance and Resource Recovery Act 2007* of local government includes "a regional local government established for the purpose of providing waste services". A regional local government is established under section 3.61 of the *Local Government Act 1995*, which provides in section 3.61(1):  
Two or more local governments (referred to in this Division as the participants) may, with the Minister's approval, establish a regional local government to do things, for the participants, for any purpose for which a local government can do things under this Act or any other Act.

## Part 1 - Services and performance

### 2.0 Integrated planning and reporting

All local governments, including Regional Councils, plan for the future<sup>1</sup> through the development of strategic community plans and corporate business plans. Waste plans for part of local government integrated planning and reporting as an issue-specific informing strategy.

Table 1: Links between plan for the future and waste management (Please complete the table, even if the answer is "waste isn't mentioned in your SCP or CBP")

<b>Strategic Community Plan</b>	
Title:	<a href="#">10 Year Strategic Plan 2017 to 2027</a>
Came into force:	1/07/2017
Date of next review:	1/07/2021
Waste-related priorities:	<ul style="list-style-type: none"> <li>▪ To provide sustainable waste disposal operations</li> <li>▪ To improve regional waste management</li> <li>▪ To provide resource recovery and recycling solutions in partnership with member councils</li> <li>▪ To Investigate leading edge waste management practices</li> </ul>
<b>Corporate Business Plan</b>	
Title:	<a href="#">Corporate Business Plan 2020/2021 - 2024/2025</a>
Came into force:	1/07/2020
Date of next review:	1/06/2021
Waste-related priorities:	<p>Environmental Sustainability:</p> <ul style="list-style-type: none"> <li>• Minimise the environmental impact of waste management operations</li> <li>• Provide a waste disposal service at Redhill waste management facility</li> <li>• Review and implement the Redhill Development Plan</li> <li>• Operate Member Councils transfer station where applicable</li> <li>• To improve regional waste management in the collection, management and disposal of problematic waste in the region in a sustainable manner</li> <li>• Continue the waste education program and align this to new operations and resource recovery</li> <li>• Provide a waste management advisory service</li> <li>• To provide resource recovery and recycling solutions in partnership with Member Councils</li> <li>• Develop the Hazelmere Resource Recovery Park</li> <li>• Identify markets and develop resource recovery products in order to reduce waste going to landfill</li> <li>• To investigate leading edge waste management practices and undertake research into Integrated Waste Management</li> <li>• Provide leadership in the development of waste policy and practices</li> <li>• Identify, investigate and develop new waste management practices and services</li> </ul>

<sup>1</sup> 'Plan for the future' means a plan made under section 5.56 of the *Local Government Act 1995* and Division 1 and 3 of Part 5 of the *Local Government (Administration) Regulations 1996*.

## Part 1 - Services and performance

### 3.0 Avoid

Avoidance of waste generation is the preferred waste management option in the waste hierarchy. The state's waste generation reduction targets from the baseline year of 2014-15 are - **2025:** Reduction in MSW generation per capita by 5%, and **2030:** Reduction in MSW generation per capita by 10%.

**At this stage, Regional Councils are not required to provide baseline information related to the 'avoid' targets.** However, if there is specific information collected by your regional council that provides a baseline for future waste planning and is related to the 'avoid' strategy and targets, please provide this in the "Additional comments" box below. For example, a regional council may be part of a committee/group that focuses on waste avoidance; or may implement programs that encourage community behaviour change in terms of waste generation. Such information may indicate how waste generation has changed, identify potential reasons for change and indicate areas to target in *Part 2 - Implementation plan (Table 17)*.

#### **Additional comments** *(regional council to insert any additional comments that may be applicable)*

The EMRC Waste Education team prioritise initiatives that mostly focus on the upper tiers of the waste hierarchy - in particular, waste avoidance, reuse, reprocessing and recycling. Programs vary depending upon the audience and are updated to reflect changes in waste management practices as well as local government, the community and schools' needs. Long-term, ongoing programs include:

- Battery Collection Program for Public Places and Schools: The EMRC monitors monthly collection volumes at each drop-off point to identify changes in yields and then ascertains the cause of these changes. Schools are also encouraged to reach out when they are seeking additional assistance in enacting behaviour change in their school community;
- Earth Carers Program: Earth Carers are a community of like minded people that help promote waste minimisation and learn practical ways of reducing waste at home and in the community. The Earth Carers course consists of six sessions over four weeks, and includes: guided tours, making your own green cleaning products, composting and worm farming demonstrations, learning what can be recycled in the community and tips to encourage others to reduce waste. Additional events are hosted to keep Earth Carers up-to-date with new issues and to maintain group motivation.;
- Excursions to the Red Hill WMF and Environmental Education Centre: The region's community and school groups can visit the facility at no charge. During the tour in which visitors can view the tip face, emphasis is placed on the impacts of landfilling, and tour notes are updated regularly to reflect waste volumes and alternatives to landfill. Similarly, at the Education Centre, displays are updated regularly to capture new information and approaches. Waste audits and other activities are conducted with students that draw direct parallels between their behaviour and the associated consequences;
- Schools present a unique opportunity for behaviour change programs in that both young people and adults can be targeted. The EMRC assist schools with planning, their Waste Wise Schools initiatives, at school sustainability events, and through tailored presentations and learning materials.

## Part 1 - Services and performance

### 4.0 Recover

Where waste generation is unavoidable, efforts should be made to maintain the circulation of materials within the economy. The overall recovery rate of each facility operated by Eastern Metropolitan Regional Council should be provided in Table 2 and compared with the overall recovery target rate contained in the Waste Strategy.

Table 2: Overall recovery rate (%) of each facility operated by Eastern Metropolitan Regional Council compared with targets for 2020, 2025 and 2030 (RC to complete the table. Add additional comments if required.)

	2014-15	2015-16	2016-17	2017-18	2020 target	2025 target	2030 target
Red Hill WMF	3.5	3.29	4.12	10.1	Perth and Peel: 65%	Perth and Peel: 67%	Perth and Peel: 70%
Hazelmere RRP			72	77			
Mathieson Road T/S	83	83	63	58			
Coppin Road T/S	78	81	84	83			
					Major regional centres: 50%	Major regional centres: 55%	Major regional centres: 60%

The Waste Strategy includes a target that from 2020, energy should only be recovered from residual waste. Regional councils should explain how they plan to meet this target in Part 2 - Implementation plan (Table 17).

Table 3. shows the recovery rate of waste services provided by Eastern Metropolitan Regional Council directly to households that **do not result in the waste being transported to or processed by a facility operated by Eastern Metropolitan Regional Council.**

For example, a regional council may engage a contractor to collect specific household waste (e.g. mattresses) on behalf of member councils. The waste is then sent to another facility for disposal or recovery. The recovery rate from this service will not be reflected in Table 2 above, and should be displayed in Table 3 below. The "Comments" column should be used to describe the type of service provided.

Table 3: Overall recovery rate (%) from services provided directly to households by Eastern Metropolitan Regional Council compared with targets for 2020, 2025 and 2030 (RC to complete the table if these services are provided and information is available. Add additional comments if required.)

	2014-15	2015-16	2016-17	2017-18	Comments	2020 target	2025 target	2030 target
Service X						Perth and Peel: 65%	Perth and Peel: 67%	Perth and Peel: 70%
Service Y								
Service Z								
						Major regional centres: 50%	Major regional centres: 55%	Major regional centres: 60%

#### Additional comments (regional council to insert any additional comments that may be applicable)

Red Hill WMF - Predominately a Landfill facility. Recovery of materials comes from green waste inputs and recyclables from the on-site transfer station. We have also included asbestos and Polyfluoroalkyl Substances contaminated soils (accepted and treated from 2018) within our recovery calculation as, presently, these wastes cannot be diverted from landfill and we are offering and providing the best regional environmental option for the safe controlled disposal of these wastes.

Hazelmere RRP was commissioned in October 2016 - annual reporting data is from 1st of November to the 30th of October each year. The recovery figures above are calculated from these annual reports.

The recovery figures for Coppin Road and Mathieson Road Transfer Stations are calculated from the annual reports, which cover the Calendar year and not the financial year. The figures are calculated from reports 2015 to 2018.

Mathieson Road Transfer Station began accepting large volumes of Putrescible Culvert Debris in 2017, which accounts for the reductions in recovery rates for 2017 & 2018.

## Part 1 - Services and performance

### 5.0 Protect

Objective 3 of the Waste Strategy is to protect the environment by managing waste responsibly, with targets based on better practice, litter and illegal dumping: **By 2030 all waste is managed by and/or disposed to better practice facilities, by 2030 move towards zero illegal dumping and zero littering**

#### 5.1 Better practice

Adoption of better practice approaches to waste management is an important way in which Regional Councils can better protect the environment from the impacts of waste, and contribute to achievement of the targets under objective 3 of the Waste Strategy. See *Guidance Document - 5.0 Better practice, Table 4* for a summary of the Waste Authority's current and planned better practice guidelines.

Table 4: Better practice approaches and programs adopted by Eastern Metropolitan Regional Council (RC to complete the table)

Waste management activity/service	Waste Authority better practice guideline or program	Date of adoption/ implementation	Comment
Waste Education Webpage (Rgang) & creation of Member Council annual Waste & Recycling Guides	WALGA Consistent Communications Collective (CCC)	May-19	Since the inception of the CCC the EMRC has incorporated the messaging in its waste educational (R Gang) webpage and the annual Waste & Recycling guides generated on behalf of the member councils.
Kerbside waste services (FOGO)	Better bins kerbside collection guidelines	Apr-15	In October 2019 the EMRC, on behalf of its member councils, undertook a representative audit of the contents of their general waste kerbside bins. The resulting data is being used to facilitate the rollouts of the 3-bin FOGO kerbside system.
Kerbside waste services (FOGO)	Better bins Plus kerbside collection guidelines	Jun-20	EMRC assisting member councils in completing grant funding applications.
Kerbside waste services (FOGO)	Better bins kerbside collection guidelines Better bins Plus kerbside collection guidelines	Jun-20	The EMRC provided its Waste Educational Department staff as a dedicated resource to the Town of Bassendean to facilitate the rollout and ongoing success of their FOGO operations
Household Hazardous Waste collection & controlled recovery/disposal	Household Hazardous Waste program	2008	In 2018 the EMRC signed a 5-year Memorandum of Understanding with WALGA, its purpose to outline the roles and responsibilities of the Parties in relation to their involvement in the HHW program, to enhance cooperation between the Parties and facilitate the successful running of the Program.
Behaviour Change Programs & Initiatives	Waste Sorted Communications Toolkit	Sep-19	The EMRC's Waste Education Team Was instrumental in assisting DWER to develop the FOGO Waste Sorted Toolkit. The toolkit icons and nomenclature are incorporated into Waste & Recycling guides, FOGO rollouts and school/community group presentations and events.

#### 5.2 Litter

Information on littering within Eastern Metropolitan Regional Council should be detailed in Table 5 where available.

Table 5: Litter information (RC to complete the table if relevant and information is available.)

	Response and comments	Additional comments (regional council to insert any additional comments that may be applicable)
<b>Current measures aimed at contributing towards the zero littering target</b>	Red Hill Waste Management Facility (RHWMF) EMS to ISO 14001:2015 Standard has an Environmental Management Plan which minimises the potential for litter to impact on the surrounding environment	1.1.7 Matheison Road License: The Licensee shall take all reasonable and practical measures to ensure that no wind-blown waste escapes from the Premises and that wind-blown waste is collected on at least a weekly basis and returned to the tipping area or appropriately contained.
<b>How, if at all, does your Regional Council measure the effectiveness and impact of programs designed to reduce littering?</b>	Annual review of RHWMF EMP to ensure the optimum control of litter.	1.2.5 Coppin Road Licence: The Licensee shall take all reasonable and practical measures to ensure that no windblown waste escapes from the Premises and that windblown waste is collected on at least a weekly basis and appropriately contained.
<b>How high a priority is litter management to your organisation? (1 - Not important at all; 5 - Highly important). If you have additional comments in relation to this rating, include these.</b>	5 - Highly Important.  Current measures the EMRC utilizes to facilitate the reduction/elimination of littering includes: the ongoing operation of the Red Hill Education Centre which, amongst other things, educates the visitor (site user, general public, school children etc) in the effect litter has on the environment and the current measures they can adopt and the government implements to protect it; Litter Letters: large caged letters supplied to member councils that they can use to spell out a message with collected litter placed in them to exemplify the issue; Clean Up Australia Day: the EMRC strongly promotes this initiative and provides guidance, advertising and event organisation to member councils and it's employees; staffs an event trailer to promote increased recycling and litter reduction; EMRC Waste Education Officers create, organise and attend programs (including topics on litter issues) aimed at schools and community groups.	Table 1.2.7 Waste processing Hazelmere RRP Licence: Product (wood fines and wood chip) stockpiles shall be maintained in a damp state to prevent dust lift off. Shredded mattress product shall be stored in skip bins pending disposal to an authorised facility.  The operational areas of the RHWMF are surrounded by litter control fencing which is routinely inspected and maintained. The facility also employs 2 permanent litter pickers to further control and prevent litter leaving the site.  The EMRC is a fervid advocate of the Container Deposit Scheme (CDS), a state initiative designed to reduce litter. The EMRC is providing a dedicated Waste Education Officer and facility staff to ensure the Shire of Mundaring can successfully participate.

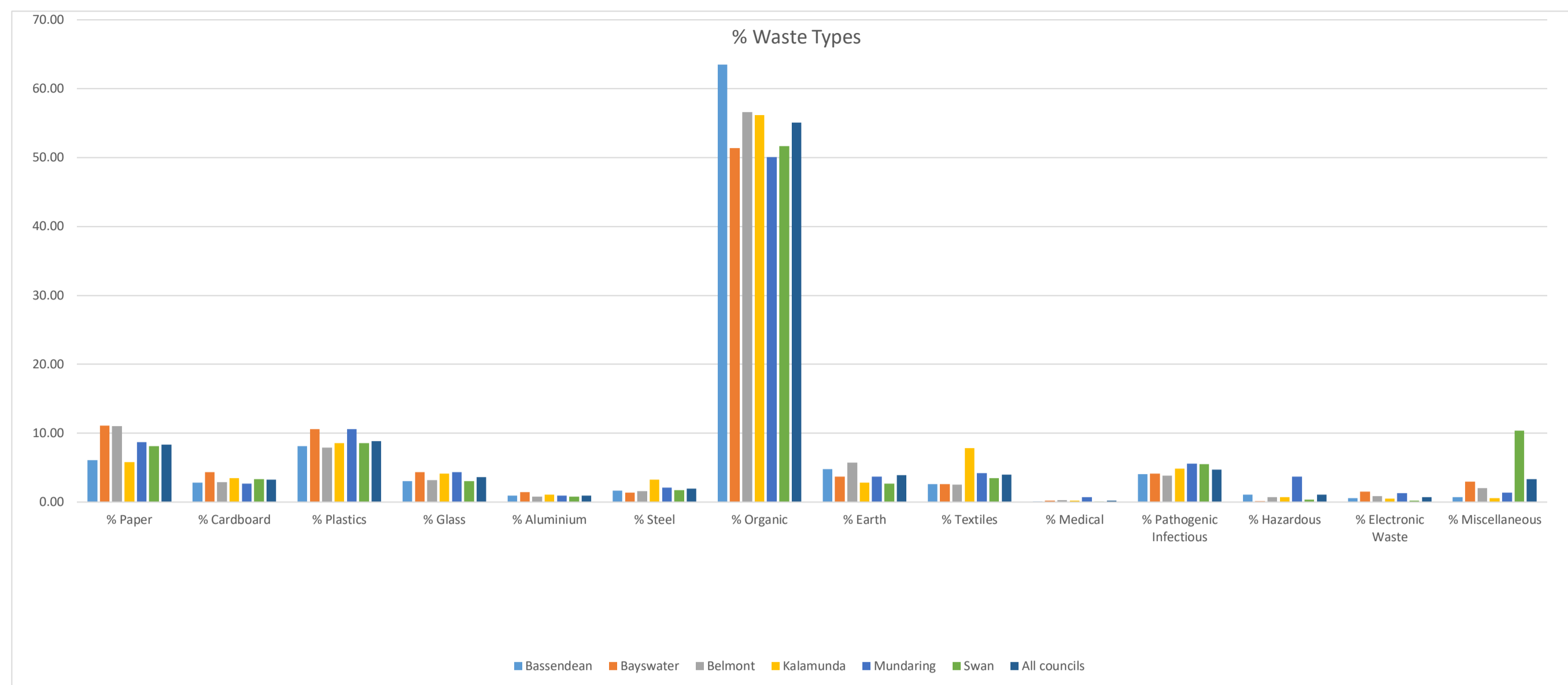
#### 5.3 Illegal dumping

Information on illegal dumping within Eastern Metropolitan Regional Council should be detailed in Table 6 where available.

Table 6: Illegal dumping data (RC to complete the table if relevant and information is available.)

	Response and Comments	Additional comments (regional council to insert any additional comments that may be applicable)
<b>Current measures aimed at contributing towards the zero illegal dumping target</b>	The EMRC is an ardent supporter of the WALGA Reduce Illegal Dumping (RID) initiative and attends the quarterly working groups to assist the Member Councils and other attendees in developing greater and more effective communication and information exchange, resulting in a collective approach to combat illegal dumping on a local and regional scale. Other Initiatives include the creation and dissemination of pamphlets aimed to educate the reader in the causes and consequences of illegal dumping.	
<b>How does your Regional Council measure the effectiveness and impact of programs designed to reduce illegal dumping?</b>	RID membership aims:- •Share Tools - Share successful and unsuccessful approaches, processes and tools to address illegal dumping. •Identify gaps – Identify any regulatory, policy, service, infrastructure or program gaps that members of the Working Group can address.	
<b>How high a priority is illegal dumping management to your organisation? (1 - Not important at all; 5 - Highly important). If you have additional comments in relation to this rating, include these.</b>	5. Highly important  Key Result Area 1 of the EMRC's 10 Year Strategic Plan is environment sustainability. One of the aims is to deliver a range of environmental services that enable the region and member councils to meet their responsibilities and community expectations for sustainable and adaptive environmental initiatives, and to maintain and enhance the natural assets of the region.	





	% Paper	% Cardboard	% Plastics	% Glass	% Aluminium	% Steel	% Organic	% Earth	% Textiles	% Medical	% Pathogenic Infectious	% Hazardous	% Electronic Waste	% Miscellaneous
<b>Bassendean</b>	6.12	2.84	8.11	3.02	0.90	1.64	63.50	4.81	2.60	0.06	4.04	1.06	0.59	0.68
<b>Bayswater</b>	11.10	4.38	10.60	4.38	1.44	1.37	51.40	3.68	2.60	0.22	4.16	0.10	1.55	2.95
<b>Belmont</b>	11.00	2.89	7.87	3.19	0.79	1.57	56.60	5.74	2.50	0.25	3.84	0.68	0.83	1.99
<b>Kalamunda</b>	5.82	3.47	8.52	4.11	1.07	3.26	56.20	2.81	7.85	0.23	4.83	0.74	0.52	0.60
<b>Mundaring</b>	8.72	2.66	10.60	4.36	0.97	2.10	50.10	3.72	4.20	0.68	5.58	3.67	1.27	1.35
<b>Swan</b>	8.10	3.32	8.55	3.05	0.80	1.70	51.70	2.71	3.49	0.08	5.53	0.32	0.18	10.40
<b>All councils</b>	8.35	3.23	8.88	3.61	0.97	1.98	55.10	3.88	3.97	0.23	4.69	1.05	0.74	3.32

## Part 1 - Services and performance

### 6.0 Waste management tools

#### 6.1 Waste services

Regional council data relating to the waste collected, recovered and landfilled should be presented in Table 7. These figures reflect the waste that is received at all facilities operated by Eastern Metropolitan Regional Council, apart from "Special household services"<sup>1</sup>. It is important to review this data when developing *Part 2 - Implementation Plan* (Table 17), as it can:

- provide an understanding of how different systems are performing (e.g. recovery levels)
- highlight the need for any new collection systems or infrastructure
- identify the timing and capacity of any new collection systems or facilities required to meet the changing needs of local governments.

In working towards alignment with the Waste Strategy, the council should focus on the materials/resources with the greatest potential to support the objectives and targets of the Waste Strategy.

NB: DWER is currently developing a range of better practice guidelines. Better practice rates will need to be updated as the guidelines are released.

Table 7: Significant sources and generators of waste in 2017-18 (RC to complete table. Add additional comments if necessary.)

Service/Sources	Tonnes Received	Tonnes recovered	Recovery rate	Better Practice rate	Target rate 2025	Target rate 2030
Drop-off	mixed waste	166,383.55	10,792.92		55% major regional centres	60% major regional centres
	dry recyclables	4,014.22	4,014.22			
	green waste	20,594.60	14,446.21			
	hard waste	0	0			
	hazardous waste	76.22	76.22			
Public place	mixed waste				67% Perth and Peel	70% Perth and Peel
	comingled recyclables					
Special event	mixed waste					
	comingled recyclables					
Special services	Asbestos	2770.05	2770.05			
	PFAS contaminated land	9,549	9,549			
	specific product collection (e.g. e-waste, mattresses, white goods)			n/a		
<b>TOTAL</b>	203,387.64	41648.62	20.47%			

<sup>1</sup> The figures for special household services should reflect services provided directly to households by the Regional Council on behalf of member councils that do not result in that waste being transported to or processed by a facility operated by the regional facility.

#### Additional comments (Regional Council to insert any additional comments that may be applicable)

Recovery rate calculation above shown in Recovery rate Calc 2017-18 tab.

We have altered the heading in Table 7 from Tonnes Collected to Tonnes Received to more accurately portray our services i.e. we do not collect wastes. We have again included asbestos and PFAS contaminated material as recovered wastes, as this reflects our commitment in providing our region with the optimum environmental solution for their treatment and disposal.

See Tab Waste Audit Data which details the compositional data of 100 general waste bins from each member council - audit October 19.

The yield of 14.6 is the average of all member councils. 100 general waste kerbside bins were audited from each Member Council.

Table 8 provides space for the Regional Council to include bin audit information for kerbside waste services, if available. Bin audits can help councils understand the material composition in kerbside bins, highlight where additional efforts are required to increase performance and assist in planning for future service options such as FOGO collection. **See Appendix for full breakdown of composition categories.**

Table 8: Compositional audit data for kerbside waste services (RC to complete table if data is available. Add additional comments if necessary.)

General waste bin	
Yield per household (kg/hhl/week)	14.6
Per capita (kg/per capita/week)	
Audit year	2019
Composition	Total %
Recyclables (paper, cardboard, plastics, steel, aluminium, glass)	27.02
Organics (organics, wood/timber, textiles, earth)	62.95
Hazardous (medical, sanitary/ hygiene, nappies, chemicals, paint, batteries, fluorescent tubes, light bulbs, oil, building material)	5.97
Other (electronic waste, miscellaneous)	4.06

Recycling bin	
Yield per household (kg/hhl/week)	
Per capita (kg/per capita/week)	
Audit year	
Composition	Total %
Recyclables (paper, cardboard, plastics, steel, aluminium, glass)	
Organics (organics, wood/timber, textiles, earth)	
Hazardous (medical, sanitary/ hygiene, nappies, chemicals, paint, batteries, fluorescent tubes, light bulbs, oil, building material)	
Other (electronic waste, miscellaneous)	

Garden organics or FOGO bin	
Yield per household (kg/hhl/week)	
Per capita (kg/per capita/week)	
Audit year	
Composition	Total %
Recyclables (paper, cardboard, plastics, steel, aluminium, glass)	
Organics (organics, wood/timber, textiles, earth)	
Hazardous (medical, sanitary/ hygiene, nappies, chemicals, paint, batteries, fluorescent tubes, light bulbs, oil, building material)	
Other (electronic waste, miscellaneous)	

## Regional council data relating to the waste collected, recovered and landfilled in 2017/2018

Waste Type	Red Hill Tonnes Received	Red Hill Tonnes Recovered	Hazelmere Tonnes Received	Hazelmere Tonnes Recovered	Coppin Rd Tonnes Received	Coppin Road Tonnes Recovered	Mathieson Rd Tonnes Received	Mathieson Rd Tonnes Recovered	Total Tonnes Collected All Facilities	Total Tonnes Recovered All Facilities
Mixed Waste	148,086.10		14,017.53	10,792.92	660.8	0	3,619.12	0	203,898.64	35,477.96
Dry Recyclables	511	511			531.53	531.53	2,971.69	2,971.69		
Green Waste	10,479.60	4,331.21			6,885.00	6,885.00	3230	3230	Total Recovery Rate =	20.47%
Hard Waste	0	0			0	0	0	0		
Hazardous Waste					47.38	47.38	28.84	28.84		
Asbestos	2,770.05	2,770.05								
PFAS contaminated soils	9,549	9,549								
	171,395.75	17,161.26	14,107.53	10,792.92	8,124.71	7,463.91	9,849.65	6,230.53		

Information below extracted from Annual Monitoring Reports (Jan-Dec 2017 &amp; 2018)

Coppin Road	paper/card	Glass	plastics	metals	green waste	HHW	tyres	other (clothing)	Inert Type 1	Putrescible
Jul-17	4.76	0	0	41.09	400	4.46	0.89	0.16	0	133.82
Aug-17	10.14	0	0.08	49.37	360	8.17	0	0.16	0	167.7
Sep-17	5	0	0.16	21.24	500	0.01	0	0.16	0	56.02
Oct-17	9.36	8	0.16	28.85	0	7.45	0	0.16	0	92.1
Nov-17	7.4	0	0.16	28.27	800	2.93	0	0.16	0	95.62
Dec-17	9.36	0	0.08	21.59	660	4.81	0	0.16	0	115.54
Jan-18	14.96	8	0.16	48.95	1104	2.29	0	2	0	0
Feb-18	9.82	0	0.16	32.57	0	3.08	1	0.23	0	0
Mar-18	1.2	0	0.16	26.82	1062	2.49	0	0.16	0	0
Apr-18	6.56	0	0.16	41.94	1062	3.36	0	0.32	0	0
May-18	9.24	8	0.16	31.58	0	3.11	0	0.32	0	0
Jun-18	9.45	0	0.16	32.26	937	3.33	0	0.16	0	0
TOTAL	97.25	24	1.6	404.53	6,885.00	45.49	1.89	4.15	0	660.8

Mathieson Rd	paper/card	Glass	plastics	metals	green waste	HHW	tyres	other (clothing)	Inert Type 1	Putrescible Culvert Debris	Putrescible
Jul-17	5.76	6.78	0	28.36	0	3.42	0	0.2	0		69.42
Aug-17	6.12	0	0.08	26.45	0	2.43	0	0.2	0		105.52
Sep-17	0.8	0	0.16	32.95	340	0	0	0.2	566		44.38
Oct-17	4.6	0	0.16	12.83	0	7.45	0	0.2	0		43.44
Nov-17	4.84	0	0.16	10.26	0	0.01	1.15	0.2	0		50.48
Dec-17	11.19	0	0.08	26.54	600	2.08	0	0.2	548		74.88
Jan-18	8.72	0	0.16	21.14	541	3.15	0	0.2	0		0
Feb-18	7.94	0	0.16	18.41	416	0.24	0	0.2	0		0
Mar-18	0.8	0	0.16	22.96	750	2.06	0	0.2	830		0
Apr-18	5.3	6.86	0.16	24.24	583	2.25	0	0.2	0		0
May-18	4.46	0	0.16	20.02	0	2.34	0	0.2	0		0
Jun-18	2	0	0.16	23.36	0	2.26	0	0.2	680		0
TOTAL	62.53	13.64	1.6	267.52	3230	27.69	1.15	2.4	2624	3231	388.12

## Part 1 - Services and performance

### 6.0 Waste management tools

#### 6.2 Waste infrastructure

The number, type, capacity and location of key existing regional council owned and/or operated waste and resource recovery infrastructure is required to understand the future need for different facility types. The range of infrastructure used by Eastern Metropolitan Regional Council to manage waste is detailed in Table 9.

Table 9: Current waste and resource recovery infrastructure operated by the regional council (RC to review and complete the table)

Facility name (and licence number if applicable)	Facility Type	Location	Managed by	Licence category and approved production or design capacity	Material type	Service/activity	Remaining Capacity (if applicable)	Anticipated Closure (year)
Red Hill Waste Management Facility	Landfill, green waste processing facility, FOGO trial processing facility	1094 Toodyay Road, Red Hill 6056	Eastern Metropolitan Regional Council	Category 12: 50,000 tonnes per annual period Category 62: 10,000 tonnes per annual period Category 64: 350,000 tonnes per annual period Category 65: N/A Category 67A: 50,000 tonnes per annual period	Putrescible waste	Landfill		
					Class III	Drop-off Facility		
					Class IV			
					Asbestos			
					Green Waste			
					Commercial/Industrial			
					Household Hazardous Waste			
Hazelmere Resource Recovery Park	Materials recovery facility	77 Lakes Road, Hazelmere 6055	Eastern Metropolitan Regional Council	Category 61A: 50,000 tonnes per annual period Category 62: 50,000 tonnes per annual period	Mattresses	Drop-off Facility		
					C&I			
					Wood			
Coppin Road Transfer Station	Transfer Station	Atkins Road, Mundaring 6073	Eastern Metropolitan Regional Council	Category 62: 10,000 tonnes per annual period	Putrescible waste	Drop-off Facility		
					HHW			
					Tyres			
Mathieson Road Transfer Station	Transfer Station	Sime Road, Chidlow 6556	Eastern Metropolitan Regional Council	Category 62: 5,000 tonnes per annual period Category 63: 5,000 tonnes per annual period	Putrescible waste	Drop-off Facility		
					HHW			
					Green Waste			
					Inert Waste (Type 1)			
Bayswater Transfer Station	Transfer Station	271 Collier Road, Bayswater WA 6053	Eastern Metropolitan Regional Council	Category 62: 110,000 tonnes per annual period	Inert Waste (Type 1&2)			
					Putrescible waste			
					HHW (oil, batteries, gas bottles and empty oil containers only)	Drop-off Facility		
Other								

Table 10 provides space for regional councils to provide information about planned waste and resource recovery infrastructure, if relevant.

Table 10: Planned waste and resource recovery infrastructure (RC to complete the table)

Location	Managed by	Licence category and approved production or design capacity (if known)	Waste type	Service/activity	Estimated operation start date
Red Hill	EMRC	67A	FOGO	Temporary FOGO processing Facility	August 2020
Red Hill	EMRC		FOGO	Permanent FOGO processing Plant	Early 2023
Red Hill	EMRC		Liquid wastes and industrial sludges	Liquid Waste Facility - fixation/stabilisation for landfill disposal	Mid 2021
Red Hill	EMRC		Residual plastics, cardboard, paper and waste timber that would usually go to landfill or Waste to Energy	Processed Engineered Fuel Processing plant - a practical and sustainable alternative to the use of fossil fuels in cement kilns.	late 2023
Red Hill	EMRC		Poly Fluoroalkyl Substances	Poly Fluoroalkyl Substances Stabilisation processing and Monocel disposal	Early 2021
Hazelmere RRP	EMRC	60 & 37	Processed wood waste chips	Wood waste to energy facility	Dec-20
East Rockingham RRF	HZI		General mixed and residual waste	WTE Plant	2022/2023
Hazelmere RRP	EMRC		Used power poles	Wood processing and recovery	Early 2021

Additional comments (Regional Council to insert any additional comments that may be applicable)

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## Part 1 - services and performance

### 6.0 Waste management tools

#### 6.3 Policy and procurement

##### 6.3.1 Contracts

Information on Eastern Metropolitan Regional Council's existing waste contracts should be detailed in Table 11. When reviewing services, it is a good opportunity to evaluate how they are performing, opportunities for regional collaboration and to identify any opportunities for improvement, review or renegotiation.

Table 11: Existing waste management contracts (RC to complete the table)

Contractor	Services	Contract commencement and expiry	Notes/comments
Soft Landings	Mattress processing and recycling	Jun-20	We are utilizing their services but no formal agreement has been signed
Energy Developments LTD	Operation of the Red Hill landfill gas to energy plant	01/1993 - 01/2023	

##### 6.3.2 Waste local laws and policies

Information on Eastern Metropolitan Regional Council's existing local laws, strategies or policies that may complement/support this waste plan and contribute to the Waste Strategy objectives should be detailed in Table 12.

Table 12: Existing waste-related local laws, strategies and policies (RC to complete the table)

Type of local law, strategy or policy	Name of local law, strategy or policy	Came into force	Due for review	Comments
Waste Local Law	EMRC Waste Facilities Local Law 2020	In progress		Power to provide waste services at the Redhill WMF and the Hazelmere WRP and to implement appropriate fees/charges, operational directives and enforcement penalties.

##### 6.3.3 Sustainable procurement

Regional councils can be significant consumers whose purchasing decisions and procurement policies can have positive impacts. This section reviews activities relating to procurement of infrastructure, goods and services that avoid waste, promote resource recovery or encourage greater use of recyclable and recycled products. Information on existing sustainable procurement policies or practices that may contribute to the Waste Strategy objectives should be detailed in Table 13.

Table 13: Existing sustainable procurement policies and practices (RC to complete the table)

Sustainable procurement policy or practice	Date adopted by council	Actions implemented e.g. switching to recycled printer paper	Alignment with Waste Strategy targets, objectives or focus materials
EMRC management Policies - 3.5: Purchasing Policy	6/12/2018	The EMRC will consider the environmental impact in the procurement process when undertaking the purchase of goods and services and disposal of goods. The governing principle for goods and services procurement is the achievement of value for money. In determining value for money, whole of life costs will be considered inclusive of the environmental impact of the goods being purchased and their ultimate disposal.	

**Additional comments** (Regional Council to insert any additional comments that may be applicable)

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## Part 1 - services and performance

### 6.0 Waste management tools

#### 6.4 Behaviour change programs and initiatives

Communication and engagement with waste generators and managers underpin many local government waste management activities, and are vital in driving behaviour change needed to achieve the objectives and targets of the Waste Strategy.

Behaviour change programs and initiatives refers to activities that increase awareness, skills and knowledge; provide consistent messaging; help people to use waste infrastructure; and encourage the adoption of specific, positive waste behaviours and attitudes.

Most Regional Councils have existing behaviour change programs and initiatives and it is important to evaluate their effectiveness. This section includes an opportunity for a high level qualitative assessment process to understand what has worked and what has not. The results can be used to inform actions for *Part 2 – Implementation plan* (Table 17).

Information on Eastern Metropolitan Regional Council's existing waste behaviour change programs or initiatives should be detailed in Table 14. This may include participation in Waste Authority funded programs, or programs/initiatives run by Eastern Metropolitan Regional Council.

Table 14: Behaviour change programs and initiatives, including Waste Authority programs and other Regional Council initiatives (RC to complete the table)

	Regional Council program/initiative	Description	Details of evaluation method e.g. qualitative/quantitative assessment	What's worked/not worked	Suggested improvements
1	Battery Collection Program	This program was started 17 years ago when an alternative waste treatment was first suggested. The program collects about 18 tonnes per year (by the EMRC Battery Collection Officer). There are numerous collection points in both schools and public places in the region.	The batteries are taken to the Red Hill WMF and each drop-off point's yields are weighed prior to their collection for recycling. At the end of every financial year, appreciation letters and certificates are posted out to participating public places to inform them of their performance. All participating schools are entered into a categorised competition and prizes awarded.	Works well and receives good feedback from participating schools. Minor contamination of battery collection bins at public drop off points.	A review on the battery collection procedure to reduce manual handling issues. A review of drop-off locations to ensure a sufficient and well-distributed network is in place.
2	Compact Fluorescent Light (CFL) Collection Program	The CFL collection program runs alongside the Battery Collection Program but is not offered to schools due to safety issues. Drop-off locations include council offices, shopping centres and libraries, which are supplied collection boxes for the CFLs by EMRC. The program feeds into the WALGA HHW program which is paid for through the State Government. The Battery Collection Officer collects the globes from the drop off points together with the batteries.	The CFL's are taken to Red Hill and weighed/stored prior to collection for recycling. At the end of the financial year, appreciation letters and certificates are posted out to participating public places to inform them of their performance.	Works well. No reported issues.	To monitor, no changes.
3	Litter Letters	Litter Letters are a highly visual 3D messaging system to raise awareness about the impact of litter on our environment and in our community. Litter letters are maintained by the EMRC and are loaned out to the Member Councils, schools and community groups. The letters are constructed out of wire mesh and rebar and designed to act as cages, to safely hold and display litter collected.	Response from local community through social media and member council assessment on litter reduction.	Well received.	To monitor, no changes.
4	Loan Resources	The EMRC has a selection of equipment packaged up in loan boxes ready for use. Resources include a party equipment loan box, paper making and waste audit equipment. Schools and community groups can hire the activity loan boxes for up to three weeks. Hire is free of charge for schools and community groups within the catchment of the Member Councils. Also available to loan is a mobile wash-up station and reusable crockery kit for use at events as a way to reduce the prevalence of single-use plastics and litter.	Completion of the application form will denote the type of box(es) required. The boxes contain information and activities aimed at targeting all ages (especially school children) in the methods they can apply and the importance of reuse and recycling.	Works well.	To create a feedback form.
5	Regional Waste Education Steering Group	Bi-monthly meeting convened by the EMRC Waste Education department with representatives from the six Member Councils.	Direct correspondence with RWESG stakeholders via report distribution, email and phone correspondence.	Works well, sometimes poor attendance	EMRC to instigate an agreed procedure for member councils to ensure representation at meetings. Seek to have a special presenter or presentation at each meeting.
6	Waste Management Community Reference Group	The Group comprises of up to 15 community members and holds quarterly/as required meetings at the EMRC (Ascot Place). Its principle aim is to provide feedback to assist the EMRC with issues relating to the requirements for the Community Waste Education Program, resource recovery technologies and work with the environmental, social and economic sectors. This is undertaken in an inclusive manner to achieve balanced outcomes for future waste management in the region.	Members are required to complete an application substantiated by their suitability. The meeting is chaired and minutes taken are disseminated by the EMRC.	Has had member participation issues in the past resulting in cancelled meetings. Some new members are also involved with the Earth Cares program which is fostering a more holistic and proactive approach.	Member commitment to meeting attendance and to utilise the group more for waste avoidance and reduction programs.
7	Advocacy and Networking Groups	Educators and representatives from government agencies, schools, businesses and community organisations meet on a regular basis as part of groups such as the Consistent Communication Collection (CCC), Waste Educators Networking Group (WENG), Reducing Illegal Dumping (RID) and Australian Association for Environmental Education (AAEE) to discuss and share ideas and information on a range of topics such as community enquiries, contamination and behaviour change initiatives.	Varies depending on the group; the CCC, WENG and RID meetings are minuted and comments/action items reported to all stakeholders who attended. The AAEE for example focuses on supporting professional development and building strong local networks that facilitate collaboration.	Works well. No reported issues.	To monitor, no changes.
8	Red Hill Community Liason Group	Quarterly meeting convened at Red Hill landfill site to discuss present and future operational issues. Attendees: key stakeholders and members of the general public.	The meeting is minuted and comments/action items reported to EMRC Directorate and Council	Works well but can be poorly attended by residents	To review advertising media for group meetings
9	Earth Carers	The Earth Carers program is a community education course that is run twice a year by the EMRC Waste Education department. The Earth Carers course is designed to help build participant knowledge who then are encouraged to spread the correct waste messages throughout the community.	Once participants have completed the course they are invited to participate in events and volunteering for drives and initiatives. The Waste Education Team send out an email to each Earth Carer to request feedback on participation outcomes and provide information on current and future waste and environmental issues.	Feedback suggests overall satisfaction with the course is high, with expectations met or exceeded. Lots of interest in the program with a waitlist for enrolment. On-going engagement with graduates is maintained, with past Earth Carer's volunteering to help at Council events.	A full review of current course content and potential restructure in response to changing behaviour change priorities and regional circumstances.

10	Tours of Red Hill & Education Centre	The tours are pre-booked and aimed at schools and community groups. The site is toured by bus with a representative of the EMRC Waste Education department describing operational activities and answering questions. Those attending the Education Centre (predominately school children) are given activities to complete aimed to further advise and educate on Red Hill's role in the regions waste management, and other issues concerning waste generation, reuse and recycling.	Notes from each tour are taken, stored and circulated within the EMRC Sustainability & Waste Education Department and other stakeholders.	Works well and receives good feedback from schools and community groups.	To develop a similar tour for the Hazlemerre RRP. Virtual tour for Red Hill currently being developed.
11	EMRC Waste Education Website (R Gang)	This website is created and maintained by the EMRC and aimed at providing training, guidance and information to schools, community groups and individual's regarding all aspects of waste and environmental issues locally, regionally and nationally. This website also provides links to EMRC Member Councils specific waste information and promotes waste education through the "R Gang" initiative: animated robot characters which promote waste issues regarding waste reduction, reuse, recycling and recovery.	The website content is continually reviewed by all stakeholders and the information & legislative guidance provided is updated accordingly. It also allows for feedback from 3rd parties and the portal for registering for site tours or other initiatives	Very useful community portal.	To be reviewed and overhauled. Updated on an annual basis.
12	Waste Education assistance to Schools & Community Groups	The intention of this initiative is to assist member Councils or other organisations to deliver talks, workshops and activities to school children of all ages and a broad range of local community groups. Members of the Waste Education team actively engage with the public to promote waste avoidance and correct disposal by displaying a range of brochures, pull up banners and infrastructure such as worm farms and the City of Swan Events Trailer to draw people in and start conversations. Activities such as a bin sort game and the Waste and Ladders floor game is used to gauge the waste and recycling knowledge of participants and used as an opportunity to discuss items they may be unsure how to dispose of. Prizes are sometimes given for answering questions about recycling and waste avoidance.	Direct feedback during special events, waste audits, email and phone correspondence.	Participants enjoy the activities. Sometimes event attendees expect prizes without engaging.	To monitor, no changes.
13	Loan trailer with mobile wash-up station, reusable crockery and water dispenser	This trailer maintained by the EMRC is loaned out to member Councils, schools and community groups. It includes coffee cups, latte glasses, cutlery, trestle tables, wash basins, dish racks, cloths, detergent and sanitiser rinse, a marquee and a self-contained hot water system. Groups can elect to utilise the portable water dispenser to further promote the avoidance of single-use drinking vessels.	Users are required to undertake an induction process that outlines the set up of the station and safe utilisation of the hot water system. Users to provide feedback relating to the uptake of the reusable cup service and share the results with their communities.	New initiative still under analysis.	Expand reusable crockery to include plates and bowls. Incorporate more behaviour change material into the initiative.
14	Home Composting & Worm Farming	The EMRC's Waste Education website promotes home composting and worm farming. The site provides detailed information on how to achieve success by providing pamphlets and expert do's and don'ts. Furthermore, many other regional activities include the promotion and use of home composting systems.	Requests for information from residents and shared success stories.	Waste Education factsheets have had very positive feedback and immediate officer assistance to enquires has been extremely beneficial to successes.	Waste Education Team to develop Educational videos for the "Rgang" webpage.
15	Waste & Recycling Guides	An annual guide circulated by the Member Councils to their residents advising them of local waste services, when and where they are provided, and other applicable waste and environmental issues. EMRC Waste Education liaises with each Member Council to facilitate a conceptual model, then creates the guide and, when approved, has them printed and provided to the Member Council for distribution.	At all stages of the process, from design to content, the EMRC regularly liaises with each Member Council and printers to ensure the guide is accurate, informative and delivered on schedule.	Encourages regional consistent communication by the Member Councils. Overhauled to reflect future 3 bin kerbside collections	Annually reviewed.
16	FOGO	In conjunction with DWER the EMRC developed 2 templates to facilitate the rollout of the 3 bin system by the Member Councils.	4 dedicated Waste Education Officers employed by the EMRC for FOGO rollouts.	Has worked very well in assisting the member councils.	Improve the quality of response times when information requested from member councils.
17	Bin Tagging	The EMRC, using the WALGA Better Practice Guidelines and has formulated a team to conduct a Bin Tagging programs for the Member Councils.	Data is circulated to member councils allowing poorly conforming residents to be identified and educated.	Delayed start due to Covid-19. First campaign to commence in October 20.	Methodology to be reviewed following first program.
18	Container Deposit Scheme (CDS)	The EMRC provides advice to it's member Councils regarding the development and operation of container Refund Points which are a part of the State Government's Container Deposit Scheme. EMRC's waste educators provide information about the 'Containers for Change' scheme to individuals, community groups and others, including information regarding eligible or ineligible containers, and other preferential behaviours that will encourage participation and correct practices. Two EMRC staff travelled to Queensland in September 2019 for a CDS study tour which yielded valuable insights, both in terms of development of Refund Points and optimising customer engagement and compliance.	Evidence from Australian States in which a CDS operates suggests that the implementation of customer-focused service and waste education support at Refund Points is integral to the long-term success of Refund points and the Scheme as a whole.	Face-to-face interaction with both member Council stakeholders and with community members has thus far yielded the most effective results in terms of conveying the intricacies of the scheme, and in promoting positive behaviours.	When the various educational tools become available via 'Containers for Change' (the Scheme Coordinator's brand), EMRC waste educators will integrate this into posts on social media, the Earth Carers course, and into school and community presentations. The EMRC can assist its member Councils who have Refund Points in identifying and improving gaps in behaviour and provide ongoing support to Refund Point workers.
19	Waste/FOGO "health check" multi criteria analysis	Consultancy service offered by the EMRC to local governments, which provides an in-depth assessment of their current waste operations/parameters and identifies issues to facilitate a desired or improved venture.	Ongoing consultation, draft report feedback and client completion of a comprehensive data request form	To be reviewed	To be reviewed
20	Shire of Mundaring Community Recycling Centre Grab'n'Go facilities	Shire of Mundaring residents are encouraged to use the EMRC operated Community Recycling Centre 'Grab n Go' facilities as a way to support waste avoidance and reuse principles. Residents can drop-off good condition household items to the "Reuse Shop" and other patrons allowed to take them at no cost. There are Grab n Gos at Coppin Road and Matheison Road Community Recycling Centres	Turnover of goods Resident Feedback	System works well and is popular.	Investigate operating a similar facility at the Baywaste Transfer Station.
21	Drumuster	The EMRC promotes the scheme through its Webpage, advising that all farm chemical users within Perth's Eastern Region are encouraged to bring their empty, properly cleaned, non-returnable, steel and plastic farm chemical containers to the Red Hill facility for inspection and ongoing collection by drumMUSTER (provides Australian agricultural users with a recycling pathway for eligible empty containers).	Report from Drum Muster post collection on type and quantity of drums and levels of contamination(if any).	Works well. No reported issues.	Annually reviewed.

Additional comments (Regional Council to insert any additional comments that may be applicable)

## 6.5 Data

Table 15 provides an opportunity to assess existing waste data practices, identify strengths and gaps and consider the kinds of data activities which could be included in the *Part 2 – Implementation Plan* to improve the local government's waste data. It should be completed based on the data/information covered in *Part 1* of this document, as well as the individual experience of the officer/s responsible for collecting and using waste data.

Where 'no', please comment on:

- the kinds of data that is missing, where data gaps exist
- barriers to collecting or accessing adequate data
- the kinds of data collection, analysis or reporting practices that are not currently in place which would assist local government waste management functions.

Table 15: Assessment of waste data (RC to complete the table)

	Please ✓		Comment
	YES	NO	
Does the Regional Council have access to adequate waste data to complete Part 1 of the waste plan?	✓		
Does the Regional Council use waste data when undertaking planning activities for waste projects/programs?	✓		
Does the Regional Council have access to adequate waste data for this purpose?	✓		
Does the Regional Council use waste data when monitoring or assessing waste projects/programs?	✓		
Does the Regional Council have access to adequate waste data for this purpose?	✓		
Does the Regional Council use adequate waste data to measure progress toward the targets and objectives of the Waste Strategy?	✓		
Does the Regional Council have access to adequate waste data for this purpose?	✓		
Does the Regional Council have access to adequate waste data to fulfil annual data reporting obligations under the WARR Regulations? (previously undertaken through the Waste and Recycling Census)	✓		
Are there any types of waste data that the Regional Council does not currently collect or have access to that would be helpful/useful?	✓		We are providing our member councils with a bin tagging service to assist them in their pre and post FOGO roll out programs.
Are there any ways which Regional Council waste data collection, storage or use could be improved?	✓		We will be training our records officers to capture and collate compliance data/information to ensure it is readily available and accessible to all relevant personnel.
Is the data collected by the Regional Council accurate? Are any new strategies needed to improve accuracy?	✓		
Does the pre-filled data provided in this template align with the data the Regional Council has? i.e. is this pre-filled data accurate?	✓		
Any additional comments?			



## Part 1 - services and performance

### 7.0 Summary

The purpose of *Part 1* of the waste plan is to consolidate information about current waste management practices, to enable you to assess and identify:

- current waste management performance
- alignment between current waste management practices and the Waste Strategy
- strengths and successes, as well as gaps and opportunities for improvement.

Table 16. provides space to analyse the data and information presented in *Part 1*, and should be used to determine waste management priorities for the short, medium and long term, and translate these priorities into actions in *Part 2 – Implementation plan* (Table 17).

Table 16: Assessment of waste management performance and prioritisation of future actions (RC to complete the table)

<p><b>Waste management achievements</b> (for example, performance/achievement against Waste Strategy targets or objectives or where particular waste management objectives have already been met)</p>	<ul style="list-style-type: none"> <li>• Operation of the only Class IV Landfill in the Perth Metropolitan Area</li> <li>• Attained ISO14001:2015 standard for the Red Hill Environmental Management System</li> <li>• Only Mattress processing facility in WA at the Hazelmere RRP</li> <li>• Consistently improved 3rd party participation in the EMRC's waste battery and CFL collection programs since its inception 17 years ago</li> <li>• Successful collaboration with the Town Of Bassendean in providing Complementary Measures to assist in their FOGO rollout</li> <li>• Creation and Implimentation of the EMRC Waste Education Strategy 2019-2030 And Action Plan</li> <li>• Creation and implementation of the Red Hill Development Plan 2020</li> <li>• Provided a dedicated Waste Plans Officer to assist the member councils with the generation of their Waste Plans</li> <li>• Construction of the Interim FOGO waste processing facility at Red Hill for Bassendean waste</li> <li>• Successful collaboration with member councils in generating their waste and recycling guides, by maintaining individuality whilst employing consistent communication and Waste Sorted messaging</li> <li>• Since 2009 the EMRC has provided a HHW deposition and transfer service at the Red Hill Waste Management Facility</li> </ul>
<p><b>Opportunities for improvement</b> (for examples, where performance against Waste Strategy targets or objectives could be improved or where waste management objectives have not been met)</p>	<p>Nil at this stage</p>
<p><b>Priority areas for action in Part 2 – Implementation plan</b></p>	<p><b>Ongoing (activities currently under way and/or continuously undertaken)</b></p> <ul style="list-style-type: none"> <li>• Continue to implement the HHW program</li> <li>• Continue with our battery and fluoro tube collection program</li> <li>• Continue to operate the Shire of Mundaring and Bayswater Community Recycling Centres</li> <li>• Investigate markets for FOGO derived compost</li> <li>• Establish a contract with Western Power</li> <li>• Assisting our member councils with the generation of their Waste plans</li> <li>• Operate the Interim FOGO processing plant at Red Hill WMF</li> <li>• Waste Education Officer secondments to our member councils to facilitate successful FOGO rollouts</li> <li>• Assist the Shire of Mundaring with their CDS Rollout</li> </ul>
	<p><b>Short term (within the next 1-2 years)</b></p> <ul style="list-style-type: none"> <li>• Construct and operate a liquid waste processing facility at Red Hill WMF</li> <li>• Construct and operate a PFAS processing &amp; storage facility at Red Hill WMF</li> <li>• Construct a commercial transfer station and community recycling centre at Hazelmere RRP</li> <li>• Construct and operate a permanent FOGO processing facility at Red Hill WMF</li> <li>• Commission and operate a new wood waste to energy plant at Hazelmere RRP</li> <li>• Undertake bin tagging programs for our member councils</li> <li>• Review and implement the Waste Education Strategy</li> <li>• Providing a "waste health check" and FOGO modelling service for WA Local Governments</li> </ul>
	<p><b>Medium term (within the next 3-5 years)</b></p> <ul style="list-style-type: none"> <li>• Expansion of the landfill gas power station at Red Hill WWF to capture gas produced from the permanent FOGO processing plant</li> </ul>
	<p><b>Long term (more than five years)</b></p>

		Waste Management Tool	Waste Management Tool	Waste Management Tool	Waste Management Tool	Waste Management Tool	
		Waste Services	Waste Infrastructure	Polices and Procurement	Data	Behaviour Change Programs and initiatives	Other
Actions	1	Continue to implement the Waste Authority HHW program	Construct and operate the interim FOGO processing plant at Red Hill for Bayswater and Bassendean wastes	Develop and sign off on a new Broiler Growers contract	Waste Operations Records Officer to collate all compliance reports generated at EMRC operated waste management facilities and upload into EMRC's records management system	Ongoing provision of the Waste Management Community Reference Group	
Actions	2	Continue to implement the Battery & Fluoro tube collection programs	Construct and operate a new FOGO processing facility for all member councils and approved sources	Develop stakeholder Relationship Plan	Develop and oversee the Red Hill Development Plan and Hazelmere Development Plan	Ongoing development and provision of the Waste Recycling Guide to Member Councils	
Actions	3	Undertake contaminated sites investigations & provide environmental consultancy service to member Councils and other clients	Construct a Waste Wood to Energy Facility at the Hazelmere RRP	Investigate markets for FOGO derived compost	Undertake kerbside bin tagging on behalf of member councils to assist in FOGO rollouts and contamination issues	Develop and deliver waste education resources and tools at workshops and events to support behaviour change	
Actions	4	Continue to operate the Shire of Mundaring Transfer Stations	Investigate options for resource recovery and environmental technologies at the Red Hill Waste Management Facility including a Processed Engineered Fuel Processing plant.	Develop and implement programs to increase sales of Red Hill compost/mulch by-products:	Audit Environmental Management System ISO 14001:2015 and implement improvements (where required)	Review and implement the Waste Education Strategy	
Actions	5	Construct and operate a new liquid waste processing facility at Red Hill	Investigate expansion of the landfill gas power station at Red Hill in conjunction with the new FOGO facility	Develop and implement programs to increase sales of Hazelmere by-products: mulch & Biochar	Develop a new Advocacy Strategy 2021-2025	Promote and co-ordinate Education Tours	
Actions	6	Undertake waste plastics sorting and recovery trials at the Hazelmere RRP	Investigate and develop a commercial waste transfer station at Hazelmere RRP	Investigate opportunities for a contract with Western Power	Utilization of the BCI Platform to enhance EMRC's business opportunities	Assist in the promotion of and facilitate the success of the FOGO roll-out process for all member councils	
Actions	7	Ensure resource recovery operations at the Hazelmere RRP are undertaken in conjunction with Better Practice guidelines	Investigate and develop a community recycling centre at Hazelmere RRP		Provision of a waste "health check" consultancy service to Local Governments	review, evolve and facilitate the Earth Carers training course	
Actions	8	Continue to successfully provide the Drum Muster scheme at Red Hill			EMRC instigated role of Waste Plans Officer to develop, facilitate and produce Waste Plans in conjunction with WARR Act and DWER requirements	Provide Ongoing coordination of the Regional Waste Education Steering Group (RWESG)	
Actions	9	Continue to successfully provide the Paint Back scheme at Red Hill					
Actions	10	Construct and operate a PFAS processing/storage facility at Red Hill					
Actions	11						
Actions	12						
Actions	13						
	14						

## Part 2 - Implementation plan

Table 21: Implementation plan

Waste Management Tool	Action (OR link to existing local government plan/document that details this activity)	Is the action new or existing?	Detailed actions/sub-actions (OR link to existing local government plan/document that details this activity)	Hyperlinks to Web Page Information	Milestones (SMART - Specific, Measurable, Achievable, Relevant, Timed)	Target (SMART)	Timeframe for delivery (completion date)	Cost of implementation incorporated into annual budget and Corporate Business Plan? Y/N - (if not, why?)	Aligns to Waste Strategy Objective/s			Responsibility for implementation (branch, team or officer title, not the names of individual officers)	Identified risks (Impact/consequences and mitigation strategies)
									Avoid	Recover	Protect		
1	Waste services	Existing	1. Continue to provide a Waste Authority funded facility at Red Hill - follow hyperlink for more details. 2. Feasibility study to develop a Community Recycling Centre (CRC) at Hazelmere RRP. 3. Approach WALGA and nominate the Hazelmere CRC to incorporate a funded HHW Facility. 4. WALGA Approval. 5. Present a business case identifying preferred service and processing options, implementation timeline and strategy to council. 6. CRC and HHW facility constructed and operational. 7. Annual compliance audit.	<a href="#">Red Hill HHW</a>	1. HHW Facility at Red Hill to operate in conjunction with WALGA directives - ongoing. 2. Stakeholder consultation, feasibility study generated and business case produced - Dec 19. 3. WALGA approval sought and granted - March 20. 4. New facility proposed to council for approval - mid 2020. 5. Facility commissioned mid to late 2021. 6. Annual compliance audit undertaken - mid to late 2022.	By the end of 2021 the EMRC will be operating a second WALGA funded and approved HHW facility at Hazelmere RRP.	End 2021	Y		✓	✓	Chief Operating Officer	<b>Risks:</b> Poor stakeholder participation and inaccurate business model generated; failure to act on recommendations; receipt of unacceptable problematic wastes; health & environmental impacts. <b>Mitigation:</b> Dedicated project management to ensure agreed action items are implemented in prescribed timeframes and accurate reports generated/disseminated; well trained facility staff follow SOP and deal with issues concerning unacceptable materials; annual compliance audits with findings appropriately actioned.
2	Waste services	Existing	1. EMRC Waste Education team to continue to administer and advocate for the collection and recycling of batteries at schools and public places, and fluoro tubes at public places in conjunction with Industry standards & best practice. 2. EMRC to continue to provide Waste Education Officers to facilitate the success of the programs - follow hyperlinks for more details on programs. 3. EMRC to provide a battery/fluoro tube collection officer to ensure the safe collection and transport of batteries to the EMRC storage facility. 4. EMRC to investigate and procure 3rd party services promoting and delivering the best practice recycling solutions for waste batteries.	<a href="#">EMRC Battery Collection Program for Schools</a> <a href="#">EMRC Battery Collection Program for Public Places</a> <a href="#">Fluorescent Light &amp; Globe Recycling</a>	1. EMRC Waste Education Department reviews current practices and aligns them to Better Practice guidelines (where appropriate), Industry Standards and recommended improvements - As required. 2. Programs to be in line with the Strategic Development Plan and Corporate Business Plan - Tracked Annually.	Services reviewed constantly and consistently at Monthly Waste team Department Meeting and any issues appropriately delegated and actioned	Ongoing	Y		✓	✓	Chief Sustainability Officer	<b>Risks:</b> Programs not adhering to Better Practice/Industry innovative standards or current consistent educational messaging; wastes inappropriately segregated/stored at collection points. <b>Mitigation:</b> EMRC Waste Education Department employees appropriately educated and very informed/experienced staff to run and maintain the programs; EMRC supplies appropriate receptacles and signage for the delineated waste types and the Battery Collection Officer liaises with each facility to facilitate an optimum service provision.
3	Waste services	Existing	1. Key Result Area 1.2 of the Corporate Business Plan is to improve regional waste management by providing a Waste Management Advisory Service - Follow hyperlink to Corporate Business Plan. 2. A Key Action of the Waste Advisory Service is to undertake contaminated site investigations and provide environmental consultancy (where required). 3. Dedicated EMRC department, Waste Environmental Operations, to include the provision of these services. 4. Expand services offered, including landfill gas emission investigations. 5. Develop marketing and advertising strategy to increase market share. 6. Expand department accordingly in response to demand for services.	<a href="#">EMRC Plans for the Future</a>	1. Stakeholder meeting with Communications and Marketing department to include the service provisions - end 2020. 2. Expected expansion of department to begin - mid 2021.	The end of 2021 will see the EMRC become a market leader in the provision of contaminated land investigations and environmental consultancy.	Mid 2021	Y			✓	Chief Projects Officer	<b>Risks:</b> Department not developed to its full potential; reports generated are inaccurate or below comparable industry standard. <b>Mitigation:</b> Positive and consistent engagement with all stakeholders and to develop a realistic and manageable timeframe for growth, in conjunction with service delivery obligations; staff employed to undertake site investigations and generate reports are suitably trained, qualified and utilize market leading tools to remain a desirable resource.
4	Waste Services	Existing	1. A Key Result Area Objective 1.1 in the Corporate Business Plan is to Operate Member Council Community Recycling Centres and Transfer Stations (where applicable). 2. EMRC existing contractual agreements with the Shire of Mundaring and the City of Bayswater to provide all services, plant, equipment and man power for all site operations, including waste transport and disposal - Follow hyperlink for Community Recycling Centre details. 3. Ongoing consistent communication and consultation between the EMRC and Mundaring or Bayswater to ensure the facilities are operating safely, efficiently and as required by the Member Councils and the local residents. 4. Ongoing review of operations by the EMRC to ensure they are performing according to their KPI's, Best Practice and license conditions.	<a href="#">Regional Community Recycling Centres and Transfer Stations</a>	1. Facility operations and service provision performance meetings to stakeholders - ongoing. 2. Compliance reporting submitted to DWER - annual.	Service provision and expectations to be mutually advantageous to facilitate consistent strong positive relationships ongoing until facility closure or dissolution of contractual agreement.	Ongoing until contract dissolution agreement	Y	✓	✓	✓	Chief Operating Officer	<b>Risks:</b> Facilities operating outside of their licence conditions; EMRC and/or Mundaring not providing the services outlined in the contract; waste input/output data not captured/recorded and compliance reports not submitted to DWER. <b>Mitigation:</b> EMRC provides trained competent staff to operate the facility under the supervision of experienced management; EMRC and Mundaring to regularly communicate any operational/contractual concerns and ensure a mutually agreed resolution; EMRC's SOP of the facility makes provision for data capture to facilitate the completion and provision of regulatory reports to applicable departments, with copies stored in the EMRC records management database.
5	Waste Services	New	1. Stakeholder meeting to discuss and ascertain which plastics are presently recyclable/non-recyclable and to establish respective markets for the segregated materials. 2. Calculate the footprint and infrastructure required for plastics waste recovery/processing. 3. Generate Safe Operating Procedures for site staff to follow to allow the recovery of suitable waste plastics. 4. Stakeholder meeting to discuss the new SOP's and list of acceptable plastics for recovery and implementation timeline. 5. Commission plastics recovery. 6. Generate a report on volumes recovered, contamination issues and plastic market acceptance.		1. Plastics recycling and market evaluation - June 2020. 2. Footprint and infrastructure calculation - September 2020. 3. Stakeholder meeting to discuss new SOP's and project implementation timeline - November 2020. 4. Commission plastics recovery - January 2021. 5. Stakeholder meeting to discuss issues and market responses to recovered plastics removed off-site - Mid 2021.	Following Council approval, by the middle of 2021 the EMRC will be viably recovering hard plastics with a strong market acceptance approval.	Mid 2021	Y		✓		Chief Projects Officer	<b>Risks:</b> Inappropriate footprint and infrastructure procured for processing; waste too contaminated for ongoing processing; insufficient market for recovered plastics. <b>Mitigation:</b> Dedicated project management to establish and engage plastics market and also to ensure accurate and meaningful data is captured reported and actioned accordingly; site staff trained to follow SOP's.
6	Waste Services	New	1. Stakeholder contributions produces a Hazelmere Development Plan. 2. Existing and future operations contributing to the plan to include a review against Waste Authority/WALGA Better Practice Guidelines. 3. Better Practice aligned to operations. 4. Annual review of all operations to ensure they are adhering to current Better Practice guidelines		1. Existing operations reviewed and future operations established and Hazelmere Development Plan generated - end 2020. 2. Better Practice guidelines aligned to operations - end 2020 to present. 3. Annual review of operations and Better Practices to commence - 2021.	Hazelmere RRP will, where appropriate, begin to align its operations to Waste Authority Better Practice guidelines by the end of 2020.	End 2020	Y		✓	✓	Chief Operating Officer	<b>Risks:</b> Resource recovery operations do not, where possible/applicable, align with Better Practice Guidelines. <b>Mitigation:</b> Project and facility management encourages and facilitates strong and effective stakeholder engagement, ensuring the Development Plan includes and requires a collective adherence to Better Practices.
7	Waste Services	Existing	1. Site Manger liaises with Drummuster to coordinate collection days with local resident drop-off days and to ensure procedures align with their current safe operational practices. 2. Local resident drop off days, together with Drummuster container acceptance requirements published on EMRC webpage - follow Hyperlink for further information.	<a href="#">Red Hill Drum Muster</a>	1. Drummuster operation included in Red Hill Development Plan - April 2020. 2. Drummuster reports received following the collection of containers Ongoing. 3. EMRC Stakeholder engagement on current and any future process changes - annual	EMRC to continue to promote and provide a Drummuster service at the Red Hill Waste Management Facility.	Ongoing	Y		✓	✓	Chief Operating Officer	<b>Risks:</b> Contaminated/hazardous containers accepted; local residents unaware of service or designated drop-off dates; EMRC not adhering to current Drummuster guidelines or processes. <b>Mitigation:</b> Drums/containers inspected at Red Hill to ensure they are acceptable; EMRC to ensure that the Webpage is current and correct with regards to Drumuster information; ongoing consistent and effective communication between the EMRC and Drummuster.
8	Waste Services	Existing	1. Red Hill HHW facility accepts paint waste as per Paint Back scheme directives. - follow hyperlink for further information. 2. Red Hill consolidates the paint into temporary storage vessels/sillages. 3. Paint Back collects the paint for treatment/disposal.	<a href="#">HHW &amp; Paint Back</a>	1. Waste paint acceptance (through the HHW scheme) and Paint Back operation included in Red Hill Development Plan - April 2020. 2. Paint Back reports received following the collection of containers - ongoing. 3. EMRC Stakeholder engagement on current and any future process changes - annual.	EMRC to continue to promote and provide a Waste Paint drop off service at the Red Hill Waste Management Facility - Ongoing	Ongoing	Y		✓	✓	Chief Operating Officer	<b>Risks:</b> Non-conforming paints accepted into the HHW facility; paints inappropriately decanted/stored prior to off-site disposal; EMRC not conforming to Paint Back directives. <b>Mitigation:</b> All paints accepted into Red Hill are inspected by the HHW site attendant; RED Hill Safe Working Method employed to decant and store paints; effective and consistent engagement with Paint Back.
9	Waste Services	New	1. Business Plan. 2. Infrastructure assessment and mono-cell design. 3. CEO endorsement. 4. Council approval. 5. Licence Amendment Application. 6. Licence Amendment approval. 7. RFT and Tender awarded 8. Processing plant and mono-cell constructed. 9. Mono-cell CQA Approval. 10. Plant commissioned, processed waste analysed for compliance and mono-celled.		1. Business case & Infrastructure Assessment/mono-cell design - 2016. 2. CEO & Council approval - 2016. 3. Licence Amendment application - mid 2017. 4. Licence Amendment approval - September 2017. 5. Tender process undertaken and contract awarded - 2018 6. Plant and Mono-cell constructed mid to end 2020. 7. Mono-cell CQA Approvals - end 2020. 8. Plant commissioned early 2021.	Fully functional PFAS processing and storage operations by mid 2021	Early to mid 2021	Y		✓	✓	Chief Projects Officer Chief Operating Officer	<b>Risks:</b> Mono-cell not engineered to class III certification; Plant unable to process waste for Class III disposal; insufficient PFAS waste for continued economic viability. <b>Mitigation:</b> Mono-cell constructed as per SOP; legislative requirements and engineered to applicable verified standards; Plant design proven to treat PFAS materials to the required state for Class III/Mono-cell acceptance; market research & business case captures present, emerging and future industry practices giving rise to PFAS waste generation, and EMRC ensures ongoing positive relationships with customers to remain competitive for continued enterprise.
10	Waste Services	New	1. Cross directorate project group develops a business plan. 2. CEO approval. 3. Council approval. 4. Statutory Approvals. 5. Plant design evaluation 6. Request for Tender. 7. Award Tender. 8. Construct Facility. 9. Commence operations.		1. Business Plan developed - 2018. 2. CEO & Council approvals - 2018. 3. Statutory Approvals - 2018/2019. 4. Plant design evaluated mid 2019. 5. Tender Process completed - 2019. 6. Facility constructed mid to end 2020. 7. Operations commence early 2021.	Fully functional Liquid Waste Plant operating by mid 2021	Early to mid 2021	Y			✓	Chief Projects Officer Chief Operating Officer	<b>Risks:</b> Community concern; exceeded construction budget; project timelines not met; market competition; environmental issues; personal health issues. <b>Mitigation:</b> Stakeholder Management Plan; robust fiscal planning; dedicated project manager; ongoing environmental and personal health monitoring.

11	Waste infrastructure	Investigate and develop a commercial waste transfer station at Hazelmere RRP	New	<ol style="list-style-type: none"> <li>1. Cross directorate meetings to establish a detailed facility design and processes.</li> <li>2. Business case finalised and submitted to council for endorsement.</li> <li>3. Request for tenders for facility construction issued.</li> <li>4. Tenders evaluated and preferred candidate recommended.</li> <li>5. Facility constructed and commissioned.</li> <li>6. Commencement of Waste deliveries from the transfer station to the East Rockingham RRF</li> </ol>		<ol style="list-style-type: none"> <li>1. Facility operations and design details determined – November 2020 to January 2021.</li> <li>2. Business case submitted to council for approval – January 2021.</li> <li>3. Request for tenders - January 2021.</li> <li>4. Tenders evaluated – April/May 2021.</li> <li>5. Facility constructed and commissioned – June 2022.</li> <li>6. Deliveries of waste to East Rockingham RRF – December 2022</li> </ol>	From mid-2022 the EMRC will be operating a market leading facility, ensuring effective collaboration with its partners and positive relationships with the waste sector	Mid 2022	Y	✓		Chief Projects Officer Chief Operating Officer	<p><b>Risks:</b> Inaccurate business model; Insufficient budget allocation; project rejected by Council; Inappropriate choice of contractor(s); market not responding as anticipated and facility underutilized.</p> <p><b>Mitigation:</b> Experienced project manager to drive the project from the onset and ensure all stakeholders are well engaged, informed and provide accurate and meaningful data for the business model; well executed project implementation and delivery plan expertly disseminated to Council to facilitate their approval; ongoing and effective facility management to ensure it is operating within agreed parameters and 3rd party partnerships positively maintained.</p>
12	Waste infrastructure	Construct and operate the interim FOGO processing plant at Red Hill for Bayswater and Bassendean wastes	New	<ol style="list-style-type: none"> <li>1. Member Council engagement with EMRC to provide treatment and disposal options for their FOGO waste.</li> <li>2. Qualitative and quantitative assessment of anticipated waste inputs to establish type and size of interim FOGO plant/facility required.</li> <li>3. Planning and license modification applications.</li> <li>4. Timeline for facility commencement of operations established.</li> <li>5. CAPEX approved with Invitations for tenders and assessment of facility designs.</li> <li>6. Decision on plant.</li> <li>7. Plant construction &amp; commissioning.</li> <li>8. Waste input assessment and reporting - feedback on contamination levels</li> <li>9. Waste Education department liaises with member council to combat contamination</li> </ol>		<ol style="list-style-type: none"> <li>1. Following meetings with member councils FOGO waste assessments concluded - Jan 19.</li> <li>2. Intended plant operational size established and License amendment sought and approved - June 19.</li> <li>3. Operational timelines agreed and plant design/construction tenders sought &amp; received - Dec 19.</li> <li>4. Plant constructed &amp; commissioned - June 20.</li> <li>5. Initial report to Member Councils on waste descriptions and processing issues - Oct 20.</li> </ol>	Plant operational to receive waste by July 2020 aiming for optimal efficiency through contamination reductions by the end of 2020.	Mid 2020	Y	✓		Chief Projects Officer Chief Operating Officer	<p><b>Risks:</b> Wrong plant design or insufficient capacity; delay in plant commissioning; too much contamination for desired compost end product.</p> <p><b>Mitigation:</b> Well researched and accurate project inception data; very effective ongoing communication with all stakeholders; waste input assessment reports submitted to member councils are appropriately actioned to ensure ongoing contamination reductions in resident waste collections.</p>
13	Waste infrastructure	Construct and operate a new permanent FOGO processing facility for all member councils and approved sources	New	<ol style="list-style-type: none"> <li>1. Undertake FOGO facility inspections and report findings.</li> <li>2. Assess plant capacity requirements from Member Councils and other sources via a participation FOGO supply agreement.</li> <li>3. Issue RFT for plant provision/construction.</li> <li>4. Finalise tender evaluation.</li> <li>5. Council decision.</li> <li>6. Works approval and referral to DWER</li> <li>7. Contract finalised.</li> <li>8. Statutory approvals received.</li> <li>9. Plant constructed.</li> <li>10. Plant commissioned.</li> </ol>		<ol style="list-style-type: none"> <li>1. Facility inspections - 2019.</li> <li>2. Participation FOGO Supply Agreements received and Plant capacity requirement established – end 2020.</li> <li>3. RFT and evaluations – early 2021.</li> <li>4. Council decision – early 2021.</li> <li>5. Approval referral to DWER – early 2021.</li> <li>6. Contract finalised – mid 2021.</li> <li>7. Approvals received – mid 2021.</li> <li>8. Plant constructed and commissioned - end 2022 to mid 2023</li> </ol>	By mid to 2023 the EMRC will have a fully operational facility to accept all participating member council FOGO wastes	End 2022	Y	✓	✓	Chief Projects Officer Chief Operating Officer	<p><b>Risks:</b> Plant insufficient or undersubscribed; project timelines not met; plant not operating correctly; pollution impact.</p> <p><b>Mitigation:</b> Participation FOGO supply agreement; comprehensive business model; dedicated project management; expert 3rd party contractors to commission and operate plant; Environmental Impact Assessment and ongoing environmental monitoring.</p>
14	Waste infrastructure	Investigate options for resource recovery and environmental technologies at the Red Hill Waste Management Facility including a Processed Engineered Fuel Processing plant	New	<ol style="list-style-type: none"> <li>1. Key Result Area 1.3 of the Corporate Business Plan is to provide resource recovery and recycling solutions in partnership with member Councils and one strategy is to Investigate options for resource recovery technologies at the Red Hill Waste Management Facility - follow hyperlink to Corporate Business Plan.</li> <li>2. Cross Directorate Project Group develops a business plan.</li> <li>3. Comparable technologies investigated for applicable plant design/process.</li> <li>4. Local businesses approached for participation agreements.</li> <li>5. Legislative requirement process undertaken including an EIA.</li> <li>6. Corporate proceedings actioned &amp; resolved.</li> <li>7. Council approvals sought and received.</li> <li>8. Plant constructed &amp; commissioned.</li> <li>9. Ongoing environmental monitoring.</li> </ol>	EMRC Plans For The Future	<ol style="list-style-type: none"> <li>1. Cross Directorate Project Group's research, assessment and business plan – 2020-2022.</li> <li>2. Local business participation agreement(s) 2021/2022/2023.</li> <li>3. Legislative, Corporate and Council process undertaken and completed – 2020-2023.</li> <li>4. Plant commissioned – 2023/2024.</li> </ol>	Local industry approached/consulted by 2021 with a fully operational plant producing PEF, subject to a business case approved by council, by 2024	2024	Y	✓	✓	Chief Projects Officer	<p><b>Risks:</b> Unsuitable plant and or process, no ongoing market for PEF.</p> <p><b>Mitigation:</b> Develop an in-depth knowledge of the PEF industry and carry out a detailed analysis of the residual waste to determine its viability for conversion to PEF; effective early engagement with local industry to assist in the business model and to facilitate future partnerships.</p>
15	Waste infrastructure	Investigate the expansion of the landfill gas power station in conjunction with the new permanent FOGO facility	New	<ol style="list-style-type: none"> <li>1. Member Council FOGO waste assessment delineates permanent FOGO plant processing requirements and expected quantity of generated methane.</li> <li>2. Energy Developments Ltd (EDL), operating the Red Hill landfill gas power station, are requested to establish the plants gas intake capabilities and to calculate modification costs/timelines (if any) for the projected absorption of the FOGO methane.</li> <li>3. Fiscal and environmental report generated by Chief Project Officer for stakeholders &amp; CEO.</li> <li>4. Funding request submitted to council for approval.</li> <li>5. Permanent FOGO facility constructed at Red Hill &amp; commissioned.</li> <li>6. Planned modifications to power station completed.</li> <li>7. Power Station processes FOGO plant gas into electricity.</li> </ol>		<ol style="list-style-type: none"> <li>1. FOGO waste assessment from member council participation estimates – end 2020</li> <li>2. EDL establish plant modification costs and timelines – early 2021.</li> <li>3. Reports submitted to Council and funding approved - late 2021.</li> <li>4. FOGO plant constructed and commissioned mid 2023.</li> <li>5. Power plant modifications completed and processing FOGO gas – end 2023.</li> </ol>	By aligning the modifications of the power plant to the construction and commissioning date of the FOGO plant will ensure gas emitted through FOGO processing will not be emitted to atmosphere.	End 2023	Y	✓	✓	Chief Projects Officer	<p><b>Risks:</b> FOGO plant generated gas emitted to atmosphere; inability of power station to absorb FOGO plant gas quantities; power station modifications not completed as scheduled and/or exceed budget allocation.</p> <p><b>Mitigation:</b> Project management; expert consultation and effective ongoing stakeholder engagement with strict deliverable timelines will ensure the power station will be capable of processing the FOGO gas when required.</p>
16	Waste infrastructure	Investigate and develop a community Recycling Centre at Hazelmere RRP	New	<ol style="list-style-type: none"> <li>1. Interdepartmental meetings to establish the facility design and processes.</li> <li>2. Business case generated and submitted to council for approval.</li> <li>3. Request for tenders for facility construction issued.</li> <li>4. Tenders evaluated and preferred candidate recommended.</li> <li>5. Facility constructed and commissioned.</li> </ol>		<ol style="list-style-type: none"> <li>1. Facility operations and design details evaluated – November 2020.</li> <li>2. Business case submitted to council for approval – December 2020.</li> <li>3. Request for tenders - February 2021.</li> <li>4. Tenders evaluated – April/May 2021.</li> <li>5. Facility constructed and commissioned – January 2022.</li> </ol>	From early-2022 the EMR will be operating a market leading facility and delivering a popular patronised community service.	Early 2022	Y	✓	✓	Chief Projects Officer	<p><b>Risks:</b> Inaccurate business model; Insufficient budget allocation; project rejected by Council; Inappropriate choice of contractor; facility underutilized.</p> <p><b>Mitigation:</b> Experienced project manager to drive the project from inception to fruition, ensuring all stakeholders are well engaged, informed and provide accurate and meaningful data for the business model; well executed project implementation and delivery plan delivered to Council facilitating their approval; ongoing and effective facility management to ensure it is operating successfully, within agreed parameters and is maintaining positively aligned 3rd party partnerships.</p>
17	Waste infrastructure	Construct a Wood Waste to Energy Facility at the Hazelmere RRP	New	<ol style="list-style-type: none"> <li>1. Initial Council meeting to consider the proposed investigation into the feasibility of pyrolysing wood waste and other residuals at EMRC's Hazelmere site.</li> <li>2. Council approves expenditure for the second stage detailed engineering study into a pyrolysis plant at the Hazelmere site involving the specification of the plant, equipment required and an accurate cost estimate.</li> <li>3. Council approval to proceed with the Hazelmere Wood Waste Pyrolysis Project.</li> <li>4. Consultation and joint venture with Ansec (market leader in Waste pyrolysis) with funding approval from the Federal Government to Ansec under the Clean Technology Innovation Fund to build a 3MW plant.</li> <li>5. Environmental Impact Assessment undertaken by Ansec.</li> <li>6. Plant design and commissioning timeline established and submitted to the DER for Public Environmental Review in accordance with the EPA 1996.</li> <li>7. Presentation to Councillor briefing.</li> <li>8. Request for Tenders circulated for contract to operate and maintain the plant once commissioned.</li> <li>9. Contract awarded to Monadelphous.</li> <li>10. Waste Acceptance monitoring and management plan prepared for EMRC by Environmental consultants Strategen.</li> <li>11. Plant constructed and commissioned.</li> </ol>		<ol style="list-style-type: none"> <li>1. Final Council approval for Wood Waste to Energy Plant at Hazelmere - 2013.</li> <li>2. Joint venture, plant design and Federal Government funding received - 2013.</li> <li>3. Environmental Impact Assessment - 2014.</li> <li>4. Public Environmental Review - 2014.</li> <li>5. Presentation to Council - 2014.</li> <li>6. Request for Tenders circulated, received and successful applicant accepted - 2017.</li> <li>7. Waste Acceptance Plan completed - 2017.</li> <li>8. Plant Commissioned - late 2020.</li> </ol>	By the end of 2020 Hazelmere will be successfully operating a plant that achieves both technical and environmental standards/constraints	End 2020	Y	✓	✓	Chief Projects Officer	<p><b>Risks:</b> Inappropriate plant design; plant not completed/commissioned on schedule; pollution impact; plant not operated correctly; incorrect feedstock.</p> <p><b>Mitigation:</b> Effective and consistent project management to ensure strict adherence to deadlines; strong/effective engagement and communication with all stakeholders; specialist professionals consulted/employed for appropriate plant design/construction and to conduct Environmental Impact Assessments pre and post plant commissioning in conjunction with licence compliance monitoring; commissioned plant to be operated by trained specialists; Standard Operating Procedure to include the use of feedstock approved by the Waste Acceptance &amp; Monitoring Plan.</p>
18	Policies and procurement	Investigate markets for FOGO compost	New	<ol style="list-style-type: none"> <li>1. Qualitative and quantitative assessment of anticipated waste.</li> <li>2. Investigation into FOGO treatment(s) to generate compost/mulch product to AS 4454.</li> <li>3. Consultation with the FOGO Reference Group &amp; Investigate comparable national operation.</li> <li>4. Open dialogues to establish internal (member Councils) and external market opportunities for product.</li> </ol>		<ol style="list-style-type: none"> <li>1. Initial waste assessment concluded - Jan 19.</li> <li>2. Applicable FOGO treatment established in conjunction with approved plant design - May 19.</li> <li>3. Consultation with FOGO Reference Group and other applicable national professional bodies - June to Dec 19.</li> <li>4. Initial meeting held with potential clients – August, 2019</li> </ol>	Market/and use established for interim FOGO plant composted product established by June 20.	End 2020	Y	✓		Chief Projects Officer	<p><b>Risks:</b> Inaccurate assessment of waste quantities; cannot meet AS 4454 standard; no market for end product. <b>Mitigation:</b> Ongoing, consistent and well engaged consultation with all stakeholders; reports to waste generators to mitigate contamination issues; ongoing effective communication with the FOGO Reference Group and affiliated industries/Local Governments to ensure a market share for product.</p>

19	Policies and procurement	Develop and sign off on a new Broiler Growers contract	Existing	<p>1. Key Action 1.3 of the Corporate Business Plan is to provide resource recovery and recycling solutions in partnership with member Councils and further develop and implement programs to increase sales of Hazelmere RRP by-products - follow hyperlink for more information on Hazelmere products.</p> <p>2. Directorate assess and confirms estimated production quantity of wood chip fines is contractually sufficient for Broiler Growers Association requirements.</p> <p>3. Facility manager ensures existing and future processes allow only the appropriate feedstock for material production.</p> <p>4. Representative chemical analysis of products is within contractual limits.</p> <p>5. Contractual agreement drawn up by the EMRC and signed-off.</p>	Hazelmere RRP	<p>1. Assessment of current processes and product feedstock together with chemical analysis data – Early 2020.</p> <p>2. Directorate draws up contractual agreement for CEO approval – July 2020.</p> <p>3. CEO and Broiler Growers Association contractual agreement sign-off – mid to late 2020.</p>	New 5 year contract signed off prior to 2021	Jul-05	Y	✓		Chief Projects Officer	<p><b>Risks:</b> Insufficient product; product not accepted or acceptable by the BGA.</p> <p><b>Mitigation:</b> Contract provides mutually beneficial clauses to allow for potential fluctuation in product quantity; SOP and ongoing chemical analysis data ensures product compliance and acceptability.</p>	
20	Policies and procurement	Develop Stakeholder Relationship Plan	New	<p>1. Stakeholder engagement is fundamental to the EMRC's role as a regional Council, responding to the needs of its six Member Councils and to the overall needs of the Region, which is a foundation of good governance. The EMRC embraces a culture and practice of meaningful engagement, leading to more sustainable and informed decision making. The EMRC recognises that Stakeholder engagement is the responsibility of the entire organisation and works hard to identify the most appropriate and effective engagement methods to suit the circumstance and to also work to continually enhance relationships and build greater collaboration and cohesiveness across the region.</p> <p>2. Draft Stakeholder Relationship Plan produced in accordance with Section 1.3 (2) of the Local Government Act 1995, and circulated to Directorates and CEO for comment.</p> <p>3. Draft amendment requirements actioned.</p> <p>4. Plan presented to Council for review.</p> <p>5. Plan endorsed and adopted.</p>		<p>1. EMRC CEO recognition of the requirement for a contemporaneous Stakeholder Engagement Plan – April 2020.</p> <p>2. Chief Sustainability Officer generates draft plan for circulation and feedback – May 2020.</p> <p>3. Finalised Plan submitted to Council for review – June 2020.</p> <p>4. Plan endorsed by Council and adopted by the EMRC - August 2020.</p>	Once endorsed the guiding principles in the new Stakeholder Relationship Plan will be disseminated throughout the organisation to facilitate positive & effective present and future relationships – mid to late 2020	End 2020	Y	✓	✓	✓	Chief Sustainability Officer	<p><b>Risks:</b> EMRC has no consistent framework to ensure all stakeholders affiliated with the organisation are appropriately engaged.</p> <p><b>Mitigation:</b> the generation and effective dissemination of the Plan will promote and generate robust, continuous, apt and positive relationships.</p>
21	Policies and procurement	Develop and implement programs to increase sales of Red Hill compost/mulch by-products	Existing	<p>1. Revaluation of product generated from composting operations.</p> <p>2. Market investigated and consulted to align composted material into a desired product</p> <p>3. Improved processing and sampling regime deliver two grades of marketable mulch.</p> <p>4. Improved advertising strategy and mulch packaging design which includes the wastes "journey" into compost/mulch, referencing circular economy principles.</p>		<p>1. Composting operations revaluated in conjunction with market research - January 2020.</p> <p>2. Processing and sampling of 2 grades of product – April 2020.</p> <p>3. Advertising, packaging and marketing strategies improvements – May to present</p>	By the end of 2020 the EMRC will be producing a recognised and sought-after product to an increasing customer base.	End 2020	Y		✓		Chief Projects Officer	<p><b>Risk:</b> Products generated are not accepted by the market.</p> <p><b>Mitigation:</b> Well researched and consistent market investigation ensures an ongoing customer base with the ability to react and diversify as the market dictates.</p>
22	Policies and procurement	Develop and implement programs to increase sales of Hazelmere by-products: mulch & Biochar	Existing	<p>1. Re-evaluation of current wood chipping operation.</p> <p>2. Instigation of Clear and improved KPIs to eliminate contamination issues, increase customer service and increase sales.</p> <p>3. Increased research to establish market requirements.</p> <p>4. Four colours of mulch generated in response to market research.</p> <p>5. Multi-platform media targeted for advertising of products.</p> <p>6. Improved financial investment focussing on processing and contamination issues increases sales and facilitates a 4-year broiler growers contract.</p> <p>7. Biochar market research.</p> <p>8. Analysis of biochar, once generated, following commission of the wood waste to energy plant.</p> <p>9. Market approached with biochar product and corresponding analysis results</p>		<p>1. Wood chipping operation re-evaluated and new KPIs established – January 2020.</p> <p>2. Coloured mulch generated in response to market research – Early 2020.</p> <p>3. Increased advertising, waste processing and reduced contamination facilitates a 4-year broiler growers contract – July 2020.</p> <p>4. Biochar market research and sales following plant commissioning mid-2020 to early 2021.</p>	Improved KPIs, operational processes and customer service will see a continued increase in product quality, diversity and sales from mid-2020.	Ongoing	Y		✓		Chief Projects Officer	<p><b>Risks:</b> Products not selling; quality reduction and contamination issues resulting in loss of broiler growers contract.</p> <p><b>Mitigation:</b> KPIs; products from wastes processes strictly followed according to the operating procedures; market consistently tested and rapidly responded to; strong and effective customer relationships.</p>
23	Policies and procurement	Investigate opportunities for a contract with Western Power	New	<p>1. Business case developed to dispose, divert and recover suitable Western Power wooden pole waste from landfill.</p> <p>2. Licence amendment application to treat class 4 treated wooden poles at Hazelmere RRP.</p> <p>3. Stage 1 agreement with Western Power to dispose of all of their wooden pole waste to Red Hill.</p> <p>4. Stage 2 agreement with Western Power to accept all waste at Hazelmere and split into recoverable and non-recoverable waste.</p> <p>5. Wood wastes chipped with treated timber going to Red Hill, untreated feeding the Wood waste to Energy plant and metals within the wood recovered for recycling.</p> <p>6. Obtain a Controlled Waste Carriers Licence to transport treated timber from Hazelmere to Red Hill</p>		<p>1. Business case established – January 2020.</p> <p>2. Licence amendment application approved – August 2020.</p> <p>3. Stage 1 agreement commences – June 2020.</p> <p>4. Stage 2 agreement commences – November 2020.</p> <p>5. Controlled Waste Carriers Licence obtained – November 2020.</p>		End 2020			✓		Chief Projects Officer	<p><b>Risk:</b> Waste unsuitable for class 4 disposal/acceptance into the wood waste to energy plant; Class 4 cell oversubscribed with pole waste and fills earlier than anticipated.</p> <p><b>Mitigation:</b> Standard Operating Procedure established and followed to ensure wastes accepted are clearly identified and segregated; ongoing analysis of waste to ensure regulatory compliance and pyrolysis acceptability; treating/grinding the treated timber at Hazelmere will greatly reduce the volume of waste and assist in ensuring landfill cell longevity.</p>

24	Data	Undertake kerbside bin tagging on behalf of member councils to assist in FOGO rollouts and respond to contamination issues	Existing	<ol style="list-style-type: none"> <li>1. Member Council requests the EMRC undertake kerbside bin tagging on their behalf.</li> <li>2. Member Council provides EMRC Waste Education Department with the list of properties for the tagging program.</li> <li>3. EMRC Waste Education Department proceeds in conjunction with the WALGA bin tagging system.</li> <li>4. Report following the program produced by the EMRC and disseminated to the member councils.</li> <li>5. Data used to assist in the generation of community engagement education initiatives for ongoing reduction in contamination rates.</li> </ol>		<ol style="list-style-type: none"> <li>1. Initial Member Council request for bin tagging assistance - February 2020. First round of bin tagging postponed due to COVID-19 restrictions.</li> <li>2. Bin tagging program begins - October 2020.</li> <li>3. Bin Tagging report circulated to stakeholders - October 2020.</li> </ol>	By the end of 2020, data captured from Bin Tagging will have assisted in the continued improvement of FOGO rollouts and contribute in combating contamination issues.	Ongoing - 2025 +	Y	✓	✓	✓	Chief Sustainability Officer	<p><b>Risks:</b> Inaccurate/meaningless/inconsistent data due to lack of training; stakeholder inaction following report submissions.</p> <p><b>Mitigation:</b> EMRC to facilitate effective communication and engagement with stakeholders resulting in the reported data being used in a timely, effective and efficient manner; EMRC to ensure all field officers are adequately trained, follow the guidelines and accurately record/report the data.</p>
25	Data	Accountable EMRC staff, in conjunction with the Records Officer to collate all compliance reports generated at EMRC operated waste management facilities and upload into EMRC's records management system	New	<ol style="list-style-type: none"> <li>1. Key Result Area Objective 1.1 of the Corporate Business Plan is to minimise the environmental impact of waste management operations and to facilitate this by preparing and submitting annual Monitoring and Compliance Reports.</li> <li>2. Stakeholder meeting to ascertain the present locations of hard and soft copies of facility Compliance Reports.</li> <li>3. Stakeholders identify present systems to keep and new systems to employ.</li> <li>4. Records Officer instructed to create - where applicable - new folders in the EMRC electronic records management system.</li> <li>5. Officer's role to ensure all facility compliance reports are collated and uploaded into the designated locations of the records management system.</li> </ol>		<ol style="list-style-type: none"> <li>1. Stakeholder meeting - August 2020</li> <li>2. Records management system restructured - October 2020</li> <li>3. Designated role of Waste Operations Records Officer - October/November 2020</li> </ol>	By the end of 2020 the EMRC will have a designated officer collating all waste facility compliance reports	End 2020	Y		✓	✓	Chief Projects Officer	<p><b>Risks:</b> Not all compliance reports are captured and stored; inconsistent submission of reports to Records Officer; Records Officer stores reports in incorrect location. <b>Mitigation:</b> Directorate ensures all stakeholders well informed and engaged and the method/timelines for submitting the reports to the Records Officer disseminated; Records Officer trained and provided with SOP for records capture and storage locations.</p>
26	Data	Develop and oversee the Red Hill & hazelmere Development Plans	New	<ol style="list-style-type: none"> <li>1. The Corporate Business Plan is informed by a suite of documents including Strategic High-Level Plans, one of which is the Red Hill Development Plan: The Development Plan 2020 identifies the future infrastructure requirements for the Red Hill Waste Management Facility (RHWMF) based on the current and anticipated future activities on the site.</li> <li>2. Cross directorate collaboration.</li> <li>3. Draft Plans generated and circulated for internal review.</li> <li>4. Review comments disseminated to all stakeholders.</li> <li>5. Development Plans inaugurated.</li> <li>6. Plans annually reviewed.</li> </ol>		<ol style="list-style-type: none"> <li>1. Red Hill draft generated - April 2020, Hazelmere draft - October 2020.</li> <li>2. Red Hill plan reviewed and inaugurated - August 2020, Hazelmere - December 2020.</li> <li>3. Red Hill annual review commences - August 2021 and Hazelmere - December 2021.</li> </ol>	New Development Plans becomes live referenced documents before the end of 2020	End 2020	Y		✓	✓	Chief Operating Officer	<p><b>Risks:</b> Ineffective stakeholder engagement; inaccurate data capture and interpretation resulting in an unrealistic and unusable Plans.</p> <p><b>Mitigation:</b> Experienced, effective and consistent project management from inception to fruition to ensure all appropriate stakeholders participate and provide the desired accurate information; Development Plans regularly consulted/appropriately referenced resulting in action items/processes being effectively aligned and completed within agreed timeframes.</p>
27	Data	Audit Environmental Management System ISO 14001:2015 and implement improvements (where required)	Existing	<ol style="list-style-type: none"> <li>1. A Key Result Area 1.1 objective of the Corporate Business Plan is to audit the Environmental Management System ISO14001:2015 - follow hyperlink for more details.</li> <li>2. EMS attained to ISO14001:2014.</li> <li>3. Internal audit program implemented to ensure compliance to operational procedures &amp; EMS.</li> <li>4. Annual external (3rd party consultant) surveillance Audits for ongoing accreditation.</li> <li>5. Audit report produced &amp; circulated.</li> <li>6. Non-conformances identified in the report are internally delegated for action and outcomes. recorded/closed-out.</li> </ol>	<a href="#">Red Hill Environmental Management System</a>	<ol style="list-style-type: none"> <li>1. Red Hill EMS attained ISO14001:2015 Standard - 2018.</li> <li>2. Annual external surveillance audits - commenced 2019.</li> </ol>	Ongoing internal and external auditing to ensure the EMRC has continued compliance to the EMS and maintains the ISO accreditation	Ongoing	Y			✓	Chief Operating Officer	<p><b>Risks:</b> Non-conformity to the EMS resulting in breaches to operational systems and environmental obligations and loss of ISO accreditation.</p> <p><b>Mitigation:</b> Adherence to the Internal Audit Program; ongoing annual accredited 3rd party surveillance audits; non-conformances identified in the audit are resolved and recorded.</p>
28	Data	Develop a new Sustainability Strategy 2021-2025 incorporating advocacy and environmental actions	Existing	<ol style="list-style-type: none"> <li>1. Advocacy and relationship building is aimed at increasing awareness of Perth's Eastern Region and the role of the EMRC. It also provides an opportunity to identify and capitalise on future funding opportunities that support regional scale projects and activities. In addition, it facilitates other actions of regional relevance including applying for regional grants and providing regional representation on peak bodies and committees - follow hyperlink for further information and access to present Strategy.</li> <li>2. Draft Strategy prepared and circulated to stakeholders</li> <li>3. Strategy approved by CEO.</li> <li>4. Strategy submitted to council for review and adoption.</li> <li>5. Strategy adopted.</li> </ol>	<a href="#">EMRC Regional Development &amp; Advocacy</a>	<ol style="list-style-type: none"> <li>1. Sustainability planning meeting - late 2020.</li> <li>2. Draft Strategy approved by CEO - mid 2021.</li> <li>3. Draft submitted to council for review - mid 2021.</li> <li>4. Strategy Adopted - late 2021.</li> </ol>	New Sustainability Strategy adopted by late 2021	2021	Y	✓	✓	✓	Chief Sustainability Officer	<p><b>Risks:</b> The region does not develop environmentally, economically, socially or sustainably in a direction that is mutually advantageous.</p> <p><b>Mitigation:</b> Advocacy Strategy enables the EMRC to present a regional and mutual all-inclusive direction for the future, which fosters a cohesive standpoint and collaborative growth and/or sustainability.</p>
29	Data	Utilization of the BCI Platform to enhance EMRC's business opportunities	New	<ol style="list-style-type: none"> <li>1. BCI serves as the prospecting arm as well as sales support for their clients, keeping them informed of new construction industry developments and connecting them with key decision makers. The products and services give product suppliers and manufacturers the opportunity to speak to the right people, at the right time, with the right information - follow hyperlink for further information.</li> <li>2. EMRC recognises the BCI platform as a very promising business and marketing tool as it identifies potential customers and associated projects that would benefit from its recovered waste generated products.</li> <li>3. EMRC invests in an annual subscription to BCI services.</li> <li>4. EMRC Sales and Marketing department analyses the platform to generate a further customer base.</li> </ol>	<a href="#">BCI Australia</a>	<ol style="list-style-type: none"> <li>1. EMRC Sales &amp; Marketing department generates a business case for the procurement of BCI services - April 2020.</li> <li>2. Business case submitted to Directorate and CEO for approval - May 2020.</li> <li>3. Approval granted and annual BCI subscription commences - June 2020.</li> </ol>	The end of 2020 will see an increase in the sale of waste generated products through the successful use of the BCI platform.	End 2020	Y		✓		Chief Projects Officer	<p><b>Risks:</b> Products generated through waste recovery operations are not afforded a sufficient market share and new markets/organisations not identified or successfully approached.</p> <p><b>Mitigation:</b> Utilisation of BCI services will identify pertinent local and regional commercial projects and appropriate contacts to approach to facilitate the sale of applicable products.</p>
30	Data	Provision of a waste "health check" consultancy service to Local Governments	New	<ol style="list-style-type: none"> <li>1. EMRC establishes a Scope of Works and associated costs.</li> <li>2. Consultancy service parameters circulated to potentially interested parties.</li> <li>3. Client engages the EMRC to undertake the health check model to satisfy their specific requirements, facilitated by completing the Data Request Form.</li> <li>4. Draft report completed and submitted to the client for feedback.</li> <li>5. Following consultation final report generated.</li> </ol>		<ol style="list-style-type: none"> <li>1. Interdepartmental meetings to establish health check modelling parameters - July 2020.</li> <li>2. Consultancy Service available - late 2020.</li> </ol>	By the last quarter of 2020, the EMRC will be providing a waste health check modelling service, providing a client an overview (cost consolidated and multi-criteria) of their current waste parameters and operations.	Mid to late 2020	Y		✓	✓	Chief Sustainability Officer	<p><b>Risks:</b> Consultancy service not utilised, reported data inaccurate or meaningless.</p> <p><b>Mitigation:</b> Services offered are advertised, described and disseminated on all appropriate media platforms, consistent and effective communication from inception to fruition, consultant expertise will ensure the industry standard report generated satisfies every aspect of the clients' needs.</p>
31	Data	EMRC instigated role of Waste Plans Officer to develop, facilitate and produce Waste Plans in conjunction with WARR Act and DWER requirements	Existing	<ol style="list-style-type: none"> <li>1. DWER consults with local &amp; regional governments with respect waste plan implementation and submission timelines and potential resource requirements.</li> <li>2. DWER CEO gives written notices to local/regional governments to prepare their waste plans.</li> <li>3. EMRC and member councils identify the need for a dedicated officer to facilitate waste plan generation.</li> <li>4. Interviews held and successful candidate engaged 5. Officer liaises with member councils.</li> <li>5. A successful collaboration with member councils requiring assistance ensured draft waste plans were submitted to DWER prior to the initial deadline.</li> <li>6. DWER feedback on draft plans.</li> <li>7. Officer consulted on DWER feedback and waste plans finalised.</li> <li>8. Waste plans submitted to council for review and sanction.</li> <li>9. Waste plan adopted by council and endorsed by DWER.</li> <li>10. Officer produces waste plan annual report to DWER and aids member councils with theirs when requested.</li> </ol>		<ol style="list-style-type: none"> <li>1. DWER consultation with local and regional governments - June-September 2019.</li> <li>2. DWER gives written notice to prepare waste plans - November 2019.</li> <li>3. Role of Waste Plans Officer identified and filled - December/January 2020.</li> <li>4. Draft waste plans submitted to DWER - April 2020 (deadline for draft plan submission then extended to end of September 2020 due to Covid-19).</li> <li>5. Following feedback Kasamunda finalised their waste plan and submitted to council for approval in July 2020 and endorsed by DWER in September 2020.</li> <li>6. Draft EMRC plan submitted to council for review and approval - September 2020</li> <li>7. Officer contributions to member councils provided and draft plans generated and submitted by end September 2020.</li> <li>8. EMRC waste plan approved and endorsed by end 2020.</li> <li>9. First waste plan annual reports submitted by deadline - 01 October 2022.</li> </ol>	By the 31st of March 2021, the EMRC and Waste Plans Officer will have ensured, where applicable, that they and the member councils have submitted viable and effective plans that are eagerly endorsed by DWER.	Mar-21	Y	✓	✓	✓	Chief Sustainability Officer	<p><b>Risks:</b> Plan is not completed on time for council review and approval prior to the DWER deadline for submission, plan is not adequately completed or does not include the required elements that satisfies waste strategy objectives and targets.</p> <p><b>Mitigation:</b> A dedicated Waste Plans Officer will be a resource accessible to all member councils to assist, where required/requested, in the successful generation of their waste plans and will facilitate/coordinate the production of the EMRC plan.</p>

32	Behaviour change programs and initiatives	Assist in the promotion of and facilitate the success of the FOGO roll-out process for participating member councils	Existing	<ol style="list-style-type: none"> <li>EMRC engages a contractor on behalf of Member Councils to conduct kerbside bin audits as a contribution to their FOGO preparation.</li> <li>In response to Waste Strategy targets the EMRC employs 3 new Waste Education Officers to assist member Councils with their FOGO rollouts and provide educational material that aligns to the Consistent Communication Collective.</li> <li>Assist Member Councils to ensure they have Best Practice Consistent Messaging on their Web Pages.</li> <li>Create and constantly update the EMRC Waste Education Webpage regarding FOGO information.</li> <li>In conjunction with WALGA Better Practice Guidelines, develop and provide 2 templates to facilitate the rollout of the 3-bin system by the Member Councils</li> <li>Secondment of EMRC Waste Education Officers to member council FOGO rollout teams to facilitate a successful execution and provided support in resolving resident issues.</li> <li>Organise and manage the WALGA Bin Tagging Programs for Bayswater and Bassendean (and other Member Councils) and generate/circulate comprehensive reports on findings and recommendations.</li> </ol>		<ol style="list-style-type: none"> <li>Kerbside audit completed and report circulated to Member Councils - May to December 19.</li> <li>New Waste Education Officers employed - September 19 to February 20.</li> <li>Member Council and EMRC Webpage information aligned to the CCC - September 19 to present.</li> <li>Templates employing WALGA and Best Practice guidelines supplied to Member Councils - December 19.</li> <li>Secondment of EMRC officers to facilitate Bassendean rollout - July 2020 and Bayswater - March 2021.</li> <li>Initial Bin Tagging conducted and reports circulated - August to November 20.</li> </ol>	By 2025 the EMRC will have ensured that the Member Councils have successfully implemented and maintained a viable FOGO service.	2025	Y		✓				Chief Sustainability Officer	<p><b>Risks:</b> lack of effective 2-way communication; inaccurate/inconsistent educational information circulated; Member Councils ill prepared or understaffed for their rollout commencement date; high levels of FOGO contamination.</p> <p><b>Mitigation:</b> Ensure ongoing and effective communication and support with all stakeholders; careful planning with effective milestones; dedicated project management to ensure accurate and meaningful data is captured reported and acted upon.</p>
33	Behaviour change programs and initiatives	Ongoing provision of the Waste Management Community Reference Group (WMCRG)	Existing	<ol style="list-style-type: none"> <li>The EMRC is committed to providing opportunities for public involvement in its resource recovery project for the Eastern metropolitan region. Public involvement in this process is multi faceted, typically incorporating a mix of educational, consultative and participatory methods.</li> <li>The purpose of the WMCRG is to provide ongoing input and feedback to Council through the Waste Advisory Committee (WAC) and work with the environmental, social and economic sectors in an inclusive manner to achieve balanced outcomes for future waste management in the region - follow hyperlink for further information.</li> <li>Membership is by invitation and based on Expressions of Interest.</li> <li>Members are appointed by the EMRC</li> <li>Ordinary meetings of the WMCRG are held at EMRC Ascot Place.</li> <li>Minutes are taken and disseminated to members and stakeholders.</li> </ol>	<a href="#">Waste Management Community Reference Group</a>	<ol style="list-style-type: none"> <li>The WMCRG commenced - July 2002.</li> <li>Nominations reviewed by the EMRC - biannually</li> <li>Call for nominations initiated by the EMRC - 4 months prior to membership renewal date.</li> <li>Nominations confirmed by the EMRC - 1 month prior to membership renewal.</li> <li>Meetings held - quarterly/as required</li> </ol>	EMRC to continue to promote, advocate for and facilitate the ongoing success of the WMCRG	Ongoing	Y	✓	✓	✓	✓	Chief Sustainability Officer	<p><b>Risks:</b> Inexperienced/inappropriate members with insufficient knowledge of the industry; poor attendance at meetings; unproductive meetings.</p> <p><b>Mitigation:</b> Elected members undergo an application process and advise on their suitability for consideration; meeting dates can be adjusted to facilitate participation and the Chairperson ensures commitment to agendas and recording of minutes.</p>	
34	Behaviour change programs and initiatives	Review and implement the Waste Education Strategy	Existing	<ol style="list-style-type: none"> <li>The EMRC's 10 Year Strategic Plan 2017 to 2027 includes the Key Result Areas of Environmental Sustainability, Economic Development and Good Governance. Waste education is regarded as a key component of EMRC's overall waste management strategy - follow hyperlink for Strategic Plan.</li> <li>The Waste Education Strategy has been developed by the Regional Waste Education Steering Group (RWESG), which comprises of representatives from each local government working in collaboration with the Eastern Metropolitan Regional Council's Waste Education Team.</li> <li>This Strategy aims to reduce harm to the environment through provision of educational programs and allied activities to support the region's communities to avoid or reduce generation of waste and provide guidance on recovery of resources from waste produced.</li> <li>The Strategy provides a direction for the EMRC's Waste Education Team and the Regional Waste Education Steering Group (RWESG) to engage with people in the region to assist with increasing knowledge and improving community waste management practices.</li> <li>Member Councils and the EMRC, formally endorsed the RWESG to guide the development and delivery of the Waste Education Strategy on a regional basis.</li> </ol>	<a href="#">EMRC Plans For The Future</a>	<ol style="list-style-type: none"> <li>Member Councils and the EMRC formally endorsed the RWESG - 2004</li> <li>Draft Waste Education Strategy internal review - 2020</li> <li>Waste Education Strategy to be endorsed - 2020</li> <li>Key objectives, strategies and initiatives actioned and delegated as agreed by the RWESG - ongoing</li> <li>RWESG meetings assess progress of Education Strategy delivery - quarterly</li> </ol>	This Strategy has been developed to provide a direction for waste education in the region and contains an action plan for an initial three-year period.	2030	Y	✓	✓	✓	✓	Chief Sustainability Officer	<p><b>Risks:</b> Actions within the Strategy are inappropriately delegated and/or uncompleted within agreed timeframes. <b>Mitigation:</b> EMRC's Waste Education department and the RWESG ensures, through regular meetings and correspondence, that the actions are diligently managed according to expected timeframes and delivering successful outcomes.</p>	
35	Behaviour change programs and initiatives	Ongoing development and provision of the Waste & Recycling Guide to Member Councils	Existing	<ol style="list-style-type: none"> <li>A key action under Objective 1.2 of the Corporate Business Plan is to develop and distribute the annual Waste Recycling Guides to Member Councils.</li> <li>Annual process begins with the EMRC Waste Education team receiving print numbers from Member Councils and develops the initial guide with new pertinent information or specific council requests.</li> <li>Draft markups sent and received from designer circulated to stakeholders with approved changes actioned.</li> <li>Member Councils final sign off and authorisation to print.</li> <li>Request for Quote - print, production and delivery of the Guide.</li> <li>CEO Authorisation to proceed with successful quote submission.</li> <li>Designer provides final electronic copies of all guides to upload to Councils' websites and inclusion in local media.</li> <li>Printing completed and guides delivered to nominated drop off points - follow hyperlink for guide example.</li> <li>EMRC Waste Education Webpage updated with new information for each member council.</li> </ol>	<a href="#">Example Guide - Town of Bassendean</a>	<ol style="list-style-type: none"> <li>EMRC notified by member council of guide numbers and initial markups created - Feb.</li> <li>Draft markups circulated and approved - March - April.</li> <li>Councils sign off on final draft - May.</li> <li>Successful quote approved and authorised by CEO - May.</li> <li>Electronic copies of guide circulated to member councils - May/June.</li> <li>Printing completed and guides delivered - June.</li> <li>EMRC webpages updated accordingly - June/July.</li> </ol>	EMRC to ensure the successful annual provision of the Waste Recycling Guides.	Ongoing	Y	✓	✓	✓	✓	Chief Sustainability Officer	<p><b>Risks:</b> Information contained in the guides is erroneous and/or required information excluded; approved guides not supplied to the designers/printers in time for printing/required delivery date.</p> <p><b>Mitigation:</b> EMRC Waste Education department provides a dedicated officer to project manage the whole process and effectively coordinates all stakeholders.</p>	
36	Behaviour change programs and initiatives	Develop and deliver waste education resources and tools at schools, community workshops and events to promote behaviour change	Existing	<ol style="list-style-type: none"> <li>A key Result Area under 1.2 of the Corporate Business Plan is to develop and deliver waste education resources and tools to support behaviour change. The EMRC has a number of programs and resources that community members and groups can utilize - for more information follow the hyperlink.</li> <li>EMRC Waste Education team continues to evolve its diversity of waste education resources in response to community requests/needs and in conjunction with Waste Strategy 2030 and legislative principles/directives.</li> <li>Regional Waste Education Steering Group meetings receive and contribute to issues relating to the EMRC's resources resulting in a collaborative program of actions and developments.</li> <li>Waste Education team Meetings convened by the CSO include agenda items relating to the allocation of waste educational resources and feedback from the Waste Education team and the community regarding successes and improvement strategies.</li> <li>WMCRG meetings are scheduled quarterly but convene as required</li> </ol>	<a href="#">EMRC Waste Educational Resources</a>	<ol style="list-style-type: none"> <li>Regional Waste Education Steering Group meetings - Bi-monthly/as required</li> <li>Waste Education Team Meetings - Monthly.</li> <li>WMCRG meetings held as required</li> </ol>	EMRC to continue to invest in the successful provision of resources and engagement with stakeholder groups thereby contributing to the community waste education strategy.	Ongoing	Y	✓	✓	✓	✓	Chief Sustainability Officer	<p><b>Risks:</b> Resources are inappropriate, ineffective and/or underutilized.</p> <p><b>Mitigation:</b> EMRC Waste Education Department ensures that the resources reflect contemporary and, in some cases, future issues that align to applicable legislation and concerns; the Waste Education Department also communicates and coordinates promotions on social media, websites and newsletter - during key dates - to ensure the community is aware of available resources and conveys the benefits and curriculum links to educators to encourage bookings.</p>	





### Appendix - Bin Audit Composition Category Details

Recyclable Components					
1	2	3	4 Descriptors		
Recyclables	Paper	Recyclable Paper	Newspaper	Newspapers, Newspaper like pamphlets,	
			Glossy Paper	magazines (glossy) pamphlets, present wrapping paper,	
			Office Paper	A4 document paper, writing pads, letters, stationery papers, Print / Writing Paper, envelopes	
			Coloured Paper	Coloured Paper	
		Non-Recyclable Paper	Composite Paper	Composite paper items where the weight of the paper is estimated to be greater the weight of the other materials, envelopes with transparent windows	
			Contaminated Paper	Paper towel, Paper Napkins, Contaminated Paper - soiled not recyclable	
			Other Paper	Non-Recyclable Paper, greaseproof paper, paper with wax coating, high wet strength papers, telephone books	
		Cardboard	Recyclable Cardboard	Corrugated Cardboard	Corrugated cardboard boxes,
				Packaged Flat Cardboard	packing boxes etc, cereal boxes, business cards, folding cartons
				Liquid Paper Board Foil Lined and Other	UHT / Long life milk, Soy Milk Cartons, some fruit juice cartons, Carbon barriers, Milk Cartons, Cardboard with wax coating, paper/disposable cups including biodegradable cups
	Non-Recyclable Cardboard		Composite cardboard	Composite cardboard items where the weight of the cardboard is estimated to be greater the weight of the other materials, e.g. pringle boxes etc,	
			Contaminated Cardboard	Contaminated Cardboard e.g. pizza boxes	
			Other Cardboard	Non-Recyclable Cardboard	
	Plastics	Recyclable Plastics	PET #1	Soft drink bottles, juice bottles, some food & mouthwash containers (e.g. jam & sauce bottles, peanut butter jars) including coloured PET	
			HDPE#2	Milk and cream bottles, shampoo and cleaner bottles, HDPE bottles, including coloured HDPE	
			PVC#3	Cordial and juice bottles, blister packs, plumbing pipes and fittings, PVC labels	
			LDPE#4	Ice cream container lids, cream bottle lids, squeeze bottles, lids, builder's black plastic, black mulch film, plant nursery bags	
			Polypropylene#5	Ice cream containers, drinking straws, pot plant pots, some bottle caps, plastic garden settings, potato crisp bags, compost bins	
			Polystyrene #6	Yoghurt / sour cream containers, hot drink cups, take away containers, plastic cutlery, video/CD boxes, packaging foam, any foam	
			Plastic#7 Other	Tupperware, Mixed unidentifiable plastics, all other resins and multi-blend plastic materials	
		Non-Recyclable Plastics	Plastic Bags	Plastics Shopping Bags, Plastic Produce/Food Bags, Resealable Plastic Bags, Bin liners, Garbage bin liners, Compostable Plastics Bags	
			Plastic Film	Cling film	
			Composite (Mostly Plastic)	Composite plastic items where the weight of the plastic is estimated to be greater than the other material items	
	Glass	Recyclable Glass (CDS Glass)	Glass Bottles	Beer/Cider Mixed Drinks, Soft drink bottles, not broken glass	
		Recyclable Glass	Glass Other	wine bottles, food and sauce jars,	
		Non-Recyclable Glass	Miscellaneous/Other Glass	Plate glass (window and windscreen), broken light globes glass, glass particles, Black or ceramic lined glass, Including broken glass that is recyclable more than 50mm in size	
	Ferrous (Steel)	Steel	Steel Cans	Food cans, pet food cans, tins, empty paint tins,	
			Steel Aerosols	Aerosol cans	
			Composite Ferrous (Mostly Ferrous)	Composite ferrous items where the weight of the metal is estimated to be greater than the other material items	
			Ferrous Other	Beer bottle tops, 100% ferrous items that are not cans / tins / packaging materials	
	Non Ferrous (Aluminium)	Aluminium	Aluminium Cans	Beer and soft drink cans,	
			Aluminium Aerosols	Aluminium aerosol cans	
			Aluminium Foil	clean foil	
Composite Non-Ferrous (Mostly Non-Ferrous)			Composite non-ferrous metal items where the weight of the metal is estimated to be greater than the other material items		
Non-Ferrous Other			Copper / brass / bronze items, other metals (not ferrous / aluminium), Aluminium tamper proof seals		

Contaminants/Non-Recyclable Components					
Organic	Organic	Organic	Food Waste	Vegetable scraps, meat scraps, animal food, leftover food, Food particles, Bones	
			Green Waste	Grass clippings, tree trimmings / pruning's, flowers, tree wood	
			Packaged Food Waste	(Liquid containers - quarter full or more) and (Food Waste in containers or bags)	
			Other Putrescible	Animal excrement, mixed compostable items	
	Other Organics	Other Organics	Wood/Timber	Milled wood / timber, wooden skewers	
	Textiles	Textiles	Textiles	(Natural/Synthetic - Apparel/Bedding etc.), (Leather and Rubber)	
			Other Textiles	Shoes, handbags, millinery etc	
	Earth	Earth	Soil/Dust 'n' Dirt and Inert and Broken Glass, Ash/Coal	Vacuum bag contents, soil, rocks, dirt, grit, mud, Broken Glass less than 50mm in size	
			Ceramics, Rocks/Stones, Bricks, Concrete	Bricks and stones, Cups, bowls, pottery items, concrete	
	Hazardous	Medical	Medical Waste	Pharmaceuticals	Unused prescription medicine, vitamins and Minerals
Medical Waste				Band aids, Bandages, Used surgical gloves, Surgical Instruments, Medical aids/kits, Medical devices and radioactive materials, any solid waste generated from a diagnosis, treatment of humans or animals, /Medical Other	
Hypodermic Syringes				Hypodermic Syringes, Epi Pens	
Pathogenic Infectious		Pathogenic Infectious	Sanitary / Hygiene	used tissues (items with any bodily fluids), tampons/pads, cotton buds)	
			Nappies	Adult and Child disposable nappies	
Hazardous		Hazardous	Hazardous	Chemicals	Bleach, Shampoo, Cleaning Products, (where the weight of the product is estimated to be greater than the weight of the container)
				Paint	Wet/Dry Paint
				Batteries Household	Batteries (Single Use and Rechargeable), Mobile phone battery
				Batteries Other	Vehicle Batteries e.g. Car/Boat, Industrial batteries e.g. Power Supply (UPS)
				Fluorescent Tubes/Light Bulbs	
				Oil Household, Motor & Other	
				Building Material	
Hazardous Other	Uncategorized hazardous waste				
Other	Electronic Waste	Electronic Waste	Toner Cartridges	Toner Cartridges	
			Computer Equipment	Computer Components, Peripheral Devices/Computer Printer or Photocopier/Printer	
			Mobile Phones	Mobile phones	
	Miscellaneous	Miscellaneous	Miscellaneous (Specify)	Any items not applicable to other categories	

## GLOSSARY

<b>Avoidance</b>	Avoidance refers to the prevention or reduction of waste generation and is the most preferred option in the waste hierarchy.	
<b>Better practice</b>	Better practice refers to practices and approaches that are considered by the Waste Authority to be outcomes-focussed, effective and high performing, which have been identified based on evidence and benchmarking against comparable jurisdictions	
<b>Commercial and industrial waste (C&amp;I)</b>	Solid waste generated by the business sector, State and Federal Government entities, schools and tertiary institutions.	
<b>Commercial waste services</b>	<ul style="list-style-type: none"> <li>Refers to drop-off, kerbside, vergeside or other waste services provided by the local government to commercial premises.</li> <li>Discretionary service, not offered by all local governments</li> </ul>	
<b>Construction and demolition waste (C&amp;D)</b>	Solid waste produced by demolition and building activities, including road and rail construction and maintenance, and excavation of land associated with construction activities.	
<b>Disposal</b>	<ul style="list-style-type: none"> <li>Disposal refers to the discharge of waste into the environment, either into landfill or another disposal route.</li> <li>Disposal is the least preferred option in the waste hierarchy.</li> </ul>	
<b>Drop-off facilities and services</b>	<ul style="list-style-type: none"> <li>Drop-off collections are where reportable waste is delivered to the waste depot (drop-off facility) by the residents of the local government i.e. self-hauled waste.</li> <li>Services are provided to collect waste or recyclable materials.</li> <li>May be temporary or permanent standalone drop-off points for one or more materials, or may form part of other waste facilities (such as landfills or transfer stations).</li> <li><b>Note:</b> this does not include HHW drop-off points</li> </ul>	
<b>Energy recovery</b>	The process of extracting energy from a waste stream through re-use, reprocessing, recycling or recovering energy from waste	
<b>Household hazardous waste (HHW) facility</b>	<ul style="list-style-type: none"> <li>Refers to facilities for the drop-off and storage of HHW</li> <li>Includes consideration of the drop-off and storage procedures and infrastructure, staffing and resourcing, layout, operation and management HHW facilities, etc.</li> </ul>	
<b>Illegal Dumping</b>	Illegal dumping is the unauthorised discharging or abandonment of waste and is an offence under Section 49A of the <i>Environmental Protection Act 1986</i> .	
	Illegally dumped waste is generally considered to have the following attributes:	
	Volume	> 1 cubic metre
	Environmental impact	Contains items/substances that are potentially noxious or hazardous; potential for environmental harm if material leaks, spreads or degrades
	Type of waste	Commercial or industrial waste; larger-scale household waste
	Reason for offence	Premeditated decision; commercial benefit or avoidance of fee
	Mode of deposition	Deposited using a vehicle
<b>Kerbside waste services</b>	<ul style="list-style-type: none"> <li>A regular, containerised collection service (often a wheelie bin) where the waste or recycling is collected from outside a resident's dwelling.</li> <li>Can apply to either recycling or general waste (and in a few instances green waste).</li> </ul>	

<b>Landfill</b>	<ul style="list-style-type: none"> <li>• Refers to inert or putrescible waste, registered or licensed landfills</li> <li>• Activities related to the layout, operation, management and post closure of a landfill.</li> <li>• Includes consideration of the technology and infrastructure on site, staffing and resourcing, and any other waste facilities or services at the landfill site (e.g. greenwaste or recycling drop off, mulching, tip shop, etc.)</li> </ul>										
<b>Litter</b>	<p>Litter is defined in the <i>Litter Act 1979</i> as including:</p> <ul style="list-style-type: none"> <li>• all kinds of rubbish, refuse, junk, garbage or scrap; and</li> <li>• any articles or material abandoned or unwanted by the owner or the person in possession thereof,</li> </ul> <p>but does not include dust, smoke or other like products emitted or produced during the normal operations of any mining, extractive, primary or manufacturing industry.</p> <p>Litter is generally considered to have the following attributes:</p> <table border="1"> <tr> <td>Volume</td> <td>&lt; 1 cubic metre</td> </tr> <tr> <td>Environmental impact</td> <td>Nil or minor actual or potential environmental impact</td> </tr> <tr> <td>Type of waste</td> <td>Personal litter</td> </tr> <tr> <td>Reason for offence</td> <td>Unpremeditated, convenient disposal</td> </tr> <tr> <td>Mode of deposition</td> <td>Deposited by hand (includes dropping by hand from a vehicle)</td> </tr> </table>	Volume	< 1 cubic metre	Environmental impact	Nil or minor actual or potential environmental impact	Type of waste	Personal litter	Reason for offence	Unpremeditated, convenient disposal	Mode of deposition	Deposited by hand (includes dropping by hand from a vehicle)
Volume	< 1 cubic metre										
Environmental impact	Nil or minor actual or potential environmental impact										
Type of waste	Personal litter										
Reason for offence	Unpremeditated, convenient disposal										
Mode of deposition	Deposited by hand (includes dropping by hand from a vehicle)										
<b>Local government waste management</b>	<ul style="list-style-type: none"> <li>• Refers to waste generated by a local government in performing its functions</li> <li>• Includes materials such as construction and demolition waste from road and footpath building and maintenance; greenwaste from parks maintenance; waste generated at local government offices, depots, and facilities</li> </ul>										
<b>Municipal solid waste (MSW)</b>	Solid waste generated from domestic (residential) premises and local government activities										
<b>Peel region</b>	The Peel region is the area defined by the Peel Region Scheme.										
<b>Perth metropolitan region</b>	The Perth metropolitan region or the Perth region is the area defined by the Metropolitan Region Scheme.										
<b>Public place services</b>	Public place waste services refers to permanent bins provided by local government in public places to collect waste and/or recycling.										
<b>Recovery</b>	The process of extracting materials or energy from a waste stream through re-use, reprocessing, recycling or recovering energy from waste.										
<b>Reuse</b>	Reuse refers to using a material or item again.										
<b>Reprocessing</b>	Reprocessing refers to using an item or material that might otherwise become waste during the manufacturing or remanufacturing process.										
<b>Recycling</b>	The process by which waste is collected, sorted, processed (including through composting), and converted into raw materials to be used in the production of new products.										
<b>Residual Waste</b>	<ul style="list-style-type: none"> <li>• Waste that remains after the application of a better practice source separation process and recycling system, consistent with the waste hierarchy as described in section 5 of the WARR Act.</li> <li>• Where better practice guidance is not available, an entity's material recovery performance will need to meet or exceed the relevant stream target (depending on its source - MSW, C&amp;I or C&amp;D) for the remaining non-recovered materials to be considered residual waste under this waste strategy.</li> </ul>										

<b>Special event waste services</b>	Special event waste management refers to temporary bins and/or waste collection services provided by local government to manage waste generated at events such as fireworks displays, music festivals, sports events, markets etc.
<b>Sustainable procurement</b>	Sustainable procurement involves meeting a need for goods and services in a way that achieves value for money and generates benefits not only to the organisation, but also to society and the economy, while minimising damage to the environment.
<b>Transfer station</b>	<ul style="list-style-type: none"> <li>• Refers to facilities which undertake large scale consolidation of waste or recyclable materials for transfer to another facility for processing or disposal</li> <li>• Activities related to the layout, operation and management of a transfer station</li> <li>• Includes consideration of the technology and infrastructure on site, staffing and resourcing, and any other waste facilities or services available at the site (e.g. greenwaste or recycling drop off, mulching, tip shop, etc.)</li> </ul>
<b>Vergeside waste services</b>	<ul style="list-style-type: none"> <li>• Vergeside collection services are bulk, infrequent (~every 4-6 month or on demand) services.</li> <li>• Material is collected from residential 'vergesides' either non-containerised or in a skip provided by the local government. Vergeside services may relate to green waste or hard waste</li> <li>• Includes waste and/or recyclable materials that may be mixed or separated and the source and can include green waste or hard waste.</li> </ul>
<b>Waste services</b>	<p>Waste services are defined by the <i>Waste Avoidance and Resource Recovery Act 2007</i> as the:</p> <ul style="list-style-type: none"> <li>• the collection, transport, storage, treatment, processing, sorting, recycling or disposal of waste: or</li> <li>• the provision of receptacles for the temporary deposit of waste; or</li> <li>• the provision and management of waste facilities, machinery for the disposal of waste and processes for dealing with waste.</li> </ul>



#### **14.8 ITEMS CONTAINED IN THE INFORMATION BULLETIN**

##### **REFERENCE: D2020/19785**

The following items are included in the Information Bulletin, which accompanies the Agenda.

- 1.1 REGISTER OF COUNCIL RESOLUTIONS 2020 (Ref: D2020/19847)
- 1.2 CEO EXERCISE OF DELEGATED POWERS AND DUTIES (Ref: D2020/19820)
- 1.3 COUNCIL TONNAGE COMPARISONS AS AT 30 JUNE 2020 (Ref: D2020/19788)
- 1.4 COUNCIL TONNAGE COMPARISONS AS AT 31 JULY 2020 (Ref: D2020/19813)

#### **RECOMMENDATION(S)**

That Council notes the items contained in the Information Bulletin accompanying the 17 September 2020 Ordinary Meeting of Council Agenda.

#### **COUNCIL RESOLUTION(S)**

MOVED CR JOHNSON                      SECONDED CR O'CONNOR

THAT COUNCIL NOTES THE ITEMS CONTAINED IN THE INFORMATION BULLETIN ACCOMPANYING THE 17 SEPTEMBER 2020 ORDINARY MEETING OF COUNCIL AGENDA.

**CARRIED UNANIMOUSLY**

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## **INFORMATION BULLETIN**

Accompanying the  
Ordinary Meeting of Council Agenda

17 September 2020

**COUNCIL INFORMATION BULLETIN****17 SEPTEMBER 2020****(REF: D2020/19785)****TABLE OF CONTENTS**

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1.2	CEO EXERCISE OF DELEGATED POWERS AND DUTIES (Ref: D2020/19820)	<b>21</b>
1.3	COUNCIL TONNAGE COMPARISONS AS AT 30 JUNE 2020 (Ref: D2020/19788)	<b>24</b>
1.4	COUNCIL TONNAGE COMPARISONS AS AT 31 JULY 2020 (Ref: D2020/19813)	<b>32</b>





## **1.1 REGISTER OF COUNCIL RESOLUTIONS 2020**

**REFERENCE: D2020/19847**

### **PURPOSE OF REPORT**

The purpose of this report is to present to Council a list of Council resolutions for the calendar year and update Council on their progress.

### **KEY POINT(S)**

- Historical review of Council's decisions throughout a calendar year.
- Enable current and new Councillors to review previous decisions made.

### **SOURCE OF REPORT**

Chief Financial Officer

### **BACKGROUND**

One of the characteristics often associated with transparency in local government is to keep Council and members of the public informed. This can be achieved by providing knowledge regarding Council resolutions in a useful manner and readily accessible manner. As a local government, the EMRC will actively seek methods to do its business in a transparent and accountable manner where everyone can see what is happening.

With this in mind, the EMRC seeks to build the faith of its stakeholders and build trust with those we serve in the community.

### **REPORT**

The attachment provides a list of Council resolutions made during the calendar year to improve transparency and accountability. It is intended that the register is reported back to Council at each ordinary meeting of Council going forward.

### **STRATEGIC/POLICY IMPLICATIONS**

Key Result Area 3 - Good Governance

- 3.3 To provide responsible and accountable governance and management of the EMRC

### **FINANCIAL IMPLICATIONS**

As reported.

### **SUSTAINABILITY IMPLICATIONS**

The implementation of Council's resolutions were exercised in accordance with Council's direction for the benefit and sustainability of the EMRC and Perth's Eastern Region.

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*Item 1.1 continued*

## **MEMBER COUNCIL IMPLICATIONS**

<b>Member Council</b>	<b>Implication Details</b>
Town of Bassendean	} As reported
City of Bayswater	
City of Belmont	
City of Kalamunda	
Shire of Mundaring	
City of Swan	

## **ATTACHMENT(S)**

Register of Council Resolutions 2020 (Ref: D2020/19926)

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## COUNCIL RESOLUTIONS REGISTER 2020

	DATE	RESOLUTIONS	STATUS
1.	23 JULY 2020	<p><b>7.1 LEAVE OF ABSENCE - CR MEL CONGERTON</b>            THAT COUNCIL APPROVE APPLICATIONS FOR LEAVE OF ABSENCE FOR CR CONGERTON FROM 6 AUGUST 2020 TO 8 AUGUST 2020 INCLUSIVE.</p>	COMPLETED
2.	23 JULY 2020	<p><b>9 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS</b>  <b>9.1 MINUTES OF ORDINARY MEETING OF COUNCIL HELD ON 18 JUNE 2020</b>            THAT THE MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON 18 JUNE 2020 WHICH HAVE BEEN DISTRIBUTED, BE CONFIRMED.</p>	COMPLETED
3.	23 JULY 2020	<p><b>9.2 MINUTES OF SPECIAL MEETING OF COUNCIL HELD ON 25 JUNE 2020</b>            THAT THE MINUTES OF THE SPECIAL MEETING OF COUNCIL HELD ON 25 JUNE 2020 WHICH HAVE BEEN DISTRIBUTED, BE CONFIRMED.</p>	COMPLETED
4.	23 JULY 2020	<p><b>14.1 LIST OF ACCOUNTS PAID DURING THE MONTHS OF MAY AND JUNE 2020 (D2020/12367)</b>            THAT COUNCIL NOTES THE CEO'S LIST OF ACCOUNTS FOR MAY AND JUNE 2020 PAID UNDER DELEGATED POWER IN ACCORDANCE WITH REGULATION 13(1) OF THE <i>LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996</i>, FORMING THE ATTACHMENT TO THIS REPORT TOTALLING \$76,709,289.13.</p>	COMPLETED
5.	23 JULY 2020	<p><b>14.2 FINANCIAL REPORT FOR PERIOD ENDED 31 MAY 2020 (D2020/12368)</b>            THAT COUNCIL RECEIVES THE STATEMENT OF COMPREHENSIVE INCOME, CAPITAL EXPENDITURE STATEMENT, STATEMENT OF FINANCIAL POSITION, STATEMENT OF CASH AND INVESTMENTS AND THE INVESTMENT REPORT FOR THE PERIOD ENDED 31 MAY 2020.</p>	COMPLETED
6.	23 JULY 2020	<p><b>14.4 DRAFT WASTE CONSULTATION PAPERS (D2020/12774)</b>            THAT COUNCIL ENDORSES:</p> <ol style="list-style-type: none"> <li>1. THE DRAFT 'REVIEW OF THE WASTE LEVY' SUBMISSION FORMING ATTACHMENT 1 OF THIS REPORT, AS AMENDED AND BE SUBMITTED TO THE DEPARTMENT OF WATER AND ENVIRONMENTAL REGULATION ON FRIDAY 24 JULY 2020.</li> <li>2. THE DRAFT 'WASTE REFORMS FOR A CIRCULAR ECONOMY' SUBMISSION FORMING ATTACHMENT 2 OF THIS REPORT, AS AMENDED AND BE SUBMITTED TO THE DEPARTMENT OF WATER AND ENVIRONMENTAL REGULATION ON FRIDAY 24 JULY 2020.</li> </ol>	COMPLETED
7.	23 JULY 2020	<p><b>14.5 RECYCLE RIGHT PARTNERSHIP WITH THE SMRC (D2020/13250)</b>            THAT COUNCIL NOTES THE REPORT.</p>	COMPLETED

	DATE	RESOLUTIONS	STATUS
8.	23 JULY 2020	<p><b>14.6 COMMITTEE MEMBERSHIP – CHANGE OF MEMBER (D2020/13308)</b>            THAT COUNCIL BY ABSOLUTE MAJORITY:</p> <ol style="list-style-type: none"> <li>1. IN ACCORDANCE WITH SECTION 5.11(2)(B) OF THE <i>LOCAL GOVERNMENT ACT 1995</i>, CANCELS THE APPOINTMENT OF THE EXECUTIVE MANAGER INFRASTRUCTURE FROM THE TOWN OF BASSENDEAN AS MEMBER TO THE WASTE ADVISORY COMMITTEE.</li> <li>2. IN ACCORDANCE WITH SECTION 5.10 OF THE <i>LOCAL GOVERNMENT ACT 1995</i>, APPOINTS THE EXECUTIVE MANAGER SUSTAINABILITY AND ENVIRONMENT, TOWN OF BASSENDEAN, AS A MEMBER ON THE WASTE ADVISORY COMMITTEE.</li> </ol>	COMPLETED
9.	23 JULY 2020	<p><b>15 REPORTS OF COMMITTEES</b>  <b>15.1 CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW COMMITTEE MEETING HELD 25 JUNE 2020 (D2020/08372 (CEOPRC) – D2020/12758)</b></p> <p>THAT COUNCIL NOTES THE MINUTES OF THE CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW COMMITTEE MEETING HELD 25 JUNE 2020.</p>	COMPLETED
10.	23 JULY 2020	<p><b>19.1 ITEM 14.1 OF THE CHIEF EXECUTIVE OFFICERS PERFORMANCE REVIEW COMMITTEE MINUTES - CHIEF EXECUTIVE OFFICER PERFORMANCE AND SALARY REVIEW FOR 2019/2020 AND OBJECTIVE SETTING FOR 2020/2021 (D2020/12562)</b></p> <p>THAT:</p> <ol style="list-style-type: none"> <li>1. COUNCIL ASSESSES THE CHIEF EXECUTIVE OFFICER'S PERFORMANCE FOR THE PERIOD 2019/2020.</li> <li>2. COUNCIL ADOPTS THE PERFORMANCE CRITERIA OUTLINED WITHIN THE REPORT FOR 2020/2021 WITH A MINOR AMENDMENT TO KPI 1.3.</li> <li>3. COUNCIL NOTES THAT CHIEF EXECUTIVE OFFICER HAS VOLUNTARILY ELECTED TO MAINTAIN HIS CURRENT SALARY.</li> <li>4. THAT THE COUNCIL AUTHORISES THE CHAIRMAN OF THE EMRC TO VARY THE CEO'S EMPLOYMENT AGREEMENT TO:               <ol style="list-style-type: none"> <li>a) INCORPORATE THE ASSOCIATION MEMBERSHIP FEES AS OUTLINED WITHIN SCHEDULE 2 OF THE AGREEMENT INTO THE CEO'S BASE SALARY</li> </ol> </li> <li>5. THE REPORT AND ATTACHMENTS REMAIN CONFIDENTIAL AND BE CERTIFIED BY THE CHAIRMAN AND CEO.</li> </ol>	COMPLETED
11.	25 JUNE 2020	<p><b>13.1 EASTERN METROPOLITAN REGIONAL COUNCIL (EMRC) 2020/2021 DRAFT ANNUAL BUDGET (D2020/11582)</b></p> <p>THAT:</p> <ol style="list-style-type: none"> <li>1. COUNCIL, BY ABSOLUTE MAJORITY, IN ACCORDANCE WITH SECTION 6.2(1) OF THE <i>LOCAL GOVERNMENT ACT 1995</i> AND <i>LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996</i>, ADOPTS THE EMRC 2020/2021 ANNUAL BUDGET AND SUPPORTING SCHEDULES WHICH HAVE BEEN PREPARED IN COMPLIANCE WITH THE AUSTRALIAN ACCOUNTING STANDARDS AS AMENDED WITH THE CHANGES AS RESOLVED BY THE AUDIT COMMITTEE.</li> <li>2. FOR THE 2020/2021 FINANCIAL YEAR A MATERIAL VARIANCE PERCENTAGE OF 10% OF THE APPROPRIATE BASE, OR A DOLLAR VALUE OF \$20,000, WHICHEVER IS THE GREATER, BE ADOPTED FOR REPORTING VARIANCES IN THE STATEMENTS OF FINANCIAL ACTIVITY.</li> <li>3. IN ACCORDANCE WITH REGULATION 33 OF THE <i>LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996</i>, A COPY OF THE 2020/2021 ANNUAL BUDGET BE SUBMITTED TO THE DEPARTMENT OF LOCAL GOVERNMENT, SPORT AND CULTURAL INDUSTRIES, WITHIN 30 DAYS OF ITS ADOPTION BY COUNCIL.</li> </ol>	COMPLETED
12.	18 JUNE 2020	<p><b>9 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS</b>  <b>9.1 MINUTES OF ORDINARY MEETING OF COUNCIL HELD ON 21 MAY 2020</b></p> <p>THAT THE MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON 21 MAY 2020 WHICH HAVE BEEN DISTRIBUTED, BE CONFIRMED.</p>	COMPLETED

DATE	RESOLUTIONS	STATUS
13. 18 JUNE 2020	<p><b>14.1 LIST OF ACCOUNTS PAID DURING THE MONTH OF APRIL 2020 (D2020/09572)</b>            THAT COUNCIL NOTES THE CEO'S LIST OF ACCOUNTS FOR APRIL 2020 PAID UNDER DELEGATED POWER IN ACCORDANCE WITH REGULATION 13(1) OF THE <i>LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996</i>, FORMING THE ATTACHMENT TO THIS REPORT TOTTALLING \$11,121,144.15.</p>	COMPLETED
14. 18 JUNE 2020	<p><b>14.2 FINANCIAL REPORT FOR PERIOD ENDED 30 APRIL 2020 (D2020/09573)</b>            THAT COUNCIL RECEIVES THE STATEMENT OF COMPREHENSIVE INCOME, CAPITAL EXPENDITURE STATEMENT, STATEMENT OF FINANCIAL POSITION, STATEMENT OF CASH AND INVESTMENTS AND THE INVESTMENT REPORT FOR THE PERIOD ENDED 30 APRIL 2020.</p>	COMPLETED
15. 18 JUNE 2020	<p><b>14.3 SUNDRY DEBTOR WRITE-OFF (D2020/08288)</b>            THAT COUNCIL, BY AN ABSOLUTE MAJORITY IN ACCORDANCE WITH SECTION 6.12(1)(C) OF THE <i>LOCAL GOVERNMENT ACT 1995</i>, AUTHORISES THE WRITE-OFF OF \$85.66 (INC. GST) OWING FROM GATE CIVIL.</p>	COMPLETED
16. 18 JUNE 2020	<p><b>14.4 MAKING OF THE EASTERN METROPOLITAN REGIONAL COUNCIL (EMRC) WASTE MANAGEMENT FACILITIES LOCAL LAW 2020 (D2020/10028)</b>            THAT:</p> <ol style="list-style-type: none"> <li>1. COUNCIL, BY ABSOLUTE MAJORITY IN ACCORDANCE WITH SECTION 3.16(4) OF THE <i>LOCAL GOVERNMENT ACT 1995</i>, DETERMINES TO REPEAL THE EASTERN METROPOLITAN REGIONAL COUNCIL WASTE MANAGEMENT FACILITIES LOCAL LAW 2019 AND RECOMMENCES THE PROCESS OF MAKING A LOCAL LAW TO REPLACE THE EASTERN METROPOLITAN REGIONAL COUNCIL WASTE MANAGEMENT FACILITIES LOCAL LAW 2019 IN ACCORDANCE WITH SECTION 3.12 OF THE <i>LOCAL GOVERNMENT ACT 1995</i> AND SECTION 61 OF THE <i>WASTE AVOIDANCE AND RESOURCE RECOVERY ACT 2007</i>.</li> <li>2. COUNCIL ADVERTISES THE PROPOSED EASTERN METROPOLITAN REGIONAL COUNCIL WASTE MANAGEMENT FACILITIES LOCAL LAW 2020, FORMING ATTACHMENT 1 TO THIS REPORT.</li> <li>3. COUNCIL REQUESTS THE CHIEF EXECUTIVE OFFICER FORWARD A COPY OF THE <i>PROPOSED EASTERN METROPOLITAN REGIONAL COUNCIL WASTE MANAGEMENT FACILITIES LOCAL LAW 2020</i> TO THE MINISTER FOR LOCAL GOVERNMENT, SPORT AND CULTURAL INDUSTRIES AND DIRECTOR GENERAL OF THE DEPARTMENT OF WATER AND ENVIRONMENTAL REGULATION.</li> <li>4. THE CHIEF EXECUTIVE OFFICER PREPARE A FURTHER REPORT AT THE CONCLUSION OF THE PUBLIC ADVERTISING PERIOD TO ENABLE THE COUNCIL TO CONSIDER ANY SUBMISSIONS MADE.</li> </ol>	<p>COMPLETED</p> <p>COMPLETED</p> <p>COMPLETED</p>
17. 18 JUNE 2020	<p><b>14.5 INTERIM ARRANGEMENT TO OPERATE BAYWASTE TRANSFER STATION (D2020/10284)</b>            THAT COUNCIL:</p> <ol style="list-style-type: none"> <li>1. BY ABSOLUTE MAJORITY IN ACCORDANCE WITH S.5.42(1) OF THE <i>LOCAL GOVERNMENT ACT 1995</i> AUTHORISE THE CEO TO ENTER INTO AN AGREEMENT WITH THE CITY OF BAYSWATER TO OPERATE THE CITY OF BAYSWATER'S BAYWASTE TRANSFER STATION AT 271 COLLIER ROAD, MORLEY WA 6062 ON A COST-PLUS BASIS, FOR A PERIOD UP TO 31 DECEMBER 2020 OR AN EARLIER PERIOD AS DEEMED APPROPRIATE BY THE CEO.</li> <li>2. BY ABSOLUTE MAJORITY IN ACCORDANCE WITH SECTION 6.16 OF THE <i>LOCAL GOVERNMENT ACT 1995</i> ADOPTS THE 2020/2021 FEES AND CHARGES FOR THE BAYWASTE TRANSFER STATION AS OUTLINED IN TABLE 1 IN THE REPORT.</li> <li>3. IN ACCORDANCE WITH S.6.19 OF THE <i>LOCAL GOVERNMENT ACT 1995</i>, GIVES PUBLIC NOTICE THAT THE FEES AND CHARGES FOR THE BAYWASTE TRANSFER STATION AS OUTLINED IN TABLE 1 IN THE REPORT ARE EFFECTIVE FROM 1 JULY 2020.</li> </ol>	COMPLETED

DATE	RESOLUTIONS	STATUS
18. 18 JUNE 2020	<p><b>16 REPORTS OF COMMITTEES</b></p> <p><b>15.1 CHIEF EXECUTIVE OFFICERS ADVISORY COMMITTEE MEETING HELD 2 JUNE 2020 (D2020/08370 (CEOAC) – D2020/09588)</b></p> <p><b>11 REPORTS OF EMPLOYEES</b></p> <p><b>11.1 EMRC STAKEHOLDER ENGAGEMENT PLAN (D2020/98785 (CEOAC) – D2020/11011)</b></p> <p>THAT THE CEOAC RECOMMENDS THAT THE COUNCIL APPROVES THE STAKEHOLDER ENGAGEMENT PLAN WITH MINOR MODIFICATIONS TO THE REPORTING AS DETAILED IN THE PLAN.</p>	COMPLETED
19. 18 JUNE 2020	<p><b>11.2 FOGO DISTRIBUTION DEED 2020 (D2020/08903 (CEOAC) – D2020/11013)</b></p> <p>THAT COUNCIL NOTES MAYORS AND CHIEF EXECUTIVE OFFICERS OF ALL MEMBER COUNCILS ARE REQUIRED TO EXECUTE THE FINAL FOGO DISTRIBUTION DEED PRIOR TO 30 JUNE 2020.</p>	COMPLETED
20. 18 JUNE 2020	<p><b>11.3 RED HILL WASTE MANAGEMENT FACILITY DEVELOPMENT PLAN 2020 (D2020/09087 (CEOAC) – D2020/11016)</b></p> <p>THAT:</p> <ol style="list-style-type: none"> <li>1. THE CEOAC NOTES THE DRAFT RED HILL WASTE MANAGEMENT FACILITY DEVELOPMENT PLAN 2020 WAS PROVIDED TO THE MEMBER COUNCIL CEOS ON 2 JUNE 2020.</li> <li>2. THE ATTACHMENT REMAINS CONFIDENTIAL.</li> </ol>	COMPLETED
21. 18 JUNE 2020	<p><b>11.4 DRAFT PARTICIPANTS AGREEMENT FOR FOGO SUPPLY (D2020/09088 (CEOAC) – D2020/11019)</b></p> <p>THAT:</p> <ol style="list-style-type: none"> <li>1. THAT THE MATTER BE DEFERRED TO 4 AUGUST 2020 FOR CONSULTATION WITH THE INDIVIDUAL MEMBER COUNCILS.</li> <li>2. THE ATTACHMENT REMAINS CONFIDENTIAL.</li> </ol>	COMPLETED
22. 18 JUNE 2020	<p><b>11.5 PARTICIPANTS WASTE SUPPLY SCHEDULES FOR THE EAST ROCKINGHAM RRF AND FOGO PROCESSING FACILITY (D2020/09092 (CEOAC) – D2020/11021)</b></p> <p>THAT:</p> <ol style="list-style-type: none"> <li>1. COUNCIL NOTES THE INPUT OF THE TECHNICAL OFFICERS IN THE PROVISION OF WASTE SUPPLY SCHEDULES IN RELATION TO THE SUPPLY OF RESIDUAL WASTE FOR THE EAST ROCKINGHAM RRF VIA A WASTE TRANSFER STATION AT HAZELMERE AND THE SUPPLY OF FOGO WASTE FOR A PROPOSED PERMANENT FOGO FACILITY.</li> <li>2. THAT THE MATTER BE DEFERRED PENDING THE PROVISION OF DETAILED INFORMATION ON HOW THE TARGET PRICE WAS ESTABLISHED.</li> <li>3. THE ATTACHMENT REMAINS CONFIDENTIAL AND BE CERTIFIED BY THE CHAIRMAN AND CEO.</li> </ol>	COMPLETED
23. 18 JUNE 2020	<p><b>11.6 ATTRACTING BUSINESS INVESTMENT IN PERTH'S EASTERN REGION (D2020/09090 (CEOAC) – D2020/11023)</b></p> <p>THAT CEOAC RECOMMENDS THE DRAFT PROSPECTUS <i>INVESTING IN PERTH'S EASTERN REGION</i> BE DEFERRED TO THE AUGUST 2020 CEOAC MEETING.</p>	COMPLETED
24. 18 JUNE 2020	<p><b>AUDIT COMMITTEE MEETING HELD 4 JUNE 2020 (D2020//07718 (AC) – D2020/10148)</b></p> <p><b>11 REPORTS OF EMPLOYEES</b></p> <p><b>11.1 DRAFT STRATEGIC INTERNAL AUDIT PLAN 2020/2021 – 2025/2026 (D2020/05734 (AC) – D2020/1053)</b></p> <p>THAT COUNCIL NOTES THE REVIEW OF THE INTERNAL AUDIT PROGRAMME BY THE AUDIT COMMITTEE AND ENDORSES THE DRAFT STRATEGIC INTERNAL AUDIT PLAN 2020/2021-2025/2026 FORMING THE ATTACHMENT TO THIS REPORT.</p>	COMPLETED

DATE	RESOLUTIONS	STATUS
25. 18 JUNE 2020	<p><b>11.2 DRAFT CORPORATE BUSINESS PLAN 2020/2021 TO 2024/2025 (D2020/07721 (AC) – D2020/10534)</b></p> <p>THAT:</p> <ol style="list-style-type: none"> <li>1. COUNCIL BY ABSOLUTE MAJORITY, IN ACCORDANCE WITH R.19DA(6) OF THE <i>LOCAL GOVERNMENT (ADMINISTRATION) REGULATIONS 1996</i>, ADOPT THE CORPORATE BUSINESS PLAN 2020/2021 TO 2024/2025 FORMING AN ATTACHMENT TO THIS REPORT.</li> <li>2. LOCAL PUBLIC NOTICE OF THE ADOPTION OF THE CORPORATE BUSINESS PLAN 2020/2021 TO 2024/2025 BE GIVEN IN ACCORDANCE WITH R.19D OF THE <i>LOCAL GOVERNMENT (ADMINISTRATION) REGULATIONS 1996</i>.</li> </ol>	COMPLETED
26. 18 JUNE 2020	<p><b>11.3 EASTERN METROPOLITAN REGIONAL COUNCIL (EMRC) 2020/2021 DRAFT ANNUAL BUDGET (D2020/07724 (AC) – D2020/10537)</b></p> <p>THAT COUNCIL NOTES THE RESOLUTION OF THE AC COMMITTEE MEETING 4 JUNE 2020.</p>	COMPLETED
27. 18 JUNE 2020	<p><b>11.4 AUDIT PLANNING FOR THE YEAR ENDING 30 JUNE 2020 (D2020/09825 (AC) – D2020/10540)</b></p> <p>THAT COUNCIL NOTES THE AUDIT PLANNING SUMMARY FOR THE YEAR ENDING 30 JUNE 2020 AND THE AUDIT TIMETABLE FORMING ATTACHMENTS 1 AND 2 TO THIS REPORT.</p>	COMPLETED
28. 18 JUNE 2020	<p><b>15.3 AUDIT COMMITTEE MEETING HELD 11 JUNE 2020 (D2020//10101 (AC) – D2020/10304)</b></p> <p><b>11.1 EASTERN METROPOLITAN REGIONAL COUNCIL (EMRC) 2020/2021 DRAFT ANNUAL BUDGET</b></p> <p><b>REFERENCE: D2020/10102 (AC) – D2020/11004</b></p> <p>THAT:</p> <ol style="list-style-type: none"> <li>1. COUNCIL, BY ABSOLUTE MAJORITY, IN ACCORDANCE WITH SECTION 6.2(1) OF THE <i>LOCAL GOVERNMENT ACT 1995</i> AND <i>LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996</i>, ADOPTS THE EMRC 2020/2021 ANNUAL BUDGET AND SUPPORTING SCHEDULES WHICH HAVE BEEN PREPARED IN COMPLIANCE WITH THE AUSTRALIAN ACCOUNTING STANDARDS WITH THE FOLLOWING AMENDMENTS:        THE FOLLOWING ITEMS ARE TO BE WITHDRAWN AND BE BROUGHT BACK TO COUNCIL FOR ITS CONSIDERATION AT A FUTURE MEETING OF COUNCIL:       <ul style="list-style-type: none"> <li>• CONSTRUCT AND COMMISSION RESOURCE RECOVERY PARK - SITE / ADMIN OFFICE</li> <li>• CONSTRUCT AND COMMISSION RESOURCE RECOVERY PARK - SITE WORKSHOP</li> <li>• CONSTRUCT AND COMMISSION RESOURCE RECOVERY PARK – COMMUNITY REUSE STORE</li> </ul>       AS WELL AS DEFERRING THE PURCHASE OF ARTWORKS TO THE FOLLOWING FINANCIAL YEAR 2021/2022.</li> <li>2. FOR THE 2020/2021 FINANCIAL YEAR A MATERIAL VARIANCE PERCENTAGE OF 10% OF THE APPROPRIATE BASE, OR A DOLLAR VALUE OF \$20,000, WHICHEVER IS THE GREATER, BE ADOPTED FOR REPORTING VARIANCES IN THE STATEMENTS OF FINANCIAL ACTIVITY.</li> <li>3. IN ACCORDANCE WITH REGULATION 33 OF THE <i>LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996</i>, A COPY OF THE 2020/2021 ANNUAL BUDGET BE SUBMITTED TO THE DEPARTMENTAL CEO, DEPARTMENT OF LOCAL GOVERNMENT, SPORT AND CULTURAL INDUSTRIES, WITHIN 30 DAYS OF ITS ADOPTION BY COUNCIL.</li> </ol> <p style="text-align: right;"><b>MOTION LOST 4/8</b></p>	COMPLETED

DATE	RESOLUTIONS	STATUS
29. 18 JUNE 2020	<p><b>19.1 ITEM 15.1 OF THE CHIEF EXECUTIVE OFFICERS ADVISORY COMMITTEE MINUTES – MATTRESS RECYCLING (D2020/09589)</b></p> <p>THAT:</p> <ol style="list-style-type: none"> <li>1. COUNCIL ADOPTS OPTION 1 AS THE EMRC'S PREFERRED OPTION FOR PROCESSING MATTRESSES GOING FORWARD.</li> <li>2. COUNCIL BY ABSOLUTE MAJORITY IN ACCORDANCE WITH SECTION 6.16 OF THE <i>LOCAL GOVERNMENT ACT 1995</i> ADOPTS THE 2020/2021 FEES AND CHARGES FOR THE MATTRESS DISPOSAL AS OUTLINED IN TABLE 3 IN THE REPORT.</li> <li>3. COUNCIL IN ACCORDANCE WITH S.6.19 OF THE <i>LOCAL GOVERNMENT ACT 1995</i>, GIVES PUBLIC NOTICE THAT THE FEES AND CHARGES FOR THE MATTRESS DISPOSAL AS OUTLINED IN TABLE 3 IN THE REPORT ARE EFFECTIVE FROM 1 JULY 2020</li> <li>4. THE REPORT REMAINS CONFIDENTIAL AND BE CERTIFIED BY THE CHAIRMAN AND CEO.</li> </ol>	COMPLETED
30. 21 MAY 2020	<p><b>9 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS</b></p> <p><b>9.1 MINUTES OF ORDINARY MEETING OF COUNCIL HELD ON 19 MARCH 2020</b></p> <p>THAT THE MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON 19 MARCH 2020 WHICH HAVE BEEN DISTRIBUTED, BE CONFIRMED.</p>	COMPLETED
31. 21 MAY 2020	<p><b>9.2 MINUTES OF SPECIAL MEETING OF COUNCIL HELD ON 16 APRIL 2020</b></p> <p>THAT THE MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON 16 APRIL 2020 WHICH HAVE BEEN DISTRIBUTED, BE CONFIRMED</p>	COMPLETED
32. 21 MAY 2020	<p><b>14.1 LIST OF ACCOUNTS PAID DURING THE MONTHS OF FEBRUARY AND MARCH 2020 (D2020/06905)</b></p> <p>THAT COUNCIL NOTES THE CEO'S LIST OF ACCOUNTS FOR FEBRUARY AND MARCH 2020 PAID UNDER DELEGATED POWER IN ACCORDANCE WITH REGULATION 13(1) OF THE <i>LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996</i>, FORMING THE ATTACHMENT TO THIS REPORT TOTALLING \$23,304,284.77.</p>	COMPLETED
33. 21 MAY 2020	<p><b>14.2 FINANCIAL REPORT FOR PERIOD ENDED 29 FEBRUARY 2020 (D2020/06920)</b></p> <p>THAT COUNCIL RECEIVES THE STATEMENT OF COMPREHENSIVE INCOME, CAPITAL EXPENDITURE STATEMENT, STATEMENT OF FINANCIAL POSITION, STATEMENT OF CASH AND INVESTMENTS AND THE INVESTMENT REPORT FOR THE PERIOD ENDED 29 FEBRUARY 2020.</p>	COMPLETED
34. 21 MAY 2020	<p><b>14.3 FINANCIAL REPORT FOR PERIOD ENDED 31 MARCH 2020 (D2020/06970)</b></p> <p>THAT COUNCIL RECEIVES THE STATEMENT OF COMPREHENSIVE INCOME, CAPITAL EXPENDITURE STATEMENT, STATEMENT OF FINANCIAL POSITION, STATEMENT OF CASH AND INVESTMENTS AND THE INVESTMENT REPORT FOR THE PERIOD ENDED 31 MARCH 2020.</p>	COMPLETED



DATE	RESOLUTIONS	STATUS
35. 21 MAY 2020	<p><b>14.4 MAKING OF THE EASTERN METROPOLITAN REGIONAL COUNCIL WASTE LOCAL LAW 2019 (D2020/06921)</b></p> <p>THAT:</p> <ol style="list-style-type: none"> <li>1. COUNCIL UNDERTAKES TO THE JOINT STANDING COMMITTEE ON DELEGATED LEGISLATION THAT WITHIN SIX (6) MONTHS, COUNCIL WILL MAKE THE FOLLOWING AMENDMENTS TO THE <i>EASTERN METROPOLITAN REGIONAL COUNCIL WASTE MANAGEMENT FACILITIES LOCAL LAW 2019</i>:               <ol style="list-style-type: none"> <li>(a) IN CLAUSE 1.5, DELETE THE DEFINITIONS OF 'COLLECTABLE WASTE RECEPTACLE', 'NON-COLLECTABLE-WASTE' AND 'RECYCLING WASTE'.</li> <li>(b) IN CLAUSE 2.4(3)(B) AND 3.2, REPLACE THE WORDS 'LOCAL GOVERNMENT' WITH 'REGIONAL LOCAL GOVERNMENT.'</li> <li>(c) DELETE SCHEDULE 1.</li> <li>(d) MAKE ALL NECESSARY CONSEQUENTIAL AMENDMENTS.</li> </ol> </li> <li>2. UNTIL THE EASTERN METROPOLITAN REGIONAL COUNCIL WASTE MANAGEMENT FACILITIES LOCAL LAW 2019 IS AMENDED IN ACCORDANCE WITH ITEM 1 ABOVE, COUNCIL UNDERTAKES TO:               <ol style="list-style-type: none"> <li>(a) NOT ENFORCE THE <i>EASTERN METROPOLITAN REGIONAL COUNCIL WASTE MANAGEMENT FACILITIES LOCAL LAW 2019</i> IN A MANNER CONTRARY TO THE UNDERTAKING IN ITEM 1 ABOVE.</li> </ol> </li> <li>3. WHERE THE <i>EASTERN METROPOLITAN REGIONAL COUNCIL WASTE MANAGEMENT FACILITIES LOCAL LAW 2019</i> IS MADE PUBLICLY AVAILABLE, WHETHER IN HARD COPY OR ELECTRONIC FORM (INCLUDING COUNCIL'S WEBSITE), ENSURE THAT IT IS ACCOMPANIED BY A COPY OF THESE UNDERTAKINGS.</li> </ol>	COMPLETED
36. 21 MAY 2020	<p><b>14.5 RFT2019-005 EMRC STRATEGIC REVIEW (D2020/08306)</b></p> <p>THAT COUNCIL NOTES THE BIMONTHLY UPDATE IN RELATION TO RFT2019-005 – EMRC STRATEGIC REVIEW, FORMING THE SUBSTANCE OF THIS REPORT.</p>	COMPLETED
37. 21 MAY 2020	<p><b>15 REPORTS OF COMMITTEES</b></p> <p><b>15.1 WASTE ADVISORY COMMITTEE MEETING HELD 7 MAY 2020</b></p> <p><b>11.1 UPDATE ON DEVELOPMENTS AT RED HILL WASTE MANAGEMENT FACILITY AND HAZELMERE RESOURCE RECOVERY PARK (D2020/07489 (WAC) – D2020/08951)</b></p> <p>THAT:</p> <ol style="list-style-type: none"> <li>1. THE REPORT BE RECEIVED.</li> <li>2. FURTHER REPORTS ARE PROVIDED FOR CONSIDERATION BY THE WASTE ADVISORY COMMITTEE ON THE PROPOSED OPERATING MODELS, REVENUES AND CAPITAL AND; OPERATING EXPENSES FOR THE COMMUNITY RECYCLING CENTRE AND THE WASTE TRANSFER STATION BEFORE ANY CONSTRUCTION IS COMMENCED.</li> </ol>	IN PROGRESS
38. 21 MAY 2020	<p><b>11.2 UPDATE ON FOGO PROCESSING IMPLEMENTATION (D2020/05747 (WAC) – D2020/08952)</b></p> <p>THAT COUNCIL:</p> <ol style="list-style-type: none"> <li>1. RECEIVES THE REPORT.</li> <li>2. REFER THE DRAFT TIMELINE FOR TENDER IMPLEMENTATION TO A WORKING GROUP, CONSISTING OF EMRC OFFICERS AND MEMBER COUNCIL'S TECHNICAL OFFICERS.</li> <li>3. REPORT BACK TO A FUTURE WASTE ADVISORY COMMITTEE MEETING WITH A REVISED TIMELINE.</li> <li>4. THAT THE SCOPE OF WORKS FOR THE FEASIBILITY STUDY STEMMING FROM THE EMRC COUNCIL MEETING DECISION OF 20 FEBRUARY 2020 IS ENDORSED BY THE WASTE ADVISORY COMMITTEE PRIOR TO COMMENCEMENT.</li> </ol>	IN PROGRESS

	DATE	RESOLUTIONS	STATUS
39.	21 MAY 2020	<b>11.3 RESOURCE RECOVERY FACILITY UPDATE</b> <b>REFERENCE: D2020/05409 (WAC) – D2020/08955</b> THAT THE REPORT BE RECEIVED.	COMPLETED
40.	21 MAY 2020	<b>11.4 DRAFT FOGO DISTRIBUTION DEED</b> <b>REFERENCE: D2020/07537 (WAC) – D2020/08956</b> THAT: 1. COUNCIL ADOPTS THE DRAFT FOGO DISTRIBUTION DEED WITH THE FOLLOWING CHANGE TO THE DOCUMENT: a) THAT THE WORD "SUITABLE" BE INSERTED ON PAGE 4, PARAGRAPH 1, SO THAT IT READS "SUBJECT TO A SUITABLE FOGO FACILITY BEING AVAILABLE..." b) PAGE 3 PARA 2, INSERT AFTER "... THE 2021 CENSUS", "AND/OR IMMEDIATELY PRIOR TO THE IMPLEMENTATION OF EACH RECIPIENT'S FOGO MANAGEMENT SERVICE". c) PAGE 4, PARA 1, INSERT AFTER "... NO LATER THAN" THE DATE SPECIFIED IN THE WASTE AVOIDANCE AND RESOURCE RECOVERY STRATEGY 2030". d) WITH CORRESPONDING CHANGES TO BE MADE TO THE CLEAN VERSION OF THE DRAFT FOGO DISTRIBUTION DEED. 2. THE CEO ARRANGES FOR MEMBER COUNCILS TO EXECUTE THE FOGO DISTRIBUTION DEED IN ORDER TO RECEIVE THE DISTRIBUTION.	COMPLETED
41.	21 MAY 2020	<b>19 CONFIDENTIAL MATTERS FOR WHICH THE MEETING MAY BE CLOSED TO THE PUBLIC</b> <b>19.1 ITEM 14.1 OF THE WASTE ADVISORY COMMITTEE MINUTES - DRAFT PARTICIPANTS AGREEMENT FOR FOGO SUPPLY (D2020/07543 (WAC) – D2020/08314)</b> 1. THAT COUNCIL NOTES THE DRAFT PARTICIPANTS AGREEMENT FOR FOGO SUPPLY. 2. THAT THE REPORT AND ATTACHMENT(S) REMAIN CONFIDENTIAL AND BE CERTIFIED BY THE CHAIRMAN AND CEO.	COMPLETED
42.	21 MAY 2020	<b>19.2 ITEM 14.2 OF THE WASTE ADVISORY COMMITTEE MINUTES - PURCHASE OF LOTS 3, 4, 5, 6 and 7 TOODYAY ROAD, RED HILL (D2020/07524 (WAC) – D2020/08315)</b> THAT: 1. COUNCIL BY ABSOLUTE MAJORITY IN ACCORDANCE WITH SECTION 5.42 OF THE <i>LOCAL GOVERNMENT ACT 1995</i> , AUTHORISE THE CEO IN CONSULTATION WITH THE CHAIRMAN TO NEGOTIATE A FINAL SETTLEMENT WITH LINC PROPERTY UP TO THE VALUE IDENTIFIED IN THIS REPORT FOR THE PURCHASE OF LOTS 3, 4, 5, 6 AND 7 TOODYAY ROAD, RED HILL. 2. THE REPORT AND ATTACHMENTS REMAIN CONFIDENTIAL AND BE CERTIFIED BY THE CHAIRMAN AND CEO.	IN PROGRESS

	DATE	RESOLUTIONS	STATUS
43.	21 MAY 2020	<p><b>19.3 ITEM 14.3 OF THE WASTE ADVISORY COMMITTEE MINUTES - UPDATE ON HAZELMERE WOOD WASTE TO ENERGY PROJECT (D2019/10941 (WAC) – D2020/08317)</b></p> <p>THAT:</p> <ol style="list-style-type: none"> <li>1. COUNCIL AUTHORISES THE CHIEF EXECUTIVE OFFICER TO ENTER INTO AN AMENDMENT TO THE DEED OF VARIATION WITH ANERGY AUSTRALIA PTY LTD SIGNED IN NOVEMBER 2019 AND NEGOTIATE AND AGREE AMENDMENTS OTHER THAN TO THE MAXIMUM TOTAL AMOUNT OF PAYMENTS SPECIFIED IN SCHEDULE A TO THE DEED OF VARIATION.</li> <li>2. COUNCIL AUTHORISES A CONTINGENCY ALLOWANCE ON THE COST TO COMPLETION UP TO THE VALUE SPECIFIED IN THE REPORT.</li> <li>3. THE REPORT AND REMAINS CONFIDENTIAL AND BE CERTIFIED BY THE CHAIRMAN AND CEO.</li> </ol>	IN PROGRESS
44.	21 MAY 2020	<p><b>19.4 ITEM 14.4 OF THE WASTE ADVISORY COMMITTEE MINUTES - REGIONAL WASTE COLLECTION SERVICE UPDATE (D2020/04491 (WAC) - D2020/08318)</b></p> <p>THAT:</p> <ol style="list-style-type: none"> <li>1. THE EMRC PROCEEDS WITH AN APPLICATION FOR AN EXEMPTION WITH THE AUSTRALIAN COMPETITION AND CONSUMER COMMISSION (ACCC) AND FROM THE WA STATE GOVERNMENT UNDER ITS COMPARABLE LEGISLATION FOR A RULING ON THE PROPOSED REGIONAL WASTE COLLECTION SERVICE.</li> <li>2. THE EMRC PROCEEDS WITH THE PRE-PLANNING TASKS IDENTIFIED IN CONSULTATION WITH THE MEMBER COUNCILS THROUGH THE REGIONAL WASTE COLLECTION STEERING GROUP.</li> <li>3. A REPORT AND RECOMMENDATIONS BE TABLED AT A FUTURE MEETING OF COUNCIL.</li> <li>4. THE ATTACHMENTS REMAIN CONFIDENTIAL AND BE CERTIFIED BY THE CHIEF EXECUTIVE OFFICER AND THE EMRC CHAIRMAN.</li> </ol>	IN PROGRESS

DATE	RESOLUTIONS	STATUS
45. 16 APRIL 2020	<p><b>14 MEMBERS' MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN</b></p> <p><b>14.1 NOTICE OF MOTION FROM CR DAW</b></p> <p><b>NOTICE OF ALTERNATE MOTION RECEIVED FROM CR CONGERTON</b></p> <p>THAT COUNCIL:</p> <ol style="list-style-type: none"> <li>1. NOT ADJUST THE SECONDARY WASTE RESERVE CHARGE APPLIED TO LANDFILL TONNAGES FROM MEMBER COUNCILS FOR THE 2020/2021 FINANCIAL YEAR.</li> <li>2. BY ABSOLUTE MAJORITY, THE EMRC DECLARE A DIVIDEND OF \$5M TO BE FUNDED BY \$2.5M FROM MUNICIPAL FUND BASED ON ESTIMATED 2019/2020 OPERATING SURPLUSES, AND IN ACCORDANCE WITH S.6.11(2)(B) OF THE <i>LOCAL GOVERNMENT ACT 1995</i>, A DISTRIBUTION OF \$2.5M FROM THE FUTURE DEVELOPMENT RESERVE.</li> <li>3. THE DIVIDEND IS PAYABLE TO EACH MEMBER COUNCIL ON OR BEFORE JUNE 30 2020 BASED ON THE COUNCILS SHAREHOLDING AS PER THE LAST AUDITED ACCOUNTS BEING 30 JUNE 2019.</li> <li>4. CONFIRMS, IN ACCORDANCE WITH R.18(C) OF THE <i>LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996</i>, THAT THE EMRC IS NOT REQUIRED TO GIVE LOCAL PUBLIC NOTICE OF A PROPOSED CHANGE OF USE OF MONEY IN A RESERVE ACCOUNT DUE THE SATISFACTION OF THE FOLLOWING CONDITIONS: <ol style="list-style-type: none"> <li>a. A DECISION TO CHANGE THE USE OF THE MONEY IS MADE WHILE THERE IS IN FORCE A STATE OF EMERGENCY DECLARATION APPLYING TO THE DISTRICT, OR PART OF THE DISTRICT, OF THE LOCAL GOVERNMENT;</li> <li>b. THE EMRC CONSIDERS THAT THE CHANGE OF USE IS REQUIRED TO ADDRESS A NEED ARISING FROM THE HAZARD, OR FROM THE IMPACT OR CONSEQUENCES OF THE HAZARD, TO WHICH THE STATE OF EMERGENCY DECLARATION RELATES;</li> <li>c. THE DECISION AND THE REASONS FOR IT ARE TO BE RECORDED IN THE MINUTES OF THE MEETING AT WHICH THE DECISION IS MADE.</li> </ol> </li> <li>5. NOTE THE REASON FOR CHANGING THE ORIGINAL RECOMMENDATION IS TO RESPOND TO THE CURRENT GLOBAL COVID-19 PANDEMIC BY PROVIDING FINANCIAL AND ECONOMIC BENEFIT TO MEMBER COUNCILS, THEIR RATEPAYERS AND COMMUNITIES.</li> </ol>	COMPLETED
46. 19 MARCH 2020	<p><b>7 APPLICATIONS FOR LEAVE OF ABSENCE</b></p> <p><b>7.1 CR MEL CONGERTON - LEAVE OF ABSENCE</b></p> <p>THAT COUNCIL APPROVE APPLICATIONS FOR LEAVE OF ABSENCE FOR CR CONGERTON FROM 23 MARCH 2020 TO 27 MARCH 2020 INCLUSIVE.</p>	COMPLETED
47. 19 MARCH 2020	<p><b>9 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS</b></p> <p><b>9.1 MINUTES OF ORDINARY MEETING OF COUNCIL HELD ON 20 FEBRUARY 2020</b></p> <p>THAT THE MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON 20 FEBRUARY 2020 WHICH HAVE BEEN DISTRIBUTED, BE CONFIRMED.</p>	COMPLETED
48. 19 MARCH 2020	<p><b>14.1 LIST OF ACCOUNTS PAID DURING THE MONTH OF JANUARY 2020 (D2020/04645)</b></p> <p>THAT COUNCIL NOTES THE CEO'S LIST OF ACCOUNTS FOR JANUARY 2020 PAID UNDER DELEGATED POWER IN ACCORDANCE WITH REGULATION 13(1) OF THE <i>LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996</i>, FORMING THE ATTACHMENT TO THIS REPORT TOTTALLING \$11,320,209.95.</p>	COMPLETED
49. 19 MARCH 2020	<p><b>14.2 FINANCIAL REPORT FOR PERIOD ENDED 31 JANUARY 2020 (D2020/04668)</b></p> <p>THAT COUNCIL RECEIVES THE STATEMENT OF COMPREHENSIVE INCOME, CAPITAL EXPENDITURE STATEMENT, STATEMENT OF FINANCIAL POSITION, STATEMENT OF CASH AND INVESTMENTS AND THE INVESTMENT REPORT FOR THE PERIOD ENDED 31 JANUARY 2020.</p>	COMPLETED

DATE	RESOLUTIONS	STATUS
50. 19 MARCH 2020	<p><b>14.3 MANAGEMENT OF AGENDAS AND MINUTES (D2020/05037)</b></p> <p>THAT COUNCIL:</p> <ol style="list-style-type: none"> <li>1. RECEIVES THE OUTCOME OF THE INVESTIGATION DETAILED IN THIS REPORT.</li> <li>2. BY ABSOLUTE MAJORITY IN ACCORDANCE WITH SECTION 6.8(1)(B) OF THE <i>LOCAL GOVERNMENT ACT 1995</i> AUTHORISES AN EXPENDITURE UP TO THE AMOUNT SPECIFIED IN THIS REPORT FOR THE PROCUREMENT OF AN ELECTRONIC AGENDA, MINUTES AND ATTACHMENTS DISTRIBUTION PLATFORM FROM QUOTE 1.</li> <li>3. THE IDENTITY OF THE SUCCESSFUL QUOTE AND THE QUOTED AMOUNT BE REDACTED FOR COMMERCIAL REASONS AND REMAIN CONFIDENTIAL UNTIL SUCH TIME THAT THE PROCUREMENT OF THE PRODUCT AND SERVICE HAS BEEN COMPLETED.</li> </ol>	IN PROGRESS
51. 19 MARCH 2020	<p><b>14.4 AUDIO RECORDING OF COUNCIL AND COMMITTEES (D2020/05029)</b></p> <p>THAT COUNCIL:</p> <ol style="list-style-type: none"> <li>1. RECEIVES THE OUTCOME OF THE INVESTIGATION UNDERTAKEN AS DETAILED IN THIS REPORT.</li> <li>2. IN ACCORDANCE WITH CLAUSE 5.14(2) OF THE <i>EMRC STANDING ORDERS 2013</i> RESOLVES TO AUDIO RECORD ALL COUNCIL MEETINGS THAT ARE OPEN TO THE PUBLIC.</li> <li>3. RESOLVED THAT RECORDING DOES NOT OCCUR BEHIND CLOSED DOORS.</li> <li>4. AUTHORISES PUBLIC ACCESS TO AUDIO RECORDINGS OF EACH OF THE COUNCIL MEETINGS THAT ARE OPEN TO THE PUBLIC AND BE PLACED ON THE COUNCIL'S WEBSITE.</li> <li>5. ADOPTS THE COUNCIL POLICY 2.2 AUDIO RECORDING OF COUNCIL MEETINGS POLICY AS AMENDED AS AT 19 MARCH 2020, FORMING THE ATTACHMENT TO THIS REPORT.</li> </ol>	COMPLETED
52. 19 MARCH 2020	<p><b>14.5 ITEMS CONTAINED IN THE INFORMATION BULLETIN (D2020/05050)</b></p> <p>THAT COUNCIL NOTES THE ITEMS CONTAINED IN THE INFORMATION BULLETIN ACCOMPANYING THE 20 FEBRUARY 2020 ORDINARY MEETING OF COUNCIL AGENDA.</p>	COMPLETED
53. 19 MARCH 2020	<p><b>15.2 WASTE ADVISORY COMMITTEE MEETING HELD 5 MARCH 2020</b></p> <p><b>11.1 REQUEST FOR TENDER 2020-001 EARTHWORKS FOR DEVELOPMENT OF LOTS 8, 9 &amp; 10 (D2020/03984 (WAC) (D2020/05263)</b></p> <p>THAT:</p> <ol style="list-style-type: none"> <li>1. COUNCIL AWARD TENDER RFT 2020-001 – EARTHWORKS FOR DEVELOPMENT OF LOTS 8, 9 &amp; 10 TO TENDERER B FOR \$2,537,960.85 (EX GST) BASED ON A SCHEDULE OF RATES.</li> <li>2. THE CEO BE AUTHORISED ON BEHALF OF THE EMRC TO ENTER INTO A CONTRACT WITH TENDERER B IN ACCORDANCE WITH THEIR SUBMITTED TENDER, SUBJECT TO ANY MINOR VARIATIONS THAT MAY BE AGREED ON BETWEEN THE CEO AND TENDERER B.</li> <li>3. COUNCIL AUTHORISE A 20% CONTINGENCY BASED ON THE TENDERED PRICE SCHEDULE FOR ANY CONTRACT VARIATIONS THAT MAY ARISE FOR TENDER RFT 2020-001.</li> <li>4. THE IDENTITY OF THE SUCCESSFUL TENDERER AND THE AWARDED AMOUNT BE REDACTED FOR LEGAL REASONS AND REMAIN CONFIDENTIAL UNTIL SUCH TIME THAT THE RESULTANT CONTRACT HAS BEEN FORMED.</li> </ol>	COMPLETED

DATE	RESOLUTIONS	STATUS
54. 19 MARCH 2020	<p><b>11.2 MEMBER COUNCIL REQUIREMENTS FOR BINS AND CADDIES FOR THE IMPLEMENTATION OF FOOD ORGANICS AND GARDEN ORGANICS (FOGO) (D2020/04228 (WAC) – D2020/05271)</b></p> <p>THAT COUNCIL:</p> <ol style="list-style-type: none"> <li>1. DECLARES ON THIS DAY 19 MARCH 2020, A DISTRIBUTION TOTTALING \$13,789,200 FROM THE SECONDARY WASTE RESERVE TO BE DISTRIBUTED TO ALL MEMBERS COUNCIL ON OR BEFORE 30 JUNE 2020.</li> <li>2. AUTHORISES THE DISTRIBUTION TO THE RESPECTIVE PARTICIPANTS OF THE EMRC: <ol style="list-style-type: none"> <li>a. BE BASED ON \$100 PER HOUSEHOLD; AND</li> <li>b. FOLLOWING THE NEXT CENSUS IN 2021 AN ADJUSTMENT DISTRIBUTION BE MADE BASED ON REVISED NUMBER OF HOUSEHOLDS PER MEMBER COUNCIL.</li> </ol> </li> <li>3. AGREES THE DISTRIBUTION OF FUNDS TO THE RESPECTIVE MEMBER COUNCILS IS TO ASSIST AND SUPPORT THE IMPLEMENTATION OF FOGO RECOVERY PROGRAM INCLUDING THE COST OF BINS, KITCHEN CADDIES AND FIRST YEAR CADDY LINERS IN LINE WITH THE SECONDARY WASTE TREATMENT OF HOUSEHOLD MUNICIPAL WASTE. SHOULD A MEMBER COUNCIL DECIDE NOT TO PROCEED WITH THE FOGO PROGRAM, DISTRIBUTED FUNDS ARE TO BE REFUNDED TO THE SECONDARY WASTE RESERVE.</li> <li>4. REQUEST AN UPDATED TIMELINE FOR TENDER IMPLEMENTATION OF A PERMANENT FOGO PROCESSING SOLUTION THAT INCLUDES THE TASKS OF PREPARING A FEASIBILITY STUDY AND OBTAINING COUNCIL APPROVAL PRIOR TO TENDERS BEING CALLED.</li> </ol>	COMPLETED
55. 19 MARCH 2020	<p><b>11.3 ITEMS CONTAINED IN THE INFORMATION BULLETIN (D2020/03982)</b></p> <p>THAT THE WASTE ADVISORY COMMITTEE NOTES THE ITEMS CONTAINED IN THE INFORMATION BULLETIN ACCOMPANYING THE 5 MARCH 2020 WASTE ADVISORY COMMITTEE AGENDA.</p>	COMPLETED
56. 19 MARCH 2020	<p><b>15.3 AUDIT COMMITTEE MEETING HELD 5 MARCH 2020</b></p> <p><b>11.1 HALF YEAR BUDGET REVIEW 2019/2020 (D2020/00413 (AC) – D2020/00413)</b></p> <p>THAT COUNCIL, BY AN ABSOLUTE MAJORITY IN ACCORDANCE WITH THE PROVISIONS OF THE LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996 R.33A, ADOPTS THE REVIEW OF THE 2019/2020 BUDGET AND APPROVES ITS SUBMISSION TO THE DEPARTMENT OF LOCAL GOVERNMENT, SPORT AND CULTURAL INDUSTRIES WITHIN 30 DAYS.</p>	COMPLETED
57. 19 MARCH 2020	<p><b>11.2 COMPLIANCE AUDIT RETURN 2019 (D2020/00414 (AC) – D2020/00414)</b></p> <p>THAT COUNCIL ADOPTS THE DRAFT COMPLIANCE AUDIT RETURN 2019, FORMING AN ATTACHMENT TO THIS REPORT, THAT IT BE CERTIFIED BY THE CHAIRMAN AND CHIEF EXECUTIVE OFFICER AND SUBMITTED TO THE DEPARTMENT OF LOCAL GOVERNMENT, SPORT AND CULTURAL INDUSTRIES BY 31 MARCH 2020.</p>	COMPLETED
58. 19 MARCH 2020	<p><b>17 MEMBERS' MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN</b></p> <p><b>17.1 NOTICE OF MOTION RECEIVED FROM CR JOHN DAW</b></p> <p>THAT COUNCIL:</p> <ol style="list-style-type: none"> <li>1. IN ACCORDANCE WITH S.5.21(4)(B) OF THE <i>LOCAL GOVERNMENT ACT 1995</i>, RESOLVES TO RECORD THE VOTE OF ALL MEMBERS PRESENT ON ALL MATTERS VOTED AT A MEETING OF COUNCIL OR COMMITTEES OF COUNCIL, UNLESS THE VOTE IS CARRIED UNANIMOUSLY OR BY SECRET BALLOT OR OTHERWISE PROHIBITED BY THE <i>LOCAL GOVERNMENT ACT 1995</i> AND ASSOCIATED REGULATIONS.</li> <li>2. INSTRUCTS THE PRESIDING MEMBER TO CAUSE THE VOTE OR VOTES TO BE RECORDED IN THE MINUTES.</li> </ol>	COMPLETED
59. 19 MARCH 2020	<p><b>19 CONFIDENTIAL MATTERS FOR WHICH THE MEETING MAY BE CLOSED TO THE PUBLIC</b></p> <p>THAT WITH THE EXCEPTION OF THE PERSONAL ASSISTANT TO THE CHIEF EXECUTIVE OFFICER THE MEETING BE CLOSED TO MEMBERS OF THE PUBLIC IN ACCORDANCE WITH SECTION 5.23 (2) OF THE <i>LOCAL GOVERNMENT ACT 1995</i> FOR THE PURPOSE OF DEALING WITH MATTERS OF A CONFIDENTIAL NATURE</p>	COMPLETED

	DATE	RESOLUTIONS	STATUS
60.	19 MARCH 2020	<p><b>19.1 ITEM 15.1 OF THE CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW COMMITTEE MINUTES – SELECTION OF FACILITATOR FOR THE CHIEF EXECUTIVE OFFICER’S PERFORMANCE REVIEW PROCESS (D2020/00467 (CEOPRC) – D2020/04781)</b></p> <p>THAT:</p> <ol style="list-style-type: none"> <li>1. COUNCIL AWARD THE CONSULTANCY FOR FACILITATING THE CHIEF EXECUTIVE OFFICER’S PERFORMANCE REVIEW TO DOCTOR JUDE BALM OF INFINITY TRAINING AUSTRALIA.</li> <li>2. THE REPORT REMAINS CONFIDENTIAL AND BE CERTIFIED BY THE CHAIRMAN AND CHIEF EXECUTIVE OFFICER.</li> </ol>	COMPLETED
61.	19 MARCH 2020	<p><b>19.2 ITEM 15.2 OF THE CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW COMMITTEE MINUTES – CHIEF EXECUTIVE OFFICER PERFORMANCE REVIEW PROCESS FOR 2020 (D2020/01385 (CEOPRC) – D2020/04784)</b></p> <p>THAT:</p> <ol style="list-style-type: none"> <li>1. COUNCIL ENDORSE THE TIMETABLE FOR UNDERTAKING THE CHIEF EXECUTIVE OFFICER’S PERFORMANCE REVIEW PROCESS FOR 2020 AS OUTLINED WITHIN THIS REPORT.</li> <li>2. THE REPORT AND ATTACHMENT REMAIN CONFIDENTIAL AND BE CERTIFIED BY THE CHAIRMAN AND CEO.</li> </ol>	COMPLETED
62.	20 FEBRUARY 2020	<p><b>9 CONFIRMATION OF MINUTES OF PREVIOUS MEETINGS</b></p> <p><b>9.1 MINUTES OF ORDINARY MEETING OF COUNCIL HELD ON 5 DECEMBER 2019</b></p> <p>THAT THE MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON 5 DECEMBER 2019 WHICH HAVE BEEN DISTRIBUTED, BE CONFIRMED.</p>	COMPLETED
63.	20 FEBRUARY 2020	<p><b>9.2 MINUTES OF SPECIAL MEETING OF COUNCIL HELD ON 23 JANUARY 2020</b></p> <p>THAT THE MINUTES OF THE SPECIAL MEETING OF COUNCIL HELD ON 23 JANUARY 2020 WHICH HAVE BEEN DISTRIBUTED, BE CONFIRMED.</p>	COMPLETED
64.	20 FEBRUARY 2020	<p><b>9.3 MINUTES OF SPECIAL MEETING OF COUNCIL HELD ON 6 FEBRUARY 2020</b></p> <p>THAT THE MINUTES OF THE SPECIAL COUNCIL MEETING HELD ON 6 FEBRUARY 2020 WHICH HAVE BEEN DISTRIBUTED BE CONFIRMED, SUBJECT TO AMENDMENT OF:</p> <p><i>ITEM 19.1 THE FOLLOWING RESOLUTION IS TO BE ADDED FIRST:</i></p> <p><i>MOVED CR O’CONNOR                      SECONDED CR BOYD</i></p> <p><i>THAT THE DIRECTOR ASSET SERVICES OF THE CITY OF KALAMUNDA BE ALLOWED TO ADDRESS THE MEETING.</i></p>	COMPLETED
65.	20 FEBRUARY 2020	<p><b>14 REPORTS OF EMPLOYEES</b></p> <p><b>14.1 LIST OF ACCOUNTS PAID DURING THE MONTHS OF NOVEMBER AND DECEMBER 2019 (D2019/18490)</b></p> <p>THAT COUNCIL NOTES THE CEO’S LIST OF ACCOUNTS FOR NOVEMBER AND DECEMBER 2019 PAID UNDER DELEGATED POWER IN ACCORDANCE WITH REGULATION 13(1) OF THE <i>LOCAL GOVERNMENT (FINANCIAL MANAGEMENT) REGULATIONS 1996</i>, FORMING THE ATTACHMENT TO THIS REPORT TOTALLING \$22,623,589.15.</p>	COMPLETED
66.	20 FEBRUARY 2020	<p><b>14.2 FINANCIAL REPORT FOR PERIOD ENDED 30 NOVEMBER 2019 (D2019/18491)</b></p> <p>THAT COUNCIL RECEIVES THE STATEMENT OF COMPREHENSIVE INCOME, CAPITAL EXPENDITURE STATEMENT, STATEMENT OF FINANCIAL POSITION, STATEMENT OF CASH AND INVESTMENTS AND THE INVESTMENT REPORT FOR THE PERIOD ENDED 30 NOVEMBER 2019.</p>	COMPLETED
67.	20 FEBRUARY 2020	<p><b>14.3 FINANCIAL REPORT FOR PERIOD ENDED 31 DECEMBER 2019 (D2019/18491)</b></p> <p>THAT COUNCIL RECEIVES THE STATEMENT OF COMPREHENSIVE INCOME, CAPITAL EXPENDITURE STATEMENT, STATEMENT OF FINANCIAL POSITION, STATEMENT OF CASH AND INVESTMENTS AND THE INVESTMENT REPORT FOR THE PERIOD ENDED 31 DECEMBER 2019.</p>	COMPLETED

	DATE	RESOLUTIONS	STATUS
68.	20 FEBRUARY 2020	<b>14.4 REVIEW OF DELEGATED POWERS AND DUTIES (D2019/00720)</b> THAT COUNCIL RE-AFFIRMS THE DELEGATED POWERS AND DUTIES AS LISTED IN THE REPORT.	COMPLETED
69.	20 FEBRUARY 2020	<b>14.5 LAND ALLOCATION FOR PROPOSED PEPPERCORN LEASE(S) OF A PORTION OF RED HILL WASTE MANAGEMENT FACILITY AND HAZELMERE RESOURCE RECOVERY PARK (D2020/02321)</b> THAT COUNCIL: 1. APPROVES IN-PRINCIPLE SUPPORT FOR A PEPPERCORN LEASE OF APPROXIMATELY 0.4 HECTARES OF UNIMPROVED LAND WITHIN LOT 2 TOODYAY ROAD, RED HILL AND LOT 301, LAKES ROAD HAZELMERE FOR THE ESTABLISHMENT OF CDS REFUND POINT AND AGGREGATION POINTS. 2. AUTHORISES THE CEO TO ENTER INTO NEGOTIATIONS WITH A NOT-FOR-PROFIT ORGANISATION(S) THAT HAS BEEN RECOMMENDED BY WARRRL, FOR THE PURPOSE OF OPERATING A CDS REFUND AND AGGREGATION POINT AT EACH OF ABOVE LOCATIONS.	IN PROGRESS
70.	20 FEBRUARY 2020	<b>14.6 ITEMS CONTAINED IN THE INFORMATION BULLETIN (D2019/02338)</b> THAT COUNCIL NOTES THE ITEMS CONTAINED IN THE INFORMATION BULLETIN ACCOMPANYING THE 20 FEBRUARY 2020 ORDINARY MEETING OF COUNCIL AGENDA.	COMPLETED
71.	20 FEBRUARY 2020	<b>17 REPORTS OF COMMITTEES</b> <b>15.1 WASTE ADVISORY COMMITTEE MEETING HELD 13 FEBRUARY 2020 (REFER TO MINUTES OF COMMITTEE) (D2020/00688 (WAC) – D2020/01091)</b> THAT COUNCIL ADOPTS THE RECOMMENDATIONS IN THE WASTE ADVISORY COMMITTEE REPORTS (SECTION 15.1).	COMPLETED
72.	20 FEBRUARY 2020	<b>11 REPORTS OF EMPLOYEES</b> <b>11.1 2019 WASTE AUDIT RESULTS (D2020/00720 (WAC) – D2020/02378)</b> THAT: 1. THE REPORT BE RECEIVED. 2. THE RESULTS FROM THE 2019 WASTE AUDIT BE USED IN THE TENDER PROCESS FOR A FOGO PROCESSING FACILITY AND IN THE FOGO MODELLING STUDY.	COMPLETED



	DATE	RESOLUTIONS	STATUS
73.	20 FEBRUARY 2020	<p><b>11.2 EXPRESSION OF INTEREST – EOI2019-007 EMRC FOOD ORGANICS, GARDEN ORGANICS (FOGO) PROCESSING</b>  <b>REFERENCE: D2020/00713 (WAC) – D2020/02381</b></p> <p>THAT:</p> <ol style="list-style-type: none"> <li>1. THE FOLLOWING RESPONDENTS TO THE EXPRESSION OF INTEREST ARE LISTED AS ACCEPTABLE TENDERERS:               <ol style="list-style-type: none"> <li>a. BARPA PTY LTD;</li> <li>b. HITACHI ZOSEN INOVA AUSTRALIA PTY LTD;</li> <li>c. PINDAN CONTRACTING PTY LTD;</li> <li>d. SACYR ENVIRONMENT AUSTRALIA PTY LTD; AND</li> <li>e. VEOLIA ENVIRONMENTAL SERVICES (AUSTRALIA) PTY LTD.</li> </ol> </li> <li>2. THE FOLLOWING RESPONDENTS TO THE EXPRESSION OF INTEREST ARE NOT LISTED AS ACCEPTABLE TENDERERS:               <ol style="list-style-type: none"> <li>a. AURIGEN GROUP</li> <li>b. BIOGASS RENEWABLES PTY LTD;</li> <li>c. CLEANAWAY PTY LTD;</li> <li>d. FOCUS ENVIRO (EMER PTY LTD)</li> <li>e. RE.GROUP PTY LTD; AND</li> <li>f. SKALA AUSTRALASIA PTY LTD.</li> </ol> </li> <li>3. THE RESPONDENTS TO EXPRESSION OF INTEREST 2019 -007 BE ADVISED OF THE OUTCOME OF THE ASSESSMENT.</li> <li>4. THAT A FEASIBILITY STUDY IS PREPARED AND ADOPTED BY COUNCIL PRIOR TO TENDERS BEING CALLED.</li> <li>5. THE ATTACHMENT(S) REMAIN CONFIDENTIAL AND BE CERTIFIED BY THE CHAIRMAN AND CEO.</li> </ol>	IN PROGRESS
74.	20 FEBRUARY 2020	<p><b>17 MEMBERS' MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN</b>  <b>17.1 NOTICE OF MOTION RECEIVED FROM CR FILOMENA PIFFARETTI</b></p> <p>THAT COUNCIL REQUEST THE CHIEF EXECUTIVE OFFICER INVESTIGATE THE NECESSARY ARRANGEMENTS AND COSTS TO ENABLE AUDIO RECORDINGS OF COUNCIL AND COMMITTEE MEETINGS OPEN TO THE PUBLIC AND THAT THE AUDIO RECORDINGS OF EACH OF THE MEETINGS OPEN TO THE PUBLIC BE PLACED ON THE COUNCIL'S WEBSITE TO ENABLE PUBLIC ACCESS FOR A REPORT TO BE BROUGHT BACK TO COUNCIL AT THE NEXT MEETING OF COUNCIL.</p>	COMPLETED

DATE	RESOLUTIONS	STATUS
75. 6 FEBRUARY 2020	<p><b>CONFIDENTIAL REPORT</b></p> <p><b>15.1 CONTAINER DEPOSIT SCHEME (CDS) REFUND AND AGGREGATION POINTS (D2020/01257)</b></p> <p>THAT COUNCIL:</p> <ol style="list-style-type: none"> <li>1. APPROVES THE ATTACHED CONTAINER DEPOSIT SCHEME (CDS) REFUND AND AGGREGATION POINTS BUSINESS PLAN 2020 FORMING A CONFIDENTIAL ATTACHMENT TO THIS REPORT.</li> <li>2. BY ABSOLUTE MAJORITY, APPROVES UNBUDGETED EXPENDITURE FROM THE SECONDARY WASTE RESERVE, TO THE MAXIMUM VALUE OF \$3,570,000 EX GST FOR RELEVANT CDS PLANT, EQUIPMENT AND INFRASTRUCTURE.</li> <li>3. AUTHORISES THE CEO TO ENTER INTO THE REFUND POINT AGREEMENT WITH WARRRL FOR THE NOMINATED REFUND/AGGREGATION POINTS AS OUTLINED IN THE BUSINESS PLAN.</li> <li>4. AUTHORISES THE CEO TO ENTER INTO ANY LAND USE AGREEMENT(S) AS REQUIRED AS PART OF THE BUSINESS PLAN.</li> <li>5. THE REPORT AND ATTACHMENT REMAIN CONFIDENTIAL AND BE CERTIFIED BY THE CHAIRMAN AND CEO.</li> </ol>	<b>COMPLETED</b>



## 1.2 CEO EXERCISE OF DELEGATED POWERS AND DUTIES

**REFERENCE: D2020/19820**

### **PURPOSE OF REPORT**

The purpose of this report is to present to Council a list of delegations exercised by the Chief Executive Officer (CEO) in accordance with Council's resolution of 24 March 2016.

### **KEY POINT(S)**

- Council reaffirmed delegations to the CEO and Committees at its meeting of 24 March 2016 and requested a periodic report listing the items approved since the last Ordinary Council meeting.
- The delegations exercised since last reported to Council are detailed within this report.

### **SOURCE OF REPORT**

Chief Executive Officer

### **BACKGROUND**

At the Council meeting held on 24 March 2016 Council conducted its annual review of powers and/or discharge of its duties as delegated to the CEO and Committees, in accordance within s.5.46 of the *Local Government Act 1995*. (Ref: D2016/03708).

As part of that review Council resolved inter alia:

*"THAT COUNCIL RECEIVES A REPORT DETAILING THE LIST OF ITEMS APPROVED UNDER DELEGATED AUTHORITY AS THEY ARISE AT THE NEXT ORDINARY MEETING OF COUNCIL."*



Item 1.2 continued

## REPORT

The following delegated powers or discharge of duties were exercised by the CEO.

Delegation Number	Date of Original Delegation	Description of Delegation	Details of Delegated Powers and Discharge of Duties
C1/2010	18/02/2010	That Council, by absolute majority in accordance with section 5.42 of the <i>Local Government Act 1995</i> , delegate authority to the Chief Executive Officer to enter into contracts for the sale of EMRC generated products to a maximum contract value of \$3,000,000 (ex GST)	A supply contract was entered into on 23 July 2020 with the Broiler Growers Association for the sale of animal bedding (Ref: D2020/14262).
C4/2015	20/08/2015	That Council, by absolute majority, in accordance with Section 5.42(1) of the <i>Local Government Act 1995</i> , delegate authority, to the CEO, to invite tenders on its behalf.	Approved the issuing of tender RFT2020-003 Stage 16 Landfill Cell Construction. This tender was advertised in the West Australian newspaper on 8 August 2020 with a closing date for submissions on 26 August 2020. (Ref: D2020/14579)
C5/2016	24/03/2016	That Council by absolute majority in accordance with section 5.42 of the <i>Local Government Act 1995</i> delegate authority to the Chief Executive Officer to negotiate and enter into contracts for waste disposal related to operations at the Red Hill Waste Management Facility and Hazelmere Resource Recovery Park.	A contract was entered into on 30/08/2020 with a Federal Government agency for the acceptance of waste at the Red Hill Waste Management Facility (Ref: D2020/19750).

## STRATEGIC/POLICY IMPLICATIONS

Key Result Area 3 - Good Governance

3.3 To provide responsible and accountable governance and management of the EMRC

## FINANCIAL IMPLICATIONS

As reflected in monthly financial reports.

## SUSTAINABILITY IMPLICATIONS

The delegations exercised were in accordance with Council's resolution for the benefit and sustainability of the EMRC and Perth's Eastern Region.



*Item 1.2 continued*

### **MEMBER COUNCIL IMPLICATIONS**

<b>Member Council</b>	<b>Implication Details</b>
Town of Bassendean	} Nil
City of Bayswater	
City of Belmont	
City of Kalamunda	
Shire of Mundaring	
City of Swan	

### **ATTACHMENT(S)**

Nil

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### 1.3 2019/2020 COUNCIL TONNAGE COMPARISONS AS AT 30 JUNE 2020

**REFERENCE: D2020/13856 (WAC) – D2020/19788**

#### **PURPOSE OF REPORT**

The purpose of this report is to provide Council with tonnages and quantities at the Red Hill Waste Management Facility (Red Hill) and the Hazelmere Resource Recovery Park (Hazelmere) for the reporting period of 1 July 2019 to 30 June 2020.

#### **REPORT**

Attachment 1 of this report indicates that member Council tonnages totaling 141,322.95 tonnes were received at Red Hill during the reporting period, compared to 136,936.90 tonnes received during the same period in 2018/2019.

Attachment 2 outlines “other” waste that was received at Red Hill being 94,832.90 tonnes compared to 88,550.81 tonnes received during the same period in 2018/2019. The combined tonnages for the reporting period totalled 236,155.85 tonnes compared to 225,487.71 tonnes received in the same period in 2018/2019. This is an increase of 10,668.14 tonnes, or 4.73% due to the increase in Class III contaminated waste.

Attachment 3 outlines the tonnages of various materials that have been exported from Red Hill during the reporting period, compared to the same period in 2018/2019.

Attachment 4 outlines the tonnages and quantities received of waste timber, C&I material and mattresses, plus sales of woodchip/fines at Hazelmere for the above reporting period.

- Incoming Waste Timber totalled 12,174.07 tonnes compared to 11,929.10 tonnes for the same period in 2018/2019.
- The sale of fines and woodchip totalled 13,174 tonnes, compared to 12,218.74 tonnes for the same period in 2018/2019.
- Incoming Commercial and Industrial (C&I) Waste totalled 255.32 tonnes, compared to 490.62 tonnes for the same period in 2018/2019.
- Mattresses incoming totalled 14,952 compared to 13,453 for the same period in 2018/2019.
  - Note that from 11 December 2019, mattresses received are now being processed off-site by Soft Landing Mattress Recycling.

#### ATTACHMENT(S)

1. Council Tonnages - 1 July 2019 to 30 June 2020 (Ref: D2020/19790)
2. Other Tonnages - 1 July 2019 to 30 June 2020 (Ref: D2020/19792)
3. Tonnages Exported from Red Hill - 1 July 2019 to 30 June 2020 (Ref: D2020/19793)
4. Hazelmere Resource Recovery Park – Incoming Materials and Product Sales - 1 July 2019 to 30 June 2020 (Ref: D2020/19796)

## EASTERN METROPOLITAN REGIONAL COUNCIL

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## 2019/2020 YTD COUNCIL TONNAGES DISPOSED OF AT RED HILL WASTE MANAGEMENT FACILITY

Week Ending	BAYSWATER				BELMONT			BASSENDEAN			SWAN		KALAMUNDA		MUNDARING		Total
	Waste	MRF	MGB Geenwaste	Uncont Green	Waste	Residual	Uncont Green	Waste	FOGO	Uncont G/W	Waste	Uncont Green	Waste	Uncont Green	Waste	Uncont Green	
09-Jul-19	575.32	71.30	128.05	0.00	297.65	37.95	19.85	145.45	0.00	0.00	1,259.56	9.00	619.88	56.00	297.45	0.00	3,517.46
16-Jul-19	399.17	51.00	83.80	0.00	240.20	69.45	17.75	111.15	0.00	0.00	922.18	9.00	455.08	42.50	215.57	0.00	2,616.85
23-Jul-19	314.15	57.10	124.30	0.00	242.25	74.00	18.60	97.05	0.00	0.00	910.97	7.40	448.08	36.40	229.07	0.00	2,559.37
31-Jul-19	382.85	58.96	110.80	0.00	284.70	74.50	15.40	123.90	0.00	2.75	1,094.15	9.60	493.67	43.25	269.01	0.00	2,963.54
06-Aug-19	249.40	88.68	96.18	0.00	195.35	31.55	3.70	92.90	0.00	0.00	742.48	4.20	345.73	32.05	189.18	0.00	2,071.40
13-Aug-19	312.65	76.66	89.25	0.00	235.15	31.85	24.75	109.85	0.00	0.00	914.60	5.00	434.75	35.35	235.87	0.00	2,505.73
20-Aug-19	315.88	92.68	130.90	0.00	253.15	0.00	14.45	112.65	0.00	1.25	933.12	6.50	437.93	40.95	231.12	0.00	2,570.58
31-Aug-19	487.35	61.27	78.60	0.00	400.40	216.20	46.55	175.55	0.00	0.00	1,502.00	12.80	710.78	69.85	547.62	114.58	4,423.55
10-Sep-19	455.54	63.30	140.70	0.00	321.45	0.00	19.70	153.65	0.00	0.00	1,335.25	8.60	630.52	49.55	388.27	154.65	3,721.18
17-Sep-19	326.65	43.90	146.40	0.00	266.10	106.35	21.55	122.75	0.00	1.50	994.74	8.80	464.36	47.64	371.74	87.27	3,009.75
24-Sep-19	322.74	43.90	123.35	0.00	253.00	120.25	21.95	109.70	0.00	0.00	979.43	9.00	456.86	47.05	329.20	80.81	2,897.24
30-Sep-19	239.10	19.40	124.75	0.00	195.85	34.75	14.50	87.50	0.00	0.00	756.16	9.40	319.49	22.45	238.24	21.20	2,082.79
08-Oct-19	527.97	47.40	138.55	0.00	310.90	0.00	12.05	139.00	0.00	1.45	1,189.40	16.20	585.49	58.40	419.27	0.00	3,446.08
15-Oct-19	319.67	26.00	148.69	0.00	261.15	63.45	14.15	119.75	0.00	0.00	984.53	20.00	468.08	45.15	309.79	0.00	2,780.41
22-Oct-19	330.95	52.97	98.45	0.00	216.45	102.00	18.80	107.80	0.00	0.80	965.87	21.40	455.74	43.35	204.56	0.00	2,619.14
31-Oct-19	734.79	80.13	161.30	0.00	223.25	158.35	18.85	155.05	0.00	0.00	1,305.02	16.00	592.68	59.25	279.60	0.00	3,784.27
05-Nov-19	196.68	30.60	55.35	0.00	101.50	0.00	19.95	94.35	0.00	0.00	549.23	8.80	294.17	29.15	137.88	0.00	1,517.66
12-Nov-19	317.00	53.22	123.50	0.00	177.70	114.80	18.85	156.40	0.00	0.00	946.55	10.60	474.46	37.20	198.46	0.00	2,628.74
19-Nov-19	307.75	70.29	83.40	0.00	237.40	374.06	12.75	164.80	0.00	0.00	918.46	12.40	438.63	35.85	203.40	0.00	2,859.19
30-Nov-19	503.13	305.05	171.65	0.00	345.60	70.10	31.80	276.05	0.00	1.30	1,481.32	22.80	713.27	64.60	326.75	0.00	4,313.42
10-Dec-19	451.16	200.51	151.52	0.00	250.80	36.90	3.20	229.75	0.00	0.00	1,323.08	17.60	652.68	51.99	304.40	0.00	3,673.59
17-Dec-19	314.09	185.29	72.10	0.00	147.85	33.20	12.75	105.90	0.00	1.85	966.52	9.00	394.44	39.30	211.01	0.00	2,493.30
24-Dec-19	315.21	66.56	106.60	0.00	185.65	357.45	9.60	115.75	0.00	0.00	956.55	13.20	500.95	31.90	221.93	0.00	2,881.35
31-Dec-19	369.50	55.32	74.75	0.00	152.85	106.15	9.10	116.40	0.00	0.55	1,010.57	12.40	456.91	12.50	241.82	0.00	2,618.82
<b>Sub-total</b>	<b>9,068.70</b>	<b>1,901.49</b>	<b>2,762.94</b>	<b>0.00</b>	<b>5,796.35</b>	<b>2,213.31</b>	<b>420.60</b>	<b>3,223.10</b>	<b>0.00</b>	<b>11.45</b>	<b>24,941.74</b>	<b>279.70</b>	<b>11,844.63</b>	<b>1,031.68</b>	<b>6,601.21</b>	<b>458.51</b>	<b>70,555.41</b>

## EASTERN METROPOLITAN REGIONAL COUNCIL

## 2019-2020 YTD COUNCIL TONNAGES DISPOSED OF AT RED HILL WASTE MANAGEMENT FACILITY

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Week Ending	Waste	Bayswater			Belmont			Bassendean			Swan		Kalamunda		Mundaring		Total
		MRF	MGB Geenwaste	Uncont Green	Waste	Residual	Uncont Green	Waste	FOGO	Uncont Green	Waste	Uncont Green	Waste	Uncont Green	Waste	Uncont Green	
07-Jan-20	350.37	60.32	126.20	0.00	176.60	0.00	9.45	110.35	0.00	0.00	1,016.89	12.20	465.73	20.50	249.27	0.00	2,597.88
14-Jan-20	305.65	43.42	86.05	0.00	170.40	35.60	8.60	103.15	0.00	1.15	914.21	13.40	420.20	34.80	208.47	0.00	2,345.10
21-Jan-20	318.39	29.90	107.65	0.00	184.15	102.25	12.20	101.45	0.00	0.00	932.02	13.00	437.03	30.25	212.87	0.00	2,481.16
31-Jan-20	487.53	56.67	145.20	0.00	247.35	478.80	28.10	161.05	0.00	0.00	1,417.64	18.20	673.16	47.70	313.40	0.00	4,074.80
11-Feb-20	467.89	165.34	119.00	0.00	350.95	0.00	11.35	153.55	0.00	1.15	1,327.98	17.80	659.57	44.95	300.76	0.00	3,620.29
18-Feb-20	317.73	168.51	109.95	0.00	230.30	34.70	14.40	101.45	0.00	1.00	914.75	7.40	419.45	39.05	202.37	0.00	2,561.06
25-Feb-20	325.55	113.44	79.20	0.00	76.05	74.00	12.05	104.70	0.00	0.65	915.74	7.80	449.10	32.15	212.27	0.00	2,402.70
29-Feb-20	191.68	50.75	70.65	0.00	320.25	63.90	13.25	57.05	0.00	0.00	532.58	4.40	229.65	19.10	122.62	0.00	1,675.88
3-Mar-20	158.42	12.52	45.00	0.00	108.40	0.00	0.00	46.40	0.00	0.00	398.67	6.80	181.24	7.00	97.14	0.00	1,061.59
10-Mar-20	442.45	116.46	89.40	0.00	623.95	39.90	12.35	110.00	0.00	0.00	976.02	10.40	489.55	37.55	223.18	0.00	3,171.21
17-Mar-20	415.40	165.39	122.95	0.00	94.10	0.00	12.00	106.35	0.00	1.25	915.61	7.40	421.52	42.75	208.83	0.00	2,513.55
24-Mar-20	331.55	115.01	79.60	0.00	92.25	69.25	15.45	108.65	0.00	0.00	946.57	10.20	451.56	40.25	212.79	0.00	2,473.13
31-Mar-20	336.22	70.03	121.10	0.00	127.80	156.55	14.95	92.55	0.00	0.00	959.20	11.00	457.62	33.65	221.44	0.00	2,602.11
7-Apr-20	423.25	79.03	100.60	0.00	113.00	0.00	17.15	126.05	0.00	1.55	1,005.41	10.80	487.64	42.55	230.74	0.00	2,637.77
14-Apr-20	348.87	63.14	137.42	0.00	253.65	0.00	19.25	122.20	0.00	0.00	992.66	9.80	421.16	29.55	222.54	0.00	2,620.24
21-Apr-20	363.62	93.74	105.75	0.00	364.15	30.10	18.30	109.90	0.00	0.00	1,054.30	12.00	517.45	49.20	237.69	0.00	2,956.20
30-Apr-20	490.48	236.07	187.65	0.00	459.40	164.45	19.80	171.95	0.00	0.00	1,476.49	18.40	674.03	76.26	347.14	0.00	4,322.12
5-May-20	221.43	39.74	62.30	0.00	85.00	33.35	22.85	76.25	0.00	52.65	581.22	7.20	314.14	35.94	144.49	0.00	1,676.56
12-May-20	355.27	136.43	135.45	0.00	446.07	36.50	21.75	114.60	0.00	118.20	987.70	11.00	514.19	38.77	221.49	0.00	3,137.42
19-May-20	357.45	228.43	97.25	0.00	186.20	0.00	20.20	118.85	0.00	104.95	995.05	9.60	514.89	51.33	235.24	0.00	2,919.44
26-May-20	337.28	86.95	130.45	0.00	319.50	109.70	19.70	108.35	0.00	71.40	962.70	10.80	453.25	69.08	230.44	0.00	2,909.60
31-May-20	190.98	135.65	44.05	0.00	169.60	68.70	23.40	65.55	0.00	30.15	550.50	3.60	225.48	29.47	134.35	0.00	1,671.48
9-Jun-20	518.76	109.42	162.90	0.00	210.35	0.00	23.10	159.65	0.00	112.75	1,404.70	12.00	686.60	76.05	332.72	0.00	3,809.00
16-Jun-20	342.35	164.85	89.35	0.00	357.50	74.85	17.70	116.65	0.00	0.00	973.25	9.40	468.00	50.45	216.00	0.00	2,880.35
23-Jun-20	327.70	117.95	117.85	0.00	256.95	185.05	21.55	109.90	0.00	0.00	992.80	8.00	471.50	68.40	223.90	0.00	2,901.55
30-Jun-20	331.10	139.50	78.15	0.00	254.35	101.40	22.85	102.40	0.00	1.20	965.55	8.60	461.90	65.35	213.00	0.00	2,745.35
<b>Sub-total</b>	<b>9,057.37</b>	<b>2,798.66</b>	<b>2,751.12</b>	<b>0.00</b>	<b>6,278.27</b>	<b>1,859.05</b>	<b>431.75</b>	<b>2,859.00</b>	<b>0.00</b>	<b>498.05</b>	<b>25,110.21</b>	<b>271.20</b>	<b>11,965.61</b>	<b>1,112.10</b>	<b>5,775.15</b>	<b>0.00</b>	<b>70,767.54</b>
<b>Year to Date</b>	<b>18,126.07</b>	<b>4,700.15</b>	<b>5,514.06</b>	<b>0.00</b>	<b>12,074.62</b>	<b>4,072.36</b>	<b>852.35</b>	<b>6,082.10</b>	<b>0.00</b>	<b>509.50</b>	<b>50,051.95</b>	<b>550.90</b>	<b>23,810.24</b>	<b>2,143.78</b>	<b>12,376.36</b>	<b>458.51</b>	<b>141,322.95</b>
<b>30-Jun-20</b>		<b>28,340.28</b>				<b>16,999.33</b>			<b>6,591.60</b>		<b>50,602.85</b>		<b>25,954.02</b>		<b>12,834.87</b>		<b>141,322.95</b>
<b>Year to date</b>	<b>18,175.93</b>	<b>6,465.38</b>	<b>4,383.57</b>	<b>0.00</b>	<b>12,489.93</b>	<b>2,068.60</b>	<b>432.60</b>	<b>6,005.76</b>	<b>0.00</b>	<b>402.10</b>	<b>48,087.11</b>	<b>663.30</b>	<b>22,748.38</b>	<b>2,133.82</b>	<b>12,170.25</b>	<b>710.17</b>	<b>136,936.90</b>
<b>30-Jun-19</b>		<b>29,024.88</b>				<b>14,991.13</b>			<b>6,407.86</b>		<b>48,750.41</b>		<b>24,882.20</b>		<b>12,880.42</b>		<b>136,936.90</b>



## EASTERN METROPOLITAN REGIONAL COUNCIL

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## 2019/2020 YTD OTHER TONNAGES DISPOSED AT RED HILL WASTE MANAGEMENT FACILITY

Week Ending	Transfer Station	Class III Contaminated	Class IV Contaminated	Clean Green Transfer St	Clean Green Commercial	Other Commercials	Asbestos (Wrapped)	Hazelmere C&I, Mattress, Woodwaste	Total	TOTAL TONNAGES (Council & Other)
09-Jul-19	127.45	141.80	0.00	12.65	12.55	1,305.79	58.15	69.05	1,727.44	5,244.90
16-Jul-19	99.90	224.10	0.00	13.85	3.95	1,063.76	41.95	0.00	1,447.51	4,064.36
23-Jul-19	84.65	1,063.90	0.00	9.90	6.40	880.01	34.25	67.93	2,147.04	4,706.41
31-Jul-19	114.45	1,598.35	0.00	15.05	13.40	1,098.66	40.75	67.68	2,948.34	5,911.88
06-Aug-19	54.75	354.15	0.00	12.60	12.85	745.53	28.70	11.60	1,220.18	3,291.58
13-Aug-19	72.20	0.00	0.00	17.00	7.80	867.66	38.95	0.00	1,003.61	3,509.34
20-Aug-19	79.90	64.35	0.00	8.95	7.50	857.65	38.90	33.90	1,091.15	3,661.73
31-Aug-19	154.35	93.25	0.00	25.85	17.10	1,455.46	63.75	130.35	1,940.11	6,363.66
10-Sep-19	103.40	380.60	0.00	22.90	4.75	1,645.84	60.75	32.90	2,251.14	5,972.32
17-Sep-19	119.45	518.05	0.00	13.25	16.10	1,484.20	40.30	45.60	2,236.95	5,246.70
24-Sep-19	79.25	2,512.00	0.00	16.05	8.00	1,439.90	45.05	16.10	4,116.35	7,013.59
30-Sep-19	105.10	2,202.80	0.00	16.60	3.75	1,037.44	28.10	73.15	3,466.94	5,549.73
08-Oct-19	102.65	4,808.75	0.00	7.60	22.20	1,462.24	60.55	52.75	6,516.74	9,962.82
15-Oct-19	96.85	4,045.40	0.00	6.25	21.30	1,009.81	58.60	61.25	5,299.46	8,079.87
22-Oct-19	113.15	225.20	0.00	4.15	22.25	923.31	65.75	26.80	1,380.61	3,999.75
31-Oct-19	114.25	63.75	0.00	3.95	23.10	1,301.94	71.40	45.45	1,623.84	5,408.11
05-Nov-19	82.70	732.80	0.00	3.30	10.30	692.48	33.20	39.25	1,594.03	3,111.69
12-Nov-19	85.35	742.20	0.00	4.50	27.65	968.06	44.95	22.90	1,895.61	4,524.35
19-Nov-19	100.65	1,033.90	0.00	6.90	29.25	893.71	54.45	23.90	2,142.76	5,001.95
30-Nov-19	157.30	2,565.15	0.00	10.60	42.80	2,201.68	66.00	34.10	5,077.63	9,391.05
10-Dec-19	151.10	82.45	48.65	7.35	27.10	1,814.14	59.00	54.75	2,244.54	5,918.13
17-Dec-19	85.15	40.05	0.00	6.25	23.65	1,110.64	40.90	56.55	1,363.19	3,856.49
24-Dec-19	133.50	25.30	0.00	11.40	24.00	1,177.53	25.55	10.65	1,407.93	4,289.28
31-Dec-19	92.35	0.00	0.00	5.90	3.95	976.17	52.75	0.00	1,131.12	3,749.94
<b>Sub-total</b>	<b>2,509.85</b>	<b>23,518.30</b>	<b>48.65</b>	<b>262.80</b>	<b>391.70</b>	<b>28,413.61</b>	<b>1,152.70</b>	<b>976.61</b>	<b>57,274.22</b>	<b>127,829.63</b>

## EASTERN METROPOLITAN REGIONAL COUNCIL

## 2019/2020 YTD OTHER TONNAGES &amp; TOTAL TONNAGES DISPOSED OF AT RED HILL WASTE MANAGEMENT FACILITY

Week Ending	Transfer Station	Class III Contaminated	Class IV Contaminated	Clean Green Transfer St	Clean Green Commercial	Other Commercials	Asbestos (Wrapped)	Hazelmere C&I, Mattress, Woodwaste	Total	TOTAL TONNAGES (Council & Other)
07-Jan-20	108.80	65.30	0.00	3.35	8.65	1,045.18	24.15	0.00	1,255.43	3,853.31
14-Jan-20	93.20	107.10	0.00	7.70	29.30	1,149.28	36.80	68.70	1,492.08	3,837.18
21-Jan-20	82.95	222.65	0.00	4.40	21.00	1,088.11	52.35	16.15	1,487.61	3,968.77
31-Jan-20	106.45	93.45	0.00	6.65	38.90	1,888.05	56.25	23.40	2,213.15	6,287.95
11-Feb-20	136.05	336.45	0.00	8.05	32.35	1,700.27	58.85	7.10	2,279.12	5,899.41
18-Feb-20	79.95	246.40	0.00	12.90	18.50	1,094.30	34.70	7.00	1,493.75	4,054.81
25-Feb-20	69.15	157.95	0.00	17.60	10.10	1,123.66	42.30	31.35	1,452.11	3,854.81
29-Feb-20	39.85	270.15	0.00	7.45	7.90	602.18	21.75	17.65	966.93	2,642.81
03-Mar-20	46.95	62.75	0.00	4.95	2.20	382.16	9.85	0.00	508.86	1,570.45
10-Mar-20	99.75	179.20	0.00	19.60	21.65	1,022.60	45.90	27.15	1,415.85	4,587.06
17-Mar-20	84.90	120.70	0.00	16.15	12.00	989.75	42.05	29.35	1,294.90	3,808.45
24-Mar-20	92.65	183.00	0.00	14.50	11.65	1,114.91	37.10	20.30	1,474.11	3,947.24
31-Mar-20	92.80	173.35	0.00	18.05	17.85	1,102.91	40.25	36.00	1,481.21	4,083.32
07-Apr-20	138.25	0.00	52.90	18.35	19.70	1,000.21	43.30	3.75	1,276.46	3,914.23
14-Apr-20	107.65	240.95	0.00	15.35	9.95	920.34	22.25	31.70	1,348.19	3,968.43
21-Apr-20	97.65	136.60	0.00	21.05	10.60	1,035.24	41.75	13.30	1,356.19	4,312.39
30-Apr-20	140.35	118.60	2.35	29.00	17.70	1,342.69	62.00	21.25	1,733.94	6,056.06
05-May-20	75.45	0.00	0.00	14.10	7.90	654.99	21.45	5.60	779.49	2,456.05
12-May-20	108.40	264.00	0.00	20.75	17.20	997.66	41.55	35.70	1,485.26	4,622.68
19-May-20	127.00	249.10	0.00	20.65	16.50	1,047.82	64.05	25.85	1,550.97	4,470.41
26-May-20	100.00	453.60	0.00	14.50	30.40	1,029.03	28.40	0.00	1,655.93	4,565.53
31-May-20	75.65	221.25	0.00	10.05	14.95	626.75	23.45	27.15	999.25	2,670.73
09-Jun-20	125.05	366.95	80.10	29.35	11.75	1,429.69	67.90	29.00	2,139.79	5,948.79
16-Jun-20	87.95	168.75	165.75	13.80	7.70	945.90	47.25	26.00	1,463.10	4,343.45
23-Jun-20	93.00	88.60	108.25	16.05	9.75	947.55	62.05	21.85	1,347.10	4,248.65
30-Jun-20	137.35	269.05	113.60	12.30	15.60	987.30	37.00	35.70	1,607.90	4,353.25
<b>Sub-total</b>	<b>2,547.20</b>	<b>4,795.90</b>	<b>522.95</b>	<b>376.65</b>	<b>421.75</b>	<b>27,268.53</b>	<b>1,064.70</b>	<b>561.00</b>	<b>37,558.68</b>	<b>108,326.22</b>
<b>Year to date 30-Jun-20</b>	<b>5,057.05</b>	<b>28,314.20</b>	<b>571.60</b>	<b>639.45</b>	<b>813.45</b>	<b>55,682.14</b>	<b>2,217.40</b>	<b>1,537.61</b>	<b>94,832.90</b>	<b>236,155.85</b>
<b>30-Jun-19</b>	<b>4,916.08</b>	<b>3,080.95</b>	<b>191.45</b>	<b>750.40</b>	<b>590.10</b>	<b>74,653.78</b>	<b>2,297.55</b>	<b>2,070.50</b>	<b>88,550.81</b>	<b>225,487.71</b>

## 1.3 EASTERN METROPOLITAN REGIONAL COUNCIL

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## 2019/2020 YTD TONNAGES EXPORTED FROM RED HILL WASTE MANAGEMENT FACILITY

Week	Clay	Ferricrete	Filter / Laterite Rock	Recycled Material from Transfer St.	Mulch	Soil Improver	Total
09-Jul-19	0.00	538.85	95.12	13.35	0.00	17.10	<b>664.42</b>
16-Jul-19	0.00	37.75	114.05	5.93	27.75	21.25	<b>206.73</b>
23-Jul-19	0.00	670.10	51.10	8.70	22.20	38.20	<b>790.30</b>
31-Jul-19	0.00	347.62	16.16	15.55	0.00	20.55	<b>399.88</b>
06-Aug-19	0.00	83.20	39.45	5.38	0.00	30.10	<b>158.13</b>
13-Aug-19	0.00	412.75	33.25	11.60	7.95	56.50	<b>522.05</b>
20-Aug-19	0.00	263.60	0.00	4.93	23.20	11.20	<b>302.93</b>
31-Aug-19	0.00	1,013.20	54.10	17.05	45.65	96.60	<b>1,226.60</b>
10-Sep-19	0.00	528.15	8.15	15.70	14.85	28.30	<b>595.15</b>
17-Sep-19	0.00	576.45	11.30	10.35	19.60	26.90	<b>644.60</b>
24-Sep-19	221.20	597.05	5.85	7.75	0.00	46.10	<b>877.95</b>
30-Sep-19	26.00	0.00	0.00	2.30	18.80	46.40	<b>93.50</b>
08-Oct-19	0.00	26.20	0.00	15.40	21.55	51.80	<b>114.95</b>
15-Oct-19	0.00	240.55	28.95	7.60	9.40	31.05	<b>317.55</b>
22-Oct-19	0.00	272.80	38.40	4.85	18.40	26.35	<b>360.80</b>
31-Oct-19	0.00	88.30	0.00	14.10	21.45	40.95	<b>164.80</b>
05-Nov-19	0.00	11.60	15.25	3.20	4.05	9.60	<b>43.70</b>
12-Nov-19	0.00	81.10	11.40	12.75	16.10	46.40	<b>167.75</b>
19-Nov-19	0.00	54.75	5.55	7.40	3.75	19.05	<b>90.50</b>
30-Nov-19	0.00	60.15	9.75	16.30	41.65	51.90	<b>179.75</b>
10-Dec-19	0.00	197.55	5.35	7.00	32.05	60.90	<b>302.85</b>
17-Dec-19	0.00	100.20	0.00	11.05	21.30	27.95	<b>160.50</b>
24-Dec-19	0.00	21.95	28.25	13.35	20.65	17.50	<b>101.70</b>
31-Dec-19	0.00	4.90	0.00	3.15	39.65	10.95	<b>58.65</b>
<b>Sub Total</b>	<b>247.20</b>	<b>6,228.77</b>	<b>571.43</b>	<b>234.74</b>	<b>430.00</b>	<b>833.60</b>	<b>8,545.74</b>

## EASTERN METROPOLITAN REGIONAL COUNCIL

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## 2019/2020 YTD TONNAGES EXPORTED FROM RED HILL WASTE MANAGEMENT FACILITY

Week	Clay	Ferricrete	Filter / Laterite Rock	Recycled Material from Transfer St.	Mulch	Soil Improver	Total
07-Jan-20	0.00	271.30	5.55	7.80	4.60	4.70	<b>293.95</b>
14-Jan-20	0.00	20.25	10.40	11.15	55.35	126.15	<b>223.30</b>
21-Jan-20	0.00	117.95	33.80	14.45	29.95	20.40	<b>216.55</b>
31-Jan-20	0.00	678.45	0.00	20.40	63.55	23.75	<b>786.15</b>
11-Feb-20	0.00	382.15	0.00	12.05	12.60	36.85	<b>443.65</b>
18-Feb-20	0.00	174.70	0.00	4.35	19.55	28.00	<b>226.60</b>
25-Feb-20	0.00	86.90	24.50	19.90	12.70	15.85	<b>159.85</b>
29-Feb-20	0.00	24.65	0.00	3.95	14.85	16.90	<b>60.35</b>
03-Mar-20	0.00	0.00	0.00	0.00	0.00	0.00	<b>0.00</b>
10-Mar-20	0.00	27.45	24.10	13.95	10.80	27.05	<b>103.35</b>
17-Mar-20	0.00	114.55	10.00	5.80	19.35	21.00	<b>170.70</b>
24-Mar-20	0.00	332.25	6.25	4.00	52.80	48.55	<b>443.85</b>
31-Mar-20	0.00	236.10	67.35	6.65	13.40	48.80	<b>372.30</b>
07-Apr-20	0.00	143.50	22.10	11.25	29.75	45.20	<b>251.80</b>
14-Apr-20	0.00	44.00	0.00	1.65	39.05	24.70	<b>109.40</b>
21-Apr-20	0.00	132.35	26.95	15.70	65.25	24.20	<b>264.45</b>
30-Apr-20	0.00	282.45	0.00	15.15	15.50	64.65	<b>377.75</b>
05-May-20	0.00	12.35	0.00	10.15	27.95	30.20	<b>80.65</b>
12-May-20	0.00	312.65	0.00	10.35	17.90	43.20	<b>384.10</b>
19-May-20	0.00	216.00	0.00	13.50	43.45	42.40	<b>315.35</b>
26-May-20	0.00	183.05	0.00	9.75	15.80	38.40	<b>247.00</b>
31-May-20	0.00	101.80	0.00	15.20	34.45	35.25	<b>186.70</b>
09-Jun-20	0.00	262.60	0.00	7.80	41.90	29.30	<b>341.60</b>
16-Jun-20	8.60	113.10	0.00	14.30	73.90	61.75	<b>271.65</b>
23-Jun-20	0.00	383.70	0.00	7.30	97.40	13.65	<b>502.05</b>
30-Jun-20	0.00	182.40	0.00	11.60	77.55	33.90	<b>305.45</b>
<b>Sub Total</b>	<b>8.60</b>	<b>4,836.65</b>	<b>231.00</b>	<b>268.15</b>	<b>889.35</b>	<b>904.80</b>	<b>7,138.55</b>
<b>Year to date 30-Jun-20</b>	<b>255.80</b>	<b>11,065.42</b>	<b>802.43</b>	<b>502.89</b>	<b>1,319.35</b>	<b>1,738.40</b>	<b>15,684.29</b>
<b>Year to date 30-Jun-19</b>	<b>118.05</b>	<b>61,659.20</b>	<b>673.23</b>	<b>431.59</b>	<b>5,829.98</b>	<b>1,423.42</b>	<b>70,135.47</b>

**EASTERN METROPOLITAN REGIONAL COUNCIL**  
**2019/2020 YTD - COUNCIL TONNAGES**  
**Hazelmere Resource Recovery Park - Incoming Materials & Product Sales**

Attachment 4 to WAC 3 -17 September 2020 Item 1.3

Month	Timber Recycling			C & I	Mattress Processing
	2019-2020 Incoming Waste Timber	Sale of Fines 58888/05	Sale of Woodchip 58888/01	Incoming C & I Material	Total Incoming Mattresses
	Tonne	Tonne	Tonne	Tonne	Number
Jul-2019	1,342.13	992.22	12.22	27.74	959
Aug-2019	1,434.12	1,071.56	26.89	8.28	1,437
Sep-2019	1,455.19	984.89	43.11	69.70	1,250
Oct-2019	1,641.94	1,105.11	50.67	8.50	1,366
Nov-2019	1,384.41	927.78	54.44	15.10	1,175
Dec-2019	1,120.28	933.33	69.44	13.98	1,089
Jan-2020	1,119.88	1,248.36	38.38	23.10	1,493
Feb-2020	1,220.50	1,071.36	580.33	16.38	1,159
Mar-2020	1,168.97	1,266.14	22.00	8.28	1,129
Apr-2020	1,062.88	870.76	28.89	22.48	1,102
May-2020	1,278.41	983.20	55.78	18.22	1,299
Jun-2020	1,142.20	719.36	17.78	23.56	1,494
<b>Year to Date</b>	<b>15,370.91</b>	<b>12,174.07</b>	<b>999.94</b>	<b>255.32</b>	<b>14,952</b>
<b>YTD Comparison previous year (to June)</b>	<b>13,062.07</b>	<b>11,929.10</b>	<b>289.64</b>	<b>490.62</b>	<b>13,453</b>
<b>Previous Yr total 2018/2019</b>	<b>13,062.08</b>	<b>11,929.11</b>	<b>289.63</b>	<b>490.62</b>	<b>13,453</b>



## **1.4 2020/2021 COUNCIL TONNAGE COMPARISONS AS AT 31 JULY 2020**

**REFERENCE: D2020/19059 (WAC) – D2020/19813**

### **PURPOSE OF REPORT**

The purpose of this report is to provide Council with tonnages and quantities at the Red Hill Waste Management Facility (Red Hill) and the Hazelmere Resource Recovery Park (Hazelmere) for the reporting period of 1 July 2020 to 31 July 2020.

### **REPORT**

Attachment 1 of this report indicates that member Council tonnages totaling 12,774.30 tonnes were received at Red Hill during the reporting period, compared to 11,657.22 tonnes received during the same period in 2019/2020.

Attachment 2 outlines “other” waste that was received at Red Hill being 5,796.55 tonnes compared to 8,270.33 tonnes received during the same period in 2019/2020. The combined tonnages for the reporting period totalled 18,570.85 tonnes compared to 19,927.55 tonnes received in the same period in 2019/2020. This is a decrease of 1356.70 tonnes, or 6.8% due to the decrease in Class III contaminated waste.

Attachment 3 outlines the tonnages of various materials that have been exported from Red Hill during the reporting period, compared to the same period in 2019/2020.

Attachment 4 outlines the tonnages and quantities received of waste timber, C&I material and mattresses, plus sales of woodchip/fines at Hazelmere for the above reporting period.

- Incoming Waste Timber totalled 1,321.10 tonnes compared to 1,342.13 tonnes for the same period in 2019/2020.
- The sale of fines and woodchip totalled 1,360.69 tonnes, compared to 1,004.44 tonnes for the same period in 2019/2020.
- Incoming Commercial and Industrial (C&I) Waste totalled 13.60 tonnes, compared to 27.74 tonnes for the same period in 2019/2020.
- Mattresses incoming totalled 1,545 compared to 959 for the same period in 2019/2020.
  - Note that from 11 December 2019, mattresses received are now being processed off-site by Soft Landing Mattress Recycling.

### **ATTACHMENT(S)**

1. Council Tonnages - 1 July 2020 to 31 July 2020 (Ref: D2020/19803)
  2. Other Tonnages - 1 July 2020 to 31 July 2020 (Ref: D2020/19806)
  3. Tonnages Exported from Red Hill - 1 July 2020 to 31 July 2020 (Ref: D2020/19809)
  4. Hazelmere Resource Recovery Park – Incoming Materials and Product Sales - 1 July 2020 to 31 July 2020 (Ref: D2020/19812)
-



**EASTERN METROPOLITAN REGIONAL COUNCIL  
RED HILL WASTE MANAGEMENT FACILITY  
YTD TONNAGES RECEIVED FROM MEMBER COUNCILS 2020/2021**

Week Ending	BAYSWATER				BELMONT			BASSENDEAN			SWAN		KALAMUNDA		MUNDARING		TOTAL
	Waste	MRF	MGB Greenwaste	Clean Greenwaste	Waste	Residual	Clean Greenwaste	Waste	FOGO	Clean Greenwaste	Waste	Clean Greenwaste	Waste	Clean Greenwaste	Waste	Clean Greenwaste	
7/07/2020	426.55	91.00	111.50	14.50	102.25	75.05	19.80	105.55	0.00	1.85	939.60	7.60	468.15	66.35	221.85	0.00	<b>2,651.60</b>
14/07/2020	426.00	268.90	80.75	9.75	255.40	68.10	16.90	106.00	0.00	0.00	972.50	6.80	458.15	62.20	218.05	0.00	<b>2,949.50</b>
21/07/2020	419.05	114.70	124.15	5.65	165.55	0.00	21.40	105.15	0.00	0.00	955.85	6.80	447.05	51.00	224.30	0.00	<b>2,640.65</b>
28/07/2020	425.90	174.00	87.60	8.10	161.80	38.60	17.05	110.50	0.00	0.00	970.85	7.40	448.30	47.80	217.00	0.00	<b>2,714.90</b>
31/07/2020	224.80	150.50	74.50	5.10	295.50	38.55	16.55	61.90	0.00	1.40	565.50	1.80	236.50	22.60	122.45	0.00	<b>1,817.65</b>
<b>Year to Date</b>	<b>1,922.30</b>	<b>799.10</b>	<b>478.50</b>	<b>43.10</b>	<b>980.50</b>	<b>220.30</b>	<b>91.70</b>	<b>489.10</b>	<b>0.00</b>	<b>3.25</b>	<b>4,404.30</b>	<b>30.40</b>	<b>2,058.15</b>	<b>249.95</b>	<b>1,003.65</b>	<b>0.00</b>	<b>12,774.30</b>
<b>31/07/2020</b>		<b>3,243.00</b>				<b>1,292.50</b>			<b>492.35</b>		<b>4,434.70</b>		<b>2,308.10</b>		<b>1,003.65</b>		<b>12,774.30</b>
<b>Year to Date</b>	<b>1,671.49</b>	<b>238.36</b>	<b>446.95</b>	<b>0.00</b>	<b>1,064.80</b>	<b>255.90</b>	<b>71.60</b>	<b>477.55</b>	<b>0.00</b>	<b>2.75</b>	<b>4,186.86</b>	<b>35.00</b>	<b>2,016.71</b>	<b>178.15</b>	<b>1,011.10</b>	<b>0.00</b>	<b>11,657.22</b>
<b>31/07/2019</b>		<b>2,356.80</b>				<b>1,392.30</b>			<b>480.30</b>		<b>4,221.86</b>		<b>2,194.86</b>		<b>1,011.10</b>		<b>11,657.22</b>



**EASTERN METROPOLITAN REGIONAL COUNCIL  
RED HILL WASTE MANAGEMENT FACILITY  
YTD OTHER AND TOTAL TONNAGES RECEIVED 2020/2021**

Week Ending	Transfer Station	Class III Contaminated	Class IV Contaminated	Clean Green Transfer St	Clean Green Commercial	Other Commercials	Asbestos (Wrapped)	Hazelmere C&I, Mattress, Woodwaste	TOTAL OTHER	TOTAL COUNCIL & OTHER
7/07/2020	96.75	199.50	54.95	15.15	12.75	934.80	57.40	21.00	1,392.30	4,043.90
14/07/2020	94.60	18.25	23.00	19.95	9.10	1,034.75	66.65	12.90	1,279.20	4,228.70
21/07/2020	118.60	13.20	90.70	11.55	18.05	976.60	43.95	12.45	1,285.10	3,925.75
28/07/2020	90.75	0.00	29.20	15.10	34.60	951.50	42.40	46.25	1,209.80	3,924.70
31/07/2020	41.15	0.00	0.00	10.05	2.10	549.30	19.25	8.30	630.15	2,447.80
<b>Year to Date 31/07/2020</b>	<b>441.85</b>	<b>230.95</b>	<b>197.85</b>	<b>71.80</b>	<b>76.60</b>	<b>4,446.95</b>	<b>229.65</b>	<b>100.90</b>	<b>5,796.55</b>	<b>18,570.85</b>
<b>Year to Date 31/07/2019</b>	<b>426.45</b>	<b>3,028.15</b>	<b>0.00</b>	<b>51.45</b>	<b>36.30</b>	<b>4,348.22</b>	<b>175.10</b>	<b>204.66</b>	<b>8,270.33</b>	<b>19,927.55</b>





**EASTERN METROPOLITAN REGIONAL COUNCIL  
RED HILL WASTE MANAGEMENT FACILITY  
YTD TONNAGES EXPORTED 2020/2021**

<b>Week Ending</b>	<b>Clay</b>	<b>Ferricrete</b>	<b>Filter / Laterite Rock</b>	<b>Recycled Materials</b>	<b>Mulch</b>	<b>Soil</b>	<b>TOTAL</b>
7/07/2020	0.00	566.95	0.00	12.50	43.10	32.50	<b>655.05</b>
14/07/2020	0.00	423.35	0.00	9.40	4.30	9.75	<b>446.80</b>
21/07/2020	0.00	166.10	0.00	5.05	47.35	52.05	<b>270.55</b>
28/07/2020	0.00	227.60	0.00	16.50	5.00	26.60	<b>275.70</b>
31/07/2020	0.00	596.30	0.00	11.95	3.70	10.85	<b>622.80</b>
<b>Year to Date 31/07/2020</b>	<b>0.00</b>	<b>1,980.30</b>	<b>0.00</b>	<b>55.40</b>	<b>103.45</b>	<b>131.75</b>	<b>2,270.90</b>
<b>Year to Date 31/07/2019</b>	<b>0.00</b>	<b>2,572.20</b>	<b>81.15</b>	<b>37.76</b>	<b>21.60</b>	<b>125.20</b>	<b>2,837.91</b>

**EASTERN METROPOLITAN REGIONAL COUNCIL**  
**2020/2021 YTD - COUNCIL TONNAGES**  
**Hazelmere Resource Recovery Park - Incoming Materials & Product Sales**

Month	Timber Recycling			C & I	Mattress Processing
	Incoming Waste Timber 58888/01	Sale of Fines 58888/05	Sale of Woodchip 58888/01	Incoming C & I Material	Total Incoming Mattresses 58888/02
	Tonne	Tonne	Tonne	Tonne	Number
Jul-2020	1,321.10	1,317.66	43.03	13.60	1,545
<b>Year to Date</b>	<b>1,321.10</b>	<b>1,317.66</b>	<b>43.03</b>	<b>13.60</b>	<b>1,545</b>
<b>YTD Comparison previous year (July)</b>	<b>1,342.13</b>	<b>992.22</b>	<b>12.22</b>	<b>27.74</b>	<b>959</b>
<b>Previous Yr total 2019/2020</b>	<b>15,370.91</b>	<b>12,174.07</b>	<b>999.94</b>	<b>255.32</b>	<b>14,952</b>



## **15 REPORTS OF COMMITTEES**

### **15.1 CHIEF EXECUTIVE OFFICERS ADVISORY COMMITTEE MEETING HELD 4 AUGUST 2020 (REFER TO MINUTES OF COMMITTEE)**

**REFERENCE: D2020/12846 (CEOAC) - D2020/20100**

The minutes of the Chief Executive Officers Advisory Committee meeting held on **4 August 2020** accompany and form part of this agenda – (refer to section of ‘Minutes of Committees’ for Council accompanying this Agenda).

### **QUESTIONS**

The Chairman invites general questions from members on the minutes of the Chief Executive Officers Advisory Committee.

### **RECOMMENDATION(S)**

That with the exception of items ....., which are to be withdrawn and dealt with separately, Council adopts the recommendations in the Chief Executive Officers Advisory Committee reports (Section 15.1).

### **COUNCIL RESOLUTION(S)**

MOVED CR JOHNSON                      SECONDED CR HAMILTON

THAT COUNCIL ADOPTS THE RECOMMENDATIONS IN THE CHIEF EXECUTIVE OFFICERS ADVISORY COMMITTEE REPORTS (SECTION 15.1).

**CARRIED UNANIMOUSLY**

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**15.2 WASTE ADVISORY COMMITTEE MEETING HELD 3 SEPTEMBER 2020  
(REFER TO MINUTES OF COMMITTEE)  
REFERENCE: D2020/13852 (WAC) - D2020/19920**

The minutes of the Waste Advisory Committee meeting held on **3 September 2020** accompany and form part of this agenda – (refer to section of ‘Minutes of Committees’ for Council accompanying this Agenda).

**QUESTIONS**

The Chairman invites general questions from members on the minutes of the Waste Advisory Committee. Any questions relating to the confidential report will be dealt with under section 19.1 of the agenda “Confidential Items.”

**RECOMMENDATION(S)**

That with the exception of items ....., which are to be withdrawn and dealt with separately, Council adopts the recommendations in the Waste Advisory Committee reports (Section 15.2).

**COUNCIL RESOLUTION(S)**

MOVED CR CONGERTON

SECONDED CR O’CONNOR

THAT WITH THE EXCEPTION OF ITEM 11.2, WHICH IS TO BE WITHDRAWN AND DEALT WITH SEPARATELY, COUNCIL ADOPTS THE RECOMMENDATIONS IN THE WASTE ADVISORY COMMITTEE REPORTS (SECTION 15.2).

**CARRIED UNANIMOUSLY**

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## 16 REPORTS OF DELEGATES

Cr Johnson as the EMRC's MWAC representative provided an overview of the recent meeting held. Minutes of the meeting were provided by Cr Johnson and will be distributed by EMRC officers to Councillors.

## 17 MEMBERS' MOTIONS OF WHICH PREVIOUS NOTICE HAS BEEN GIVEN

Nil

## 18 NEW BUSINESS OF AN URGENT NATURE APPROVED BY THE CHAIRMAN OR PRESIDING MEMBER OR BY DECISION OF MEETING

Nil

## 19 CONFIDENTIAL MATTERS FOR WHICH THE MEETING MAY BE CLOSED TO THE PUBLIC

### RECOMMENDATION (Closing meeting to the public)

That with the exception of ....., the meeting be closed to members of the public in accordance with Section 5.23 (2) of the *Local Government Act 1995* for the purpose of dealing with matters of a confidential nature.

### COUNCIL RESOLUTION(S)

MOVED CR HAMILTON

SECONDED CR POWELL

THAT WITH THE EXCEPTION OF THE CEO, CHIEF FINANCIAL OFFICER, CHIEF PROJECT OFFICER, CHIEF SUSTAINABILITY OFFICER, CHIEF OPERATING OFFICER, MANAGER PROCUREMENT AND GOVERNANCE, MANAGER FINANCIAL SERVICES, MANAGER INFORMATION SERVICES, DIRECTOR OF WORKS AND INFRASTRUCTURE (CITY OF BAYSWATER), DIRECTOR OF ASSET SERVICES (CITY OF KALAMUNDA), EXECUTIVE ASSISTANT TO THE CEO AND PERSONAL ASSISTANT TO THE CHIEF FINANCIAL OFFICER THE MEETING BE CLOSED TO MEMBERS OF THE PUBLIC IN ACCORDANCE WITH SECTION 5.23 (2) OF THE *LOCAL GOVERNMENT ACT 1995* FOR THE PURPOSE OF DEALING WITH MATTERS OF A CONFIDENTIAL NATURE.

**CARRIED UNANIMOUSLY**

The doors of the meeting were closed at 6:45pm and members of the public departed the Council Chambers.

The Chief Executive Officer, Chief Financial Officer, Chief Project Officer, Chief Sustainability Officer, Chief Operating Officer, Manager Procurement and Governance, Manager Financial Services, Manager Information Services, Director of Works and Infrastructure (City of Bayswater), Director of Asset Services (City of Kalamunda), Executive Assistant to the CEO and Personal Assistant to the Chief Financial Officer remained in Council Chambers.

## 14.6 REQUEST FOR TENDER RFT2020-006 EMRC STRATEGIC REVIEW

**REFERENCE: D2020/20033**

This item was withdrawn to be discussed behind closed doors to enable Councillors to deliberate on that part of the tender and is recommended to be confidential because it contains matters of commercial-in-confidence.



*Item 19 continued*

**19.1 ITEM 14.1 OF THE WASTE ADVISORY COMMITTEE MINUTES – CLASS IV WASTE CELL (PRELIMINARY DESIGN & APPROVALS)**

**REFERENCE: D2020/20103**

This item is recommended to be confidential because it contains matters of commercial-in-confidence.

The Council considered the Confidential Item circulated with the Agenda under Separate Cover.

**RECOMMENDATION [Meeting re-opened to the public]**

That the meeting be re-opened, the members of the public be invited to return to the meeting and the recommendations passed behind closed doors be recorded.

**COUNCIL RESOLUTION**

MOVED CR HAMILTON

SECONDED CR JOHNSON

THAT THE MEETING BE RE-OPENED, THE MEMBERS OF THE PUBLIC BE INVITED TO RETURN TO THE MEETING AND THE RECOMMENDATIONS PASSED BEHIND CLOSED DOORS BE RECORDED.

**CARRIED UNANIMOUSLY**

The doors were reopened at 6:51pm and members of the public returned to the meeting.

**14.6 REQUEST FOR TENDER RFT2020-006 EMRC STRATEGIC REVIEW**

**REFERENCE: D2020/20033**

**COUNCIL RESOLUTION(S)**

MOVED CR CONGERTON

SECONDED CR O'CONNOR

THAT:

1. COUNCIL AWARD TENDER RFT2020-006 EMRC STRATEGIC REVIEW TO TENDERER E FOR \$298,535 (EX GST) BASED ON A FIXED PRICE SCHEDULE.
2. THE CEO BE AUTHORISED ON BEHALF OF THE EMRC TO ENTER INTO A CONTRACT WITH TENDERER E IN ACCORDANCE WITH THEIR SUBMITTED TENDER, SUBJECT TO ANY MINOR VARIATIONS THAT MAY BE AGREED BETWEEN THE EMRC AND TENDERER E.
3. COUNCIL AUTHORISE A 10% CONTINGENCY BASED ON THE TENDERED PRICE SCHEDULE FOR ANY CONTRACT VARIATIONS THAT MAY ARISE IN RELATION TO TENDER RFT2020-006.
4. THE IDENTITY OF THE SUCCESSFUL TENDERER AND THE AWARDED AMOUNT BE REDACTED FOR LEGAL REASONS AND REMAIN CONFIDENTIAL UNTIL SUCH TIME THAT THE RESULTANT CONTRACT HAS BEEN FORMED.

**CARRIED UNANIMOUSLY**

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*Item 19 continued*

**19.1 ITEM 14.1 OF THE WASTE ADVISORY COMMITTEE MINUTES – CLASS IV WASTE CELL (PRELIMINARY DESIGN & APPROVALS)**

**REFERENCE: D2020/20103**

**COUNCIL RESOLUTION(S)**

MOVED CR CONGERTON                      SECONDED CR HAMILTON

THAT:

1. COUNCIL AUTHORISES THE COMMENCEMENT OF THE DESIGN AND APPROVAL PROCESS FOR CLASS IV STAGE 3 CELL DEVELOPMENT.
2. COUNCIL BY ABSOLUTE MAJORITY IN ACCORDANCE WITH S.6.8 OF THE *LOCAL GOVERNMENT ACT 1995* APPROVES THE UNBUDGETED EXPENDITURE UP TO THE AMOUNT DETAILED IN THE REPORT TO PROCEED WITH THE DESIGN AND REGULATORY APPROVALS FOR THE DEVELOPMENT OF A NEW CLASS IV CELL AT THE RED HILL WASTE MANAGEMENT FACILITY.
3. THE REPORT AND ATTACHMENT(S) REMAIN CONFIDENTIAL AND BE CERTIFIED BY THE CHAIRMAN AND CEO.

**CARRIED UNANIMOUSLY**

**20 FUTURE MEETINGS OF COUNCIL**

The next meeting of Council will be held on ***Thursday 22 October (If required)*** at the EMRC Administration Office, 1<sup>st</sup> Floor, 226 Great Eastern Highway, Belmont WA 6104 commencing at 6:00pm.

**Future Meetings 2020**

Thursday	22 October (if required)	at	EMRC Administration Office
Thursday	3 December	at	EMRC Administration Office
January 2021 (recess)			

**21 DECLARATION OF CLOSURE OF MEETING**

There being no further business, the meeting was closed at 6:52 pm.